




Office of the City Manager

October 21, 2013

To: Commission Secretaries

From: Christine Daniel, City Manager 

Subject: 2014 Update to the City's Local Hazard Mitigation Plan (LHMP);  
Public Comment Process

The First Draft of the City's 2014 Local Hazard Mitigation Plan (LHMP) update has been released on the City's website ([www.CityofBerkeley.info/Mitigation](http://www.CityofBerkeley.info/Mitigation)) and at City libraries. The document's Executive Summary and Actions are attached to this letter.

As a Commission Secretary, please agendaize the Local Hazard Mitigation Plan Update as an Information Item at your next Commission meeting, and include the attached information in your next Commission packet. At your next meeting, please:

- Review the contents of the attachment, including the topic areas covered by the plan actions
- Identify any plan actions pertaining to your Commission's area of expertise
- If your Commission has any significant concerns about these actions or the First Draft Plan generally, please capture them in writing and submit them to [Mitigation@CityofBerkeley.info](mailto:Mitigation@CityofBerkeley.info) by December 9 at 5:00 p.m.

#### Plan Content

The LHMP identifies natural hazards in Berkeley and outlines a five-year strategy to further protect Berkeley's people, buildings, infrastructure and environment from those hazards. The City began updating the LHMP in summer 2011. This update effort will allow Berkeley to apply for federal mitigation grant programs and State funding, and is anticipated to be complete in spring of 2014.

#### Commission Review

All Commissions are being invited to provide feedback on the First Draft Plan. Commission feedback will be due to [Mitigation@CityofBerkeley.info](mailto:Mitigation@CityofBerkeley.info) by December 9 at 5:00 p.m. Staff will review the feedback and incorporate appropriate edits into the Final Draft Plan.

From October - December 2103, staff will be making public presentations about the First Draft Plan at meetings of the Planning Commission and the Disaster and Fire Safety Commission. The following presentations are scheduled:

- October 23: Disaster and Fire Safety Commission: Hazard Analysis updates
- November 20: Planning Commission: Plan development process, Hazard Analysis updates and mitigation strategy
- December 4: Disaster and Fire Safety Commission: Plan Development Process and Mitigation Strategy

### Community Review

The First Draft Plan has been posted for review and comment at City libraries and on the City website ([www.CityofBerkeley.info/Mitigation](http://www.CityofBerkeley.info/Mitigation)). Members of the public are invited to provide written feedback on the document until Monday, December 9 at 5:00 p.m.

Written feedback can be submitted:

- a) Via email to [Mitigation@CityofBerkeley.info](mailto:Mitigation@CityofBerkeley.info)
- b) Via postal mail to:  
Fire Department - Office of Emergency Services  
Attn: Mitigation Plan  
2100 Martin Luther King, Jr. Way, 2<sup>nd</sup> Floor  
Berkeley, CA 94704
- c) In-person during business hours to the Fire Department - Office of Emergency Services at the address above.

Staff will review community member feedback and will incorporate appropriate edits into the Final Draft Plan.

### Adoption

The Planning Commission and Disaster and Fire Safety Commission will play specific roles in the Plan update. Because the Plan is an annex to the City's General Plan, the Planning Commission must make a recommendation to Council on the Final Draft Plan. Because the Disaster and Fire Safety Commission closely monitors the City's preparedness and mitigation efforts, staff will request that the Commission make a recommendation to Council on the Final Draft Plan.

If your Commission provides feedback on the Plan before the December 9, 2013 deadline, that feedback will be included in these Commissions' January meeting packets. Staff will present the Final Draft Plan to the Disaster and Fire Safety Commission at its January 22 meeting, and to the Planning Commission at its January 15 meeting. The January 15 Planning Commission meeting will be the first Public

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Hearing for the Final Draft Plan. At these January meetings, staff will request these Commissions' recommendations to Council on the Final Draft Plan. The Final Draft Plan will be brought to City Council for review and adoption in spring 2014.

**Commission Secretaries will serve as their Commissions' point of contact for this project.** Commission Secretaries with questions should contact Sarah Lana, Emergency Services Coordinator (981-5576; [slana@cityofberkeley.info](mailto:slana@cityofberkeley.info)).

Attachment: 2014 Local Hazard Mitigation Plan: First Draft Executive Summary and Actions

cc: William Rogers, Deputy City Manager  
Gil Dong, Fire Chief  
Ann-Marie Hogan, City Auditor  
Mark Numainville, City Clerk  
Matthai Chakko, Assistant to the City Manager  
Sarah Lana, Emergency Services Coordinator