

**AMENDMENT to County Plan
SAMPLE LETTER**

(Municipality's Letterhead)

(Date)

From: (Select the appropriate Applicant governing body)
County Planning Commission,
County Redevelopment Authority,
Township Supervisors,
Borough Council or
City Manager, Mayor, etc.

To: Mr. Thomas S. Hughes
State Hazard Mitigation Officer
PEMA
1310 Elmerton Ave.
Harrisburg, Pa 17110

Dear Mr. Hughes,

We are requesting this amendment to our current (year) (County Name) County Hazard Mitigation Plan.

Under Current Goal X: Protect lives and properties from all hazards.

Suggested Objective X.x: Ensure critical emergency facilities are able to continue operations despite disruptions to the power grid.

Actions—Projects X.x.1: Purchase fixed/permanent generators to provide emergency power to emergency operations centers/mass evacuation shelters/communications relays.

Sincerely,

_____ (Authorized Signature)
(Applicant Agent)

CC: Ernest Szabo, PEMA HM Planner