

PAPERWORK REDUCTION ACT BURDEN DISCLOSURE NOTICE

Public reporting burden for this survey is estimated to take 15 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and submitting the survey. This collection of information is voluntary. You are not required to respond to this collection of information unless it displays a valid OMB control number displayed in the upper right corner of this form. Send comments regarding accuracy of the burden estimate and any suggestions for reducing the burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency, 500 C Street, SW Washington DC 20472-3100, Paperwork Reduction Project (1660-0130). **NOTE: Do not send your completed form to the above address.**

Dear Town Official

FEMA developed a short survey instrument to gather information about municipalities who sustained property damages during Tropical Storm Lee (September 8, 2011)

The purpose of this survey is to learn of your Town's experience and about the timing of recovery and rebuilding events. **We will use this information to better support communities post-disaster and during recovery and rebuilding phase. We are trying to get an understanding of when you need assistance and what tools and resources would be most helpful to you post-disaster.**

Information gathered from this survey **will not be used in any way for NFIP community monitoring purposes.**

You have the option to complete the survey and remain anonymous – or identify your locality.

We would prefer you to identify you locality as this information it will help us to better understand your local needs. We will also ask your permission to contact you for further information.

Please have someone complete this survey who had a role in the Town's recovery and rebuilding phase.

This survey should take approximately 10 minutes to complete:

Please complete the following to the best of your recollection.

1. Please check your primary function and responsibilities:

- Municipal manager
- Building code official
- Emergency manager
- Zoning code official/inspector
- Floodplain manager
- Engineer
- Other (name) _____

2. . How soon after Tropical Storm Lee (September 8, 2011) **OR replace Lee with Hurricane Irene (August 26, 2011 to September 1, 2011)** did you observe repairs beginning on properties?

- 1-7 days
- 8-14 days
- 15-21 days
- 22-30 days
- ____ other

3. How soon after Tropical Storm Lee (September 8, 2011) did you begin processing permit applications?

- 1-7 days
- 8-14 days
- 15-21 days
- 22-30 days
- ____ other

4. Please review your files or estimate when permit applications peaked for rebuilding

- 1 week post event
- 2 weeks post event
- 3 weeks post event
- 4-5 weeks post event
- _____ other

5. Please estimate the number of permit applications processed as a result of property damages from Tropical Storm Lee (September 8, 2011). _____

6. If you experienced an increase in the permit workload post-disaster, how did you handle the increased permitting workload? Please select all of the options below that apply.

- Hired third party
- Memorandum of Understanding or Agreement

- Extended hours
- Hired more staff
- Other (name) _____

7. What method or methods did you use to communicate to your residents and business owners in the first 30 days following Tropical Storm Lee (September 8, 2011)? Please select all of the options below that apply.

- Pre-recorded calls (Robo)
- Email
- Text
- Social Media (Twitter/Facebook)
- Local radio/TV
- Community Website
- Our office did not initiate any communication in the first 30 days.
- Our office responded to incoming inquiries.
- Other (name) _____

8. What were your primary messages to your citizens in the first 30 days?

- Insurance
- Permit Process
- Substantial Damage
- Sources of Funding for Rebuilding
- Curbside Debris Pick Up
- Information on conducting repairs and rebuilding
- Location of the Disaster Recovery Centers
- Our office did not initiate any communication in the first 30 days.
- Our office responded to incoming inquiries only.
- Other (name) _____

9. Approximately what % of your building stock was damaged (minor and major) by Tropical Storm Lee (September 8, 2011)?

- 1-15%
- 16-30%
- 31-50%
- 51-65%
- 66-75%
- 76-100%

10. What resources or support from FEMA would have been helpful to you within the first 30 days following Tropical Storm Lee (September 8, 2011)? Please feel free to share any other thoughts and comments you may want to share.