

Hazard Mitigation Plan

Town of Wake Forest

September 8, 2004

Update: October 2009

Planning Process

Wake Forest began the process of preparing a hazard mitigation plan in 2002 and adopted its first draft that year. At the time of developing that first draft a committee was formed consisting of town department heads, emergency management officer, police chief, fire chief, Wake county EMS, town manager, and others. This group first reviewed the various hazards identified by FEMA and determined the level of risk to Wake Forest, based on geographical susceptibility to weather events and other natural disasters, access to major highways and airports, and proximity to facilities with potential hazards of their own or as possible targets for terrorists, such a nuclear power plants. A goal statement was then written for each identified hazard and given a risk designation.

Then, as a group, specific objectives which would lead to realizing the goal statements were identified. Department heads and agency representatives then took time to consider the goals and objectives and reported back as to what their department or agency could contribute to the mitigation effort. In this process department heads considered their budgets, taking into account ongoing requirements for meeting their department mission, including daily operations, supplies, equipment, and the like. Short and long term goals of each department and agency had to be considered in light of budget constraints in order to identify potential strategies in the hazard mitigation effort, using cost-benefit processes. Those actions considered reasonable, that is, those that were determined to have a significant enough benefit for the cost, were used as strategies. However, the town is neither in a fiscal nor technical position to accomplish everything immediately. The committee discussed the various strategies and agreed upon a timetable, responsibility assignment, and priority level.

While developing these strategies the committee noticed that the same mitigation strategies applied to more than one goal or objective. Therefore, the committee revamped the listing of goals and objectives to include a series of action oriented goals and objectives, so that those objectives and strategies used multiple times received a separate status. These goals were then rated as a high priority because

each is basic to many situations and has a direct relationship to the protection of life and property in an emergency.

At the same time that the committee was considering objectives and strategies it identified on a map various critical facilities, but this map was not adopted as part of the addendum because maps were to be part of the county plan. In addition, it reviewed existing town policies, programs, and ordinances to determine their effectiveness in mitigating the identified hazards. Also, the committee identified any shortcomings in effectiveness of these policies, programs, and ordinances.

This planning effort did not include an in-depth analysis of hazards or a vulnerability assessment of the town. That was to be part of the county plan, which was in progress at the time. The town participated with Wake County in preparing the county's hazard mitigation plan. Initially the town intended to adopt an addendum to the Wake County plan as its own plan. However, as time went on, it was decided that Wake Forest should adopt its own independent plan, using technical information available through the county planning process. The information found in Appendix A and the Codicil to Appendix A at the end of this document is taken from the corresponding appendices in the Wake County Hazard Mitigation Plan. The town accepts the results of the analysis of the impact and risk of various hazards found in Appendix A and considers them to be fully applicable to the Town of Wake Forest.

The public has been invited to participate in the planning process on several occasions. There were two public hearings in 2002. An open house was held on the plan and hazard mitigation in August 2004 and second public hearing in 2004 will be held when the Board of Commissioners considers the plan for adoption in October 2004. Newspaper articles, notices of public hearings, and paid advertising all appeared in Wake Forest's local newspaper, The Wake Weekly.

Neighboring communities, agencies, and other parties were invited to attend the open house, sent copies of the draft plan, and invited to comment. These communities and agencies included the towns of Rolesville and Youngsville, the planning and emergency management departments of Wake County and Franklin County, and the Southeastern Baptist Theological Seminary, the largest nongovernmental institution and only institution of higher learning in the Town of Wake Forest. Only the seminary responded and a representative attended the open house and discussed the plan with town staff. Wake County was also invited to send a representative to serve on Wake Forest's committee. In 2002 a representative from Wake County EMS participated, but in 2004 no Wake County representative attended meetings.

In order to receive as much public input as possible the town and committee did several things. After the draft 2009 Update was completed, copies of the updated draft plan were sent to the neighboring communities of Rolesville and Youngsville, the planning and emergency management departments of Franklin and Wake Counties, and the Southeastern Baptist Theological Seminary, the largest

nongovernmental institution and only institution of higher learning in Wake Forest. A copy was placed on the town website and a hard copy placed in town hall for view by any interested party. A press release requesting public comment was sent to the local newspapers, both print and online papers, and a similar announcement included in an email news list was sent to approximately 2,000 recipients. An open house was placed on the online town calendar and held during which the maps and plan were available for view and town staff was available for discussion and answering questions. A PowerPoint presentation was run a number of times, with staff discussion. Several comments and suggestions were made at the open house. The committee met the following week and incorporated some of the suggestions into the plan. The same PowerPoint presentation was placed on the town website for view and/or download. This presentation briefly and simply describes what a hazard mitigation plan is and is not, why are we updating it and what types of things are included in the plan, along with sample action strategies included. A public hearing was held by the Board of Commissioners prior to adoption on March 16, 2010. The public notice for this hearing was published in the local newspaper, The Wake Weekly, on March 4, 2010 and the local online newspaper, the Wake Forest Gazette, as well as posted on the town's website.

Hazard Mitigation Plan Committee

This plan, including the analysis of existing policies, programs, and ordinances for mitigation purposes and the mitigation strategies were drawn up by a Hazard Mitigation Plan Committee. The membership of this committee consisted of representatives from various town government departments and others, including:

- Board of Commissioners
- Town Manager
- Assistant Town Manager
- Town Clerk
- Planning Director
- Planning Department Representative
- Chief Building Inspector
- Public Works Director
- Town Engineer
- Fire Marshall/Emergency Management Director
- Director of Parks and Recreation Department

- Police Chief
- Fire Chief
- Wake Forest Fire Department Representative
- Director of Human Resources
- Finance Director
- Wake County EMS

Committee's Planning Activities

Members of this committee contributed information related to their departments and the group discussed each issue. A planner served as staff for the committee and drew up the document for review. Several drafts later the committee agreed upon the plan as presented. After approval by the NC Division of Emergency Management a draft was adopted by the Wake Forest Board of Commissioners on August 20, 2002, after public hearings on June 18 and August 20, 2002. This plan represents a revised draft based on new requirements as of 2004.

2009 Update Committee

Mark Williams, Town Manager, Town of Wake Forest
 Roe O'Donnell, Assistant Town Manager, Town of Wake Forest
 John Thrift, Assistant Public Works Director, Town of Wake Forest
 Mike Barton, Director of Public Works, Town of Wake Forest
 Aileen Staples, Director of Finance, Town of Wake Forest

Alternate:

LaVerne Harding
 Eric Keravuori, Director of Engineering, Town of Wake Forest
 Ben Naprstek, Safety Coordinator, Town of Wake Forest
 Susan Simpson, Parks & Recreation Director, Town of Wake Forest
 Darren Abbacchi, Captain, Wake Forest Police Department
 J. J. Carr, Inspections Administrator, Wake Forest Planning and Inspections Department

Eric Wiseman, Fire Inspector, Town of Wake Forest
Chip Russell, Planning Director, Town of Wake Forest
Agnes Wanman, Planner, Town of Wake Forest
Bill Summers, Planner, Town of Wake Forest
Bill Crabtree, Public Information Officer, Town of Wake Forest

Outside Town of Wake Forest*:

Henry Smith, District Chief, Wake County Emergency Medical Services
Steven Newton, Emergency Management Specialist, Wake Co. Fire & Emergency Management
Freddy Lynn, Fire Chief, Wake Forest Fire Department

*The City of Raleigh, who owns and operates the water and sewer systems in Wake Forest, declined our invitation to participate on this committee.

Committee's Planning Activities

This committee met regularly throughout April, May, and June 2009 and, as needed afterwards. It reviewed the existing plan, including the Community Capability Assessment and Hazard Mitigation sections in detail, each person contributing information on plans, policies, procedures, and projects involving their particular agencies as they may relate to hazard mitigation. As a group they considered each potential hazard and agreed upon the risk assessment assigned to each. In particular, discussion took place during two meetings over the potential risk of drought. We have recently experienced a couple years of severe drought and, although the drought is officially over, the possibility was discussed to raise the risk level of extreme drought and heat waves from "Moderate Risk" to "High Risk". After discussion the committee decided that two or three years of a drought did not increase the overall, long term risk factor and decided to retain the "Moderate Risk" designation.

One important example of the outcome of the committee's work is that while reviewing and updating the list of Policies, Programs, and Ordinances it was discovered that the Emergency Management Procedures, including the emergency call list, only existed in a file cabinet and it took a search to find it! The previous Emergency Management Coordinator had left the employ of the town and no one else had been appointed to replace him in these duties. The individual hired as his replacement was not given emergency management responsibilities and a new position of safety coordinator only related to employee safety issues, not emergency management. The call list found did not even have current people or phone numbers! The county EMS representative on the committee reported that his organization had a person to call in the case of emergency, but whether or not this person coordinated with the rest of town was unknown. This planning

exercise brought to light the need for someone to be appointed as Emergency Management Coordinator and a current call list developed and maintained. The possibilities of locating this position in Human Resources, Planning and Inspections, or Administration were considered. It was decided that such a position should have automatic authority and responsibility that would not be questioned, as well as having easy access to 24/7 communications. After discussion it was agreed that the new Coordinator responsibilities should be assigned to someone in the police department, perhaps one of the captains. The result of this discovery and discussion is reflected in the list of strategies.

The committee made greater use of the town website in order to provide the public with greater access than during the first plan (2004), as described in the final paragraph under “Planning Process” beginning on page 1. It considered community involvement during the five years since the first Hazard Mitigation Plan was adopted, as well as reviewing each section of the 2004 plan. Under “Community Capability Assessment” the “Inventory of Existing and Proposed Policies, Programs, and Ordinances...” beginning on page 9 was updated, particularly in light of the selling of the water and sewer system to the City of Raleigh and new plans and ordinances adopted during this period of time. While reviewing the evaluation of effectiveness of each policy, program and ordinance the committee made changes to #'s 2, 3, 5, 6, 15, 17, and 18. It deleted #'s 8, 9, 11, 12, 13, and 14, adding replacements. The “Community’s Technical and Fiscal Capabilities...” section beginning on page 14 was modified to include up to date financial information in the second paragraph. Under “Mitigation Strategies” the committee added two final paragraphs under “Goals, Objectives, and Strategies” (page 15), which address plan revisions and the merger of the town water and sewer systems with the City of Raleigh, who now owns and operates each system. Under “Hazard Mitigation Goals” beginning on page 16 and “Action Goals”, beginning on page 23, many changes were made. The following is a list of detailed changes:

- Goal 2, Objective 1, Strategy 1: Changed timetable and current status
- Goal 2, Objective 1, Strategy 2: Deleted due to completion
- Goal 2, Objective 1, Strategy 3: Updated due to partial completion
- Goal 2, Objective 1, Strategy 6: Updated to delete dam inspections which are done by the state
- Goal 2, Objective 1, Strategy 7: Deleted due to completion
- Goal 2, Objective 1, Strategy 8: Deleted due to completion
- Goal 2, Objective 2: Word “utilities” changed to “electric power” because water and sewer are no longer ours
- Goal 2, Objective 2, Strategy 1: Deleted, City of Raleigh owns water and sewer
- Goal 2, Objective 2, Strategy 2: “ “ “
- Goal 2, Objective 2, Strategy 3: “ “ “
- Goal 2, Objective 2, Strategy 4: “ “ “

- Goal 2, Objective 2, Strategy 5: “ “ “
- Goal 2, Objective 2: New strategies 1, 2, and 3 were added
- Goal 6, Strategy 1: New strategy 1 added
- Goal 7: Delete all specified strategies
- Goal 8, Objective 1, all strategies: Updated department responsibility and funding
- Goal 8, Objective 2, Strategy 1: “ “ “
- Goal 9, Objective 1, all strategies: “ “ “
- Goal 10, Objective 1, Strategy 1: “ “ “
- Goal 10, Objective 1, Strategy 2: “ “ “
- Goal 10, Objective 1, Strategy 3: Added new strategy
- Goal 11, Objective 1: Reworded objective
- Goal 11, Objective 1, Strategy 1: Updated department responsibility and funding
- Goal 11, Objective 1, Strategy 2: Updated department responsibility
- Goal 11, Objective 1, Strategy 3: Updated department responsibility and funding
- Goal 11, Objective 1, Strategy 4: “ “ “
- Goal 12, Objective 1, Strategy 1: “ “ “
- Goal 12, Objective 1, Strategy 2: Added new strategy
- Goal 12, Objective 2, Strategy 2: Added status as completed but kept in list of strategies
- Goal 12, Objective 2, Strategy 3: Deleted because this is the county’s function
- Goal 12, Objective 2: Added new strategies 3 and 4
- Goal 13, Objective 1, Strategy 1: Updated timetable, department responsibility, and funding
- Goal 13, Objective 1, Strategy 2: “ “ “ “
- Goal 13, Objective 1, Strategy 3: Deleted due to completion
- Goal 13, Objective 1, Strategy 4: Renumbered to 3 and updated timetable, department responsibility, and funding
- Goal 13, Objective 1, Strategy 5: Renumbered to 4 and updated timetable and funding
- Goal 13, Objective 1, Strategy 5: Added new strategy
- Goal 14: Renamed goal statement, changing the word, “Efficient”, to “Effective”
- Goal 14, Objective 1, Strategy 1: Updated department responsibility and funding
- Goal 14, Objective 1, Strategy 2: Added status as completed but kept in list of strategies

- Goal 14, Objective 1, Strategy 3: Updated department responsibility and funding
- Goal 14, Objective 1, Strategy 4: “ “ “
- Goal 14, Objective 1, Strategy 5: Deleted
- Goal 14, Objective 1, Strategy 6: Renumbered to 5 and updated department responsibility
- Goal 14, Objective 1, Strategy 7: Renumbered to 6, marked as complete, and updated timetable and department responsibility
- Goal 14, Objective 1, Strategy 8: Renumbered to 7 and updated department responsibility and funding
- Goal 14, Objective 1, Strategy 9: Deleted
- Goal 14, Objective 1: New strategy 8 added
- Goal 15, Objective 1, Strategy 1: Updated timetable and added status as “procedure in place”
- Goal 15, Objective 1, Strategy 2: Updated department responsibility
- Goal 15, Objective 1, Strategy 3: Updated funding
- Goal 15, Objective 1, Strategy 4: Updated timetable
- Goal 15, Objective 1, Strategy 5: Updated timetable and department responsibility
- Goal 15, Objective 1, Strategy 6: Updated timetable, department responsibility, and funding
- Goal 15, Objective 1, Strategy 7: Update department responsibility and funding
- Goal 15, Objective 1: Added new strategies 8 and 9
- Goal 16, Objective 1, Strategy 1: Changed the word, “ordinance”, to “policy”, marked status as complete, and updated Department responsibility and funding
- Goal 16, Objective 1, Strategy 2: Deleted
- Goal 16, Objective 1, Strategy 3: Deleted
- Goal 16, Objective 1: Added new strategy 2

The committee also added a paragraph on “Participation in the National Flood Insurance Program” (page 33) and renamed a section called, “Establish a Regular Schedule...”, to “Plan Maintenance”, also beginning on page 33 . Minor clarifications in the subsections under “Plan Maintenance” were made, including but not limited to a clarification that new town plans, policies, and projects will, where appropriate, meet the same overall goals as the hazard mitigation plan. New subsections on continued public involvement during the next five years and plan maintenance since the original plan adoption were added.

The appendices were also updated somewhat. Appendix B: Assessment of Vulnerability was updated with current population information at the end of the first paragraph of “B. Community Description” on page B-1. Two new tables were added in this section,

Table B-2.1 of the top twelve largest employers on page B-3 and Table B-3.1 on 2008 housing units on page B-4. Two tables were updated in this section, Table B-5 on building permits on page B-7 and Table B-6 on acres susceptible to flood hazard, also on page B-7. A new Table B-7.1 was added, beginning on page B-10. This table lists Tier 1 town owned critical public facilities or public infrastructure as of 2009. The following lists of Tier 1 critical facilities owned by others, beginning on page B-12, and Tier 2 supportive facilities and assets, page B-14, were updated. Under section D. Description of All-Hazards Exposure, minor changes were made to “Vulnerable Populations”. Under “Flood Hazard Areas” and new second paragraph was inserted discussing acres in floodplains and a new Table B-9.1 on flood insurance policies was added. Under section E. Future Hazard Vulnerability on page B-17 a new third paragraph was inserted containing updated population and housing information and Table B-11 was updated. The first paragraph of “Current Vulnerability” under section F. Summary Conclusions was expanded on page B-19.

Community Involvement During the Past Five Years

During the past five years the community has been involved in the hazard mitigation process through other, specific, activities. Some activities were large and had a high degree of public involvement, such as the new Community Plan. Public involvement was unusually large during this process through various public meetings. Small, yet important, activities such as ordinance amendments were available for review by the public and staff was always available to discuss them with the public as well as the required public hearings. A great deal of public notice efforts were made regarding the restrictions on the use of water for irrigating lawns and landscaping. Plans and ordinances are always available on the town’s website. Periodically, public comments or questions are received through the website. These comments or questions are forwarded to the appropriate staff person for a prompt response.

Community Capability Assessment

Inventory of Existing and Proposed Policies, Programs, and Ordinances That May Affect the Town’s Vulnerability to Hazards

The Hazard Mitigation Plan Committee identified the following town policies, programs, and ordinances that may affect the town’s vulnerability to hazards.

Policies, Programs, and Ordinances

1. Manual of Specifications
2. Police Standard Operating Procedures Manual
3. Sewer Use Ordinance
4. Electric Construction Standards
5. Emergency Management Procedures
6. Basic Emergency Response Plan
7. Hazardous Material Management Plan
8. Emergency Action Plan and Fire Extinguisher Use
9. Hazard Mitigation Plan, 2009 (Water and Sewer)
10. Watershed Management Plan
11. Community Plan
12. Wake County Emergency Management Plan
13. Architectural Design Review
14. Historic Building Demolition Ordinance
15. Zoning Ordinance, including landscaping and flood plain regulations
16. Subdivision Regulations
17. State Building Codes
18. Fund Balance Policy

Responsible Department

- Engineering
Police Department (needs updated)
Public Works
Public Works
Human Resources
Inspections
Public Works
Human Resources
City of Raleigh
Planning
Planning
Wake County Emergency Management
Planning
Planning
Planning

Planning
Inspections Department
Finance

Evaluate the Effectiveness of Each Policy, Program, and Ordinance for Mitigation Purposes

The committee also evaluated each policy, program, and ordinance and assigned a rating of effectiveness, or potential effectiveness, in mitigating hazards and identified any gaps, shortfalls, conflicts, and special opportunities.

1. Manual of Specifications
Effectiveness: High
Gaps, Shortfalls, or Conflicts: None
Special Opportunities: None

2. Police Department Policy and Procedures Manual (2008)
 - Effectiveness:* Medium (Procedure is to follow Wake County's Incident Command)
 - Gaps, Shortfalls, or Conflicts:* More training is needed
 - Special Opportunities:* Opportunity to develop good resources.

3. Sewer Use Ordinance
 - Effectiveness:* Medium
 - Gaps, Shortfalls, or Conflicts:* Need to adopt the new ordinance under review now that our system is owned and operated by the City of Raleigh.
 - Special Opportunities:* None

4. Electric Construction Standards
 - Effectiveness:* High
 - Gaps, Shortfalls, or Conflicts:* None
 - Special Opportunities:* Opportunity to put more lines underground.

5. Emergency Management Procedures
 - Effectiveness:* Medium
 - Gaps, Shortfalls, or Conflicts:* Add as a strategy. Needs updating. Include 911 calls. Also need to appoint an Emergency Management point person.
 - Special Opportunities:* Opportunity to learn from each incident.

6. Basic Emergency Response Plan
 - Effectiveness:* High
 - Gaps, Shortfalls, or Conflicts:* Need to review the plan and update, as needed, and appoint an Emergency Management Coordinator.
 - Special Opportunities:* Opportunity to learn from each incident.

7. Hazardous Material Management Plan
 - Effectiveness:* High
 - Gaps, Shortfalls, or Conflicts:* Sometimes the lead time is too long when companies leave or move or when

- quantities change. The database needs to be kept more current.
- Special Opportunities:* None
- 8 Emergency Action Plan and Fire Extinguisher Use
- Effectiveness:* High
- Gaps, Shortfalls, or Conflicts:* Needs updating and additional training is needed for employees.
- Special Opportunities:* None
- 9 Hazard Mitigation Plan, 2009 (Water and Sewer) (City of Raleigh)
- Effectiveness:* High
- Gaps, Shortfalls, or Conflicts:* None
- Special Opportunities:* None
10. Watershed Management Plan
- Effectiveness:* Low (Originally designed to comply with the watershed management requirements.)
- Gaps, Shortfalls, or Conflicts:* None identified -- Review in relation to the new county effort.
- Special Opportunities:* None
11. Community Plan
- Effectiveness:* High
- Gaps, Shortfalls, or Conflicts:* This is a brand new plan, taking the place of the old Land Development Plan and Land Use Management Plan. Its adoption is anticipated for summer 2009; therefore, it is too soon to identify gaps, shortfalls, or conflicts.
- Special Opportunities:* Addresses, comprehensively, development issues.
12. Wake County Emergency Operations Plan (EOP)
- Effectiveness:* High
- Gaps, Shortfalls, or Conflicts:* There needs to be improved cross-training of County and town staff on local emergency plans, procedures, and expectations.
- Special Opportunities:* As the host county for a nuclear power plant, the County's EOP is scrutinized, drilled, demonstrated, and evaluated on a regular basis. Opportunities also exist for

the County and town to support each other during emergencies and disasters through development of Incident Management Teams.

13. Architectural Design Review

Effectiveness:

Gaps, Shortfalls, or Conflicts:

Special Opportunities:

Medium – (Requires design review only of all non-residential structures.)

No review of residential structures.

This provides the town with the opportunity to require higher quality materials than required simply through the building code.

14. Historic Building Demolition Ordinance

Effectiveness:

Gaps, Shortfalls, or Conflicts:

Special Opportunities:

Medium – (Allows the requirement of a 365 day delay in demolition of historic structures.)

Only allows a 365 day delay – cannot outright deny demolition permit.

Has already been used to preserve a couple old buildings and make used materials available for reuse in another project.

15. Zoning Ordinance, including landscaping and flood plain regulations

Effectiveness:

Gaps, Shortfalls, or Conflicts:

Special Opportunities:

High – Implements the policy regarding development in floodplains – Must participate in the National Flood Insurance Program. This general policy is stated in the Community Plan.

Only new development is addressed; the regulations are not retroactive.

New development in the flood plain is prohibited unless a variance is granted.

16. Subdivision Regulations

Effectiveness:

Gaps, Shortfalls, or Conflicts:

Special Opportunities:

Medium

Only new development is addressed; the regulations are not retroactive.

Opportunity to revisit the current policy regarding development in floodplains.

17. State Building Codes

Effectiveness:

Gaps, Shortfalls, or Conflicts:

Medium

Code application can/will vary based on field assessment per occupancy.

Special Opportunities: Applicable Building Codes shall be as accepted and enacted by NC General Legislation and State Statutes. This also applies to revisions and updates. Opportunities for obtaining updates for new code volumes as recommended by study groups.

18. Fund Balance Policy

Effectiveness: Medium – (Requires that a portion of the town savings be set aside for emergencies. Current policy is 35%.)
Gaps, Shortfalls, or Conflicts: None
Special Opportunities: None

Community’s Technical and Fiscal Capabilities to Implement Hazard Mitigation Initiatives, Including the Ability to Leverage Funding Assistance from all Levels of Government as well as Contributions by Private Sector or Non-governmental Organizations.

The Town of Wake Forest has staff with the technical abilities to accomplish most of the items listed as strategies under the section, Develop Local Mitigation Strategies. When the expertise is not available on staff or when available time does not permit staff to work on these strategies the work will be contracted out. There is no local college to do any such work however, Wake Tech and NC State can be consulted from time to time as to special projects to which they can contribute. The North Carolina Division of Community Assistance (DCA), part of the NC Department of Commerce, is available for assistance in planning efforts and related issues facing local governments. The School of Government provides assistance to local governments in many areas, from planning to budgeting, building inspections to legal issues. The North Carolina Division of Emergency Management (NCDDEM) and Wake County Emergency Management offices also provide assistance and advice.

Fiscally, the town can accomplish much. However, Wake Forest has a tax base that is very heavily residential which limits resources. The current Fund Balance Policy requires the town to maintain 35% of General Fund expenditures in unreserved, undesignated fund balance, to be available for emergencies and unforeseen events. During the current economic downturn the town is in better financial shape than many, due to its conservative fiscal policy. Other sources will be used, as available. For example, the Clean Water Management Trust Fund and Ecosystem Enhancement funds offer grants for stream reclamation and Section “319” grants for environmental restoration projects. Other state or federal grant funds exist which may help for one or another project. The town also makes use of various user fees, availability fees, and permit fees.

Mitigation Strategies

Goals, Objectives, and Strategies

The Hazard Mitigation Plan Committee identified the following goals, objectives, and strategies and, based on town or nearby area experience, set a hazard risk or action priority rating for each goal area. Each strategy is rated as to priority, timetable, responsibility, and funding source. Priority is rated as high, medium, or low, based on the strategy's relative importance within the goal area, determined by using a cost-benefit process to determine how much is accomplished in exchange for required expenditures above normal operating expenses, such as equipment purchases or contracted services. Projects that are mandated by state or federal government are automatically listed as high priority. If the project is to be done in house that means that no expenditure is required other than normal operating costs paid for from the General Fund or Electric Fund. Short Term means 2 years or less. Medium Term means 3 to 5 years. Long Term means 6 or more years. Projects or activities that are to be continued indefinitely are considered Long Term (Ongoing).

The Committee reviewed the original plan, including the goals, objectives, strategies, and priorities; the hazard identification section along with risk assessment; and the community capability section including a reevaluation of existing plans, policies, programs, etc. and made the changes deemed appropriate. Where no change was made the item was considered still current and appropriate for inclusion. Wake Forest has had no severe repetitive losses in the flood plains so this does not need addressing.

Many of the objectives and strategies listed in the original plan were aimed at protecting the water and sewer systems. These objectives and strategies have been eliminated entirely or modified to include only electric power, as Wake Forest is an Electric City. Since the approval of the original plan five years ago the Town of Wake Forest has merged its water and sewer systems with those of the City of Raleigh. Raleigh now owns and is responsible for maintenance of the entire systems. Development in Wake Forest abides by Raleigh's policies regarding the placement and construction of utility lines. Raleigh has completed its Hazard Mitigation Plan update and that plan covers its utility systems. Raleigh was invited to participate in the preparation of this update, but declined. They made a copy of their recent update available for reference. Therefore, by reference, Wake Forest accepts the parts of Raleigh's plan update that are applicable to water and sewer systems.

Hazard Mitigation Goals

These hazard mitigation goals are hazard-specific and may share objectives and strategies with one or more other hazard mitigation goals. These shared objectives and strategies are included under action goals (Goal #s 11-16). In addition, they may have other objectives and strategies identified specifically for the one hazard.

GOAL 1: Minimize the Impact of Windstorms, including Hurricanes, Thunderstorms, and Nor'easters (Moderate Risk)

Objectives and Strategies:

Objectives and strategies for Goal 1 are included under action goal #s 11, 12, 13, 14, and 15.

GOAL 2: Minimize the Impact of Heavy Rain and Flooding, including Hurricanes, Thunderstorms, and Nor'easters (Moderate Risk)

Objectives and Strategies:

In addition to the following, objectives and strategies for Goal 2 are included under action goal #s 11, 12, 13, and 14.

Objective 1: Reduce the risk of flooding in flood plains and along streams.

| | <u>Strategy</u> | <u>Status</u> |
|--------------------|---|----------------------|
| Strategies: | 1: Consider preventing all unnecessary development in the flood plains. <i>Priority:</i> High <i>Timetable:</i> Long Term (Ongoing) | Doing it now. |

Strategy

Status

| | | | |
|----|---|--|----------------------|
| | <i>Responsibility:</i> | Planning Department | |
| | <i>Funding:</i> | General Fund | |
| 2: | Conduct stream mitigation projects on Old Mill Stream, Richland Creek, and others subject to flooding or erosion. | | |
| | <i>Priority:</i> | Medium | Smith Creek |
| | <i>Timetable:</i> | Long Term (6 or more years) | completed and |
| | <i>Responsibility:</i> | Engineering | Richland Creek |
| | <i>Funding:</i> | General Fund, Clean Water Management Trust Fund, Ecosystem Enhancement Program | partially completed. |
| 3: | Examine and modify, if needed, policies and procedures for utility stream crossings. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (Ongoing) | |
| | <i>Responsibility:</i> | Engineering | |
| | <i>Funding:</i> | General Fund | |
| 4: | Prepare a Storm Drainage Master Plan to include all storm drainage, infrastructure, and capacity analysis. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Medium Term (3-5 years) | |
| | <i>Responsibility:</i> | Engineering | |
| | <i>Funding:</i> | General Fund | |
| 5: | Maintain inventory of dams. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Engineering | |
| | <i>Funding:</i> | General Fund | |

Objective 2: Minimize the impact of flooding on electric power.

Strategy

Status

- 1: Maintain clear right-of-ways by removing fallen trees.
 - Priority:* High
 - Timetable:* Long Term (Ongoing)
 - Responsibility:* Wake Forest Power
 - Funding:* Electric Fund
- 2: Ensure that as many electric lines as possible are looped.
 - Priority:* High
 - Timetable:* Long Term (Ongoing)
 - Responsibility:* Wake Forest Power
 - Funding:* Electric Fund
- 3: Ensure that underground equipment is installed above the flood plain.
 - Priority:* High
 - Timetable:* Long Term (Ongoing)
 - Responsibility:* Wake Forest Power
 - Funding:* Electric Fund

**GOAL 3: Minimize the Impact of a Tornado
(Minimum Risk)**

Objectives and Strategies:

Objectives and strategies for Goal 3 are included under action goal #s 11, 12, 13, 14, and 15.

**GOAL 4: Minimize the Impact of a Winter Storm, including Snow and Ice
(High Risk)**

Objectives and Strategies:

Objectives and strategies for Goal 4 are included under action goal #s 11, 12, 13, 14, and 15.

**GOAL 5: Minimize the Impact of Extreme Drought and Heat Waves
(Moderate Risk)**

Objectives and Strategies:

Objectives and strategies for Goal 5 are included under action goal #16.

**GOAL 6: Prevent or Minimize the Impact of Wildfires
(Moderate Risk)**

Objectives and Strategies: Objectives and strategies for Goal 6 are included under action goal #16.

Strategy

Status

- Strategies:** 1: Enforce burn bans and the littering ordinance regarding the discarding of cigarette butts during times of drought.
- | | |
|------------------------|---------------------|
| <i>Priority:</i> | High |
| <i>Timetable:</i> | Long Term (Ongoing) |
| <i>Responsibility:</i> | Police Department |
| <i>Funding:</i> | General Fund |

**GOAL 7: Minimize the Impact of an Earthquake
(Minimum Risk)**

Objectives and Strategies:

Objectives and strategies for Goal 7 are included under action goal #s 13, 14, and 15.

**GOAL 8: Minimize the Impact of a Hazardous Material Event
(Moderate Risk)**

Objectives and Strategies:

In addition to the following, objectives and strategies for Goal 8 are included under action goal #14.

Objective 1: Maintain current hazardous material inventory.

| | <u>Strategy</u> | <u>Status</u> |
|---|---|---------------|
| Strategies: | 1: Update annually the hazardous material inventory, as required by law. | Doing it now. |
| | <i>Priority:</i> High | |
| | <i>Timetable:</i> Short Term (Ongoing) | |
| | <i>Responsibility:</i> Inspections and Fire Dept. | |
| | <i>Funding:</i> General Fund, Fire Tax Revenue | |
| | 2: Add amendments to the inventory as frequently as the information is available. | |
| | <i>Priority:</i> Medium | |
| | <i>Timetable:</i> Short Term (Ongoing) | |
| | <i>Responsibility:</i> Inspections and Fire Dept. | |
| | <i>Funding:</i> General Fund, Fire Tax Revenue | |
| 3: Require lockboxes at hazardous material storage sites for the Fire Dept. | | |
| | <u>Strategy</u> | <u>Status</u> |

- | | | | |
|----|--|---|---|
| | <i>Priority:</i> | High | Doing this now -- |
| | <i>Timetable:</i> | Short Term (Ongoing) | property owner pays. |
| | <i>Responsibility:</i> | Fire Department | Not actually required, but is strongly recommended. |
| | <i>Funding:</i> | Property Owners | |
| 4: | Obtain an inventory of hazardous material storage sites within a five mile radius of town. | | Doing it now. |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (As Needed – Ongoing) | |
| | <i>Responsibility:</i> | Fire Department and/or Wake and Franklin Counties | |
| | <i>Funding:</i> | General Fund, Fire Tax Revenue, County | |

Objective 2: Provide current information to all emergency response organizations.

- Strategies:** 1: Forward inventory updates and amendments, along with information on risks and potential hazards, to all emergency response organizations.
- | | | |
|--|------------------------|---|
| | <i>Priority:</i> | High |
| | <i>Timetable:</i> | Short Term (Ongoing) |
| | <i>Responsibility:</i> | Emergency Management Coordinator (Police Dept position) |
| | <i>Funding:</i> | General Fund |

**GOAL 9: Minimize the Impact of a Nuclear Accident
(Minimum Risk)**

Objectives and Strategies:

In addition to the following, objectives and strategies for Goal 9 are included under action goal #14.

- Objective 1: Prepare response procedures for accidents compatible with the evacuation plan for Sherron-Harris.**

Strategy

Status

- Strategies:** 1: Coordinate with Wake County and with the Wake County Plan.
Priority: High
Timetable: Short Term (Ongoing)
Responsibility: Fire and Police Departments
Funding: General Fund
2. Identify high occupancy areas along US#1 which may be heavily impacted in the event of an accident along the highway.
Priority: Medium
Timetable: Short Term (Ongoing)
Responsibility: Fire and Police Departments
Funding: General Fund

**GOAL 10: Minimize the Impact of Terrorism
(Minimum Risk)**

Objectives and Strategies:

In addition to the following, objectives and strategies for goal 10 are included under action goal #14.

Objective 1: Prepare response procedures in case of terrorist activities or threats.

Strategy

Status

- Strategies:** 1: Cooperate with Wake County Public Safety in developing a Terrorist Response Plan.
Priority: High

Strategy

Status

- | | | |
|----|---|--|
| | <i>Timetable:</i> | Short Term (Ongoing) |
| | <i>Responsibility:</i> | Coordinator, Police & Fire Departments |
| | <i>Funding:</i> | General Fund |
| 2: | Identify security issues with utilities. | |
| | <i>Priority:</i> | High |
| | <i>Timetable:</i> | Short Term (Ongoing) |
| | <i>Responsibility:</i> | Public Works and Wake Forest Power |
| | <i>Funding:</i> | General Fund and Electric Fund |
| 3. | Security measures in effect at the new Town Hall, when completed. | |
| | <i>Priority:</i> | High |
| | <i>Timetable:</i> | Short Term (Ongoing) |
| | <i>Responsibility:</i> | Town Administration |
| | <i>Funding:</i> | General Fund |

Action Goals

These action goals apply to more than one hazard mitigation goal. Rather than repeat identical objectives and strategies under numerous hazard goals, these action oriented goals were developed that apply to more than one hazard. The applicable hazards are listed under each goal. (Goal #s 1-10)

| |
|---|
| <p>GOAL 11: Provide Adequate Public Shelters and Evacuation Procedures (High Priority)</p> |
|---|

Application:

Goal 11 applies to hazard mitigation Goal #s 1, 2, 3, and 4.

Objective 1: Coordinate with Wake County Emergency Management to provide adequate public shelters and evacuation

procedures.

Strategy

Status

- Strategies:**
- 1: Coordinate with County school system, local school personnel, including Franklin Academy, and Wake County Public Safety Emergency Management and Franklin County to identify public shelter sites.
Priority: High
Timetable: Short Term (Ongoing)
Responsibility: Fire Dept, Police, & Emergency Management Coordinator
Funding: General Fund
 - 2: Provide for primary or mobile generators to shelter sites.
Priority: Medium
Timetable: Short Term (1-2 years)
Responsibility: County Emergency Management
Funding: General Fund
 - 3: Coordinate with suppliers of all basic supplies.
Priority: High
Timetable: Short Term (1-2 years)
Responsibility: Administration, Finance
Funding: General Fund
 - 4: Review and revise the existing response plan and call list, as needed.
Priority: High
Timetable: Short Term (Ongoing)
Responsibility: Administration
Funding: General Fund
- Working on it now.

**GOAL 12: Ensure Adequate Fuel and Power Generation
(High Priority)**

Application:

Goal 12 applies to hazard mitigation goal #s 1, 2, 3, and 4.

Objective 1: Ensure an adequate supply of fuel for emergency vehicles and generators.

Strategy

Status

- Strategies:**
- 1: Coordinate with suppliers and develop a resource list.
 - Priority:* High
 - Timetable:* Short Term (1-2 years)
 - Responsibility:* Finance
 - Funding:* General Fund

 - 2. Investigate methods of encouraging gas stations to acquire backup generators.
 - Priority:* High
 - Timetable:* Short Term (1-2 years)
 - Responsibility:* Public Works, Inspections
 - Funding:* General Fund

Objective 2: Ensure adequate power generation for emergency facilities.

- Strategies:**
- 1: Assess facilities for the need for emergency generation, giving consideration to alternate facility sites.
 - Priority:* High
 - Timetable:* Medium Term (3-5 years)
 - Responsibility:* Public Works
 - Funding:* General Fund

COMPLETED

Strategy

Status

- 2: Locate generators at necessary facilities, including alternate emergency sites.

- | | | | |
|----|---|---------------------------------------|------------------|
| | <i>Priority:</i> | High | <u>COMPLETED</u> |
| | <i>Timetable:</i> | Medium Term (3-5 years) | |
| | <i>Responsibility:</i> | Public Works, Public Buildings | |
| | <i>Funding:</i> | General Fund | |
| 3. | See that all nursing homes and assisted living facilities have backup generators. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (1-2 years) | |
| | <i>Responsibility:</i> | Property Owners | |
| | <i>Funding:</i> | Property Owners | |
| 4. | Require, in the contract, that fuel suppliers have backup generators. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (Ongoing) | |
| | <i>Responsibility:</i> | Administration, Finance, Public Works | |
| | <i>Funding:</i> | Contract Holder | |

**GOAL 13: Meet Accessibility Needs
(High Priority)**

Application:

Goal 13 applies to hazard mitigation goal #s 1, 2, 3, 4, and 7.

Objective 1: Ensure accessibility after an event.

Strategy

Status

Strategies:

Strategy

Status

1: Develop one or more clearance teams of emergency personnel,
coordinating with the Wake Forest Fire Department in this process.

- | | | | |
|----|--|-----------------------------------|---------------------------|
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Fire Department and Public Works | |
| | <i>Funding:</i> | General Fund and Fire Tax Revenue | |
| 2: | Train the clearance teams and supply them with chain saws and other emergency equipment. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Fire Department and Public Works | |
| | <i>Funding:</i> | General Fund and Fire Tax Revenue | |
| 3: | Put electricity distribution lines underground. | | |
| | <i>Priority:</i> | Low | |
| | <i>Timetable:</i> | Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Wake Forest Power | |
| | <i>Funding:</i> | Electric Fund and General Fund | |
| 4: | Require, where possible, multiple accessibility routes through proper design of the street layout. | | |
| | <i>Priority:</i> | High | This is current practice. |
| | <i>Timetable:</i> | Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Planning Department | |
| | <i>Funding:</i> | General Fund | |
| 5: | Follow a specified policy on the use of brine, sand, and plowing to reduce the impact of a storm. | | |
| | <i>Priority:</i> | High | Doing it now. |
| | <i>Timetable:</i> | Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Public Works | |
| | <i>Funding:</i> | General Fund | |

GOAL 14: Ensure Effective Communications

(High Priority)

Application:

Goal 14 applies to hazard mitigation goal #s 1, 2, 3, 4, 7, 8, 9, and 10.

Objective 1: Improve communications between emergency personnel, other town personnel, and the public.

| | <u>Strategy</u> | <u>Status</u> |
|--------------------|--|------------------|
| Strategies: | 1: Develop or revise a procedure for communication with employees and the public, including alternatives if the existing system fails. <i>Priority:</i> High <i>Timetable:</i> Short Term (Ongoing) <i>Responsibility:</i> Communication <i>Funding:</i> General Fund | |
| | 2: Implement the county-wide 800 trunking system. <i>Priority:</i> High <i>Timetable:</i> Medium Term (Ongoing) <i>Responsibility:</i> Police Department <i>Funding:</i> General Fund, Electric Fund (each buys its own equipment). | <u>COMPLETED</u> |
| | 3: Coordinate with nearby counties, including Franklin and Granville, as well as Wake. <i>Priority:</i> High <i>Timetable:</i> Short Term (Ongoing) <i>Responsibility:</i> Fire and Police Departments, Communications <i>Funding:</i> General Fund and Fire Tax Revenue | |
| | 4: Develop a policy for preplanning before an event. | <u>COMPLETED</u> |
| | <u>Strategy</u> | <u>Status</u> |

- | | | | |
|----|--|---|------------------|
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (Ongoing) | |
| | <i>Responsibility:</i> | Public Works (Streets), Wake Forest Power, Police and Fire Departments, Town Administration, Communications | |
| | <i>Funding:</i> | General Fund and Electric Fund | |
| 5. | Inform the public periodically about emergency policies. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (Ongoing) | |
| | <i>Responsibility:</i> | Communications | |
| | <i>Funding:</i> | General Fund | |
| 6. | Purchase necessary communication equipment. | | |
| | <i>Priority:</i> | High | <u>COMPLETED</u> |
| | <i>Timetable:</i> | Short Term (1-2 years) Long Term (Ongoing) | |
| | <i>Responsibility:</i> | Each department purchases their own. | |
| | <i>Funding:</i> | General Fund | |
| 7. | Train personnel to use communication equipment. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (1-2 years) | |
| | <i>Responsibility:</i> | Administration, Each department trains its own. | |
| | <i>Funding:</i> | General Fund | |
| 8. | Review and revise the existing call list, as needed. | | |
| | <i>Priority:</i> | High | |
| | <i>Timetable:</i> | Short Term (Ongoing) | |
| | <i>Responsibility:</i> | Administration | |
| | <i>Funding:</i> | General Fund | |

**GOAL 15: Ensure Electric Power and Gas Supply
(High Priority)**

Application:

Goal 15 applies to hazard mitigation goal #s 1, 3, 4, and 7.

Objective 1: Minimize the risk to the electric power and gas supply.

Strategy

Status

Strategies:

- | | | |
|----|---|---------------------|
| 1: | Adopt and implement a tree trimming and maintenance procedure for power lines. <i>Priority:</i> High <i>Timetable:</i> Long Term (Ongoing) <i>Responsibility:</i> Electric Department, Urban Forestry Board <i>Funding:</i> Electric Fund | Procedure in place. |
| 2: | Adopt and implement a policy of tree swapping (tall for understory trees under lines). <i>Priority:</i> Medium <i>Timetable:</i> Medium Term (3-5 years) <i>Responsibility:</i> Urban Forestry Board, Wake Forest Power <i>Funding:</i> General Fund, Electric Fund | <u>COMPLETED</u> |
| 3: | Adopt a policy to power down before major damage is done and make the public aware of this policy. <i>Priority:</i> High <i>Timetable:</i> Short Term (1-2 years) <i>Responsibility:</i> Electric Department <i>Funding:</i> Electric Fund | <u>COMPLETED</u> |
| 4: | Develop and implement a policy to inspect utility poles and replace them, as needed. <i>Priority:</i> High | Doing it now. |

Strategy

Status

Timetable: Long Term (Ongoing)

- Responsibility:* Electric Department
Funding: Electric Fund
- 5: Review problem areas, determine needs, and set priorities for putting lines underground or for relocating overhead lines.
Priority: High
Timetable: Long Term (Ongoing)
Responsibility: Wake Forest Power
Funding: Electric Fund
- 6: Coordinate with the natural gas company regarding the gas supply and potential hazards after an event.
Priority: High
Timetable: Long Term (Ongoing)
Responsibility: Fire and Police Departments
Funding: General Fund
- 7: Develop a policy and advise the public that all outside above ground LP or propane gas tanks be cut off during a major storm.
Priority: Medium
Timetable: Short Term (1-2 years)
Responsibility: Communications
Funding: General Fund
- 8: Require that new development install underground wiring. Policy in place.
Priority: High
Timetable: Long Term (Ongoing)
Responsibility: Planning and Wake Forest Power
Funding: General Fund and Electric Fund
- 9: Develop policy to include putting lines underground as other town projects are constructed.
Priority: High
Timetable: Long Term (Ongoing)

Strategy

Status

Responsibility: Administration and Wake Forest Power

Funding: General Fund, Various project grants

**GOAL 16: Increase Availability of Water
(High Priority)**

Application:

Goal 16 applies to hazard mitigation goal #s 5 and 6.

Objective 1: Increase the availability of water.

| | <u>Strategy</u> | <u>Status</u> |
|--------------------|---|------------------|
| Strategies: | 1: Implement the water conservation policy. <i>Priority:</i> High <i>Timetable:</i> Short Term (1-2 years) <i>Responsibility:</i> Administration <i>Funding:</i> General Fund | <u>COMPLETED</u> |
| | 2. Prohibit new in-ground irrigation systems that are tapped into the City of Raleigh system. <i>Priority:</i> High <i>Timetable:</i> Long Term (Ongoing) <i>Responsibility:</i> Inspections <i>Funding:</i> General Fund | Doing it now. |

Participation in the National Flood Insurance Program

The Town of Wake Forest has participated for many years in the National Flood Insurance Program (NFIP). Although Wake Forest

has had no repetitive losses, the town has exhibited the intent of doing more than meeting the bare minimum for the program. In 2006 the town updated its Flood Damage Prevention Ordinance (part of the zoning ordinance) and added portions that exceed the minimum standards including such items as the requirement of flood studies on streams not recognized by FEMA but having flood prone soils, establishing that no fill will be allowed in the Special Flood Hazard Areas (SFHA), requiring an elevation certificate and a survey of residential dwellings that are to be located within 10 feet of the SFHA, prohibiting solid waste disposals and similar facilities being located in a SFHA, and restrictions on lots being platted in the SFHA. This was a high priority activity, resulting in greater prevention of future flood damages. The Town of Wake Forest intends to continue its participation in the NFIP and to consider the prevention of flood damage as a high priority. It will continue to monitor activities in the flood prone areas through the zoning ordinance. (The current flood plain boundaries are shown on the Zoning and Flood Plains Map [using new flood plain maps].) See Appendix B (page B-15), under D. Description of All-Hazards Exposure, for more detailed information.

Plan Maintenance

Evaluation and Review

The Wake Forest Hazard Mitigation Planning Committee, consisting of the Town Manager, Emergency Management Coordinator, department heads, planners, inspectors, and emergency agencies, including police, fire department, and Wake County EMS, will remain intact. This committee will review the plan and the status of implementation every two and a half years, approximately, led by the Planning Department. As part of a normal monitoring and evaluation process department heads will make recommendations at or before the committee meeting regarding appropriate changes in the plan, including mitigation strategies, timetables, priorities, and status of previously listed strategies.

Monitoring

After every incident each department head will submit a report on that department's activities regarding the event and identify needed improvements. The committee will then evaluate the effectiveness of response and determine if any changes are needed to the Hazard Mitigation Plan.

General Update

Every five years the committee will review the entire plan, identify needed changes, reevaluate objectives and strategies, and reset timetables for implementation. This update will be reviewed for compliance by NC Division of Emergency Management and approved by the town Board of Commissioners.

Coordination With Other Town Plans

After every update of the Hazard Mitigation Plan each existing town policy, program, and ordinance will be reviewed by the responsible department to see if any change or amendment is necessary to keep that plan, ordinance, or policy consistent with the Hazard Mitigation Plan. New town plans, policies, and projects will, where appropriate, meet the same overall goals as the Hazard Mitigation Plan, particularly in those potential local hazards of highest general locally recognized priority, including flooding, hurricanes, winds, and drought. (See below for examples of what was done since the adoption of the original plan.)

Small Amendments

From time to time it may be advisable to make small amendments for clarification or refinement purposes or to meet state or federal requirements. If this is the case such an amendment may be made without calling for a full committee meeting or a full plan review.

Continued Public Involvement

The public will continue to be involved in the process of review and evaluation by inviting public comments during the update process and after major events. Such comments may be received through public meetings, the town web site, newspaper surveys, random sample surveys, or surveys included in utility billing.

Continued Public Involvement During the Next Five Years

During the past five years the Town of Wake Forest has taken much more aggressive actions for public involvement beginning with the establishment of a communications department and including a comprehensive web site, greater internet presence with a Facebook page and town manager's web blog, regular news e-mails, greater use of the community cable TV channel including the televising of planning board and Board of Commissioner meetings and a monthly news magazine show, and more press releases. The town has made it a priority to create greater opportunities for public involvement. This process will be used in getting the word out about this update and future activities.

Plan Maintenance Since Original Plan Adoption

Wake Forest accomplished a number of activities during the last five years to monitor and evaluate the plan and to incorporate its principles into other town plans, policies, and projects.

- The committee met one time during the last five years to review the plan and check on progress of the specified strategies and to determine if any changes were needed in hazard identification, goals, objectives, or strategies.
- The town updated its Flood Damage Prevention Ordinance and added portions that exceed the minimum standards required by FEMA.
- The town has developed and is in the process of adopting a comprehensive plan, the Community Plan, which incorporates such principles as participation in the National Flood Insurance Program, narrower streets, concentrated densities of development where services are more easily available, and preservation of established neighborhoods.
- The town has adopted year round water conservation requirements, including the prohibition of the installation of underground lawn irrigation systems, unless an onsite well water source will be used.
- The town constructed a small demonstration project of a rain garden at the Northern Wake Senior Center, to accumulate storm water runoff from the roof.
- Currently, the town is building a new town hall. As part of that project a bioretention area and constructed wetland will be used to reduce runoff. Both this project and the rain garden reduce the amount of water being released into Spring Branch.
- The town completed Phase I of the White Street Streetscape Project. As part of this project wind load was a consideration in the selection of street lights and poles.