

WARREN COUNTY

Climate Smart Communities Program

2019 Consolidated Funding Application – Work Plan



Warren County
Department of
Planning &
Community
Development

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A. Project Start-Up Tasks

1. Project Kick-Off Meeting

Upon execution of a contract with NYSDEC the CSC Coordinator will arrange a meeting with CSC Task Force members and representative(s) from NYSDEC.

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Project Management Agreement

An intermunicipal agreement will be drafted and executed between Warren County and the Warren County Soil and Water Conservation District to undertake projects within this work plan.

Task Lead: Warren County Planning

Deliverable: Executed Intermunicipal Agreement

3. Advisory Committee

The Warren County Board of Supervisors will designate members of a Climate Smart Task Force. During the project kick-off meeting, the task force will identify key stakeholders to review and provide input on actions in this workplan.

Task Lead: Warren County Planning

Deliverable: List of Climate Smart Task Force Members. Summary of Meeting.

4. Preparation of Community Outreach Plan and Creation of Project Website

A Community Outreach Plan will be drafted by the Warren County Planning Department in consultation with Climate Smart Task Force Members. Additionally, a project website or social media page will be created to communicate relevant project information to the public.

Task Lead: Warren County Planning

Deliverable: Draft Community Outreach Plan. Web Address or Link to Social Media Page Provided to NYSDEC.



B. Natural Resources Inventory

Develop a Natural Resources Inventory (NRI) that visually depicts a comprehensive inventory of physical and biological natural resources, throughout Warren County.

The NRI will be an online public resource that will not only identify resources, but provide information about how to use the data.

The expectation is that this resource will be used by the general public and municipal board to encourage sustainable development in Warren County.



1. Project Scoping Meeting

Members of the Climate Smart Task Force identified as key stakeholders will assemble to review project goals and objectives, as well as relevant data to include in the Climate Vulnerability Assessment.

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Integration of Data into ArcGIS Application

Warren County GIS will work with project partners to collect relevant data to incorporate into the NRI. Warren County GIS will enter data into a database and related ArcGIS application.

Task Lead: Warren County GIS

Deliverable: Copy of Database

3. Drafting of Data Narratives

Warren County Soil and Water Conservation District will draft narratives, along with identified project partners, that correspond to the included data sets. These narratives will provide data source, year of last update, information about how to practically use the data, and other information.

Task Lead: Warren County Soil and Water Conservation District

Deliverable: Data Narratives

4. Draft Natural Resources Inventory and Stakeholder Review

An online draft Natural Resources Inventory will be created, with associated data narratives, and shared with identified stakeholders and NYSDEC. Comments received will be incorporated in the final Natural Resources Inventory

Task Lead: Warren County GIS

Deliverable: Draft Natural Resources Inventory (Online)

5. Final Natural Resources Inventory

A Final Natural Resources Inventory will be provided to NYSDEC and a link for the project will be shared on the project website/social media page. Additionally, the completed NRI will be shared with local media and the Warren County Board of Supervisors, for adoption through local law.

Task Lead: Warren County GIS

Deliverable: Final Natural Resources Inventory (Online). Copy of Local Law (if adopted)

C. Climate Vulnerability Assessment

Utilizing the existing 2016 Hazard Mitigation Plan and currently available climate predictions, develop an assessment of threats posed by climate change to existing infrastructure and systems.

This assessment will include the inventory of existing infrastructure (municipal utilities and facilities) to determine the likelihood and magnitude of impacts from climate change.



1. Project Scoping Meeting

Members of the CS Task Force identified as key stakeholders will assemble to review project goals and objectives, as well as relevant data to include in the Climate Vulnerability Assessment.

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Review & Summarize State and Regional Climate Change Projection Studies

Warren County Planning and other project partners will review available state and regional climate change projections. A summary of relevant information will be developed for inclusion in the final report.

Task Lead: Warren County Planning

Deliverable: Summary of Relevant Climate Change Projections.

3. Identification of Climate-Related Vulnerabilities from the 2016 Hazard Mitigation Plan

Warren County Soil and Water Conservation and other project partners, such as Warren County Office of Emergency Services, will review the existing 2016 Hazard Mitigation Plan and identify cited vulnerabilities related to climate change. A summary of relevant sections will be developed for inclusion in the final report.

Task Lead: Warren County Soil and Water Conservation District

Deliverable: Summary of Identified Climate Related Vulnerabilities from 2016 Hazard Mitigation Plan

4. Inventory of Municipal Utilities and Facilities

Warren County GIS will develop an inventory of municipal facilities (i.e. town halls, fire stations) and utilities (i.e. water/sewer mains). If information is not available, the Warren County GIS Department will work with local municipalities or County departments to map facilities or utilities.

Task Lead: Warren County GIS

Deliverable: Copy of Database

5. Identify Potential Impacts to Assets and Systems

Project partners, under the guidance of the County Hazard Mitigation Coordinator, will identify potential impacts to the following assets and systems:

- Municipal and private facilities and buildings, including critical facilities;
- Transportation infrastructure systems;
- Waste disposal techniques and systems;
- Wastewater treatment infrastructure and systems;
- Drinking water sources, infrastructure, and treatment processes;
- Stormwater infrastructure;
- Energy sources, infrastructure and systems;
- Communication systems;
- Economic sectors (e.g. manufacturing, recreation, tourism);
- Social sectors (e.g. elderly, youth, low-income, non-native English speakers);
- Parks and public lands;
- Public health, including the private health care system;
- Agriculture;
- Food supply;
- Natural assets and systems (wetlands, forests) and services that they provide (water treatment, wildlife habitat);
- Cultural assets; and
- Emergency response systems.

Task Lead: Warren County Planning

Deliverable: Summary of Potential Impacts to Assets and Systems

6. Identify and Assess Vulnerabilities to Assets and Systems (Exposure, Sensitivity, Adaptive Capacity)

Project partners, under the guidance of the County Hazard Mitigation Coordinator, will assess identified potential vulnerabilities to assets and systems, with respect to their exposure, sensitivity, and adaptive capacity.

Task Lead: Warren County Planning

Deliverable: Summary of Potential Impacts to Assets and Systems, relating to their exposure, sensitivity, and adaptive capacity.

7. Prioritize Vulnerable Assets and Systems

Project partners, under the guidance of the County Hazard Mitigation Coordinator, will prioritize vulnerable assets and systems.

Task Lead: Warren County Planning

Deliverable: Summary of Prioritized Vulnerable Assets and Systems

8. Prioritize Assets based on Exposure, Sensitivity and Adaptive Capacity

Using the prioritized vulnerable assets, the project partners, under the guidance of the County Hazard Mitigation Coordinator, will prioritize these assets based on their exposure, sensitivity, and adaptive capacity.

Task Lead: Warren County Planning

Deliverable: Summary of Prioritized Assets based on Exposure, Sensitivity and Adaptive Capacity

9. Draft Climate Vulnerability Assessment and Stakeholder Review

Developed summaries will be incorporated into a Draft Climate Vulnerability Assessment. This draft will be reviewed by stakeholders and NYSDEC, prior to the public release of the report.

Task Lead: Warren County Planning

Deliverable: Draft Climate Vulnerability Assessment and Stakeholder Comments

10. Public Release of Draft Climate Vulnerability Assessment

The Warren County Planning Department will present the findings to the Warren County Board of Supervisors, share with local media, and provide a copy of the draft report for review on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Meeting Notes

11. Final Climate Vulnerability Assessment

Comments received from the Warren County Board of Supervisors and the public will be summarized and shreviewed by the Climate Smart Task Force.

Where applicable, comments will be incorporated into the Final Climate Vulnerability Assessment. The final report will be shared on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Final Climate Vulnerability Assessment

D. Climate Adaptation Strategies

Utilizing the proposed Climate Vulnerability Assessment, develop strategies to address at least one priority Climate Vulnerability.

1. Project Scoping Meeting

Members of the CS Task Force identified as key stakeholders will assemble to review project goals and objectives, as well as relevant data to include in the Climate Adaptation Strategies.

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Review Identified Climate Vulnerabilities and Select Asset(s) or System(s) Requiring Adaptation

With Climate Smart Task Force and stakeholders prioritize vulnerabilities to address.

Task Lead: Warren County Soil and Water Conservation District

Deliverable Summary of Prioritized Vulnerabilities

3. Develop Adaptation Goal(s) and Recommendations

For identified vulnerabilities, define goals and recommendations to achieve goals.

Task Lead: Warren County Soil and Water Conservation District

Deliverable: Summary of Adaptation Goals and Recommendations

4. Draft Adaptation Strategies Report

Developed summaries will be incorporated into a Draft Climate Adaptation Strategies Report. This draft will be reviewed by stakeholders and NYSDEC, prior to the public release of the report.

Task Lead: Warren County Planning

Deliverable: Draft Climate Adaptation Strategies Report and Stakeholder Comment



5. Public Release of Draft Climate Adaptation Strategies Report

The Warren County Planning Department will present the findings to the Warren County Board of Supervisors, share with local media, and provide a copy of the draft report for review on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Meeting Notes

6. Final Climate Adaptation Strategies Report

Comments received from the Warren County Board of Supervisors and the public will be summarized and reviewed by the CS Task Force. Where applicable, comments will be incorporated into the Final Climate Adaptation Strategies. The final report will be shared on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Final Climate Adaptation Strategies Report

E. Climate Smart Resiliency Planning

Conduct an assessment of existing plans, municipal codes, policies, and projects to identify areas of potential vulnerability.



1. Project Scoping Meeting

Members of the CS Task Force identified as key stakeholders will assemble to review project goals and objectives, as well as relevant data to include in the Climate Resiliency Plan

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Review of Vulnerability and Risk Assessments

Warren County Planning Department, in coordination with project partners, will identify known hazards in the community, such as floodplains.

Task Lead: Warren County Planning

Deliverable: Summary and/or maps of existing hazards and vulnerabilities

3. Conduct Assessment of Plans, Codes, Policies and Projects

Using the NYSDEC's Climate Smart Resiliency Planning Tool as a guide, the Warren County Planning Department and project partners will conduct an assessment of existing plans, codes, policies, and projects to discover whether potential vulnerabilities are being minimized or exacerbated.

Task Lead: Warren County Planning

Deliverable: Summary of Assessment

4. Public Outreach and Meeting to Develop Climate Resilience Vision

Warren County Planning will hold a public meeting to discuss project goals and develop climate resilience vision.

Additionally, the Warren County Planning Department, in coordination with project partners, will create a survey to increase public participation. The survey will be shared on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Meeting notes. Draft Climate Resilience Vision. Copy of Survey.

5. Assessment of Disaster Preparedness and Recovery

Using the NYSDEC's Climate Smart Resiliency Planning Tool as a guide, the Warren County Planning Department and project partners will conduct an assessment of existing disaster preparedness and recovery documents.

Task Lead: Warren County Soil and Water Conservation District

Deliverable: Summary of Assessment

6. Assessment of Hazard Mitigation

Using the NYSDEC's Climate Smart Resiliency Planning Tool as a guide, the Warren County Planning Department and project partners will conduct an assessment of existing hazard mitigation documents.

Task Lead: Warren County Soil and Water Conservation District

Deliverable: Summary of Assessment

7. Identification of Potential Gaps in Community Planning, Related to Climate Hazard Resiliency

A summary of potential gaps in community planning for climate resilience will be developed.

Task Lead: Warren County Planning

Deliverable: Summary of potential gaps

8. Draft Climate Smart Resiliency Plan

A Draft Climate Resiliency Plan will be developed by incorporating the summaries of the completed CSRP Tool and other information selected by the project partners. Additionally, the Climate Resiliency Plan will provide recommendations to improve community planning relating to climate resiliency.

Task Lead: Warren County Planning

Deliverable: Draft Climate Smart Resiliency Plan

9. Public Outreach Meeting to Present Draft Climate Resilience Plan

A second public meeting will be held to discuss the findings of the Climate Resiliency Plan.

The Warren County Planning Department will present the plan to the Warren County Board of Supervisors, share with local media, and provide a copy of the draft report for review on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Meeting Notes

10. Final Climate Smart Resiliency Plan

Comments received from the Warren County Board of Supervisors and the public will be summarized and reviewed by the CS Task Force. Where applicable, comments will be incorporated into the Final Climate Resilience Plan. The final report will be shared on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Final Climate Smart Resiliency Plan

F. Fleet Inventory

Develop a comprehensive inventory of all vehicles, including medium and heavy-duty vehicles (bulldozers), non-traditional vehicles (boats), specialty vehicles (buses), and emergency vehicles (fire trucks).



1. Project Scoping Meeting

Members of the CS Task Force identified as key stakeholders will assemble to review project goals and objectives, as well as relevant data to include in the Fleet Inventory

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Update Existing Fleet Inventory to Include NYSDEC Identified Categories

Working with applicable County Departments, Warren County Planning Department will develop a fleet inventory, in a format consistent with NYSDEC guidance.

Task Lead: Warren County Planning

Deliverable: Updated Fleet Inventory

3. Identify Protocols for Updating Inventory

Working with applicable County Departments, Warren County Planning Department will develop a protocol for updating the inventory. This protocol will include details on the frequency and method of update, as well as identify the County staff responsible for its update.

Task Lead: Warren County Planning

Deliverable: Protocol for inventory update

4. Draft & Final Fleet Inventory

Warren County Planning Department will submit the completed inventory to NYSDEC.

Task Lead: Warren County Planning

Deliverable: Draft/Final Fleet Inventory

G. Heat Emergency Plan

Develop a plan to protect vulnerable populations during intense or prolonged high-heat events.

1. Project Scoping Meeting

Members of the CS Task Force identified as key stakeholders will assemble to review project goals and objectives, as well as relevant data to include in the Heat Emergency Plan.

Task Lead: Warren County Planning

Deliverable: Summary of Meeting

2. Identify Vulnerable Populations

Working with key stakeholders, the Warren County Planning Department, will identify those populations most vulnerable to high-heat events.

Task Lead: Warren County Planning

Deliverable: Summary of Vulnerable Populations

3. Determine Key Indicators for Implementing Plan

Working with key stakeholders, the Warren County Planning Department, will determine appropriate trigger levels for implementing the plan.

Task Lead: Warren County Planning

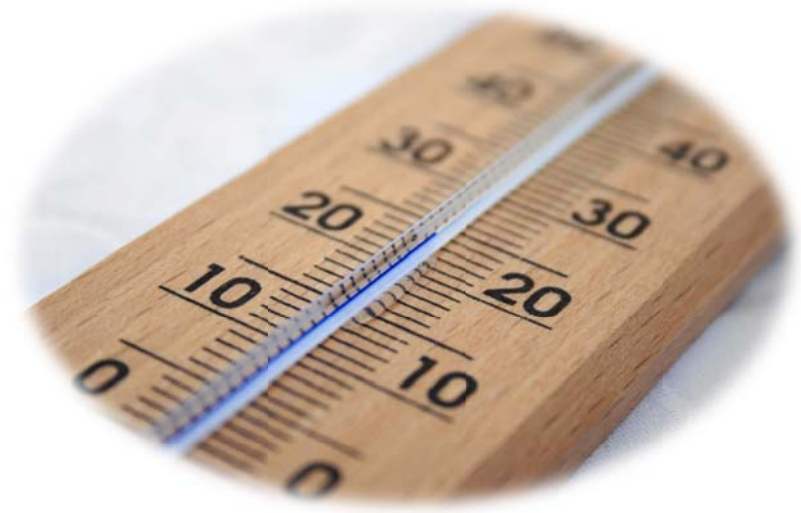
Deliverable: Summary of Key Indicators

4. Identify Existing Cooling Centers and Opportunities for Additional Locations

The Warren County Planning Department will identify the locations of existing cooling centers. This will include an assessment of existing emergency shelters that provide air conditioning.

Task Lead: Warren County Planning

Deliverable: Summary of existing cooling centers and existing emergency shelters providing air conditioning.



5. Create Vulnerable Population Check System

Working with key stakeholders, the Warren county planning department will develop a vulnerable population check system.

Project Lead: Warren County Planning

Deliverable: Summary of Vulnerable Population Check System

6. Develop Plan for Public Notification of High-Heat Events

Working with key stakeholders, the Warren County Planning Department will develop a plan for public notification of high-heat events.

Task Lead: Warren County Planning

Deliverable: Public Notification Plan for High-Heat Events

7. Draft Heat Emergency Plan

Developed summaries will be incorporated into a Draft Heat Emergency Plan. This draft will be reviewed by stakeholders and NYSDEC, prior to the public release of the report.

Task Lead: Warren County Planning

Deliverable: Draft Heat Emergency Plan

8. Public Release of Heat Emergency Plan

The Warren County Planning Department will present the report to the Warren County Board of Supervisors, share with local media, and provide a copy of the draft report for review on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Meeting Notes

9. Final Heat Emergency Plan

Comments received from the Warren County Board of Supervisors and the public will be summarized and reviewed by the CS Task Force. Where applicable, comments will be incorporated into the Final Heat Emergency Plan. The final report will be shared on the project website/social media page.

Task Lead: Warren County Planning

Deliverable: Final Heat Emergency Plan