

# Village of Munsey Park Annex

This document presents the Village of Munsey Park’s annex to the *Nassau County Multi-Jurisdictional Hazard Mitigation Plan*.

## Hazard Mitigation Plan Points of Contact

The individuals below have been identified as this jurisdiction’s points of contact for the hazard mitigation plan. These individuals are members of the Planning Committee that met regularly for the update of this plan and will continue to meet in the years ahead to implement it.

Primary Point of Contact	Alternate Point of Contact
Lawrence A. Ceriello, Mayor 1777 Northern Boulevard Manhasset, NY 11030 lceriello@munseypark.org 516-639-2069	Tara Gibbons, Clerk 1777 Northern Boulevard Manhasset, NY 11030 tgibbons@munseypark.org 516-330-1228

## Profile

The Village of Munsey Park covers approximately 0.52 square miles<sup>1</sup> and has a total population of 1,018 according to the American Community Survey 5-Year 2018 Estimates. Some of the demographics of the Village of Munsey Park are summarized in Table 1. This information supported the development of mitigation actions that account for the needs of the most vulnerable individuals in the community.

Table 1: Village of Munsey Park Demographic Information

Demographic		Demographic	
Below 5 Years Old	5.2%	Black or African American alone	40.0%
Above 65 Years Old	15.5%	American Indian and Alaska Native alone	0.0%
Individuals with Disabilities	Information not provided	Asian alone	6.4%
Persons in Poverty	2.1%	Native Hawaiian and other Pacific Islander alone	0.0%
Renters	5.5%	Two or More Races	1.5%
Without a High School Diploma	1.3%	White alone, not Hispanic or Latino, percent	88.4%
Without Access to Broadband Internet	0.0%	Hispanic or Latino	3.2%

<sup>1</sup> This is inclusive of land area only.

Munsey Park consists of 888 homes and two businesses developments. Over the last five years this administration has made a strong commitment to an overall beautification plan to improve and maintain the Village. Currently, two residential subdivisions have received permits for development. The jurisdiction maintains zoning maps and planning teams. By understanding these development trends and how they intersect with hazard-prone areas, this allows for current and future vulnerabilities to be planned for and avoided.

Refer to the **County Profile** section of this plan for additional information related to current and future conditions of the County’s vulnerable population and the natural environment. Thiinformation provides important context for understanding hazard mitigation planning.

## Hazard Vulnerability

This section summarizes how the natural hazards profiled in Section 4 of this plan impact the Village of Munsey Park. The jurisdiction identified flooding and wind as the hazards that impact the community most. Table 2 shows the sectors of the community that are most likely to be impacted by each hazard. The categories that were considered included the community, economy, health and social services, housing, infrastructure, natural and cultural resources, or no impact. No impact indicates that the jurisdiction did not identify a noticeable impact from the hazard over the past five years, even if the hazard occurs. This information was used to develop a relevant and effective mitigation strategy for the jurisdiction. Detailed hazard event histories, critical facility exposure, and additional vulnerability information can be found in each hazard profile in Section 4 of this plan.

The hazards that most impact the Village of Munsey Park include: **Flooding and Wind.**

Table 2: Village of Munsey Park Hazard Impacts

Hazard	Impact Categories
Coastal Hazards	Infrastructure
Drought	No Impact
Extreme Temperatures	No Impact
Flooding	No Impact
Ground Failure	No Impact
Hurricane and Tropical Storms	No Impact
Hail	No Impact
Lightning	No Impact
Severe Winter Weather	No Impact
Tornados	No Impact
Wind	No Impact

## Capability Assessment

This section summarizes the capabilities that the Village of Munsey Park has in place that can support hazard mitigation. These capabilities include plans, ordinances, staff, financial resources, and program participation. This Capability Assessment was used to help drive the identification and development of the projects presented in the Mitigation Strategy to make sure that they are appropriate in scope and achievable to implement.

### Legal and Regulatory Capability Assessment

Table 3 lists the assessment of existing legal and regulatory tools for the Village of Munsey Park. The Village of Munsey Park maintains several key administrative and technical capabilities to support mitigation, including special purpose ordinances, subdivision ordinances, and zoning ordinances. These capabilities are critical to consider as tools in developing and implementing mitigation strategies. To further enhance their mitigation capabilities, the Village can consider the capabilities in the table below that the Village currently does not have. These additional capabilities would either support creating a legal framework or strategy for implementing a diversity of mitigation actions.

*Table 3: Village of Munsey Park Existing Legal and Regulatory Capabilities*

Regulatory Tool	Yes / No	Citation (if applicable)
Access and Functional Needs Plan	No	
Building Code	No	
Capital Improvement Plan	No	
Climate Action Plan	No	
Community Development Plan	No	
Comprehensive Plan / Master Plan	No	
Economic Development Plan(s)	No	
Emergency Response Plan(s)	No	
Floodplain Management Plan(s)	No	
Growth Management Plan(s)	No	
NFIP Flood Damage Prevention Ordinance(s)	No	
Open Space Plan(s)	No	
Post Disaster Recovery Ordinance(s)	No	
Post Disaster Recovery Plan(s)	No	
Real Estate Disclosure Requirements	No	
Resilience Plan(s)	No	
Site Plan Review Requirement(s)	No	
Small Area Development Plan(s)	No	
Special Purpose Ordinance(s)	Yes	

Regulatory Tool	Yes / No	Citation (if applicable)
Stormwater Management Plan(s)	No	
Subdivision Ordinance(s)	Yes	
Transportation Plan(s)	No	
Zoning Ordinance(s)	Yes	BZA

## Administrative and Technical Capability Assessment

Table 4 lists the assessment of existing administrative and technical tools for the Village of Munsey Park. The Village of Munsey Park's primary administrative and technical capabilities include engineers, a GIS analyst, and a construction practices personnel. The Village can bolster their capabilities in this category by identifying individuals with expertise in land use and natural hazards (specifically related to flooding).

Table 4: Village of Munsey Park Existing Staff / Personnel Resource

Staff / Personnel Resource	Yes / No	Details
Emergency Manager(s)	No	
Engineer(s) trained in construction practices related to buildings/infrastructure	No	
Engineer(s) with an understanding of natural and/or human caused hazards	Yes	West side engineering
Engineer(s) with knowledge of land development and land management practices	No	
Grant Writers	No	
Personnel skilled or trained in Geographic Information Systems	Yes	West side engineering.
Personnel trained in construction practices related to buildings/infrastructure	Yes	Building inspector/architect
Planner(s) with an understanding of natural hazards	No	
Planner(s) with knowledge of land development and land management practices	No	
Scientist(s) familiar with natural hazards	No	
Surveyors	No	

## Fiscal Capability Assessment

Table 5 lists the assessment of existing fiscal tools for the Village of Munsey Park. Funding is often the biggest barrier when implementing mitigation programs. The Village is primarily able to fund mitigation programs by incurring debt through general obligation bonds, levying taxes for specific purposes, utilizing user fees for utility services, and impact fees for home buyers and/or developers. Village of Munsey Park should consider explore additional fiscal capabilities in order to gain access to additional funding for mitigation.

*Table 5: Village of Munsey Park Existing Fiscal Capabilities*

Resources	Yes / No	Additional Details
Ability to incur debt through general obligation bonds	Yes	
Ability to incur debt through private activity bonds	No	
Ability to incur dept through special tax bonds	No	
Authority to levy taxes for specific purposes	Yes	
Authority to utilize user fees for utility services	Yes	
Authority to withhold public expenditures in hazard prone areas	No	
Capital improvements project funding	No	
Community Development Block Grants (CDBG)	No	
Impact fees for home buyers and/or developers	Yes	Impact fees for new home development
State mitigation grant programs	No	

## Community Classification Assessment

Table 6 lists the assessment of existing community classifications for the Village of Munsey Park. Exploring gaining one or more community classifications will guide the Village's mitigation programs and support capacity building.

*Table 6: Village of Munsey Park Community Classifications*

Classification	Yes/No (or Status)
Building Code Effectiveness Grading Schedule (BCEGS)	No
Public Protection Classification Program	No
Community Rating System (CRS)	No
Other Classifications	No

## **National Flood Insurance Program Summary**

This section provides a summary of the floodplain management capabilities for Village of Munsey Park and how the jurisdiction is meeting the requirements of the National Flood Insurance Program (NFIP).

There are no areas in the Village that are considered flood-prone at this time and does not currently have a designated floodplain manager. The Village did not note any current barriers to running a successful NFIP program. The flood maps for this jurisdiction do not accurately portray the current flood risk. There are currently no RiskMAP projects ongoing in this jurisdiction.

No properties in the jurisdiction have been substantially damaged as a result of recent flood events. The Village of Munsey Park is in good standing with the NFIP. Based on documentation received from NYSDEC, a compliance audit (e.g., Community Assistance Visit or Community Assistance Contacts) has not been conducted for the municipality but the Village will determine if one is needed in the future and schedule it. There are no NFIP compliance violations that need to be addressed in this jurisdiction. The Village's Damage Prevention Ordinance was last amended 2/10/2009 and can be found in Chapter 99.

## Mitigation Strategy

The following section provides an overview of the mitigation strategy for Village of Munsey Park. It provides an overview of the jurisdiction's previous mitigation actions, proposed actions, and the NYS mitigation worksheets.

### Previous Mitigation Actions

This jurisdiction did not participate in the 2014 hazard mitigation plan.

### Proposed Mitigation Actions

Project Number	VMP_1	VMP_2	VMP_3
Project Name	Road Improvement Project	Tree Program	Hazard Risk Awareness Outreach and Education
Goal being met	1, 3	3, 4, 5	4
Hazards to be mitigated	Severe winter weather, Flooding	Hurricanes, Straight-line winds	High winds, tropical storms and other events that cause power outages
Priority Ranking	High	High	High
Description of the Problem	Certain roads in the Village of Munsey Park that have been flagged "red" from the Village's road study which means they are in great need of repair after several years of weather, plows and commuter traffic creating roads that are filled with pot holes and dangerous cracks. Our maintenance crew purchases bags of asphalt and will fill potholes, but the fill does not last long and is costly.	The Village of Munsey Park is a member of the Tree City USA. We have very beautiful and old trees throughout the Village. After Hurricane Sandy, the Village lost a tremendous number of trees that caused significant damage to homes. Many residents would like to remove trees from their property since the hurricane for fear that the trees will fall on their homes.	The high winds, tropical storms and other events that cause power outages that Munsey Park experiences threaten residential structures, some of which occur every year (e.g., wind). Residents could benefit from better understanding of hazard-resistance building materials and non-structural retrofits that could be completed.
Description of the Solution	The roads that have been marked in most need of repair need to be repaved in order to secure safe walking and biking conditions for pedestrians and safe road conditions for drivers. Road improvements will increase the durability of roadways to severe winter weather.	The Village would like to develop a tree maintenance program under the direction of a certified arborist that will help maintain the safety and health of our trees. In addition, the program would include a residential educational program to help residents learn techniques on how to optimize the health and safety of Village trees.	Establish outreach and education program to raise awareness amongst residents about disaster-resilience construction practices and non-structural retrofits.
Critical Facility	No	No	No
EHP Issues	No	No	No
Estimated Timeline	3 Weeks	6 Months - 1 Year	36 Months

<b>Project Number</b>	<b>VMP_1</b>	<b>VMP_2</b>	<b>VMP_3</b>
<b>Lead Agency</b>	Village of Munsey Park	Village of Munsey Park	Village of Munsey Park
<b>Estimated Costs</b>	To be determined	\$5,000	\$10,000 - \$25,000
<b>Estimated Benefits</b>	Safer driving conditions ,and the reduce the risk for injury and loss of life	Reduce and prevent property damage from high wind events that bring down large trees and limbs.	Reduction in hazard damages resulting from individual-level mitigation activities and resilient building practices.
<b>Potential Funding Sources</b>	Grants, CHIPS/PAVE/EWR Funds	Grants, Munsey Park Woman's Club Donation,	HMGP + Village Staff and Volunteer Time

## **Mitigation Action Worksheets**

The following pages contain mitigation action worksheets that provide additional detail some of the jurisdiction's proposed mitigation actions.

## Nassau County Multi-Jurisdictional Hazard Mitigation Plan

Name of Jurisdiction: Inc. Village of Munsey Park

NYS DHSES Action Worksheet			
Project Name:	Road Improvement Project		
Project Number:	VMP_1		
Risk / Vulnerability			
Hazard of Concern:	The roads in the Village of Munsey Park have been ruined by sleet, snow ice and sand from storms over the past several years.		
Description of the Problem:	Certain roads in the Village of Munsey Park that have been flagged "red" from the Village's road study which means they are in great need of repair after several years of weather, plows and commuter traffic creating roads that are filled with pot holes and dangerous cracks. Our maintenance crew purchases bags of asphalt and will fill potholes but the fill does not last long and is costly.		
Action or Project Intended for Implementation			
Description of the Solution:	The roads that have been marked in most need of repair need to be repaved in order to secure safe walking and biking conditions for pedestrians and safe road conditions for drivers. Road improvements will increase the durability of roadways to severe winter weather.		
Is this project related to a Critical Facility?		Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
(If yes, this project must intend to protect to the 500-year flood event or the actual worst damage scenario, whichever is greater.)			
Level of Protection:	Severe winter weather events	Estimated Benefits (losses avoided):	Safer driving conditions ,and the reduce the risk for injury and loss of life
Useful Life:	15-30 Years		
Estimated Cost:	To be determined		
Plan for Implementation			
Prioritization:	High	Desired Timeframe for Implementation:	Fall 2020
Estimated Time Required for Project Implementation:	Three weeks	Potential Funding Sources:	Grants, CHIPS/PAVE/EWR Funds
Responsible Organization:	Incorporated Village of Munsey Park	Local Planning Mechanisms to be Used in Implementation, if any:	Try to seek a grant. Use next years budgeted CHIPS/PAVE/EWR funds towards the project
Three Alternatives Considered (including No Action)			
Alternatives:	<i>Action</i>	<i>Estimated Cost</i>	<i>Evaluation</i>
	No Action	\$0	
	Have the maintenance crew to continue to fill potholes	Bags of asphalt: One 50 lb bag is \$1200	Pro: cheaper and quicker fix. Con: partial solution to a larger issue.
	Hire a mason/contractor to cut out sections of the road to fix dangerous spots.	Have to place out for a bid	Pro: cheaper than full replacement. Con: partial solution to a larger issue.
Progress Report (for plan maintenance)			
Date of Status Report:			
Report of Progress:			
Update Evaluation of the Problem and/or Solution:			

## Instructions

(Name of Jurisdiction) \_\_\_\_\_

NYS DHSES Action Worksheet			
Project Name:	Each action must have a unique project number referenced here and in the Action Tables.		
Project Number:	Each action must have a unique project name referenced here and in the Action Tables.		
Risk / Vulnerability			
Hazard of Concern:	Identify the hazard being addressed with this action.		
Description of the Problem:	Provide a detailed narrative of the problem. Describe the natural hazard you wish to mitigate, its impacts to the jurisdiction, past damages and loss of service, etc. Include the street address of the property/project location (if applicable), adjacent streets, and easily identified landmarks such as water bodies and well-known structures, and end with a brief description of existing conditions (topography, terrain, hydrology) of the site.		
Action or Project Intended for Implementation			
Description of the Solution:	Provide a detailed narrative of the solution. Describe the physical area (project limits) to be affected, both by direct work and by the project's effects; how the action would address the existing conditions previously identified; proposed construction methods, including any excavation and earth-moving activities; where you are in the development process (e.g., are studies and/or drawings complete), etc., the extent of any analyses or studies performed (attach any reports or studies).		
Is this project related to a Critical Facility?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(If yes, this project must intend to protect to the 500-year flood event or the actual worst damage scenario, whichever is greater.)			
Level of Protection:	Identify the level of protection the proposed project will provide. Ex. 100-year (1%) flood.	Estimated Benefits (losses avoided):	Identify the benefits that implementation of this project will provide. If dollar amounts are known, include them. If dollar amounts are unknown or are unquantifiable, describe the losses that will be avoided.
Useful Life:	Identify the number of years the project will provide protection against the hazard.		
Estimated Cost:	Identify all estimated costs associated with implementation.		
Plan for Implementation			
Prioritization:	Identify the priority based on the prioritization method agreed upon.	Desired Timeframe for Implementation:	Identify the desired start time for this project. Ex. Within 6 months.
Estimated Time Required for Project Implementation:	Provided the estimated time required to complete the project from start to end.	Potential Funding Sources:	Multiple sources of potential funding should be listed when appropriate.
Responsible Organization:	Identify the name of a department or agency responsible for implementation, not the jurisdiction.	Local Planning Mechanisms to be Used in Implementation, if any:	Consider the use of local planning mechanisms that will be used to implement this project.
Three Alternatives Considered (including No Action)			
Alternatives:	<i>Action</i>	<i>Estimated Cost</i>	<i>Evaluation</i>
	No Action	\$0	
	Alternative 1 Brief Description		Include a description of pros/cons of Alternative 1.
	Alternative 2 Brief Description		Include a description of pros/cons of Alternative 2.
Progress Report (for plan maintenance)			
Date of Status Report:	This section should be completed during plan maintenance/evaluation.		
Report of Progress:	Describe what progress, if any, has been made on this project. If it has been determined the jurisdiction no longer wishes to pursue implementation, state that here and indicate why.		
Update Evaluation of the Problem and/or Solution:	Provide an updated description of the problem and solution, and what has happened since initial consideration/development.		

## Nassau County Multi-Jurisdictional Hazard Mitigation Plan

Name of Jurisdiction: Inc. Village of Munsey Park

NYS DHSES Action Worksheet			
Project Name:	Tree Program		
Project Number:	VMP_2		
Risk / Vulnerability			
Hazard of Concern:	Hurricanes, Straight-line winds		
Description of the Problem:	The Village of Munsey Park is a member of the Tree City USA. We have very beautiful and old trees throughout the Village. After Hurricane Sandy, the Village lost a tremendous number of trees that caused significant damage to homes. Many residents would like to remove trees from their property since the hurricane for fear that the trees will fall on their homes.		
Action or Project Intended for Implementation			
Description of the Solution:	The Village would like to develop a tree maintenance program under the direction of a certified arborist that will help maintain the safety and health of our trees. In addition, the program would include a residential educational program to help residents learn techniques on how to optimize the health and safety of Village trees.		
Is this project related to a Critical Facility?		Yes	No <input checked="" type="checkbox"/>
(If yes, this project must intend to protect to the 500-year flood event or the actual worst damage scenario, whichever is greater.)			
Level of Protection:	All high wind events	Estimated Benefits (losses avoided):	Reduce and prevent property damage from high wind events that bring down large trees and limbs.
Useful Life:	10 years		
Estimated Cost:	\$5,000		
Plan for Implementation			
Prioritization:	High	Desired Timeframe for Implementation:	1 Year
Estimated Time Required for Project Implementation:	6 Months - 1 Year to implement	Potential Funding Sources:	We could ask the Munsey Park Woman's Club for a donation. Look into grants and free educational courses on tree maintenance.
Responsible Organization:	Our Village would hire an arborist to help facilitate this project	Local Planning Mechanisms to be Used in Implementation, if any:	We would have our tree committee involved with assisting the arborist to implement the program
Three Alternatives Considered (including No Action)			
Alternatives:	Action	Estimated Cost	Evaluation
	No action	\$0	
	Educational classes offered to residents on how to maintain trees	Arborist preparation and hourly fee	Educating residents is essential, but the con is the Village would want an expert to maintain the trees.
	Newsletter or brochures educating residents on how to maintain trees	Arborist preparation, graphic art, printing and mailing costs	Educating residents is important but not as effective as having arborist maintain the trees by pruning and proper nutrition.
Progress Report (for plan maintenance)			
Date of Status Report:	The Village will first create a plan of arborist evaluation of Village trees in the Right of Way (ROW) to determine the needs of each tree. The list may continue to include other trees, not in the ROW. Trees at risk need to be identified on the property of each home. In addition to having the trees maintained by a certified arborist, we will also have to incorporate an educational plan for residents.		
Report of Progress:	This program is in the planning stage. The Village has identified the problem of maintaining all of the trees in the Village whether through pruning, removal or nutrition. Our goal is to limit the amount of tree destruction that occurred during hurricane Sandy.		

Update Evaluation of the Problem and/or Solution:

The Board of Trustees does not have the funds in this year's budget to do the same level of tree pruning on ROW trees as they did last year. Other options on funding are being considered and will be discussed at the Board of Trustees (BOT) meeting in September 2020. Another problem is the tree committee that works with residents is comprised of volunteers and are not certified arborists. We will have to research additional funds to educate our volunteers.

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## Instructions

(Name of Jurisdiction) \_\_\_\_\_

NYS DHSES Action Worksheet			
Project Name:	Each action must have a unique project number referenced here and in the Action Tables.		
Project Number:	Each action must have a unique project name referenced here and in the Action Tables.		
Risk / Vulnerability			
Hazard of Concern:	Identify the hazard being addressed with this action.		
Description of the Problem:	Provide a detailed narrative of the problem. Describe the natural hazard you wish to mitigate, its impacts to the jurisdiction, past damages and loss of service, etc. Include the street address of the property/project location (if applicable), adjacent streets, and easily identified landmarks such as water bodies and well-known structures, and end with a brief description of existing conditions (topography, terrain, hydrology) of the site.		
Action or Project Intended for Implementation			
Description of the Solution:	Provide a detailed narrative of the solution. Describe the physical area (project limits) to be affected, both by direct work and by the project's effects; how the action would address the existing conditions previously identified; proposed construction methods, including any excavation and earth-moving activities; where you are in the development process (e.g., are studies and/or drawings complete), etc., the extent of any analyses or studies performed (attach any reports or studies).		
Is this project related to a Critical Facility?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(If yes, this project must intend to protect to the 500-year flood event or the actual worst damage scenario, whichever is greater.)			
Level of Protection:	Identify the level of protection the proposed project will provide. Ex. 100-year (1%) flood.	Estimated Benefits (losses avoided):	Identify the benefits that implementation of this project will provide. If dollar amounts are known, include them. If dollar amounts are unknown or are unquantifiable, describe the losses that will be avoided.
Useful Life:	Identify the number of years the project will provide protection against the hazard.		
Estimated Cost:	Identify all estimated costs associated with implementation.		
Plan for Implementation			
Prioritization:	Identify the priority based on the prioritization method agreed upon.	Desired Timeframe for Implementation:	Identify the desired start time for this project. Ex. Within 6 months.
Estimated Time Required for Project Implementation:	Provide the estimated time required to complete the project from start to end.	Potential Funding Sources:	Multiple sources of potential funding should be listed when appropriate.
Responsible Organization:	Identify the name of a department or agency responsible for implementation, not the jurisdiction.	Local Planning Mechanisms to be Used in Implementation, if any:	Consider the use of local planning mechanisms that will be used to implement this project.
Three Alternatives Considered (including No Action)			
Alternatives:	<i>Action</i>	<i>Estimated Cost</i>	<i>Evaluation</i>
	No Action	\$0	
	Alternative 1 Brief Description		Include a description of pros/cons of Alternative 1.
	Alternative 2 Brief Description		Include a description of pros/cons of Alternative 2.
Progress Report (for plan maintenance)			
Date of Status Report:	This section should be completed during plan maintenance/evaluation.		
Report of Progress:	Describe what progress, if any, has been made on this project. If it has been determined the jurisdiction no longer wishes to pursue implementation, state that here and indicate why.		
Update Evaluation of the Problem and/or Solution:	Provide an updated description of the problem and solution, and what has happened since initial consideration/development.		

## Nassau County Multi-Jurisdictional Hazard Mitigation Plan

Name of Jurisdiction: Village of Munsey Park

NYS DHSES Action Worksheet			
Project Name:	Hazard Risk Awareness Outreach and Education		
Project Number:	VMP_3		
Risk / Vulnerability			
Hazard of Concern:	High winds, tropical storms and other events that cause power outages		
Description of the Problem:	The high winds, tropical storms and other events that cause power outages that Munsey Park experiences threaten residential structures, some of which occur every year (e.g., wind). Residents could benefit from better understanding of hazard-resistance building materials and non-structural retrofits that could be completed.		
Action or Project Intended for Implementation			
Description of the Solution:	Establish outreach and education program to raise awareness amongst residents about disaster-resilience construction practices and non-structural retrofits.		
Is this project related to a Critical Facility?		Yes	No <input checked="" type="checkbox"/>
(If yes, this project must intend to protect to the 500-year flood event or the actual worst damage scenario, whichever is greater.)			
Level of Protection:	N/A (Outreach)	Estimated Benefits (losses avoided):	Reduction in hazard damages resulting from individual-level mitigation activities and resilient building practices.
Useful Life:	5-10 years		
Estimated Cost:	\$10,000-\$25,000		
Plan for Implementation			
Prioritization:	High	Desired Timeframe for Implementation:	Beginning within one year
Estimated Time Required for Project Implementation:	36 months	Potential Funding Sources:	HMGP + Village Staff and Volunteer Time
Responsible Organization:	Village of Munsey Park	Local Planning Mechanisms to be Used in Implementation, if any:	
Three Alternatives Considered (including No Action)			
Alternatives:	<i>Action</i>	<i>Estimated Cost</i>	<i>Evaluation</i>
	No Action	\$0	
	Update building code to mandate use of hazard-resistant building material	Staff Time	There may not be political will to enact new building code requirements.
Establish funding program to support non-structural retrofits.	Unknown	Alternative is contingent upon finding appropriate funding program to support direct costs and administrative overhead.	
Progress Report (for plan maintenance)			
Date of Status Report:			
Report of Progress:			
Update Evaluation of the Problem and/or Solution:			

## Instructions

(Name of Jurisdiction)

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NYS DHSES Action Worksheet			
Project Name:	Each action must have a unique project number referenced here and in the Action Tables.		
Project Number:	Each action must have a unique project name referenced here and in the Action Tables.		
Risk / Vulnerability			
Hazard of Concern:	Identify the hazard being addressed with this action.		
Description of the Problem:	Provide a detailed narrative of the problem. Describe the natural hazard you wish to mitigate, its impacts to the jurisdiction, past damages and loss of service, etc. Include the street address of the property/project location (if applicable), adjacent streets, and easily identified landmarks such as water bodies and well-known structures, and end with a brief description of existing conditions (topography, terrain, hydrology) of the site.		
Action or Project Intended for Implementation			
Description of the Solution:	Provide a detailed narrative of the solution. Describe the physical area (project limits) to be affected, both by direct work and by the project's effects; how the action would address the existing conditions previously identified; proposed construction methods, including any excavation and earth-moving activities; where you are in the development process (e.g., are studies and/or drawings complete), etc., the extent of any analyses or studies performed (attach any reports or studies).		
Is this project related to a Critical Facility?		Yes <input type="checkbox"/>	No <input type="checkbox"/>
(If yes, this project must intend to protect to the 500-year flood event or the actual worst damage scenario, whichever is greater.)			
Level of Protection:	Identify the level of protection the proposed project will provide. Ex. 100-year (1%) flood.	Estimated Benefits (losses avoided):	Identify the benefits that implementation of this project will provide. If dollar amounts are known, include them. If dollar amounts are unknown or are unquantifiable, describe the losses that will be avoided.
Useful Life:	Identify the number of years the project will provide protection against the hazard.		
Estimated Cost:	Identify all estimated costs associated with implementation.		
Plan for Implementation			
Prioritization:	Identify the priority based on the prioritization method agreed upon.	Desired Timeframe for Implementation:	Identify the desired start time for this project. Ex. Within 6 months.
Estimated Time Required for Project Implementation:	Provide the estimated time required to complete the project from start to end.	Potential Funding Sources:	Multiple sources of potential funding should be listed when appropriate.
Responsible Organization:	Identify the name of a department or agency responsible for implementation, not the jurisdiction.	Local Planning Mechanisms to be Used in Implementation, if any:	Consider the use of local planning mechanisms that will be used to implement this project.
Three Alternatives Considered (including No Action)			
Alternatives:	_ <i>Action</i>	<i>Estimated Cost</i>	<i>Evaluation</i>
	No Action	\$0	
	Alternative 1 Brief Description		Include a description of pros/cons of Alternative 1.
	Alternative 2 Brief Description		Include a description of pros/cons of Alternative 2.
Progress Report (for plan maintenance)			
Date of Status Report:	This section should be completed during plan maintenance/evaluation.		
Report of Progress:	Describe what progress, if any, has been made on this project. If it has been determined the jurisdiction no longer wishes to pursue implementation, state that here and indicate why.		
Update Evaluation of the Problem and/or Solution:	Provide an updated description of the problem and solution, and what has happened since initial consideration/development.		