



**Wake Forest Planning Board Special "Called" Work Session  
Meeting Agenda**

**March 18, 2026 at 6:00 PM**

**All items listed are for discussion and possible action.**

**Notice**

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the Town of Wake Forest will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. For individuals with impaired hearing, special equipment is available for use during meetings in the Town Hall board chambers. Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Town of Wake Forest should contact the office of ADA Coordinator [Mickey Rochelle](#) at 919-435-9455 or Town Clerk [Ella Downtin](#) at 919-435-9432 as soon as possible, but no later than 48 hours before the scheduled event.

**Cable & Online Broadcast of Planning Board Meetings**

All Planning Board meetings are broadcast live on [WFTV 10](#) beginning at 6 p.m. Meetings are also aired online on the [Public Meetings Portal](#) on the [Town of Wake Forest website](#). Archived meeting videos are also provided and available for one year after the original air date.

**Meeting Agendas**

The [Planning Board](#) meeting agenda is available to be viewed and downloaded by noon on the Friday prior to the third Tuesday of each month. Citizens may request copies of the agenda or submit questions concerning agenda items by calling the Deputy Town Clerk's office at 919-435-9432. Citizens may also receive a copy of each month's agenda via email by enrolling in the free [E-Notifier](#) subscription service.

**Public Hearings**

When an agenda item is denoted as a [Public Hearing](#), persons attending shall be permitted to address the Board of Commissioners regarding the item under consideration with those speaking in favor first and those against speaking second. Proponents and opponents shall each be given three minutes of time to speak and may choose to allow one speaker to utilize the time. In the event either proponent(s) or opponent(s) have not designated a speaker to represent the view, each speaker will be allowed three minutes each to express his/her comments, ideas, concerns, expressions, and desires. Only comments on a Public Hearing will be allowed during this time.

**Public Comment**

During the Public Comment period, anyone wishing to address the Board of Commissioners concerning an issue or topic that is not a public hearing item or an agenda item should complete and submit the Board of Commissioner Public Comment Form on the [Town website](#). Then, during the Public Comment portion of the meeting, Mayor Jones will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.

**Call to Order**

**Adoption of Agenda**

**Work Session**

Sustainability Plan Presentation

[Sustainability Plan Presentation Agenda Summary](#)

## **Adjournment**



## **PLANNING BOARD SPECIAL "CALLED" WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2025-828-

Submitted by: Kari Grace, Senior Planner, Planning

Submitting Department: Planning

Meeting Date: March 18, 2026

### **Subject**

Sustainability Plan Presentation

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**

- [Sustainability Plan Presentation Agenda Summary](#)

**Agenda Item:** Sustainability Plan Existing Conditions Presentation

**Summary:** Development of a Town-wide sustainability plan is a priority within Strategic Plan Goal 4: Investing in Transportation and Infrastructure. In July 2025, Blue Strike Environmental was engaged to lead the plan development process, which consists of an existing conditions analysis, including a greenhouse gas inventory and climate vulnerability assessment; goal development; and strategy and recommendations with engagement occurring throughout.

The project commenced in early Fall 2025. At the October 8, 2025, Planning Board special called meeting, Blue Strike Environmental presented an overview to provide information about project components and gather initial Planning Board feedback on sustainability related priorities. Since then, policy and peer review, greenhouse gas calculations, a climate vulnerability assessment and various public engagement have been conducted.

At the March 18, 2026 meeting, Blue Strike Environmental will present key findings from the existing conditions analysis and engagement efforts to date. The presentation will be posted to the project webpage following the meeting. The purpose of the presentation is to provide an update to and gather feedback from the Planning Board.

**Attachments:** None