



**Wake Forest Board of Commissioners Work Session  
Meeting Agenda  
August 4, 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 [Evelyn Wright](#) at 919-435-9432 as soon as possible, but no later than 48 hours before the scheduled event.

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**Meeting Agendas**

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**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, The Mayor will recognize you and invite you to the podium at which time you will have three minutes to speak. Thank you for your cooperation.



## **1. Presentations**

- 1.1 Commissioner Daniel Hupp's Swearing In
- 1.2 ADA Transition Plan Presentation  
[Summary Wake Forest ADA Transition Plan.pdf](#)  
[Attachment A: Wake Forest ADA Transition Plan](#)
- 1.3 Age Friendly Community and Action Plan Update  
[Item Summary\\_Age Friendly Community and Action Plan Update.docx](#)  
[Age Friendly Action Plan Draft\\_August 2026.pdf](#)
- 1.4 Presentation on Traffic Calming Policy Update Considerations  
[080426\\_BOC\\_Agenda\\_Summary\\_Traffic\\_Calming.docx](#)
- 1.5 Presentation of LEGISLATIVE CASE RZ-25-03, 3832 Rogers Rd Rezoning, a rezoning request filed by Michael Birch, to rezone 2.98 acres located at 3832 Rogers Rd, being Wake County Tax PIN(s) 1749884789, from Wake County's Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD).  
[BOC Agenda Summary RZ-25-03.pdf](#)  
[RZ-25-03 Staff Report v4.pdf](#)  
[Attachment A\\_Neighborhood Meeting Information.pdf](#)  
[Attachment B\\_Application and Proposed Use Restrictions by Zoning District.pdf](#)  
[Attachment C\\_Maps.pdf](#)  
[Attachment D\\_Proposed Additional Conditions.pdf](#)  
[Attachment E\\_Planning Board Recommendation and Plan Consistency Analysis.pdf](#)
- 1.6 Sustainability Plan Draft Recommendations Presentation  
[Sustainability Plan Draft Recommendations Presentation Agenda Summary](#)

## **2. Discussion of Monthly Financial Report**

## **3. Review of Draft Agenda for Upcoming Regular Meeting**

- 3.1 Draft Agenda for BOC Regular Meeting August 18, 2026  
[Board of Commissioners \(39\).pdf](#)

## **4. Other Business**

## **5. Commissioner Reports**

## **6. Adjournment**



## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2026-935-  
Submitted by: Evelyn Wright  
Submitting Department:  
Meeting Date: August 4, 2026

### **Subject**

Commissioner Daniel Hupp's Swearing In

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**



## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2026-889-

Submitted by: Allison Snyder, Public Buildings

Submitting Department: Public Buildings

Meeting Date: August 4, 2026

### **Subject**

ADA Transition Plan Presentation

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**

- [Summary Wake Forest ADA Transition Plan.pdf](#)
- [Attachment A: Wake Forest ADA Transition Plan](#)

## **Agenda Item: ADA Transition Plan Presentation**

**Summary:** The Americans with Disabilities Act, a civil rights law prohibiting discrimination against individuals on the basis of disability was enacted on July 26, 1990. This requires Wake Forest to maintain a transition plan of barriers and recommendations for remediating them including estimated cost and a tentative timeline for remediation.

RFQ 2022-0002 was issued on February 15, 2023. Precision Infrastructure Management was issued a purchase order on August 16, 2023 to conduct a programmatic access review of our public programs, services, and activities. Once all information was collected the transition plan was written and submitted to the Town for review and approval.

Precision Infrastructure Management and Town staff will present an overview of the Transition Plan. Staff are requesting approval of the Transition Plan at the next Regular Meeting.

## **Attachments A: Wake Forest ADA Transition Plan**



# TOWN OF WAKE FOREST, NC AMERICANS WITH DISABILITIES ACT TRANSITION PLAN



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## Introduction

The purpose of an Americans with Disabilities Act (ADA) Transition Plan is to ensure the residents and visitors of the Town of Wake Forest have full access to the Town of Wake Forest's programs, services, and activities. It is designed to accommodate people with disabilities and give fair access to facilities without limiting their quality of life. The Town of Wake Forest is committed to meeting all the accessibility needs of disabled individuals. This ADA Transition Plan includes those plan components specifically requested by the Town of Wake Forest to fulfill requirements of the ADA.

## Transition Plan and Purpose

The Americans with Disabilities Act is a civil rights law prohibiting discrimination against individuals on the basis of disability. It was enacted on July 26, 1990 and was amended in 2008 with the ADA Amendments Act. The ADA consists of five titles outlining protections in the following areas:

- I. Employment
- II. State and local government services
- III. Public accommodations
- IV. Telecommunications
- V. Miscellaneous provisions

As required by Title II of ADA (28 CFR Part 35 Sec. 35.105 and Sec. 35.150), the Town of Wake Forest has conducted a self-evaluation of its public rights-of-way (PROW); and has developed this Transition Plan detailing the methods to be used to ensure compliance with ADA accessibility requirements.

The Town of Wake Forest has complied with Title II of the Americans with Disabilities Act by creating this Transition Plan.

## Agency and Requirements

Under Title II, the Town of Wake Forest must meet these general requirements:

- Must designate at least one responsible employee to coordinate ADA compliance [28 CFR Sec. 35.107(a)]. This person is typically referred to as the ADA Coordinator. The public entity must provide the ADA Coordinator's name, office address, and telephone number to all interested individuals [28 CFR Sec. 35.107(a)].
- Must provide notice of ADA requirements. All public entities, regardless of size, must provide information about the rights and protections of Title II to applicants, participants, beneficiaries, employees, and other interested persons [28 CFR Sec. 35.106]. The notice must include the identification of the employee serving as the ADA Coordinator and must provide this information on an ongoing basis [28 CFR Sec. 104.8(a)].
- Public entities are required to establish and publish grievance procedures to ensure the prompt and equitable resolution of ADA-related complaints [28 CFR Sec. 35.107(b)]. While individuals are not obligated to use this internal grievance process before filing a federal complaint, having a grievance procedure in place facilitates a timely, local resolution of accessibility issues and helps prevent conflicts from escalating to litigation or the formal federal complaint process.

## Designation of Responsibility

In accordance with 28 CFR 35.107(a), the Town of Wake Forest has designated the following person to serve as ADA Title II Coordinator, to oversee the Town of Wake Forest's policies and procedures:

- Name: Mickey Rochelle
- Title: ADA Coordinator
- Phone: 919-435-9455
- Address: 317 Brooks Street | Wake Forest, NC 27587

In accordance with 28 CFR 35.150(d)(3), the Town of Wake Forest has designated the following person to serve as ADA Transition Plan Implementation Coordinator:

- Name: Mickey Rochelle
- Title: ADA Coordinator
- Phone: 919-435-9455
- Address: 317 Brooks Street | Wake Forest, NC 27587

## Self-Evaluation

### Overview

Under Title II of the ADA (28 CFR Sec. 35.105), public entities are required to perform a self-evaluation of their facilities on public property and within public rights-of-way, in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items to be evaluated include: sidewalk mileage calculation, vertical height displacement (VHD) locations, severely degraded sidewalks requiring demolition and replacement, absence of curb ramps or detectable warnings, demolition and replacement, narrow or missing sidewalk sections. Public entities are required to provide an opportunity for interested persons, including individuals with disabilities or organizations representing individuals with disabilities, to participate in the self-evaluation process by submitting comments [28 CFR Sec. 35.105(b)].

## Process and Findings

In 2023, a consultant on behalf of the Town of Wake Forest completed a self-evaluation of its programs, services, activities, facilities, and technology. This included accessibility-related barriers in each category. For example, right-of-way (ROW) deficiencies were reviewed for specific sidewalk areas:

- Vertical height displacement locations;
- Absence of curb ramps;
- General curb ramp assessments;
- Missing or narrow sidewalks;
- Cross slope issues generally;
- Areas that may require demolition and replacement;
- Pedestrian Access Route (PAR) areas under 4-ft in width due to structural issues or vegetation.

These deficiencies were cataloged in a geo-database and provided to the Town of Wake Forest. The methodology used to conduct the condition study followed the ADA Guidelines for ADA Transition Planning, Public Right of Way Accessibility Guidelines (PROWAG), and Self-Assessment Checklists for Public ROW and Facilities. The references to these are provided below:

- ADA Transition Plan Guidelines Title II Checklist: [Checklist](#)
- Public Right-of-Way Accessibility Guidelines: [PROWAG](#)
- ADA Accessibility Guidelines: [ADAAG](#)

An important component of the self-evaluation process is the identification of obstacles or barriers to accessibility and the corresponding modifications that will be needed to remedy these items. The following sections provide a summary of improvements and obstacles that the Town of Wake Forest plans to address as part of this Transition Plan.

The Town of Wake Forest also assessed public access facilities, programs and services, and the Town's public-facing website.

## Public Involvement

The Town of Wake Forest recognizes that public participation is an important component in the development of this Transition Plan. Input from the community has been gathered and used to help define priority areas for improvements.

Public involvement for preparation of this document has consisted of the following activities:

- Announcement of the ADA assessment at a Council Meeting and to the media.
- A public survey disseminated through the Town of Wake Forest's website and available at the Town of Wake Forest Town Hall.
- Community Engagement Survey information is further discussed in the Community Engagement section of this report.
- This document will also be made available to the public on the Town of Wake Forest's website.

## Public Notice of ADA Requirements and Grievance Procedures

Under the Americans with Disabilities Act, each agency is required to publish its responsibilities with regard to ADA compliance. If users of the Town of Wake Forest's facilities and services believe the Town of Wake Forest has not provided a reasonable accommodation, they have the right to file a grievance. In accordance with 28 CFR Sec. 35.107(b), the Town of Wake Forest has developed a grievance procedure for the purpose of the prompt and equitable resolution of citizens' complaints or concerns.

## Plan Implementation of Corrective Actions

- Prioritize identified issues.
- Inform and educate the Town of Wake Forest's officials of findings.
- Develop a budget for addressing issues.
- Coordinate a schedule of needed modifications with proposed remediations.

## Public Accessibility to Plan

The ADA Transition Plan will be available for review on the Town of Wake Forest's website and a printed copy is available for review by request at Wake Forest Town Hall, at:

Wake Forest Town Hall  
301 Brooks St,  
Wake Forest, NC 27587

## Public Accessibility to Plan

This ADA Transition Plan is hereby adopted by the Town of Wake Forest, effective date is included in Appendix E:

Mickey Rochelle, ADA Coordinator  
ADA Title II Coordinator

Mickey Rochelle, ADA Coordinator  
ADA Transition Plan  
Implementation Coord.

Kip Padgett, Town Manager  
Authorizing Official



# TOWN OF WAKE FOREST, NC ADA PROGRAMMATIC ACCESS REVIEW



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# Section 1

## Introduction and Overview



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## Introduction

The Town of Wake Forest (Wake Forest) partnered with Precision Infrastructure Management, Inc. (PIM CS LLC) in 2025 to conduct an updated Americans with Disabilities Act Programmatic Access Review. A Programmatic Access Review is an assessment that aims to identify barriers and ensure individuals with disabilities can participate fully in an organization's programs and services.

The ADA prohibits discrimination against individuals with disabilities and mandates equal access to public programs, services, and activities. This report provides recommendations to address identified barriers and support the Town of Wake Forest's overall ADA Transition Plan.

## The Goal: Equal Access

Title II of the ADA mandates equal access to public services and programs for individuals with disabilities. Wake Forest must ensure:

- **Non-Discrimination:** People with disabilities cannot be denied participation or benefits.
- **Equality in Participation:** Services must be provided in a way that ensures equal opportunity, not guaranteed outcomes.
- **Integration:** Services should prioritize inclusion, avoiding separate programs unless necessary.
- **Reasonable Modifications:** Policies must be adjusted to ensure access unless doing so would fundamentally alter the nature of a service.
- **Effective Communication:** Auxiliary aids and services must be provided to ensure communications with individuals with disabilities are as effective as those with others.

These principles are essential for enabling individuals with disabilities to engage fully in Wake Forest's programs and services.

## Approach: Good Faith Effort

The Town of Wake Forest demonstrates its commitment to accessibility by:

- Conducting a current ADA Self-Evaluation and Transition Plan.
- Maintaining a record of past efforts to remove barriers.
- Developing and implementing inclusive policies and procedures.
- Providing regular staff training on disability etiquette, ADA requirements, and effective communication.

By prioritizing these actions, the Town of Wake Forest reduces legal risks, promotes accessibility, and meets its ADA compliance responsibilities.

## Purpose of Findings

This report fulfills the ADA's requirement to complete a self-evaluation (28 CFR §35.105) and provides a practical roadmap for planning and accountability. The findings and recommendations serve three purposes:

- Identify systemic and program-specific barriers to accessibility.
- Recommend actionable steps for removing or reducing those barriers.
- Document progress in a way that engages stakeholders and supports the Town's upcoming Transition Plan.

## Scope & Assumptions of the Programmatic Review

This review encompassed the following areas, consistent with the Town's scope of work for this phase:

1. **Programmatic Access Review:** Evaluation of Town policies, procedures, programs, and communications to identify barriers to participation.
2. **Digital Accessibility Review:** Assessment of the Town's websites and documents against WCAG 2.1 and PDF/UA standards using Accessibility Insights Fast Pass.
3. **External Agreements:** Examination of vendor and intergovernmental agreements for ADA compliance requirements.
4. **Community Input:** Consideration of demographic trends and initial stakeholder feedback to ensure solutions reflect community needs.

The PIM project team views disability through a broad lens as an inclusive demographic of individuals with a wide range of disabilities. As Congress encouraged when the ADA Amendments Act was passed in 2008, the definition of disability should be construed in favor of broad coverage of individuals to the maximum extent permitted by the terms of the ADA and generally shall not require extensive analysis [PL 110-325].



# Section 2

## Title II Administrative Requirements



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## Administrative Requirements

The ADA sets forth administrative requirements for Title II entities with 50 or more employees. These include public notice, designation of an employee responsible for ADA compliance activities, and development of a grievance procedure.

### Public Notice

The Town of Wake Forest must provide notice to the public about its ADA obligations and accessible facilities and services. The notice should inform the public about the ADA's nondiscrimination requirements and describe how individuals with disabilities may contact officials to participate in the public process, request accommodation, or report accessibility barriers.

#### Findings:

- An accessibility statement is not present on the Town's website, [www.wakeforestnc.gov](http://www.wakeforestnc.gov).
- Some public-facing documents do not include nondiscrimination language specific to disability.
- Staff readiness to provide the notice in alternate formats (e.g., ASL interpreting, Braille, large print) is unclear.

#### Recommendations:

- Update the ADA public notice to explicitly state: "The Town of Wake Forest does not discriminate on the basis of disability in its programs, services, or activities."
- Ensure the notice, grievance procedures, and accommodation request processes are published on all departmental websites and prominently displayed in public facilities.
  - **Note:** This can be done by creating a centralized repository and linking assets to it.
- Train employees to respond to requests for alternative formats and auxiliary aids.
- Standardize notice language across all public communications, including promotional materials, flyers, and event announcements.

## Responsible Employee

Entities with 50 or more employees are required to designate an individual responsible for ensuring compliance with the ADA. While the ADA does not specify the title of this individual, the term "ADA Coordinator" is commonly used.

The ADA Coordinator's primary responsibilities include:

- Overseeing the Town's ADA compliance efforts, including the Self-Evaluation and Transition Plan.
- Investigating ADA-related complaints and grievances.
- Developing and maintaining non-discriminatory policies and procedures.
- Providing training on disability-related topics to employees and volunteers.
- Coordinating activities across departments and department divisions to address accessibility issues.
- Engaging with the disability community to foster collaboration and inclusion.

#### Findings:

- Wake Forest has designated an ADA Coordinator, but visibility of this role across departments and the clarity of responsibilities could be improved.
  - Community survey data suggests that up to 78% of respondents are not aware of this position.

#### Recommendations:

- Standardize ADA Coordinator contact information across the Town of Wake Forest's digital assets. (**this can be the centralized repository**)
- Clarify the ADA Coordinator's authority, role, and resources to ensure they can support compliance across all Town programs.
- Consider assigning departmental ADA liaisons to support the central Coordinator, providing local accountability and ensuring program-specific issues are addressed quickly.

## Grievance Procedure

Title II also requires that local government entities have an ADA grievance procedure. A grievance procedure encourages prompt and equitable resolution of discrimination claims on the basis of disability at the local level without having to force individuals to file a federal complaint or a lawsuit.

### Findings:

- A grievance process exists but is not readily available online.
- Forms on [wakeforestnc.gov](http://wakeforestnc.gov) provide varying levels of accessibility (e.g., fillable PDFs for screen reader users).
- No clear appeal process is documented.

### Recommendations:

- Publish the Town's ADA grievance procedure and forms prominently online and in physical locations at public facilities.
- Ensure all grievance forms are accessible and fillable electronically.
- Designate the ADA Coordinator as the point of contact for grievances and accommodation requests.
- Establish and document a clear appeal process.
- Provide training for staff on intake, confidentiality, and resolution of ADA-related complaints.

This includes web pages and applications that are not hosted on [www.wakeforestnc.gov](http://www.wakeforestnc.gov).



# Section 3

Program, Policy, and Services Review



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## Program, Policy, and Services Review

The Program, Policy, and Services evaluation focuses on two key areas of Title II compliance:

- General areas of Title II requirements, such as effective communication, reasonable modification, integrated settings, and eligibility criteria.
- Initiative-specific recommendations for improving program access.

Under Title II, access means ensuring individuals with disabilities can participate fully in services, activities, and communications. This section reviews current practices against ADA requirements, identifies systemic gaps, and provides recommendations to strengthen compliance.

## Title II Requirements for Programs and Services

Title II of the ADA prohibits discrimination based on disability in all Town programs, services, and activities. To meet these obligations, the Town must ensure:

- **Equal Opportunity** – Individuals with disabilities cannot be denied participation or benefits.
- **Integrated Services** – Services must be delivered in the most integrated setting appropriate.
- **Reasonable Modifications** – Policies must be adapted when necessary to avoid discrimination.
- **Effective Communication** – Auxiliary aids and services must be provided when needed.
- **Oversight of Contractors** – Services delivered by outside vendors or partners must meet the same standards.

## Denial of Participation

### Findings:

- Policies generally protect against discrimination but do not consistently reference disability as a protected category and lack clear discrimination language.

### Recommendations:

- Standardize a nondiscrimination statement across all Town publications, forms, and web pages.
- Example: “The Town of Wake Forest does not discriminate on the basis of disability in its programs, services, or activities.”
- Ensure qualified participants are not denied access to any Town program on the basis of disability.

## Reasonable Modification

Title II requires Wake Forest to reasonably modify policies, practices, or procedures to avoid disability discrimination. Ensuring all employees understand this requirement and are trained to provide reasonable modification is essential.

### Findings:

- No single, Town-wide statement outlines how and when reasonable modifications will be provided. (**see Appendix B for reference**)
- Staff training on handling requests appears inconsistent.

### Recommendations:

- Develop and adopt a Town-wide Reasonable Modification Policy that includes:
  - Definitions of reasonable vs. unreasonable modifications.
  - Guidance for responding to requests promptly.
  - Examples of common modifications.
- Provide all staff with training on the policy, including when to escalate requests to the ADA Coordinator.
- Include reasonable modification guidance in public-facing materials so residents understand how to make requests.

## Effective Communication

According to Title II (CFR §35.160), the Town of Wake Forest must ensure that communication with individuals with disabilities is as effective as communication with others. To achieve this, the Town is required to provide appropriate auxiliary aids and services, including but not limited to qualified interpreters, video-remote interpreting (VRI), assistive listening devices, real-time captioning, braille materials, and large print documents.

When auxiliary aids or services are necessary, the Town must allow individuals with disabilities to request their preferred aid or service. The Town must honor the individual's choice unless an equally effective alternative is available or providing the requested aid would result in a fundamental alteration or undue financial burden.

It is critical to consult individuals with disabilities about their communication needs, as they are best positioned to determine what will work effectively for them. For example, individuals who are Deaf from birth or early life often rely on sign language rather than written English, which may be ineffective for their communication.

Wake Forest cannot impose additional fees or surcharges on individuals with disabilities for auxiliary aids or services. However, costs may be distributed across all participants in an event or program if necessary.

### Findings:

- No publicly available and consistently implemented Town-wide policy exists regarding auxiliary aids and services.
- Staff knowledge about providing alternate formats varies.
- Digital documents and online content often fail WCAG 2.1 and PDF/UA standards (see Section 4).

### Recommendations:

- Adopt a Town-wide Effective Communication Policy that specifies:
  - Auxiliary aids available (interpreters, captioning, Braille, large print, accessible digital formats).
  - Protocols for responding to requests.
  - Statement of no additional charge to individuals for aids or services.
- Provide ongoing training for staff on disability etiquette and communication strategies.
- Update forms, brochures, and digital documents to include a standard statement on requesting alternate formats.
- Build procurement relationships with auxiliary aid providers to ensure availability.

## Relationships with Contractors & Outside Vendors/Procurement

Wake Forest collaborates with government agencies (federal, state, and local) and third-party vendors, including private companies and nonprofit organizations, through contractual, inter-local, and informal agreements. It is essential that third party vendors or partner organizations providing services on behalf of Wake Forest comply with ADA requirements to minimize liability risks and ensure accessibility in the delivery of Wake Forest's programs, services, and activities.

### Findings:

- Contracts and vendor agreements reviewed do not consistently include ADA requirements.



**Recommendations:**

- Revise all contracts to include explicit ADA compliance clauses. (see **Appendix E for Procurement Guidance**)
- Require vendors and partners to demonstrate accessibility in both program delivery and digital communications.
- Develop procedures to monitor vendor compliance (annual reviews, certification statements, or audits).
- Provide contractors with the Town's ADA policies and expectations at the start of engagement.

When the Town partners with other organizations to deliver or support its programs and services, known barriers should be documented and reported. As an example:

- Inform other agencies or government officials of any accessibility shortcomings within the policies, programs and facilities of those governments or agencies, if known.
- Provide accessibility to the greatest extent feasible which corresponds with the Town's level of ownership, location of the service, nature or the contractual arrangement, etc.
- Examine each of the contractual, inter-local, and informal and/or customary agreements to ensure that the Town fully establishes which of the parties is responsible for accessibility of sites, facilities, buildings, programs, services, or activities.

## Emergency Management

In recent years, the focus on whole-community emergency management and inclusive disaster planning has grown significantly, with the Department of Justice (DOJ) emphasizing the importance of ADA compliance in these efforts. To meet these standards, it is recommended the Department prioritize addressing the needs of residents and visitors with disabilities in all emergency management policies and procedures.

**Findings:**

- Emergency policies reference continuity of operations but lack detailed protocols for individuals with disabilities.
- No consistent approach to alternate format communication during emergencies.

**Recommendations:**

- Update emergency plans to specifically address individuals with disabilities, including:
  - Accessible evacuation routes and signage.
  - Procedures for communicating emergency alerts in alternate formats (TTY, captioned alerts, plain language).
  - Staff training on assisting individuals with disabilities during emergencies.
- Partner with local disability organizations to inform and test emergency procedures.
- Include ADA considerations in drills and tabletop exercises.



# TOWN OF WAKE FOREST, NC DEPARTMENT INSIGHTS



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## Department Programmatic Access Review

### What Is A Department Programmatic Access Review?

A Programmatic Access Review is an evaluation of a local government's programs, services, activities, and policies to ensure they are accessible to people with disabilities, in accordance with Title II of the Americans with Disabilities Act. Unlike a facility assessment, which looks at physical barriers, this review focuses on how services are delivered. The goal is to remove barriers that limit participation by individuals with disabilities.

### Why Are Department Programmatic Access Reviews Important?

People interact with government through programs (applying for permits, riding public transit, attending public meetings, or receiving emergency alerts). If these services are inaccessible, whether due to policy, communication gaps, or untrained staff, individuals with disabilities may be excluded. A Programmatic Access Review helps the Town identify and fix these barriers to:

- Ensure equal access and participation.
- Comply with federal law and avoid legal liability.
- Promote consistent service across departments.
- Support continuous improvement in service delivery.

### Expected Outcomes Of A Department Programmatic Access Review

- A prioritized list of policy and communication gaps.
- Tailored recommendations for each department.
- Development of a Town-wide accessibility improvement strategy.
- Ongoing training and policy updates that reflect ADA best practices.

This process ensures accessibility is not a one-time task, but an evolving commitment embedded into Wake Forest's operations.

### Department-Wide ADA Compliance Efforts

When reviewing publicly available Wake Forest information, common themes emerged regarding potential barriers for people with disabilities. In general, Wake Forest can take several proactive steps within all its departments that will enhance its level of accessible, inclusive services across the board, including:

- Development and implementation of consistent ADA language across all policies and documents.
- Ensuring program eligibility criteria do not inadvertently exclude individuals with disabilities.
- Providing annual ADA and accessibility training to all employees.
- Regularly reviewing social media, forms, other digital technologies, and public communications for accessibility.
- Building accessibility into procurement and planning processes to ensure consistency across services.



## Department Insights

### Board of Commissioners

The Wake Forest Board of Commissioners (BOC) sets the policies that shape how the Town grows, how its services are delivered, and how residents engage with their local government. With five members elected and the Town Mayor serving as BOC leadership, the Board convenes regularly to deliberate on the issues facing the community. Its decisions reach across every aspect of town life, from land use and infrastructure to budget priorities and public services.

The recommendations that follow are organized by topic and grouped for clarity, so each can be considered on its own merits or as part of a broader policy direction. Each recommendation is grounded in publicly available data, observed practice, or priorities the Town has articulated. To ensure the BOC continues to support the Town's effort to improve service outcomes and remove barriers to accessibility, the BOC should:

- Ensure all meetings, agendas, minutes, and presentations published on the BOC's pages/sites are accessible to users of assistive technology. As an example, the following document had no tags or semantic structure for assistive technology:
  - [https://www.wakeforestnc.gov/sites/default/files/uploads/agendas/2-17-26\\_bocagenda.pdf](https://www.wakeforestnc.gov/sites/default/files/uploads/agendas/2-17-26_bocagenda.pdf)
- Ensure all multi-media content includes text alternatives and/or transcripts and captions.
  - Example: <https://www.wakeforestnc.gov/communications/wftv-10>.
    - Note 1: The FCC requires captions for live television programming.
    - Note 2: WCAG 2.1 requires captions for all pre-recorded content.
    - Note 3: The ADA requires effective communication. If multi-media content is provided, the Town must ensure viewers can perceive and understand the information. Users who are deaf or hard-of-hearing face barriers when viewing content that does not include a text alternative.
- The BOC uses 3<sup>rd</sup> party services to encourage communication, collaboration, and transparency. The Town should ensure staff utilize best practices in accessibility when creating content on any of the following platforms:
  - **WFTV:** content provided by WFTV should be made accessible and include captions and/or transcripts for video content. In addition, multi-media content that is included in the video for sighted users should be included in a text transcript if it is not communicated audibly or via caption.
  - **Town of Wake Forest Mobile App:** this app should be tested for accessibility against WCAG 2.1 criteria.
  - **Social media accounts like Vimeo, Facebook, X, and Instagram:** A review of these accounts revealed images without alt text, inaccessible social posts, and videos without captions. (see Appendix G for Social Media best practices for accessibility).
- While the Town has published ADA Coordinator contact information and a non-discrimination statement, the BOC should consider adding a drop-down to the FAQs on its landing page that explicitly outline the steps participants can take to request an accommodation to participate or to request an alternative format for content that does not fully support assistive technologies.
  - **Note:** this statement should also be included on this form: <https://www.cognitoforms.com/TownOfWakeForest3/BoardOfCommissionersSignUpToSpeakForm>.

## Department Insights

### Budget Management

The Budget Management Department is responsible for directing the planning, development, and execution of the Town's annual operating and capital improvements budgets, and operational performance and benchmarking.

Functions of the Department include funding source identification, resource allocation, projections and forecasting, budget monitoring, capital planning, debt management, performance measurement tracking, program evaluation and operational studies.

The Budget Management Department works to support the Board of Commissioners, Town Manager and Departments in their service to Wake Forest residents.

The Budget Management Department also provides dashboards for the following programs:

- Financial Reports/Summaries
- Fire
- Police
- Planning
- Inspections
- Parks, Recreation & Cultural Services
- Communications
- Downtown Development
- Financial Services
- Public Works - Streets
- Engineering

Because the Budget Management Department shares information in a variety of delivery mechanisms, including images, charts, maps, digital documents, etc., careful attention should be given to ensuring the content of these platforms is accessible.

- The ClearGov platform should be assessed for digital accessibility. Automated errors were identified on the following page during review: [https://cleargov.com/north-carolina/wake/town/wake-forest/dashboards/1515/financial-reports\\_or\\_data](https://cleargov.com/north-carolina/wake/town/wake-forest/dashboards/1515/financial-reports_or_data).
  - The link to this application should be updated on the Budget Management Office homepage as it links to a 404 error: <https://www.wakeforestnc.gov/budget-management/performance>.
- Documents published via ClearGov include some semantic structure and provide limited functional accessibility, but need to be remediated for assistive technology to ensure users with disabilities can access the information provided in its entirety.
  - Example: [https://cleargov.com/north-carolina/wake/town/wake-forest/dashboards/1515/financial-reports\\_or\\_data](https://cleargov.com/north-carolina/wake/town/wake-forest/dashboards/1515/financial-reports_or_data).



## Department Insights

### Budget Management (continued)

- The annual budget document includes some semantic structure and provides limited functional accessibility, but needs to be remediated for assistive technology to ensure users with disabilities can access the information provided in its entirety.
  - Example: [https://www.wakeforestnc.gov/sites/default/files/uploads/departments/finance/2025-26Budget/fy\\_25-26-adopted-budget-document-v1-1.pdf](https://www.wakeforestnc.gov/sites/default/files/uploads/departments/finance/2025-26Budget/fy_25-26-adopted-budget-document-v1-1.pdf).
- The Capital Improvement document includes some semantic structure and provides limited functionality accessibility, but needs to be remediated for assistive technology to ensure users with disabilities can access the information provided in its entirety.
  - Example:  
<https://www.wakeforestnc.gov/sites/default/files/uploads/BudgetManagement/approved-cip-26-31-update-web-version.pdf>.

## Department Insights

### Communications

The Communications Department endeavors to keep community members informed about Wake Forest programs, services, and special events, as well as the actions of the Town government.

The Department is responsible for developing newsletters, brochures, electronic and e-mail communications for community members, videos, press releases and other informational materials, as well as managing content on the Town website and Wake Forest TV 10. In addition, the Communications & Public Affairs Director works with the local media by providing information, arranging interviews and acting as a spokesperson for the Town. The Department should consider the following recommendations to ensure access and effective communication:

- Standardize use of plain language across all public notices, press releases, and outreach materials to improve accessibility for diverse audiences.
- Include ADA nondiscrimination and reasonable accommodation language in public communications, including flyers, newsletters, and social media.
- Establish procedures for providing alternate formats of all communication materials upon request (e.g., large print, Braille, accessible PDFs).
- Provide staff training on effective communication strategies for individuals with disabilities, including use of auxiliary aids and services.
- Formally adopt WCAG 2.1 AA as a Town standard for technology.

Note: the following recommendations are included in the BOC section for visibility (programs are also advertised on BOC pages) but are applicable to Communications as well:

- Ensure all multi-media content includes text alternatives and/or transcripts and captions.
  - Example: <https://www.wakeforestnc.gov/communications/wftv-10>.
    - Note 1: The FCC requires captions for live television programming.
    - Note 2: WCAG 2.1 requires captions for all pre-recorded content.
    - Note 3: The ADA requires effective communication. If multi-media content is provided, the Town must ensure viewers can perceive and understand the information. Users who are deaf or hard-of-hearing face barriers when viewing content that does not include a text alternative.
- The Town should ensure staff utilize best practices in accessibility when creating content on any of the following platforms:
  - **WFTV:** content provided by WFTV should be made accessible and include captions and/or transcripts for video content. In addition, multi-media content that is included in the video for sighted users should be included in a text transcript if it is not communicated audibly or via caption.
  - **Town of Wake Forest Mobile App:** this app should be tested for accessibility against WCAG 2.1 criteria.
  - **Social media accounts like Vimeo, Facebook, X, and Instagram:** A review of these accounts revealed images without alt text, inaccessible social posts, and videos without captions. (see Appendix F for Social Media best practices for accessibility).

## Department Insights

### Downtown Development

The Town of Wake Forest Downtown Development Department supports the vitality, growth, and preservation of Wake Forest's historic downtown district. Originally established as the nonprofit Wake Forest Downtown, Inc. (WFD), the organization formally joined the Town in October 2012 when the Board of Commissioners brought the director position in-house at the request of the WFD Board of Directors. WFD continues in its current capacity as a 501(c)(3) organization, working alongside the Town department to promote downtown as a vibrant destination for residents, visitors, and businesses.

The Department coordinates downtown events, supports food vendors and business owners, and maintains public-facing tools such as the Downtown Map, and the Downtown WF function of the Town of Wake Forest App to help the community experience and navigate Wake Forest.

- Add ADA nondiscrimination and reasonable accommodation statements to all Downtown Development program materials, contracts, and public notices. This will ensure users who book tours or other services understand what options are available to them for participation.
- Ensure all downtown event permits and co-sponsorship agreements include accessibility requirements for vendors, facilities, and communications. (see **Appendix F**)
- Provide guidance to business partners and downtown organizations on accessibility best practices (e.g., event accessibility, accessible marketing materials).
  - Examples:
    - Temporary event guidance: <https://adata.org/guide/planning-guide-making-temporary-events-accessible-people-disabilities>.
    - Creating accessible portable content: <https://accessibility.wfu.edu/resources/inclusive-flyers/>.
    - Additional resources: <https://adata.org/>.
- Develop procedures to review downtown revitalization projects and public events for ADA compliance during the planning stage.
  - Refer to Town building standards and guidance for temporary events.
- Train department staff and partner organizations on ADA Title II requirements, including effective communication, reasonable modification, and vendor compliance.
- Include accessibility information in all promotional campaigns and public outreach related to downtown programs and events.



## Department Insights

### Economic Development

The Economic Development Department serves the Town of Wake Forest by fostering business growth, attracting new investment, and supporting entrepreneurial ventures throughout the community. The Department works to create economic opportunities that enhance the quality of life for residents while maintaining the Town's character and values. The Economic Development team collaborates with local businesses, regional partners, and State agencies to develop strategic initiatives that promote job creation, increase tax base, and strengthen the local economy.

The Economic Development Department manages several digital platforms and resources to communicate with businesses and stakeholders, including economic data dashboards, development opportunity maps, business directory systems, and promotional materials. These platforms often utilize complex data visualizations, interactive maps, downloadable resources, and multimedia content to showcase economic trends and business opportunities.

Given the diverse digital content delivery methods employed by the Economic Development Department, including interactive maps, economic data visualizations, PDF reports, and multimedia presentations, digital accessibility compliance should be prioritized to ensure all community members and businesses can access critical economic information and resources regardless of their abilities or assistive technology needs.

- Economic Development's primary public repository is its own site (distinct from [wakeforestnc.gov](http://wakeforestnc.gov)): <https://www.discoverwakeforest.org/>
  - This site needs to be tested for accessibility.
  - ADA and Accessibility governance need to be linked.
- Economic Development directs users to use this application: <https://properties.zoomprospector.com/wakeforestnc?page=1&s%5BSortDirection%5D=true&s%5BSortBy%5D=featured&s%5BSizeUnits%5D=1>
  - This site needs to be tested for accessibility.
- This shared site provides information for the Town of Wake Forest via Wake County Development Services: <https://raleigh-wake.org/invest-expand-thrive/incentives>
  - This site needs to be tested for accessibility.
- Economic Development hosts videos that rely on on-screen text to communicate information. Ensure all videos have captions and those that use text on-screen are accompanied with text transcripts.
  - Example: <https://www.discoverwakeforest.org/ldwf>.
- Some documents are presented inside of a frame on-screen. These documents and the application that hosts them need to be tested for accessibility.
  - Example: [https://issuu.com/bmartinson/docs/wake\\_forest\\_big\\_city\\_energy\\_sm?e=4737722/58377178](https://issuu.com/bmartinson/docs/wake_forest_big_city_energy_sm?e=4737722/58377178).
- Frames are used to provide interactive storyboards. These applications need to be tested for accessibility.
  - Example: [https://issuu.com/wfbip/docs/wake\\_forest\\_2026\\_community\\_profile?fr=sOWVhYjgzOTEyNDc](https://issuu.com/wfbip/docs/wake_forest_2026_community_profile?fr=sOWVhYjgzOTEyNDc).

## Department Insights

### Engineering

The Town of Wake Forest Engineering Department is responsible for providing civil engineering services for municipal infrastructure projects, including street design and construction, stormwater management systems, traffic engineering, and capital improvement project oversight. This department conducts engineering studies, prepares technical drawings and specifications, manages construction contracts, and ensures compliance with state and local engineering standards. The Engineering Department also reviews and approves development plans submitted by developers, and coordinates with utility companies on infrastructure improvements. The Engineering Department utilizes various digital platforms to deliver engineering information and services to the public, including interactive GIS mapping applications, construction project tracking systems, and development review portals.

- The Department uses a variety of delivery mechanisms to communicate and interact with the public. This includes GIS, application portals, and customer service applications. These applications should be tested for accessibility.
  - Examples:
    - [https://seeclixfix.com/web\\_portal/42XYLNX6DX4w9nde25FbugKs/report/location?device\\_os=Portal3-MapWidget&lat=35.97082216479624&lng=-78.5117725](https://seeclixfix.com/web_portal/42XYLNX6DX4w9nde25FbugKs/report/location?device_os=Portal3-MapWidget&lat=35.97082216479624&lng=-78.5117725).
    - <https://wakeforest.geocivix.com/secure/>
  - Project status dashboards and tracking systems should be evaluated for keyboard navigation compatibility and ensure all interactive elements are accessible to assistive technology users.
- Engineering documents, including construction plans and technical specifications, often lack proper semantic tagging and alternative text for complex diagrams, creating barriers for users relying on screen readers.
- Document types assessed with accessibility issues:
  - Fillable forms.
    - Example: <https://www.wakeforestnc.gov/sites/default/files/uploads/planning/applications/contiguous-annexation-form-8-1-13.pdf>.
  - Checklists. Robust checklists are provided. However, these checklists often lack semantic structure for assistive technology.
  - Guides, drawings, and policies.

## Department Insights

### Engineering (continued)

- Ensure all multi-media content include captions and/or transcripts. In the following example, a video uses a combination of text and audio to convey information. Multi-media content should include a text alternative to ensure assistive technologies can access them.
  - Example: <https://www.wakeforestnc.gov/engineering/community-outreach>.
- Ensure all multi-media content include captions and/or transcripts. In the following example, a video uses a combination of text and audio to convey information. Multi-media content should include a text alternative to ensure assistive technologies can access them.
  - Example: <https://www.wakeforestnc.gov/engineering/community-outreach>.



## Department Insights

### Finance

The Town of Wake Forest Finance Department is responsible for the quality management of the Town's financial resources and related operations. The Department's work includes cash management, payroll, vendor payment, financial reporting, purchasing, utility management, and revenue collection. Through these functions, Finance supports the day-to-day fiscal operations of every Town department and ensures compliance with applicable accounting standards and financial regulations.

The Finance Department also produces and publishes the Town's primary financial documents, including the Annual Comprehensive Financial Report (CAFR) and the Popular Annual Financial Report (PAFR). In addition, the Department administers the Town's fee schedule, and manages bids and RFQs. Finance also provides customer service for utility accounts, assessments, and tax-related inquiries, working in coordination with County partners.

- Add ADA nondiscrimination and accessibility statements to all Finance publications, including annual financial reports, budgets, and citizen summaries.
- Ensure all financial reports, forms, and policies are formatted for screen reader accessibility, with proper table structures and heading levels.
- Develop a process for providing alternative formats (large print, Braille, accessible PDFs) upon request for all financial documents.
- Train Finance staff on digital accessibility and plain-language writing practices.
- Revise procurement and travel policies to include explicit ADA compliance requirements for vendors. (see **Appendix E**)

## Department Insights

### Fire

The Town of Wake Forest Fire Department is committed to saving lives and protecting the community through fire prevention education, fire suppression, emergency medical services, and response to other emergency and non-emergency incidents. The Department serves residents, visitors, and businesses throughout the Town of Wake Forest and surrounding areas, accomplishing its mission through continuous training, public education, and a steadfast dedication to the safety of both its members and the public.

In addition to emergency response, the Fire Department delivers a broad range of community programs and services, including CPR classes, fire prevention and public education, the WFFD Smoke House demonstration, kitchen fire safety outreach, and the Knox Homebox Program, which helps first responders reach vulnerable residents during emergencies. The Department also publishes annual reports, maintains Special Teams capabilities, supports the Wake Forest Firefighters Foundation, and has contributed to regional relief efforts such as Hurricane Helene Relief.

- Develop and publish an accessibility statement specific to Fire Department programs, services, and public communications.
- Ensure all emergency preparedness and evacuation plans include procedures for individuals with disabilities, with alternate formats available for effective communication (large print, Braille, audio, captioned alerts).
- Provide staff training on assisting individuals with mobility, sensory, and cognitive disabilities during emergencies.
- Incorporate accessibility into fire safety education programs and community outreach materials.
- Update emergency communication templates (e.g., adverse weather notices, disaster alerts) to follow digital accessibility standards and plain-language guidelines.
- Establish partnerships with local disability organizations to inform and test emergency management procedures.
- Require that all Fire Department facilities and temporary emergency shelters follow ADA accessibility standards. This means:
  - **Temporary shelters** for emergencies should be assessed for accessibility against standardized checklists.
    - Use the Access Board's [Temporary Event Guidance](#).
    - Ensure staff have training and resources to support temporary accessible structures.
  - Table-top exercises should be conducted on **permanent structures** to ensure persons with disabilities have ready access to areas of refuge in the event of an emergency and emergency personnel are equipped to evacuate them safely. This means:
    - Procuring equipment to move persons with mobility disabilities down stairways.
    - Procuring services to ensure effective communication.
    - Training emergency staff to serve vulnerable populations.
    - **If applicable:** Update emergency action plans to include procedures for assisting individuals with disabilities. Table-top exercises are used to identify emergency-specific barriers and safety hazards.
- Integrate ADA compliance clauses into vendor and mutual-aid agreements for emergency response services. (see **Appendix E**)

## Department Insights

### Human Resources

The Town of Wake Forest Human Resources Department supports the Town's workforce across a full range of personnel functions. The Department's responsibilities include recruitment and selection, employee relations, position classification, compensation, benefits management, employee training and development, personnel records management, and wellness and safety. The Human Resources Department partners with every department and agency in the Town of Wake Forest to attract and retain talented employees who serve the Wake Forest community.

The Human Resources Department also administers the Town's comprehensive benefits package and Employee Assistance Program. The Department also maintains the Town's strategic plan for workforce development, publishes current job openings, and provides organizational resources that support both prospective and current employees.

- Publish a clear ADA nondiscrimination statement on the Human Resources webpage and in all job postings.
- Ensure all job applications, forms, and employee documents are accessible (fillable, screen-reader compatible, and available in alternate formats upon request).
- Include instructions in all recruitment materials on how applicants may request accommodations for the hiring process.
- Provide ADA and disability etiquette training to all HR staff and hiring managers.
  - The Town's human resources are critical to ensuring compliance with the ADA and access for all Town customers. Ensuring these valuable resources have the training and assets they need to carry out the Town's mission to ensure access and accessibility is critical to success.
- Revise employee handbooks and policy manuals to explicitly address reasonable accommodations, service animals, and effective communication.
- Ensure grievance and complaint procedures are clearly posted, accessible, and available in multiple formats.
- Establish a consistent process for engaging in the interactive process with employees requesting accommodations.



## Department Insights

### Information Technology

The Information Technology Department is responsible for managing and maintaining the Town's digital infrastructure, network systems, cybersecurity protocols, and technology services across all municipal departments. The Department oversees the Town's website platform, email systems, database management, software licensing, hardware procurement, and technical support for staff. The IT Department also manages the implementation of new technology solutions, ensures compliance with data security standards, and provides training to municipal employees on digital tools and systems.

The Information Technology Department plays a critical role in digital accessibility compliance across all Town platforms and applications.

The IT Department manages multiple systems that require accessibility assessment, employee portal applications, public-facing service request systems, and various third-party integrations. All new systems should be evaluated against WCAG 2.1 AA standards to identify barriers and establish remediation priorities.

The Information and Technology Department can continue to support Town departments and agencies by ensuring:

- New procurements adhere to accessibility best practices. (**see Appendix E**)
- Support and training for accessibility best practices are provided for new content and technologies.
- Remediation efforts are monitored and managed efficiently.
- Engaging community resources and the Town's ADA Coordinator when new projects are initiated to ensure barriers are identified early and solutions are developed with the end-user in mind.

## Department Insights

### Inspections

The Town of Wake Forest Inspections Department provides building inspections and permitting services throughout the Town's jurisdiction. The Department's primary function is to ensure the health, safety, and welfare of the public through uniform enforcement of State and local laws and local ordinances. Inspections staff process applications, perform plan review, collect fees, and issue permits for construction activity regulated under State statutes, and conduct inspections during various phases of construction, including electrical, plumbing, and mechanical systems, to ensure code compliance.

The Inspections Department also issues certificates of compliance and occupancy and manages a range of permitting services for residential and commercial projects. Residents and contractors can access several online tools through the Department, including electronic plan review and permit submittal, online inspection scheduling and payments, and the Public Info Search. The Department also maintains the Inspections Fee Schedule, coordinates fire inspections, participates in Building Safety Month, and publishes resources and FAQs to guide applicants through the permitting and inspection process.

- Add ADA nondiscrimination and accessibility statements to all public-facing inspection forms, permits, and notices.
- Ensure all digital forms and inspection reports are accessible (fillable, properly tagged, and screen-reader compatible).
- Develop processes for providing accessible versions of inspection notices, citations, and follow-up communications upon request.
- Provide Department-wide training on ADA Title II program access requirements, with emphasis on reasonable modification and effective communication.

## Department Insights

### Organizational Performance

The Town of Wake Forest Organizational Performance Department is responsible for evaluating and assessing the outcomes of strategic initiatives implemented across the Town. The Department measures the success and effectiveness of new programs and improvements to existing ones, with a particular emphasis on customer service and the continued pursuit of performance excellence across municipal operations. Working closely with Human Resources and the Town Manager's Office, Organizational Performance also focuses on strengthening employee culture by implementing strategies that improve satisfaction, engagement, and professional growth, and by fostering a positive, diverse, and inclusive work environment.

The Organizational Performance Department also leads the Town's community outreach and engagement efforts, building and maintaining relationships with residents, faith groups, non-profit organizations, local businesses, and other community stakeholders. The Department manages several signature programs, including the Citizens Academy, Town Hall Tours, Guest Services Volunteers, Wake Forest Cares, and the Focus on Mental Wellness initiative, which addresses mental well-being for youth, veterans, and seniors. It also oversees the Northern Community Food Security Team (NCFST) to address food insecurity, maintains the Town's Strategic Plan and Title VI program, and coordinates volunteer opportunities and the Special Events Policy that guide community engagement across Wake Forest.

- Incorporate ADA nondiscrimination and accessibility commitments into all Department performance metrics and reporting frameworks. This means:
  - Identifying role-specific tasks for staff to support Town accessibility efforts, including but not limited to:
    - Ensuring staff create accessible documents to avoid costly remediations later.
    - Participating in ADA and accessibility training to ensure they are resourced, trained, and supported to follow and adhere to the Town's access policies.
    - Encouraging innovation that results in improvements in service delivery.
- Ensure that surveys, dashboards, and reports are designed using accessible formats (screen-reader compatibility, plain language, alt text for graphics).
  - Note: If this is the responsibility of staff building dashboards, ensure the platforms in which they are hosted are accessible using the provided procurement guidance. (**see Appendix E**)
- Add accessibility questions to customer satisfaction and community feedback surveys to identify service gaps.



## Department Insights

### Parks, Recreation, and Cultural Services

The Town of Wake Forest Parks, Recreation & Cultural Resources (PRCR) Department is committed to enhancing the lives of residents by promoting health and wellness through diverse, safe, accessible, and culturally enriching recreational opportunities. The Department manages 561 acres of parks, open space, natural land, and trails, including five baseball and softball fields, three soccer fields, one pool, six picnic areas, eight playgrounds, eight lighted tennis courts, Flaherty Dog Park, and more than 50 miles of developed and undeveloped greenway trails. PRCR operations are anchored by Joyner Park Community Center, Flaherty Park Community Center, the Alston-Massenburg Center, the Wake Forest Community House, and the Holding Park Aquatic Center, which together serve as the primary hubs for programs, classes, and community gatherings.

PRCR offers a wide range of programs through RecDesk, Team Sideline, and the RecConnect program guide, including youth and adult athletics, cultural programs, esports, facility rentals, and specialized offerings such as SPIRIT Wake Forest and the Holding Park Inclusive Playground. The Department also operates the Wake Forest Senior Center and the Wake Forest Center for Active Aging, manages community outreach events and the Play It Forward initiative, and maintains the PRCR Master Plan, which was originally developed in 2015 and updated in 2024. PRCR earned national CAPRA accreditation through the National Recreation and Park Association in 2018 and was re-accredited in 2023, recognizing the Department's rigorous standards in management, programming, and service to the Wake Forest community.

- Add ADA nondiscrimination and reasonable accommodation language to all program brochures, rental applications, and public-facing forms.
- Ensure all recreation program applications and contracts are accessible (fillable, screen-reader compatible, and available in alternate formats).
- Incorporate ADA compliance requirements into cosponsorship agreements, vendor contracts, and facility rental policies. (see **Appendix E**)
- Expand staff training on accessibility and inclusion, including effective communication and reasonable modification procedures.
- Update emergency action plans for recreation centers and cultural facilities to include procedures for assisting individuals with disabilities.
- Ensure Department social media accounts and promotional materials follow digital accessibility best practices (alt text, captions, plain language). (see **Appendix F**)

## Department Insights

### Planning

The Town of Wake Forest Planning Department administers the Town's land use management documents and supports the orderly growth and development of the community. The Department's work includes administration of the Wake Forest Unified Development Ordinance (UDO) and community plan, review of construction and land development projects, UDO and municipal code enforcement, and staff support to various elected and appointed boards. The Planning Department manages current planning, zoning, and plan review functions, including addressing, annexations, code enforcement, flood damage prevention, site and subdivision plan review, architectural design review, zoning administration, and sign permitting.

The Department also guides the future of Wake Forest through the development, implementation, maintenance, and evaluation of the Town's long-range plans, including small area and corridor planning, transportation planning, historic preservation, the public art vision, and the Greenways & Open Space program. The Planning Department also maintains key resources for residents, developers, and the public, including the Zoning Map, Overlay Districts Map, Electronic Plan Review, the Active Developments Map, the Public Meetings Portal, and Engage Wake Forest. In its efforts to maintain sustainability and compliance, the Department should consider the following enhancements to its services to improve access:

- Include ADA nondiscrimination and reasonable accommodation language in all planning documents, notices, and public meeting announcements.
  - The Department hosts voluminous document types and technologies that may fall short of technical compliance with WCAG 2.1 standards. Providing support options will help the Department ensure compliance with the ADA while it continues to work towards full compliance.
- Ensure all zoning, permitting, and land use applications are accessible (fillable, properly tagged, and screen-reader compatible).
  - Where complex documents, graphics, and drawings are required and are not accessible, the Town can improve its compliance and access for laymen and users of assistive technology by providing an accompanying summary that explains the purpose of complex documents and drawings. In practice, this could mean that developers submit a one paragraph summary that explains the purpose and expected outcomes of a project, so that users can obtain some understanding of how those initiatives and projects will impact them.
- Ensure planning-related maps and GIS data are published in accessible formats, with alt text and clear legends.
- Incorporate accessibility reviews into planning processes, ensuring new developments and projects comply with ADA standards.
- Develop accessible procedures for public hearings, including captioning, interpreters, and alternate format availability.

## Department Insights

### Police

The Town of Wake Forest Police Department serves the Wake Forest community through professional law enforcement, public safety, and community engagement. The Department is comprised of sworn officers and non-sworn personnel, and is internationally accredited through the Commission on Accreditation for Law Enforcement Agencies, Inc. (CALEA). Guided by its mission, purpose statement, and core values, the Police Department works to protect residents, businesses, and visitors while building trust through transparency, accountability, and responsive service.

In addition to its core law enforcement operations, the Department provides a range of community-focused programs and services, including the Take Me Home Special Assistance Program, Operation Safe Sale and the Safe Transaction Zone, free child safety seat installations, and weekly fingerprinting services. The Department also maintains the Police-to-Citizen (P2C) portal that operates a dedicated Police Tip Line for community reporting. Through crime prevention initiatives, community outreach events, and ongoing public information efforts, the Wake Forest Police Department remains committed to strengthening its partnership with the community it serves. To ensure effective communication and program access, the Department should:

- Publish ADA nondiscrimination and accessibility statements on all Police Department webpages, forms, and public notices (or link to the central repository).
- Ensure all public safety documents (incident reports, complaint forms, community alerts) are accessible in digital and alternate formats.
- Provide staff training on interacting with individuals with disabilities, including effective communication, de-escalation strategies, and disability awareness.
- Incorporate auxiliary aids and services (e.g., interpreters, captioned video, TTY/relay) into police communication protocols.
- Update emergency management procedures to include protocols for assisting individuals with mobility, sensory, or cognitive disabilities during emergencies.
- Ensure all public outreach events and community policing programs provide accommodations and accessible and effective communication upon request.
- Revise internal policies to clarify Department obligations and responsibilities under ADA Title II, including service animal access and reasonable modifications.



## Department Insights

### Public Works

The Town of Wake Forest Public Works Department maintains the infrastructure, fleet, and public spaces that keep Wake Forest running day to day. The Department manages street maintenance, cemetery operations, urban tree canopy and right-of-way vegetation, the Town's vehicle fleet, and the full range of residential solid waste services.

The Wake Forest Public Works Department consists of the following divisions: Streets & Cemetery, Solid Waste, Urban Forestry, and Fleet Maintenance. To continue to support the Town's accessibility efforts, the Department should:

- Add ADA nondiscrimination and accessibility statements to all Public Works forms, contracts, and project communications.
- Ensure all construction notices, service updates, and community alerts are published in accessible formats (plain language, alt text, tagged PDFs, large print upon request).
- Incorporate accessibility checks into all capital improvement projects, ensuring compliance with ADA design standards from the planning stage forward.
- Revise procurement documents and vendor contracts to require ADA compliance for contractors performing public works projects. (see **Appendix E**)
- Provide staff training on ADA Title II program access requirements, with emphasis on reasonable modifications during service delivery.
- Develop procedures for accessible communication regarding street closures, infrastructure projects, and maintenance activities.
- Ensure GIS maps, roadwork notifications, and service schedules meet WCAG 2.1 AA standards.

## Department Insights

### Risk Management

The Risk Management Department is responsible for identifying, assessing, and mitigating potential liabilities that could impact Town operations, including workers' compensation claims, property damage assessments, insurance coordination, and legal compliance monitoring. The Department develops and implements risk management policies, conducts safety training programs, investigates incidents and accidents, and maintains comprehensive insurance coverage for municipal facilities and operations. The Risk Management team also coordinates with legal counsel on liability matters, manages claims processing procedures, and provides guidance to department heads on risk reduction strategies and safety protocols.

The Risk Management Department utilizes digital platforms to track incident reports, manage claims documentation, deliver safety training materials, and maintain compliance records through various online systems and databases. To support continued accessibility in Town operations, the Department should:

- Ensure all forms, documents, and applications have been tested for accessibility. This includes:
  - Digital forms
  - Training platforms
  - Document management systems
  - Platforms and applications used by the public or integrated with public applications
- Ensure all staff have accommodation and accessibility training and awareness. Risk Management's homepage states "Safety Training: Administering effective safety training programs is critical to our employee's safety and health."
  - Incorporate ADA training into staff onboarding that conveys the importance of personal mobility devices, assistive technology, and service animals.

## Department Insights

### Town Attorney

The Town Attorney is responsible for providing comprehensive legal services to the Town of Wake Forest, including advising the BOC and municipal departments on legal matters, reviewing contracts and ordinances, representing the Town in litigation, and ensuring compliance with State and federal laws.

Given the critical nature of information provided by the Town Attorney and the Town's obligation to provide equal access to legal resources and municipal codes, the Town Attorney's Office should ensure it stays aware of ADA obligations across the organization to provide guidance and resources as needed.

- Publish an ADA nondiscrimination statement on the Town Attorney's webpage and in all public-facing legal documents. (**note: link to central repository**)
- Incorporate ADA compliance language into all Town contracts, leases, and agreements. (**for procurement, see Appendix E**)
- Train staff on ADA Title II requirements, with emphasis on effective communication and reasonable modification standards.
- Ensure grievance and complaint procedures are clearly referenced in legal notices and documents.

## Department Insights

### Town Clerk

The Town of Wake Forest Town Clerk's Office serves as the official recordkeeper for the Town and provides essential administrative support to the Board of Commissioners. The Town Clerk is responsible for giving notice of Board of Commissioners meetings, preparing BOC meeting agendas, recording proceedings, and serving as custodian of all permanent Town records. The Office also keeps the Town Seal, attests all Town documents, maintains the Town Code, and provides ongoing support services to the Board.

The Town Clerk's Office also administers public records requests on behalf of the Town and provides access to the Code of Ordinances, which is maintained through Municode under contract with the Town. In keeping with the Town's commitment to open, transparent, and accessible government - known as "Sunshine" in government - the Clerk's Office supports residents in accessing public records, staying informed about public meetings, requesting meeting agendas, and understanding their rights under North Carolina's open government laws. To ensure continued transparency, the Clerk should:

- Publish ADA nondiscrimination and accessibility statements on all Clerk's Office webpages, meeting notices, and public documents. **(or link to the central repository)**
- Ensure agendas, minutes, election materials, and public records, for example, are created and posted in accessible formats (tagged PDFs, alt text for graphics, plain language summaries).
- Provide accommodations for public participation in public meetings, including interpreters, captioning, and accessible meeting spaces.
- Standardize a process for requesting alternate formats or auxiliary aids for all public meetings and hearings.
- Train Clerk's Office staff on ADA Title II program access requirements, with emphasis on effective communication and public records accessibility.
- Incorporate accessibility requirements into records retention and publishing procedures, ensuring long-term access to digital and physical records.



## Department Insights

### Town Manager

The Town Manager's Office is responsible for implementing policy directives from the BOC, overseeing daily municipal operations, and coordinating activities across all Town departments. This Office serves as the primary administrative hub for the Town of Wake Forest, managing strategic planning initiatives, budget oversight, personnel administration, and intergovernmental relations. The Town Manager's Office also handles citizen inquiries and serves as the primary liaison between elected officials and Town staff.

The Town Manager's Office frequently communicates with the public through various digital channels, including the Town's main website, social media platforms, electronic newsletters, public meeting streaming, and document management systems. These communications often include policy documents, meeting agendas and minutes, budget presentations, strategic planning materials, and public announcements that must be accessible to all residents.

As a leader in Town operations, the Town Manager's Office should:

- Ensure all ordinances, contracts, and public notices are available in accessible digital formats (tagged PDFs, alt text for graphics, proper headings).
- Incorporate ADA compliance language into all Town contracts, leases, and agreements to protect the Town from liability.
- Train staff on ADA Title II requirements, with emphasis on effective communication and reasonable modification standards.
- Develop a process for reviewing accessibility clauses in new contracts and agreements before approval. (**see Appendix E**)
- Partner with other departments to provide oversight on ADA-related risk management and policy development.

## Department Insights

### Wake Forest Center for Active Aging

The Wake Forest Center for Active Aging provides comprehensive programs and services designed to enhance the quality of life for older adults in the community. This Center offers fitness classes, educational workshops, social activities, and health and wellness programs specifically tailored to meet the needs of seniors. The Center serves as a hub for active aging initiatives, promoting physical fitness, mental stimulation, and social engagement through various recreational opportunities, support groups, and volunteer programs.

The Center utilizes digital platforms to communicate program schedules, registration systems, health resources, and community announcements to its members and the broader senior community. These digital touchpoints include online registration portals, program calendars, health education materials, and virtual class offerings that require careful accessibility consideration to ensure all older adults can participate regardless of their technological proficiency or disability status. As an agency that serves vulnerable populations, the Center should:

- Ensure digital touchpoints are built for assistive technology. This means:
  - Digital applications and portals for seniors.
  - Digital documents used to promote program information.
  - Kiosks and information boards.
- Ensure staff have training to provide accommodations and access to auxiliary aids and services.
- The Center offers programs for adults 55+. Ensure participants are placed in the most integrated setting feasible. Senior Centers should be aware of:
  - "Special needs" programming tracks that separate participants with dementia, physical disabilities, or communication disabilities from the general programming.
  - Adult day programs co-located with senior centers where the "day program side" and the "active senior side" never mix.
  - Memory care programming in isolated rooms when integration with modifications would work.
  - Vehicle routes that operate independently of the accessible vehicle routes and/or go places that accessible vehicles cannot go.
  - Activity gatekeeping (e.g. screening people out of tai chi, line dancing, etc. based on presumption of ability).
  - Segregated caregiver programming that implicitly assumes inability to participate.
- Given the Center's mandate, special consideration should be given to accessible routes, facilities, parking, and restrooms. This also includes but is not limited to:
  - Shared program spaces.
  - Kitchens.
  - Bathrooms.
  - Doors.
  - Lighting.
  - Flooring.
  - Seating.
  - Rest areas.

## Department Insights

### Wake Forest Center for Active Aging (continued)

- Consider the use of assistive technologies, acoustics platforms, and wayfinding technologies to improve access for deaf, hard-of-hearing, and blind or low vision seniors. Communication technologies may also include:
  - Hearing loops or assistive listening systems.
  - Captioned phones.
  - Video-phone stations for Deaf participants to make ASL calls.
  - ASL interpreters.
  - Tactile interpreters and SSPs for Deafblind seniors - without a contract in place, these services are almost never available but are required if requested (unless another equally effective alternative exists).
  - Real-time captioning (CART) for lectures, guest speakers, town halls.
  - Plain language notices and program materials.
  - Staff training on effective communication (no reliance on family, ability to problem solve communication challenges, recognize barriers, etc.).
- Programming and activity-level issues to be aware of:
  - Activity descriptions that list physical demands without justification.
  - Modification policies that do not provide staff the resources or training to ensure effective service delivery.
  - Field trips that are exclusive to seniors with specific abilities.
  - Facilities that do not provide modification or accommodation; pools without lifts, locker rooms without accessible stalls, etc.)
  - Fitness programs that offer separate "adaptive" classes, when a modification or accommodation would be sufficient.
  - Outdoor programming that are not physically accessible to some participants.
  - Volunteer opportunities that qualify participants based on ability without justification.
- Given the Center serves older residents and visitors who may rely on public transportation, the Center should be aware of:
  - Paratransit routes and the accessibility of routes to and from public transportation pick-up/drop-off locations.
  - Senior rides/volunteer driver programs that are unable to accommodate participants.
  - Risk and accessibility issues associated with door-through-door and door-to-door service.
  - Reservation/qualification/scheduling processes that are inaccessible to participants.

## Department Insights

### Wake Forest Power

Wake Forest Power, a function and agency of the Town of Wake Forest, provides relectric service to nearly 9,000 residential and commercial customers throughout the Wake Forest service area. The utility operates and maintains more than 95 miles of overhead electric distribution lines, regularly refurbishing or rebuilding lines that show signs of wear and upgrading facilities where electric load has grown.

Wake Forest Power also administers a range of customer programs and support services, including Customer Service Central, the Automated Meter Reading program, Energy Savings Programs, and the Key Accounts Program for commercial customers. Customers can start or stop service, pay utility bills, report outages, and access the live Outage Map through the Town's online tools and the Town of Wake Forest App. The utility also maintains the H.O.P.E. assistance program to help customers in need, offers medical emergency reconnection support, and provides guides and handbooks for customers. To ensure equal access, effective communication, and support for customers with disabilities, the utility should:

- Publish an ADA accessibility statement on the Wake Forest Power webpage and in all customer-facing documents.
- Ensure all billing statements, outage notices, and customer communications are available in alternate formats (large print, Braille, accessible PDFs, and screen-reader-friendly digital versions).
- Provide a clear process for requesting reasonable modifications (e.g., flexible billing, alternate service communication methods).
- Train customer service staff on effective communication with individuals who are deaf, hard of hearing, blind, low vision, or with cognitive disabilities.
- Require all digital tools (e.g., online payment systems, outage maps) to meet WCAG 2.1 AA standards.
- Incorporate ADA compliance language into contracts with vendors, contractors, and technology providers to ensure accessible service delivery. (**see Appendix E**)
- Develop emergency outage procedures that include accessible communication (TTY, relay services, captioned alerts, plain language).
- Review emergency and low-income programs to ensure life-saving support services are available.



## Department Insights

### Wake Forest Renaissance Center

The Wake Forest Renaissance Center provides cultural and educational programming for the Town of Wake Forest, including art classes, music performances, theater productions, and lifelong learning opportunities for residents of all ages. The Renaissance Center serves as a community hub for arts education and cultural enrichment.

The Renaissance Center uses various digital platforms to promote events, manage registrations, showcase artwork, and coordinate volunteer opportunities. These digital touchpoints include event booking systems, virtual gallery displays, online learning materials, and communication capabilities that require accessibility compliance to ensure all community members can participate in and enjoy cultural programming regardless of their abilities or assistive technology needs.

### Physical Accessibility Considerations

As a venue, the Wake Forest Renaissance Center should be mindful of critical routes, parking, restroom and facility access, and how those facilities are used by people with disabilities to ensure accessibility. This includes maintaining accessible pathways between all public areas including performance spaces, galleries, classrooms, and administrative offices, providing adequate accessible parking spaces in close proximity to main entrances, ensuring restroom facilities meet ADA compliance standards with proper door clearances and fixture placement, and regularly evaluating how spaces accommodate mobility devices, service animals, and visitors with various physical disabilities. The Renaissance Center should also consider accessible seating options in performance venues, adjustable-height workstations in demonstrative art studios, and clear wayfinding signage with tactile elements to support visitors with visual impairments navigating the facility independently.

- Venue Access & Compliance
  - According to the floorplans.pdf, the theater configuration notes "This room configuration abides by fire safety regulations and is ada compliant"; however, it is not clear where the accessible seating is located.
    - Note: The technical specifications show stage access ramps and accessible routes, which is exemplary work; ensure those routes are maintained in the event of an emergency. Run table-top exercises to ensure users with disabilities have clear guidance on refuge and emergency exist routes.
    - Ensure tables and seating charts demonstrate accessible seating arrangements for future configuration considerations.

### Digital Accessibility Considerations

There were several platforms noted during the review that operated adjacent to [wakeforestnc.gov](http://wakeforestnc.gov), which should be assessed for accessibility. Ensure those platforms and the documents they host are accessible to users with disabilities.

## Department Insights

### Wake Forest Renaissance Center

- Online ticketing systems, rental booking systems, and program registration touchpoints should be accessible to persons with disabilities. Several applications, documents, and forms were noted with accessibility.
  - Example:
    - <https://www.wakeforestrencen.org/>
    - <https://connect.eventpro.net/EP/PayInvoice/PayInvoice.aspx>
    - <https://map.threshold360.com/8445836>
    - [https://issuu.com/bmartinson/docs/wake\\_forest\\_renaissance\\_centre\\_for\\_the\\_arts\\_sept?fr=sODMxZTg2NzlwMjU](https://issuu.com/bmartinson/docs/wake_forest_renaissance_centre_for_the_arts_sept?fr=sODMxZTg2NzlwMjU)
    - <https://www.cognitoforms.com/TownOfWakeForest3/BecomeARenCenRewardsPartner>

### Program Accessibility

As a covered Title II entity, the Wake Forest Renaissance Center has a programmatic access requirement under the ADA. This means that all programs, services, and activities offered by the Renaissance Centre must be accessible to individuals with disabilities, regardless of whether the physical facility itself was built before ADA requirements took effect. The Centre must ensure that persons with disabilities have equal opportunity to participate in and benefit from all programming, which may require reasonable modifications to policies, procedures, or practices when necessary to avoid discrimination. This includes providing auxiliary aids and services such as assistive listening devices, sign language interpreters for performances, and alternative formats for program materials, while maintaining the essential nature of the programs being offered. This means:

- This means:
  - Field trips and educational programs must accommodate students with disabilities.
  - Accommodations and modifications must be robust and reflected in policy.
  - Staff must be trained to communicate effectively with people with disabilities.
  - Alternative formats for programs and materials should be available.
  - Phone and in-person services must accommodate various communication needs.
- Recommendations:
  - Accessibility Policy: Develop a comprehensive accessibility policy statement for all web properties to ensure accommodation is available while web work is underway.
  - Staff Training: Implement regular ADA compliance training for all staff. Providing regular training will help ensure program access across the organization.
  - Accommodation Process: Establish clear procedures for requesting accommodations and link back to Wake Forest's central repository.
  - Regular Audits: Conduct periodic accessibility assessments of facilities and programs.



# TOWN OF WAKE FOREST, NC DIGITAL ACCESSIBILITY ASSESSMENT



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## Digital Accessibility Review (January 2025)

### Website Accessibility

The Town of Wake Forest underwent a significant website update in **November 2025**. During this transition, the Town's web vendor collaborated closely with the Communications Department to integrate accessibility improvements.

However, the Town has not conducted another evaluation since the Digital Accessibility Assessment performed in **January 2025**. A new evaluation should be conducted on the new website to re-evaluate gaps and verify improvements. The prior January 2025 assessment utilized Accessibility Insights for Web (Fast Pass) scans, supplemented by manual spot checks, and covered more than 100 individual pages and applications across departments and services.

**Positive Momentum:** The January 2025 Fast Pass scan revealed a **low number of overall findings**.

Although this progress is evident and positions the Town favorably for future improvements in maturity, the potential for systemic accessibility barriers remains. The current state of compliance cannot be definitively confirmed until a subsequent comprehensive evaluation of the newly updated website is conducted. These barriers impact residents' ability to interact with core government services, such as job applications, bill payments, permit requests, and public records requests. Findings are consistent across departments and confirm that accessibility must move from a one-time project to an ongoing standard embedded in design, procurement, and governance.



# Digital Accessibility Review (January 2025)

## Website Key Findings

*(Note: These findings were identified during the January 2025 evaluation prior to the website update.)*

### Structural Navigation

- Heading hierarchy frequently skipped levels or repeated <h1> elements, limiting screen reader navigation.
- Some pages lacked consistent use of landmarks (<main>, <nav>, <form>), forcing assistive technology users to parse large amounts of content without orientation.

### Forms and Inputs

- Critical services (permit applications, public records requests, bill payments, job applications, police ticketing) lacked proper field labels, error messaging, and required field identification.
  - Note: Inaccessible forms create a Title II ADA compliance risk, since they directly block access to core municipal functions (user cannot complete form & there is no support available = barrier to program access).

### Color and Contrast

- Department-branded headers, buttons, and link styles failed WCAG 2.1 AA contrast minimums on multiple pages.
- This issue was especially acute on promotional/event pages and department landing pages where visual branding dominated.

### Images and Media

- Widespread issues with missing or redundant alternative text on promotional flyers, staff images, and program logos.
- Documents or flyers embedded as images were not accompanied by accessible alternatives.

### Consistency Across Departments

- Findings were identical across all major service areas. The repetition suggests a systemic governance gap, not an isolated developer oversight.

### Immediate Remediation Priorities

- Correct form labeling and error messaging for payment portals, applications, and public records requests.
- Standardize heading structure and ARIA landmarks across templates.
- Address high-contrast violations in branding and design.
- Ensure all images have accurate, meaningful alt text or are marked decorative where appropriate.

## Digital Accessibility Review (January 2025)

### Document Accessibility (PDF/UA Testing)

In addition to the website evaluation, a comprehensive assessment of the Town's digital documents was conducted in **January 2025**. This evaluation focused on measuring compliance with PDF/Universal Accessibility (PDF/UA) standards to ensure that essential public records, forms, and informational materials are fully accessible to individuals utilizing assistive technologies.

### Document Key Findings

*(Note: These findings were identified during the January 2025 evaluation.)*

#### Findings

- 198,000+ errors across 1,492 pages.
- Issues: missing metadata, improper tagging, untagged images, inaccessible forms.

#### Recommendations

- Remediate high-priority PDFs first (budgets, public notices, council docs).
- Adopt phased remediation schedule.
- Train staff on accessible document creation.
- Add accessibility checks into publishing workflows.

# Digital Accessibility Review (January 2025)

## Governance, Policy, and Maintenance

To ensure the gains made during the November 2025 update are not lost as new content is added, the following structures should be implemented:

- **Digital Accessibility Standard:** Adopt a comprehensive Digital Accessibility Standard based on WCAG 2.1 AA for all new digital content, including but not limited to mobile applications, websites, documentation, and web and software development. This standard ensures compliance with Subpart H and aligns with the impending regulatory deadlines mandated by the updated law (April 24, 2027, or April 26, 2028, depending on population size).
- **Mandatory Policy Document:** Develop and formally adopt a Town-wide policy document stipulating that all staff and departments must provide WCAG-compliant content prior to digital publication.
- **Training for Staff and Vendors:** Establish mandatory accessibility training for all staff, vendors, digital content creators, and document authors contributing digital content.
- **Procurement Language:** Integrate strict accessibility requirements into procurement. Contracts must contain explicit language stating that vendors are expected and required to provide fully accessible digital deliverables. (see Appendix F)
- **Accessibility Procurement Training:** Provide specialized training for personnel responsible for managing procurement and contract oversight. This training must equip them with the necessary tools and methodologies to accurately evaluate and verify whether a digital deliverable meets required accessibility standards upon delivery.
- **Accessibility Statement and Feedback Mechanism:** Develop and prominently publish a comprehensive accessibility statement on the newly updated website. This statement must articulate the Town's ongoing commitment to digital accessibility and include a direct, accessible feedback mechanism (such as a form or dedicated contact information) allowing users to easily report digital barriers or request alternative formats.
- **Proactive Maintenance Plan:** Implement a structured maintenance plan dictating how often web editors should use accessibility tools based on the frequency of content creation. This plan must include:
  - **Quarterly Reviews:** To evaluate new, actively created, and frequently updated content.
  - **Bi-Annual (Every 6 Months) Reviews:** To audit "stagnant" or archived items, ensuring legacy pages and older documents remain compliant as standards evolve.

## Digital Accessibility Review (January 2025)

### Strategic Recommendations

- Adopt Town-wide digital accessibility governance framework.
- Require accessibility clauses in vendor/technology contracts.
- Establish ongoing monitoring with automated + manual testing.
- Add public feedback form for reporting accessibility issues.
- Integrate results into the maturity model roadmap.



# Section 4

## Maturity Model Roadmap



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## Maturity Model Roadmap

The findings in this Programmatic and Digital Accessibility Review provide a baseline of Wake Forest's current compliance with Title II of the Americans with Disabilities Act (ADA) - based on publicly available or Town-provided information. To move beyond compliance toward sustainable progress, the Town should adopt a maturity model framework for accessibility. This approach emphasizes continuous improvement, accountability, and integration of accessibility into all Town operations.

### Current State

- Compliance-Oriented – Accessibility efforts are largely reactive, focused on meeting minimum ADA requirements.
- Policy Gaps – ADA notices, grievance procedures, and reasonable modification policies exist but are inconsistently applied across departments.
- Digital Weaknesses – Document accessibility is poor, policies and procedures need to be strengthened to ensure consistent service delivery, and staff training is inconsistent.
- Training Needs – Employees have limited knowledge of effective communication and reasonable modification requirements.

### Stages of Growth

The maturity model defines progress across five stages:

- Undefined - No action is being taken.
- Defined – Fragmented compliance efforts, limited training, inconsistent policies.
- Repeatable – ADA Coordinator role visible, policies in place, but not consistently applied across departments.
- Managed – Accessibility embedded into governance, procurement, staff training, and program planning.
- Optimized – Accessibility is part of organizational culture, measured with performance metrics, and supported through community partnerships.

Wake Forest currently sits between the Foundational and Emerging stages.

## Roadmap Priorities

### Short-Term (1–2 Years)

- Standardize ADA notices, grievance procedures, and reasonable modification policies across all departments.
- Provide ADA and digital accessibility training to staff.
- Begin phased remediation of PDFs and web content.
- Establish a Digital Accessibility Governance Framework.
- Integrate accessibility into procurement, vendor contracts, and public engagement processes.
- Launch an accessibility dashboard to monitor progress.
- Integrate accessibility into procurement, vendor contracts, and public engagement processes.

### Medium-Term (3–5 Years)

- Conduct periodic maturity model self-assessments.
- Expand public engagement to foster innovation and inclusion.

### Long-Term (5+ Years)

- Ensure new programs, services, activities, and other Town initiatives evaluate all programs and materials with an ADA lens.
- Achieve consistent WCAG 2.1 AA and PDF/UA compliance.

## Next Steps

- Conduct baseline maturity model surveys with Town departments to establish initial scores.
- Build a phased implementation plan tied to resources, timelines, and departmental responsibility.
- Integrate these priorities into the Town's ADA Transition Plan, ensuring that compliance requirements evolve into a sustainable accessibility strategy.



# TOWN OF WAKE FOREST, NC RIGHT-OF-WAY ASSESSMENT



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## Introduction

The Town of Wake Forest, NC, contracted with Precision Infrastructure Management (PIM CS LLC) in **August 2023** to complete an Americans with Disabilities Act Self-Assessment of the Town's public right-of-way assets. PIM CS LLC completed the Self-Assessment in **March 2024**. This report is a comprehensive review of the assessment and includes an asset management plan to support the Town's budgeting and work planning processes.

The Study found a total of **30,109 unique ADA barriers across 192.7 miles of Right of Way sidewalk**. A breakdown of the barriers by category is covered in the ADA Barrier Detail section of this report.

## Self-Assessment

### Overview

Under Title II of the ADA (28 CFR Sec. 35.105), public entities are required to perform a Self-Assessment of their facilities on public property and within public rights-of-way in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items evaluated for the Town's ROW include:

- Sidewalk mileage calculation
- Vertical Height Displacement locations
- Absence of curb ramps
- Curb ramps assessments
- Demolition and replacement areas
- Driveway cross slope issues
- Sidewalk with width < 4 ft.
- Cross slope > 4% for more than 50 ft.,
- Sidewalk gaps and footpaths
- Obstructions
- Ponding in the Pedestrian Access Route and street

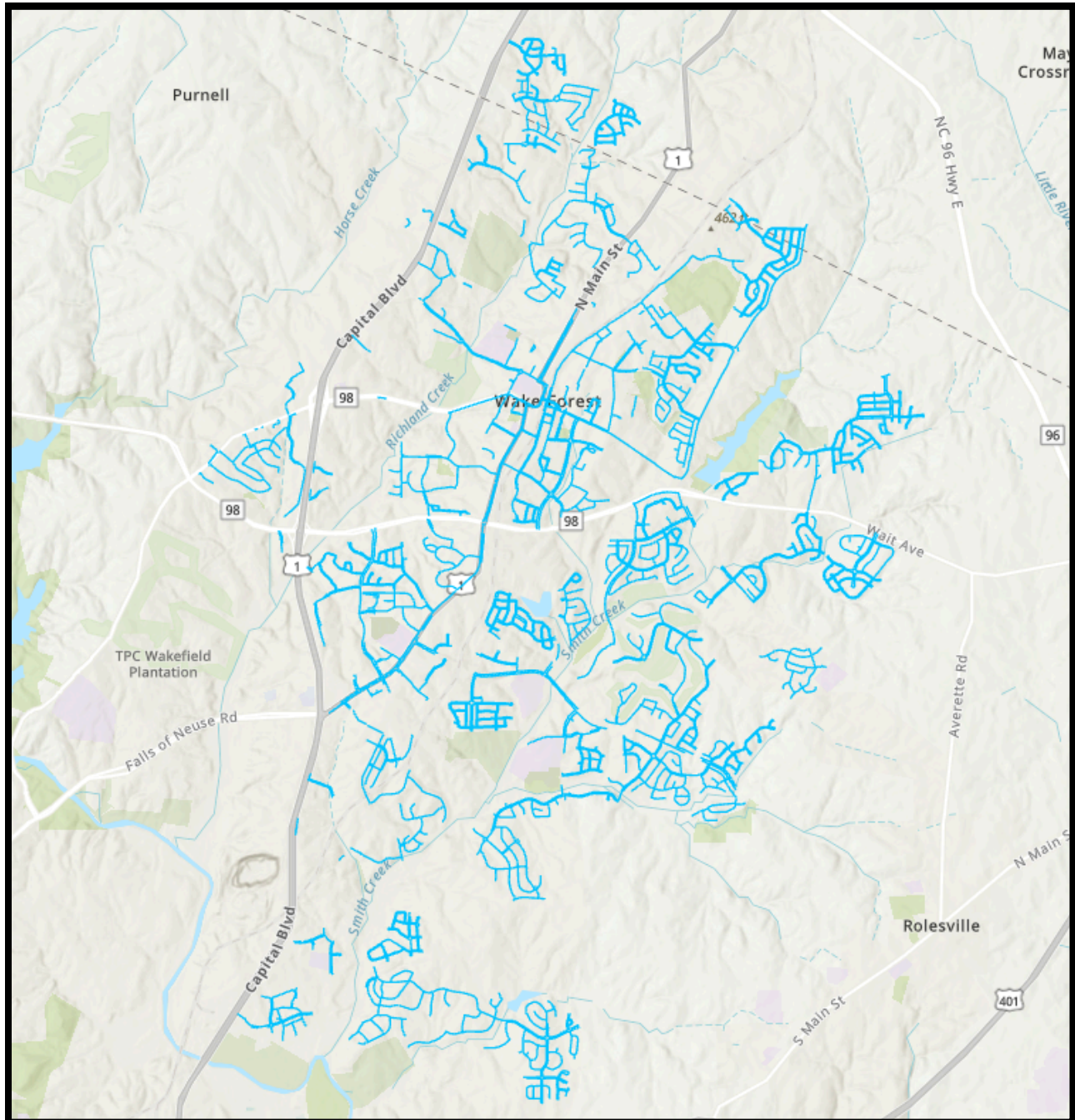
### Process & Findings

Precision Infrastructure Management employed ADA field assessment technicians to physically traverse each mile of sidewalk in Wake Forest. Technicians used 2 ft. smart levels and tape measures to identify ADA barriers within the ROW. All data is stored within ESRI's ArcGIS program with photographs, GPS coordinates, and other associated metadata. The methodology used to conduct the condition study followed the Public Right of Way Access Guidelines. These guidelines were officially adopted by the United States Access Board in 2023. While they are not yet enforceable standards, it is current ADA best practice to use PROWAG standards for assessments as the expectation is that the standards will be enforceable in the future. In addition, the standards either equal or exceed current enforceable ADA requirements.



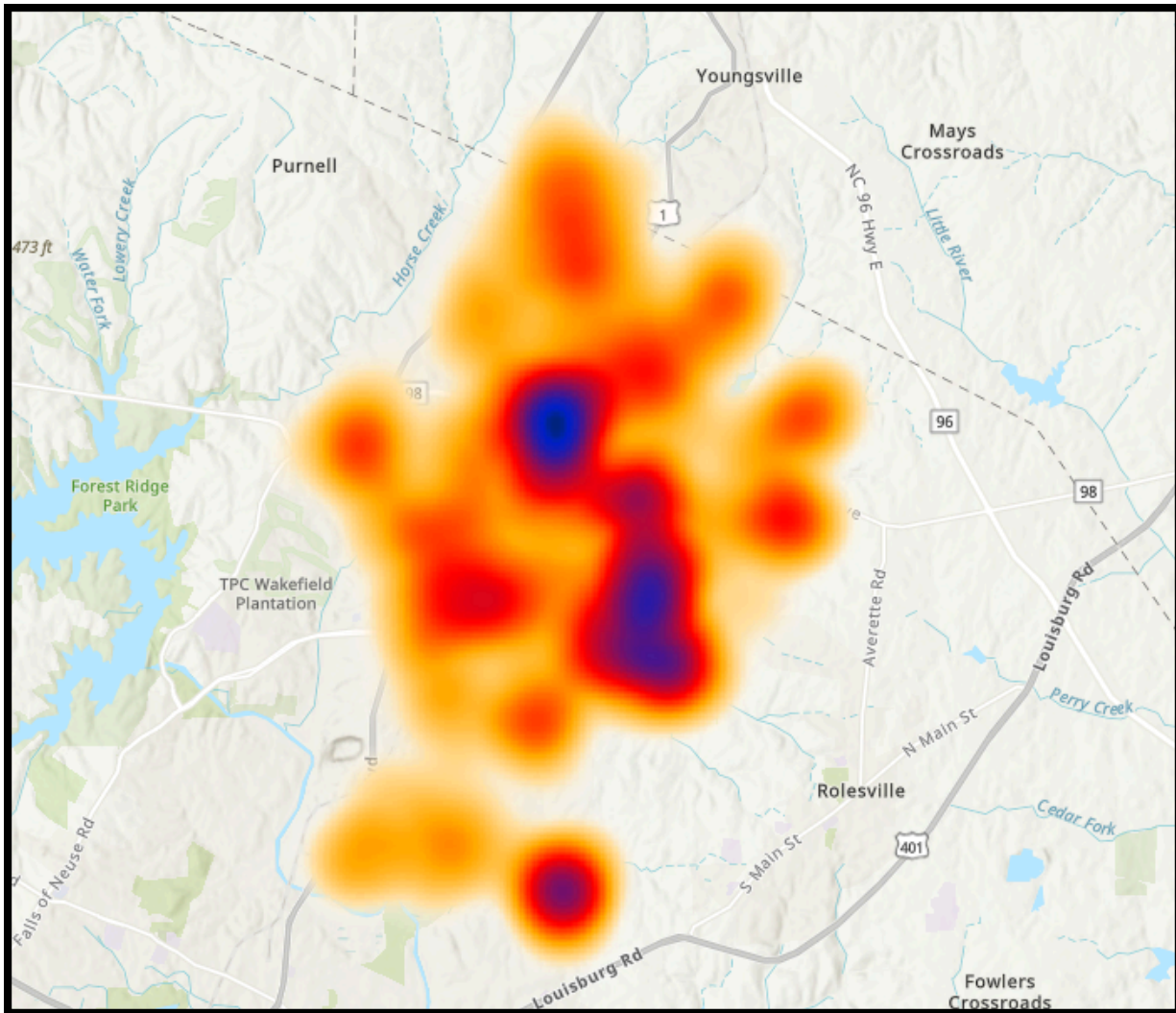
## Assessment Findings Summary

The field assessment of 192.7 miles of ROW sidewalk included in the Town of Wake Forest sidewalk network identified a total of 30,109 ADA barriers across the assessment categories within the scope of the project. The deficiencies are reviewed in detail in the following sections. The map image below shows sidewalk locations across the Town. Deficiencies have been provided in GIS data format to assist with tracking.



**Caption:** Map of the Town of Wake Forest with light blue lines portraying assessment finding locations.





## Heatmap Legend

In the heatmaps shown in each barrier section, the legend shown here can be applied. Areas of no color have no barriers within them; Areas shown in red have a moderate number; Areas shown in blue have a higher concentration of barriers. The heatmap above shows the relative density of ADA barriers on different portions of Wake Forest sidewalk.

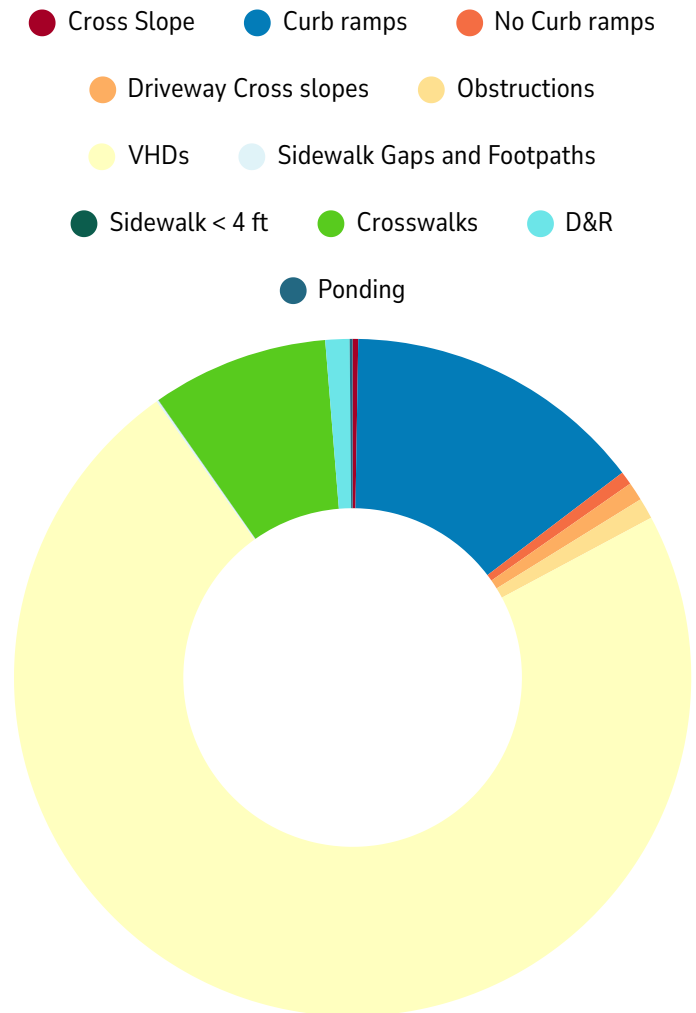


**SPARSE**

**DENSE**

## Total Findings - ADA Barriers

|                               |        |
|-------------------------------|--------|
| Cross Slope > 50 ft.          | 80     |
| Crosswalks                    | 2,540  |
| Curb Ramps                    | 4,340  |
| Driveway Cross Slopes         | 267    |
| No Curb Ramp                  | 192    |
| Obstructions                  | 301    |
| Vertical Height Displacements | 22,008 |
| Demolition & Replacement      | 348    |
| Sidewalk Gaps and Footpaths   | 30     |
| Sidewalk < 4 ft.              | 3      |
| Ponding                       | 42     |



**Vertical Height Displacements** make up **73%** of the total findings.

**Curb Ramps** make up **14.4%** of the total findings.

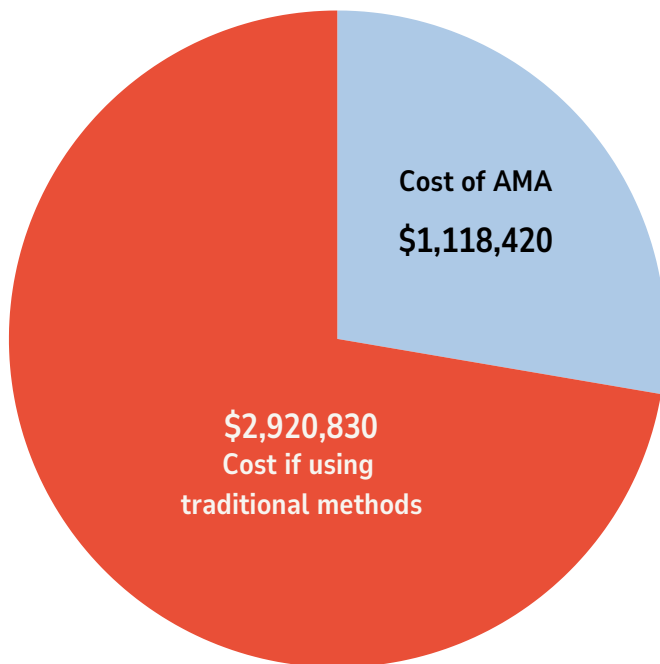
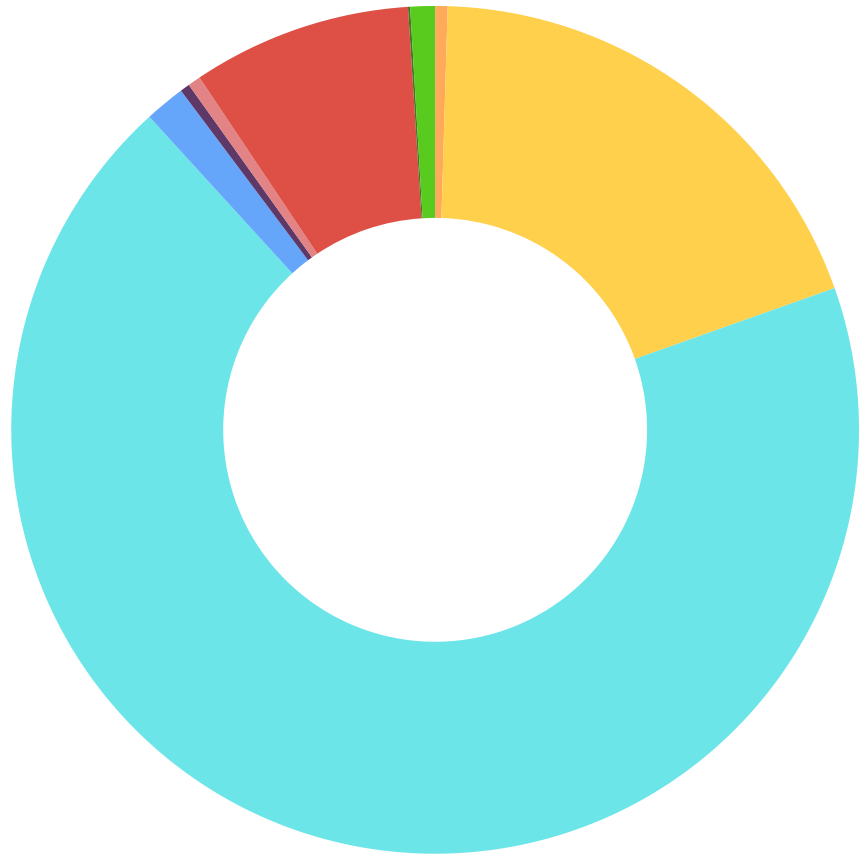
**Driveway Cross Slopes** make up **0.9%** of the total findings.

**The combined other deficiencies** consists of **11.7%** of the total findings.



## Cost by Barrier Class

|                               |              |
|-------------------------------|--------------|
| Cross Slope                   | \$108,750    |
| Crosswalks                    | \$4,408,250  |
| Curb Ramps                    | \$15,844,500 |
| Driveway Cross Slopes         | \$355,125    |
| Obstructions                  | \$84,500     |
| Sidewalk Gaps                 | \$112,500    |
| Vertical Height Displacements | \$1,929,625  |
| Sidewalk < 4ft                | \$18,750     |
| Demo & Replacements           | 217,125      |



## Alternative Maintenance Activities vs. Total Cost Replacement

There are multiple methods for remediating certain ADA barriers. While some areas require full demolition and replacement of affected panels, other barriers can be mitigated using alternative maintenance activities. PIM collected data in such a manner to ensure that alternative maintenance activities could be utilized to remediate certain barriers, such as vertical height displacements or, more rarely, curb ramps. **Utilizing alternative maintenance activities would save Wake Forest more than \$1,802,410.**

# STEPS IN SIDEWALK ASSET MANAGEMENT PLAN

01

Identify &  
Inventory

02

Inspect &  
Assess Condition

03

Analyze & Decide

04

Prioritize Work

05

Repair or Demolish  
& Replace

## Prioritization Methodology

Risk, in the context of Wake Forest's Sidewalk Asset Management Plan (SAMP), is defined as exposure to the chance of injury or loss. In asset management, risk is defined in a similar way, where risk = condition of an asset x consequence of failure. The technique that Precision uses allows for the prioritization of sidewalk ROW assets using a risk-based approach comprising barriers referenced per mile of accessible routes (barriers per mile of sidewalk). The higher the barriers per mile of accessible route, the higher the risk. This risk-based approach allows the Town of Wake Forest to measure the risk to pedestrians using accessible routes in the Town.

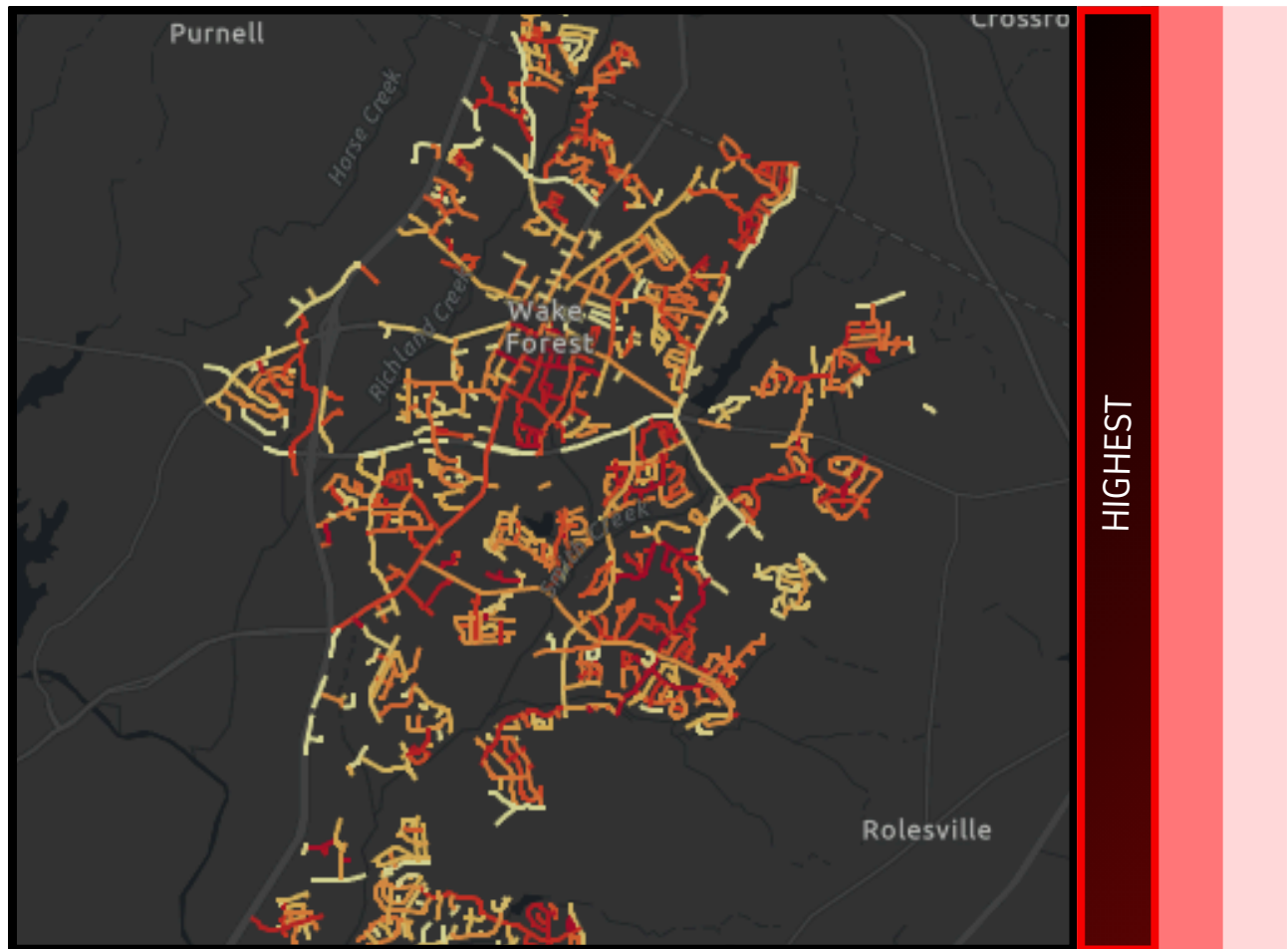


## Barriers and Prioritization

Self-Assessments surface a wealth of information about the condition of a Town's sidewalks, often leading to difficulty in deciding when/where/how to remediate barriers found during the assessment. To help prioritize areas that need remediation first, PIM sorted data by risk by street and by Census Block Groups.

These zones are used to collect United States Census and American Community Survey Data and allow Towns to prioritize remediation based on selected demographic information.

For purposes of this assessment, risk is defined as the number of barriers per mile of sidewalk.



Above is a map of the Town of Wake Forest's sidewalks, color coded by risk. Red sidewalks have the highest risk factor, which is computed as ADA barriers per mile of sidewalk. Progressively lighter colors show streets with lower risk factors. A table of the top 10 streets with the highest barriers/mile is presented on the next page. The full list of streets that have ADA barriers is in appendix D at the end of this report.

## Sidewalk Risk - Street Prioritization (With > 50 ADA Barriers)

| Rank | Street Name       | Barriers | Street Mileage | Barriers/Mile (Risk) |
|------|-------------------|----------|----------------|----------------------|
| 1    | Heritage Club Ave | 436      | 1.13           | 384.59               |
| 2    | Sweet Annie Way   | 59       | 0.16           | 379.33               |
| 3    | S Taylor St       | 74       | 0.26           | 279.71               |
| 4    | Fairview Club Dr  | 83       | 0.31           | 269.74               |
| 5    | W Sycamore Ave    | 67       | 0.26           | 262.57               |
| 6    | E Roosevelt Ave   | 60       | 0.24           | 245.32               |
| 7    | Sugar Maple Ave   | 53       | 0.22           | 238.46               |
| 8    | Leighton Ridge Dr | 70       | 0.30           | 231.25               |
| 9    | Austin View Blvd  | 143      | 0.63           | 226.90               |
| 10   | Marshall Farm St  | 396      | 1.79           | 220.87               |

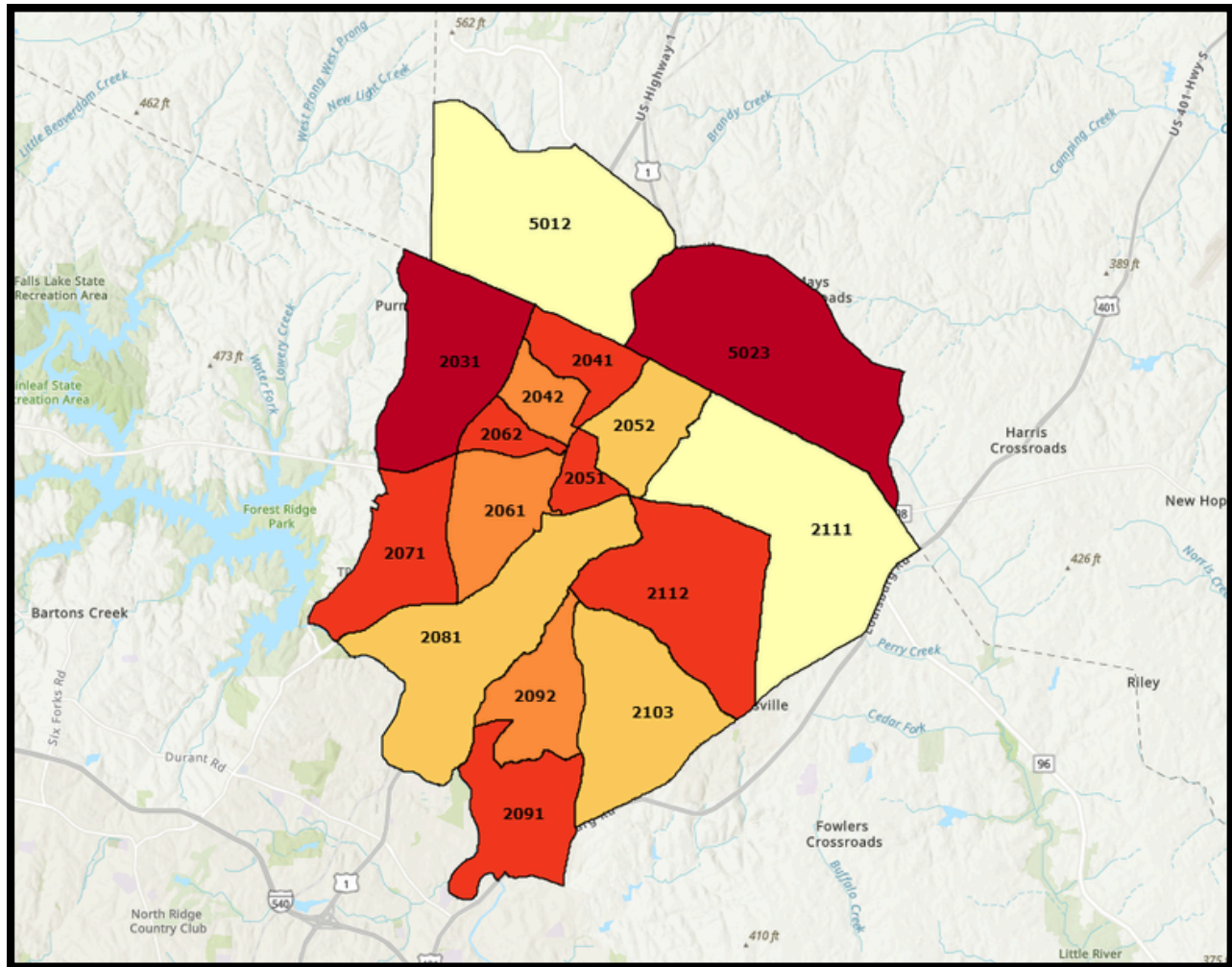


## Barriers and Prioritization- Continued

Self-Assessments surface a wealth of information about the condition of a Town's sidewalks, often leading to difficulty in deciding when/where/how to remediate barriers found during the assessment. To help prioritize areas that need remediation first, PIM sorted data by risk by street and by Census Block Groups.

These zones are used to collect United States Census and American Community Survey Data and allow Towns to prioritize remediation based on selected demographic information.

For purposes of this assessment, risk is defined as the number of barriers per mile of sidewalk.



A map of the Town of Wake Forest's Block Groups, color coded by risk. Red Block Groups have the highest risk factor, which is computed as ADA barriers per mile of sidewalk. Progressively lighter colors show streets with lower risk factors. A table of the Block Group data is presented on the next page.

| Block Groups | Barriers | Sidewalk Mileage | Barriers/<br>Sidewalk Mile<br>(Risk) |
|--------------|----------|------------------|--------------------------------------|
| 5023         | 70       | 0.53             | 130.93                               |
| 5012         | 415      | 9.55             | 43.47                                |
| 2112         | 2512     | 25.58            | 98.20                                |
| 2111         | 613      | 12.30            | 49.83                                |
| 2103         | 818      | 11.49            | 71.20                                |
| 2092         | 1116     | 13.93            | 80.10                                |
| 2091         | 771      | 7.63             | 101.10                               |
| 2081         | 2614     | 34.60            | 75.55                                |
| 2071         | 477      | 4.22             | 113.14                               |
| 2062         | 208      | 1.95             | 106.40                               |
| 2061         | 1873     | 22.70            | 82.52                                |
| 2052         | 1231     | 18.33            | 67.17                                |
| 2051         | 1236     | 11.88            | 104.02                               |
| 2042         | 540      | 6.32             | 85.41                                |
| 2041         | 773      | 7.56             | 102.28                               |
| 2031         | 92       | 0.77             | 119.59                               |



# CURB RAMP

## Assessment



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## Assessment Specification

- Absence of Ramp (where required)
- No Compliant Detectable Warning Device
- Running Slope too Great
- Cross Slope too Great
- Flare Slope too Great
- Counter Slope too Great
- Width Less Than 4 ft.
- No Flush Transition
- No Compliant Landing
- Ponding at Curb Ramp within Pedestrian Access Route (PAR)
- Vertical Height Displacement (VHD) on Curb Ramp

\*Many of the items mentioned were sufficient at the time of building, following older ADA guidelines. However, it is the expectation that infrastructure be upgraded over time to meet current ADA/PROWAG standards

## Assessment Results

There were 4,340 curb ramps evaluated during the assessment. There were 192 locations requiring curb ramps that did not have them.

## Priority Repairs

| Attribute                                                 | Qty   |
|-----------------------------------------------------------|-------|
| No Curb Ramp Locations                                    | 192   |
| Compliant Curb Ramps According to Utilized Specifications | 5     |
| Total Assessed Curb Ramps                                 | 4,340 |

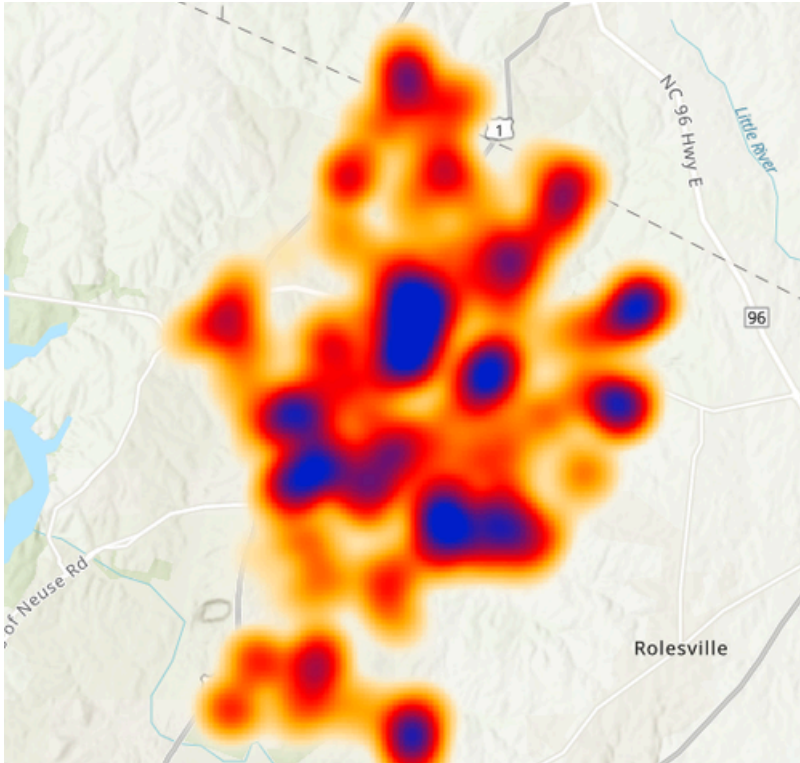
## Estimated Repair Costs

Curb Ramp Installation is projected to average \$3,500 per location. A prioritized summary of repair costs is provided in the report appendices.





## Locations & Examples of Curb Ramp Barriers



Location: S Taylor St



Location: Trentini Ave

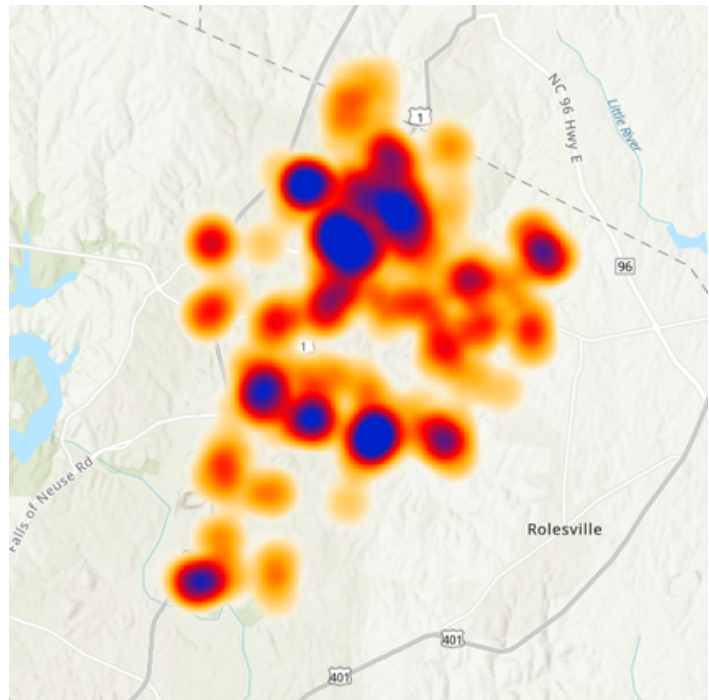
## Locations & Examples with No Curb Ramp



Location: E Roosevelt Ave



Location: S Taylor St



## Repair Prioritization Methodology

Curb Ramps were prioritized for repair according to the severity of their deficiencies as well as -- for the most severe cases -- proximity to residential disability ramps, public facilities, and parks.

### Priority 1

Priority 1 includes curb ramps with any of the following barriers that are also within 1/16th mile of either a residential disability ramp, public facility, or park.

- No curb ramp
- Replacement required
- Inaccessible
- No compliant landing
- Width < 4 ft..
- Running slope > 12%
- Cross slope > 2.8%

### Priority 2

Priority 2 includes curb ramps with any of the following barriers.

- No curb ramp
- Replacement required
- Inaccessible
- No compliant landing
- Width < 4 ft.
- Running slope > 12%
- Cross slope > 2.8%

### Priority 3

Priority 3 includes curb ramps any of the following barriers.

- Running slope between 8.3-12%
- Cross Slope between 2.1-2.8%

### Priority 4

Priority 4 includes curb ramps that contain any of the following barriers.

- Non-compliant detectable warning
- No flush transition
- Flare slope > 10%
- Counter slope > 5%
- Trip hazards on curb ramp

The following table shows the breakdown of each priority outlined above.

|            |       |
|------------|-------|
| Priority 1 | 47    |
| Priority 2 | 3,646 |
| Priority 3 | 252   |
| Priority 4 | 582   |

## Water Ponding in Accessible Routes

Water ponding at the bottom of curb ramps can create significant ADA barriers in the pedestrian access route, especially for those using wheelchairs. This accumulation of water can lead to slippery surfaces, increasing the risk of falls and injuries.

For wheelchair users, water ponding presents a barrier that can make it difficult or even impossible to navigate the ramp. The wheels of a wheelchair can get stuck in the water, causing delays or forcing users to find alternative routes in the traffic lane, creating hazardous pedestrian experiences.

Additionally, standing water can cause structural damage over time, leading to uneven surfaces that further impede accessibility. Such conditions are ADA barriers and pose safety hazards, reducing the overall usability of pedestrian pathways for everyone.

Ponding at the bottom of a curb ramp is a separate remediation issue from retrofitting a curb ramp, as installing a new ramp does not necessarily eliminate ponding issues.

### Assessment Results

42 locations had standing water or had signs of water ponding in Wake Forest. This was assessed between November 2023 and March 2024. While assessment would have not taken place on a day it was raining, surveyors would look for standing water or signs like sedimentation that show evidence of ponding.

### Estimated Repair Costs

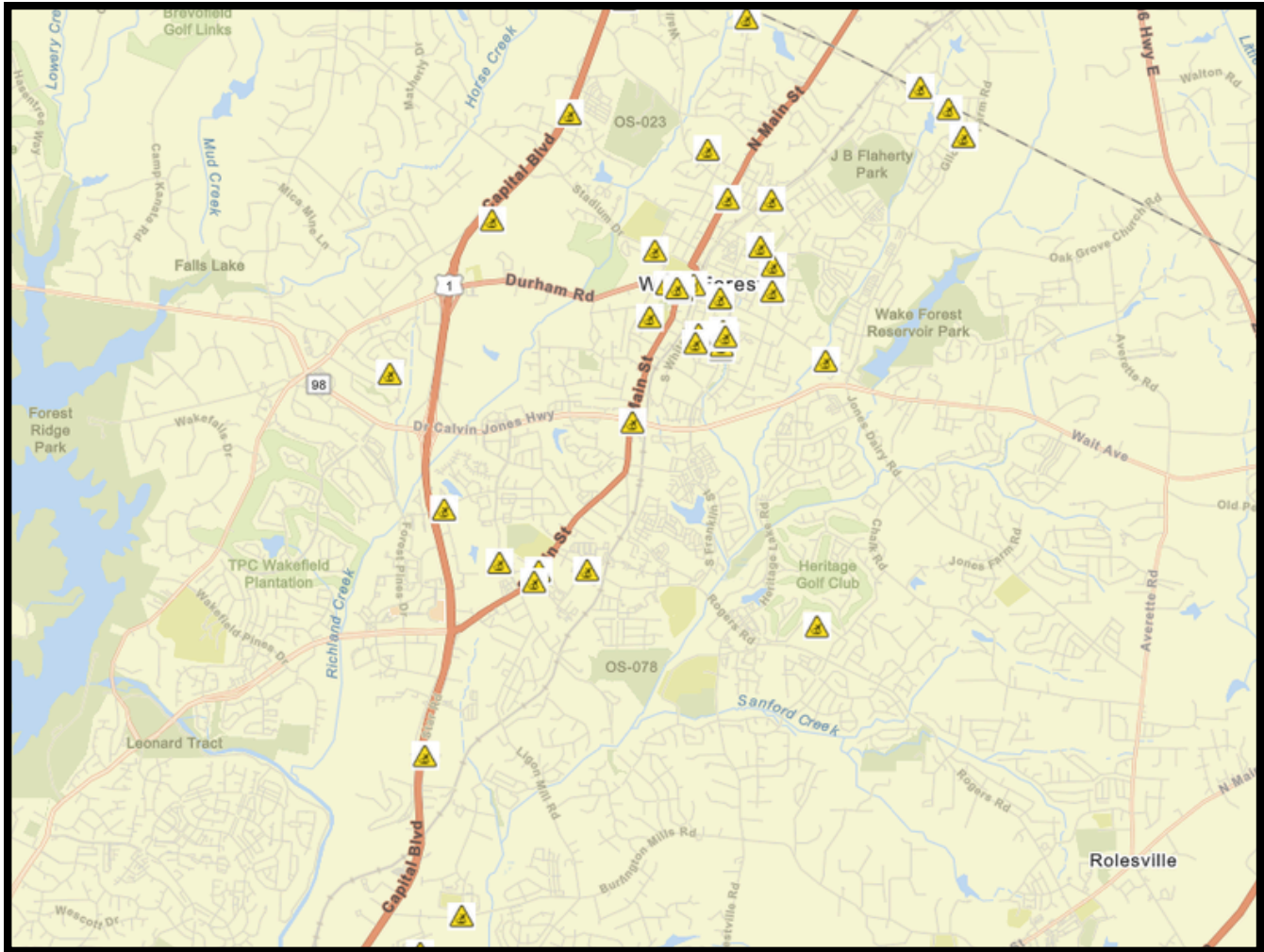
Remediation for ponding can cost between \$2,500 and \$15,000 depending on the severity of the ponding issue and whether alternative maintenance activity options are available.



Location: Front St



## Locations & Examples of Ponding



**Photo 1:** Location: Iyar Way



**Photo 2:** Location: Haltwhistle St

**Photo 3:**  
Location: Rainy Lake St



**Photo 4:** Location: Flemming House St





# SIDEWALK CONDITIONS

Assessment



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# Sidewalk Conditions

## Assessment Specification

Sidewalk Vertical Height Displacement (VHD)  
Severity class:

- Small (.25 in. up to .49 in.)
- Medium (.5 in. up to .99 in.)
- Large (1.0 in. up to 2.5 in.)
- Demolish and Replace (>2.5 in. or >4 cracks, significant spalling, unstable sections, large voids) [D&R]

## Sidewalk Conditions Results

There were 22,356 sidewalk conditions (VHD and D&R locations) recorded during the assessment. Statistical sampling was used to augment the “small” hazard class, as this class of barrier is frequently under-surveyed due to the difficulty in consistently recording VHDs just over .25 inches.

## Vertical Height Displacement (VHD) & Demolition and Repairment (D&R) Totals

|        |        |
|--------|--------|
| Small  | 14,865 |
| Medium | 6,027  |
| Large  | 1,116  |
| D & R  | 348    |

## Estimated Repair Costs

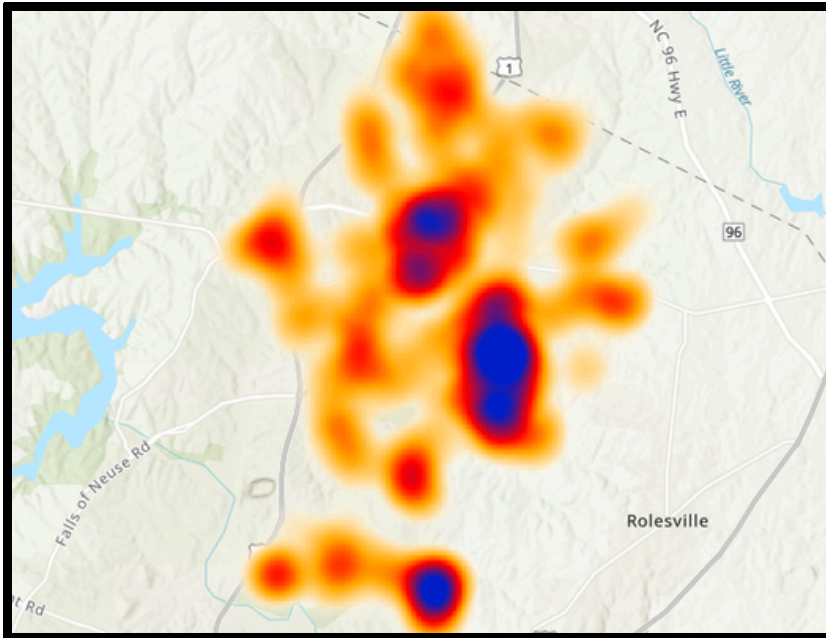
VHD repairs are based on an average cost of \$5 per square foot for remediation using an alternative maintenance activity.

D&R cost will be approximately \$15 per square foot of panel replaced.





## VHD Locations



SMALL (.25 in. up to .49 in.)



Example: Not in Wake Forest



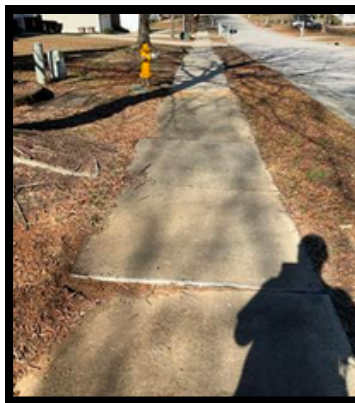
Example: Not in Wake Forest

MEDIUM (.5 in. up to .99 in.)



Location: S Franklin St

LARGE (1.0 in. up to 2.5 in.)



Location: Amaryllis Way

DEMOLISH AND REPLACE  
(>2.5 in.)



Location: E Juniper Ave



Location: S Main St



Location: Galashiels Pl



Location: E Juniper Ave



# Obstructions

## Assessment Specification

The assessment looked at objects protruding within the ROW, of which a total of 301 were found during the assessment. The 301 obstructions are broken down into 3 fields shown below:

- Vegetative – Significant vegetation blocking the ROW.
- Ground – Physical barriers that obstruct the ROW. Examples include signposts, fire hydrants, and telephone poles.
- Vertical – Physical obstructions less than 80 inches off the ROW that create head clearance issues.

## VHD Assessment Results

|            |     |
|------------|-----|
| Vegetative | 264 |
| Ground     | 30  |
| Vertical   | 7   |

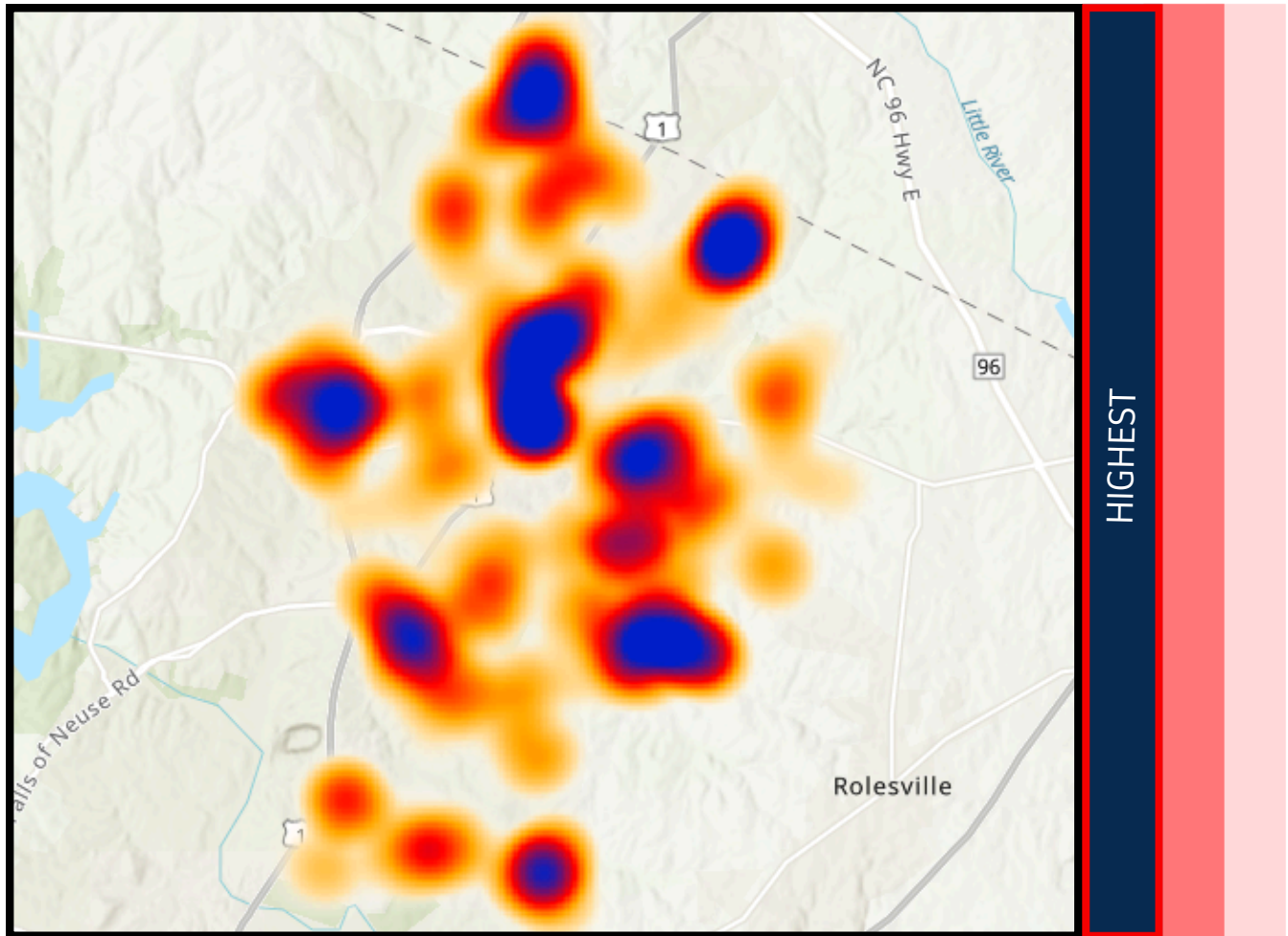
## Estimated Repair Costs

Using data from previous projects, PIM estimates the cost of removing vegetative barriers at \$250 per obstruction and \$500 to mitigate ground/vertical obstructions. Costs for these items, especially ground obstructions, can vary widely depending on the nature of the obstruction.





## Obstruction Locations and Examples



Location: Hertiage Hills Way



Location: Whistable Ave



Location: Wallridge Dr



# Less Than 4 ft. Passable Surface

## Assessment Specification

PROWAG requires sidewalks to be 4 ft. wide or greater to provide adequate space for walking/wheeling.

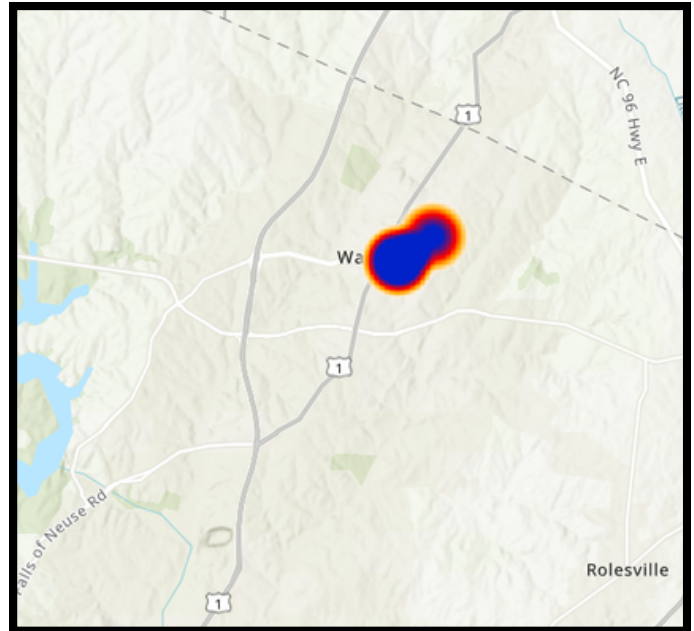
## Assessment Results

There were 3 sections of non-4 ft. wide passable sidewalk surfaces identified during the assessment due either to less than 4 ft. wide concrete pours or to erosion of the sidewalk resulting in a less than 4 ft. passable surface.

## Estimated Repair Costs

The only remedial action for sidewalk that is less than 4 ft. by design or by degradation is to demolish and replace the existing sidewalk. PIM is not able to accurately price due to the complexity of each location due to ROW Ownership.

## Locations and Examples



## EXAMPLES



Location: Wait Ave



Location: N Allen Rd

# Cross Slopes > 4% for more than 50 ft.

## Assessment Specification

PIM collected locations on Town sidewalk that had a greater than 4% cross slope for more than 50 ft. This collection item is intended to find the highest priority and most pervasive issues creating ADA barriers.

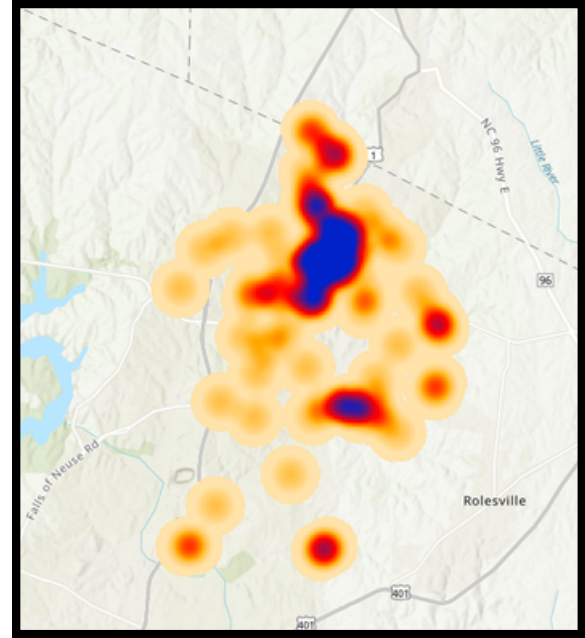
## Assessment Results

There were 80 such locations encountered during the assessment.

## Estimated Repair Costs

The only remedial action for extreme cross slope issues is to demolish and replace the existing sidewalk. PIM estimates the total cost of remediation for these cross slope issues is \$108,750.

## Locations and Examples



EXAMPLES



Location: E Holding Ave



Location: Wait Ave



# Driveway Cross Slopes

## Assessment Specification

For many decades driveways were designed in ways that are now considered non-compliant for the ROW. Typical design allowed homeowners or builders to cut through the existing sidewalk at slopes exceeding current cross slope requirements. PIM collected these barriers separately to allow Wake Forest flexibility in remediation strategies.

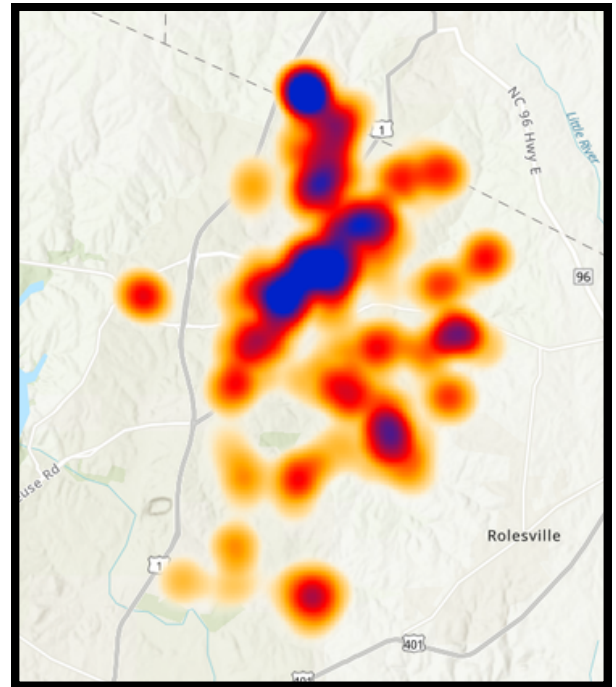
## Assessment Results

There were 267 such locations encountered during the assessment.

## Estimated Repair Costs

The only remedial action for driveway cross slope issues is to demolish and replace the existing sidewalk. PIM estimates the total cost of remediation for these cross slope issues is \$355,125.

## Locations and Examples



EXAMPLES



Location: W Holding Ave



Location: N Franklin St



# CROSSWALKS and GAPS

## Assessment



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# Crosswalks

## Assessment Specification

PIM assessed both ends of marked crosswalks within the ROW to determine if their slope was compliant with the 5% running slope maximum allowable under PROWAG.

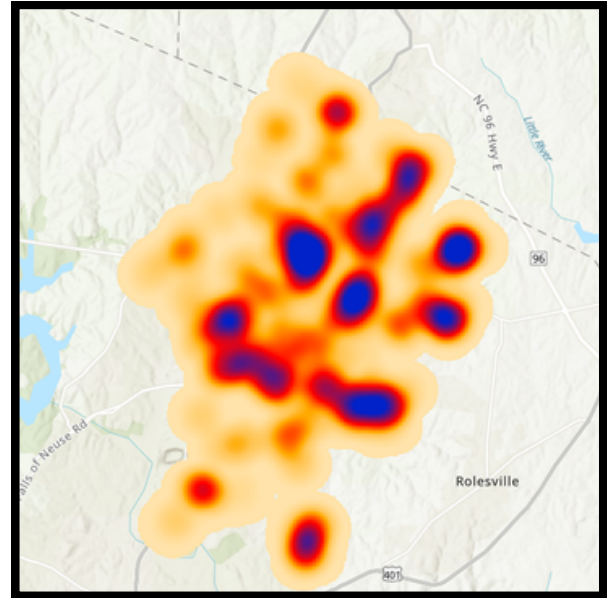
## Assessment Results

During the assessment, 2,540 crosswalks were found to have barriers.

## Estimated Repair Costs

The replacement/repair costs for these items vary widely due to the different nature of work required. PIM used \$1,750 as an estimate for cost per location. Total cost for repair is estimated to be \$4,408,250.

## Locations and Examples



EXAMPLES



Location: Woodland Dr; Running Slope GT 12%



Location: Oakbrook Pass Way; Running Slope GT 12%

# Gaps and Footpaths

## Assessment Specification

In addition to ADA compliance items, Wake Forest requested that PIM flag sidewalk gaps and footpaths. These are areas where additional sidewalk would improve the pedestrian experience in a Town and generally increase accessibility for all residents and visitors.

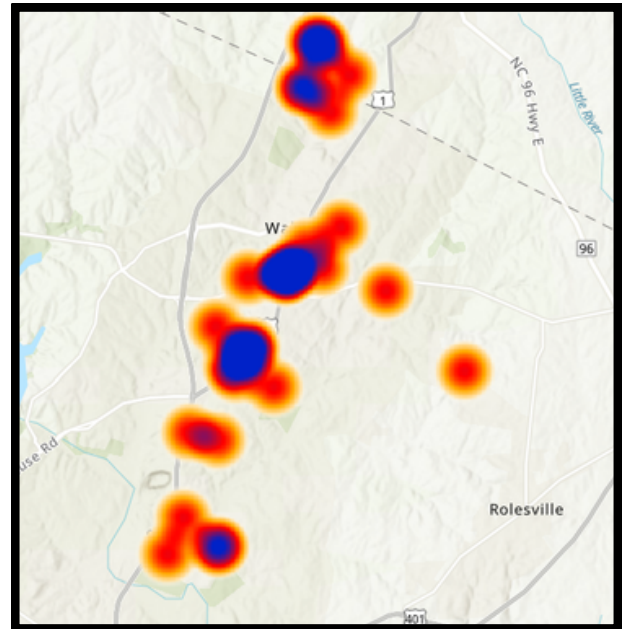
## Assessment Results

There were 30 such locations encountered during the assessment.

## Estimated Repair Costs

PIM is not able to accurately price due to the complexity of each location due to ROW ownership.

## Locations and Examples



EXAMPLES



Location: Gateway Commons Cir



Location: S Main St



# NON-DEFICIENT

## Findings



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# RESIDENTIAL RAMPS

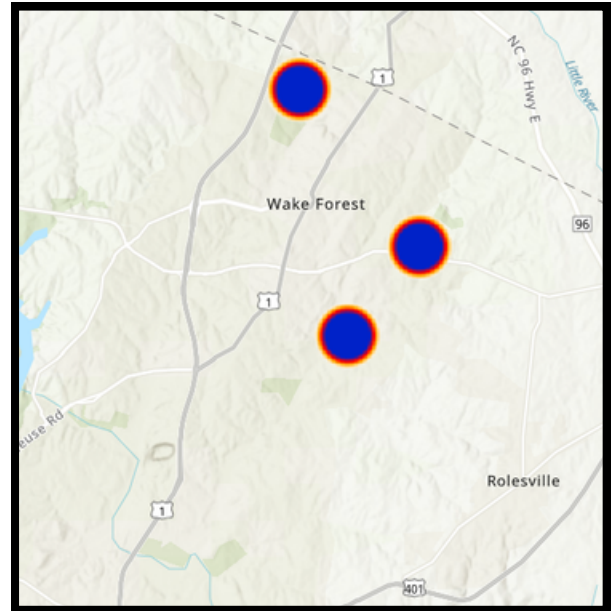
## Assessment Specification

PIM collected residential disability ramps connecting residences to driveways or TROW. These ramps are reliable, but imperfect, indicators that someone with a disability lives in the home. This is not a barrier item but is instead used to prioritize repairs.

## Assessment Results

There were 3 such locations encountered during the assessment.

## Locations and Examples

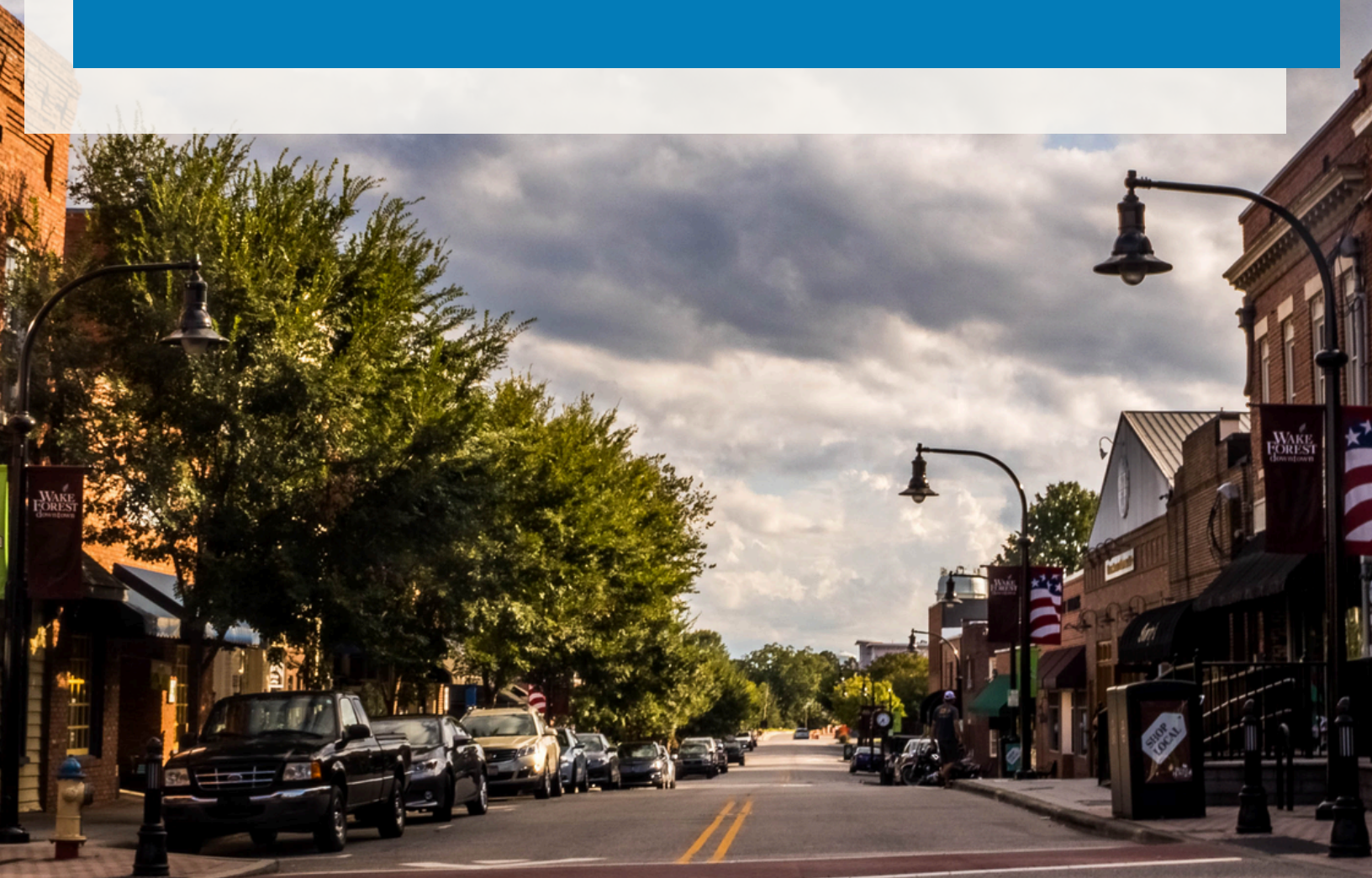


EXAMPLES





# TOWN OF WAKE FOREST, NC FACILITY ASSESSMENT



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# Introduction

The Town of Wake Forest, NC, contracted with Precision Infrastructure Management (PIM CS LLC) to complete an Americans with Disabilities Act Self-Assessment of the County's parks and facilities. PIM CS LLC completed the Self-Assessment in April 2024. This report is a comprehensive review of the facilities assessment.

The Study found a total of **356 unique ADA barriers across 15 facilities**. A breakdown of the barriers by category is covered in the ADA Barrier Detail section of this report. The RFP in 2023 issued by the town prioritized 15 facilities and the following reports on those findings.

## Self-Assessment

### Overview

Under Title II of the ADA (28 CFR Sec. 35.105), public entities are required to perform a Self-Assessment of their facilities on public property and within public rights-of-way in order to identify any obstacles or barriers to accessibility that need to be addressed. This includes park facilities owned and operated by Title II entities. The general categories of items evaluated for the Town's Facilities include:

- Accessible Routes
- on and off-street Parking
- Absence of curb ramps
- Curb ramps assessments
- Doors and Gates
- Signs and Alarms
- Play Areas
- Assembly Areas
- Hazards & Protruding Objects
- Kitchens, Kitchenettes, and Wet bars
- Counters, Surfaces, & Fountains
- Knee Clearance
- Toilets, Bathing Rooms, and Saunas

### Process & Findings

Precision Infrastructure Management employed ADA field assessment technicians to physically traverse each facility in Wake Forest. Technicians used a number of tools to identify ADA barriers within the Facilities. All data is stored within BlueDAG, an industry-leading ADA assessment software. Data includes photographs, GPS coordinates, and other associated metadata. The methodology used to conduct the condition study followed the 2010 ADA Standards for Accessible Design. After surveying, PIM estimates prices and assigns priorities to each barrier. Certain barriers require additional levels of assessment to provide accurate costing information. These barriers have been labeled as requiring "Capital Investment."



**15**  
**FACILITIES**



**356**  
**ADA BARRIERS**

## General Barrier Removal Information

The ADA does not have a specific prioritization schema for remediating accessibility barriers. However, the Department of Justice's Title III Technical Assistance Manual says the following with respect to the priority for removing barriers where readily achievable:

*III-4.4500 Priorities for barrier removal. The Department's regulation recommends priorities for removing barriers in existing facilities. Because the resources available for barrier removal may not be adequate to remove all existing barriers at any given time, the regulation suggests a way to determine which barriers should be mitigated or eliminated first. The purpose of these priorities is to facilitate long-term business planning and to maximize the degree of effective access that will result from any given level of expenditure. these priorities are not mandatory. Public accommodations are free to exercise discretion in determining the most effective "mix" of barrier removal measures to undertake in their facilities.*

## Prioritization Process

This regulation suggests that a public accommodation's **first priority should be to enable individual with disabilities to physically enter its facility**. This priority on "getting through the door" recognizes that providing physical access to a facility from public sidewalks, public transportation, or parking is generally preferable to any alternative arrangements in terms of both business efficiency and the dignity of individuals with disabilities.

The next priority is for measures **that provide access to those areas of a place of public accommodation where goods and services are made available to the public**.

The third priority should be **providing access to restrooms, if restrooms are provided for use by customers or clients**.

The fourth priority is to remove **any remaining barriers to using the public accommodation's facility by, for example, lowering telephones**.

The priority order for addressing barriers on a path of travel to a primary function area can provide some guidance. Those issues are to be addressed in this order:

1. An accessible entrance
2. An accessible route to the primary function area
3. Restroom access
4. An accessible telephone, an accessible drinking fountain, access to other elements such as parking and storage

Also, if there is someone with a disability who has had difficulty accessing the goods, services, or programs of a facility, priority could be given to removing the barriers that are causing that barrier.

# List of Facilities Assessed

## **Downtown Development\***

149 S White St,  
Wake Forest, NC 27587

## **Downtown Substation**

225 S Taylor St,  
Wake Forest, NC 27587

## **Facilities Operations**

317 Brooks St,  
Wake Forest, NC 27587

## **Fire Station #1**

420 Elm Ave,  
Wake Forest, NC 27587

## **Fire Station #2**

9925 Ligon Mill Rd,  
Wake Forest, NC 27587

## **Fire Station #3**

1412 Forestville Rd,  
Wake Forest, NC 27587

## **Fire Station #4**

1505 Jenkins Rd,  
Wake Forest, NC 27587

## **Fire Station #5**

11908 Holmes Hollow Rd,  
North Raleigh, NC 27587

## **Parks and Recreation**

### **Maintenance**

327 Brooks St,  
Wake Forest, NC 27587

## **Police Headquarters**

745 Merritt Capital Dr,  
Wake Forest, NC 27587

## **Public Works Complex**

234 Friendship Chapel Rd,  
Wake Forest, NC 27587

## **Wake Forest Power**

5031 Unicon Dr,  
Wake Forest, NC 27587

## **Wake Forest Renaissance Centre**

405 Brooks St,  
Wake Forest, NC 27587

## **Wake Forest Reservoir**

Traditions Grande Blvd,  
Wake Forest, NC 27587

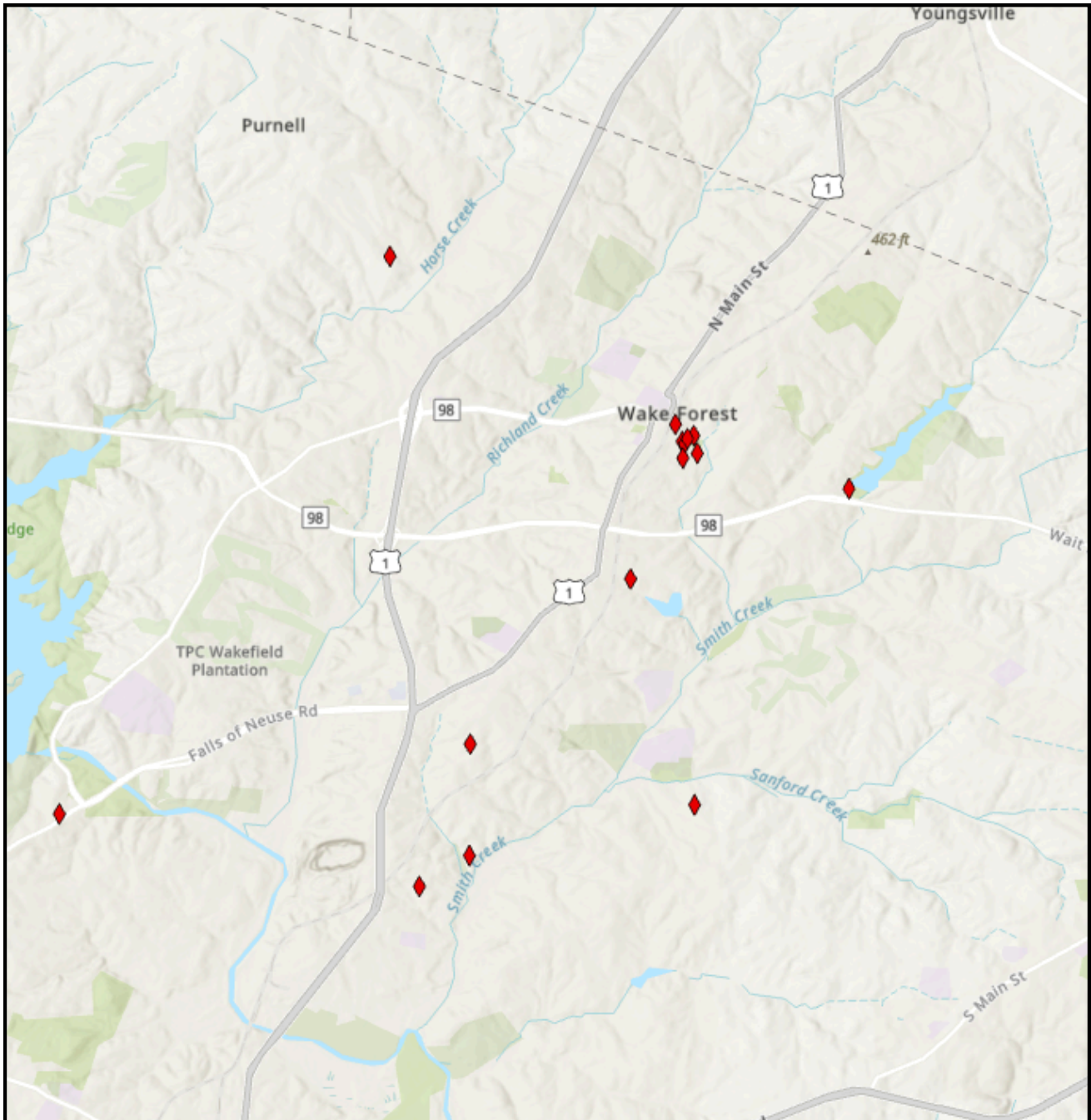
## **Wake Forest Town Hall**

301 Brooks St,  
Wake Forest, NC 27587

\*Although Downtown Development is not a Town of Wake Forest owned facility, the town did conduct the inspection.

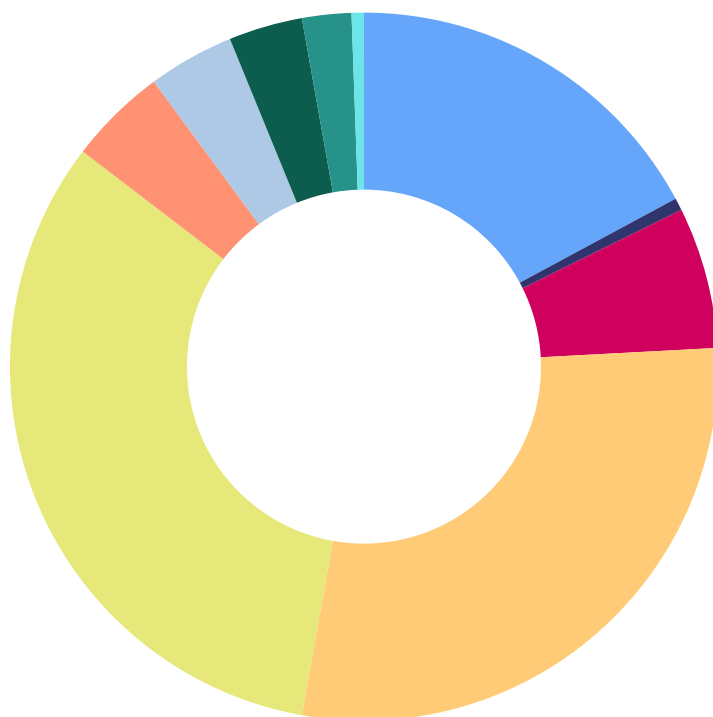


# Map of Facilities Assessed



## Total Findings: Facility Groups

|                                      |     |
|--------------------------------------|-----|
| Accessible Routes                    | 61  |
| Detention/Correctional Facilities    | 2   |
| Parking                              | 23  |
| Toilets, Bathing Rooms, And Saunas   | 102 |
| Doors and Gates                      | 116 |
| Reach Ranges                         | 12  |
| Kitchens, Kitchenettes, and Wet Bars | 16  |
| Signs and Alarms                     | 14  |
| Counters/Surfaces/Fountains          | 8   |
| Assembly Areas                       | 2   |



**Toilet and Bathing Rooms** barrier comprise **28.7%** of the total findings.

**Doors and Gate barriers** comprise **32.6%** of the total findings.

**Accessible Route** barriers comprise **17.4%** of the total findings.

**The remaining barriers** comprise **21.3%** of the total findings.

# Budget and Capital Investments

The numbers below are the combined high estimates of the cost to repair these barriers in each group. However, this number does not reflect total cost to repair all barriers. There are a number of barriers that fall under the term “Capital Investment.” Capital Investment is used in place of an estimated cost when a barrier is too complex to estimate remediation cost due to the size and scope of the barrier noted. Material cost is included in the estimate, but labor is not. Typically labor is expected to be 100% of the cost of material, though this percentage varies dramatically per project.

## Cost by Group Budget High

|                                      |           |
|--------------------------------------|-----------|
| Accessible Routes                    | \$103,160 |
| Detention Facilities                 | \$2,200   |
| Parking                              | \$55,060  |
| Toilets, Bathing Rooms, And Saunas   | \$33,020  |
| Doors and Gates                      | \$119,790 |
| Reach Ranges                         | \$2,270   |
| Kitchens, Kitchenettes, and Wet Bars | \$25,300  |
| Signs and Alarms                     | \$30,450  |
| Play Areas                           | \$4,490   |
| Counters/Surfaces/Fountains          | \$19,500  |





# Overviews

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## Assessment Results



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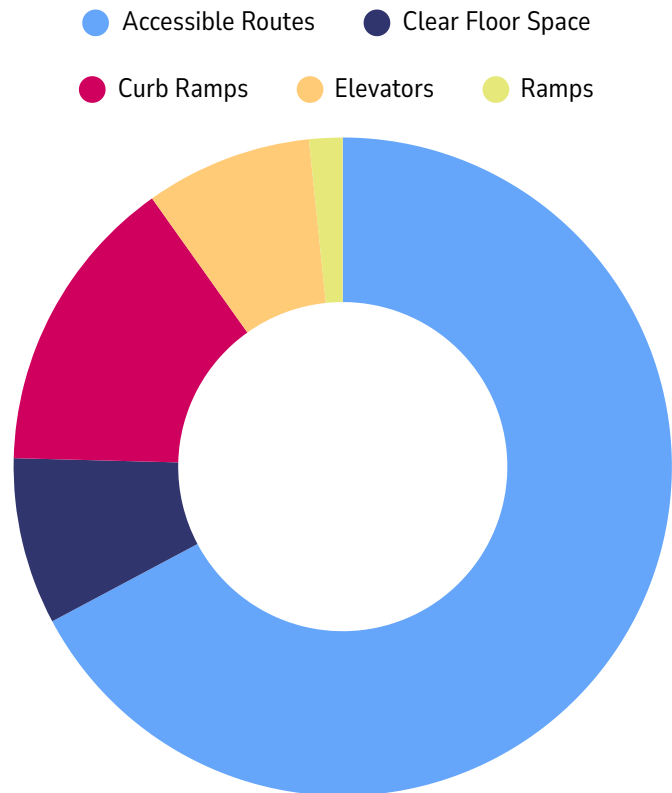


# Assessment Results

There were 61 total findings related to Accessible Route barriers.

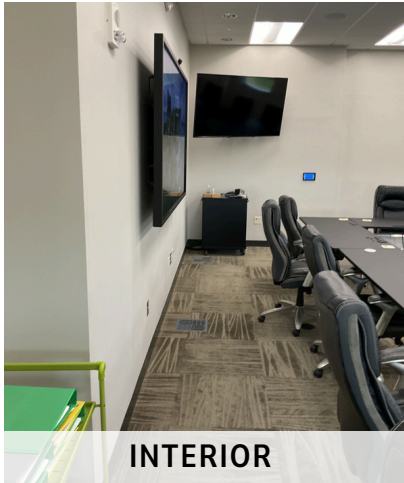
## Accessible Route Type Breakdown

|                   |    |
|-------------------|----|
| Accessible Routes | 41 |
| Clear Floor Space | 5  |
| Curb Ramps        | 9  |
| Elevators & Lifts | 5  |
| Ramps             | 1  |



| Type              | Barriers  | Low End Cost       | High End Cost       |
|-------------------|-----------|--------------------|---------------------|
| Accessible Routes | 41        | \$11,245.00        | \$57,760.00         |
| Clear Floor Space | 5         | -                  | \$250.00            |
| Curb Ramps        | 9         | \$10,050.00        | \$36,100.00         |
| Elevators & Lifts | 5         | \$4,825.00         | \$9,050.00          |
| Ramps             | 1         | -                  | -                   |
| <b>Totals</b>     | <b>61</b> | <b>\$26,120.00</b> | <b>\$103,160.00</b> |

# Examples of Accessible Route Barriers



**The element projects more than 4 inches into the circulation path.**

Wall-mounted objects that have leading edges between 27 inches and 80 inches from the floor must not project more than 4 inches into the circulation path. Protruding objects that extend to the floor or within 27 inches of the floor are cane detectable and are therefore not hazardous. Where it is necessary or desirable to have objects protrude from the wall, a manner of cane detection must be provided.

**Citation: 2010 ADAS 307.2**

**Recommendation: Relocate television to compliant height or provide cane detection**

**Location: Wake Forest Town Hall**



**The curb ramp does not have a compliant top landing and the side flares are too steep.**

In alterations, where there is no landing at the top of curb ramps, curb ramp flares shall be provided and shall not be steeper than 1:12.

**Citation: 2010 ADAS 406.2 Exception**

**Recommendation: replace with complaint curb ramp**

**Location: Wake Forest Town Hall**



**The element projects more than 4 inches into the circulation path.**

Wall-mounted objects that have leading edges between 27 inches and 80 inches from the floor must not project more than 4 inches into the circulation path. Protruding objects that extend to the floor or within 27 inches of the floor are cane detectable and are therefore not hazardous. Where it is necessary or desirable to have objects protrude from the wall, a manner of cane detection must be provided.

**Citation: 2010 ADAS 307.2**

**Recommendation: Move to compliant location or provide cane detection.**

**Location: Public Works Complex**

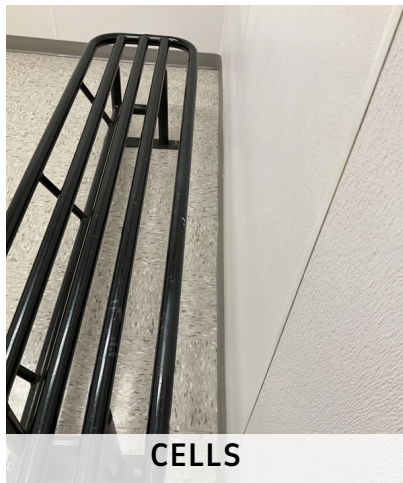


# Detention and Correctional Facilities

There were 2 total findings related to Detention And Correctional Facilities barriers.

| Type                 | Barriers | Low End Cost | High End Cost |
|----------------------|----------|--------------|---------------|
| Detention Facilities | 2        | -            | \$2,200.00    |

## Examples



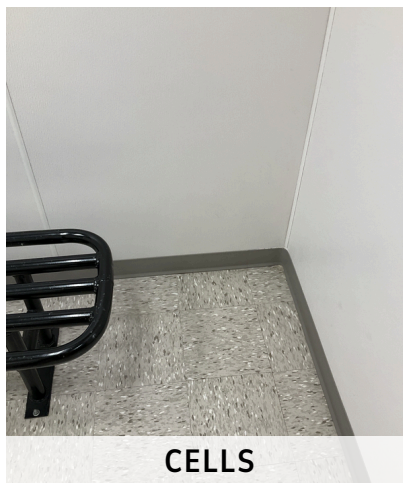
**The bench's seat is too far from the back rest.**

Back support shall be 2 1/2 inches maximum from the rear edge of the seat measured horizontally.

**Citation: 2010 ADAS 903.4**

**Recommendation: Move to compliant location or replace bench.**

**Location: Downtown Substation**



**Clear floor space adjacent to the bench has not been provided.**

Clear floor or ground space shall be provided and be positioned at the end of the bench seat parallel to the short axis of the bench.

**Citation: 2010 ADAS 903.2**

**Recommendation: Move bench to allow for compliant clear floor space.**

**Location: Downtown Substation**

# Parking

There were 347 total findings related to Parking barriers.

| Type       | Barriers | Low End Cost | High End Cost |
|------------|----------|--------------|---------------|
| Off Street | 23       | \$10,700.00  | \$55,060.00   |

## Example



**PARKING LOT**

**There are not enough accessible stalls.**

There are 2 accessible parking stalls including 1 designated for a van. There should be a minimum of 3 accessible parking stalls including a minimum of 1 van accessible stalls.

**Citation: 2010 ADAS 208.2**

**Recommendation: Create additional accessible parking stall, with accompanying signage and access aisle**

**Location: Public Works Complex**



**PARKING SPACE**

**The running slope (long dimension) of the accessible parking stall exceeds 2%.**

The running slope in an accessible parking stall and the access aisle must not exceed 2%.

**Citation: 2010 ADAS 502.4**

**Recommendation: Level, repave and repaint 3 spaces**

**Location: Fire Station #3**

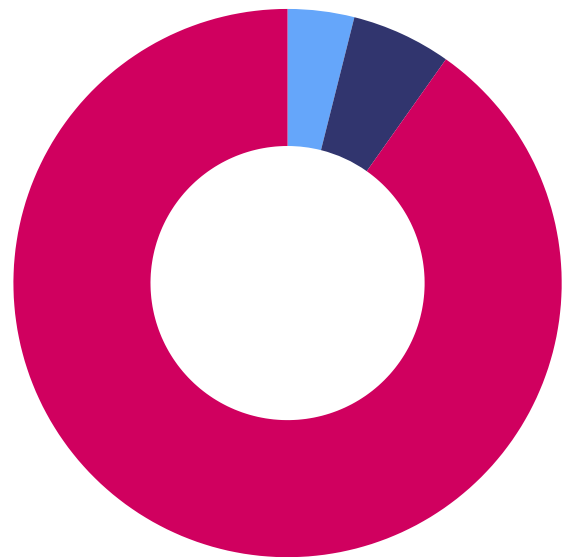
# Toilet & Bathing Rooms Breakdown

There were 483 total findings related to Toilet & Bathing barriers.

## Toilet & Bathing Room Breakdown

|                          |    |
|--------------------------|----|
| Dressing/Locker Rooms    | 4  |
| Saunas and Steam Rooms   | 6  |
| Toilet and Bathing Rooms | 92 |

Locker Rooms   Saunas   Bathing Rooms



|                                   | Barriers | Low End Cost | High End Cost |
|-----------------------------------|----------|--------------|---------------|
| Dressing / Fitting / Locker Rooms | 4        | \$850.00     | \$4,385.00    |
| Saunas and Steam Rooms            | 6        | \$2,100.00   | \$9,000.00    |
| Toilet and Bathing Rooms          | 92       | \$1,165.00   | \$19,635.00   |
| Totals                            | 102      | \$4,115.00   | \$33,020.00   |

## Examples



ACCESSORIES

**The coat hook is not mounted within the required range.**

Coat hooks shall be located within one compliant reach range. Shelves shall be located 40 inches minimum and 48 inches maximum above the finish floor.

**Citations: 2010 ADAS 604.8.3**

**Recommendation: Lower coat hook to compliant height.**

**Location: Wake Forest Town Hall**



# Doors and Gates

There were 116 total findings related to Door and Gate barriers.

| Type  | Barriers | Low End Cost | High End Cost |
|-------|----------|--------------|---------------|
| Doors | 116      | \$8,045.00   | \$119,790.00  |

## Examples



**The door exceeds the maximum allowable opening force.**

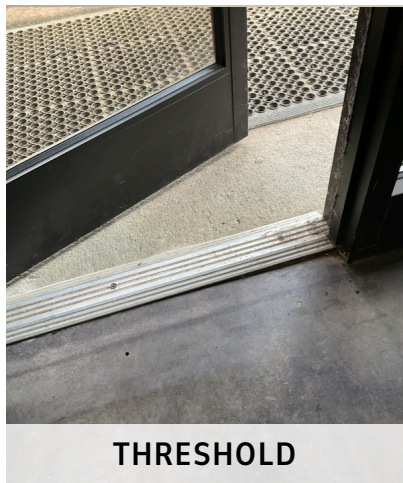
Interior doors shall have a maximum opening force of 5 pounds.

These forces do not apply to the force required to retract latch bolts or disengage other devices that hold the door or gate in a closed position.

**Citation: ADAS 2010 404.2.9**

**Recommendation: Adjust or replace door closer.**

**Location: Wake Forest Town Hall**



**The threshold is greater than 1/2 inch high.**

The threshold at a doorway shall be no higher than 1/2 inch. Changes in level between 1/4 inch and 1/2 inch must be beveled at 1:2 or less. 1/4 inch is the maximum vertical rise.

**Citation: ADAS 2010 404.2.5**

**Recommendation: Install compliant threshold**

**Location: Wake Forest Renaissance Centre**

# Kitchens, Kitchenettes, & Wet Bars

There were 16 Total Findings related to Kitchen, Kitchenette, and Wet Bar barriers.

| Type          | Barriers | Low End Cost | High End Cost |
|---------------|----------|--------------|---------------|
| Kitchens, Etc | 16       | \$1,280.00   | \$25,300.00   |

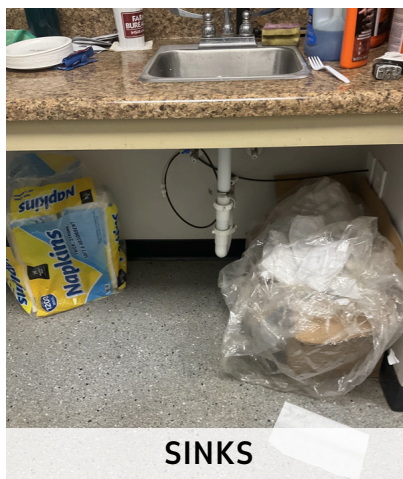
## Examples



**The controls are located such that operation require reaching across burners.**

Where knee and toe space is provided, the underside of the range or cooktop shall be insulated or otherwise configured to prevent burns, abrasions, or electrical shock. The location of controls shall not require reaching across burners

**Citation:** ADAS 2010 804.6.4  
**Recommendation:** Install compliant range  
**Location:** Fire Station #5



**The sink drain pipes are exposed.**

Water supply and drain pipes under lavatories and sinks shall be insulated or otherwise configured to protect against contact. There shall be no sharp or abrasive surfaces under lavatories and sinks.

**Citation:** ADAS 2010 606.5  
**Recommendation:** Install pipe insulation kit.  
**Location:** Parks and Recreation Maintenance

# Reach Ranges

There were 12 Total Findings related to Reach Range barriers.

| Type         | Barriers | Low End Cost | High End Cost |
|--------------|----------|--------------|---------------|
| Reach Ranges | 12       | \$50.00      | \$2,270.00    |

## Examples



**The (microwave) is positioned too high for either a side or front approach.**

Where a clear floor or ground space allows a parallel approach to an element and the side reach is unobstructed, the high side reach shall be 48 inches maximum and the low side reach shall be 15 inches minimum above the finish floor or ground.

**Citation: ADAS 2010 308.1**

**Recommendation: Relocate microwave to an accessible position.**

**Location: Wake Forest Town Hall**



**The receptacle/switch is not positioned correctly for either a side or front approach.**

Where a clear floor or ground space allows a parallel or front approach to a switch or receptacle and the side reach is unobstructed, the high side reach shall be 48 inches maximum above the finish floor or ground and the low side reach shall be 15 inches minimum above the finish floor or ground.

**Citation: ADAS 2010 308.3.1**

**Recommendation: Install motion activated switch.**

**Location: Wake Forest Power**

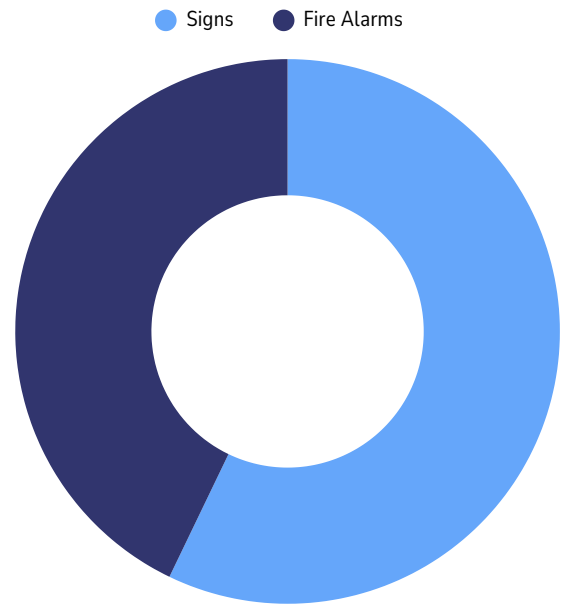


## Signs/Fire Alarms

There were 14 total findings related to Sign/Fire Alarm/Operable Part barriers.

### Accessible Route Type Breakdown

|             |   |
|-------------|---|
| Signs       | 8 |
| Fire Alarms | 6 |



| Type          | Barriers  | Low End Cost      | High End Cost     |
|---------------|-----------|-------------------|-------------------|
| Fire Alarms   | 6         | \$1,070.00        | \$3,650.00        |
| Signs         | 8         | \$125.00          | \$840.00          |
| <b>Totals</b> | <b>14</b> | <b>\$1,195.00</b> | <b>\$4,490.00</b> |

## Examples



**Clear floor space is not provide at the tactile door sign.**

Signs containing tactile Characters shall be located so that a clear floor space of 18 inches minimum by 18 inches minimum, centered on the tactile Characters, is provided beyond the arc of any door swing between the closed position and 45 degree open position.

**Citation: ADAS 2010 703.4.2**

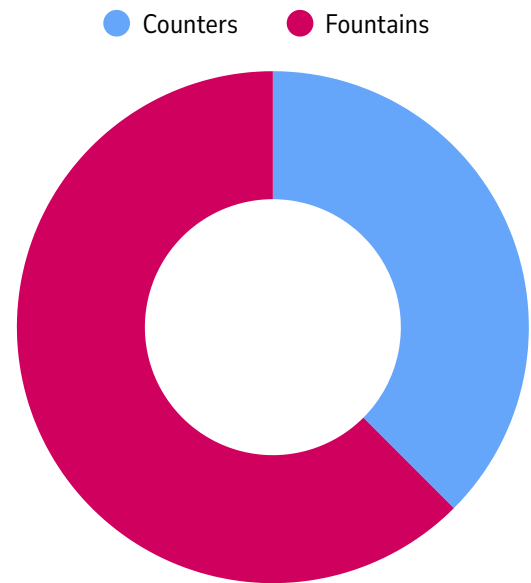
**Recommendation: Remove obstructions**

**Location: Wake Forest Town Hall**

# Counters, Surfaces, and Fountains

There were 8 total findings related to Counter, Surface, and Fountain barriers.

|                                   |   |
|-----------------------------------|---|
| Sales and Service Counters/Tables | 3 |
| Drinking Fountains                | 5 |



| Type          | Barriers  | Low End Cost    | High End Cost      |
|---------------|-----------|-----------------|--------------------|
| Counters      | 3         | \$200.00        | \$4,000.00         |
| Fountains     | 5         | \$600.00        | \$15,500.00        |
| <b>Totals</b> | <b>25</b> | <b>\$800.00</b> | <b>\$19,500.00</b> |

## Examples



**FOUNTAIN**

**There is not enough knee clearance under the drinking fountain.**

The drinking fountain must have a clear knee space between the bottom of the drinking fountain and the floor not less than 27 inches in height, 30 inches in width, and 8 inches in depth.

**Citation: 2010 ADAS 602.2**

**Recommendation: Relocate fountain to compliant height.**

**Location: Public Works Complex**

# Assembly Areas

There were 2 total findings related to Assembly Area barriers.

| Type           | Barriers | Low End Cost | High End Cost |
|----------------|----------|--------------|---------------|
| Assembly Areas | 2        | -            | -             |

## Examples



**SEATING**

**Based on the number of seats provided in this area (4), there should be a minimum of (1) wheelchair seating spaces.**

Wheelchair spaces shall be provided in assembly areas with fixed seating.

**Citation: 2010 ADAS 221.2.1.1**

**Recommendation: Reconfigure furniture to accommodate wheelchair seating space.**

**Location: Downtown Substation**



**SEATING**

**Based on the number of seats provided in this area (7), there should be a minimum of (1) wheelchair seating spaces.**

Wheelchair spaces shall be provided in assembly areas with fixed seating.

**Citation: 2010 ADAS 221.2.1.1**

**Recommendation: Reconfigure furniture to create accessible seating space**

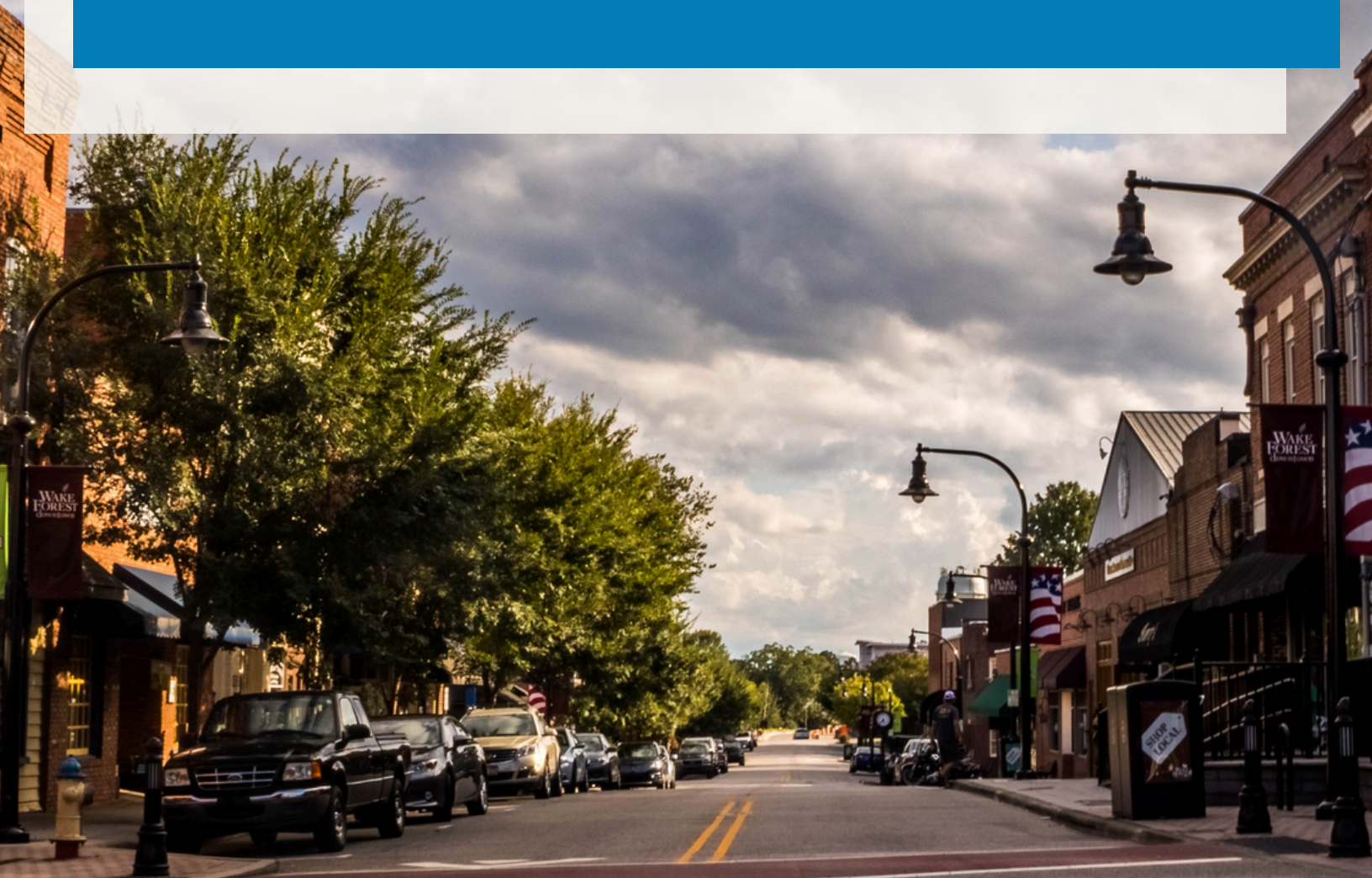
**Location: Downtown Substation**



## PER FACILITY COST

| Evaluation Title                 | Address                  | Budget Low   | Budget High  |
|----------------------------------|--------------------------|--------------|--------------|
| Downtown development             | 149 S White St           | \$ 550.00    | \$ 1,700.00  |
| Downtown Substation              | 225 S Taylor St          | \$ 1,300.00  | \$ 15,200.00 |
| Facilities operations            | 317 Brooks St            | \$ 1,550.00  | \$ 16,210.00 |
| Fire Station #2                  | 9925 Ligon Mill Rd       | \$ 970.00    | \$ 19,075.00 |
| Fire Station #3                  | 1412 Forestville Rd      | \$ 1,675.00  | \$ 9,675.00  |
| Fire Station #4                  | 1505 Jenkins Rd          | \$ 4,445.00  | \$ 31,145.00 |
| Fire Station #5                  | 11908 Holmes Hollow Rd   | \$ 3,295.00  | \$ 18,020.00 |
| Fire Station 1                   | 420 Elm Ave              | \$ 4,205.00  | \$ 30,295.00 |
| Parks and recreation maintenance | 327 Brooks St            | \$ 1,430.00  | \$ 7,550.00  |
| Police Headquarters              | 745 Merritt Capital Dr   | \$ 25.00     | \$ 50.00     |
| Public works complex             | 234 Friendship Chapel Rd | \$ 6,780.00  | \$ 61,025.00 |
| Wake Forest Power                | 5031 Unicon Dr           | \$ 1,550.00  | \$ 10,750.00 |
| Wake Forest Renaissance Centre   | 405 Brooks St            | \$ 7,275.00  | \$ 38,550.00 |
| Wake Forest Reservoir            | Traditions Grande Blvd   | \$ 6,000.00  | \$ 38,000.00 |
| Wake Forest Town Hall            | 301 Brooks St            | \$ 11,255.00 | \$ 67,545.00 |

# TOWN OF WAKE FOREST, NC PARKS ASSESSMENT



WAKE  
FOREST



PIM

PRECISION  
INFRASTRUCTURE  
MANAGEMENT



# Introduction

The Town of Wake Forest, NC, contracted with Precision Infrastructure Management (PIM CS LLC) to complete an Americans with Disabilities Act Self-Assessment of the County's parks and facilities. PIM CS LLC completed the Self-Assessment **in April 2024**. This report is a comprehensive review of the facilities assessment.

The Study found a total of **379 unique ADA barriers across 10 parks**. A breakdown of the barriers by category is covered in the ADA Barrier Detail section of this report.

## Self-Assessment

### Overview

Under Title II of the ADA (28 CFR Sec. 35.105), public entities are required to perform a Self-Assessment of their facilities on public property and within public rights-of-way in order to identify any obstacles or barriers to accessibility that need to be addressed. This includes park facilities owned and operated by Title II entities. The general categories of items evaluated for the Town's Facilities include:

- Accessible Routes
- On and off-street Parking
- Absence of curb ramps
- Curb ramps assessments
- Doors and Gates
- Signs and Alarms
- Play Areas
- Assembly Areas
- Hazards & Protruding Objects
- Kitchens, Kitchenettes, and Wet bars
- Counters, Surfaces, & Fountains
- Knee Clearance
- Toilets, Bathing Rooms, and Saunas

### Process & Findings

Precision Infrastructure Management employed ADA field assessment technicians to physically traverse each park in Wake Forest. Technicians used a number of tools to identify ADA barriers within the Facilities. All data is stored within BlueDAG, an industry-leading ADA assessment software. Data includes photographs, GPS coordinates, and other associated metadata. The methodology used to conduct the condition study followed the 2010 ADA Standards for Accessible Design. After surveying, PIM estimates prices and assigns priorities to each barrier. Certain barriers require additional levels of assessment to provide accurate costing information. These barriers have been labeled as requiring "Capital Investment."





## General Barrier Removal Information

The ADA does not have a specific prioritization schema for remediating accessibility barriers. However, the Department of Justice's Title III Technical Assistance Manual says the following with respect to the priority for removing barriers where readily achievable:

*III-4.4500 Priorities for barrier removal. The Department's regulation recommends priorities for removing barriers in existing facilities. Because the resources available for barrier removal may not be adequate to remove all existing barriers at any given time, the regulation suggests a way to determine which barriers should be mitigated or eliminated first. The purpose of these priorities is to facilitate long-term business planning and to maximize the degree of effective access that will result from any given level of expenditure. these priorities are not mandatory. Public accommodations are free to exercise discretion in determining the most effective "mix" of barrier removal measures to undertake in their facilities.*

## Prioritization Process

This regulation suggests that a public accommodation's **first priority should be to enable individual with disabilities to physically enter its facility**. This priority on "getting through the door" recognizes that providing physical access to a facility from public sidewalks, public transportation, or parking is generally preferable to any alternative arrangements in terms of both business efficiency and the dignity of individuals with disabilities.

The next priority is for measures **that provide access to those areas of a place of public accommodation where goods and services are made available to the public**.

The third priority should be **providing access to restrooms, if restrooms are provided for use by customers or clients**.

The fourth priority is to remove **any remaining barriers to using the public accommodation's facility by, for example, lowering telephones**.

The priority order for addressing barriers on a path of travel to a primary function area can provide some guidance. Those issues are to be addressed in this order:

1. An accessible entrance
2. An accessible route to the primary function area
3. Restroom access
4. An accessible telephone, an accessible drinking fountain, access to other elements such as parking and storage

Also, if there is someone with a disability who has had difficulty accessing the goods, services, or programs of a facility, priority could be given to removing the barriers that are causing that barrier.

# List of Parks Assessed

**Ailey Young Park**  
800 E Juniper Ave,  
Wake Forest, NC 27587

**Holding Park**  
133 W Owen Ave.  
Wake Forest, NC 27587

**Smith Creek Soccer Center**  
690 Heritage Lake Rd,  
Heritage, NC 27587

**Alston-Massenburg Center**  
416 N Taylor St,  
Wake Forest, NC 27587

**Joyner Park Community Center**  
701 Harris Rd,  
Wake Forest, NC 27587

**Taylor Street Park**  
416 N Taylor St,  
Wake Forest, NC 27587

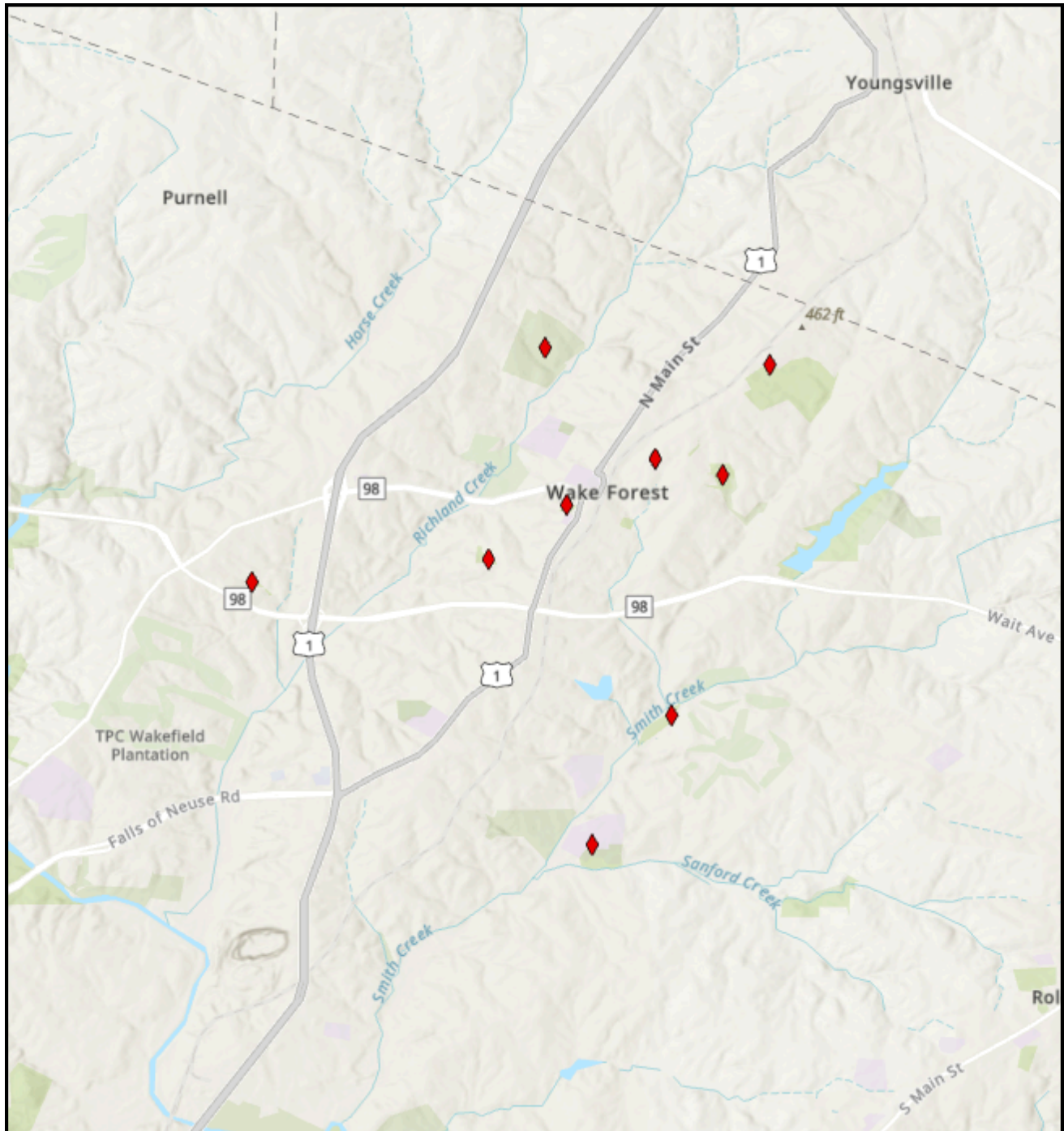
**Flaherty Park Community Center**  
1226 N White St,  
Wake Forest, NC 27587

**Plummer Park**  
965 Jones Wynd,  
Crenshaw Manor, NC 27587

**Tyler Run Park**  
830 Pineview Dr,  
Tyler Run, NC 27587

**Heritage School Park**  
1150 Forestville Rd,  
Wake Forest, NC 27587

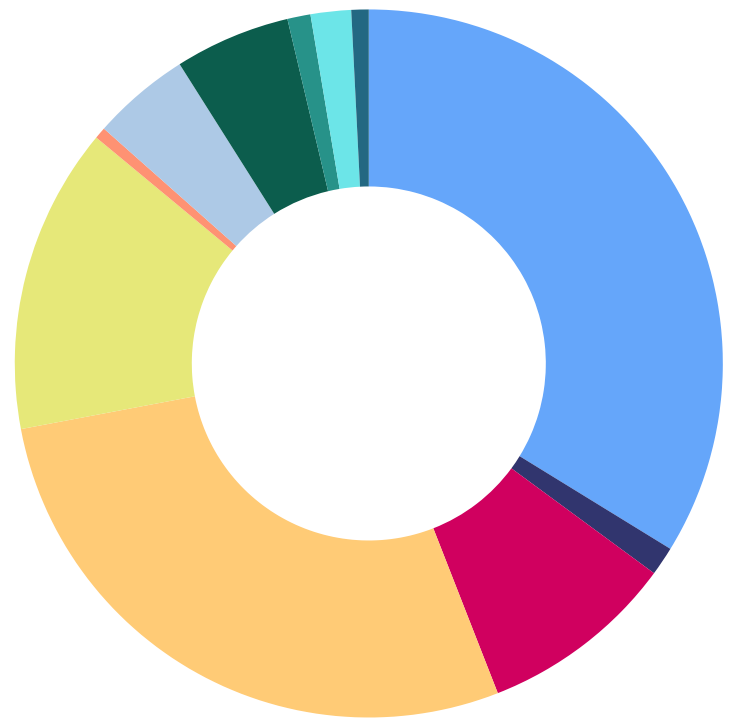
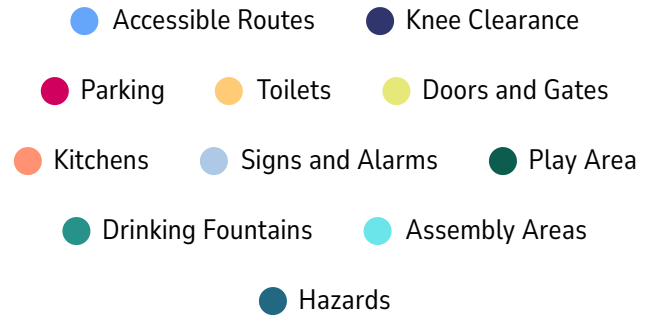
# Map of Parks Assessed





## Total Findings: Facility Groups

|                                         |     |
|-----------------------------------------|-----|
| Accessible Routes                       | 128 |
| Knee Clearance                          | 5   |
| Parking                                 | 34  |
| Toilets, Bathing Rooms, And<br>Saunas   | 106 |
| Doors and Gates                         | 53  |
| Hazards & Protruding Objects            | 3   |
| Kitchens, Kitchenettes, and<br>Wet Bars | 2   |
| Signs and Alarms                        | 17  |
| Play Area                               | 20  |
| Counters/Surfaces/Fountains             | 4   |
| Assembly Areas                          | 7   |



**Toilet and Bathing Rooms** barrier comprise **28%** of the total findings.

**Doors and Gate barriers** comprise **14%** of the total findings.

**Accessible Route** barriers comprise **33.8%** of the total findings.

**The remaining barriers** comprise **24.2%** of the total findings.

# Budget and Capital Investments

The numbers below are the combined high estimates of the cost to repair these barriers in each group. However, this number does not reflect total cost to repair all barriers. There are a number of barriers that fall under the term “Capital Investment.” Capital Investment is used in place of an estimated cost when a barrier is too complex to estimate remediation cost due to the size and scope of the barrier noted. Material cost is included in the estimate, but labor is not. Typically labor is expected to be 100% of the cost of material, though this percentage varies dramatically per project.

## Cost by Group Budget High

|                                       |           |
|---------------------------------------|-----------|
| Accessible Routes                     | \$143,310 |
| Knee Clearance                        | \$11,200  |
| Parking                               | \$75,540  |
| Toilets, Bathing Rooms,<br>And Saunas | \$36,700  |
| Doors and Gates                       | \$47,315  |
| Hazards & Protruding<br>Objects       | \$600     |
| Signs and Alarms                      | \$540     |
| Play Areas                            | \$437,200 |
| Counters/Surfaces/Fountains           | \$8,500   |
| Assembly Areas                        | \$11,700  |





# Overviews

## Park Assessment Results



WAKE  
FOREST



PIM | PRECISION  
INFRASTRUCTURE  
MANAGEMENT

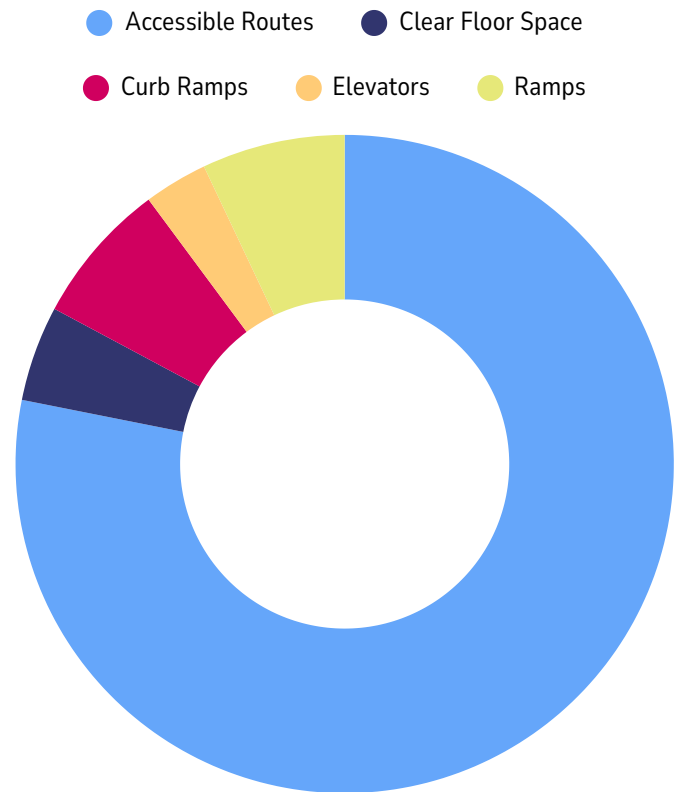


# Park Assessment Results

There were 128 total findings related to Accessible Route barriers.

## Accessible Route Type Breakdown

|                   |     |
|-------------------|-----|
| Accessible Routes | 100 |
| Clear Floor Space | 6   |
| Curb Ramps        | 9   |
| Elevators & Lifts | 4   |
| Ramps             | 9   |



| Type              | Barriers | Low End Cost | High End Cost |
|-------------------|----------|--------------|---------------|
| Accessible Routes | 100      | \$26,625.00  | \$88,730.00   |
| Clear Floor Space | 6        | \$1,500.00   | \$3,000.00    |
| Curb Ramps        | 9        | \$9,500.00   | \$32,060.00   |
| Elevators & Lifts | 4        | \$10.00      | \$20.00       |
| Ramps             | 9        | \$5,550.00   | \$19,500.00   |
| <b>Totals</b>     | 128      | \$43,185.00  | \$143,310.00  |

# Examples of Accessible Route Barriers



**EXTERIOR**

The accessible route has running slopes greater than 5% and has not been constructed as a ramp (i.e. handrails, edge protection, etc.). Cross slopes are greater than 2% across the width of the walk.

When the slope in the direction of travel of any walk exceeds 1 unit vertical in 20 units horizontal (5-percent slope), it must be constructed as a ramp. Surface cross slopes must not exceed 1 unit vertical in 48 units horizontal (2-percent slope).

**Citation:** 2010 ADAS 403.3

**Recommendation:** Re-pour accessible route.

**Location:** Ailey Park



**CURB RAMP**

The curb ramp on the accessible route has cross slopes greater than 2 percent and running slopes greater than 8.33 percent.

Surface cross slopes shall not exceed one unit vertical in 48 units horizontal (2-percent slope). Surface running slopes shall not exceed one unit vertical in 12 units horizontal (8.33-percent slope).

**Citation:** 2010 ADAS 405.2 + 405.3 + 406.1

**Recommendation:** Replace and install compliant curb ramp

**Location:** Holding Park



**SLOPE**

The ramps exceeds the maximum running slope (direction of travel) allowable of 8.33%.

Ramps should have the least possible slope but in no case more than 8.3% (1:12).

**Citation:** 2010 ADAS 405.2

**Recommendation:** Reset ramps to compliant slope. capital investment.

**Location:** Holding Park

# Knee Clearance

There were 5 total findings related to Knee Clearance barriers.

| Type           | Barriers | Low End Cost | High End Cost |
|----------------|----------|--------------|---------------|
| Knee Clearance | 5        | \$3,400.00   | \$11,200.00   |

## Examples



**KNEE CLEARANCE**

**The knee clearance is not compliant.**

The knee clearance shall be 11 inches deep minimum at 9 inches above the finish floor or ground, and 8 inches deep minimum at 27 inches above the finish floor or ground and 30 inches wide minimum.

**Citation: 2010 ADAS 306.3.3**

**Recommendation: Replace with or add ADA picnic table.**

**Location: Plummer Park**



**KNEE CLEARANCE**

**The knee clearance is not compliant.**

The knee clearance shall be 11 inches deep minimum at 9 inches above the finish floor or ground, and 8 inches deep minimum at 27 inches above the finish floor or ground and 30 inches wide minimum.

**Citation: 2010 ADAS 306.3.3**

**Recommendation: Install compliant picnic table and grill.**

**Location: Ailey Park**



# Parking

There were 34 total findings related to Parking barriers.

| Type       | Barriers | Low End Cost | High End Cost |
|------------|----------|--------------|---------------|
| Off Street | 34       | \$16,275.00  | \$75,540.00   |

## Example



**ACCESS AISLE**

**The access aisle contains abrupt edges and surface irregularities over a 1/4 inches.**

Parking spaces and access aisles serving them shall be stable, firm, and slip resistant. Access aisles shall be at the same level as the parking spaces they serve. Changes in level are not permitted and shall not be sloped steeper than 2% in any direction.

**Citation: 2010 ADAS 502.4**

**Recommendation: Re-pave access aisle.**

**Location: Ailey Park**



**ACCESS AISLE**

**The running slope of the access aisle (long dimension) exceeds 2%.**

The running slope in an accessible parking stall and the access aisle must not exceed 2%.

**Citation: 2010 ADAS 502.4**

**Recommendation: Repave accessible spots to compliant slope**

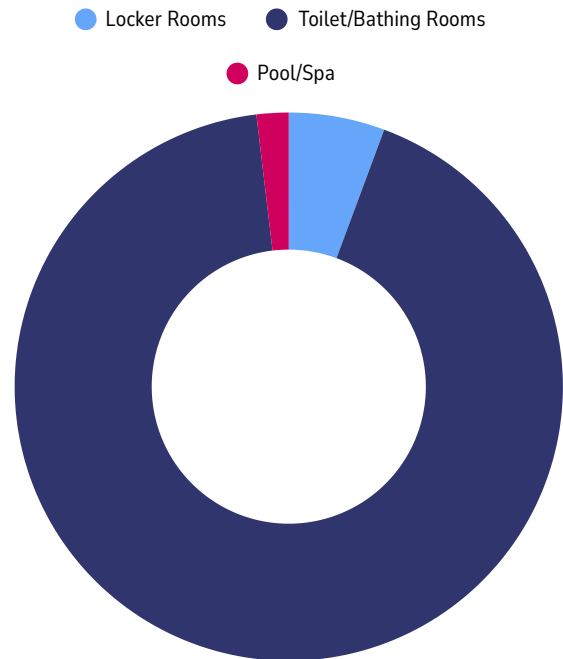
**Location: Holding Park**

# Toilet, Locker Rooms, and Pools/Spas

There were 106 total findings related to toilets, Locker rooms, and Pool/Spa barriers.

## Toilet/Locker Rooms/ Pools Breakdown

|                      |    |
|----------------------|----|
| Locker Rooms         | 6  |
| Toilet/Bathing Rooms | 98 |
| Pool/Spa             | 2  |



| Type          | Barriers   | Low End Cost      | High End Cost      |
|---------------|------------|-------------------|--------------------|
| Locker Rooms  | 6          | \$1,265.00        | \$9,000.00         |
| Bathing Rooms | 98         | \$3,200.00        | \$27,700.00        |
| Pool / Spa    | 2          | -                 | -                  |
| <b>Totals</b> | <b>106</b> | <b>\$4,465.00</b> | <b>\$36,700.00</b> |

## Examples



**The lavatory is located in a toilet compartment.**

Accessible lavatories shall not be located in toilet compartments.

**Citation: ADAS 2010 213.3.4**

**Recommendation: Move lavatory to compliant location.**

**Capital investment.**

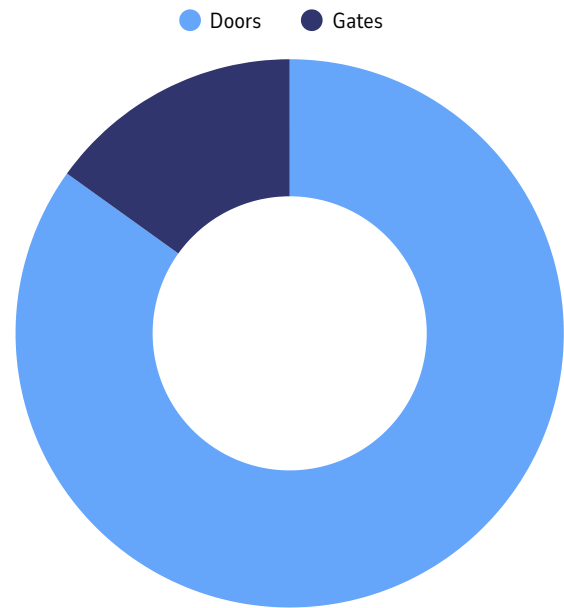
**Location: Ailey Park**

# Doors and Gates

There were 53 total findings related to Door and Gate barriers.

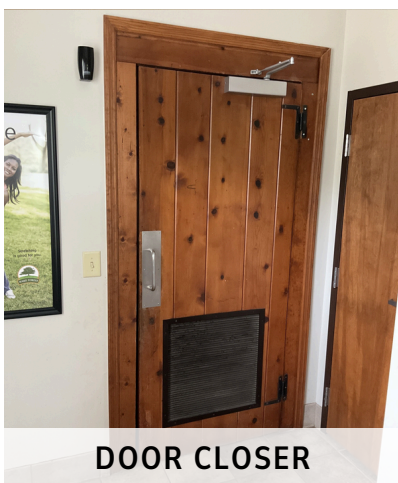
## Doors and Gates Breakdown

|       |    |
|-------|----|
| Doors | 45 |
| Gates | 8  |



| Type          | Barriers  | Low End Cost      | High End Cost      |
|---------------|-----------|-------------------|--------------------|
| Doors         | 45        | \$975.00          | \$43,965.00        |
| Gates         | 8         | \$750.00          | \$3,350.00         |
| <b>Totals</b> | <b>53</b> | <b>\$1,725.00</b> | <b>\$47,315.00</b> |

## Examples



**The door exceeds the maximum allowable opening force.**

Interior doors shall have a maximum opening force of 5 pounds.

These forces do not apply to the force required to retract latch bolts or disengage other devices that hold the door or gate in a closed position.

**Citation:** ADAS 2010 404.2.9

**Recommendation:** Adjust or replace door closer.

**Location:** Holding Park

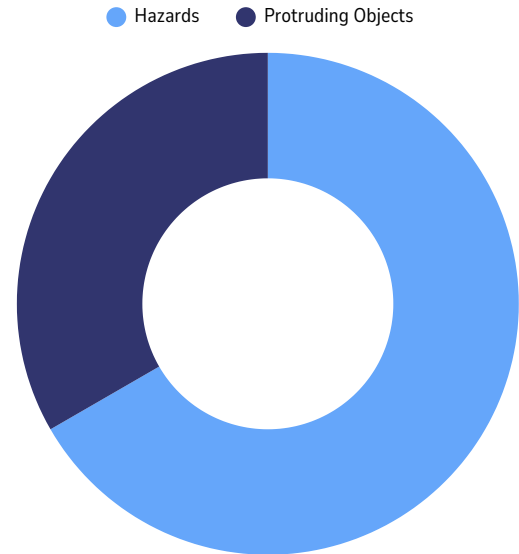


# Hazards & Protruding Objects

There were 3 total findings related to Hazard and Protruding Object barriers.

## Hazards & Protruding Objects Breakdown

|                    |   |
|--------------------|---|
| Hazards            | 2 |
| Protruding Objects | 1 |



| Type               | Barriers | Low End Cost    | High End Cost   |
|--------------------|----------|-----------------|-----------------|
| Hazards            | 2        | \$400.00        | \$600.00        |
| Protruding Objects | 1        | -               | -               |
| <b>Totals</b>      | <b>3</b> | <b>\$400.00</b> | <b>\$600.00</b> |

## Examples



**PROJECTION**

**The drinking fountain projects into the clearance in the circulation path.**

Wall-mounted objects that have leading edges between 27 inches and 80 inches from the floor must not project more than 4 inches into the circulation path. Protruding objects that extend to the floor or within 27 inches of the floor are cane detectable and are therefore not hazardous. Where it is necessary or desirable to have objects protrude from the wall, a manner of cane detection must be provided.

**Citation:** ADAS 2010 307.2

**Recommendation:** install detectable warning bars or partitions.

**Location:** Taylor Street Park

# Kitchens, Kitchenettes, & Wet Bars

There were 2 Total Findings related to Kitchen, Kitchenette, and Wet Bar barriers.

| Type          | Barriers | Low End Cost | High End Cost |
|---------------|----------|--------------|---------------|
| Kitchens, Etc | 2        | -            | -             |

## Examples



**SINK**

**The top of the sink is above the allowable height requirement.**

Sinks shall be installed with the front of the higher of the rim or counter surface 34 inches maximum above the finish floor or ground.

**Citation: ADAS 2010 606.3**

**Recommendation: Re-build counter space to compliant height. Capital investment.**

**Location: Holding Park**



**SINK**

**The top of the sink is above the allowable height requirement.**

Sinks shall be installed with the front of the higher of the rim or counter surface 34 inches maximum above the finish floor or ground.

**Citation: ADAS 2010 606.3**

**Recommendation: Provide compliant height sink. Capital investment.**

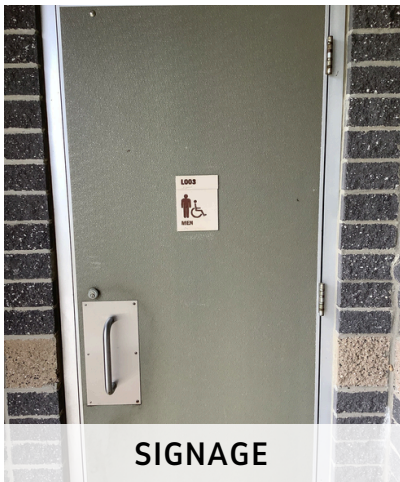
**Location: Flaherty Park and Community Center**

# Signs

There were 17 total findings related to Sign/Fire Alarm/Operable Part barriers.

| Type  | Barriers | Low End Cost | High End Cost |
|-------|----------|--------------|---------------|
| Signs | 17       | \$75.00      | \$540.00      |

## Examples



**The wall sign is incorrectly located.**

Where permanent identification signs are provided for rooms and spaces, signs shall be installed on the wall adjacent to the latch side of the door. Where there is no wall space on the latch side, including at double leaf doors, signs shall be placed on the nearest adjacent wall, preferably on the right.

**Citation: ADAS 2010 703.4.1**

**Recommendation: Move sign to compliant location.**

**Location: Heritage School Park**



**The wall sign is incorrectly located.**

Where permanent identification signs are provided for rooms and spaces, signs shall be installed on the wall adjacent to the latch side of the door. Where there is no wall space on the latch side, including at double leaf doors, signs shall be placed on the nearest adjacent wall, preferably on the right.

**Citation: ADAS 2010 703.4.1**

**Recommendation: Move sign to compliant location.**

**Location: Ailey Park**



# Play Areas

There were 20 total findings related to Play Area barriers.

| Type       | Barriers | Low End Cost | High End Cost |
|------------|----------|--------------|---------------|
| Play Areas | 20       | \$6,880.00   | \$437,200.00  |

## Examples



**GROUND LEVEL**

**There are not enough accessible ground level play components based on the number of elevated play components.**

There should be a minimum of two different types of accessible ground level play components.

**Citation: ADAS 2010 240.2.1.2**

**Recommendation: Install 2 ground level components.**

**Location: Ailey Park**



**TRANSFER PLATFORM**

**The transfer platform is not within the compliant range above the ground.**

The height of transfer platforms shall be 11 inches minimum and 18 inches maximum measured to the top of the surface from the ground or floor surface.

**Citation: ADAS 2010 1008.3.1.2**

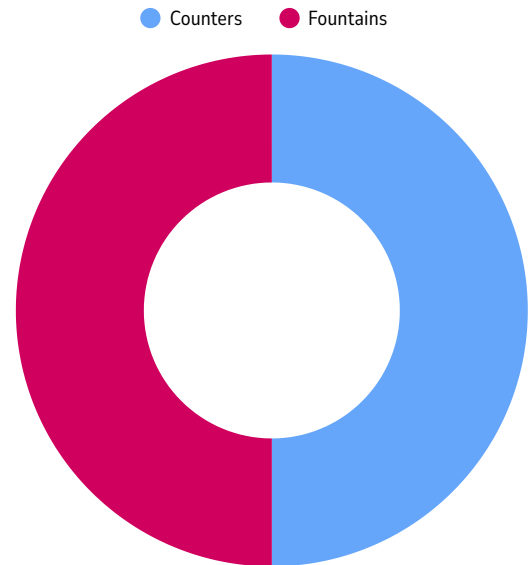
**Recommendation: Maintain woodchips.**

**Location: Plummer Park**

# Counters, Surfaces, and Fountains

There were 4 total findings related to Counter, Surface, and Fountain barriers.

|                                   |   |
|-----------------------------------|---|
| Sales and Service Counters/Tables | 2 |
| Drinking Fountains                | 2 |



| Type          | Barriers | Low End Cost | High End Cost |
|---------------|----------|--------------|---------------|
| Fountains     | 2        | \$2,550.00   | \$8,500.00    |
| Counters      | 2        | -            | -             |
| <b>Totals</b> | 25       | \$2,550.00   | \$8,500.00    |

## Examples



**FOUNTAIN**

**The required types of drinking fountains are not provided.**

Where drinking fountains are provided, a minimum of one must be designed for wheelchair users and one must be designed for standing persons unless a single fountain meets the requirements for both.

**Citation: 2010 ADAS 211.2**

**Recommendation: install standing persons drinking fountain.**

**Location: Holding Park**

# Assembly Areas

There were 7 total findings related to Assembly Area barriers.

| Type           | Barriers | Low End Cost | High End Cost |
|----------------|----------|--------------|---------------|
| Assembly Areas | 7        | \$5,700.00   | \$11,700.00   |

## Examples



**SEATING**

**An accessible wheelchair space is not provided in the team/player seating area.**

At least one wheelchair space shall be provided in team or player seating areas serving areas of sport activity.

**Citation: 2010 ADAS 221.2.1.4**

**Recommendation: reconfigure bench to allow for wheelchair space or purchase new bench**

**Location: Heritage School Park**



**SEATING**

**An accessible wheelchair space is not provided in the team/player seating area.**

At least one wheelchair space shall be provided in team or player seating areas serving areas of sport activity.

**Citation: 2010 ADAS 221.2.1.4**

**Recommendation: Create wheelchair space in both dugouts by reconfiguring bench or replacing with shorter bench.**

**Location: Tyler Run Park**



## PER FACILITY COST

| Evaluation Title               | Address              | Budget Low   | Budget High   |
|--------------------------------|----------------------|--------------|---------------|
| Ailey Park                     | 800 E Juniper Ave    | \$ 3,830.00  | \$ 121,740.00 |
| Alston Massenburg              | 416 N Taylor St      | \$ 1,405.00  | \$ 18,880.00  |
| Flaherty Park Community Center | 1226 N White St      | \$ 8,145.00  | \$ 37,790.00  |
| Heritage School Park           | 1150 Forestville Rd  | \$ 7,700.00  | \$ 31,840.00  |
| Holding Park                   | 133 W Owen Ave       | \$ 12,810.00 | \$ 63,160.00  |
| Joyner Park Community Center   | 701 Harris Rd        | \$ 34,350.00 | \$ 131,645.00 |
| Plummer Park                   | 965 Jones Wynd       | \$ 820.00    | \$ 90,600.00  |
| Smith Creek Soccer Center      | 690 Heritage Lake Rd | \$ 7,245.00  | \$ 106,750.00 |
| Taylor Street Park             | 416 N Taylor St      | \$ 6,200.00  | \$ 95,300.00  |
| Tyler Run Park                 | 830 Pineview Dr      | \$ 2,150.00  | \$ 74,900.00  |

# WAKE FOREST, NC GREEWAYS ASSESSMENT

Community center



WAKE  
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## Introduction

The Town of Wake Forest, NC, contracted with Precision Infrastructure Management (PIM CS LLC) in 2024 to complete an Americans with Disabilities Act (ADA) Self-Assessment of the Town of Wake Forest's public greenway assets. PIM CS LLC completed the Self-Assessment in **May 2026**. This report is a comprehensive review of the assessment and includes an asset management plan to support the Town of Wake Forest's budgeting and work planning processes.

The Study found a total of **285 unique ADA barriers across 16.8 miles of greenways**. A breakdown of the barriers by category is covered in the ADA Barriers Detail section of this report.

## Self-Assessment

### Overview

Under Title II of the ADA (28 CFR Sec. 35.105), public entities are required to perform a Self-Assessment of their facilities on public property and within public rights-of-way in order to identify any obstacles or barriers to accessibility that need to be addressed. The general categories of items evaluated for the Town's ROW include:

- Sidewalk mileage calculation
- Vertical Height Displacement (VHD) locations
- Absence of curb ramps
- Curb ramps assessments
- Demolition and replacement (D&R) areas
- Driveway cross slope issues
- Sidewalk with width < 4 ft.
- Cross slope > 4% for more than 50 ft.
- Sidewalk gaps and footpaths
- Obstructions
- Ponding in the Pedestrian Access Route and street

### Process & Findings

Precision Infrastructure Management employed ADA field assessment technicians to physically traverse each mile of greenways in the Town of Wake Forest. Technicians used 2 ft. smart levels and tape measures to identify ADA barriers within the ROW. All data is stored within ESRI's ArcGIS (geospatial mapping software) program with photographs, GPS coordinates, and other associated metadata. The methodology used to conduct the condition study followed the Public Right of Way Access Guidelines (PROWAG). These guidelines were promulgated into final rules for adoption by the United States Access Board in 2023. While they are not yet enforceable standards, it is current ADA best practice to use PROWAG for assessments as the expectation is that the guidelines will be enforceable in the future. In addition, the guidelines either equal or exceed current enforceable ADA requirements.



**16.8**  
**MILES**  
of Greenways

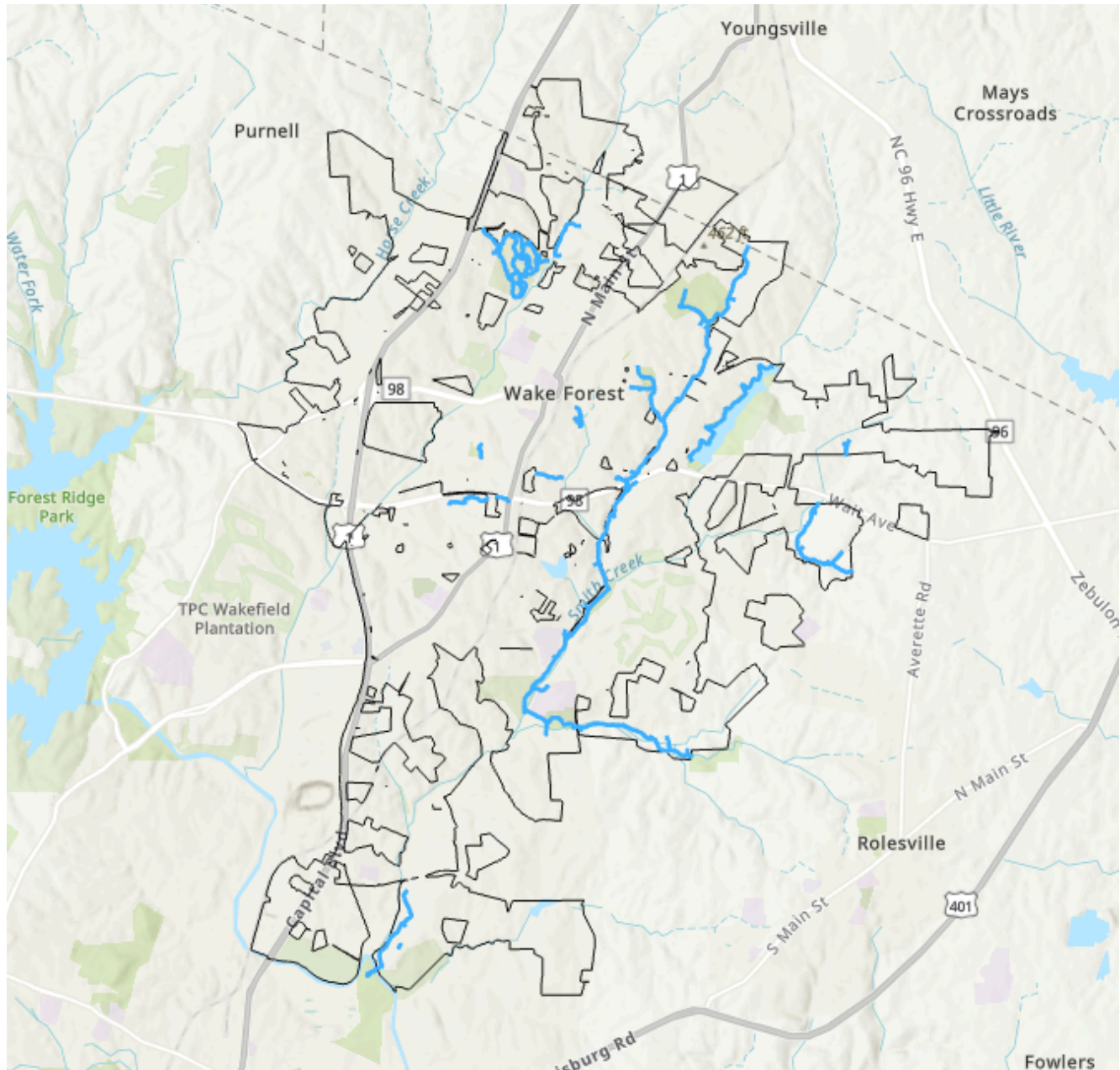


**285**  
**ACCESSIBILITY**  
**BARRIERS**



## Assessment Findings Summary

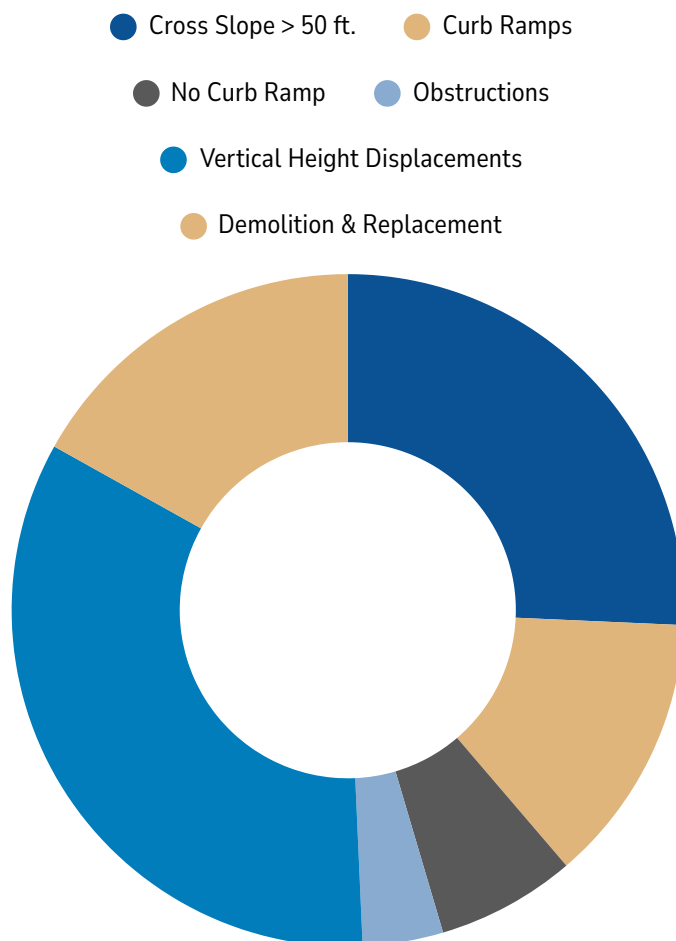
The field assessment of **16.8 miles** of greenways included in the Town of Wake Forest sidewalk network identified a total of **285 ADA barriers** across the assessment categories within the scope of the project. The deficiencies are reviewed in detail in the following sections. The map image below shows sidewalk locations across the Town of Wake Forest.



**Caption:** Map of the Town of Wake Forest, NC. Greenway locations are marked with a blue line.

## Total Findings - ADA Barriers

|                               |    |
|-------------------------------|----|
| Cross Slope > 50 ft.          | 74 |
| Non-Compliant Curb Ramps      | 37 |
| No Curb Ramp                  | 19 |
| Obstructions                  | 11 |
| Vertical Height Displacements | 96 |
| Demolition & Replacement      | 48 |



**Vertical Height Displacements** make up **33.7%** of the total findings.

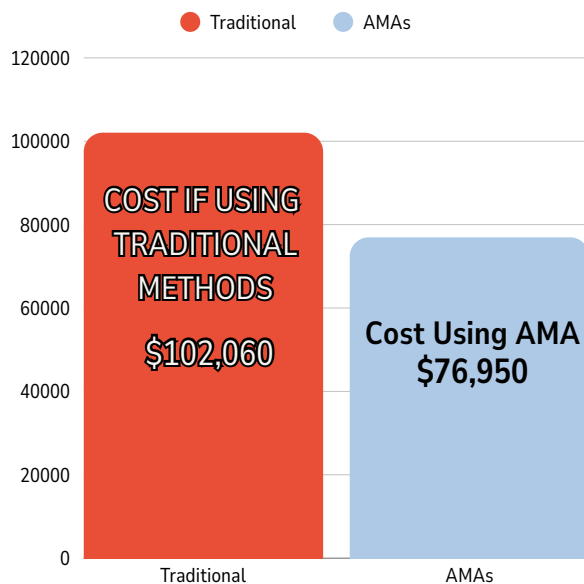
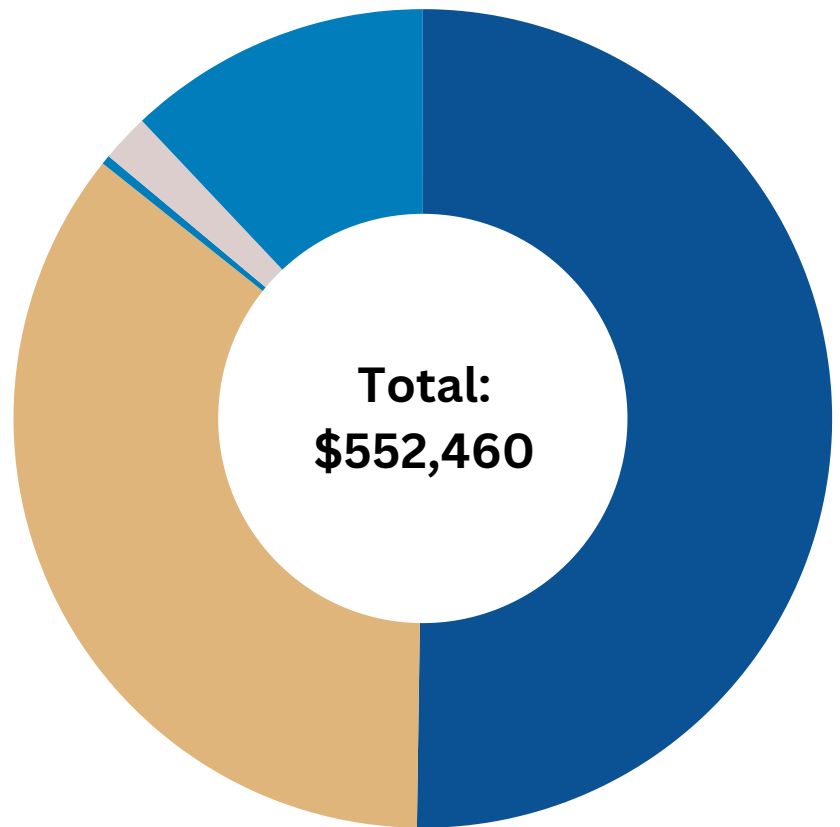
**Curb Ramps** make up **13%** of the total findings.

**Demolition & Replacement** make up **16.8%** of the total findings.

**The combined other deficiencies** make up **36.5%** of the total findings.

## Cost by Barrier Class

|                               |           |
|-------------------------------|-----------|
| Cross Slope                   | \$277,500 |
| Curb Ramps                    | \$196,000 |
| Obstructions                  | \$2,000   |
| Vertical Height Displacements | \$10,460  |
| Demo & Replacements           | \$66,500  |



## Alternative Maintenance Activities vs. Total Cost Replacement

There are multiple methods for remediating certain ADA barriers. While some areas require full demolition and replacement of affected panels, other barriers can be mitigated using Alternative Maintenance Activities (AMA). PIM collected data in such a manner to ensure that alternative maintenance activities could be utilized to remediate certain barriers, such as vertical height displacements or, more rarely, curb ramps. **Utilizing alternative maintenance activities would save the Town of Wake Forest more than \$25,000.**



### Assessment Specification

- Absence of Ramp (where required)
- No Compliant Detectable Warning Device
- Running Slope too Great
- Cross Slope too Great
- Flare Slope too Great
- Counter Slope too Great
- Width Less Than 4 ft.
- No Flush Transition
- No Compliant Landing
- Ponding at Curb Ramp within Pedestrian Access Route (PAR)
- Vertical Height Displacement on Curb Ramp

### Assessment Results

There were 38 curb ramps evaluated during the assessment. There were 19 locations requiring curb ramps that did not have them.

### Priority Repairs

| Attribute                                                 | Qty |
|-----------------------------------------------------------|-----|
| No Curb Ramp Locations                                    | 19  |
| Compliant Curb Ramps According to Utilized Specifications | 1   |
| Total Assessed Curb Ramps                                 | 38  |

### Estimated Repair Costs

Curb Ramp Installation is projected to average \$3,500 per location. A prioritized summary of repair costs is provided in the report appendices.





## Examples of Curb Ramp Barriers



Location: Joyner Park



Location: Sienna Office Park



Location: Corporate Chaplains of America



Location: Joyner Park

## Examples with No Curb Ramp



Location: Miller Park Greenway



Location: N Allen Rd



Location: Joyner Park



Location: Tyler Run Park

# Sidewalk Conditions

## Assessment Specification

Sidewalk Vertical Height Displacement Severity class:

- Small (.25 in. up to .49 in.)
- Medium (.5 in. up to .99 in.)
- Large (1.0 in. up to 2.5 in.)
- Demolish and Replace (>2.5 in. or > 4 cracks, significant spalling, unstable sections, large voids)

## Sidewalk Conditions Results

There were 144 sidewalk conditions (VHD and D&R locations) recorded during the assessment. Statistical sampling was used to augment the “small” hazard class, as this class of barrier is frequently under-surveyed due to the difficulty in consistently recording VHDs just over .25 inches.

## Vertical Height Displacement & Demolition and Replace Totals

|        |    |
|--------|----|
| Small  | 9  |
| Medium | 50 |
| Large  | 37 |
| D & R  | 48 |

## Estimated Repair Costs

VHD repairs are based on an average cost of \$5 per square foot for remediation using an alternative maintenance activity.

D&R cost will be approximately \$15 per square foot of panel replaced.



Location: Moss Creek



# Obstructions

## Assessment Specification

The assessment looked at objects protruding within the ROW, of which a total of 11 were found during the assessment. The 11 obstructions are broken down into 3 fields shown below:

- Vegetative – Significant vegetation blocking the ROW.
- Ground – Physical barriers that obstruct the ROW. Examples include signposts, fire hydrants, and telephone poles.
- Vertical – Physical obstructions less than 80 inches off the ROW that create head clearance issues.

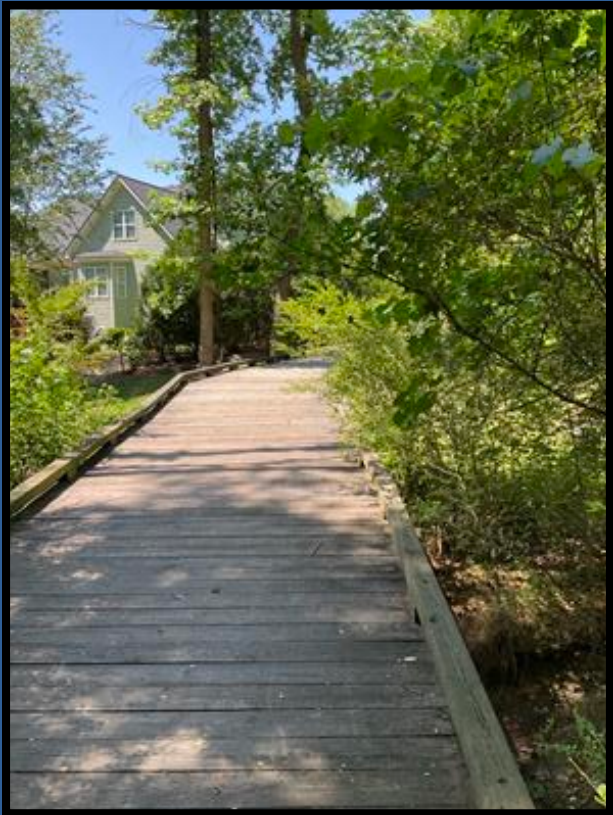
## Assessment Results

|            |    |
|------------|----|
| Vegetative | 10 |
| Ground     | 1  |
| Vertical   | 0  |

## Estimated Repair Costs

Using data from previous projects, PIM estimates the cost of removing vegetative barriers at \$150 per obstruction and \$500 to mitigate ground/vertical obstructions. Costs for these items, especially ground obstructions, can vary widely depending on the nature of the obstruction.

EXAMPLES



Location: Heritage South



Location: Joyner Park

# Cross Slopes > 4% for more than 50 ft.

## Assessment Specification

PIM collected locations on the Town of Wake Forest sidewalk that had a greater than 4% cross slope for more than 50 ft. This collection item is intended to find the highest priority and most pervasive issues creating ADA barriers.

## Assessment Results

There were 74 such locations encountered during the assessment.

## Estimated Repair Costs

The only remedial action for extreme cross slope issues is to demolish and replace the existing sidewalk. PIM estimates the total cost of remediation for these cross slope issues is \$277,500.

EXAMPLES



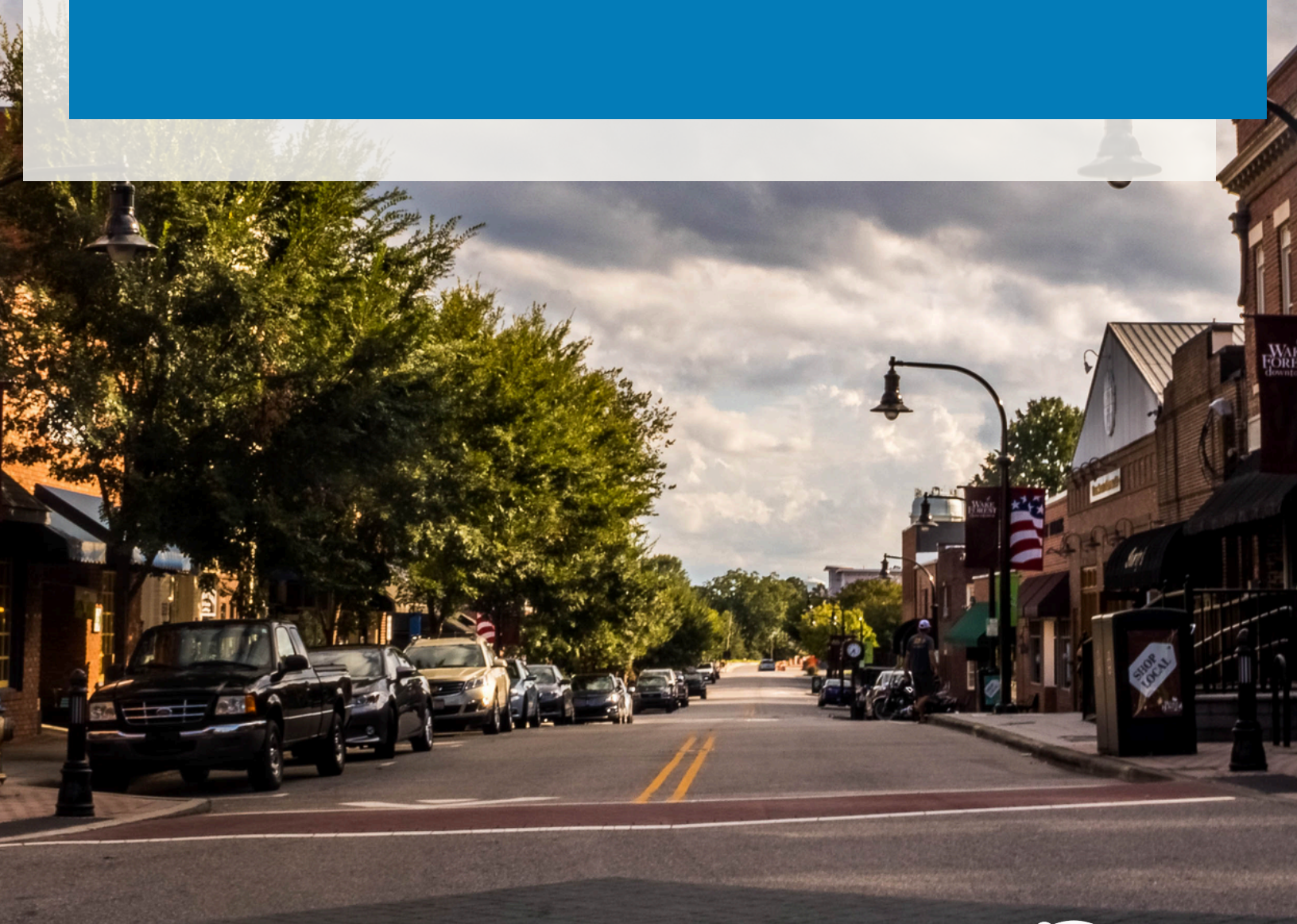
Location: Dunn Creek Greenway



Location: Dunn Creek Greenway



# TOWN OF WAKE FOREST, NC COMMUNITY ENGAGEMENT SURVEY



WAKE  
FOREST



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INFRASTRUCTURE  
MANAGEMENT



## Introduction

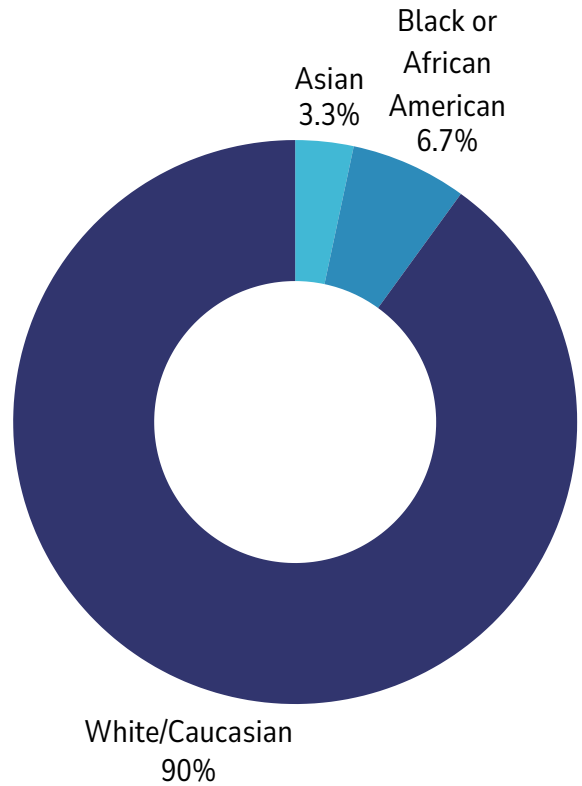
In 2023, the Town of Wake Forest initiated an assessment for its Americans with Disabilities Act Transition Plan to improve accessibility across town facilities, programs, and services. A key part of this effort was the ADA Transition Plan Community Engagement Survey, which aimed to gather feedback from residents on barriers faced by individuals with disabilities. The survey covered public rights-of-way, Town facilities, parks, programs, and digital accessibility to ensure a comprehensive assessment of accessibility needs.

This survey was administered online through SurveyHero, and was distributed through the Town of Wake Forest website. The insights gained from the survey will help identify barriers, guide self-evaluation efforts, and shape a detailed transition plan. This plan will outline specific actions and timelines to address accessibility challenges, reinforcing Wake Forest's commitment to fostering an inclusive and accessible environment for all residents.

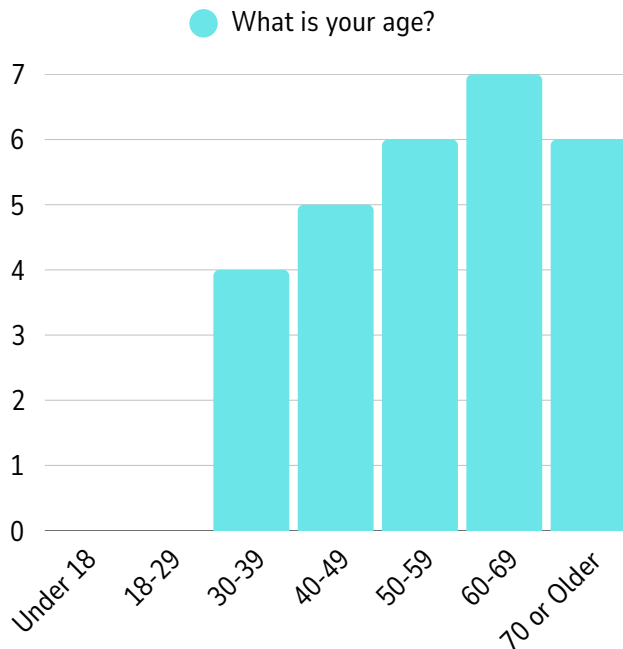


# Demographic Information

The majority of respondents (90%) identify as White/Caucasian, with the next largest group being those who identified as Black or African American (6.7%). Other racial/ethnic groups each make up a small percentage of the total responses, with Asian / Pacific Islander and Hispanic each representing 3.3% of the participants.



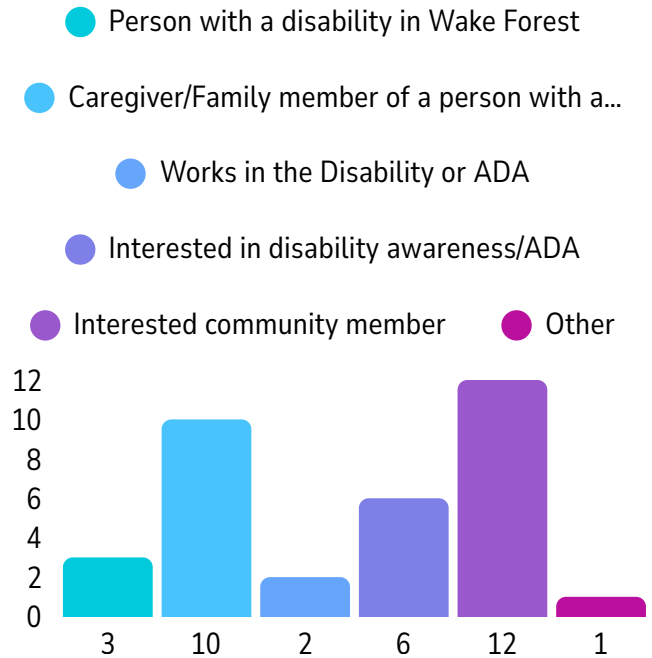
The survey results show that the majority of respondents identified as White/Caucasian (27), with smaller representations from Black or African American (2), and Asian/Pacific Islander (1).



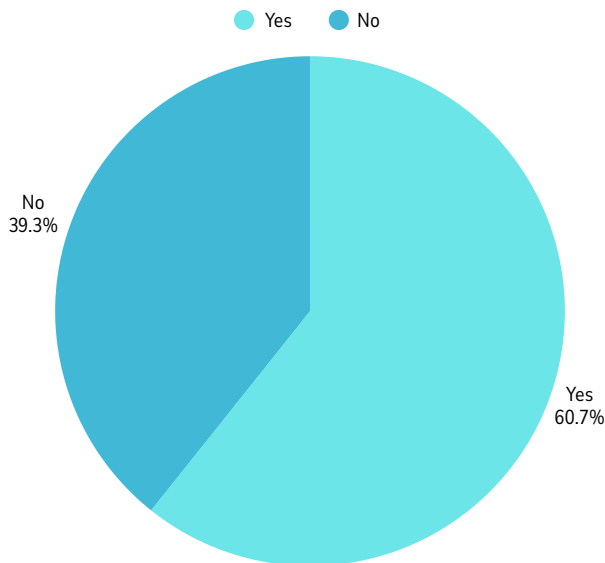
This chart presents the age distribution of 28 respondents, with the majority (25%) falling in the 60–69 age group. The lowest representation comes from those under 18 (0%) and the 18-29 category (0%), indicating an older demographic among participants.

# Interest and Participation

The majority of respondents (42.86%) identified themselves as interested community members, demonstrating strong public engagement with and interest in the Town of Wake Forest's ADA Self-Evaluation and Transition Plan. Additionally, 21.43% of respondents indicated interest in the ADA in general, with responses including individuals who work in the Town of Wake Forest, family members of someone with a disability, Town planners, and Town employees, highlighting a diverse range of stakeholders invested in accessibility and ADA-related initiatives.



## Do you participate in a program or service offered by the Town of Wake Forest?



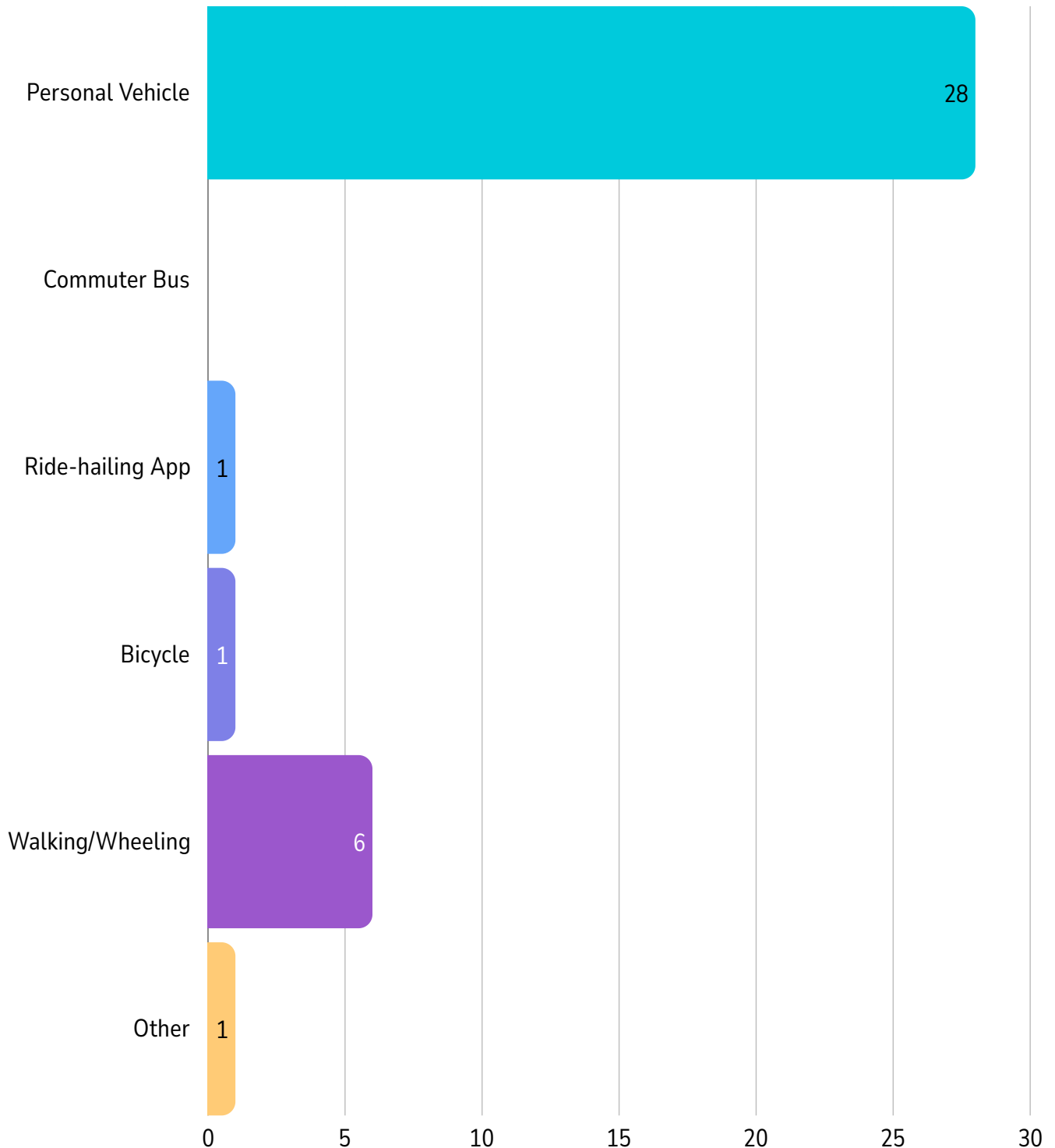
## Reported Programs, Services, and Activities

- **Active Transportation & Public Infrastructure**
  - Focus: Daily mobility, safe streets, and use of transit and sidewalks.
- **Parks, Recreation & Community Amenities**
  - Focus: Enjoyment and use of public open spaces, recreational facilities, and community events.
- **Civic Engagement, Social Services & Community Involvement**
  - Focus: Active participation in civic processes, social services, and broader community initiatives.



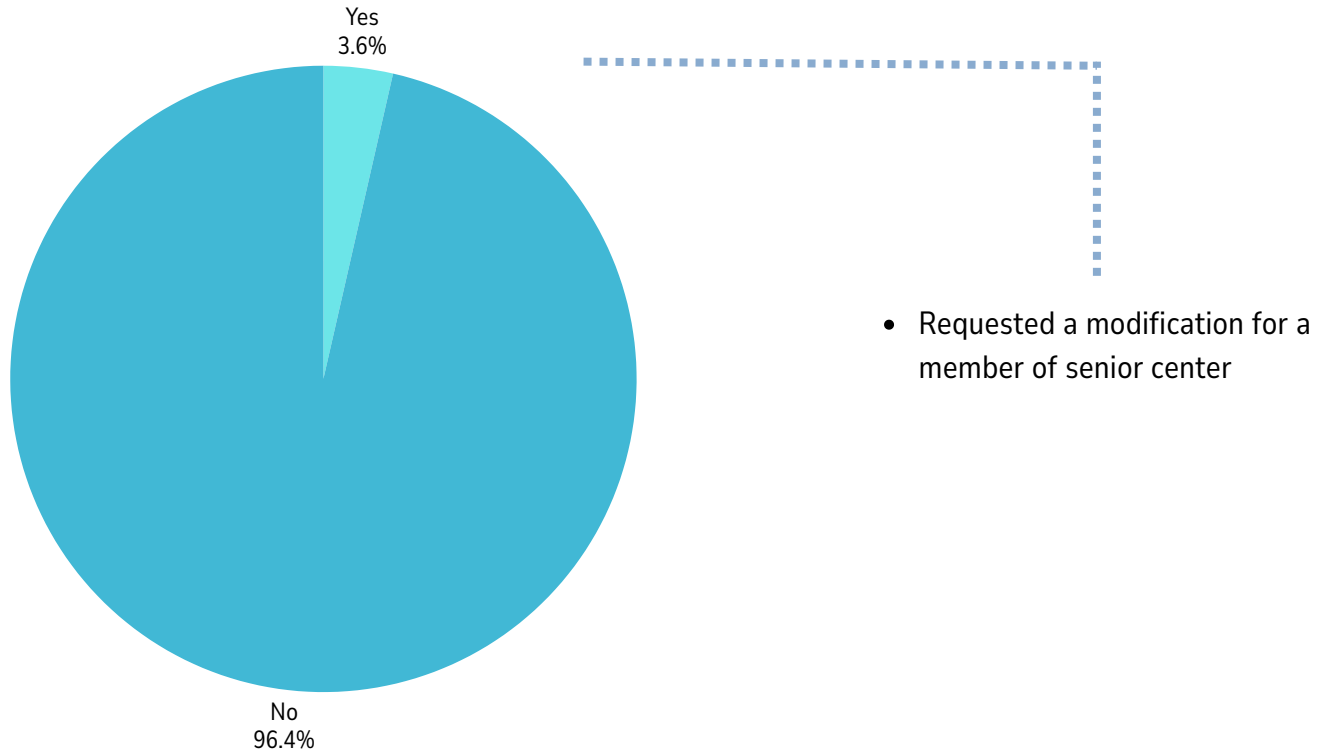
# Transportation

The majority of respondents (100%) rely on personal vehicles as their primary mode of transportation, while 21.43% also engage in walking or wheeling. A smaller portion (3.57%) use bicycles and Ride-hailing Apps.



## Reasonable Modifications

Have you ever requested a reasonable modification for a disability from the Town?



Are there any Town services or buildings that are hard to access or could be made better for accessibility? Please list them and share details.

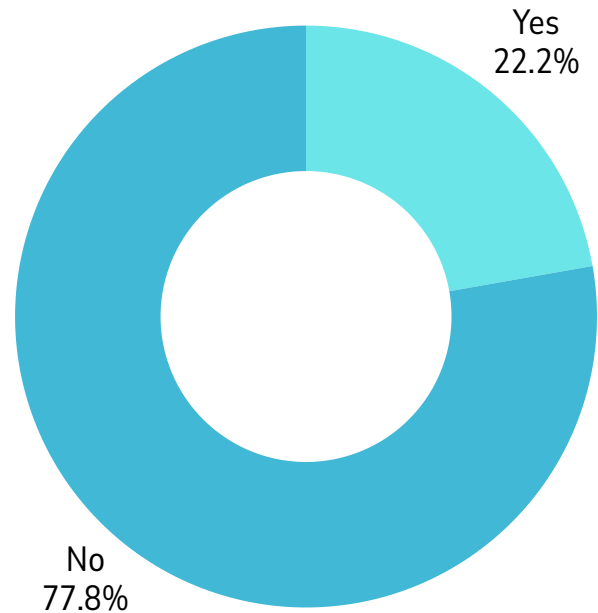
- Programs to support financial burdens of a disability for residents
- Improvements related to parking
- Sidewalks and walkability improvements
- Park and facility improvements

## Wake Forest Staff

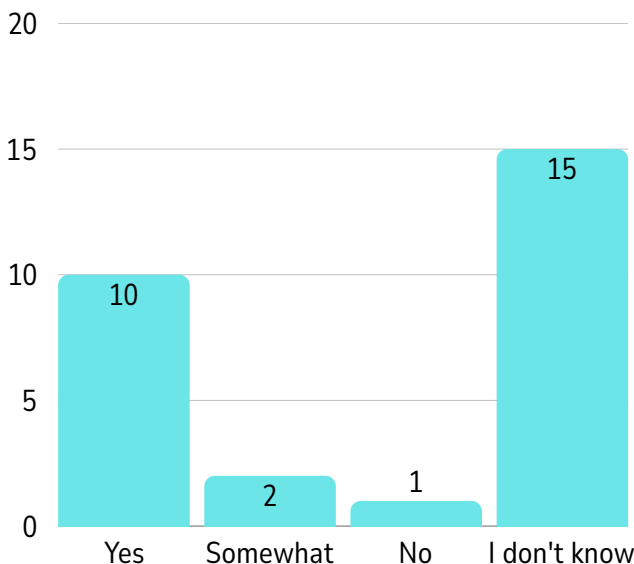
**Do you know which Town staff member to contact if you need help accessing a service or building?**

Common Answers:

- Mickey Rochelle



**Do Town staff usually help when solving problems for people with disabilities? Are they supportive and positive?**



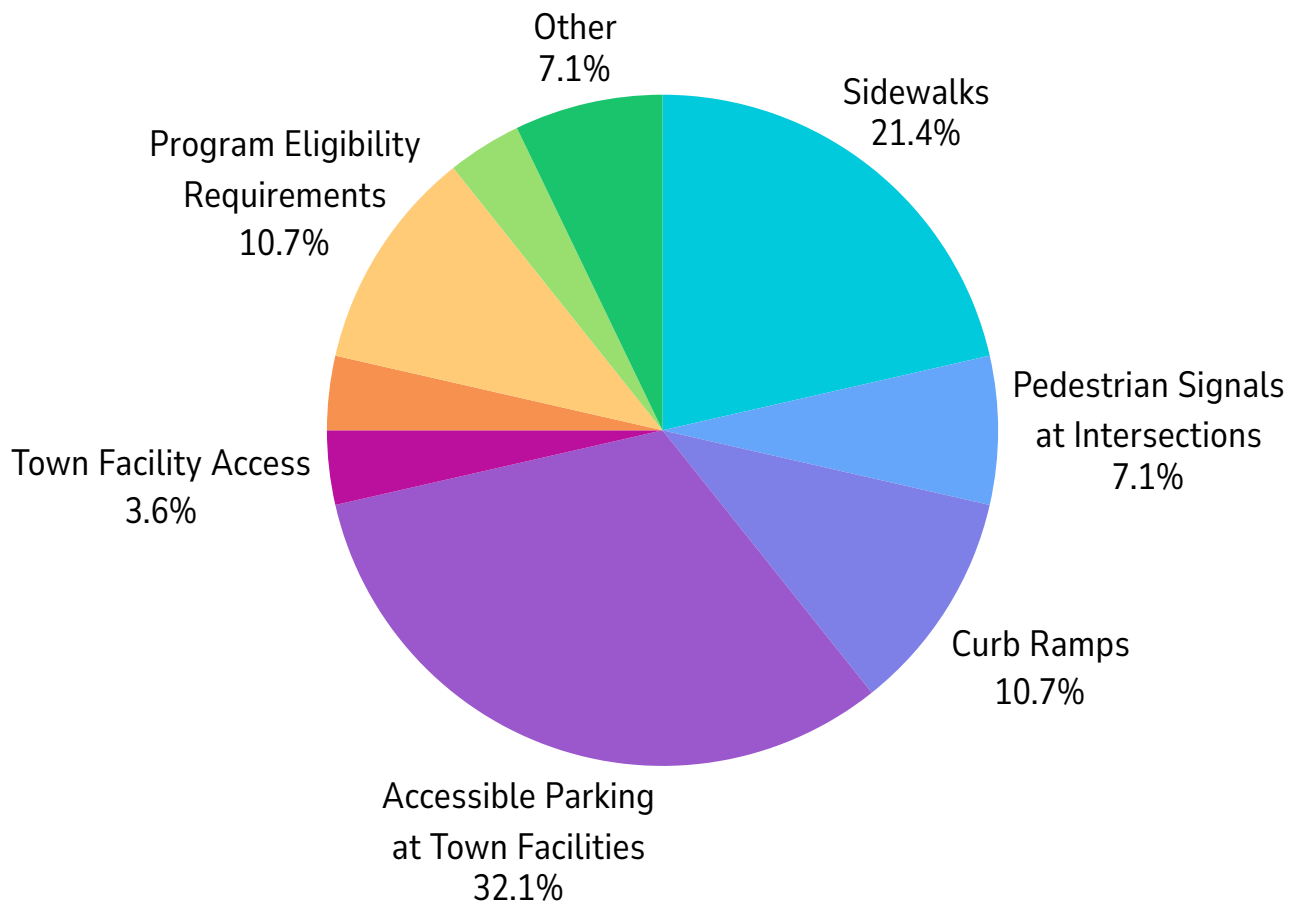
10 (35.71%) stated that town staff are helpful in addressing accessibility issues, while 2 (7.14%) found them somewhat helpful. 1 respondents (3.57%) reported negative experiences, and 15 (53.57%) selected "Do not know"



## Highest Priorities to Improve Accessibility

### What are the top priorities for Wake Forest to improve accessibility?

Sidewalk improvements (21.4%) and Accessible Parking (32.1%) were the top concerns. Respondents also highlighted the need for more curb ramps (10.7%), better Pedestrian Signals at intersections (7.1%), and improved facility access (3.6%).



## General Concerns

**Do you have any more feedback about accessibility in Town parks or facilities? Is there anything else you'd like to share about public facilities?**

- Respondents identified uneven sidewalks, long distances between safe crossings, inaccessible paths (e.g., stairs without ramps), and poor connectivity between facilities.
- Key concerns include lack of handicap parking, unreliable elevators, insufficient accessible restrooms (especially for larger individuals), and limited accommodations for specialized needs (e.g., food warming).
- Some noted limited recreational programming (particularly for teens) and general concerns about cost or resource allocation, though several respondents reported no issues.

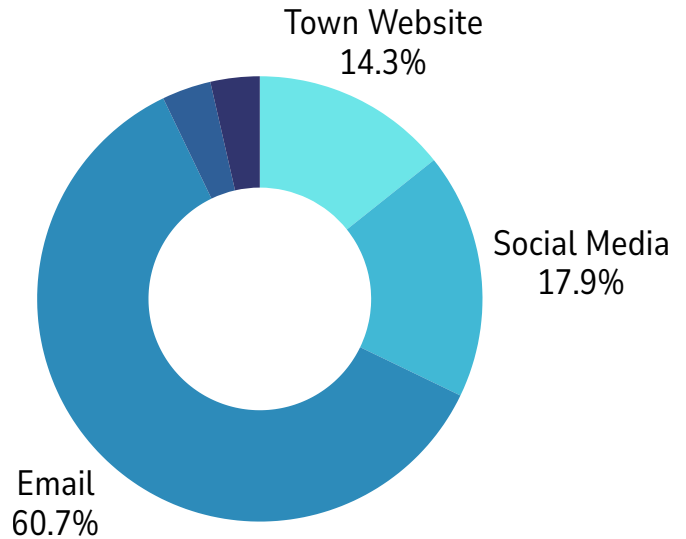
**Please list the general address or area of sidewalk in Wake Forest that you find particularly unusable/dangerous and why.**

- Key areas identified include Heritage Lake Road, Rogers Road, Ligon Mill Road (notably lacking sidewalks), and the E. Chestnut/Brewer/Brick corridor between N. Main and N. White.
- Respondents noted uneven surfaces (e.g., near Town Hall) and curb ramps that are too narrow, reducing usability for wheelchairs and mobility devices.
- Feedback suggests broader dissatisfaction with the overall town layout, including incomplete sidewalk networks and inconsistent pedestrian infrastructure.

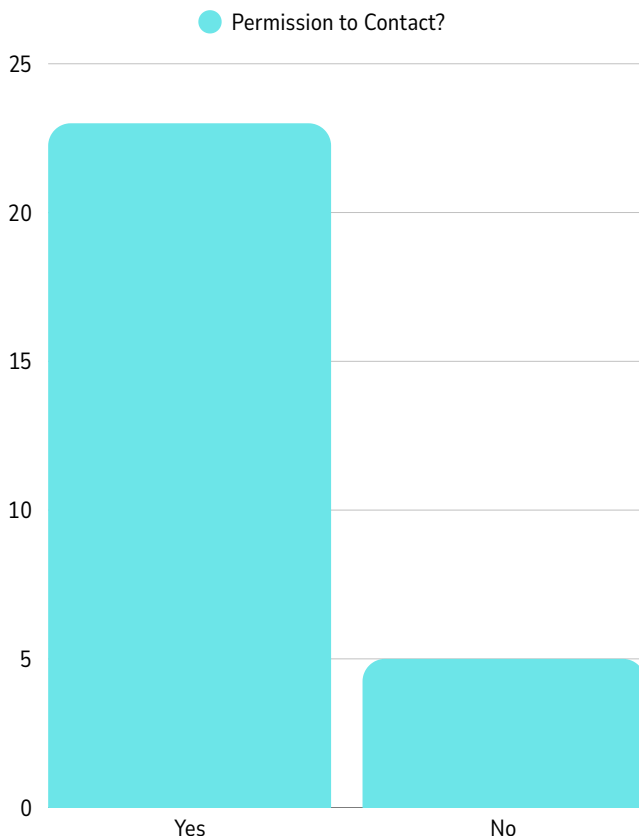
## Respondent Information

### How did you hear about this community engagement survey?

Respondents learned about the survey's availability primarily from email (60.7%), while Town website and social media made up 35.2% of total responses.



### Does the Town or their representatives have your permission to follow up with you for additional information on any of the above responses?



The majority of respondents (82.14%) gave permission for Town officials to contact them about their responses.



# GLOSSARY OF TERMS

## APPENDIX A

Community center



WAKE  
FOREST



PIM

PRECISION  
INFRASTRUCTURE  
MANAGEMENT

# Glossary of Terms

The following list of ADA-related terminology is offered for reference purposes. For complete information about these definitions, refer to Public Law 101-336, Title I, Sections 101 and 201 and 29 Code of Federal Regulations (CFR) part 1630 of the Equal Employment Opportunity Commission (EEOC) Regulations Sections 1630.2 and 1630.3 for detailed definitions.

**ADA Coordinator:** One or more employees of a state or local government entity (Title II) with more than 50 full time employees. The ADA coordinator(s) are required under CFR §35.107 with developing and reviewing the government's facilities, policies, programs, services and activities for citizens and employees with disabilities, establishing specific grievance procedures and other duties related to preventing and responding to issues of discrimination.

**Effective Communication:** Title II requirement (§35.160) ensuring that communication with individuals with disabilities is as effective as with others, including providing auxiliary aids and services such as interpreters, captioning, Braille, large print, and accessible digital formats.

**Grievance Procedure:** A required process for resolving ADA-related complaints locally in a prompt and equitable manner, helping reduce the need for federal enforcement or litigation.

**Program Accessibility:** The principle that programs, services, and activities of a public entity must be accessible to individuals with disabilities when viewed in their entirety, even if every facility is not barrier-free.

**Reasonable Modification:** Changes or adjustments to policies, practices, or procedures necessary to avoid discrimination against individuals with disabilities, unless such modifications would fundamentally alter the service, program, or activity.

**Self-Evaluation:** An internal assessment required under §35.105, in which a public entity reviews programs, services, policies, and practices to identify barriers and plan corrective actions.

**Transition Plan:** A planning document required when structural modifications are needed to achieve program access. It outlines barriers, methods of removal, timelines, and responsible parties.

**Public Entity:** Any state or local government, or department, agency, or instrumentality of a state or local government, covered by Title II of the ADA.

# Glossary of Terms

**Undue Burden:** A significant difficulty or expense, determined on a case-by-case basis, that may excuse a public entity from providing a particular auxiliary aid, service, or modification.

**Web Content Accessibility Guidelines (WCAG):** International standards developed by the World Wide Web Consortium (W3C) that define best practices for digital accessibility. WCAG 2.1 AA is the most widely adopted legal benchmark.

**PDF/UA (PDF/Universal Accessibility):** An ISO standard for accessible PDF documents that ensures proper tagging, logical reading order, and compatibility with assistive technologies.



# REASONABLE MODIFICATION GUIDE APPENDIX B

Community center



WAKE  
FOREST



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INFRASTRUCTURE  
MANAGEMENT

# Reasonable Modification of Policies Reference

The fundamentals of reasonable modification guidance should include:

- When is a modification not reasonable? If the modification is:
  - A fundamental alteration of service.
  - Direct threat to the health or safety of others.
  - Not needed by the requester to use the service.
  - Undue financial / administrative burden.
- Examples of fundamental alteration: A change that is so significant that it alters the nature of the service:
  - Specific vehicle requests.
  - Exclusive rides.
  - PCA functions like carrying packages, staying with unattended passengers.
  - Operating outside service area or hours.
  - Basic concepts:
    - Example 1:
      - The service is shared-ride public transportation to get people from point A to point B.
      - The bus driver is not a personal care attendant.
- Examples of direct threat: A significant risk to the health or safety of others:
  - Clear and present danger to someone else.
    - Basic concepts:
      - Example1: Exposing vehicles to hazards (reversing down a narrow alley, striking overhead objects, etc.)
      - Example 2: Allowing a service animal that has been deemed a threat to safety to linger in areas of public accommodation in which the public's safety may be in question.
- Examples of not needed: Without the requested modification, the individual with a disability is able to fully use the entity's services, programs, or activities for their intended purpose.
- Basic concepts:
  - Example 1: Request for a specific driver.
  - Example 2: Request for a new computer to access the Tax Collector's online filing system.

# Reasonable Modification of Policies Reference

- Examples of undue burden:
- Depends on facts and circumstances of each individual case.
- Burden of proof on agency.
- Accommodation requested may be unreasonable based on more than one principle.
  - Basic concepts:
    - Example 1: Asking to not ride with a particular passenger.
    - Example 2: Fix all Transition Plan barriers by COB, Friday.



# SIDEWALK ASSET MANAGEMENT PLAN APPENDIX C

Community center



WAKE  
FOREST



PIM

PRECISION  
INFRASTRUCTURE  
MANAGEMENT

# FIRST YEAR COSTS

TOWN OF WAKE FOREST, NC ADA SELF ASSESSMENT

## CURB RAMPS

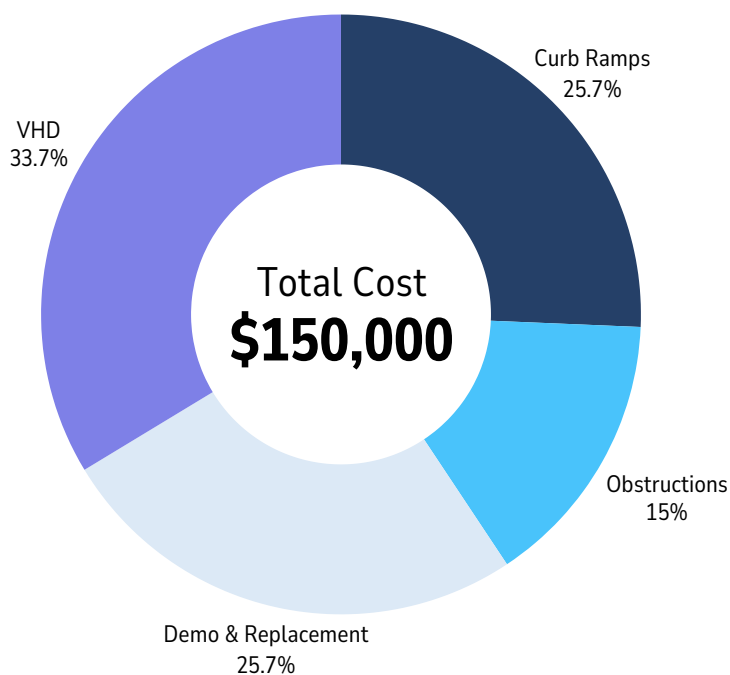
|                | Cost (\$) | Locations |
|----------------|-----------|-----------|
| P1 - Curb Ramp | 38,500    | 11        |
| P2 - Curb Ramp |           |           |
| P3 - Curb Ramp |           |           |
| P4 - Curb Ramp |           |           |

## OBSTRUCTIONS

|                         |        |    |
|-------------------------|--------|----|
| Vertical Obstructions   |        |    |
| Ground Obstructions     |        |    |
| Vegetative Obstructions | 22,500 | 90 |

## DEMO & REPLACEMENT

|                                     |        |     |
|-------------------------------------|--------|-----|
| Sidewalk D&R Panels                 | 38,500 | 102 |
| Vertical Height Displacement Panels | 50,500 | 404 |
| Sidewalks < 4 ft                    |        |     |
| Sidewalk Gaps                       |        |     |
| Cross Slope > 100 Ft                |        |     |
| Driveway Cross Slope                |        |     |
| Crosswalks                          |        |     |



## First Year Management Plan

**Total Cost estimated for the first year over four categories is \$150,000.**

**23% of P1 Curb Ramp Repair** is completed during 1st year. The total cost for Curb Ramp repair is \$38,500 for 11 locations.

**34% of Vegetative Obstructions** are completed during 1st year. The total cost is \$22,500 for 90 locations.

**1% of Demo & Replacement** is completed during 1st year. The total cost is \$38,500 for 102 locations.

**3% of VHD Repair** is completed during 1st year. The total cost is \$50,500 for 404 locations

**1%**  
**OF ENTIRE PLAN** 1% of the entire management costs are scheduled for the first year.

# SECOND YEAR COSTS

TOWN OF WAKE FOREST, NC ADA SELF ASSESSMENT

## CURB RAMPS

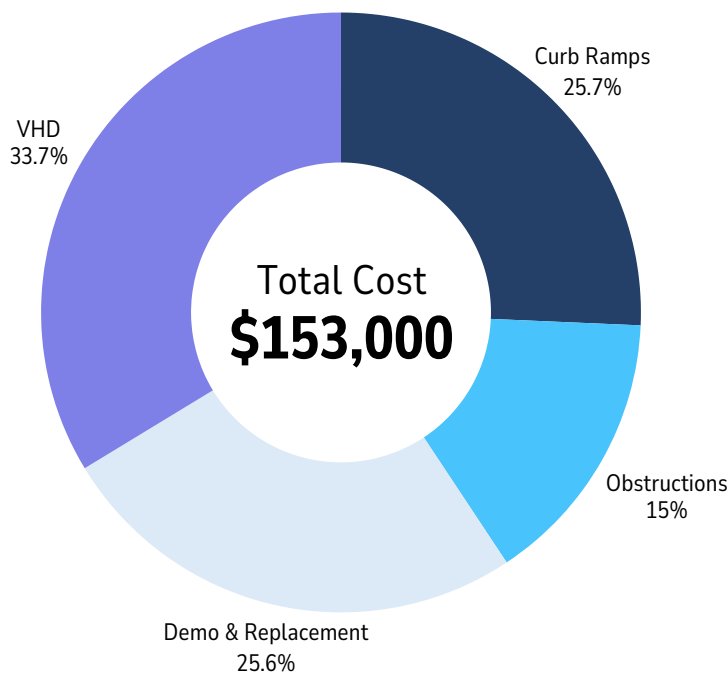
|                | Cost (\$) | Locations |
|----------------|-----------|-----------|
| P1 - Curb Ramp | 39,300    | 11        |
| P2 - Curb Ramp |           |           |
| P3 - Curb Ramp |           |           |
| P4 - Curb Ramp |           |           |

## OBSTRUCTIONS

|                         |        |    |
|-------------------------|--------|----|
| Vertical Obstructions   |        |    |
| Ground Obstructions     |        |    |
| Vegetative Obstructions | 22,950 | 90 |

## DEMO & REPLACEMENT

|                                     |        |     |
|-------------------------------------|--------|-----|
| Sidewalk D&R Panels                 | 39,250 | 102 |
| Vertical Height Displacement Panels | 51,500 | 404 |
| Sidewalks < 4 ft                    |        |     |
| Sidewalk Gaps                       |        |     |
| Cross Slope > 100 Ft                |        |     |
| Driveway Cross Slope                |        |     |
| Crosswalks                          |        |     |



## Second Year Management Plan

**Total Cost estimated for the second year over four categories is \$153,000.**

**23% of P1 Curb Ramp Repair** is completed during 2nd year. The total cost for Curb Ramp repair is \$39,300 for 11 locations.

**34% of Vegetative Obstructions** are completed during 2nd year. The total cost is \$22,950 for 90 locations.

**1% of Demo & Replacement** is completed during 2nd year. The total cost is \$39,250 for 102 locations.

**3% of VHD Repair** is completed during 2nd year. The total cost is \$51,550 for 404 locations.

**1%**  
**OF ENTIRE PLAN**

1% of the entire management costs are scheduled for the second year.



# THIRD YEAR COSTS

TOWN OF WAKE FOREST, NC ADA SELF ASSESSMENT

## CURB RAMPS

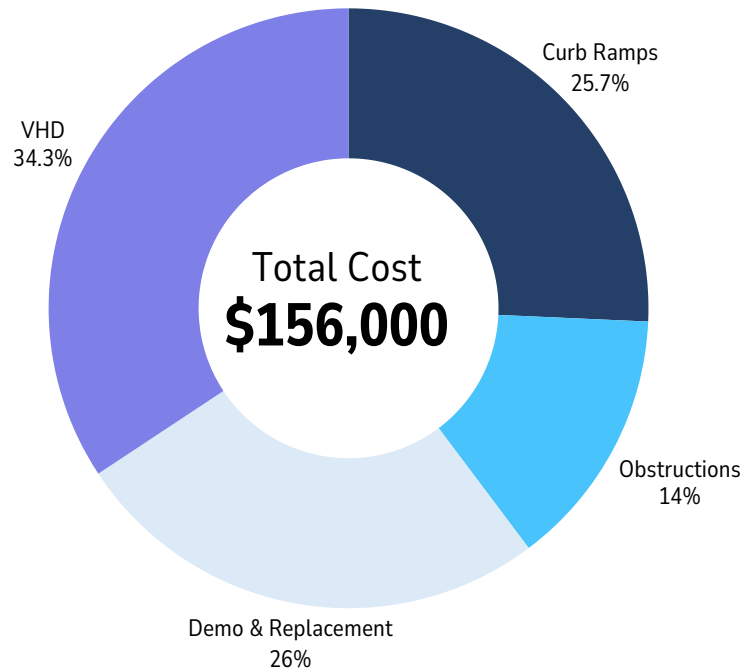
|                | Cost (\$) | Locations |
|----------------|-----------|-----------|
| P1 - Curb Ramp | 40,100    | 11        |
| P2 - Curb Ramp |           |           |
| P3 - Curb Ramp |           |           |
| P4 - Curb Ramp |           |           |

## OBSTRUCTIONS

|                         |        |    |
|-------------------------|--------|----|
| Vertical Obstructions   |        |    |
| Ground Obstructions     |        |    |
| Vegetative Obstructions | 21,900 | 84 |

## DEMO & REPLACEMENT

|                                     |        |     |
|-------------------------------------|--------|-----|
| Sidewalk D&R Panels                 | 40,170 | 103 |
| Vertical Height Displacement Panels | 53,830 | 414 |
| Sidewalks < 4 ft                    |        |     |
| Sidewalk Gaps                       |        |     |
| Cross Slope > 100 Ft                |        |     |
| Driveway Cross Slope                |        |     |
| Crosswalks                          |        |     |



## Third Year Management Plan

**Total Cost estimated for the third year over four categories is \$156,000.**

**23% of P1 Curb Ramp Repair** is completed during 3rd year. The total cost for Curb Ramp repair is \$40,100 for 11 locations.

**32% of Vegetative Obstructions** are completed during 3rd year. The total cost is \$21,900 for 84 locations.

**1% of Demo & Replacement** is completed during 3rd year. The total cost is \$40,170 for 103 locations.

**3% of VHD Repair** is completed during 3rd year. The total cost is \$53,830 for 414 locations.

**1% OF ENTIRE PLAN** 1% of the entire management costs are scheduled for the third year.

# FOURTH YEAR COSTS

TOWN OF WAKE FOREST, NC ADA SELF ASSESSMENT

## CURB RAMPS

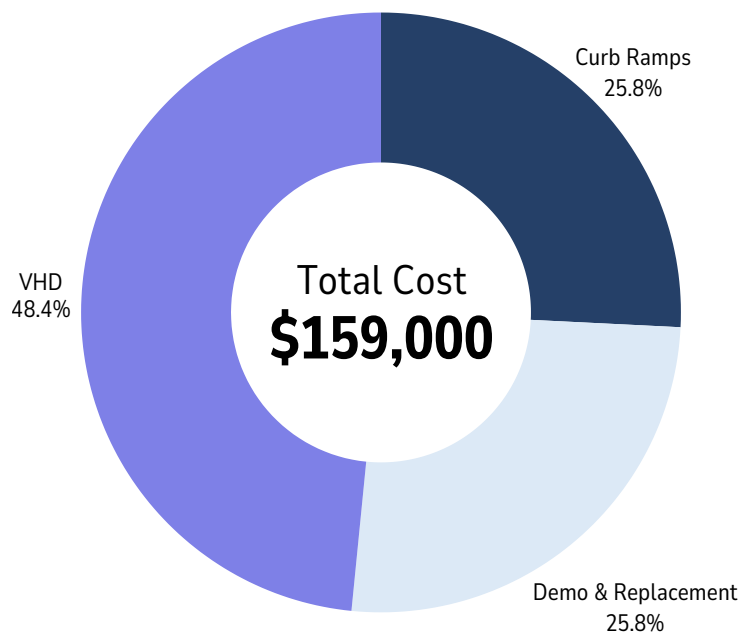
|                | Cost (\$) | Locations |
|----------------|-----------|-----------|
| P1 - Curb Ramp | 41,000    | 11        |
| P2 - Curb Ramp |           |           |
| P3 - Curb Ramp |           |           |
| P4 - Curb Ramp |           |           |

## OBSTRUCTIONS

|                         |  |  |
|-------------------------|--|--|
| Vertical Obstructions   |  |  |
| Ground Obstructions     |  |  |
| Vegetative Obstructions |  |  |

## DEMO & REPLACEMENT

|                                     |        |     |
|-------------------------------------|--------|-----|
| Sidewalk D&R Panels                 | 41,000 | 103 |
| Vertical Height Displacement Panels | 77,000 | 580 |
| Sidewalks < 4 ft                    |        |     |
| Sidewalk Gaps                       |        |     |
| Cross Slope > 100 Ft                |        |     |
| Driveway Cross Slope                |        |     |
| Crosswalks                          |        |     |



## Fourth Year Management Plan

**Total Cost estimated for the fourth year over three categories is \$159,000.**

**23% of P1 Curb Ramp Repair** is completed during 4th year. The total cost for Curb Ramp repair is \$41,000 for 11 locations..

**1% of Demo & Replacement** is completed during 4th year. The total cost is \$41,000 for 103 locations.

**4% of VHD Repair** is completed during 4th year. The total cost is \$77,000 for 580 locations.

**1% OF ENTIRE PLAN** 1% of the entire management costs are scheduled for the fourth year.

# FIFTH YEAR COSTS

TOWN OF WAKE FOREST, NC ADA SELF ASSESSMENT

## CURB RAMPS

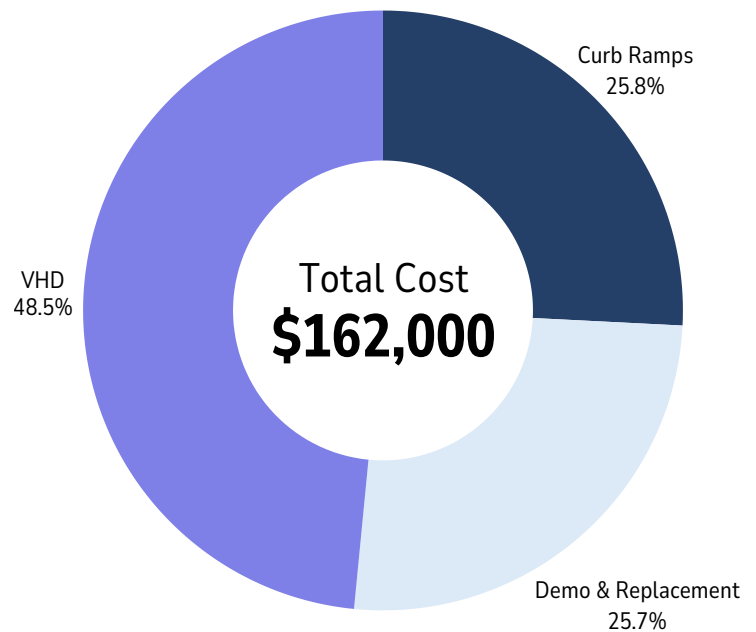
|                | Cost (\$) | Locations |
|----------------|-----------|-----------|
| P1 - Curb Ramp | 11,400    | 3         |
| P2 - Curb Ramp | 30,400    | 8         |
| P3 - Curb Ramp |           |           |
| P4 - Curb Ramp |           |           |

## OBSTRUCTIONS

|                         |  |  |
|-------------------------|--|--|
| Vertical Obstructions   |  |  |
| Ground Obstructions     |  |  |
| Vegetative Obstructions |  |  |

## DEMO & REPLACEMENT

|                                     |        |     |
|-------------------------------------|--------|-----|
| Sidewalk D&R Panels                 | 41,700 | 102 |
| Vertical Height Displacement Panels | 78,500 | 580 |
| Sidewalks < 4 ft                    |        |     |
| Sidewalk Gaps                       |        |     |
| Cross Slope > 100 Ft                |        |     |
| Driveway Cross Slope                |        |     |
| Crosswalks                          |        |     |



## Fifth Year Management Plan

**Total Cost estimated for the fifth year over four categories is \$162,000.**

**23% of P1 Curb Ramp Repair** is completed during 5th year. The total cost for Curb Ramp repair is \$11,400 for 3 locations.

**1% of P2 Curb Ramp Repair** is completed during 5th year. The total cost for Curb Ramp repair is \$30,400 for 8 locations.

**1% of Demo & Replacement** is completed during 5th year. The total cost is \$41,700 for 102 locations.

**4% of VHD Repair** is completed during 5th year. The total cost is \$78,500 for 580 locations.

**1%**  
**OF ENTIRE PLAN** 1% of the entire management costs are scheduled for the fifth year.



# LONGTERM COSTS

TOWN OF WAKE FOREST, NC ADA SELF ASSESSMENT

## CURB RAMPS

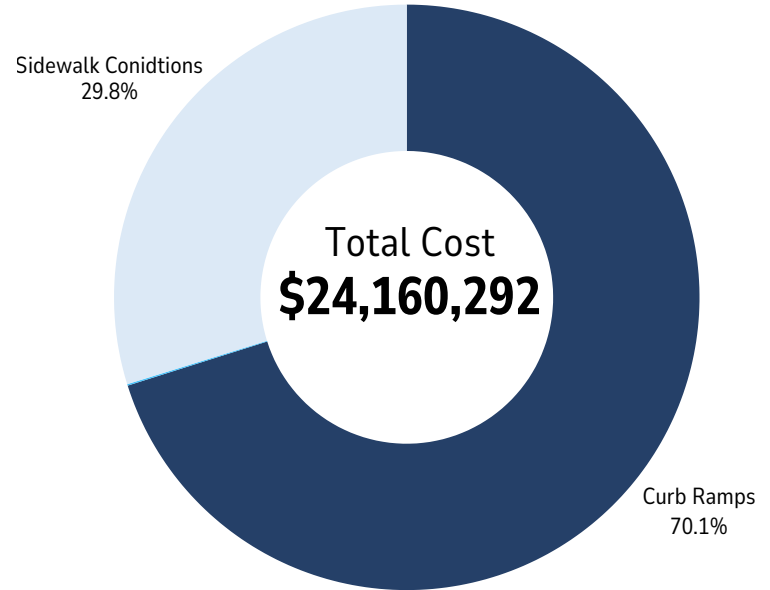
|                | Cost (\$)  | Locations |
|----------------|------------|-----------|
| P1 - Curb Ramp |            |           |
| P2 - Curb Ramp | 13,782,609 | 3638      |
| P3 - Curb Ramp | 954,705    | 252       |
| P4 - Curb Ramp | 2,204,914  | 582       |

## OBSTRUCTIONS

|                         |        |    |
|-------------------------|--------|----|
| Vertical Obstructions   | 3,789  | 7  |
| Ground Obstructions     | 16,262 | 30 |
| Vegetative Obstructions |        |    |

## SIDEWALK CONDITIONS

|                                     |           |       |
|-------------------------------------|-----------|-------|
| Sidewalk D&R Panels                 | 27,196    | 67    |
| Vertical Height Displacement Panels | 1,755,028 | 12971 |
| Sidewalks < 4 ft                    | 20,269    | 50    |
| Sidewalk Gaps                       | 121,774   | 30    |
| Cross Slope > 100 Ft                | 117,714   | 290   |
| Driveway Cross Slope                | 384,399   | 947   |
| Crosswalks                          | 4,771,632 | 2519  |



## Long Term Costs

**Total Cost estimated** for the long term over three categories is **\$24,160,292**.

**87% of total locations remain past the first 5 years of remediation.**

**Due to inflation over the five year management plan, even though \$780,000 was spent on repairs, there is a \$1,081,167 increase of cost remaining, leaving \$24,160,292 worth of barriers still remaining.**

**104%**  
OF ENTIRE PLAN

104% of the entire original management costs remain in the long term.

# FULL STREET RANKINGS APPENDIX D

Community center



WAKE  
FOREST



PIM

PRECISION  
INFRASTRUCTURE  
MANAGEMENT

| Rank | Street Name          | Barriers | Street Mileage | Barrier/Mi (Risk) |
|------|----------------------|----------|----------------|-------------------|
| 1    | Finger Lakes Dr      | 34       | 0.08           | 411.27            |
| 2    | Heritage Club Ave    | 436      | 1.13           | 384.59            |
| 3    | Sweet Annie Way      | 59       | 0.16           | 379.33            |
| 4    | Lawson Creek Way     | 16       | 0.05           | 350.08            |
| 5    | Heritage Commerce Ct | 29       | 0.09           | 341.11            |
| 6    | Prince Noah Loop     | 36       | 0.11           | 331.50            |
| 7    | Oak Knoll Ln         | 12       | 0.04           | 290.54            |
| 8    | S Taylor St          | 74       | 0.26           | 279.71            |
| 9    | Old Magnolia Ln      | 35       | 0.13           | 273.30            |
| 10   | Fairview Club Dr     | 83       | 0.31           | 269.74            |
| 11   | Vodin St             | 21       | 0.08           | 267.44            |
| 12   | E North Ave          | 23       | 0.09           | 262.89            |
| 13   | W Sycamore Ave       | 67       | 0.26           | 262.57            |
| 14   | Glamis Cir           | 13       | 0.05           | 260.42            |
| 15   | E Owen Ave           | 23       | 0.09           | 258.39            |
| 16   | E Roosevelt Ave      | 60       | 0.24           | 245.32            |
| 17   | Mountain Top Rd      | 12       | 0.05           | 243.59            |
| 18   | Royall Cotton Rd     | 50       | 0.21           | 242.76            |
| 19   | Meadow Flowers Ave   | 12       | 0.05           | 241.93            |
| 20   | Bowling Forest Dr    | 31       | 0.13           | 240.44            |
| 21   | Wild Meadow Ln       | 10       | 0.04           | 240.03            |
| 22   | Heritage Farm Rd     | 25       | 0.10           | 238.53            |
| 23   | Sugar Maple Ave      | 53       | 0.22           | 238.46            |
| 24   | Leighton Ridge Dr    | 70       | 0.30           | 231.25            |
| 25   | Rally Point Pl       | 42       | 0.18           | 229.16            |
| 26   | Heritage Center Dr   | 37       | 0.16           | 228.90            |
| 27   | Wake Dr              | 26       | 0.11           | 227.50            |
| 28   | Austin View Blvd     | 143      | 0.63           | 226.90            |
| 29   | E South Ave          | 20       | 0.09           | 225.11            |
| 30   | Sawtooth Ave         | 8        | 0.04           | 224.16            |
| 31   | Carraway Garden Dr   | 35       | 0.16           | 223.05            |
| 32   | Marshall Farm St     | 396      | 1.79           | 220.87            |
| 33   | Trinchero Way        | 16       | 0.07           | 220.84            |
| 34   | Bonny Doon Ln        | 19       | 0.09           | 217.50            |
| 35   | Windsnap Dr          | 7        | 0.03           | 217.33            |
| 36   | Elm Ave              | 162      | 0.75           | 215.30            |
| 37   | Bolus Ct             | 9        | 0.04           | 213.50            |
| 38   | Heritage View Trl    | 171      | 0.82           | 207.99            |
| 39   | Meadow Grove Dr      | 14       | 0.07           | 207.71            |
| 40   | Yellow Poplar Ave    | 55       | 0.26           | 207.57            |
| 41   | Odham Ln             | 14       | 0.07           | 206.78            |
| 42   | Heritage Trade Dr    | 71       | 0.34           | 206.61            |
| 43   | Etteinne Garden Ln   | 35       | 0.17           | 206.46            |
| 44   | Shropshire Ct        | 4        | 0.02           | 206.21            |
| 45   | W South Ave          | 38       | 0.19           | 205.14            |



|    |                     |     |      |        |
|----|---------------------|-----|------|--------|
| 46 | Stony Hummock Ln    | 12  | 0.06 | 205.08 |
| 47 | Stillhaven Ln       | 15  | 0.07 | 205.02 |
| 48 | Pressler St         | 19  | 0.09 | 204.14 |
| 49 | Pleasant Falls Ct   | 5   | 0.02 | 202.72 |
| 50 | Venflor Ct          | 6   | 0.03 | 202.43 |
| 51 | Silver Linden Ln    | 33  | 0.16 | 201.41 |
| 52 | Noir Coast Dr       | 14  | 0.07 | 201.24 |
| 53 | Leeland Ridge Dr    | 19  | 0.10 | 198.50 |
| 54 | Wooten Ct           | 15  | 0.08 | 195.55 |
| 55 | Turnberry Club Dr   | 9   | 0.05 | 194.04 |
| 56 | Heritage Hills Way  | 183 | 0.94 | 193.68 |
| 57 | Loftwood Ln         | 11  | 0.06 | 192.05 |
| 58 | Hysop Ln            | 7   | 0.04 | 191.73 |
| 59 | Triumph Ln          | 35  | 0.18 | 191.49 |
| 60 | Treetop Meadow Ln   | 43  | 0.23 | 190.95 |
| 61 | Grandmark St        | 77  | 0.40 | 190.43 |
| 62 | Sandy Camp St       | 7   | 0.04 | 190.40 |
| 63 | Pilot Cove Way      | 17  | 0.09 | 189.89 |
| 64 | Lee St              | 17  | 0.09 | 188.24 |
| 65 | Rainy Lake St       | 257 | 1.38 | 185.84 |
| 66 | Battleboro Dr       | 10  | 0.05 | 185.65 |
| 67 | Colin Ct            | 7   | 0.04 | 185.01 |
| 68 | Hawks Manor Ln      | 30  | 0.16 | 184.92 |
| 69 | Ivy Stone Ct        | 6   | 0.03 | 183.62 |
| 70 | Brooks St           | 138 | 0.76 | 181.75 |
| 71 | Sunset Falls Dr     | 26  | 0.14 | 180.14 |
| 72 | Gateway Crossing Ln | 32  | 0.18 | 175.46 |
| 73 | Cedar Rock Dr       | 57  | 0.33 | 174.55 |
| 74 | Freeman House Ln    | 18  | 0.10 | 174.28 |
| 75 | Dumas Ct            | 19  | 0.11 | 173.89 |
| 76 | Vann Dowda Pl       | 22  | 0.13 | 173.83 |
| 77 | Pitchback Mill Ct   | 11  | 0.06 | 173.39 |
| 78 | Cats Paw Ct         | 17  | 0.10 | 171.39 |
| 79 | Sunshade Creek Dr   | 13  | 0.08 | 171.31 |
| 80 | Gateway Townes Blvd | 24  | 0.14 | 170.88 |
| 81 | Quatrefoil St       | 23  | 0.13 | 170.44 |
| 82 | Swirling Wind Way   | 7   | 0.04 | 170.16 |
| 83 | Union Point Way     | 24  | 0.14 | 170.15 |
| 84 | Hawkbit Ct          | 17  | 0.10 | 169.92 |
| 85 | Albino Deer Way     | 13  | 0.08 | 166.74 |
| 86 | Tansley St          | 37  | 0.22 | 165.76 |
| 87 | Lotus Ln            | 14  | 0.08 | 165.21 |
| 88 | Cottesbrook Dr      | 48  | 0.29 | 165.07 |
| 89 | Wilts Dairy Pt      | 17  | 0.10 | 163.39 |
| 90 | Treehouse Ln        | 33  | 0.20 | 162.65 |
| 91 | Margots Ave         | 61  | 0.38 | 162.54 |
| 92 | Sky Hill Pl         | 42  | 0.26 | 162.22 |

|     |                     |     |      |        |
|-----|---------------------|-----|------|--------|
| 93  | Stanly House St     | 31  | 0.19 | 161.18 |
| 94  | Hillswick Pl        | 6   | 0.04 | 161.00 |
| 95  | Remnick Ave         | 6   | 0.04 | 160.66 |
| 96  | Whistling Swan Dr   | 22  | 0.14 | 160.46 |
| 97  | Green Mountain Dr   | 49  | 0.31 | 159.23 |
| 98  | Golden Poppy Ct     | 26  | 0.16 | 158.85 |
| 99  | White Rocks Rd      | 39  | 0.25 | 158.11 |
| 100 | Song Sparrow Dr     | 178 | 1.13 | 157.97 |
| 101 | Tackwood Ct         | 9   | 0.06 | 157.38 |
| 102 | Crozier Ct          | 11  | 0.07 | 156.79 |
| 103 | Calistoga Dr        | 17  | 0.11 | 156.21 |
| 104 | Sand Hollow Cir     | 12  | 0.08 | 155.35 |
| 105 | Lantus Ct           | 8   | 0.05 | 155.17 |
| 106 | Fountainview Dr     | 26  | 0.17 | 154.97 |
| 107 | Shearon Farms Ave   | 125 | 0.81 | 154.14 |
| 108 | Reynolds Mill Rd    | 45  | 0.29 | 153.72 |
| 109 | Gateway Commons Cir | 141 | 0.92 | 153.34 |
| 110 | Rain Drizzle Ct     | 12  | 0.08 | 153.28 |
| 111 | S White St          | 181 | 1.18 | 152.77 |
| 112 | Hobblebush Way      | 24  | 0.16 | 151.69 |
| 113 | Piazza Way          | 22  | 0.15 | 151.65 |
| 114 | Willow Stone Ln     | 56  | 0.37 | 151.41 |
| 115 | Heritage Knoll Dr   | 39  | 0.26 | 151.30 |
| 116 | Wallridge Dr        | 121 | 0.80 | 151.03 |
| 117 | Amberwine Ln        | 24  | 0.16 | 150.97 |
| 118 | Checkmate Cir       | 15  | 0.10 | 150.11 |
| 119 | E Holding Ave       | 115 | 0.77 | 150.03 |
| 120 | Govan Ferry Dr      | 7   | 0.05 | 149.92 |
| 121 | Parks Edge Way      | 4   | 0.03 | 149.43 |
| 122 | Mendocino St        | 78  | 0.52 | 148.78 |
| 123 | Lumbermill Pt       | 5   | 0.03 | 148.73 |
| 124 | Greenville Loop Rd  | 69  | 0.46 | 148.50 |
| 125 | Perini Ct           | 16  | 0.11 | 148.30 |
| 126 | West Ave            | 8   | 0.05 | 148.19 |
| 127 | Strategy Way        | 53  | 0.36 | 148.08 |
| 128 | Sinewell Dr         | 20  | 0.14 | 148.05 |
| 129 | Monterey Bay Dr     | 150 | 1.02 | 147.29 |
| 130 | W Chestnut Ave      | 24  | 0.16 | 147.05 |
| 131 | Windmeade Rd        | 33  | 0.22 | 146.99 |
| 132 | Sixth St            | 6   | 0.04 | 146.80 |
| 133 | Wrigley Dr          | 39  | 0.27 | 146.76 |
| 134 | Hallburg Ct         | 22  | 0.15 | 146.07 |
| 135 | Lifespring Ln       | 14  | 0.10 | 144.77 |
| 136 | Provision Pl        | 38  | 0.26 | 144.36 |
| 137 | Capcom Ave          | 57  | 0.40 | 143.93 |
| 138 | Woodfield Creek Dr  | 5   | 0.03 | 143.80 |
| 139 | Hammond Oak Ln      | 18  | 0.13 | 143.71 |

|     |                     |     |      |        |
|-----|---------------------|-----|------|--------|
| 140 | Brushford Ln        | 14  | 0.10 | 143.61 |
| 141 | Capefield Dr        | 69  | 0.48 | 143.28 |
| 142 | Middle Bridge Rd    | 24  | 0.17 | 142.61 |
| 143 | Heritage Links Dr   | 146 | 1.02 | 142.52 |
| 144 | Bankwell St         | 7   | 0.05 | 142.48 |
| 145 | Park Vista Dr       | 21  | 0.15 | 141.45 |
| 146 | Goldfinch Nest Ct   | 9   | 0.06 | 140.55 |
| 147 | Richland Hills Ave  | 69  | 0.49 | 140.17 |
| 148 | Retail Dr           | 170 | 1.22 | 139.54 |
| 149 | Prairie Smoke St    | 44  | 0.32 | 138.94 |
| 150 | Heritage Reserve Ct | 26  | 0.19 | 138.93 |
| 151 | Grason Crockett Dr  | 19  | 0.14 | 138.91 |
| 152 | Fairburn Ct         | 4   | 0.03 | 138.00 |
| 153 | Barley Green St     | 38  | 0.28 | 137.76 |
| 154 | Coach Lantern Ave   | 248 | 1.80 | 137.69 |
| 155 | Highgate Cir        | 56  | 0.41 | 137.19 |
| 156 | E Jones Ave         | 50  | 0.36 | 137.11 |
| 157 | Tise Ave            | 22  | 0.16 | 136.46 |
| 158 | Dunn Ave            | 9   | 0.07 | 135.83 |
| 159 | Wheddoncross Way    | 15  | 0.11 | 135.58 |
| 160 | Galashiels Pl       | 33  | 0.24 | 135.44 |
| 161 | Colonial Club Rd    | 130 | 0.96 | 135.04 |
| 162 | Pasture Walk Dr     | 41  | 0.30 | 134.95 |
| 163 | Heritage Branch Rd  | 78  | 0.58 | 134.86 |
| 164 | Forbes Rd           | 101 | 0.75 | 134.28 |
| 165 | Verdant Ct          | 8   | 0.06 | 134.11 |
| 166 | Toran Dr            | 28  | 0.21 | 133.19 |
| 167 | Hampton Way Dr      | 44  | 0.33 | 131.97 |
| 168 | Grande Lamp Ln      | 6   | 0.05 | 131.87 |
| 169 | Dunn Maple Dr       | 29  | 0.22 | 131.70 |
| 170 | Eppes Ln            | 17  | 0.13 | 131.40 |
| 171 | Heritage Spring Cir | 28  | 0.21 | 131.29 |
| 172 | Birdhouse Ln        | 63  | 0.48 | 131.25 |
| 173 | Coram Fields Rd     | 64  | 0.49 | 131.01 |
| 174 | Soho Sq             | 7   | 0.05 | 129.71 |
| 175 | Gallivant Way       | 32  | 0.25 | 129.17 |
| 176 | Main Divide Dr      | 148 | 1.15 | 128.91 |
| 177 | Penstock Ln         | 38  | 0.30 | 128.47 |
| 178 | Rowsby Ct           | 3   | 0.02 | 128.41 |
| 179 | Whispering Ridge Ct | 16  | 0.12 | 128.12 |
| 180 | Dotted Mint Ave     | 18  | 0.14 | 127.57 |
| 181 | Old Ash Ct          | 7   | 0.05 | 127.40 |
| 182 | Clover Bank St      | 42  | 0.33 | 127.13 |
| 183 | Montonia St         | 20  | 0.16 | 127.03 |
| 184 | Selsey Dr           | 38  | 0.30 | 126.31 |
| 185 | Cascade Hills Ln    | 14  | 0.11 | 126.25 |
| 186 | Rocky Crest Ln      | 14  | 0.11 | 126.14 |



|     |                      |     |      |        |
|-----|----------------------|-----|------|--------|
| 187 | S Main St            | 457 | 3.62 | 126.11 |
| 188 | Sparrowhawk Ln       | 27  | 0.22 | 125.35 |
| 189 | Reezy Ln             | 20  | 0.16 | 124.78 |
| 190 | Country Downs Rd     | 11  | 0.09 | 124.71 |
| 191 | Santa Cruz St        | 55  | 0.44 | 124.68 |
| 192 | Branch Ferry Ct      | 9   | 0.07 | 124.63 |
| 193 | Caladium Dr          | 18  | 0.14 | 124.49 |
| 194 | Pout Pond Way        | 23  | 0.18 | 124.47 |
| 195 | Forest Lynks Dr      | 13  | 0.10 | 123.94 |
| 196 | Devon Cliffs Dr      | 37  | 0.30 | 123.21 |
| 197 | Salinas Valley Dr    | 21  | 0.17 | 122.43 |
| 198 | Clifton Blue St      | 33  | 0.27 | 122.36 |
| 199 | Dunn Creek Crsg      | 33  | 0.27 | 122.20 |
| 200 | Calista Dr           | 73  | 0.60 | 122.00 |
| 201 | Falcate Dr           | 23  | 0.19 | 122.00 |
| 202 | Warmoven St          | 34  | 0.28 | 121.79 |
| 203 | Franklin Park Ave    | 4   | 0.03 | 121.56 |
| 204 | Wylie Way            | 3   | 0.02 | 120.70 |
| 205 | Naxos Dr             | 19  | 0.16 | 120.62 |
| 206 | Burdock Ln           | 14  | 0.12 | 120.49 |
| 207 | Wildflower Ridge Rd  | 90  | 0.75 | 120.39 |
| 208 | Vanagrif Ct          | 17  | 0.14 | 120.36 |
| 209 | Prevenient Dr        | 38  | 0.32 | 120.22 |
| 210 | Havenfaire Ln        | 15  | 0.13 | 119.77 |
| 211 | Laurel View Ave      | 4   | 0.03 | 119.58 |
| 212 | Kingside Ct          | 5   | 0.04 | 119.34 |
| 213 | McDowell Dr          | 71  | 0.60 | 119.02 |
| 214 | Brunello Dr          | 36  | 0.30 | 118.90 |
| 215 | Recapture Ct         | 4   | 0.03 | 118.85 |
| 216 | Gambit Cir           | 17  | 0.14 | 117.61 |
| 217 | Headrace Mill St     | 14  | 0.12 | 117.19 |
| 218 | Joyner Bluff Dr      | 27  | 0.23 | 116.75 |
| 219 | W North Ave          | 21  | 0.18 | 116.59 |
| 220 | Amersham Ln          | 22  | 0.19 | 116.34 |
| 221 | Northpark Dr         | 24  | 0.21 | 116.16 |
| 222 | Hawks Bluff Ct       | 8   | 0.07 | 116.00 |
| 223 | Trent River Ave      | 43  | 0.37 | 115.84 |
| 224 | Del Webb Manor Ave   | 18  | 0.16 | 115.80 |
| 225 | Cypress Glen Dr      | 18  | 0.16 | 115.70 |
| 226 | Copper Trace Ct      | 9   | 0.08 | 113.90 |
| 227 | Hazelmist Dr         | 32  | 0.28 | 112.71 |
| 228 | Austin Ridge Pkwy    | 51  | 0.45 | 112.59 |
| 229 | Brimfield Springs Ln | 21  | 0.19 | 112.43 |
| 230 | Deacon Ridge St      | 75  | 0.67 | 112.03 |
| 231 | Cornwell Dr          | 98  | 0.88 | 111.99 |
| 232 | Lacala Ct            | 9   | 0.08 | 111.85 |
| 233 | S Franklin St        | 238 | 2.13 | 111.73 |

|     |                       |     |      |        |
|-----|-----------------------|-----|------|--------|
| 234 | Alexander Springs Ln  | 13  | 0.12 | 111.33 |
| 235 | Findhorn Ln           | 18  | 0.16 | 111.27 |
| 236 | Barnford Mill Rd      | 134 | 1.20 | 111.26 |
| 237 | Philbeck Ln           | 26  | 0.24 | 110.38 |
| 238 | Plunket Dr            | 26  | 0.24 | 110.36 |
| 239 | Dashwood Dr           | 7   | 0.06 | 110.25 |
| 240 | Dimock Way            | 54  | 0.49 | 110.24 |
| 241 | Hatters Creek Ln      | 29  | 0.26 | 110.06 |
| 242 | Fairstone Rd          | 63  | 0.57 | 109.78 |
| 243 | Legacy Heritage Ln    | 5   | 0.05 | 109.60 |
| 244 | Fawn Chase Ct         | 5   | 0.05 | 109.53 |
| 245 | Carneros St           | 24  | 0.22 | 109.24 |
| 246 | Cantlemere St         | 35  | 0.32 | 109.22 |
| 247 | Lantern Walk Ln       | 19  | 0.17 | 109.13 |
| 248 | Lowes Ave             | 28  | 0.26 | 109.05 |
| 249 | Trentini Ave          | 53  | 0.49 | 108.94 |
| 250 | Moultonboro Ave       | 55  | 0.51 | 108.85 |
| 251 | Lower Lake Rd         | 20  | 0.18 | 108.76 |
| 252 | Groves Field Ln       | 17  | 0.16 | 108.55 |
| 253 | Strawberry Fields Ct  | 6   | 0.06 | 107.89 |
| 254 | Conrad Ln             | 13  | 0.12 | 107.84 |
| 255 | Gold Banks Rd         | 13  | 0.12 | 107.61 |
| 256 | Winter Meadow Dr      | 11  | 0.10 | 107.55 |
| 257 | N Allen Rd            | 96  | 0.89 | 107.54 |
| 258 | Hosta Valley Ct       | 11  | 0.10 | 107.36 |
| 259 | Agora Dr              | 25  | 0.23 | 106.83 |
| 260 | Tailrace Falls Ct     | 12  | 0.11 | 106.56 |
| 261 | Dixon House Ct        | 19  | 0.18 | 106.25 |
| 262 | Carroll St            | 34  | 0.32 | 106.21 |
| 263 | Loghouse St           | 41  | 0.39 | 106.05 |
| 264 | Hartsfield Forest Dr  | 34  | 0.32 | 105.96 |
| 265 | Firefly Light Trl     | 9   | 0.09 | 105.67 |
| 266 | Thompson Glenn Pl     | 26  | 0.25 | 105.61 |
| 267 | Templeridge Rd        | 41  | 0.39 | 105.39 |
| 268 | Fern Hollow Trl       | 52  | 0.50 | 103.80 |
| 269 | Curly Willow Ln       | 12  | 0.12 | 103.51 |
| 270 | Stephen Taylor Rd     | 4   | 0.04 | 103.12 |
| 271 | Morningside Creek Way | 11  | 0.11 | 102.99 |
| 272 | Millers Mark Ave      | 31  | 0.30 | 102.86 |
| 273 | Conifer Forest Ln     | 24  | 0.23 | 102.63 |
| 274 | Silo Point Dr         | 22  | 0.21 | 102.61 |
| 275 | Slate Rock Dr         | 10  | 0.10 | 102.59 |
| 276 | Thorny Vine Ct        | 14  | 0.14 | 102.45 |
| 277 | Caveness Shoppes Dr   | 10  | 0.10 | 102.03 |
| 278 | Fanning Dr            | 43  | 0.42 | 101.91 |
| 279 | Edens Ridge Ave       | 27  | 0.27 | 101.82 |
| 280 | Ferry Ct              | 23  | 0.23 | 101.77 |

|     |                      |     |      |        |
|-----|----------------------|-----|------|--------|
| 281 | Whistable Ave        | 52  | 0.51 | 101.36 |
| 282 | Amaryllis Way        | 34  | 0.34 | 101.24 |
| 283 | Carter St            | 21  | 0.21 | 100.85 |
| 284 | Tubberson Trl        | 21  | 0.21 | 100.78 |
| 285 | Heritage Garden St   | 56  | 0.56 | 100.65 |
| 286 | Drogheda Pl          | 4   | 0.04 | 100.38 |
| 287 | Old College Cir      | 29  | 0.29 | 99.80  |
| 288 | Crimson Clover Ave   | 30  | 0.30 | 99.12  |
| 289 | Pompeii Pl           | 16  | 0.16 | 98.86  |
| 290 | Overlook Ridge Rd    | 67  | 0.68 | 98.77  |
| 291 | Precipice Way        | 21  | 0.21 | 98.68  |
| 292 | Forgotten Pond Ave   | 56  | 0.57 | 98.56  |
| 293 | Trailing Rose Ct     | 8   | 0.08 | 98.12  |
| 294 | Vestal St            | 18  | 0.18 | 97.93  |
| 295 | Shadow Shade Dr      | 34  | 0.35 | 97.74  |
| 296 | Meadowgrass Ln       | 28  | 0.29 | 97.64  |
| 297 | E Sycamore Ave       | 12  | 0.12 | 97.37  |
| 298 | Tilgate Ct           | 4   | 0.04 | 97.15  |
| 299 | Alberbury Commons Ct | 22  | 0.23 | 96.96  |
| 300 | Everly Mist Way      | 17  | 0.18 | 96.91  |
| 301 | Stroud Cir           | 35  | 0.36 | 96.82  |
| 302 | Everstone Rd         | 49  | 0.51 | 96.73  |
| 303 | Clearsprings Dr      | 40  | 0.41 | 96.51  |
| 304 | Comphrey Ct          | 2   | 0.02 | 95.90  |
| 305 | Upper Park Rd        | 15  | 0.16 | 95.88  |
| 306 | Stone Monument Dr    | 60  | 0.63 | 94.80  |
| 307 | Poppy Fields Ln      | 36  | 0.38 | 94.79  |
| 308 | Haltwhistle St       | 73  | 0.77 | 94.41  |
| 309 | Stoningham Pl        | 10  | 0.11 | 94.10  |
| 310 | E Vernon Ave         | 7   | 0.07 | 94.02  |
| 311 | Glazebrook Dr        | 11  | 0.12 | 93.94  |
| 312 | Watchet Pl           | 17  | 0.18 | 93.93  |
| 313 | Rogers Branch Rd     | 33  | 0.35 | 93.53  |
| 314 | Tryon Palace St      | 42  | 0.45 | 93.49  |
| 315 | Copper Beech Ln      | 102 | 1.09 | 93.39  |
| 316 | Siena Dr             | 90  | 0.96 | 93.37  |
| 317 | Little Turtle Way    | 12  | 0.13 | 92.94  |
| 318 | Steeple Run Dr       | 50  | 0.54 | 92.84  |
| 319 | Lemon Chiffon St     | 5   | 0.05 | 92.79  |
| 320 | Springtime Fields Ln | 44  | 0.47 | 92.78  |
| 321 | Freeman Falls Ct     | 9   | 0.10 | 92.70  |
| 322 | Simwood Ave          | 36  | 0.39 | 92.53  |
| 323 | Holding Creek Dr     | 13  | 0.14 | 92.39  |
| 324 | Icarus Ln            | 4   | 0.04 | 92.12  |
| 325 | Gray Wolf Ct         | 5   | 0.05 | 91.89  |
| 326 | Winter Wren Cir      | 18  | 0.20 | 91.67  |
| 327 | Mangia Dr            | 12  | 0.13 | 91.44  |



|     |                     |     |      |       |
|-----|---------------------|-----|------|-------|
| 328 | Stonemill Falls Dr  | 62  | 0.68 | 91.29 |
| 329 | Rock Spring Rd      | 32  | 0.35 | 90.95 |
| 330 | Coast Grade St      | 76  | 0.84 | 90.93 |
| 331 | Melksham Rd         | 36  | 0.40 | 90.82 |
| 332 | Hope Passage Ct     | 5   | 0.06 | 90.72 |
| 333 | Glencoe Dr          | 24  | 0.27 | 90.39 |
| 334 | W Dunpatrick Pl     | 4   | 0.04 | 90.00 |
| 335 | Flaherty Ave        | 57  | 0.63 | 89.81 |
| 336 | Longmont Dr         | 149 | 1.66 | 89.72 |
| 337 | Deer Hollow Ct      | 5   | 0.06 | 89.67 |
| 338 | Brason Ln           | 15  | 0.17 | 88.78 |
| 339 | Orange Cosmos Ave   | 16  | 0.18 | 88.68 |
| 340 | Front St            | 21  | 0.24 | 88.65 |
| 341 | Wrights Creek Way   | 25  | 0.28 | 88.22 |
| 342 | St Catherines Dr    | 55  | 0.63 | 87.88 |
| 343 | Fairway Villas Dr   | 17  | 0.19 | 87.71 |
| 344 | Whispering Wind Way | 22  | 0.25 | 87.29 |
| 345 | Edgeford Park Ln    | 7   | 0.08 | 87.18 |
| 346 | Opposition Way      | 63  | 0.72 | 87.12 |
| 347 | Burge Ct            | 15  | 0.17 | 87.05 |
| 348 | Lilliput Ln         | 34  | 0.39 | 86.91 |
| 349 | Linslade Way        | 81  | 0.93 | 86.87 |
| 350 | W Holding Ave       | 85  | 0.98 | 86.60 |
| 351 | Knights Crest Way   | 39  | 0.45 | 86.10 |
| 352 | Clatter Ave         | 65  | 0.76 | 86.00 |
| 353 | Daisy Meadow Ln     | 16  | 0.19 | 86.00 |
| 354 | Sawnwork Ct         | 5   | 0.06 | 85.88 |
| 355 | Tillamook Dr        | 52  | 0.61 | 85.63 |
| 356 | Trawden Dr          | 46  | 0.54 | 85.55 |
| 357 | Caveness Farms Ave  | 48  | 0.56 | 85.37 |
| 358 | Creek Moss Ave      | 47  | 0.55 | 84.88 |
| 359 | Heritage Heights Ln | 44  | 0.52 | 84.79 |
| 360 | Birkstone Ct        | 8   | 0.09 | 84.59 |
| 361 | Ashlar Ct           | 3   | 0.04 | 84.52 |
| 362 | Traditions Ridge Dr | 39  | 0.46 | 84.31 |
| 363 | Thicketon Cir       | 18  | 0.21 | 84.28 |
| 364 | Hydrangea Field Ct  | 9   | 0.11 | 83.49 |
| 365 | Porto Fino Ave      | 39  | 0.47 | 83.29 |
| 366 | Haven Peak Ln       | 5   | 0.06 | 83.01 |
| 367 | Appleberry Ct       | 8   | 0.10 | 82.82 |
| 368 | Cormiche Ln         | 25  | 0.30 | 82.79 |
| 369 | Penfield St         | 30  | 0.36 | 82.72 |
| 370 | E Juniper Ave       | 123 | 1.49 | 82.54 |
| 371 | Latham Oaks Ave     | 28  | 0.34 | 82.09 |
| 372 | Precious Stone Dr   | 35  | 0.43 | 81.54 |
| 373 | Cala Lilly Ln       | 12  | 0.15 | 81.29 |
| 374 | Longbourn Dr        | 46  | 0.57 | 81.25 |

|     |                    |     |      |       |
|-----|--------------------|-----|------|-------|
| 375 | Wood Poppy St      | 15  | 0.18 | 81.23 |
| 376 | Rainsong Dr        | 25  | 0.31 | 81.19 |
| 377 | Federal House Ave  | 48  | 0.59 | 81.11 |
| 378 | Mother Nancy Dr    | 14  | 0.17 | 80.75 |
| 379 | Old Dairy Dr       | 50  | 0.62 | 80.70 |
| 380 | Hillside Falls Dr  | 7   | 0.09 | 80.66 |
| 381 | Sugar Gap Rd       | 12  | 0.15 | 80.54 |
| 382 | Eaton Square Ct    | 2   | 0.03 | 79.97 |
| 383 | Calvados Dr        | 32  | 0.40 | 79.59 |
| 384 | Rockville Rd       | 20  | 0.25 | 79.36 |
| 385 | Bridgeton Ave      | 15  | 0.19 | 79.19 |
| 386 | Field Oak Dr       | 39  | 0.49 | 79.18 |
| 387 | Houndsditch Cir    | 14  | 0.18 | 79.12 |
| 388 | Dargan Hills Dr    | 36  | 0.46 | 79.04 |
| 389 | Opeushaw Ct        | 6   | 0.08 | 78.98 |
| 390 | Knolls Dr          | 19  | 0.24 | 78.87 |
| 391 | Harpers Ferry Ct   | 6   | 0.08 | 78.80 |
| 392 | Foundation Dr      | 24  | 0.31 | 78.54 |
| 393 | Blue Bird Ln       | 52  | 0.66 | 78.46 |
| 394 | Prairie Aster Ct   | 15  | 0.19 | 78.20 |
| 395 | Armor Crest Ln     | 8   | 0.10 | 78.16 |
| 396 | Tacy Pl            | 2   | 0.03 | 78.07 |
| 397 | S Wingate St       | 65  | 0.83 | 78.02 |
| 398 | Prairie Dog Dr     | 17  | 0.22 | 77.99 |
| 399 | Brumber Cir        | 4   | 0.05 | 77.74 |
| 400 | Tree Green Ln      | 16  | 0.21 | 77.71 |
| 401 | Richland Creek Ln  | 9   | 0.12 | 77.63 |
| 402 | Coral Bell Dr      | 14  | 0.18 | 77.31 |
| 403 | Heritage Greens Dr | 53  | 0.69 | 77.13 |
| 404 | Stone Bridge Ct    | 2   | 0.03 | 76.92 |
| 405 | Endgame Ct         | 36  | 0.47 | 76.65 |
| 406 | Grandmaster Way    | 5   | 0.07 | 76.03 |
| 407 | Brewer Jackson Ct  | 20  | 0.26 | 75.83 |
| 408 | Rose Angel Cir     | 33  | 0.44 | 75.54 |
| 409 | Flicker Ct         | 4   | 0.05 | 74.88 |
| 410 | N Taylor St        | 86  | 1.15 | 74.82 |
| 411 | Creeds Hill Ct     | 4   | 0.05 | 74.68 |
| 412 | Silver Ore Ct      | 25  | 0.34 | 74.56 |
| 413 | Shapinsay Ave      | 9   | 0.12 | 74.54 |
| 414 | Basley St          | 12  | 0.16 | 74.39 |
| 415 | Moonbow Trl        | 22  | 0.30 | 74.33 |
| 416 | Alpine Clover Dr   | 21  | 0.28 | 74.23 |
| 417 | Wait Ave           | 145 | 1.97 | 73.72 |
| 418 | Gracechurch St     | 30  | 0.41 | 73.65 |
| 419 | Dansforeshire Way  | 59  | 0.80 | 73.64 |
| 420 | Otway Rd           | 21  | 0.29 | 73.56 |
| 421 | Kinvara Ct         | 12  | 0.16 | 73.52 |

|     |                      |     |      |       |
|-----|----------------------|-----|------|-------|
| 422 | E Dunpatrick Pl      | 4   | 0.05 | 73.21 |
| 423 | Stacked Stone Trl    | 11  | 0.15 | 73.18 |
| 424 | Newquay Ln           | 5   | 0.07 | 72.72 |
| 425 | Shasta Daisy Dr      | 60  | 0.83 | 72.64 |
| 426 | Oxwich Ct            | 4   | 0.06 | 72.34 |
| 427 | Jones Wynd           | 51  | 0.71 | 72.25 |
| 428 | Tyler Run Dr         | 34  | 0.47 | 72.14 |
| 429 | Higley Dr            | 16  | 0.22 | 71.79 |
| 430 | Kemble Ridge Dr      | 45  | 0.63 | 71.78 |
| 431 | Plott Hound Ln       | 22  | 0.31 | 71.60 |
| 432 | Gross Ave            | 64  | 0.90 | 71.51 |
| 433 | Nightingale Ct       | 13  | 0.18 | 71.44 |
| 434 | Lamberley Ct         | 2   | 0.03 | 71.30 |
| 435 | Middlegame Way       | 39  | 0.55 | 71.22 |
| 436 | Carmel Woods Ct      | 3   | 0.04 | 71.13 |
| 437 | Walters Dr           | 35  | 0.49 | 71.07 |
| 438 | Ledyard Ct           | 2   | 0.03 | 70.91 |
| 439 | Lariat Ridge Dr      | 24  | 0.34 | 70.75 |
| 440 | Santa Lucia St       | 40  | 0.57 | 70.68 |
| 441 | Rogers Rd            | 245 | 3.47 | 70.66 |
| 442 | Mountain Hill Dr     | 89  | 1.26 | 70.47 |
| 443 | Green Edge Trl       | 17  | 0.24 | 70.20 |
| 444 | Red Clover Ct        | 5   | 0.07 | 70.09 |
| 445 | Farm Rd              | 5   | 0.07 | 69.98 |
| 446 | N Franklin St        | 47  | 0.67 | 69.97 |
| 447 | Borage Dr            | 14  | 0.20 | 69.79 |
| 448 | Hay House Ave        | 22  | 0.32 | 69.67 |
| 449 | E Cedar Ave          | 22  | 0.32 | 69.67 |
| 450 | Tulip Grove Ln       | 6   | 0.09 | 69.45 |
| 451 | Micato Way           | 7   | 0.10 | 69.43 |
| 452 | N Main St            | 75  | 1.08 | 69.32 |
| 453 | Bratt Ave            | 49  | 0.71 | 68.98 |
| 454 | Remington Woods Dr   | 16  | 0.23 | 68.79 |
| 455 | Trap Ct              | 6   | 0.09 | 68.61 |
| 456 | Richland Ridge Dr    | 36  | 0.53 | 68.52 |
| 457 | Gracie Girl Way      | 27  | 0.40 | 68.19 |
| 458 | Carriage Meadows Dr  | 38  | 0.56 | 67.73 |
| 459 | Sweet Olive Ct       | 10  | 0.15 | 67.50 |
| 460 | Lemongrass Ln        | 37  | 0.55 | 67.47 |
| 461 | N Wingate St         | 48  | 0.71 | 67.44 |
| 462 | Mason Oaks Dr        | 40  | 0.60 | 67.19 |
| 463 | Friendship Chapel Rd | 69  | 1.03 | 67.12 |
| 464 | Samuel Wait Ln       | 4   | 0.06 | 67.11 |
| 465 | Marbank St           | 24  | 0.36 | 67.04 |
| 466 | Black Swan Way       | 2   | 0.03 | 66.66 |
| 467 | Martin Creek Dr      | 9   | 0.14 | 66.63 |
| 468 | Ridgemount St        | 43  | 0.65 | 66.62 |



|     |                     |     |      |       |
|-----|---------------------|-----|------|-------|
| 469 | Silo Ridge Dr       | 6   | 0.09 | 66.54 |
| 470 | Hopewell Ln         | 8   | 0.12 | 66.43 |
| 471 | Angel Star Ln       | 9   | 0.14 | 66.30 |
| 472 | Little Tall Way     | 3   | 0.05 | 66.24 |
| 473 | Ledgerock Rd        | 18  | 0.27 | 66.17 |
| 474 | Pineview Dr         | 20  | 0.30 | 66.16 |
| 475 | Boulder Pointe Dr   | 15  | 0.23 | 66.10 |
| 476 | Chamberwell Ave     | 26  | 0.39 | 65.84 |
| 477 | Boardwalk Dr        | 26  | 0.40 | 65.63 |
| 478 | Tazwell Hall Ln     | 11  | 0.17 | 65.49 |
| 479 | Miracle Dr          | 16  | 0.24 | 65.49 |
| 480 | Iyar Way            | 21  | 0.32 | 65.46 |
| 481 | One World Way       | 23  | 0.35 | 65.31 |
| 482 | Heritage Regency Dr | 35  | 0.54 | 65.20 |
| 483 | Autumn Meadow Ln    | 8   | 0.12 | 65.09 |
| 484 | Alba Rose Ave       | 15  | 0.23 | 64.83 |
| 485 | Trout Valley Rd     | 11  | 0.17 | 64.60 |
| 486 | Waterford Ridge Ln  | 6   | 0.09 | 64.35 |
| 487 | N College St        | 9   | 0.14 | 64.32 |
| 488 | Murdock Cir         | 2   | 0.03 | 63.98 |
| 489 | Reindeer Moss Dr    | 18  | 0.28 | 63.85 |
| 490 | Richland Bluff Ct   | 5   | 0.08 | 63.48 |
| 491 | Frog Hollow Way     | 19  | 0.30 | 63.48 |
| 492 | Coharie Way         | 6   | 0.10 | 63.10 |
| 493 | Pasture Hills Dr    | 12  | 0.19 | 62.84 |
| 494 | Holding Village Way | 21  | 0.33 | 62.75 |
| 495 | Heritage Lake Rd    | 135 | 2.15 | 62.69 |
| 496 | Oak Forest View Ln  | 5   | 0.08 | 62.44 |
| 497 | Dovetail Meadow Ln  | 11  | 0.18 | 62.37 |
| 498 | Legacy Greene Ave   | 3   | 0.05 | 62.36 |
| 499 | Woodstaff Ave       | 24  | 0.38 | 62.35 |
| 500 | Chestnut Grove Ct   | 5   | 0.08 | 62.33 |
| 501 | Stearns Way         | 21  | 0.34 | 62.28 |
| 502 | Kaplan Woods Way    | 22  | 0.35 | 62.08 |
| 503 | S College St        | 20  | 0.32 | 62.03 |
| 504 | Rose Petal Run      | 20  | 0.32 | 61.61 |
| 505 | Crenshaw Corners Dr | 18  | 0.29 | 61.53 |
| 506 | Slomo Ct            | 19  | 0.31 | 61.16 |
| 507 | W Owen Ave          | 8   | 0.13 | 61.14 |
| 508 | Lagerfeld Way       | 20  | 0.33 | 61.13 |
| 509 | Davis House Ln      | 4   | 0.07 | 61.11 |
| 510 | Royal Mill Ave      | 60  | 0.98 | 60.97 |
| 511 | Lolley Ct           | 4   | 0.07 | 60.32 |
| 512 | Cimarron Pkwy       | 45  | 0.75 | 60.18 |
| 513 | Bellreng Dr         | 24  | 0.40 | 59.89 |
| 514 | Highpoint St        | 33  | 0.55 | 59.87 |
| 515 | Lake Holding St     | 28  | 0.47 | 59.80 |

|     |                      |     |      |       |
|-----|----------------------|-----|------|-------|
| 516 | Hidden Jewel Ln      | 30  | 0.50 | 59.78 |
| 517 | Abercrombie Rd       | 19  | 0.32 | 59.74 |
| 518 | Doss Ct              | 5   | 0.08 | 59.56 |
| 519 | Harris Point Way     | 10  | 0.17 | 59.34 |
| 520 | Silver Gate Ct       | 5   | 0.08 | 59.24 |
| 521 | Burchblind Dr        | 10  | 0.17 | 58.80 |
| 522 | Trinity Park Dr      | 5   | 0.09 | 58.67 |
| 523 | Ripley Woods St      | 45  | 0.77 | 58.57 |
| 524 | Heritage Arbor Dr    | 5   | 0.09 | 57.40 |
| 525 | Dry Gully Ct         | 9   | 0.16 | 57.37 |
| 526 | San Remo Pl          | 45  | 0.79 | 57.15 |
| 527 | Traditions Meadow Dr | 10  | 0.18 | 57.14 |
| 528 | Edgemoore Trl        | 6   | 0.11 | 57.10 |
| 529 | Stadium Dr           | 97  | 1.70 | 57.06 |
| 530 | Brewer Cir           | 11  | 0.19 | 56.50 |
| 531 | Red Trillium Ct      | 7   | 0.12 | 56.39 |
| 532 | Parlange Woods Ln    | 8   | 0.14 | 56.31 |
| 533 | Battery Crest Ln     | 10  | 0.18 | 56.19 |
| 534 | Clapton Dr           | 18  | 0.32 | 55.84 |
| 535 | Hempton Cross Dr     | 13  | 0.23 | 55.83 |
| 536 | Sarratt Ridge Ct     | 3   | 0.05 | 55.54 |
| 537 | E Perry Ave          | 22  | 0.40 | 55.16 |
| 538 | S Allen Rd           | 38  | 0.69 | 55.10 |
| 539 | Gooch Ct             | 2   | 0.04 | 55.01 |
| 540 | White Carriage Dr    | 34  | 0.63 | 54.36 |
| 541 | Unicon Dr            | 24  | 0.44 | 54.23 |
| 542 | Golden Star Way      | 44  | 0.82 | 53.89 |
| 543 | Groveton Trl         | 18  | 0.33 | 53.88 |
| 544 | Coneflower Aly       | 2   | 0.04 | 53.55 |
| 545 | N White St           | 109 | 2.04 | 53.44 |
| 546 | Willington Pl        | 6   | 0.11 | 53.25 |
| 547 | Winter Wheat Ln      | 2   | 0.04 | 53.15 |
| 548 | Montville Ct         | 2   | 0.04 | 52.77 |
| 549 | Desert Marigold Ct   | 5   | 0.09 | 52.74 |
| 550 | Kitchin Farms Way    | 26  | 0.49 | 52.61 |
| 551 | Lindenberg Sq        | 23  | 0.44 | 52.52 |
| 552 | Lee Brown Ridge Dr   | 16  | 0.31 | 52.34 |
| 553 | Sundrops Aly         | 2   | 0.04 | 52.16 |
| 554 | Hillsgrove Rd        | 10  | 0.19 | 52.14 |
| 555 | Plimoth Hill Dr      | 10  | 0.19 | 51.41 |
| 556 | Foxbridge Ct         | 2   | 0.04 | 51.02 |
| 557 | Poteat Dr            | 6   | 0.12 | 50.87 |
| 558 | Kings Glen Way       | 22  | 0.43 | 50.84 |
| 559 | Spring Meadow Way    | 19  | 0.37 | 50.76 |
| 560 | Woodrose Ln          | 3   | 0.06 | 50.70 |
| 561 | Fawn Hollow Ct       | 3   | 0.06 | 50.32 |
| 562 | Fawn Lily Dr         | 22  | 0.44 | 49.60 |

|     |                      |     |      |       |
|-----|----------------------|-----|------|-------|
| 563 | Star Gazing Ct       | 9   | 0.18 | 48.85 |
| 564 | Overglen Ave         | 9   | 0.19 | 48.61 |
| 565 | Thurman Dairy Loop   | 46  | 0.95 | 48.46 |
| 566 | Holly Mist St        | 5   | 0.10 | 48.37 |
| 567 | Hosmer Ct            | 5   | 0.10 | 48.36 |
| 568 | Tannerwell Ave       | 14  | 0.29 | 48.21 |
| 569 | Forbes Grove Way     | 17  | 0.36 | 47.71 |
| 570 | Heflin Ct            | 4   | 0.08 | 47.59 |
| 571 | Lonesome Spur Cir    | 11  | 0.23 | 47.58 |
| 572 | Traditions Garden Ln | 12  | 0.25 | 47.42 |
| 573 | Orange Blossom Ct    | 5   | 0.11 | 47.39 |
| 574 | Castling Ct          | 4   | 0.08 | 47.34 |
| 575 | Bennett Ridge Ct     | 6   | 0.13 | 47.24 |
| 576 | Shiretown Ln         | 3   | 0.06 | 47.04 |
| 577 | Stonetree Way        | 8   | 0.17 | 46.94 |
| 578 | Crendall Way         | 14  | 0.30 | 46.55 |
| 579 | Partington St        | 8   | 0.17 | 45.92 |
| 580 | Seventh St           | 6   | 0.13 | 45.91 |
| 581 | Rookwood Ct          | 11  | 0.24 | 45.83 |
| 582 | Woodland Grove Way   | 33  | 0.72 | 45.77 |
| 583 | Meadstone Way        | 15  | 0.33 | 45.42 |
| 584 | W Vernon Ave         | 7   | 0.15 | 45.26 |
| 585 | Catrush Way          | 10  | 0.22 | 45.22 |
| 586 | Littlehampton Ct     | 2   | 0.04 | 44.76 |
| 587 | Barrett Hall Ln      | 12  | 0.27 | 44.75 |
| 588 | Comet Tail Ln        | 3   | 0.07 | 44.67 |
| 589 | Flemming House St    | 23  | 0.52 | 44.16 |
| 590 | Cherry Pond Ct       | 2   | 0.05 | 44.03 |
| 591 | Kilmarnock Ct        | 2   | 0.05 | 43.97 |
| 592 | Dagmar Ln            | 4   | 0.09 | 43.95 |
| 593 | Merritt Capital Dr   | 22  | 0.51 | 43.54 |
| 594 | Sweet Samson St      | 14  | 0.32 | 43.36 |
| 595 | Judson Dr            | 8   | 0.19 | 43.01 |
| 596 | Andrew Ct            | 2   | 0.05 | 42.75 |
| 597 | Gimari Dr            | 6   | 0.14 | 42.71 |
| 598 | Pearce Ave           | 11  | 0.26 | 42.61 |
| 599 | Tessier Ct           | 2   | 0.05 | 42.44 |
| 600 | W Walnut Ave         | 4   | 0.09 | 42.40 |
| 601 | Longmire Pt          | 2   | 0.05 | 42.06 |
| 602 | Ligon Mill Rd        | 150 | 3.57 | 42.04 |
| 603 | Lockhurst St         | 9   | 0.21 | 42.02 |
| 604 | Cobble Ridge Ct      | 2   | 0.05 | 41.91 |
| 605 | Galaxy Dr            | 28  | 0.68 | 41.47 |
| 606 | Hunsford Pl          | 4   | 0.10 | 41.40 |
| 607 | Mangum Ave           | 9   | 0.22 | 41.11 |
| 608 | Chatuga Way          | 5   | 0.12 | 41.01 |
| 609 | Forestville Rd       | 83  | 2.03 | 40.93 |



|     |                     |    |      |       |
|-----|---------------------|----|------|-------|
| 610 | W Oak Ave           | 33 | 0.81 | 40.83 |
| 611 | Thorndike Dr        | 13 | 0.32 | 40.66 |
| 612 | Holding Ridge Ct    | 5  | 0.12 | 40.48 |
| 613 | Fulworth Ave        | 18 | 0.45 | 40.30 |
| 614 | Jones Farm Rd       | 27 | 0.67 | 40.22 |
| 615 | Trammel Ct          | 2  | 0.05 | 39.72 |
| 616 | Parkside Townes Ct  | 4  | 0.10 | 39.70 |
| 617 | Reserve Estates Dr  | 11 | 0.28 | 39.55 |
| 618 | Washhouse Ln        | 2  | 0.05 | 39.39 |
| 619 | Buggy Whip Ct       | 4  | 0.10 | 38.91 |
| 620 | Studbury Hall Ct    | 11 | 0.28 | 38.89 |
| 621 | Durham Rd           | 96 | 2.49 | 38.54 |
| 622 | Corktree Ct         | 5  | 0.13 | 38.40 |
| 623 | Kayenta Ct          | 2  | 0.05 | 38.32 |
| 624 | Tiffield Way        | 10 | 0.26 | 38.21 |
| 625 | Winter Bloom Ct     | 3  | 0.08 | 38.09 |
| 626 | Robins Nest Ln      | 4  | 0.11 | 38.09 |
| 627 | Falconhurst Dr      | 19 | 0.50 | 38.07 |
| 628 | Lakeview Ave        | 26 | 0.68 | 38.02 |
| 629 | Amherst Creek Dr    | 9  | 0.24 | 37.82 |
| 630 | Front Gate Ln       | 3  | 0.08 | 37.79 |
| 631 | Kearney Rd          | 5  | 0.13 | 37.58 |
| 632 | Woods Mill Cir      | 7  | 0.19 | 36.51 |
| 633 | Brewers Glynn Ct    | 5  | 0.14 | 35.86 |
| 634 | Capital Creek Dr    | 17 | 0.47 | 35.85 |
| 635 | Registry Ct         | 2  | 0.06 | 35.73 |
| 636 | Finchchurch Cir     | 2  | 0.06 | 35.67 |
| 637 | Stone Park Dr       | 13 | 0.36 | 35.63 |
| 638 | Durkyn Pl           | 3  | 0.09 | 35.11 |
| 639 | Colt Dr             | 6  | 0.17 | 35.09 |
| 640 | Bramden Ct          | 4  | 0.11 | 35.06 |
| 641 | Crookham Ct         | 3  | 0.09 | 34.85 |
| 642 | Old Bailey Ct       | 2  | 0.06 | 34.80 |
| 643 | Red Horse Way       | 8  | 0.23 | 34.54 |
| 644 | Bacardi Ct          | 2  | 0.06 | 34.30 |
| 645 | Dugway Ct           | 3  | 0.09 | 34.09 |
| 646 | Tenbury Woods Ct    | 2  | 0.06 | 33.96 |
| 647 | Sunny Fields Dr     | 4  | 0.12 | 33.95 |
| 648 | E Chestnut Ave      | 5  | 0.15 | 33.85 |
| 649 | Green Apple Ct      | 2  | 0.06 | 33.85 |
| 650 | Lowenstein St       | 9  | 0.28 | 32.29 |
| 651 | Meadowood Way       | 8  | 0.25 | 31.64 |
| 652 | Watch Hill Ln       | 2  | 0.06 | 31.47 |
| 653 | Andoversford Ct     | 2  | 0.06 | 31.16 |
| 654 | Dodford Ct          | 4  | 0.13 | 31.15 |
| 655 | E Walnut Ave        | 11 | 0.35 | 31.06 |
| 656 | Summertime Field Ln | 4  | 0.13 | 31.05 |

|     |                        |    |      |       |
|-----|------------------------|----|------|-------|
| 657 | Grande Water Way       | 4  | 0.13 | 30.94 |
| 658 | Litchborough Way       | 20 | 0.65 | 30.74 |
| 659 | Deer Lake Trl          | 2  | 0.07 | 30.72 |
| 660 | Traditions Grande Blvd | 50 | 1.63 | 30.67 |
| 661 | Kullana Ln             | 5  | 0.16 | 30.56 |
| 662 | Forest Rd              | 11 | 0.36 | 30.31 |
| 663 | Lochmaben St           | 2  | 0.07 | 30.03 |
| 664 | Stirrup Ct             | 4  | 0.14 | 29.45 |
| 665 | Kintail Ct             | 2  | 0.07 | 29.17 |
| 666 | W Juniper Ave          | 10 | 0.34 | 29.12 |
| 667 | W Pine Ave             | 7  | 0.24 | 28.86 |
| 668 | Faithful Pl            | 4  | 0.14 | 28.81 |
| 669 | Pine Ridge Ct          | 4  | 0.14 | 28.38 |
| 670 | Brookboro Dr           | 2  | 0.07 | 28.37 |
| 671 | Rodney Bay Crsg        | 8  | 0.28 | 28.37 |
| 672 | Cardinal Dr            | 4  | 0.14 | 28.31 |
| 673 | Elizabeth Ave          | 5  | 0.18 | 28.18 |
| 674 | Guinness Pl            | 3  | 0.11 | 27.74 |
| 675 | Horsetrail Way         | 2  | 0.07 | 27.44 |
| 676 | Edgeware Way           | 5  | 0.18 | 27.39 |
| 677 | Sovereign Way          | 5  | 0.18 | 27.38 |
| 678 | Tryst Ln               | 3  | 0.11 | 27.09 |
| 679 | Wake Union Church Rd   | 28 | 1.03 | 27.07 |
| 680 | Ecola Valley Ct        | 2  | 0.07 | 27.00 |
| 681 | Sweet Basil Dr         | 2  | 0.08 | 26.21 |
| 682 | Broyhill Hall Ct       | 2  | 0.08 | 26.08 |
| 683 | Shirehall Park Ln      | 6  | 0.23 | 25.56 |
| 684 | Willowgrass Ln         | 8  | 0.31 | 25.44 |
| 685 | Stroller Ridge Dr      | 3  | 0.12 | 24.85 |
| 686 | Bermondsey Market Way  | 3  | 0.12 | 24.42 |
| 687 | Plummer Ct             | 2  | 0.08 | 24.30 |
| 688 | Magnolia Forest Ct     | 3  | 0.12 | 24.29 |
| 689 | Beringer Forest Ct     | 2  | 0.08 | 24.23 |
| 690 | Stackhurst Way         | 10 | 0.41 | 24.17 |
| 691 | Woodland Dr            | 7  | 0.29 | 24.11 |
| 692 | Chalk Rd               | 34 | 1.42 | 23.99 |
| 693 | Touchstone Way         | 10 | 0.42 | 23.77 |
| 694 | Jones Dairy Rd         | 43 | 1.81 | 23.74 |
| 695 | E Spring St            | 6  | 0.25 | 23.59 |
| 696 | Medica Pl              | 5  | 0.22 | 23.18 |
| 697 | Cochran Ct             | 2  | 0.09 | 23.13 |
| 698 | Chelridge Dr           | 2  | 0.09 | 23.08 |
| 699 | W Durness Ct           | 2  | 0.09 | 23.08 |
| 700 | Bostwick Dorm St       | 4  | 0.18 | 22.81 |
| 701 | Obrien Cir             | 2  | 0.09 | 22.76 |
| 702 | Buggy Run Cir          | 3  | 0.13 | 22.66 |
| 703 | Polanski Dr            | 6  | 0.27 | 22.19 |

|     |                       |    |      |       |
|-----|-----------------------|----|------|-------|
| 704 | Reservoir View Ln     | 5  | 0.23 | 22.18 |
| 705 | Evening Snow St       | 5  | 0.23 | 22.02 |
| 706 | Gilcrest Farm Rd      | 26 | 1.18 | 21.96 |
| 707 | Latham Garden Dr      | 2  | 0.09 | 21.91 |
| 708 | Fineberg Ct           | 2  | 0.09 | 21.88 |
| 709 | Martin Bench Ct       | 2  | 0.09 | 21.40 |
| 710 | W Cedar Ave           | 2  | 0.09 | 21.36 |
| 711 | Greenway Village Cir  | 4  | 0.19 | 21.02 |
| 712 | Vonkramer Ct          | 2  | 0.10 | 20.93 |
| 713 | Spaight Acres Way     | 2  | 0.10 | 19.77 |
| 714 | Corporate Chaplain Dr | 3  | 0.15 | 19.67 |
| 715 | Crimson Leaf Ln       | 7  | 0.36 | 19.23 |
| 716 | Stable Point Cir      | 2  | 0.10 | 19.07 |
| 717 | E Pine Ave            | 12 | 0.63 | 19.02 |
| 718 | Averette Rd           | 6  | 0.32 | 19.02 |
| 719 | Caddell St            | 3  | 0.16 | 18.27 |
| 720 | Countryman Ct         | 2  | 0.11 | 18.18 |
| 721 | E Durness Ct          | 2  | 0.11 | 18.09 |
| 722 | Sanford Creek Ave     | 4  | 0.22 | 17.92 |
| 723 | Joyner Ct             | 2  | 0.11 | 17.91 |
| 724 | Industry Oaks Ln      | 5  | 0.29 | 17.10 |
| 725 | Cottontail Ct         | 2  | 0.12 | 17.08 |
| 726 | The Cove Way          | 3  | 0.18 | 16.71 |
| 727 | Old Jones Rd          | 5  | 0.33 | 15.34 |
| 728 | Aldoncaster Dr        | 2  | 0.14 | 14.23 |
| 729 | Supernova St          | 3  | 0.22 | 13.74 |
| 730 | Burlington Mills Rd   | 21 | 1.54 | 13.62 |
| 731 | E Nelson Ave          | 4  | 0.30 | 13.42 |
| 732 | Hampton Chase Ct      | 2  | 0.15 | 13.24 |
| 733 | Ernest Ct             | 3  | 0.23 | 13.14 |
| 734 | Via Fortunata Plz     | 2  | 0.15 | 12.96 |
| 735 | Devon Square Blvd     | 4  | 0.31 | 12.70 |
| 736 | Oak Grove Church Rd   | 6  | 0.49 | 12.20 |
| 737 | Star Rd               | 11 | 1.01 | 10.88 |
| 738 | Debarmore St          | 3  | 0.31 | 9.69  |
| 739 | Turning Point Dr      | 2  | 0.21 | 9.47  |
| 740 | Jubilee Ct            | 2  | 0.23 | 8.58  |
| 741 | Crenshaw Pt           | 5  | 0.61 | 8.18  |
| 742 | Wall Rd               | 11 | 1.35 | 8.13  |
| 743 | Club Villas Dr        | 3  | 0.42 | 7.11  |
| 744 | Dr Calvin Jones Hwy   | 25 | 3.64 | 6.88  |
| 745 | Harris Rd             | 8  | 1.56 | 5.13  |
| 746 | Meridian Branch Dr    | 2  | 0.40 | 5.03  |
|     |                       |    |      |       |
|     |                       |    |      |       |
|     |                       |    |      |       |
|     |                       |    |      |       |



# PROCUREMENT GUIDANCE APPENDIX E

Community center



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# Procuring Accessible Programs, Services, and Activities

In delivering services for the public, covered entities under Title II of the ADA may procure a variety of services, including but not limited to, consulting services, temporary staffing, event management, training and professional development, maintenance and support services, transportation services, housing and shelter programs, healthcare services, educational programs, and technology solutions. Each procurement category carries specific accessibility considerations that must be addressed during the solicitation, evaluation, and contracting phases.

When procuring these services, covered entities must ensure that the resulting programs and activities are accessible to individuals with disabilities. This includes evaluating whether service providers can deliver accommodations such as sign language interpreters, accessible materials in alternative formats, physical accessibility of service locations, and compliance with relevant accessibility standards.

## Wake Forest's Commitment to Access

The Town of Wake Forest is committed to accessibility in its programs, services, and activities. As such, vendors and contractors delivering service on behalf of the Town of Wake Forest are required to ensure their services are accessible to individuals with disabilities and comply with all applicable federal, state, and local accessibility laws and regulations. This includes providing reasonable accommodations, maintaining accessible physical locations, delivering materials in alternative formats when requested, and implementing digital accessibility standards such as WCAG 2.1 Level AA for any technology components of their service delivery.

The following laws, regulations, and standards may be applicable, depending on the nature of the procured services: Section 504 of the Rehabilitation Act, the Americans with Disabilities Act (ADA) for public accommodations and government services, the 2010 ADA Standards for Accessible Design, WCAG 2.1, Section 508 for information and communication technology, Fair Housing Act requirements for housing-related services, and state-specific accessibility laws. Vendors must demonstrate their ability to meet these requirements through accessibility compliance reports, staff training documentation, and/or detailed procedures as part of their proposal submissions.

# Procuring Accessible Programs, Services, and Activities

## Applicable Laws and Regulations

### Facilities and Parks

To ensure programs, services, and activities are delivered on behalf of the Town of Wake Forest in their most accessible configurations, when providing construction, development, alteration, or other remediation services, vendors will comply with the 2010 ADA Standards for Accessible Design and ensure all work maintains or enhances accessibility features such as accessible routes, parking spaces, entrances, restrooms, and recreational facilities.

This includes coordinating with Town staff to identify and preserve existing accessible elements during construction activities, implementing temporary accessibility measures during project phases, and conducting final inspections to verify compliance with applicable accessibility standards before project completion.

### Resources for Physical Facilities

Vendors should reference 2010 ADA Standards for Accessible Design available at [ADA.gov](https://www.ada.gov), which provide detailed technical specifications for accessible construction elements including ramps, doorways, parking spaces, and restroom facilities. The Department of Justice's official publication includes both scoping requirements that determine how many accessible elements are required and technical requirements that specify design criteria such as door opening forces, ramp slopes, and clear floor space dimensions.

To assist with compliance verification, vendors should utilize the ADA Checklist for Existing Facilities. This checklist covers priority areas including parking, accessible routes, entrances, restrooms, drinking fountains, and program spaces, helping contractors identify potential barriers and ensure all accessibility requirements are properly addressed during construction planning and final inspections.

### Right of Way Projects and Accessible Routes

For public rights-of-way projects, vendors must adhere to the U.S. Access Board's Public Right-of-Way Accessibility Guidelines (PROWAG) in addition to the 2010 ADA Standards.



# Procuring Accessible Programs, Services, and Activities

This encompasses sidewalk construction and repair with proper cross slopes and running grades, installation of compliant curb ramps with detectable warning surfaces at all pedestrian crossings, and ensuring accessible pedestrian signals and push buttons meet current technical specifications. Contractors must also maintain accessible routes during construction by providing temporary pedestrian access routes (TPARs) that meet width, surface, and slope requirements, and coordinate with transit authorities when work affects bus stops or transit boarding areas.

When conducting concrete work and infrastructure improvements in parks and recreational facilities, vendors must ensure all pedestrian access routes connect accessible parking spaces to accessible entrances and key program areas within the facility. This includes maintaining proper surface materials that are stable, firm, and slip-resistant, implementing appropriate drainage to prevent ponding that could impede wheelchair passage, and ensuring that any outdoor recreational elements such as picnic tables, grills, and playground access routes comply with applicable accessibility standards. Vendors must document compliance through detailed as-built drawings and provide certification that all work meets or exceeds the accessibility requirements outlined in the contract specifications.

## Resources for Right-of-Way Projects

Vendors should reference the [U.S. Access Board's Public Right-of-Way Accessibility Guidelines \(PROWAG\)](https://www.access-board.gov/prowag/), available at [access-board.gov](https://www.access-board.gov/), which provides comprehensive technical specifications for sidewalks, curb ramps, crosswalks, and pedestrian facilities. These guidelines establish requirements for accessible pedestrian signals (APS), detectable warning surfaces, and temporary pedestrian access routes during construction.

The ADA National Network offers guidance on the [differences between the 2010 Standards and PROWAG](#), for contractors, including [checklists for curb ramp installation](#), [specifications for detectable warning surface placement](#), and [protocols for maintaining pedestrian access during roadwork](#). Additionally, vendors should consult local transit authority guidelines when projects affect bus stops, as coordination requirements may include specific boarding area dimensions and shelter accessibility features that exceed minimum PROWAG standards.

# Procuring Accessible Programs, Services, and Activities

## Temporary Structures and Events

Temporary structures and events are subject to the same ADA obligations as permanent facilities under Title II. The 2010 ADA Standards explicitly require that accessibility provisions apply to both temporary and permanent buildings and facilities, meaning that vendor-provided services for festivals, construction staging areas, temporary office trailers, portable restrooms, and event venues must maintain the same level of accessibility as permanent installations.

Beyond legal compliance, accessible temporary facilities ensure that all community members can participate in public programs and services regardless of disability status. This includes providing accessible routes from parking to event areas, ensuring temporary ramps meet proper slope and width requirements, installing accessible portable restrooms with adequate clear floor space and grab bars, and maintaining accessible pathways that don't create barriers due to surface materials or obstacles. For temporary construction activities, maintaining accessibility prevents the creation of barriers that could exclude individuals with disabilities from accessing ongoing public services. This requires implementing temporary pedestrian access routes (TPARs) that meet PROWAG standards for width and surface requirements, coordinating with building occupants to maintain accessible entrances during renovation work, and ensuring that temporary signage includes accessible formats such as high contrast text and appropriate mounting heights.

The US Access Board has provided [guidance for temporary activities](#). Vendors are encouraged to use these resources.

## Effective Communication

Vendors providing services on behalf of the Town of Wake Forest must ensure effective communication with individuals with disabilities as required under Title II of the ADA. This includes providing auxiliary aids and services such as qualified sign language interpreters, assistive listening devices, written materials in alternative formats including large print and Braille, and accessible electronic documents that comply with current standards. Service providers must be prepared to furnish these accommodations at no additional cost to participants and must have established procedures for requesting and coordinating such services with adequate advance notice.

# Procuring Accessible Programs, Services, and Activities

This means ensuring staff understand their obligations to ensure effective communication when delivering services on behalf of the Town of Wake Forest. For example, when responding to public inquiries at community events, staff must be prepared to provide qualified interpreters for individuals who are deaf or hard of hearing, offer materials in large print or electronic formats compatible with screen readers for people with visual impairments, and allow additional time for communication with individuals who use communication boards or have speech disabilities. During training sessions or workshops, vendors must ensure that all presentations include real-time captioning when requested and that any printed materials are available in alternative formats with reasonable advance notice.

Staff must also understand that they cannot rely on family members, friends, or other program participants to provide interpretation services, as these individuals may not be qualified or may have conflicts of interest. Instead, vendors must maintain relationships with qualified service providers or have contracts in place to quickly arrange for professional interpreters, readers, or other auxiliary aids. When individuals request specific accommodations, staff should honor the person's choice of aid or service unless they can demonstrate that an equally effective alternative is available, and they must never charge additional fees for providing these essential accessibility services.

For more information about Effective Communication and the tools to improve communication access, visit the [Title II ADA Coordinator's toolkit section on Effective Communication](#).

## Technology Projects

For technology-related services, vendors must ensure that any digital communications, websites, or mobile applications meet WCAG 2.1 Level AA standards to the maximum extent feasible and include features such as screen reader compatibility, keyboard navigation, and appropriate color contrast ratios to facilitate access for users with various disabilities.

When vendors implement WCAG 2.1 Level AA standards, this translates into specific technical requirements across all digital touchpoints. For example, websites and applications must provide alternative text for all images and graphics, ensuring screen readers can convey visual information to users who are blind or have low vision. All interactive elements including buttons, forms, and navigation menus must be fully operable using only a keyboard, without requiring mouse interaction.



# Procuring Accessible Programs, Services, and Activities

Additionally, color contrast ratios must meet a minimum of 4.5:1 for normal text and 3:1 for large text against their backgrounds, ensuring users with color vision deficiencies or low vision can distinguish text from background elements. Videos must include synchronized captions for users who are deaf or hard of hearing, and audio content requires text transcripts. Forms must include clear labels and error messages that are programmatically associated with their corresponding input fields. Page structure must use proper heading hierarchies (H1, H2, H3) to enable screen reader users to navigate efficiently through content, and all content must be organized in a logical reading order. Links must have descriptive text that makes sense out of context rather than generic phrases like "click here." Time-based content cannot automatically refresh or redirect without user control, and any flashing content must stay below the threshold that could trigger seizures.

For mobile applications, these same principles apply with additional considerations for touch target sizes, gesture-based navigation alternatives, and compatibility with mobile assistive technologies. Vendors must also ensure that any PDF documents, online forms, or downloadable materials follow accessibility standards and can be properly interpreted by assistive technology users accessing Town services.

This list is not exhaustive but intended to communicate common accessibility failures. For a comprehensive list of requirements, visit the following resources:

- [WCAG 2.1 Guidelines](#)
- [Section 508 Standards](#)
- [ADA.gov Digital Accessibility Resources](#)
- [U.S. Access Board ICT Standards](#)
- [WebAIM Accessibility Resources](#)
- [Deque University](#)
- [A11Y Project Checklist](#)

Note: The Town requires vendors to provide VPATs (Voluntary Product Accessibility Template) or ACRs (Accessibility Conformance Report) with all new products and versions.

# Procuring Accessible Programs, Services, and Activities

## Proof of Accessibility Required

VPATs and ACRs (Accessibility Conformance Reports) serve as formal documentation that technology vendors use to communicate how their products meet accessibility standards. A VPAT (Voluntary Product Accessibility Template) is a standardized form developed by the [Information Technology Industry Council](#) that allows vendors to report on their product's level of conformance with Section 508 Standards and WCAG guidelines. The template includes sections for web applications, electronic documents, software, and hardware components, with vendors indicating whether each criterion is supported, partially supported, or not supported, along with explanatory remarks.

These reports help the Town assess potential accessibility barriers before implementation and identify which products may require additional accommodation measures or remediation work. The Town may also require vendors to provide remediation timelines for any identified accessibility gaps and demonstrate ongoing commitment to accessibility improvements through regular VPAT updates throughout the contract period.

## Employment Services

When procuring human resources and employment services, the Town of Wake Forest must ensure that vendor-provided systems and processes comply with Title I of the ADA, which governs employment practices. This includes applicant tracking systems (ATS), AI-powered hiring tools, pre-employment assessments, background check services, and recruitment platforms that must be accessible to job applicants with disabilities.

Vendors providing ATS platforms must ensure their systems accommodate screen readers, provide keyboard navigation alternatives, support assistive technologies, and offer alternative formats for application materials. Pre-employment assessments, including skills testing, personality evaluations, and physical ability tests, must comply with ADA requirements for reasonable accommodations and job-relatedness standards.

For more information about laws, regulations, and best practices in employment, employment accommodations, and accessibility, visit the [EEOC's technical guidance repository](#).

# ACCESSIBLE SOCIAL MEDIA BEST PRACTICES APPENDIX F

Community center



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# Accessible Social Media Best Practices

All content published to official social media accounts is a government communication and must be accessible to people with disabilities. This policy establishes minimum standards consistent with WCAG 2.1 Level AA, Section 508, and Title II of the Americans with Disabilities Act. It applies to every platform on which the organization maintains a presence, including but not limited to Facebook, Instagram, X, Vimeo, etc. Every employee who posts on behalf of the organization is responsible for compliance.

## Images and Graphics

- Always provide alternative text for every image, graphic, infographic, or screenshot. Describe the content and purpose of the image.
- Do not post text as an image. Flyers, event graphics, and announcements must also include the same information in the post body so screen readers can access it.
- Decorative-only images should be marked as decorative where the platform allows; otherwise use a brief alt text.

## Post Text and Captions

- Every post must contain substantive written text. Emoji-only, hashtag-only, or image-only posts are not permitted.
- Write hashtags in CamelCase (#WakeForestEvents, not #wakeforestevents) so screen readers pronounce each word.
- Use emoji sparingly and never to replace words. Screen readers read emoji aloud by their full description and excessive use makes posts unintelligible.
- Use plain language, short sentences, and spell out acronyms on first use.

## Links

- Link text must describe the destination. Avoid “click here,” “read more,” “this link,” or pasting bare URLs.
- Shorten long URLs with the organization’s approved link shortener, and preview every shortened link before posting.
  - Tip: Bit.ly can be used to shorten long URLs that cannot be tightened.

# Accessible Social Media Best Practices

## Video, Live Video, and Audio

- All pre-recorded video must have accurate, human-reviewed captions before publication. Auto-generated captions alone do not satisfy this requirement.
- Live video must include live captions where the platform supports them, and a captioned recording must be posted within five business days.
- Provide a transcript or summary for audio-only content (podcasts, voice notes, audiograms).
- Include audio description or spoken narration for videos that convey meaning visually without dialogue.

## Color, Contrast, and Visual Design

- Do not rely on color alone to convey information. Pair color with text, icons, or labels.
- Maintain a minimum 4.5:1 contrast ratio between text and background in all graphics, flyers, and thumbnails.
- Avoid flashing, strobing, or rapidly animated content (seizure risk).

## Engagement, Comments, and Emergency Messaging

- Never post critical, emergency, or time-sensitive information on social media alone. Publish the same information through an accessible channel (official website, email list, or 311/alert system).
- Respond to accessibility complaints or requests for alternative formats within one business day and route them to the ADA Coordinator.
- Moderate comments for accessibility barriers (e.g., image-only replies from official accounts) and do not delete constructive accessibility feedback.

## Staff Responsibilities and Accountability

- Training: All staff with posting access must complete accessibility training annually.
- Review before posting: Every post is checked against this policy before it is published. When in doubt, delay and consult the ADA Coordinator.
- Audits: Social media accounts are audited at least quarterly; documented corrective action is required for any account scoring below 70%.
- Questions, accommodations, and policy exceptions are directed to the ADA Coordinator.



## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2026-874-

Submitted by: Lisa Hayes, Administration

Submitting Department: Administration

Meeting Date: August 4, 2026

### **Subject**

Age Friendly Community and Action Plan Update

### **Recommendation:**

Presentation.

### **item Summary:**

### **ATTACHMENTS:**

- [Item Summary\\_Age Friendly Community and Action Plan Update.docx](#)
- [Age Friendly Action Plan Draft\\_August 2026.pdf](#)



## **Age Friendly Community and Action Plan Update**

### **Item Summary:**

Presentation by Ann Welton, Independent Consultant. The Town of Wake Forest was designated as an “Age-Friendly Community” in July 2024. Ann Welton has been leading the project to conduct and evaluate a community needs assessment. Ann Welton will present information on a proposed action plan for Age Friendly initiatives based on the community assessment results.

# TOWN *of* WAKE FOREST

# Age-Friendly Community

# Strategic Action Plan



Wake Forest is a vibrant, inclusive community where people of all ages and abilities can thrive, and where age is never a barrier to staying active, engaged, and supported.



## Acknowledgments

This Town of Wake Forest Age-Friendly Community Strategic Action Plan is the result of eight months of work by the Wake Forest Age-Friendly Community Committee. Their participation and contributions were instrumental in producing this plan. Special thanks to Pat Scruggs, who gathered and analyzed the survey data and facilitated the strategic planning sessions.

---

## Committee Members

Faith Cross, *Elected Official*

Kari Grace, *Town Staff*

Joe Grimm, *Resident*

Jennie Griggs, *Resident*

Bill Harrison, *Resident*

Sam Hedrick, *Resident*

Vivian Jones, *Resident*

Bettie Murchison, *Resident*

Pat Scruggs, *Resident*

Jack Staudt, *Resident*

Zoe Taylor, *Town Staff*

Jim Thompson, *Resident*

Denise Torain, *Resident*

Kathy Uveges, *Resident*

Ann Welton, *Resident*



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# Why, and Why Now?

By 2030, 1 out of every 5 people in the United States will be 65 or older. By 2034, the number of adults 65 and older will be greater than the number of children 18 and under. This Town of Wake Forest Age-Friendly Community Strategic Plan prepares Wake Forest for these shifting demographics, while ensuring that residents of all ages can thrive and build a sense of community.

Designing neighborhoods with age-friendly principles in mind boosts local economies and benefits everyone, regardless of their age or physical ability. Through the actionable strategies in this plan, local leaders and organizations can work together to drive structural changes like safer streets, accessible housing, and inclusive public spaces, ultimately creating vibrant, livable environments for people of all generations.

With the rapid growth and changing demographics in Wake Forest, we must act now to address immediate concerns and opportunities while also preparing for the future needs of our residents.

To paraphrase an old proverb, “A community grows great when its members plant trees in whose shade they will never sit.” The work we do today will improve the lives of those who come after us, for many generations in the future. However, we must start now.

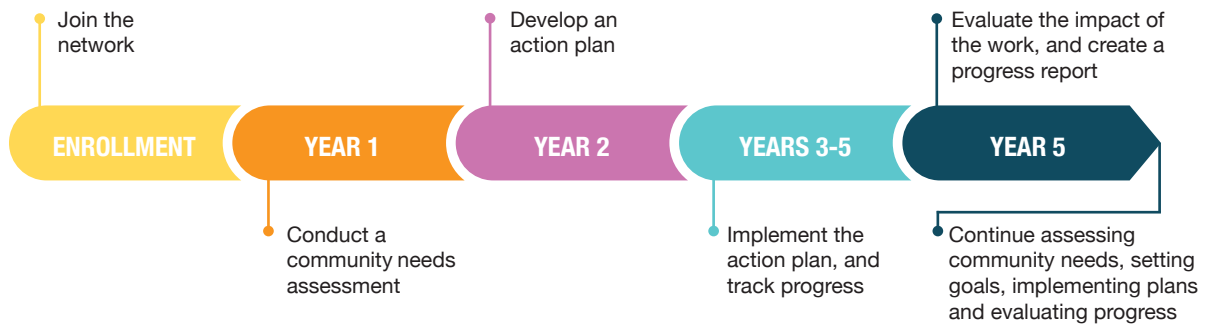
*What we do today matters for those who come after us.*



# Project History

In 2024, the Town of Wake Forest was accepted into the AARP Network of Age-Friendly States and Communities. [aarp.org/livable-communities/network-age-friendly-communities](https://aarp.org/livable-communities/network-age-friendly-communities) The purpose of this Network is to help communities become more livable and supportive for people of all ages, especially older adults. By assessing and improving the factors that influence livability, we developed a collective vision or ‘roadmap’ for our future.

To help develop this roadmap, a committee of volunteers was formed. In Year One, the committee conducted an extensive [Needs Assessment](#) that included a comprehensive survey with a record-breaking 1,200 responses, and multiple focus groups with residents from teens to seniors. Year Two focused on developing this Town of Wake Forest Age-Friendly Community Strategic Plan and included research of leading practices being deployed elsewhere in the country. In Years Three, Four, and Five, the Town, along with partner organizations, will implement elements from the Town of Wake Forest Age-Friendly Community Strategic Plan, track progress, and evaluate the impact of the work.



## Town of Wake Forest Strategic Plan Alignment

As the Town of Wake Forest continues to grow and thrive, the Board of Commissioners aims to chart a course using a [Strategic Plan](#) which articulates a vision for our community’s future that ensures vitality, sustainability, and fulfills its mission.

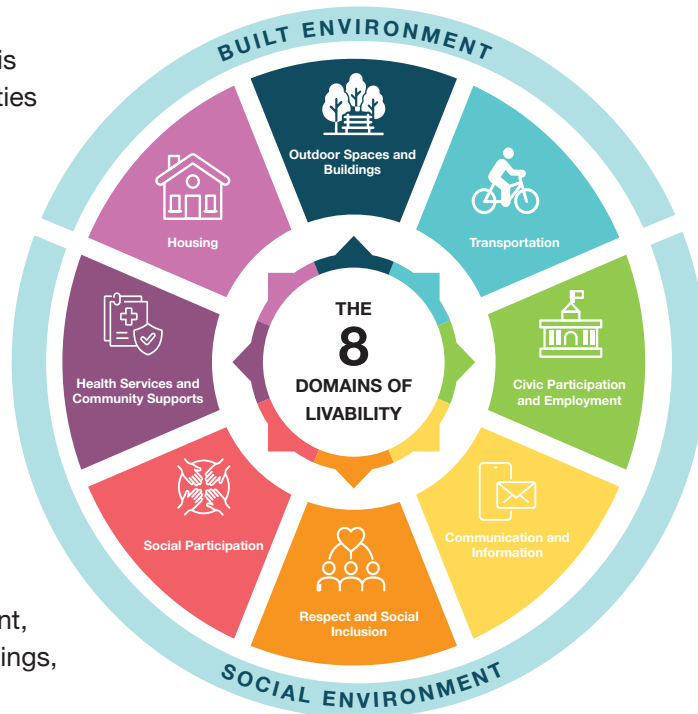
All of the elements in this Town of Wake Forest Age-Friendly Community Strategic Plan align with one or more of the Town’s Strategic Goals. Aligned goals are paired with each area of focus. Therefore, implementing Age-Friendly projects and priorities contributes to the Town’s ultimate vision: **Wake Forest’s vibrant, diverse, and welcoming community fosters its distinct character, thriving economy, and high quality of life.**





# Guiding Principles

The AARP Age-Friendly Initiative is based on ensuring that communities understand and comprehensively address the AARP eight domains of livability. In this Town of Wake Forest Age-Friendly Community Strategic Plan, like the Needs Assessment, we have used these domains to create our framework of six key topic areas under which specific actions are recommended: Communication and Information, Health Services and Community Support, Transportation, Social Engagement, Outdoor Spaces and Public Buildings, and Housing.



While the domains of livability provide the building blocks for an age-friendly community, the true community impact comes from how these building blocks are connected to support people of all ages at all stages of their lives. The following guiding principles illustrate what an age-friendly community looks and feels like, representing the desired outcomes of this Town of Wake Forest Age-Friendly Community Strategic Plan. They serve as an evaluation tool, ensuring each strategy directly contributes to one or more outcomes.

- **Vibrant Neighborhoods:** Enabling residents to age in place by promoting dynamic neighborhoods that contain diverse housing types and sizes, walkable to amenities and services.
- **Mobility and Accessibility:** Ensuring infrastructure enables walking, biking, and public transit as viable mobility options, supported by community resources that are accessible in all parts of town.
- **Independence and Choice:** Fostering independence and choice for aging residents through reliable and coordinated health, community, and housing resources.
- **Social Connection:** Designing social and civic activities accessible to all generations, promoting interactions between different age groups.
- **Holistic Health and Well-being:** Recognizing the interconnectedness of physical health, mental well-being, and personal security in community plans for growth and services.
- **Cultural Inclusion:** Promoting and celebrating the cultural diversity of our community and fostering a sense of belonging for residents and visitors.

# Top Priorities

The Wake Forest Age-Friendly Community Committee worked diligently over the course of eight months to review the data gathered from the Needs Assessment and to formulate the strategies and priorities for this Town of Wake Forest Age-Friendly Community Strategic Plan.



Using AARP’s Domains of Livability as a framework, strategies and tactics were identified for six areas of focus: Communication, Social Engagement, Health and Community Services, Transportation, Outdoor and Public Spaces, and Housing.

Although there are significant opportunities in each focus area, we recognize that everything can’t be accomplished at once. Priorities for the 2026/2027 fiscal year are listed below. The complete list of strategies and action items for each area of focus can be found on subsequent pages. As we continue our work as an Age-Friendly Community over the next few years, this plan will be updated to reflect our progress.

## 2026/2027 Priorities

### Short-term or Immediate Strategies

Actions that can have immediate and ongoing outcomes.

- Create a Senior Services and Caregiver Resource Guide and establish an outreach system to connect resources to those in need.
- Expand the aging-in-place home modification programs for older residents wanting to stay in their homes.
- Expand intergenerational events and programs that encourage shared experiences among all ages and strengthen the sense of community.
- Explore safe socialization opportunities for tweens and teens, including a physical space for social gatherings.

### Longer-term, High-Impact Strategies

Actions with a larger scale, which require planning or implementation of groundwork over the next few years.

- Establish a new facility to serve as an integrated community center to offer senior and intergenerational programs and community services supported through a coalition of organizations.
- Enhance the ability to walk and bike to community amenities and services in both new and existing developments and neighborhoods.
- Increase the quantity and variety of age-friendly housing stock, which includes smaller and single-story homes, and homes with universal design standards.

# Focus Area 1

## Communication

The Communications Department for the Town of Wake Forest is highly regarded. The information provided, across a variety of channels, is easily accessible. In the 2024 survey, more than 80% of respondents agreed that people can easily access general information about the community through multiple forms of communication.

However, in the same survey, when respondents were asked where people go to find information about services for older adults such as caregiving services, home-delivered meals, home repair, medical transport or social activities, the senior center was chosen 75% of the time. This data point indicates that specific information on resources for the aging population and their families is hard to come by.

The old adage, “You don’t know what you don’t know,” is particularly applicable here. Whether it’s a child or an aging parent, until your loved one needs something beyond what you can deliver, you don’t actively seek out where to find those resources. But once a need is established, easy access to information, resources, and people with shared experiences is critical.

A priority for this Town of Wake Forest Age-Friendly Community Strategic Plan is to make information about aging resources easy to access and navigate, and to ensure that the Town’s plans and policies are consistently informed by evidence-based data on aging needs.





# Strategies

**Strategy 1.1 | Create a Senior Services and Caregiver Resource Guide and establish an outreach system to connect resources to those in need.**

## Action Items

- **1.1.1** Partner with Resources for Seniors, Town of Wake Forest (Town), Wake County, and the Wake Forest Area Chamber of Commerce to create a Senior Services and Caregiver Resource Guide. Provide the guide in web, digital, and printed formats in both English and Spanish, working with community groups to widely distribute. Train first responders on how to use the guide.
  - **1.1.2** Create wallet-sized information cards and magnets with a QR code to the guide and distribute widely to libraries, medical centers, community centers, and faith-based organizations.
  - **1.1.3** Recommend the Center for Active Aging (WFCOA) have booths at various Town events to spread awareness and aging needs and resources as well as WFCOA offerings.
- 

**Strategy 1.2 | Expand the ability for residents and businesses to learn about and adopt methods for healthy active aging.**

## Action Items

- **1.2.1** Host in-person workshops (with social media video feed) in various community centers to provide information about topics critical to healthy active aging (financial planning, avoiding scams, nutrition, mental health etc.). Post videos of workshops on the Town's and WFCOA's media channels.
  - **1.2.2** Host an annual intergenerational community event/expo that provides information and educational sessions for family and senior resources. Partner with community organizations (schools, faith-based organizations, nonprofits, business groups, etc) to help promote the event.
- 

**Strategy 1.3 | Ensure the Town's plans and policies are informed by current data and information on age-friendly needs.**

## Action Items

- **1.3.1** Provide ongoing information on demographic data and aging trends to foster proactive Town plans and policies that enhance the livability of Wake Forest for people as they age.
- **1.3.2** Host regular (quarterly) strategy sessions/luncheons with elected officials and Town staff featuring experts in various age-related topics.
- **1.3.3** Continue to coordinate the Town's age-friendly plans and policies with the State's All Ages, All Stages initiatives to leverage resources and impact.
- **1.3.4** Communicate with our Senior Tarheel Legislature delegate to present the issues and gain local, state, and national representation.

# Focus Area 2

## Health Services & Community Support

Whether it's a pediatrician, a dentist, or a geriatric specialist, when a healthcare professional is required, it's usually not optional. Overall, respondents to the 2024 survey were satisfied with physicians and health specialists found in the Wake Forest area. We are fortunate to have three major health systems providing services in the Triangle: Duke, WakeMed, and UNC Rex.

However, to support the health and well-being of the entire community, survey respondents wrote they'd like to see a closer hospital, dementia facilities, and more classes and support for family caregivers. National studies show that 1 in 5 people identify as unpaid caregivers which is consistent with the 22% of our respondents who identified as such. Improving support for both adults and children with care needs along with their caregivers is a high priority.

Mental health services and how to access them is another identified need. Along with listing service providers in the Resource Guide, mental health awareness programming, particularly through intergenerational activities is a key initiative.

Ultimately, there needs to be a complete continuum of health care options, including mental health, with easy-to-access support and resources for caregivers. Leveraging the resources of state and national organizations and initiatives to expand programming and improve the health of our community seems a great place to begin.



# Strategies

## Strategy 2.1 | Improve support for caregivers and seniors with care needs.

### Action Items

- 2.1.1 In coordination with the Senior Services and Caregiver Resource Guide (see Communications recommendations) establish a caregivers network of local and regional nonprofits to share and coordinate caregiver resources and identify key gaps in support.
- 2.1.2 Communicate and promote respite programs for caregivers, including those provided by faith-based organizations and nonprofits including GUIDE, which provides up to \$2,500/year for caregiver respite for those caring for dementia patients.
- 2.1.3 Through the WFCOA, coordinate online and in-person support groups and caregiver programs (similar to the 'Brain Café' in Hillsborough for residents with dementia).
- 2.1.4 Develop and support a "Path to Wellness" program for caregivers that integrates education, mental well-being, and specific topics related to caregiving. Provide a monitored respite area for patients to allow caregiver participation.

---

## Strategy 2.2 | Improve access to mental health services and programs that promote mental well-being.

### Action Items

- 2.2.1 Increase access to information about mental health awareness and resources by holding seminars or talks where people already gather. This includes best practices such as providing mental health information boxes at libraries, recreation centers, and other public places.
- 2.2.2 Continue to support the Town's annual Mental Wellness Fair and Expressive Arts Intergenerational Day with mental health professionals as part of the framework.
- 2.2.3 Encourage community mental health organizations to develop a "Buddy Program" so participants are comfortable attending various events, workshops, performances etc.
- 2.2.4 Develop, promote and support community activities to enhance mental health including intergenerational programming that helps residents address mental wellbeing and overcome issues of isolation.





## Strategies (continued)

**Strategy 2.3 | Promote health screenings and provide educational programming that addresses chronic health conditions.**

### Action Items

- **2.3.1** Work with regional medical and health systems to provide health screenings to low-income and senior residents, including mobile health clinics to reach underserved populations, and pop-up clinics at the WFCAA, recreation centers and faith-based organizations.
- **2.3.2** Support and promote “Path to Wellness” programming, which integrates education and fitness to help prevent or manage chronic conditions such as diabetes, heart health, Parkinson’s, and falls prevention.
- **2.3.3** Partner with the [Northern Wake Food Security Team](#) on their community outreach campaign to promote nutritional health, partnering with government, health care organizations, and nonprofits (like Tri-Area Ministry Food Pantry).



**Strategy 2.4 |** Leverage the resources of state and national organizations and initiatives to expand programming and reach of health and community services.

**Action Items**

- **2.4.1** Join state and county initiatives such as Live Well Wake (Wake County initiative focused on access to healthcare, mental health and affordable housing) or capitalize on resources provided by Council on Aging of Wake County for resources related to mobility assistance, caregiving and respite care, supplemental services, and counseling resources.
- **2.4.2** Participate in national, evidence-based programs such as PEARLS (Program to Encourage Active, Rewarding Lives) that educates older adults and empowers them with new skills for living healthier, or Credible-Mind, free online evidence-based mental well-being platform that can be customized for your community to deliver greater reach, early intervention, and navigation to local programs.



# Focus Area 3

## Social Engagement

Social engagement is more than just a leisure activity; it is a critical component of healthy aging. For older adults, maintaining strong social ties can have a profound impact on physical, mental, and cognitive health.

Regular social interaction acts as a workout for the brain, and research suggests that socially active seniors have a lower risk of developing dementia and Alzheimer's disease. Socially active seniors often experience lower blood pressure, reduced inflammation and stronger immune systems. Conversely, the health impact of social isolation is often compared to smoking 15 cigarettes a day.

Intergenerational connections offer unique advantages that standard peer socialization might not. For seniors, sharing life lessons and skills can provide a renewed sense of purpose. For teens and young adults providing practical help with technology may enable some adults to age in place longer and more safely.

The majority of respondents to the 2024 survey indicated that they were satisfied with all the accessible, affordable, and culturally diverse events and activities for residents of all ages. However, approximately 60% of respondents were unsure of volunteer or civic engagement options.

Increasing opportunities for social engagement helps us become a community where residents of all ages have avenues to socialize, volunteer, and share experiences with each other, and where intergenerational engagement is the norm.





# Strategies

## Strategy 3.1 | Improve visibility and accessibility for volunteer and civic activities.

### Action Items

- 3.1.1 Expand the Town volunteer website with other community volunteer opportunities from faith-based, nonprofits, schools, and civic organizations.
  - 3.1.2 Consistently promote the volunteer website via Town emails, newsletters, etc.
  - 3.1.3 Host trainings for organizations on best practices to find and manage volunteers (e.g., background checks, onboarding, communication) to promote a good volunteer experience.
  - 3.1.4 Connect with high schools to encourage student volunteers or participation in civic programs.
  - 3.1.5 Host an annual VIVA Volunteers! event where nonprofits and community organizations share their needs and opportunities for volunteer participation. Market heavily to seniors and high school students.
- 

## Strategy 3.2 | Expand intergenerational events and programs that encourage shared experiences among all ages and strengthens the sense of community.

### Action Items

- 3.2.1 Fund and host regular intergenerational activities (including arts/crafts, culinary, music, physical activity, dance, etc) coordinated through a consortium of organizations such as the WFCOA, Parks, Recreation and Cultural Resources (PRCR), ARTS Wake Forest, the Renaissance Centre, mental health nonprofits, and other community organizations.
  - 3.2.2 Invite high school students to participate in the planning and logistics for events.
  - 3.2.3 Expand the connections between the WFCOA and local schools promoting intergenerational socialization (e.g., monthly Game Night) and educational programs such as “Boomers and Zoomers,” where teens teach seniors about technology and how to use their devices.
- 

## Strategy 3.3 | Create safe socialization opportunities for tweens and teens (ages 10-15).

### Action Items

- 3.3.1 Evaluate establishing tween and teen programming in a safe location (e.g., a “Teen Union Building”) to provide a place to socialize and hang out.
- 3.3.2 Host quarterly events such as dances for tweens and young teens with music and opportunities to socialize.

# Focus Area 4

## Transportation

Nearly a third of Americans don't drive due to age, disability, or financial constraints. In an age-friendly community, street and transportation infrastructure enables residents of all ages to move safely and reliably between home, work, school, and services, whether they are walking, biking, driving or taking public transit.

When towns view walking and biking as transportation, not just exercise, the results are a connected infrastructure system that is less car-dependent and more accessible for residents of all ages.

Currently, Wake Forest is considered car-dependent with a [Walk Score](#) of only 20 out of 100.

The recommendations within this domain envision a Wake Forest that:

- Is walkable and bikeable with connected and continuous sidewalks, frequent and safe crosswalks, and abundant bike lanes and multi-use paths, especially around high-use areas such as schools and community facilities, and
- Features comprehensive public transit and reliable paratransit, ensuring timely, door-to-door service for scheduled appointments, and
- Actively pursues safe street designs to improve visibility and safety, minimizing vehicle and pedestrian accidents.



# Strategies

**Strategy 4.1 | Enhance the ability to walk and bike to community amenities and services by increasing continuous sidewalks, bike lanes, and street crossings in both new and existing developments/neighborhoods.**

## Action Items

- 4.1.1 Conduct pedestrian and bike audits.
  - 4.1.2 Coordinate pedestrian and bicycle improvement recommendations into the Town's Transportation Plan, Community Plan, Capital Improvement Plan (CIP), and Unified Development Ordinance (UDO).
  - 4.1.3 Encourage the timely adoption of the proposed additions to the Unified Development Ordinance (UDO) that will strengthen the walkability and safety of our streets and pedestrian network, including required traffic calming measures on new roadways, sidewalk extension standards for new development, new connectivity index requirements, and enhanced tree and bench installation standards for greenways.
  - 4.1.4 Improve pedestrian crossings, especially downtown and nearby schools with visible markings and illuminated pedestrian signs (rapid flashing beacons) in heavily trafficked areas.
  - 4.1.5 Research and apply for grant funding to aid in the construction of sidewalks and crosswalks, especially in high priority areas.
- 

**Strategy 4.2 | Continue to implement national best practices for safe and complete streets.**

## Action Items

- 4.2.1 Continue to incorporate traffic calming and physical design standards to improve street safety and reduce speeds in residential areas.
  - 4.2.2 Ensure routes to schools are safe, including raised intersections, flashing pedestrian signs, and continuous sidewalks.
- 

**Strategy 4.3 | Enhance access to transit for senior citizens and those with driving impairments or disabilities.**

## Action Items

- 4.3.1 Monitor availability of Americans with Disabilities Act (ADA) equipped Go Wake Forest (GoWF) vehicles and ride metrics. Evaluate options for designating specific GoWF vehicles for seniors and people with disabilities and driving impairments, ensuring these vehicles are handicapped accessible.
- 4.3.2 Work with faith-based organizations, nonprofits and senior housing to develop a volunteer transportation system for medical appointments.
- 4.3.3 Communicate all transit options, including paratransit, (A dedicated service route to hospitals and medical centers) in easy-to-access channels including resource guides, online, and in community buildings.



# Focus Area 5

## Outdoor Spaces & Public Buildings

Overall, survey respondents were very satisfied with the array of amenities in Wake Forest, especially parks and green spaces. These opinions appear to be based on a consistent use of facilities. However, when responses were evaluated based on use (e.g. senior responses to senior activities, or household with children responding to youth venues,) the answers differed.

Respondents with children were more than twice as likely to be dissatisfied with youth venues and activities. Specifically, venues and activities for tweens and teens.

Written recommendations from the Survey that were included in the Needs Assessment were

- Completing greenways, especially connections between constructed segments
- Expanding Active Aging center facilities
- Providing a venue and additional programming for youth ages 12-17
- Having recreational offerings/facilities in southern part of town (Rogers Road area)
- Continuing and expanding family events (received many compliments on Town events)

Wake Forest residents are clear in their interest in safe and clean parks, greenways, outdoor spaces, and public buildings that are located throughout the town and provide options for exercising, socializing and learning new things.



# Strategies

**Strategy 5.1 |** Increase the capacity for senior citizen programs and services by expanding the existing senior center (WFCAA) or building a second location.

## Action Items

- 5.1.1 Use existing county and Town facilities to expand senior citizen programs (e.g., Wake Forest Library).
  - 5.1.2 Support developing the Wright property (next to the WFCAA) as a park to provide Intergenerational outdoor enjoyment, including walking trails and gathering spots.
  - 5.1.3 Complete a feasibility study for an Intergenerational center, similar to the one in Winston-Salem, identifying high-demand uses, projected budgets, and operational partners.
- 

**Strategy 5.2 |** Ensure that all public spaces and facilities have adequate and quality amenities with equitable access to the spaces and facilities themselves.

## Action Items

- 5.2.1 Evaluate which areas of parks, greenways, and downtown do not have sufficient seating. Subsequently, make recommendations for the installation of age-friendly benches with backs and armrests etc.
  - 5.2.2 Review the 2024 PROR Master Plan and support adding recreational facilities in areas of the Town that have less access to current parks and facilities.
  - 5.2.3 Continue to plan and secure funding for an Ageless, Multi-purpose Outdoor Sports Complex near Joyner Park. Ensure multi-modal accessibility by pedestrian, bike, and public transit.
- 

**Strategy 5.3 |** Incorporate public art in outdoor spaces and public building to create a welcoming and visually appealing community.

## Action Items

- 5.3.1 Create a Gateway Plan to identify and prioritize sites for gateway features and establish design standards. Ensure the Plan works in synergy with the Town's Wayfinding Plan.
- 5.3.2 Continue to showcase local artists of all ages with rotating shows in public buildings, libraries, community centers, etc.
- 5.3.2 Host an annual intergenerational art show where multiple generations work on art projects.

# Focus Area 6

## Housing

Results of the 2024 survey showed that housing was a top issue for those aged 45 and older, with responses related to affordability, the lack of smaller homes, and the lack of homes built for aging in place.

Not surprisingly, most seniors want to stay in their homes. This percentage increased by age group, with 80% of those over 75 wanting to remain in their current home, compared to just over 60% for those 55-64. One in four respondents 55-64 said they were likely to move to another home better for aging.

When asked about the major reason they would move, wanting a smaller home and being closer to amenities and activities top the list for those most likely to move. This strongly correlates with other housing responses that indicated people wanted to see smaller, aging in-place-designed homes that were also near amenities.

Though admittedly a difficult challenge to address, ultimately we hope to enhance safe and connected neighborhoods by providing a diverse range of housing sizes and styles that support aging in place, walkable to amenities and transit options.





# Strategies

**Strategy 6.1 |** Increase the quantity and variety of age-friendly housing stock, which includes smaller and single story homes, built with universal design standards.

## Action Items

- **6.1.1** Ensure zoning and comprehensive plans promote neighborhoods where there is a variety of housing styles and sizes within a walkable distance (15 minutes) of amenities and services.
  - **6.1.2** Support the Housing Affordability Plan recommendations to reduce barriers and support construction of Accessory Dwelling Units (ADUs).
  - **6.1.3** Visibly promote aging-in-place housing options with education and outreach (e.g., webinars), and guidance materials for homeowners and Homeowners Associations (HOAs).
- 

**Strategy 6.2 |** Expand aging-in-place home modification programs for older residents and residents with disabilities wanting to stay in their homes.

## Action Items

- **6.2.1** Partner with health organizations, design schools or other organizations with knowledge of universal design practices to provide home safety evaluations and recommendations.
  - **6.2.2** Actively pursue state and federal grants and program funding to increase the budget for the Town's Housing Rehabilitation Program (HRP).
  - **6.2.3** Maintain and expand partnerships with housing and community nonprofits (e.g., Habitat for Humanity, Resources for Seniors, Preserving Home) to increase awareness of the resources available to make no and low-cost repairs.
- 

**Strategy 6.3 |** Increase the number of affordable housing units.

## Action Items

- **6.3.1** Continue to support the Town's efforts to build relationships with a local Community Land Trust to create more opportunities for affordable homeownership for low- and moderate- income households.
- **6.3.2** To advance senior housing recommendations within the Community Plan and address findings from the Housing Affordability Plan, the application of Universal Design principles in housing that receive low-income housing tax credits (LIHTC), community development block grants (CDBG), or other public funds is strongly encouraged and all such projects will be reviewed for Universal Design feasibility.

# Focus Areas

## Implementation

### Focus Area 1 | Communication

| <b>Strategy 1.1</b><br><b>Create a Senior Services and Caregiver Resource Guide and establish an outreach system to connect resources to those in need.</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 1.1.1                                                                                                                                                       | Partner with Resources for Seniors, Town of Wake Forest (Town), Wake County, and the Wake Forest Area Chamber of Commerce to create a Senior Services and Caregiver Resource Guide. Provide the guide in web, digital, and printed formats in both English and Spanish, working with community groups to widely distribute. Train first responders on how to use the guide. <i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Short-term                                                                          |
| 1.1.2                                                                                                                                                       | Create wallet-sized information cards and magnets with a QR code to the guide and distribute widely to libraries, medical centers, community centers, and faith-based organizations. <i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i>                                                                                                                                                                                        | Short-Term                                                                          |
| 1.1.3                                                                                                                                                       | Recommend the Center for Active Aging (WFCOA) have booths at various Town events to spread awareness and aging needs and resources as well as WFCOA offerings.                                                                                                                                                                                                                                                                                                             | Ongoing                                                                             |

|                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                                     |
|------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <b>Strategy 1.2</b><br><b>Expand the ability for residents and businesses to learn about and adopt methods for healthy active aging.</b> |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
| 1.2.1                                                                                                                                    | Host in-person workshops (with social media video feed) in various community centers to provide information about topics critical to healthy active aging (financial planning, avoiding scams, nutrition, mental health etc.). Post videos of workshops on the Town's and WFCOA's media channels.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Ongoing                                                                             |
| 1.2.2                                                                                                                                    | Host an annual intergenerational community event/expo that provides information and educational sessions for family and senior resources. Partner with community organizations (schools, faith-based organizations, nonprofits, business groups, etc) to help promote the event.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i>                  | Short-Term                                                                          |

|                                                                                                                                        |                                                                                                                                                                                                                                               |                                                                                                                                                                             |
|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Strategy 1.3</b><br><b>Ensure the Town's plans and policies are informed by current data and information on age-friendly needs.</b> |                                                                                                                                                                                                                                               |   |
| 1.3.1                                                                                                                                  | Provide ongoing information on demographic data and aging trends to foster proactive Town plans and policies that enhance the livability of Wake Forest for people as they age.                                                               | Ongoing                                                                                                                                                                     |
| 1.3.2                                                                                                                                  | Host regular (quarterly) strategy sessions/luncheons with elected officials and Town staff featuring experts in various age-related topics.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Mid-Term                                                                                                                                                                    |
| 1.3.3                                                                                                                                  | Continue to coordinate the Town's age-friendly plans and policies with the State's All Ages, All Stages initiatives to leverage resources and impact.                                                                                         | Ongoing                                                                                                                                                                     |
| 1.3.4                                                                                                                                  | Communicate with our Senior Tarheel Legislature delegate to present the issues and gain local, state, and national representation.                                                                                                            | Ongoing                                                                                                                                                                     |



## Focus Area 2

# Health Services & Community Support

| <b>Strategy 2.1</b><br><b>Improve support for caregivers and seniors with care needs.</b> |                                                                                                                                                                                                                                                                                                                                                                |  |
|-------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 2.1.1                                                                                     | <p>In coordination with the Senior Services and Caregiver Resource Guide (see Communication recommendations) establish a caregivers' network of local and regional nonprofits to share and coordinate caregiver resources and identify key gaps in support. <i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p> | Ongoing                                                                             |
| 2.1.2                                                                                     | <p>Communicate and promote respite programs for caregivers, including those provided by faith-based organizations and nonprofits including GUIDE, which provides up to \$2,500/year for caregiver respite for those caring for dementia patients. <i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p>           | Ongoing                                                                             |
| 2.1.3                                                                                     | <p>Through the WFCOA, coordinate online and in-person support groups and caregiver programs (similar to the 'Brain Café' in Hillsborough for residents with dementia).</p>                                                                                                                                                                                     | Ongoing                                                                             |
| 2.1.4                                                                                     | <p>Develop and support a "Path to Wellness" program for caregivers that integrates education, mental well-being, and specific topics related to caregiving. Provide a monitored respite area for patients to allow caregiver participation. <i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p>                 | Mid-term                                                                            |

| <b>Strategy 2.2</b><br><b>Improve access to mental health services and programs that promote mental well-being.</b> |                                                                                                                                                                                                                                                                                                                                                                                             |  |
|---------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 2.2.1                                                                                                               | <p>Increase access to information about mental health awareness and resources by holding seminars or talks where people already gather. This includes best practices such as providing mental health information boxes at libraries, recreation centers, and other public places.</p> <p><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p> | Mid-term                                                                            |
| 2.2.2                                                                                                               | <p>Continue to support the Town's annual Mental Wellness Fair and Expressive Arts Intergenerational Day with mental health professionals as part of the framework.</p> <p><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p>                                                                                                                | Ongoing                                                                             |
| 2.2.3                                                                                                               | <p>Encourage community mental health organizations to develop a "Buddy Program" so participants are comfortable attending various events, workshops, performances etc.</p> <p><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p>                                                                                                            | Mid-term                                                                            |
| 2.2.4                                                                                                               | <p>Develop, promote, and support community activities to enhance mental health including intergenerational programming that helps residents address mental wellbeing and overcome issues of isolation.</p> <p><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p>                                                                            | Mid-term                                                                            |

## Focus Area 2

### Health Services & Community Support (continued)

| <b>Strategy 2.3</b><br><b>Promote health screenings and provide educational programming that addresses chronic health conditions.</b> |                                                                                                                                                                                                                                                                                                                                                                                  |  |
|---------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 2.3.1                                                                                                                                 | <p>Work with regional medical and health systems to provide health screenings to low-income and senior residents, including mobile health clinics to reach underserved populations, and pop-up clinics at the WFCOA, recreation centers and faith-based organizations.</p> <p><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p> | Mid-term                                                                            |
| 2.3.2                                                                                                                                 | <p>Support and promote “Path to Wellness” programming, which integrates education and fitness to help prevent or manage chronic conditions such as diabetes, heart health, Parkinson’s, and falls prevention.</p> <p><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i></p>                                                          | Short-term                                                                          |
| 2.3.3                                                                                                                                 | <p>Partner with the Northern Wake Food Security Team on their community outreach campaign to promote nutritional health, partnering with government, health care organizations, and nonprofits (like Tri-Area Ministry Food Pantry).</p>                                                                                                                                         | Ongoing                                                                             |



| <b>Strategy 2.4</b><br><b>Leverage the resources of state and national organizations and initiatives to expand programming and reach of health and community services.</b> |                                                                                                                                                                                                                                                                                                                                                                                                     |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 2.4.1                                                                                                                                                                      | Join state and county initiatives such as Live Well Wake (Wake County initiative focused on access to healthcare, mental health and affordable housing) or capitalize on resources provided by Council on Aging of Wake County for resources related to mobility assistance, caregiving and respite care, supplemental services, and counseling resources.                                          | Ongoing                                                                             |
| 2.4.2                                                                                                                                                                      | Participate in national, evidence-based programs such as PEARLS (Program to Encourage Active, Rewarding Lives) that educates older adults and empowers them with new skills for living healthier, or Credible-Mind, free online evidence-based mental well-being platform that can be customized for your community to deliver greater reach, early intervention, and navigation to local programs. | Mid-term                                                                            |

## Focus Area 3 | Social Engagement

| <b>Strategy 3.1</b><br><b>Improve visibility and accessibility for volunteer and civic activities.</b> |                                                                                                                                                                                                                                                                                                                                        |   |
|--------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 3.1.1                                                                                                  | Expand the Town volunteer website with other community volunteer opportunities from faith-based, nonprofits, schools, and civic organizations.                                                                                                                                                                                         | Short-term                                                                                                                                                              |
| 3.1.2                                                                                                  | Consistently promote the volunteer website via Town emails, newsletters, etc.                                                                                                                                                                                                                                                          | Ongoing                                                                                                                                                                 |
| 3.1.3                                                                                                  | Host trainings for organizations on best practices to find and manage volunteers (e.g., background checks, onboarding, communication) to promote a good volunteer experience.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i>                                                        | Long-term                                                                                                                                                               |
| 3.1.4                                                                                                  | Connect with high schools to encourage student volunteers or participation in civic programs.                                                                                                                                                                                                                                          | Ongoing                                                                                                                                                                 |
| 3.1.5                                                                                                  | Host an annual VIVA Volunteers (proposed name for new event) event where nonprofits and community organizations share their needs and opportunities for volunteer participation. Market heavily to seniors and high school students.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Mid-term                                                                                                                                                                |

| <b>Strategy 3.2</b><br><b>Expand intergenerational events and programs that encourage shared experiences among all ages and strengthen the sense of community.</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                            |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 3.2.1                                                                                                                                                              | Fund and host regular intergenerational activities (including arts/ crafts, culinary, music, physical activity, dance, etc) coordinated through a consortium of organizations such as the WFCAA, Parks, Recreation and Cultural Resources (PRCR), ARTS Wake Forest, the Renaissance Centre, mental health nonprofits, and other community organizations.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Short-term                                                                          |
| 3.2.2                                                                                                                                                              | Invite high school students to participate in the planning and logistics for events.                                                                                                                                                                                                                                                                                                                                                                       | Ongoing                                                                             |
| 3.2.3                                                                                                                                                              | Expand the connections between the WFCAA and local schools promoting intergenerational socialization (e.g., monthly Game Night) and educational programs such as “Boomers and Zoomers,” where teens teach seniors about technology and how to use their devices.                                                                                                                                                                                           | Ongoing                                                                             |

| <b>Strategy 3.3</b><br><b>Create safe socialization opportunities for tweens and teens (ages 10-15).</b> |                                                                                                                                                   |  |
|----------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 3.3.1                                                                                                    | Evaluate establishing tween and teen programming in a safe location (e.g., a “Teen Union Building”) to provide a place to socialize and hang out. | Long-term                                                                             |
| 3.3.2                                                                                                    | Host quarterly events such as dances for tweens and young teens with music and opportunities to socialize.                                        | Mid-term                                                                              |



## Focus Area 4 | Transportation

| <b>Strategy 4.1</b><br><b>Enhance the ability to walk and bike to community amenities and services by increasing continuous sidewalks, bike lanes, and street crossings in both new and existing developments/neighborhoods.</b> |                                                                                                                                                                                                                                                                                                                                                                                 |  |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 4.1.1                                                                                                                                                                                                                            | Conduct pedestrian and bike audits to prioritize problem areas.                                                                                                                                                                                                                                                                                                                 | Mid-term                                                                            |
| 4.1.2                                                                                                                                                                                                                            | Coordinate pedestrian and bicycle improvement recommendations into the Town's Transportation Plan, Community Plan, Capital Improvement Plan (CIP), and Unified Development Ordinance (UDO).                                                                                                                                                                                     | Ongoing                                                                             |
| 4.1.3                                                                                                                                                                                                                            | Encourage the timely adoption of the proposed additions to the UDO that will strengthen the walkability and safety of our streets and pedestrian network, including required traffic calming measures on new roadways, sidewalk extension standards for new development, new connectivity index requirements, and enhanced tree and bench installation standards for greenways. | Ongoing                                                                             |
| 4.1.4                                                                                                                                                                                                                            | Improve pedestrian crossings, especially downtown and nearby schools with visible markings and illuminated pedestrian signs (rapid flashing beacons) in heavily trafficked areas.                                                                                                                                                                                               | Ongoing                                                                             |
| 4.1.5                                                                                                                                                                                                                            | Research and apply for grant funding to aid in the construction of sidewalks and crosswalks, especially in high priority areas.                                                                                                                                                                                                                                                 | Ongoing                                                                             |

| <b>Strategy 4.2</b><br><b>Adopt national best practices for safe and complete streets.</b> |                                                                                                                                        |  |
|--------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 4.2.1                                                                                      | Continue to incorporate traffic calming and physical design standards to improve street safety and reduce speeds in residential areas. | Ongoing                                                                               |
| 4.2.2                                                                                      | Ensure routes to schools are safe, including raised intersections, flashing pedestrian signs, and continuous sidewalks.                | Ongoing                                                                               |

| <b>Strategy 4.3</b><br><b>Enhance access to transit for senior citizens and those with driving impairments or disabilities.</b> |                                                                                                                                                                                                                                                                                                       |  |
|---------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 4.3.1                                                                                                                           | Monitor availability of Americans with Disabilities Act (ADA) equipped Go Wake Forest (GoWF) vehicles and ride metrics. Evaluate options for designating specific GoWF vehicles for seniors and people with disabilities and driving impairments, ensuring these vehicles are handicapped accessible. | Ongoing                                                                             |
| 4.3.2                                                                                                                           | Work with faith-based organizations, nonprofits, and senior housing to develop a volunteer transportation system for medical appointments.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i>                                                          | Mid-term                                                                            |
| 4.3.3                                                                                                                           | Communicate all transit options, including paratransit, (A dedicated service route to hospitals and medical centers) in easy-to-access channels including resource guides, online, and in community buildings.                                                                                        | Ongoing                                                                             |

## Focus Area 5

# Outdoor Spaces & Public Buildings

| <b>Strategy 5.1</b><br><b>Increase the capacity for senior citizen programs and services by expanding the existing senior center (WFCAA) or building a second location.</b> |                                                                                                                                                                                                          |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 5.1.1                                                                                                                                                                       | Use existing county and Town facilities to expand senior citizen programs (e.g., Wake Forest Library).<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Mid-term                                                                            |
| 5.1.2                                                                                                                                                                       | Support developing the Wright property (next to the WFCAA) as a park to provide intergenerational outdoor enjoyment, including walking trails and gathering spots.                                       | Long-term                                                                           |
| 5.1.3                                                                                                                                                                       | Complete a feasibility study for an Intergenerational center, similar to the one in Winston-Salem, identifying high-demand uses, projected budgets, and operational partners.                            | Long-term                                                                           |

| <b>Strategy 5.2</b><br><b>Ensure that all public spaces and facilities have adequate and quality amenities with equitable access to the spaces and facilities themselves.</b> |                                                                                                                                                                                                     |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 5.2.1                                                                                                                                                                         | Evaluate which areas of parks, greenways, and downtown do not have sufficient seating. Subsequently, make recommendations for the installation of age-friendly benches with backs and armrests etc. | Short-term                                                                            |
| 5.2.2                                                                                                                                                                         | Review the 2024 PRCR Master Plan and support the addition of recreational facilities in areas of the Town that have less access to current parks and facilities.                                    | Long-term                                                                             |
| 5.2.3                                                                                                                                                                         | Continue to plan and secure funding for an Ageless, Multi-purpose Outdoor Sports Complex near Joyner Park. Ensure multi-modal accessibility by pedestrian, bike, and public transit.                | Long-term                                                                             |



| <b>Strategy 5.3</b><br><b>Incorporate public art in outdoor spaces and public buildings to create a welcoming and visually appealing community.</b> |                                                                                                                                                                                                                              |  |
|-----------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 5.3.1                                                                                                                                               | Create a Gateway Plan to identify and prioritize sites for gateway features and establish design standards. Ensure the Plan works in synergy with the Town's Wayfinding Plan.                                                | Mid-term                                                                            |
| 5.3.2                                                                                                                                               | Continue to showcase local artists of all ages with rotating shows in public buildings, libraries, community centers, etc.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Ongoing                                                                             |
| 5.3.3                                                                                                                                               | Host an annual intergenerational art show where multiple generations work on art projects.                                                                                                                                   | Ongoing                                                                             |

## Focus Area 6 | Housing

| <b>Strategy 6.1</b><br><b>Increase the quantity and variety of age-friendly housing stock, which includes smaller and single-story homes, built with universal design standards.</b> |                                                                                                                                                                                                                                                                          |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| 6.1.1                                                                                                                                                                                | Ensure zoning and comprehensive plans promote neighborhoods where there is a variety of housing styles and sizes within a walkable distance (15 minutes) of amenities and services.                                                                                      | Ongoing                                                                             |
| 6.1.2                                                                                                                                                                                | Reduce barriers to, and support construction of, Accessory Dwelling Units (ADUs).                                                                                                                                                                                        | Ongoing                                                                             |
| 6.1.3                                                                                                                                                                                | Visibly promote aging-in-place housing options with education and outreach (e.g., webinars), and guidance materials for homeowners and Homeowners Associations (HOAs).<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Long-term                                                                           |

| <b>Strategy 6.2</b><br><b>Expand aging-in-place home modification programs for older residents and residents with disabilities wanting to stay in their homes.</b> |                                                                                                                                                                                                                                                                                                                                 |  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
| 6.2.1                                                                                                                                                              | Partner with health organizations, design schools or other organizations with knowledge of universal design practices to provide home safety evaluations and recommendations.                                                                                                                                                   | Ongoing                                                                               |
| 6.2.2                                                                                                                                                              | Actively pursue state and federal grants and program funding to increase the budget for the Town's Housing Rehabilitation Program (HRP).                                                                                                                                                                                        | Ongoing                                                                               |
| 6.2.3                                                                                                                                                              | Maintain and expand partnerships with housing and community nonprofits (e.g., Habitat for Humanity, Resources for Seniors, Preserving Home) to increase awareness of the resources available to make no and low-cost repairs.<br><i>Community volunteers and/or partnering agencies will be needed to accomplish this item.</i> | Ongoing                                                                               |

|                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                               |                                                                                     |
|--------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| <b>Strategy 6.3</b><br><b>Increase the number of affordable housing units.</b> |                                                                                                                                                                                                                                                                                                                                                                                                               |  |
| 6.3.1                                                                          | Support the Town's efforts to build relationships with a local Community Land Trust to create more opportunities for affordable homeownership for low and moderate income households.                                                                                                                                                                                                                         | Ongoing                                                                             |
| 6.3.2                                                                          | To advance senior housing recommendations within the Community Plan and address findings from the Housing Affordability Plan, the application of universal design principles in housing that receive low-income housing tax credits (LIHTC), community development block grants (CDBG), or other public funds is strongly encouraged and all such projects will be reviewed for universal design feasibility. | Ongoing                                                                             |

# Appendix

## Resources & Best Practices

### Communication

#### County, State, Federal Resources to Explore

Wake County Community Grants: Local non-profits and senior services frequently receive funding from the county for specific community projects. In 2025, over \$1.5 million was approved for community grants to address local gaps.

[wake.gov](https://wake.gov)

Home & Community Care Block Grants (HCCBG): Administered through the [NC Division of Aging and Adult Services](#) and local Area Agencies on Aging (AAA), these funds support a coordinated system of services. Information and referral services—like a resource guide—often fall under the “Care Management” or “Information and Assistance” categories of these grants.

#### Examples and Best Practices

Georgia’s Coastal Area: (including Savannah and Beaufort County) has published a comprehensive Senior Resource eGuide detailing professional services, health services, community services, housing options and in-home assistance since 2016.

[seniorsresourcedirectory.com/?utm\\_source=copilot.com](https://seniorsresourcedirectory.com/?utm_source=copilot.com)

Orange County, NC: Created a searchable database and resource guide covering a wide array of topics providing access to critical information for seniors and caregivers.

[orangecountync.gov/2804/Community-Resource-Guide](https://orangecountync.gov/2804/Community-Resource-Guide)

Kirkland Washington: This AARP age-friendly community developed a resource guide in 2023 as a result of their planning efforts and was digitized on the city’s website.

[kirklandwa.gov/files/sharedassets/public/v/1/parks-amp-comm-services/recreation/kirkland-senior-council/senior\\_resource\\_guide\\_webfinal.pdf](https://kirklandwa.gov/files/sharedassets/public/v/1/parks-amp-comm-services/recreation/kirkland-senior-council/senior_resource_guide_webfinal.pdf)



# Health Services & Community Support

## County, State, Federal Resources to Explore

Healthy Places for Healthy People: This federal program helps communities integrate health improvement into their revitalization strategies.

[epa.gov/smartgrowth/healthy-places-healthy-people](https://epa.gov/smartgrowth/healthy-places-healthy-people)

CAPABLE is a national program that integrates services from a healthcare worker (occupational therapist or registered nurse) and a handy worker who work together with the older adult to improve health, independence, and safety.

[capablenationalcenter.org](https://capablenationalcenter.org)

Institute for Healthcare Improvement, Age-Friendly Health Systems Program that promotes evidence-based interventions in communities

[ihi.org/partner/initiatives/age-friendly-health-systems](https://ihi.org/partner/initiatives/age-friendly-health-systems)

The National Recreation and Park Association (NRPA), with funding support from the Centers for Disease Control and Prevention (CDC), is partnering with local park and recreation agencies across the United States to increase access, availability, participation and reach of evidence-based physical activity programs for older adults through NRPA's Supporting Healthy Aging Through Parks and Recreation (SHAPR) initiative:

[nrpa.org/our-work/partnerships/initiatives/healthy-aging-in-parks/evidence-based-interventions](https://nrpa.org/our-work/partnerships/initiatives/healthy-aging-in-parks/evidence-based-interventions)

## Examples and Best Practices

Raleigh's Parks and Recreation wellness programming:

[raleighnc.gov/parks-and-recreation/services/raleigh-parks-health-wellness-program](https://raleighnc.gov/parks-and-recreation/services/raleigh-parks-health-wellness-program)

Orange County, NC: The OC CARES (Orange County Caregiver Awareness, Respite, Education & Support) program provides both in-person and online support for caregivers.

[orangecountync.gov/169/Caregiver-Support-Services](https://orangecountync.gov/169/Caregiver-Support-Services)

Transylvania Regional Hospital in Brevard, NC, conducts programs and care for the 55+ population. Pairing clinical care with holistic wellness, Brevard combines individual therapy, group support, psychiatric medication treatment, with a vast outdoor array of outdoor wellness programs. [transylvaniahealth.org/resources](https://transylvaniahealth.org/resources)

# Social Engagement

## County, State, Federal Resources to Explore

Administration for Community Living (ACL):\* HHS-2026-ACL-AOA-HDRC-0015: This forecasted federal grant (estimated June 2026 deadline) focuses on “Strengthening Aging Services” through community engagement techniques and technical assistance for minority and underserved older adults.

[grants.gov](https://www.grants.gov)

AmeriCorps Seniors: Provides federal funding for three major programs: RSVP (volunteerism), Senior Companions (homebound support), and Foster Grandparents (intergenerational mentoring). These grants are often used to scale existing volunteer infrastructure.

[volunteersforcommunityimpact.org/about/about-ameriCorpsseniors-national](https://volunteersforcommunityimpact.org/about/about-ameriCorpsseniors-national)

## Examples and Best Practices

Cyber-Seniors (National/Rural Initiatives): Many towns in North Carolina and across the Midwest have used this model to pair high school students with seniors to bridge the “digital divide,” often resulting in lasting friendships that extend beyond the technical training.

[cyberseniors.org](https://cyberseniors.org)

DOROT’s University Outreach (New York, NY): This program connects college students with older adults for weekly visits or phone calls. In some versions, students receive subsidized housing in exchange for spending a set number of hours per week with senior residents.

[dorotusa.org/about/ourimpact](https://dorotusa.org/about/ourimpact)

Champion Intergenerational Center (Columbus, OH): This facility co-locates a senior CARES program with a child preschool. They share a playground and indoor “town square” where planned activities like gardening and music occur daily.

[leaderstat.com/knowledge-base/intergenerational-centers-growing](https://leaderstat.com/knowledge-base/intergenerational-centers-growing)

Forsyth County, NC Intergenerational Center for Arts and Wellness in Winston-Salem hosts an annual Intergenerational Arts Festival.

[generationscenter.org/blooming-together](https://generationscenter.org/blooming-together)

# Transportation

## County, State, and Federal Resources to Explore

**Walk Friendly Communities** is a national recognition program developed to encourage towns and cities across the U.S. to establish or recommit to a high priority for supporting safer walking environments.

[walkfriendly.org](https://walkfriendly.org)

**National Complete Streets Coalition** (part of Smart Growth America) advocates for policies that ensure street design serves all users—pedestrians, bicyclists, motorists, and transit riders—regardless of age or ability.

[About the Benefits of Complete Streets Toolkit](#) | The Benefits of Complete Streets

**Safe Streets and Roads for All (SS4A)**, a federal program that funds small-scale, community-led safety projects.

[Safe Streets and Roads for All \(SS4A\) Grant Program](#) | US Department of Transportation

**National Aging and Disability Transportation Center (NADTC)** Funded by the Federal Transit Administration and administered by Easterseals and USAging, NADTC provides information, training, and resources to improve transportation options for older adults and people with disabilities.

[NADTC.org](https://nadtc.org)

## Examples and Best Practices

Davidson, NC is considered one of the most walkable cities in North Carolina with a Walk Score of 78 out of 100, indicating most errands can be accomplished on foot. The Town's commitment to complete street and sidewalk policies ensures a safe and walkable environment, guided by the Davidson Mobility Plan.

[Davidson Mobility Plan](#) | Davidson, NC - Official Website

Cary, NC, has a strong commitment to pedestrian safety and connectivity, recognized nationally as a [Silver-level Walk-Friendly Community](#) since 2022. The town's Comprehensive Pedestrian Plan serves as the main guide for future pedestrian facilities, integrating recommendations from multiple town plans.

In Kirkland, WA, the Peter Kirk Community Center van operates Monday – Friday, with reservations taken up 72 hours prior to service date requested.

[kirklandwa.gov/Government/Departments/Public-Works-Department/Transportation/Getting-Around-Transportation-Division/Kenmore-Kirkland-Community-Van](https://kirklandwa.gov/Government/Departments/Public-Works-Department/Transportation/Getting-Around-Transportation-Division/Kenmore-Kirkland-Community-Van)

Aging Forward Durham provides free transportation for seniors to medical and dental appointments throughout North Durham.

[agingforwarddurham.org/transportation-info](https://agingforwarddurham.org/transportation-info)

The Center for Volunteer Caregiving provides seniors in Wake County with transportation needs, among other services:

[volunteercaregiving.org/programs](https://volunteercaregiving.org/programs)

# Outdoor Spaces and Public Buildings

## County, State, Federal Resources to Explore

North Carolina Community Foundation (NCCF): The NCCF manages hundreds of local endowment funds. Their 2026 community grantmaking cycles are often used for “brick and mortar” projects or essential equipment for community buildings.

Community Development Block Grants (CDBG): Administered by HUD and passed down to states, these are vital for “neighborhood revitalization.” Eligible Activities: Senior centers’ construction and ADA-compliance renovations are high-priority, eligible activities.

## Examples and Best Practices

The Intergenerational Center for Arts and Wellness in Winston-Salem uses arts and wellness programs to bring together youth and seniors in a one-of-a-kind community space. Founded on the belief that how we care for older adults defines our community, and that sound intergenerational relationships help the community thrive, 21 organizations have come together in a public-private partnership to offer programs and community services.

[seniorservicesinc.org](https://seniorservicesinc.org)

Albuquerque Multigenerational Centers (Albuquerque, NM) The City of Albuquerque operates several centers (like North Domingo Baca) that are intentionally designed for all ages from the ground up.

- The Model: These are large, municipality-run facilities that combine senior-center services with youth “out-of-school” programs.
- Core Activities: They offer before-and-after school care for K- 8 students alongside traditional senior programming, sharing facilities like gyms, computer labs, and social halls.
- Website: [City of Albuquerque Multigenerational Youth Programs](https://www.ci.albuquerque.nm.us/programs/multigenerational-youth-programs)



# Housing

## County, State, Federal Resources to Explore

Southeast Affordable Housing Administration (SAHA) — NC & SC

A standout regional nonprofit focused on naturally occurring affordable housing (NOAH) and minority-led community development. SAHA has created or preserved over 8,700 affordable homes since 2017. It uses federal, state, and local incentives to keep housing affordable and provides wraparound services like credit repair and counseling. It is strong at public-private partnerships and community-driven development.

[sahahousing.org](http://sahahousing.org)

## Examples and Best Practices

The City of Kirkland, WA has adopted detailed ADU Pre-Approved Plans

[kirklandwa.gov/Government/Departments/Planning-and-Building/Housing/The-Kirkland-ADU-Toolkit/Explore-Kirkland%E2%80%99s-Pre-Approved-Plans](http://kirklandwa.gov/Government/Departments/Planning-and-Building/Housing/The-Kirkland-ADU-Toolkit/Explore-Kirkland%E2%80%99s-Pre-Approved-Plans)

Providence, RI: A “Connected Community” model is being explored to co-locate independent living for older adults with housing for childcare and workforce members, creating a multi-generational, age-friendly environment.

[www.providenceri.gov/planning/citizen-participation-plan](http://www.providenceri.gov/planning/citizen-participation-plan)

Redmond, WA: Recently launched an Incentive Program that offers benefits to developers who incorporate universal design, accessible housing, and sensory spaces into their projects.

[redmond.gov/2378/Development-Incentives-Program](http://redmond.gov/2378/Development-Incentives-Program)



# 2024 NEEDS ASSESSMENT REPORT

*Prepared by Ann Welton*



**Age-Friendly Communities  
Are Livable for  
People of All Ages**  
[aarp.org/livable](https://aarp.org/livable)



# Introduction

An age-friendly community is a place where people of all ages can live, work, and thrive in a safe, supportive, and inclusive environment. It promotes accessibility, safety, social engagement, and overall well-being. An age-friendly community also ensures that the needs of older residents are fully integrated into the fabric of the community so they can remain active, independent, and connected.

Along with the rest of the nation, the population in Wake Forest is aging. According to the U.S. Census Bureau, by 2034 the nation will have more people aged 65 or older than under 18. In North Carolina, the population of individuals aged 65 and older will grow from 1.9 million to 2.8 million by 2042. In addition, the aging population is increasingly more active and independent, impacting how a city plans for and supports people as they age in place.

This demographic shift presents an opportunity for communities like Wake Forest. It has been documented that well-designed, age-friendly communities foster a strong economy and make for happier, healthier residents of all ages. Under the leadership of the Town's elected officials, staff, and committed residents, a movement is underway to ensure that our Town of Wake Forest is not only prepared for this demographic shift but embracing it. The Town of Wake Forest is not acting alone. The State of North Carolina is working to respond to these evolving demographics and the complex challenges they present. To that end, in 2024, the state developed the All Ages, All Stages NC Multisector Plan for Aging (MPA).

[ncdhhs.gov/imstillhere](https://ncdhhs.gov/imstillhere)

Additionally, the Town of Wake Forest applied for and was accepted into the AARP network of Age-Friendly Communities, a consortium of over 940 cities, counties and states across the country. This five-year program is designed to help cities and towns become more age-friendly through policies, programs, and general awareness.

By taking advantage of the state's MPA framework and the resources provided by the AARP Age-Friendly Community Network, the Town of Wake Forest is positioning itself to address the multifaceted needs of older adults and residents of all ages.

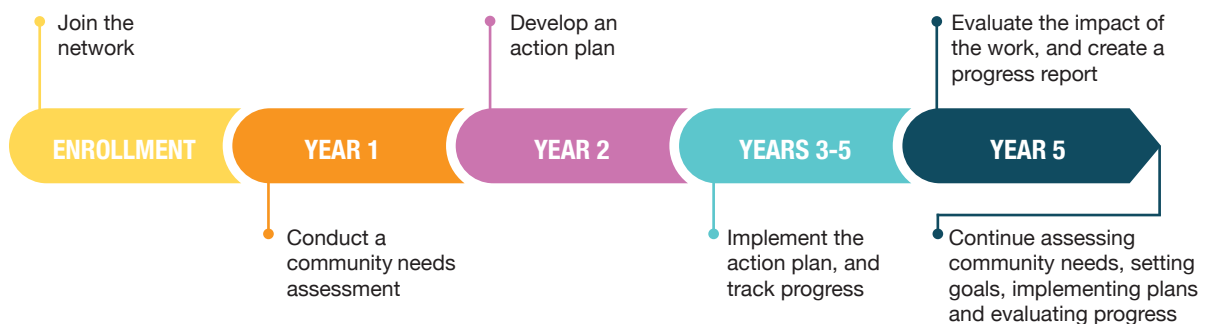


## Project History

The Town of Wake Forest was officially accepted into the AARP Age-friendly community program in June 2024. In September 2024, an Age-Friendly Community Committee was established. Committee members were recruited to reflect the varying ages, ethnicities, and overall demographics found in the Town of Wake Forest. Committee members assisted in developing surveys, planning focus groups and listening sessions, reviewing information, as well as providing their own input and expertise.

The Age-Friendly program requires a “Community Needs Assessment” which was conducted from September 2024 through February 2025. The goal of the Needs Assessment is to determine to what extent. The Town of Wake Forest excels at being age-friendly, and where it has opportunities to improve.

An Age-Friendly Community Survey (in both paper and digital versions) which was distributed widely for three months, receiving more than 1,200 responses. The survey data then helped to identify priorities listed in this plan and areas that required additional input to develop further recommendations. Three areas were identified as needing in-depth focus groups: Life for teens and tweens; Senior Services across a broad spectrum; and Caregiver support. Survey data, focus group responses, and committee members’ input were used to formulate this proposed Action Plan.







## 8 Domains of Livability

This Needs Assessment for the Town of Wake Forest reflects the eight domains of livability, established by the AARP. All eight domains cannot be tackled at once, however keeping all of them front and center as we make plans and prioritize where to invest resources ensures that we are always looking at the entire scope of livability in the Town.

After conducting the Needs Assessment, Domains 4, 5, and 6 have been combined into one: Social Engagement. The domains are prioritized in this order:

1. Communication and Information
2. Health Services and Community Support
3. Transportation
4. Social Engagement
  - a. Civic Participation and Employment
  - b. Social Participation
  - c. Respect and Social Inclusion
5. Outdoor Spaces
6. Housing

# Focus Area 1

## Communication & Information

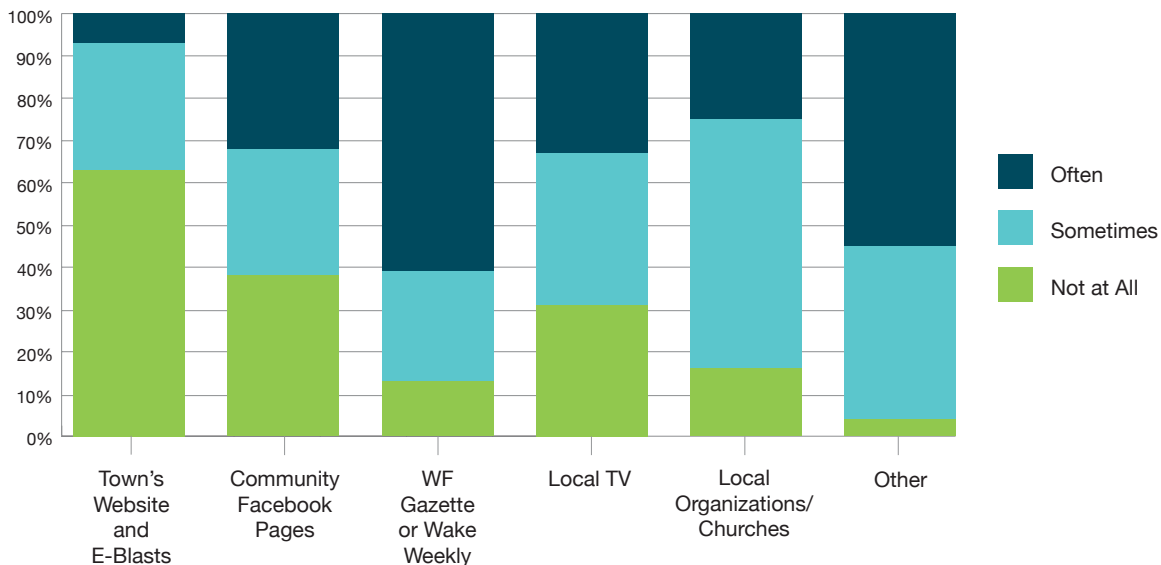
This domain is focused on how residents find out about programs, services and events, whether through communication from the Town of Wake Forest, local organizations, social media and other sources.

### Desired Outcome

Up-to-date information on programs, services, and events that is easily accessible in formats for all age groups.

### Key Findings

Communication Sources of Town Information



### Assets

During the Needs Assessment phase of this project, it was noted by over 80% of survey responses that there was a good range of resources for information about services and events in town. Over 90% of those providing input said they used the town's communications channels, with almost 70% using faith organizations and social media (over 90% of those younger than 55 years old used social media regularly).

Focus groups also talked about the many different resources in the area to respond to the needs of aging adults, caregivers, and those with special needs in our community.

## Gaps

Younger residents did not report experiencing a gap in information, however residents 55+ had a more difficult time finding the resources they needed. What is evident is the lack of a one-stop source for assisting seniors, caregivers and those with special needs to find the information they need - when they need it. For seniors, this included access to non-digital formats.

Another gap identified by the survey and focus group was information for seniors, delivered in person, on issues such as changes in financial and medical policies or how to avoid scams.



### Recommendation 1A

Develop a Resource Guide for Senior Services available in Wake Forest and Wake County. Provide the Guide in digital form through the Town and local organizations as well as print copies in a limited number to distribute as needed.

### Recommendation 1B

Maintain a centralized method of communication with Wake Forest residents.

- Establish an 800 number to get answers for all things related to Senior Services.
- Train Town of Wake Forest lobby volunteers (and others) to answer the 800 number calls, use the online resource, and direct callers to the appropriate services.
- Print brochures and magnets with the 800 number and brief explanation of the information that can be accessed. Distribute widely to Town and County facilities as well as every medical office in the area.
- Staff event booths at Town events and share information (FNOW, Forest Fest, WF Cares, etc.)
- Utilize Wake County's 211 information hotline.

### Recommendation 1C

Establish biannual Scam Jams to alert the aging population about potential scams aimed at their demographic. Scam Jams can be used to kick off other programming geared towards helping aging adults manage their finances safely.

## Focus Area 2

# Health Services & Community Support

This domain covers issues related to health and community services including primary healthcare, mental health and caregiving.

### Desired Outcomes

A community that helps caregivers of all kinds with navigating resources and providing respite opportunities and support groups.

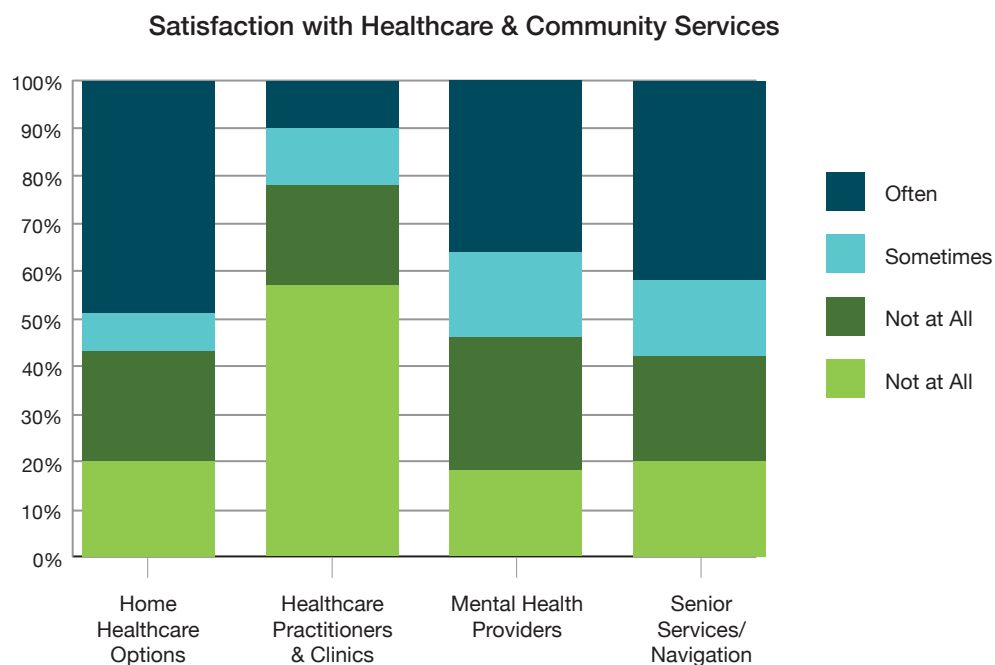
Enhanced access to mental health services for both children and adults.

Those serving as a caregiver, either for an aging parent, a spouse, or a child with disabilities face ongoing challenges. National studies show that one in five people identify as an unpaid caregiver. This statistic was consistent with the results of the Wake Forest Age-Friendly survey in which 22% of respondents reported that they were unpaid caregivers. As with Senior Services in general, resources for caregivers are available, but those who need them are often not aware.

There is a similar need for mental health services for all age groups. With suicides rates in youth continuing to rise, especially for youth of color, and social isolation increasing for seniors, access and affordability of mental health resources become increasingly important to a growing town like Wake Forest.

### Key Assets

For the most part, residents providing input into this project said that Wake Forest is well-served by primary care health providers. However, far fewer were satisfied with access to mental health or caregiver/senior services.





# Gaps

Locally, major health systems like Duke and UNC Health have developed programs specifically to help caregivers navigate healthcare and social services. Yet, becoming a caregiver is often not by choice, but by necessity, therefore people don't know how or where to find help with these resources in a timely manner.

## Recommendation 2A

Provide structured support for caregivers

- Establish quarterly Caregiver Resource Days at a Town Facility and promote attendance through a marketing campaign aimed at caregivers.
- Provide a safe space for those being cared for so the caregiver can participate in the sessions.
- Establish a network and support groups for caregivers.

## Recommendation 2B

Provide resources for and information about healthy aging-in-place -- the ability to live in one's own home and community safely, independently, and comfortably, regardless of age, income, or ability level.

- Develop a series of educational sessions at the Center of Active Aging (Senior Center) about aging in place.
- Include information in the Senior Resource Guide.

## Recommendation 2C

Promote health screening and provide educational programming that addresses chronic health conditions

- Promote regular health screenings, working with medical and other community-based partners to reach low-income and senior residents.
- Continue to support educational and fitness programs specifically focused on managing or preventing chronic health conditions such as diabetes and heart health.

## Recommendation 2D

Provide better access to information and services surrounding mental health.

- Increase awareness for Veteran's services and the Mobile Crisis Unit.
- Promote community activities to enhance mental health, especially intergenerational events.



## Focus Area 3

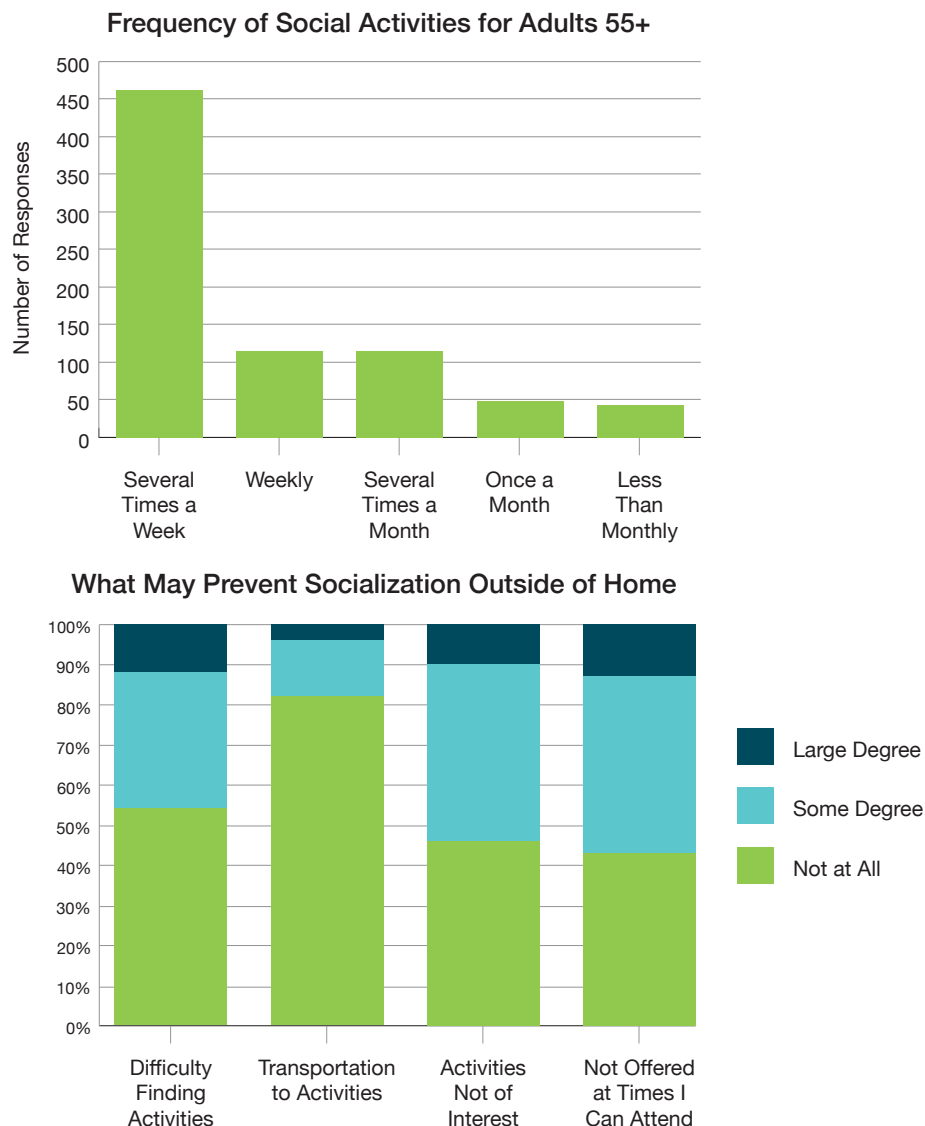
# Social Engagement

This domain focuses on social participation and civic engagement that allows people to feel connected and contribute to their community. High levels of socialization are correlated with greater physical and mental health, especially among older adults, and help to create strong civic-minded communities.

### Desired Outcomes

A community where social engagement is promoted and where intergenerational involvement is the norm, not the exception. From young families to the oldest of adults, residents socialize, volunteer, and share experiences with each other.

### Key Findings



# Gaps

## Recommendation 3A

Create a page on the Town of Wake Forest website that houses volunteer opportunities across the Town including churches, non-profits, and schools. This single source will enhance the ability for youth and adults to find and access volunteer opportunities.

- Rely on the Town Communications Department to consistently promote the site in weekly newsletters.
- Improve volunteer experiences by having periodic training for organizations on managing a volunteer program.

## Recommendation 3B

Establish regular events and activities that bring together multiple generations to share experiences and build strong community connections.

- Fund and host regular intergenerational activities coordinated through a consortium of organizations such as the Center for Active Aging (Senior Center), the Renaissance Centre, mental health nonprofits and others. Work with schools to have students help plan and participate in these events.

## Recommendation 3C

Create safe socialization opportunities for Tweens and Teens (ages 10-15).

- Host town dances or seasonal events several times per year for young teenagers to enjoy music and socialize in a safe, controlled environment. Provide food trucks and information on other youth events and youth resources.
- Encourage the Town of Wake Forest to actively pursue hosting state and regional youth sport or academic competitions.



## Focus Area 4

# Transportation & Pedestrian Infrastructure

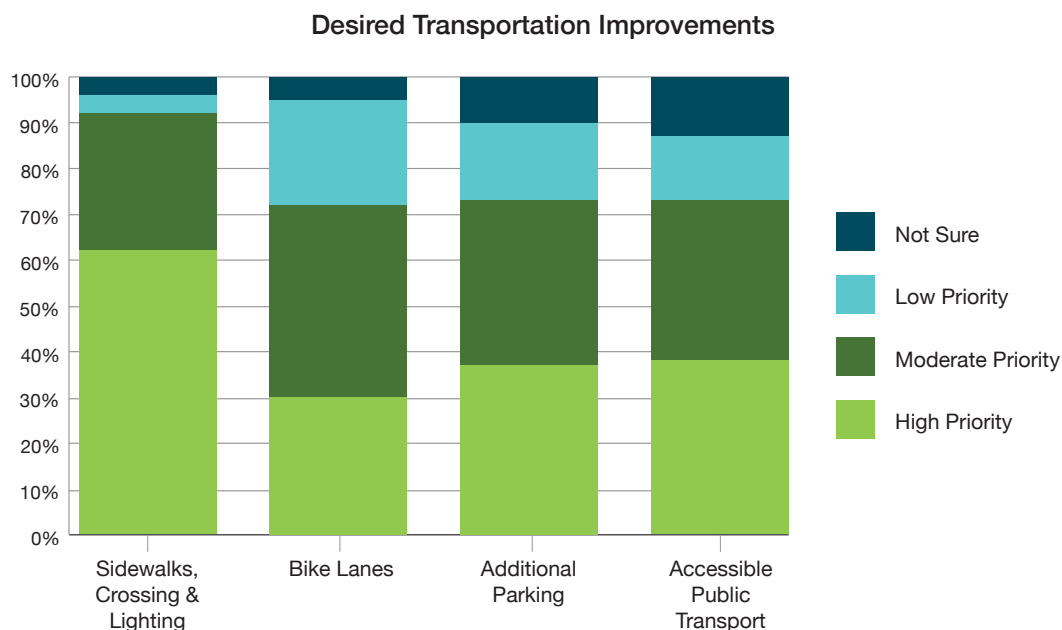
This domain focuses on how cities plan for and support multi-modal forms of transportation, including walkable and bikeable streets and affordable transportation alternatives to cars, especially for those with driving or mobility difficulties.

### Desired Outcome

A Town that promotes and encourages residents to use all modes of transportation by providing infrastructure that supports walking, biking and public transit options.

### Key Findings

Satisfaction with Wake Forest's transportation system was the lowest rated survey issue among all age groups. While the condition of the streets in Wake Forest was largely considered satisfactory, only 33% of survey respondents were satisfied with public transit and parking, and even fewer, 24%, were satisfied with pedestrian and bike access and safety. Written comments further noted that transportation infrastructure has not kept pace with the rapid rate of housing and commercial development, causing increased traffic delays.



When asked about street and transportation improvements, the highest priority was given to improving sidewalks and crossings, followed by accessible public transportation. Survey responses noted a lack of continuous sidewalks along main roads that connect residents to schools, downtown, and commercial areas, making it unsafe to walk or bike.

While many residents liked the new GoWake transit system, those with driving limitations often commented that the system was rarely available when they needed it, and requested several vehicles be set aside for seniors and those with disabilities.



# Gaps

## Recommendation 4A

Conduct pedestrian and bike audits to identify and prioritize areas for pedestrian and bicycle improvements.

## Recommendation 4B

Improve access to transit for seniors and those with driving impairments.

- Evaluate options for designating specific GoWake vehicles for seniors and people with disabilities that limit their driving, ensuring these vehicles are handicapped accessible.

## Recommendation 4C

Encourage the Town of Wake Forest to continue the adoption of the best national practices for safe streets such as those found in Complete Streets, a national smart growth initiative with over 1,700 jurisdictions.

- Ensure the Uniform Development Code (UDC) promotes complete sidewalks with continuous points of connection between areas of development.



## Focus Area 5

# Outdoor Spaces & Public Buildings

This domain focuses on parks, greenways, recreation facilities, and public buildings that provide options for exercising, socializing and learning new things.

### Desired Outcome

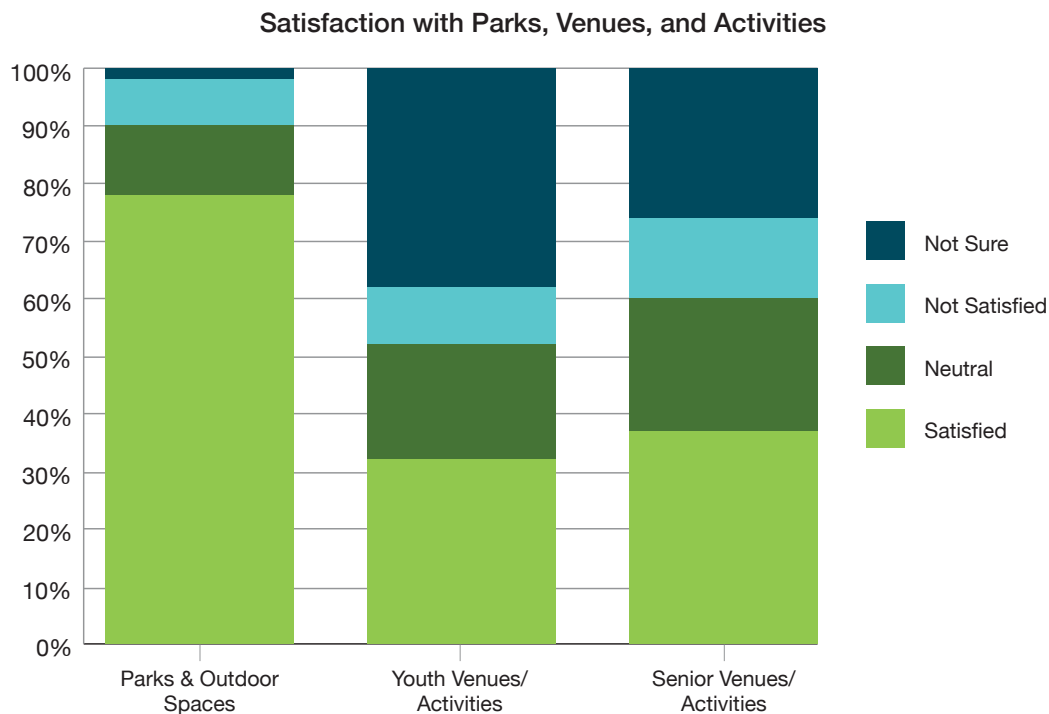
A community where parks, greenways, and outdoor meeting places are safe, clean, maintained, and enjoyed by all ages and demographic groups.

### Key Findings

Survey respondents were overwhelmingly satisfied with the Town's outdoor spaces including parks and community centers.

### Assets

Wake Forest parks and community centers are well maintained and enjoyed year-round by residents.



# Gaps

Capacity continues to be an issue. As the Town’s population explodes, so does the need for recreational spaces, fields, courts, and community center space.



## Recommendation 5A

Expand the existing or develop a second senior center.

- Expedite the assessment and planning of a new center.
- Utilize other town facilities to immediately expand class offerings and space for workshops, support groups, and informational sessions.

## Recommendation 5B

Expand and improve the amenities in public spaces and recreation centers to serve all areas of the town and meet the demand of high-use activities.

- Provide additional benches and restrooms in parks and along greenways.
- Expand facilities and offerings for high-demand activities, especially those that serve a variety of age groups, such as pickleball, which is the fastest growing sport for both youth and adults.

## Recommendation 4C

Improve the quality of life through the addition of public art in all outdoor spaces and recreation centers, as well as throughout the Town.

## Focus Area 6

### Housing

This domain focuses on housing that provides options for those of different ages, is affordable for older adults and those on fixed incomes and is physically accessible to people with varying mobility levels or who wish to age in place.

Although more than a *quarter of adults* in the United States have some sort of disability only around 4 percent of national housing stock is accessible for those with moderate mobility difficulties, and less than 1 percent of housing units are fully wheelchair accessible. (National League of Cities)

#### Desired Outcome

A community with housing options for people of different ages, incomes and mobility.



#### Key Findings

Most people participating in the needs assessment found the array of housing in Wake Forest adequate. However, they rated the affordability of housing and housing stock for seniors and those with disabilities very poorly.

The rate of development in Wake Forest has been rapid, and many people are now concerned about the additional traffic and perceived lack of supporting infrastructure.



# Gaps

## Recommendation 6A

Promote Assessor Dwelling Units (ADUs) to help address senior and affordable housing challenges. ADUs add to the housing supply without requiring large-scale construction projects.

## Recommendation 6B

Promote the construction of universal-designed homes that allows people to live independently as long as possible. This includes no-step entry, one-story living, wide doorways and hallways, and spaces that can be easily modified as individuals age.

- Provide financial incentives to developers and builders for building universal-designed homes.

## Recommendation 6C

Provide more options for independent and active older adults.

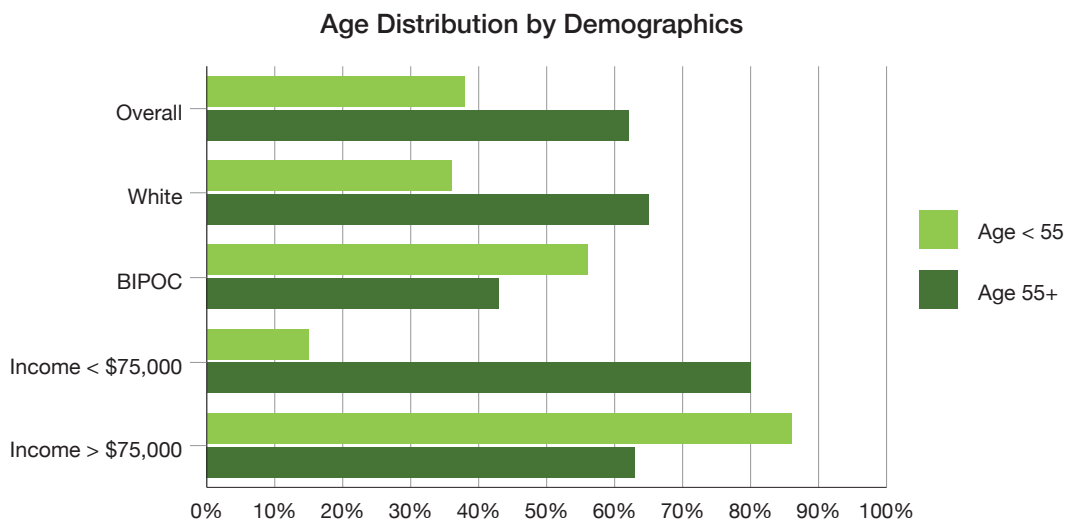
- Encourage the construction of smaller single-story homes, especially near retail and service amenities.
- Provide programs that assist older adults with home repairs and maintenance and the installation of emergency response systems, helping them stay in their homes longer.
- Work with community and faith-based organizations which are already undertaking efforts to create more affordable housing.



# 2024 Age-Friendly Survey Summary

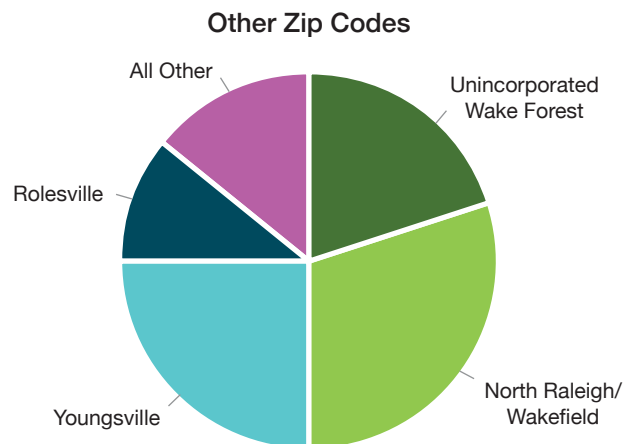
In the fall of 2024, the Town of Wake Forest developed and conducted an Age-Friendly survey open for 11 weeks. 1200 people answered the survey (one of the highest response rates of any town survey). The survey sought input from a wide range of residents on issues related to the town's livability. The survey also recognized that issues can vary by the age, income, and race of residents, so some questions were further broken down by one or more of these categories.

## Demographics of Survey Responses



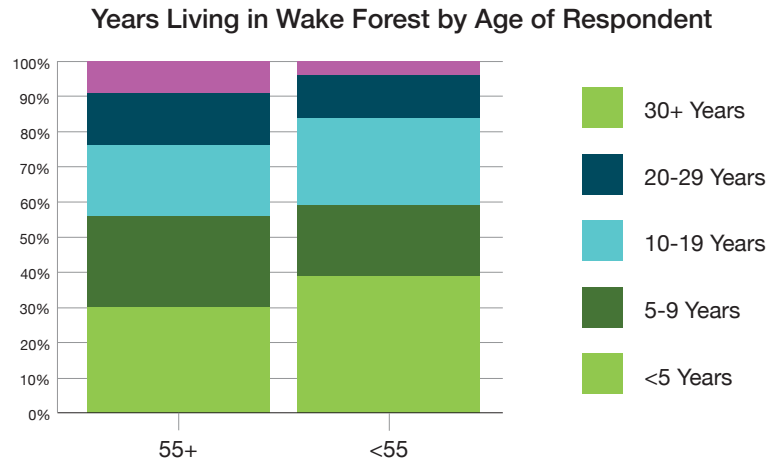
## Residency

Almost 90% of responses were from people living in Wake Forest; others included:



## Length Of Time In Wake Forest

While there was some difference in how many years people lived in Wake Forest, the largest percent for both age groups was less than 5 years, and the mean for both age groups was 5-9 years.



## Race/Ethnicity

Overall, respondents were far less diverse than recent demographic estimates. However, respondents younger than 55, had diversity rates more than twice that of older respondents.

|                   | 55+  | <55 | Total | % Identified Total | Census |
|-------------------|------|-----|-------|--------------------|--------|
| White/Caucasian   | 554  | 290 | 844   | 85.2%              | 67.4%  |
| Black             | 40   | 29  | 69    | 7%                 | 17.9%  |
| Hispanic          | 9    | 23  | 32    | 3.2%               | 7.8%   |
| Asian             | 6    | 28  | 24    | 2.4%               | 2.2%   |
| Mixed/Other       | 10   | 22  | 22    | 2.2%               | 4.1%   |
| Prefer Not to Say | 63   | 26  | 89    |                    |        |
| BIPOC* Percent    | 140% | 23% | 13.5% |                    | 32%    |

## Educational Attainment

Respondents had higher levels of education compared to the Census Bureau's estimate of the general population of Wake Forest. This level of education was consistent among all age groups.

|                            | Survey | Census |
|----------------------------|--------|--------|
| High School or Less        | 9.4%   | 16%    |
| Associates or Some College | 17.2%  | 26%    |
| Bachelor's                 | 36.4%  | 36%    |
| Advanced                   | 37.2%  | 22%    |

# Summary of Key Assets & Issues

The survey asked questions related to each domain of livability included in this plan including:

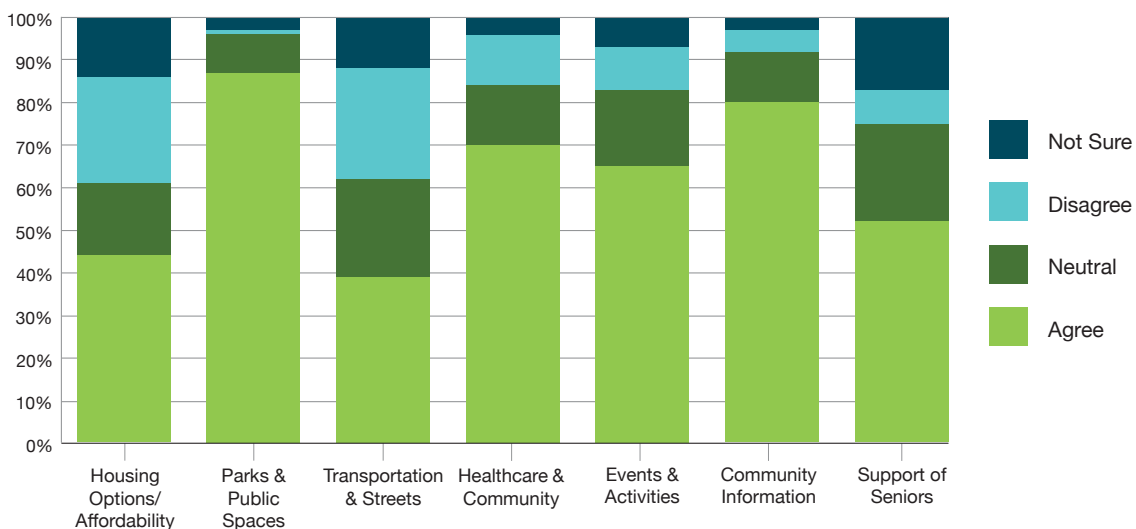
- How well the town is addressing or has desired amenities for each domain,
- What resources or amenities residents are currently using, and in some cases, preferred to use,
- The preference or priority for certain types of improvements, and
- Other suggestions, comments, or recommendations that respondents had (Open ended responses).

## Livability Vision

The survey asked how well Wake Forest is performing on specific age-friendly goals.

- There are a variety of housing options that accommodate different needs and income levels.
- The town's public spaces (parks, outdoor spaces, and community buildings) are safe and well-maintained.
- The town is well-served by a range of healthcare facilities and community providers.
- There are accessible, affordable, and culturally diverse events and activities for residents of all ages.
- The town has safe, reliable, and easy-to-use transportation options including public transit, walking, and biking.
- People can easily access information about the community through multiple forms of communication.
- The town is supportive of older adults and respects their contributions to the community.

Overall Ratings of Age-Friendly Issues





The following table breakdown responses to age friendly goals by the two major age groups. For most goals statements there were only minor differences, indicating a general consensus on issues.

|                                                                                                                    | Agree<br>55+ | Agree<br><55 | Neutral<br>55+ | Neutral<br><55 | Disagree<br>55+ | Disagree<br><55 | Not Sure<br>55+ | Not Sure<br><55 |
|--------------------------------------------------------------------------------------------------------------------|--------------|--------------|----------------|----------------|-----------------|-----------------|-----------------|-----------------|
| There are a variety of housing options that accommodate different needs and income levels.                         | 41.9%        | 48.5%        | 16.6%          | 16.5%          | 23.6%           | 28.3%           | 18.3%           | 7.4%            |
| The town's public spaces (parks, outdoor spaces, and community buildings) are safe and well-maintained.            | 86.1%        | 90.6%        | 9.2%           | 7.9%           | 1.8%            | 1.2%            | 3.2%            | 0.5%            |
| The town is well-served by a range of healthcare facilities and providers.                                         | 67.4%        | 64.5%        | 15.4%          | 17.2%          | 11.9%           | 13.8%           | 5.4%            | 3.9%            |
| There are accessible, affordable, and culturally diverse events and activities for residents of all ages.          | 66.1%        | 64.0%        | 17.7%          | 20.0%          | 9.2%            | 10.3%           | 7.3%            | 5.9%            |
| The town has safe, reliable, and easy-to-use transportation options including public transit, walking, and biking. | 37.0%        | 42.1%        | 22.6%          | 22.9%          | 24.9%           | 27.1%           | 16.0%           | 8.6%            |
| People can easily access information about the community through multiple forms of communication.                  | 79.2%        | 82.3%        | 12.8%          | 11.8%          | 2.5%            | 3.0%            | 5.9%            | 3.2%            |
| The town is supportive of older adults and respects their contributions to the community.                          | 54.8%        | 48.0%        | 25.2%          | 21.2%          | 7.9%            | 4.4%            | 12.6%           | 26.8%           |

# Transportation

## Satisfaction with Transportation System

**Pedestrian and Bike Safety #1 Concern.** Of those providing an answer other than “not sure”, approximately 54% of respondents were satisfied with the condition of streets, whereas only 33% were satisfied with public transit, 32% were satisfied with parking, only 24% with pedestrian and bike access and safety. The town is supportive of older adults and respects their contributions to the community.

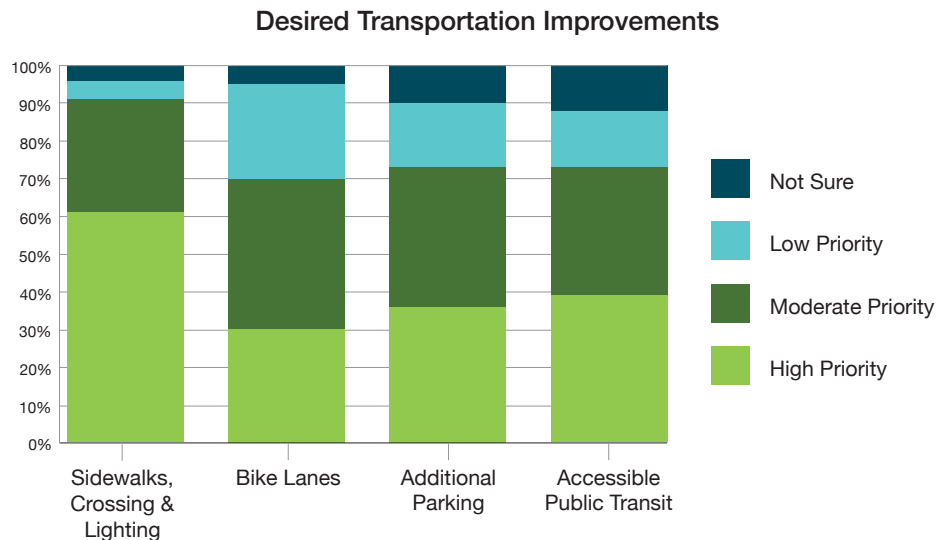


**Preferred Methods of Transportation:** Other than driving themselves, walking, riding a bike and having others drive you were the top three preferred methods of getting around town for nonwork-related activities.

| Top Methods of Transportation Besides Driving Yourself |     |     |       |                             |
|--------------------------------------------------------|-----|-----|-------|-----------------------------|
|                                                        | 55+ | <55 | Total | % of Total Survey Responses |
| Walk                                                   | 172 | 162 | 334   | 31%                         |
| Bike                                                   | 65  | 61  | 127   | 12%                         |
| Have Others Drive You                                  | 110 | 60  | 170   | 16%                         |
| Take Public Transit                                    | 28  | 30  | 58    | 5%                          |

## Top Transportation Issues

When asked how respondents would prioritize certain street and transportation improvements, sidewalks and pedestrian crossings topped the list. However, bike, parking, and public transit improvements were also recommended by approximately 70% of respondents. When desired improvements were ranked by age, only parking had a significant difference in priority rating.



### High Priority Transportation Issues

|                                                                 | 55+ | <55 |
|-----------------------------------------------------------------|-----|-----|
| Sidewalks, Crossings, and Lighting Improvements for Pedestrians | 61% | 66% |
| Bike Lanes, especially to Downtown and Commercial Areas         | 29% | 36% |
| Parking                                                         | 43% | 25% |
| Public Transit Improvements                                     | 40% | 38% |

Written responses related to transportation indicated that people liked the new GoWake public transit system and, for the most part, thought streets were well maintained. The most repeated comments for improvements included:

- Making sidewalks continuous on roads leading to retail centers and schools (e.g., Rogers Road)
- Improving and adding more pedestrian crossings downtown and on roads leading to downtown.
- Improving pedestrian and bike crossing of Hwy 98, enhancing access for those living south of 98 (the majority of new development) to get into downtown, especially on the new Franklin Street Intersection.
- Add more bike lanes, especially to public spaces and community centers.
- Add dedicated GoWake transportation vehicles or allow the reservation system to prioritize rides for seniors and those with disabilities so people with driving difficulties have better access.

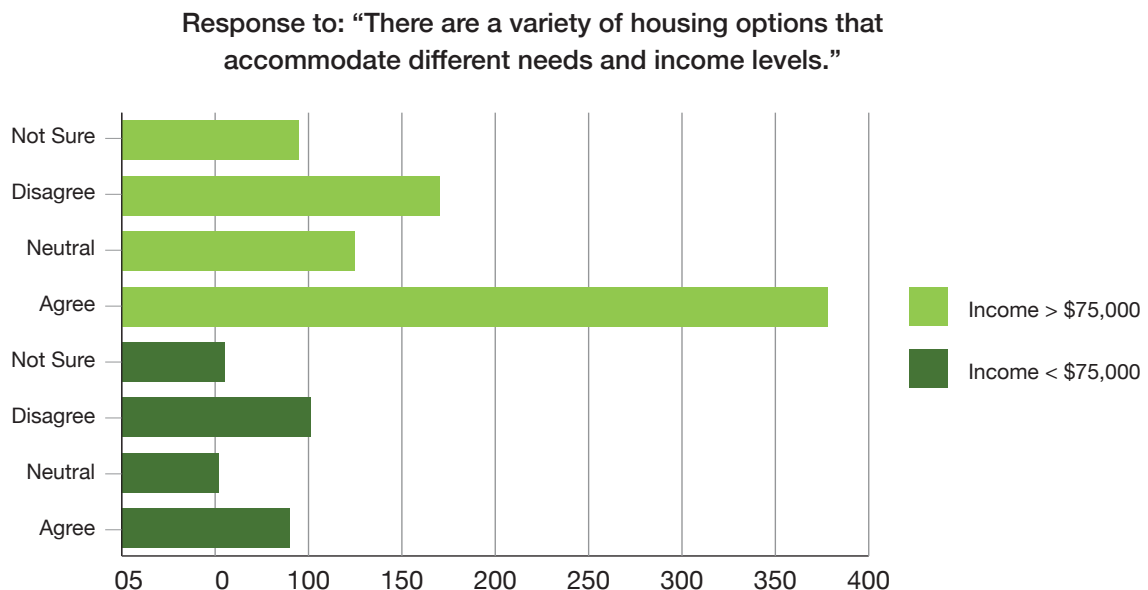
# Housing

Housing was the livability or age-friendly issue with the highest rate of dissatisfaction, especially when it came to affordability or options for seniors.



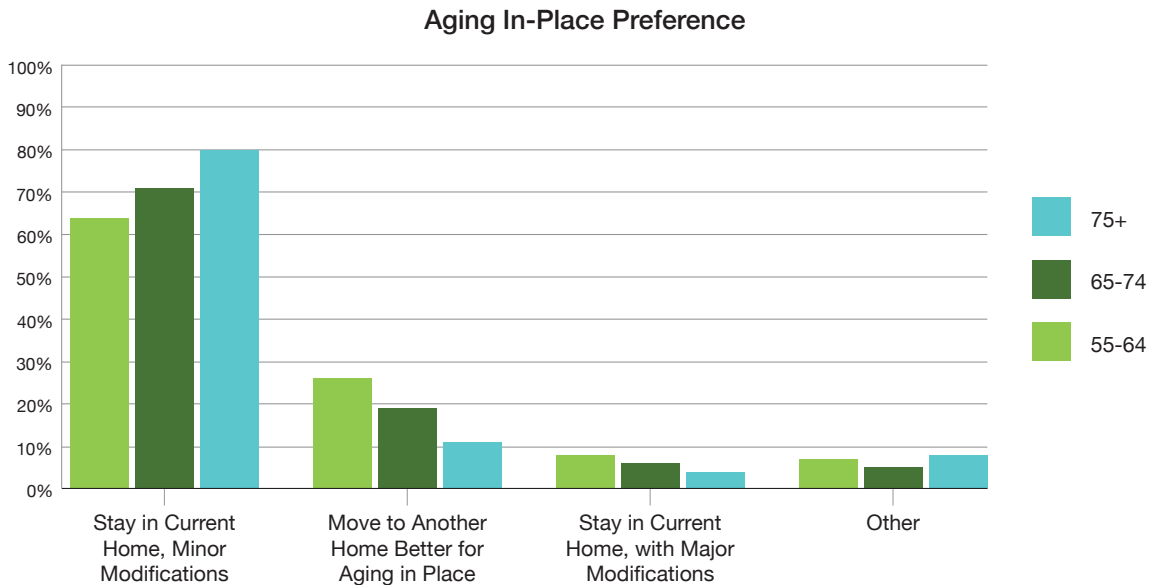
## Responses by Income Level

While a majority of survey questions did not have significantly different responses based on income, housing was an exception. 50% of respondents with annual incomes >\$75,000 were satisfied with housing options, compared to less than 30% for those with incomes <\$75,000; Only 21% of higher income people were dissatisfied, compared to 33% of lower income respondents.

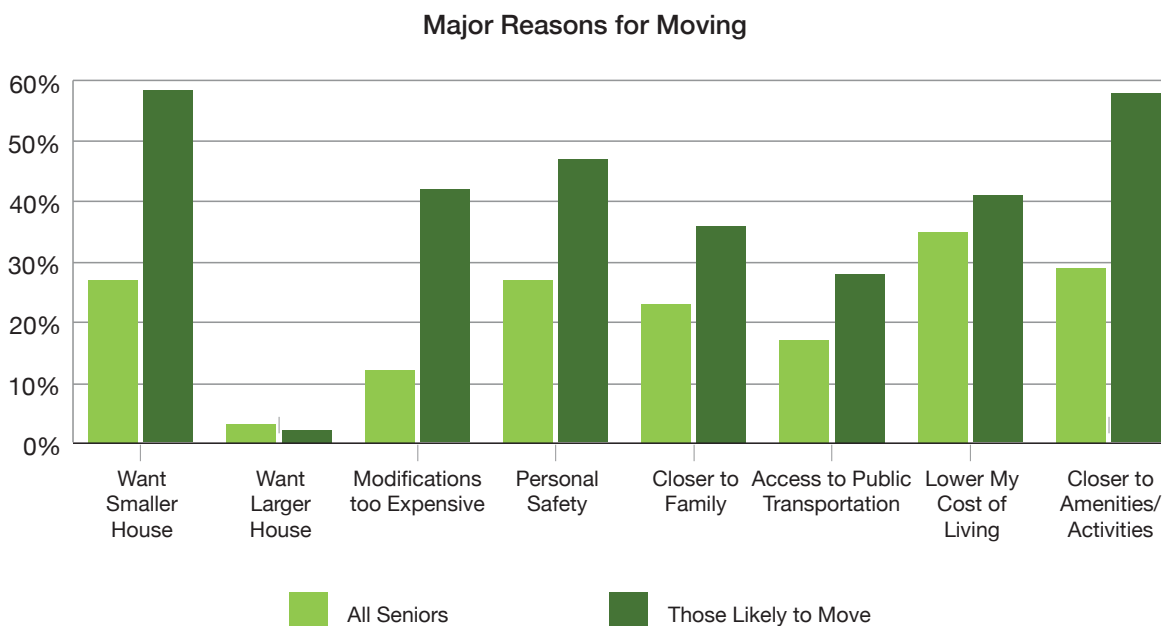




Housing for those over 55 years of age. The ability to age in place is a key tenant of an age-friendly community. **Not surprisingly, most older adults want to stay in their home.** This increased by age group, with 80% of those over 75 wanting to remain in their current home, compared to just over 60% for those 55-64. These response levels, taken with the lack of availability of smaller or universal designed homes become a significant issue with age-in-place housing.



When asked about the reasons they would move, wanting a smaller home and being closer to amenities and activities top the list for those most likely to move. This strongly correlates with other housing responses that indicate people wanted to see smaller homes.



## Written Comments

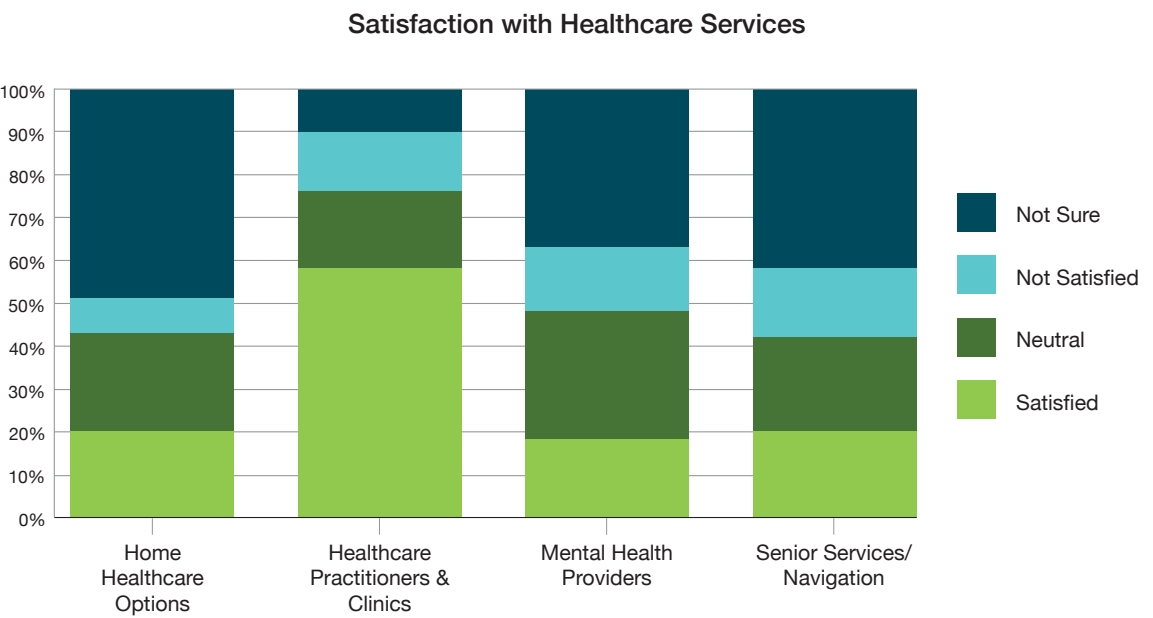
Many written responses highlighted the need for more affordable housing and smaller singlefamily housing. There was much dissatisfaction with the high rate of new residential building, especially apartments, as well as the lack of connections (sidewalks and bike lanes) between development and public/retail services.

### Of the 570+ written comments for housing

- 142 responses were concerned about affordability and the lack of affordable housing throughout the Town.
- 96 responses referred to the lack of smaller, single-level or housing designed to age in place (universal design)—Seniors commented there was a lack of independent options for smaller single-story homes, especially near services (e.g. Dell Web is car dependent); some noted a lack of ADUs (Accessory Dwelling Units), questioning the town's policies on ADUs.
- 92 talked about slowing down development, especially apartments, and to improve the street and infrastructure to catch up with recent development.
- Other comments talked about codes and requirements such as leaving more trees, connecting sidewalks for continuous pedestrian access, and completion of greenways.

# Healthcare & Community Services

Overall, respondents were satisfied with physicians and health specialists, yet neutral or not satisfied with mental health and social services. The majority of respondents had no interface with home health, and those that did rated it mostly neutral.



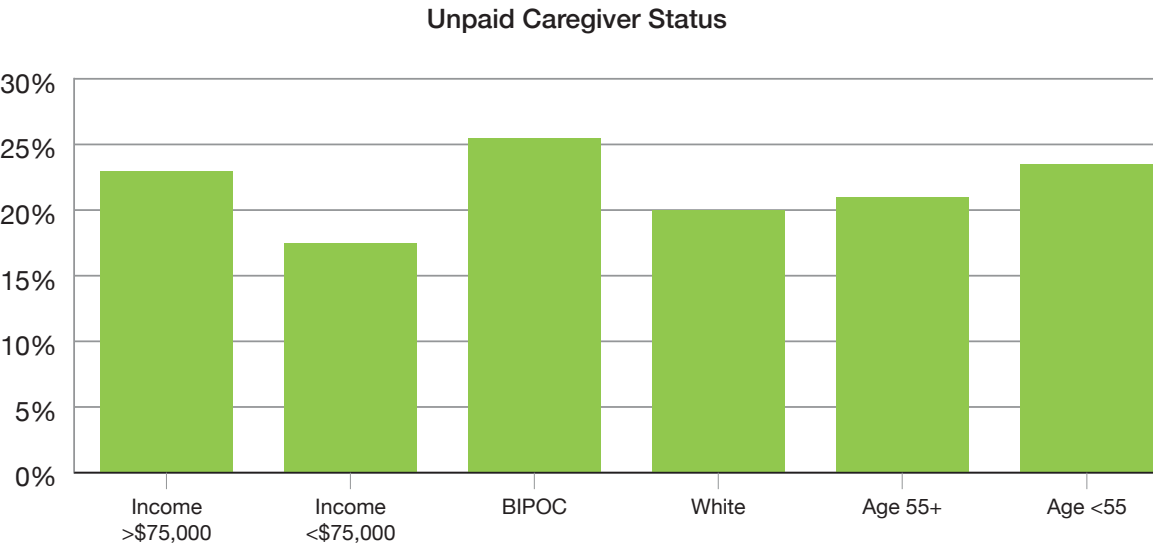
Health and social services are especially important for caregivers and those with disability.

## Caregiver Status

Approximately 22% of respondents said they were an unpaid caregiver. This is consistent across major age groups. This is also consistent with national studies that show 1 in 5 people identify as unpaid caregivers. Older residents tend to care for a parent or spouse, while younger residents primarily care for older generations.

| Caregiver Status           |       |       |       |
|----------------------------|-------|-------|-------|
|                            | 55+   | <55   | Total |
| Parent/Grandparent         | 58    | 69    | 127   |
| Spouse/Partner             | 48    | 4     | 52    |
| Other Relative             | 30    | 19    | 49    |
| Child/Grandchild           | 8     | 1     | 9     |
|                            | 144   | 93    | 237   |
| Percent of Total Responses | 21.1% | 22.8% | 21.7% |

Caregivers were found in all ages and income categories, indicating a strong need for caregiver support and services across the community



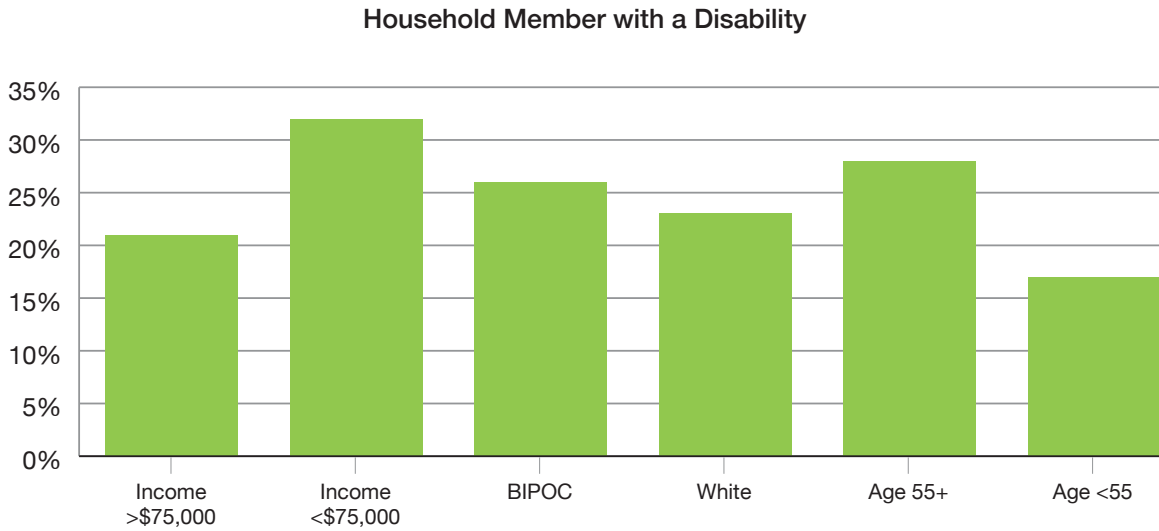
**Disabilities**

The number of households having a member with disabilities is consistent with the CDC and Census estimates of 1 in 4 or approximately 25% of people nationwide with disabilities.

| Disability in Household |     |     |       |
|-------------------------|-----|-----|-------|
|                         | 55+ | <55 | Total |
| Yes                     | 191 | 72  | 263   |
| No                      | 491 | 336 | 827   |
| Percent Yes             | 28% | 18% | 24%   |



Those with disabilities were found in all types of households with higher incidences in lower income and older adults.



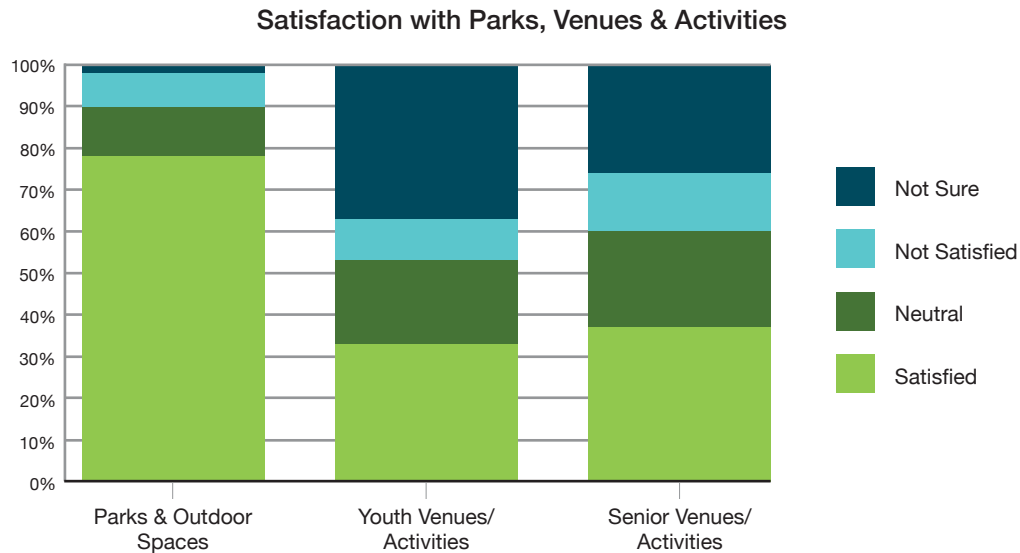
## Written Comments

Respondents wrote they'd like to see:

- A closer hospital.
- Facilities or programs to support those with dementia.
- More classes and support for family caregivers.
- Expansion of or a second senior center to accommodate the growth of the aging population in the region.

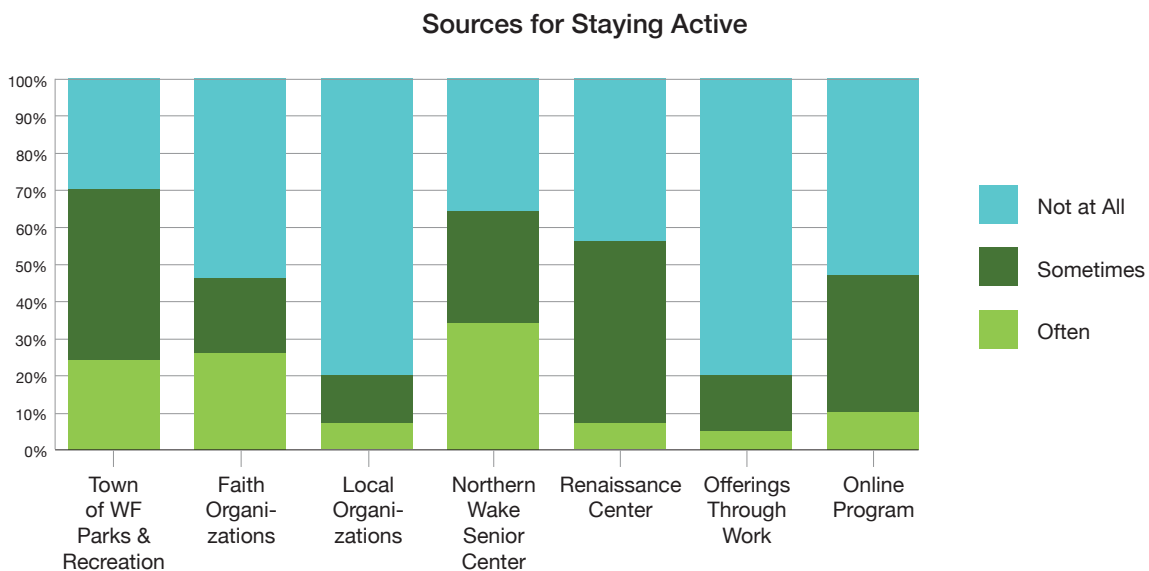
## Parks, Recreation, and Public Spaces/Events

Overall, survey respondents were very satisfied with the array of amenities in Wake Forest, especially parks and green spaces. Age-specific venues, however, received lower ratings.



## Sources for Staying Active

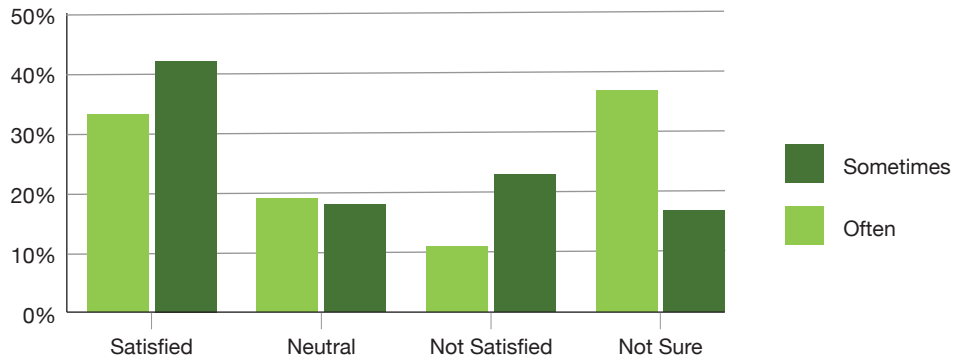
When asked where people turn for social and physical activity, the Town's Park and Rec, Senior Center, and Renaissance Centre topped the list.



## Social and Recreational Venues for Specific Age Groups

Youth Venues: Respondents with children were more than twice as likely to be dissatisfied with youth venues and activities. Specifically, venues and activities for tweens and teens.

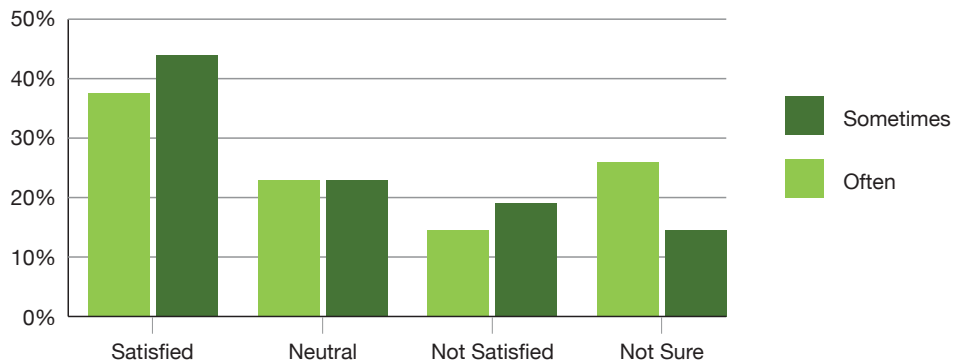
Satisfaction with Youth Activities & Venues



## Senior Venues

Seniors were slightly more likely to be both satisfied and dissatisfied with current venues/activities, than the overall response. The written comments referred to dissatisfaction as stemming from an overcrowded senior center that was at capacity versus the lack of options for seniors. (See Senior section for more detail)

Satisfaction with Senior Activities & Venues



## Written Comments

Respondents wrote they'd like to see:

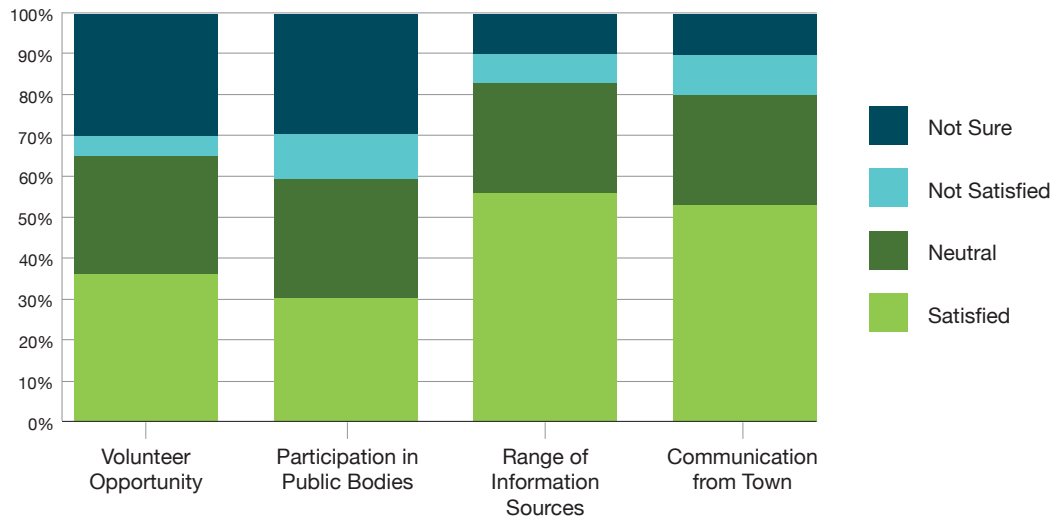
- Completing greenways, especially connections between segments
- Expanding facilities for the senior center, or building a second center
- Providing a venue and additional programming for youth ages 12-17.
- Having recreational offerings/facilities in the south part of town, where the majority of growth has occurred.
- Continuing and expanding the family events (lots of compliments on these)

# Civic Engagement and Communication

Overall, respondents were **satisfied with the sources of community information and the communication from the Town**, and this favorability increased for age groups under 65.

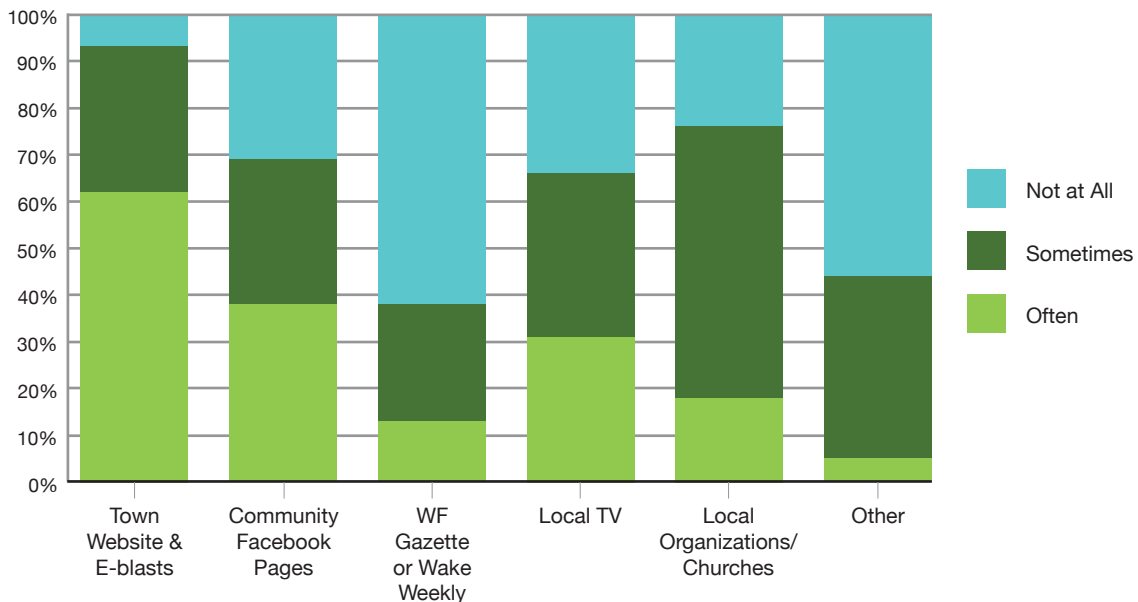
Approximately 30% of respondents were **unsure of volunteer or civic engagement options** and **another 30% were neutral**; this increased for respondents under 55 or those living in Wake Forest less than 5 years.

Satisfaction with Civic Engagement & Communication



The vast majority of respondents use correspondence from the Town and community Facebook pages to get information about Wake Forest. Most were satisfied with the level and access to community information.

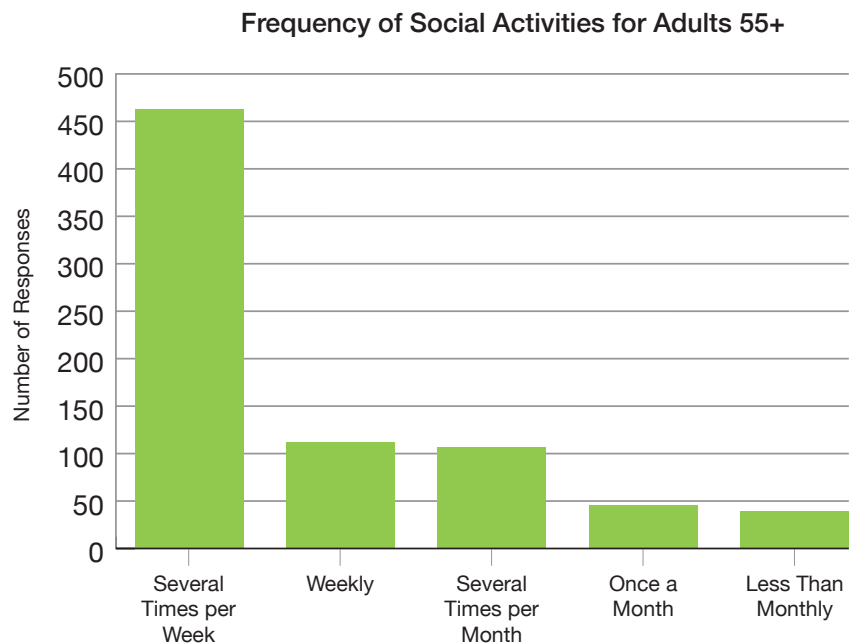
Sources of Town Information



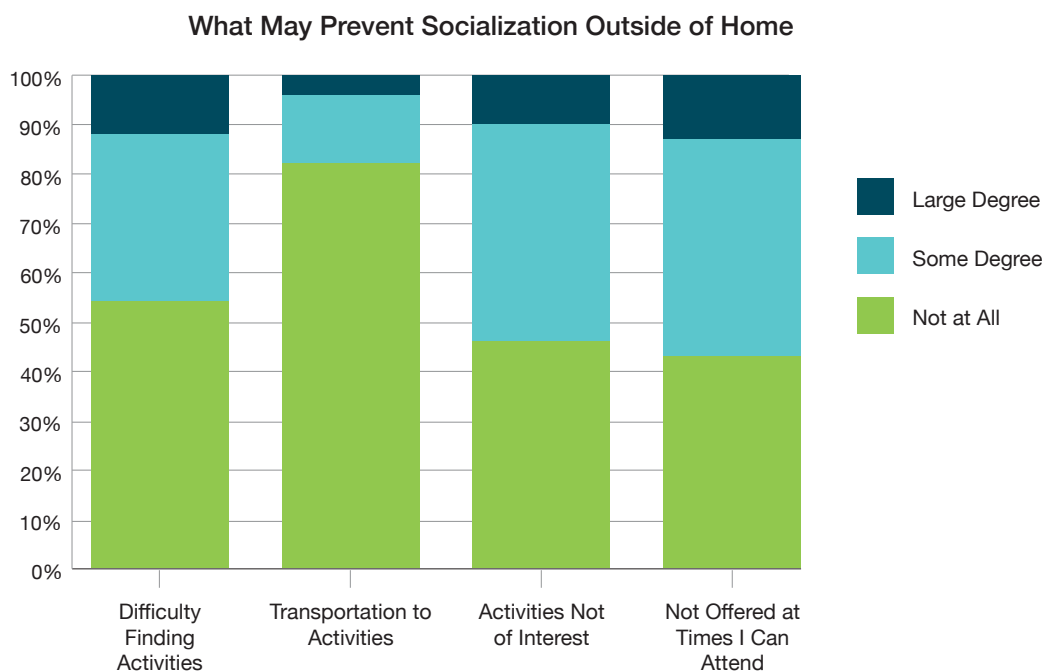


# Support for Seniors

Most survey respondents over 55 were active and could find and access a variety of programming. When asked how often they engaged in social or group activities, the vast majority said several times per week.



On average, less than 10% had difficulty finding or getting to activities. The lowest percentage of satisfaction was related to the variety of activities or times offered. This was greatest for those between 55-64, the age group most likely to be employed.



## Services for Aging

When asked where people go to find information about services for older adults such as care-giving services, home-delivered meals, home repair, medical transport or social activities, **the senior center was chosen by 2/3 of survey respondents** that answered this question. This underscores the **importance of navigation** services within senior programming.

|                               | Number of Responses | Percent of Active Responses |
|-------------------------------|---------------------|-----------------------------|
| Senior Center (WFCAA)         | 502                 | 62%                         |
| Doctor or Health Professional | 342                 | 42%                         |
| Faith Organization            | 212                 | 26%                         |
| Local Nonprofit               | 146                 | 18%                         |
| Other                         | 93                  | 11%                         |
| Blank (No Response)           | 389                 |                             |

**Housing for Aging Adults:** See Housing Section.

## Overall Recommendations

578 respondents provided feedback to the question:

*“If there were two additional things you’d like to see the town do to enhance the age friendliness of Wake Forest, what would those be?”*

These answers were analyzed and divided into categories. These categories were then applied to three age groups: those younger than 45, those 45-64 and those 65 and older.

- **The only issue that ranked in the top five among all groups was related to the walk/bike and transit issues.** For all age groups continuous sidewalks and more pedestrian crossing was frequently mentioned. For older respondents, the issue of public and senior transit was pervasive (although this age group ranked their preferred way of traveling by transit low)
- **Housing was a top issue for those 45 and older**, with responses related to affordability, the lack of smaller homes, and the lack of homes built for aging in place.
- Age-sensitive recommendations included an array of **suggestions related to senior activities, especially for those over 65.** The majority of which included address the growth constraints of the existing senior center, and the need for more navigation services.
- **Younger respondents the number one issue related to expanding the venues and activities for children, especially tween and teens.**
- Issues related to outdoor space ranked third overall, and included the completion of greenways, more recreation options in the southern region of town, more benches in parks.

# Town of Wake Forest

## Nondiscrimination Notice

The Town of Wake Forest, pursuant to its policy to comply with Title VI of the Civil Rights Act of 1964 and other pertinent nondiscrimination authorities, will not exclude from participation in, deny the benefits of, or subject to discrimination any person based on race, color, religion, limited English proficiency, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, or income-level, under any programs, activities, and services conducted or funded by the Town of Wake Forest.

Any person who believes they have, individually or as a member of any specific class of persons, been wronged by a discriminatory act (action or inaction) of the Town of Wake Forest or its funding recipients, has the right to file a complaint with the Town of Wake Forest. Complaints may be filed by the affected individual(s) or a representative and should be filed no later than 180 calendar days after the following:

- The date of the alleged act of discrimination,
- The date when the person(s) became aware of the alleged discrimination, or
- Where there has been a continuing course of conduct, the date on which that conduct was discontinued or the latest instance of the conduct.

All complaints should be signed and include contact information. You may file a written complaint with the Town of Wake Forest Title VI Coordinator at 301 South Brooks Street, Wake Forest NC 27587 or call 919-435-9415. For instructions on how to file a complaint or additional information regarding the Town of Wake Forest's nondiscrimination obligations, please visit [www.wakeforestnc.gov/title-vi](http://www.wakeforestnc.gov/title-vi) or contact:

Town of Wake Forest  
ATTN: Lisa Hayes, Organizational Performance Director  
301 South Brooks Street  
Wake Forest, NC 27587-2901  
Phone: 919-463-9415  
Email: [lhayes@wakeforestnc.gov](mailto:lhayes@wakeforestnc.gov)

Anyone with a hearing or speech impairment may use Relay NC, a telecommunications relay service, to call the Town of Wake Forest. Relay NC can be accessed by dialing 711 or 1-877-735-8200.

ATTENTION: If you speak a language other than English, the following language assistance services are available to you, free of charge. Qualified interpreters and information written in other languages. Call 1-800-522-0453.



El Town of Wake Forest, conforme a su política de cumplimiento con el Título VI de la ley de Derechos Civiles del 1964 y otras autoridades pertinentes no discriminatorias, no excluirá de participación en, o negará beneficios de, o será sujeto a discriminación a ninguna persona basado en su raza, color, religión, dominio limitado del inglés, sexo, estatus matrimonial, estatus familiar, origen nacional, edad, incapacidad mental o física, orientación sexual, identificación de género, o nivel de ingreso, bajo ningún programa, actividades y servicios dirigidos o fundados por el Town of Wake Forest.

Cualquier persona que entienda ha sido, individualmente o como miembro de cualquier clase específica de persona, afectado por un acto discriminatorio (acción o inacción) por el “Town of Wake Forest” o sus destinatarios financiados, tiene el derecho de presentar una queja con el “Town of Wake Forest”. Las quejas escritas pueden ser sometidas por el individuo(s) afectado o un representante dentro de 180 días calendario luego de lo siguiente:

- La Fecha de la alegada discriminación,
- La fecha cuando la persona (s) se percató de la alegada discriminación,
- Donde ha habido un curso de conducta continuo, la fecha en la cual la conducta a discontinuado o la última instancia de la conducta.

Toda queja escrita debe incluir firma e información de contacto. Usted puede presentar una queja escrita a la dirección 301 South Brooks Street, Wake Forest NC 27587, dirigido al “Town of Wake Forest Title VI Coordinator” o llamar al (919)-435-9415. Para más información e instrucciones de como presentar una queja relacionado con las obligaciones no discriminatorias del Town of Wake Forest, puedes visitar [www.wakeforestnc.gov/title-vi](http://www.wakeforestnc.gov/title-vi) o contactar:

Town of Wake Forest  
ATTN: Lisa Hayes, Organizational Performance Director  
301 South Brooks Street  
Wake Forest, NC 27587-2901  
Phone: 919-463-9415  
Email: [lhayes@wakeforestnc.gov](mailto:lhayes@wakeforestnc.gov)

Personas con discapacidad auditiva o del habla pueden utilizar los Servicios “Relay NC telecommunications relay service”, para llamar al Town of Wake Forest. Puedes acceder al servicio llamando al 711 o 1-877-735-8200.

ATENCION: Si habla un idioma distinto del inglés, los siguientes servicios de asistencia de idiomas están disponibles para usted, de forma gratuita. Intérpretes cualificados e información escrita en otros idiomas. Llame al 1-800-522-0453.

# Town of Wake Forest

## Nondiscrimination Policy Statement

It is the policy of the Town of Wake Forest to ensure that no person shall, on the grounds of race, color, religion, limited English proficiency, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, or income-level, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any Town of Wake Forest program or activity, including, where applicable, religion, as provided by Title VI of the Civil Rights Act of 1964 and other pertinent nondiscrimination authorities.

The following practices are hereby prohibited throughout the Town of Wake Forest to comply, at a minimum, with Title VI and related requirements:

- Denying to an individual any standard service, access to Town owned or operated facilities, financial aid, or other program benefit without good cause.
- Providing any service, financial aid, or other benefit to a person which is distinct in quantity or quality, or is provided in a different manner, from that provided to others under the program.
- Subjecting a person to segregation or separate treatment in any part of a program.
- Restricting in the enjoyment of any advantages, privileges, or other benefits enjoyed by others.
- Denying an individual access to Town facilities.
- Applying different standards, criteria, or other requirements for admission, enrollment, or participation in planning, advisory, contractual, or other integral activities.
- Using acts of intimidation or retaliation, including threatening, coercing, or discriminating against any individual for the purpose of interfering with any right or privilege secured by any pertinent nondiscrimination law, or because s/he has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing.
- Allowing discrimination in any employment resulting from a program, the primary purpose of which is to provide employment.

## This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.







## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2025-584-

Submitted by: Timothy Watson, Engineering

Submitting Department: Engineering

Meeting Date: August 4, 2026

### **Subject**

Presentation on Traffic Calming Policy Update Considerations

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**

- [080426\\_BOC\\_Agenda\\_Summary\\_Traffic\\_Calming.docx](#)

**Agenda Item:** Presentation on Traffic Calming Policy Update Considerations

**Summary:** The Engineering Department will give a follow up presentation to the Board of Commissioners outlining considerations for potential updates to the Town's Traffic Calming Policy. The purpose is to gather feedback and direction from the Board on possible changes, specifically the inclusion and evaluation of speed cushions, which are currently not permitted under the existing policy. This discussion will help inform future policy revisions to better address resident concerns and align with public safety and operational needs.

**Attachments:** None.



## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2026-922-

Submitted by: Rayvon Walker, Planning

Submitting Department: Planning

Meeting Date: August 4, 2026

### **Subject**

Presentation of LEGISLATIVE CASE RZ-25-03, 3832 Rogers Rd Rezoning, a rezoning request filed by Michael Birch, to rezone 2.98 acres located at 3832 Rogers Rd, being Wake County Tax PIN(s) 1749884789, from Wake County's Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD).

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**

- [BOC Agenda Summary RZ-25-03.pdf](#)
- [RZ-25-03 Staff Report v4.pdf](#)
- [Attachment A\\_ Neighborhood Meeting Information.pdf](#)
- [Attachment B\\_Application and Proposed Use Restrictions by Zoning District.pdf](#)
- [Attachment C\\_Maps.pdf](#)
- [Attachment D\\_Proposed Additional Conditions.pdf](#)
- [Attachment E\\_Planning Board Recommendation and Plan Consistency Analysis.pdf](#)

**Agenda Item:** Presentation of LEGISLATIVE CASE RZ-25-03, 3832 Rogers Rd Rezoning, a rezoning request filed by Michael Birch, to rezone 2.98 acres located at 3832 Rogers Rd, being Wake County Tax PIN(s) 1749884789, from Wake County's Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD).

**Summary:** A public comment session was held at the July 14, 2026, Planning Board meeting. At the July 14, 2026 Planning Board meeting, the applicant provided additional conditions beyond the use limitations for consideration. The Planning Board voted 7-0 to find the request inconsistent with the Community Plan and not in the public interest and recommended denial of the zoning map amendment (rezoning) request.

**Attachments:** See Staff Report.





## Staff Report

### Case RZ-25-03: 3832 Rogers Road Rezoning

|                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
|--------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Meeting Date</b>                  | August 4, 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Requested Actions</b>             | <p>Consideration of the following items related to the Conditional Zoning request for 3832 Rogers Road:</p> <ol style="list-style-type: none"> <li>1. Act on Plan Consistency Statement</li> <li>2. Rezone 2.98 acres on the Town of Wake Forest Zoning Map from Wake County zoning district Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD).</li> </ol>                                                                                                    |
| <b>Case Manager</b>                  | Rayvon Walker, Planner II - Development Services                                                                                                                                                                                                                                                                                                                                                                                                                                          |
| <b>Planning Board Recommendation</b> | <p>A public comment session was held at the July 14, 2026, Planning Board meeting.</p> <p>At the July 14, 2026 Planning Board meeting, the applicant provided additional conditions beyond the use limitations for consideration. See Attachment D for the proposed additional conditions.</p> <p>At their July 14, 2026 meeting, the Planning Board recommended denial of the zoning map amendment request by a vote of 7-0. See Attachment E for the Planning Board Recommendation.</p> |

#### PUBLIC MEETINGS

| Neighborhood Meeting                       | Public Comment Session | Public Hearing (tentative) |
|--------------------------------------------|------------------------|----------------------------|
| <p>12/4/2025</p> <p>(See Attachment A)</p> | 7/14/2026              | 8/18/2026                  |

#### CASE INFORMATION

|                        |                                                                                                                  |
|------------------------|------------------------------------------------------------------------------------------------------------------|
| <b>Applicant</b>       | <p>Michael Birch</p> <p>Longleaf Law Partners</p> <p>4509 Creedmoor Road, Suite 302</p> <p>Raleigh, NC 27612</p> |
| <b>Property Owners</b> | <p>Donald Eddins, John Eddins, &amp; Brenda Denton</p> <p>Po Box 1851</p> <p>Wake Forest, NC 27588</p>           |
| <b>Location</b>        | <p>South side of Rogers Road, between Rogers Branch Road and Marshall Farm Road</p>                              |

|                                   |                                                                                                                                                     |
|-----------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Addresses</b>                  | 3832 Rogers Road                                                                                                                                    |
| <b>Wake County Tax PIN</b>        | 1749884789                                                                                                                                          |
| <b>Acreage</b>                    | 2.98                                                                                                                                                |
| <b>Zoning</b>                     | Existing: Wake County's Residential-30 (R-30)<br>Proposed: Neighborhood Mixed-Use Conditional District (NMX-CD)                                     |
| <b>Land Use</b>                   | Existing: Single Family Dwelling<br>Proposed: Proposed Use Restrictions by Zoning District (See Attachment B)                                       |
| <b>Corporate Limits</b>           | This application is located outside of the Town's corporate limits and extra-territorial jurisdiction (ETJ). An annexation petition has been filed. |
| <b>Community Plan Designation</b> | Mixed Residential and Activity Center                                                                                                               |

*See Attachment B for a copy of the application and Attachment C for Aerial, Zoning, and Land Use Maps.*

#### **SURROUNDING LAND USES AND ZONING**

|              | <b>Land Use</b>                                                                                    | <b>Zoning</b>                                                    |
|--------------|----------------------------------------------------------------------------------------------------|------------------------------------------------------------------|
| <b>North</b> | Dwelling – Single-Family (Heritage Subdivision & non-subdivision parcel); Rogers Road Right-of-Way | General Residential 5 (GR5); Wake County's Residential-30 (R-30) |
| <b>South</b> | Dwelling – Single-Family (Heritage Subdivision)                                                    | General Residential 10 (CU GR10)                                 |
| <b>East</b>  | Dwelling – Single-Family (Heritage Subdivision)                                                    | General Residential 10 (CU GR10)                                 |
| <b>West</b>  | Dwelling – Single-Family (non-subdivision parcel)                                                  | Wake County's Residential-30 (R-30)                              |

The proposed land uses are generally **incompatible** with surrounding land uses.

The proposed zoning is generally **incompatible** with surrounding zoning.

*See Attachment C for associated maps.*

#### **COMPREHENSIVE PLAN CONSISTENCY**

|                              |                                                                                                                                               |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Community Plan (2022)</b> | The proposed zoning map amendment request is generally inconsistent with the adopted Community Plan. The two main areas of inconsistency are: |
|------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|

|                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|---------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                     | <ul style="list-style-type: none"> <li>Land Use Plan (page <a href="#">38</a>): The Land Use Plan designates the subject property as Mixed Residential, which notes that development in this area should "consist of planned developments that contain a wide mix of housing types, ranging from single-family homes to multifamily development".</li> </ul> <p>The proposed Neighborhood Mixed-Use Conditional District (NMX-CD) district lists live-work-units as the only residential use permitted on the site. Since the proposed conditional zoning district does not permit a variety of residential uses on the subject property, the request is not aligned with the Mixed Residential classification as outlined in the Community Plan.</p> <ul style="list-style-type: none"> <li>Activity Center (page <a href="#">48</a>): The subject property is at the edge of a defined activity center. The Community Plan notes that activity centers “should serve as unique focal points of the community where residents can gather, socialize, live, work, and shop. They should serve as hubs of art, culture, entertainment, and community events where residents can spend time and build a sense of community. They should comprise a wide variety of uses in a pedestrian-scale environment that enhance the quality of life, create a distinct sense of place, and provide a living experience unique to Wake Forest. Examples include local restaurants, cafes, breweries, maker spaces, incubator spaces, art galleries, music venues, and artisan shops.”</li> </ul> <p>The proposed condition is inconsistent with this section of the Community Plan because it does not permit a number of uses, such as restaurants and cafes, noted as part of an activity center. In addition, the proposed permitted uses such as bank, credit union, financial services and religious institution would not provide for the activity center’s desired goals of providing public gathering and outdoor spaces that generate greater foot traffic.</p> |
| <b>Comprehensive Transportation Plan (2021)</b>                     | <p>The Comprehensive Transportation Plan is not applicable to the zoning map amendment request.</p> <p>Frontage improvements consistent with the CTP will be required at the time of master plan.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| <b>Historic Preservation Plan (2022)</b>                            | <p>The Historic Preservation Plan is not applicable to the zoning map amendment request.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| <b>Northeast Community Plan (2021)</b>                              | <p>The Northeast Community Plan is not applicable to the zoning map amendment request.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Parks, Recreation, and Cultural Resources Master Plan (2024)</b> | <p>The Parks, Recreation, and Cultural Resources Master Plan is not applicable to the zoning map amendment request.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <b>Downtown Plan (2024)</b>                                         | <p>The Downtown Plan is not applicable to the zoning map amendment request.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

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*See Attachment E for detailed Plan Consistency Analysis.*

#### **STAFF RECOMMENDATION**

The zoning map amendment request is generally **Inconsistent** with the relevant policies in the Comprehensive Plan, and **Denial** of the zoning map amendment request is reasonable and in the public interest.

#### **ATTACHMENTS**

- Attachment A: Neighborhood Meeting Information
- Attachment B: Application and Proposed Use Restrictions by Zoning District
- Attachment C: Maps
- Attachment D: Proposed Additional Conditions
- Attachment E: Planning Board Recommendation and Plan Consistency Analysis





To: Neighboring Property Owner and Tenants  
From: Michael Birch, Longleaf Law Partners  
Date: November 21, 2025  
Re: Neighborhood Meeting for 3832 Rogers Road Rezoning (RZ-25-03) & Annexation (AN-25-04)

---

You are invited to attend an informational meeting to discuss the proposed rezoning and annexation of 3832 Rogers Road (PIN 1749-88-4789). The meeting details are below:

**December 4, 2025  
6:00 PM – 7:00 PM**

**Joyner Park Community Center  
703 Harris Road  
Wake Forest, NC 27587**

The property totals approximately 2.98 acres in size and is located on the south side of Rogers Road, between Rogers Branch Road and Marshall Farm Road, and at the northern end of Golden Poppy Court.

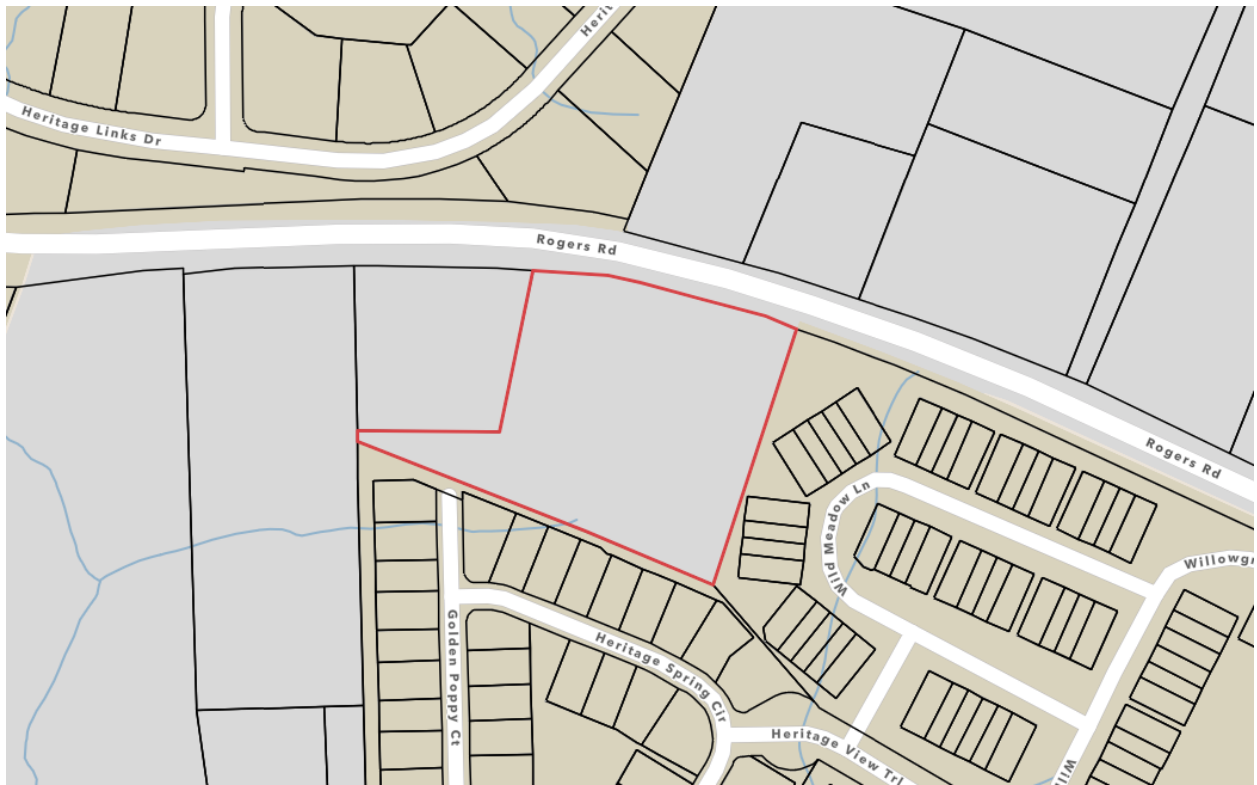
The property is currently zoned Residential-30 by Wake County. The proposed zoning is Neighborhood Mixed-Use, Condition District (NMX-CD). The purpose of the rezoning is to allow for day care and office uses.

A map highlighting the property and a map showing the current zoning of the property are included in this notice.

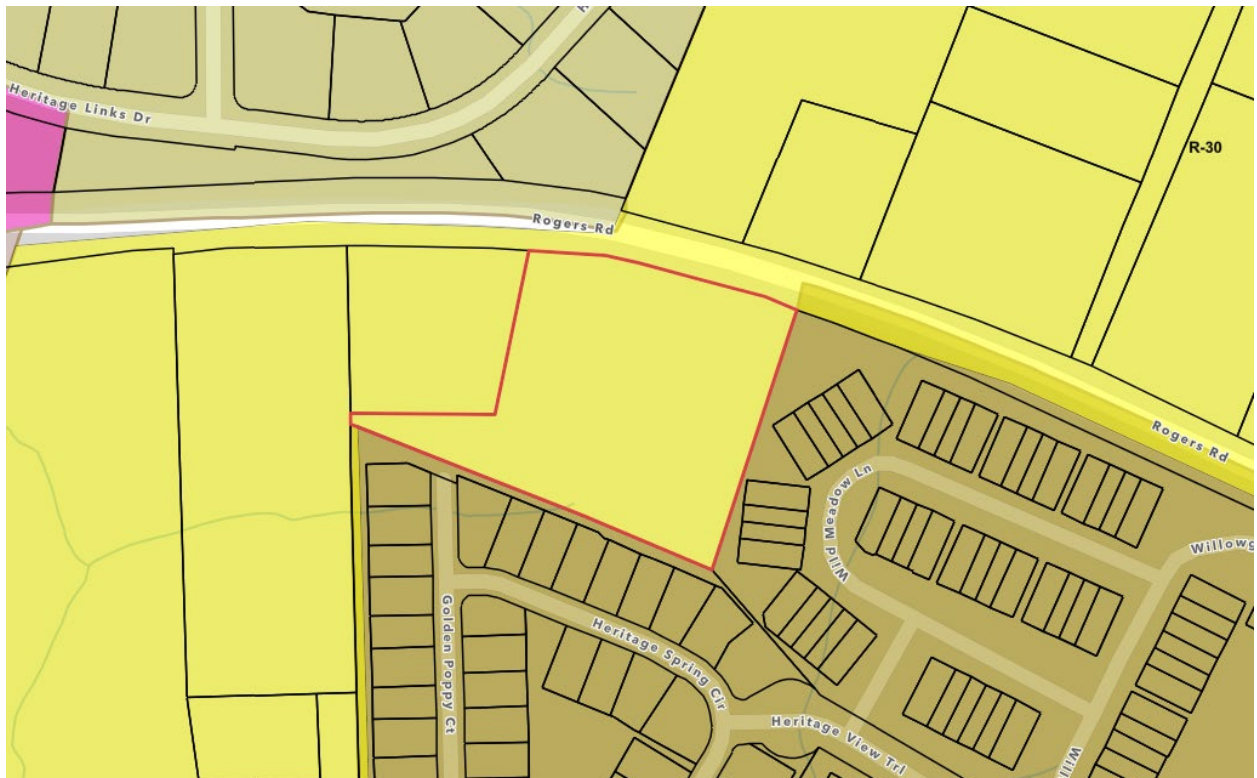
The Town of Wake Forest requires a neighborhood meeting involving the owners of property within 500 feet of the property after filing a rezoning application. After the meeting, we will prepare a report for the Planning Department regarding the items discussed at the meeting.

Please do not hesitate to contact me directly if you have any questions or wish to discuss any issues. I can be reached at 919-645-4317 and [mbirch@longleaflp.com](mailto:mbirch@longleaflp.com). Also, for more information about the rezoning, you may visit [www.wakeforestnc.gov/planning](http://www.wakeforestnc.gov/planning) and search “Rezoning Process” or contact Rayvon Walker with the Town of Wake Forest Planning Department at 919.435.9546 or [rwalker@wakeforestnc.gov](mailto:rwalker@wakeforestnc.gov).

## CURRENT PROPERTY MAP



## CURRENT ZONING MAP



J. Worth Mills  
Email: [wmills@longleaflp.com](mailto:wmills@longleaflp.com)  
Direct: (919) 645-4313

4509 Creedmoor Road, Ste 302  
Raleigh, NC 27612  
Tel: (919) 645-4300  
[longleaflp.com](http://longleaflp.com)

Town of Wake Forest Planning Department  
301 S. Brooks Street  
Wake Forest, NC 27587

**RE: 3832 Rogers Road – Neighborhood Meeting Summary**

Town of Wake Forest Case #:

Meeting Date/Time: Thursday, December 4<sup>th</sup> from 6:00 – 7:00 PM

Meeting Location: Joyner Park Community Center (703 Harris Road, Wake Forest, NC 27587)

**Attendees:**

1. Michael Birch (Longleaf Law Partners)
2. Worth Mills (Longleaf Law Partners)
3. Pablo Reiter (Applicant)
4. Gail Denton (Property Owner)
5. Ellen Christie, Wake Forest resident
6. Sue Holmes, Wake Forest resident
7. Doug Woods, Wake Forest resident
8. Mary Woods, Wake Forest resident
9. Barry Eddins, Wake Forest resident
10. Gilbert Lembree, Wake Forest resident
11. Karina Egloff, Wake Forest resident
12. Robert Dimarco, Wake Forest resident
13. Robert Pettyjohn, Wake Forest resident
14. Thomas Dement, Wake Forest resident
15. Jim Hill, Wake Forest resident
16. Jimmy Woody, Wake Forest resident
17. Ken Christie, Wake Forest resident
18. Bruce MacDonnell, Wake Forest resident
19. Jan Ellis, Wake Forest resident
20. Carlos Simon, Wake Forest resident
21. Tom Zenker, Wake Forest resident
22. Claude Brasseale, Wake Forest resident
23. Lori Hill, Wake Forest resident
24. Cal Lohmar, Wake Forest resident

**General Summary**

Presentation given by Michael Birch (reference slides attached to submittal). General agenda topics include:

- The purpose of the neighborhood meeting
- The rezoning process and the opportunity for public input

- An overview of the area
- The property as it currently exists
- The current zoning of the property and surrounding area
- The proposed zoning to NMX-CD and the Applicant's intentions for a day care and office uses
- The Cary Community Land Use Plan's designation of the property as Mixed Residential
- The Mixed Residential recommended land uses
- The Transit-Oriented Development (TOD) and Activity Center Areas Map
- The Activity Center recommended land uses
- The Rogers Road Corridor Commercial Area Plan and its recommendations
- The current zoning conditions submitted by the Applicant
- Summary of the rezoning request and contact information for Lingleaf Law Partners

### **Questions & Comments:**

Question. Can we send the meeting report to tonight's attendees?

Answer. Yes.

Question. Who is responsible for roadway improvements?

Answer. The applicant/developer of the site will pay for and construct the required road improvements.

Question. Is this a different development than the Church parcel?

Answer. Yes. The Church is located at 3808 Rogers Road and is 2 parcels to the west of this property (3832 Rogers Road).

Comment. Neighbors do not want this development to extend Golden Poppy Court, nor take any vehicular access to or from it.

Question. Who is telling the Applicant to extend Golden Poppy Court?

Answer. The Town's Unified Development Ordinance (UDO) requires new development to extend stubbed streets. But again, we do not want to extend Golden Poppy Court and are evaluating ways during the rezoning process to remove this requirement.

Question. What does the Applicant intend to build?

Answer. A day care center and small office building.

Question. What made the Applicant want to build a day care center and office building here?

Answer. There is still demand from families for additional day care centers.

Comment. There is a curve in Rogers Road right at the property's proposed driveway.

Question. Have we evaluated the traffic impacts of the proposed day care and office building?

Response. Yes, we have engaged a traffic engineer to complete a Traffic Impact Analysis (TIA) that studies the current traffic, estimates the traffic generated from this development, and recommends road and intersection improvements to alleviate any negative effects.

Question. Is the TIA public information? Can neighbors access it?



Response. Once completed, the TIA will be public information and can be reviewed by any interested citizen.

Question. Does the TIA review accident history and safety?

Response. NCDOT, which controls Rogers Road, has that information already.

Question. Do we have a layout of the recommended street improvements?

Response. Not at this time. But we expect to provide a right-hand turn lane and a left-hand turn lane into the property.

Question. Have we offered any conditions for buffers to adjacent properties?

Response. We have not. The Town's UDO already has requirements for buffering to adjacent uses; the buffers vary based on the proposed use and the adjacent use.

Question. Does the UDO regulate lighting within the site?

Response. Yes, the UDO sets maximum lighting levels within the site.

Question. How is this meeting being documented?

Response. Worth Mills is taking notes on all neighbors' questions and comments. The notes will be transcribed to the meeting report.

Question. Is the meeting being recorded?

Response. No.

Question. If neighbors cannot see a concept plan or layout, how will they know how long turn lanes into the site need to be?

Response. The length of the turn lanes will be determined by the TIA, in consultation with NCDOT and the Town. They do not need a concept plan to calculate the necessary storage in each turn lane.

Question. If the Town or NCDOT says "no left turn", is the project still feasible?

Response. All of the feedback we have received indicates that a left turn lane would be recommended and permitted.

Question. How will the development manage lighting so as not to affect adjacent neighbors?

Response. The UDO regulates lighting within the site so as not to cause light pollution for neighbors.

Comment. The proposed day care and office building are not compatible with the surrounding residential area.

Question. How much of the site would be designated for the day care center, and how much would be set aside for office uses?

Response. We think the day care center would be approximately 10,000 square feet and the office building would be approximately 6,000 square feet.

Question. Will the office building be one story? Can you limit height in your zoning conditions?

Response. Yes, we intend to build a one-story office. And building height is a zoning condition we could offer.

Question. Are you required to have a play area for the children?

Response. Yes, the UDO requires that we provide outdoor play space for the children.

Question. When were the TIA traffic counts taken?

Response. May of this year (2025). NCDOT regulates when we can and cannot take traffic counts for TIAs.

Question. Have we considered that the NMZ zoning district is incompatible with the Community Plan's Mixed Residential designation? The office use is a secondary, not a primary, use.

Response. You are correct that the Community Plan designates the site as Mixed Residential. But there are 2 aspects that we think make our request consistent with the Community Plan. First, the Planning Department evaluates the Mixed Residential designation as an overall area and realizes that each parcel cannot provide all recommended uses within its boundaries. The predominate land use in the area is residential, so the inclusion of a day care center would be a secondary use among the entire Mixed Residential area. Second, the Community Plan offers a more detailed recommendation of this area in the Transit-Oriented Development (TOD) and Activity Center Areas Map, which does recommend office/civic uses as primary uses for this property.

Question. What is the difference between the Community Plan and the UDO?

Response. The Community Plan is a set of policies that offer recommendations on future development and rezoning applications. The UDO is a set of laws that regulate what can be built on a property today.

Comment. This property is on the outside of the Activity Center.

Response. The Planning Department has informed us that these policies should apply.

Question. Did the Applicant create the Activity Center Map?

Response. No, the Town prepared this Map.

Question. Would the left turn lane be built as a centerline within Rogers Road?

Response. Yes.

Comment. There is significant queuing issue at other schools in Wake Forest. Police have to direct traffic during afternoon pick-up.

Question. How many linear feet are needed for these road improvements?

Response. The Rogers Road improvements will be within the property's frontage width.

Question. What is the length of the left turn lane?

Response. We anticipate a 100' left turn lane into the property.

Comment. That left turn lane is going to back up.

Question. Will the day care hours of operation be offered as a zoning condition?

Response. Any day care who locates here would operate during the normal day care business hours.

Question. Can we utilize the excess Rogers Road right-of-way on the north side of the existing pavement?

Response. Yes, and we likely will to ensure the road is correctly aligned.

Question. Who pays for that road work?

Response. The developer pays.

Question. Will parents and children be able to access the day care from Golden Poppy Court?

Response. No, and we are actively trying to prevent any future extension of Golden Poppy Court.

Question. Will there be a right-turn only?

Response. We expect to have a full movement driveway onto Rogers Road (both left and right turns in and out of the property).

Question. Will there be a stoplight?

Response. That is very unlikely.

Comment. Attendees see the Town's current UDO regulations as failing their communities. Rogers Road and other surrounding streets needs much more capacity so that they do not back up and fail.

Comment. Attendees do not want a new left turn onto Rogers Road. They think it will be too dangerous.

Question. Will this dangerous left turn make parents weary of taking their child to this day care?

Response. We do not think the left turn will dissuade parents from taking their children to this day care.

Question. How will the development buffer the day care and office from the adjacent neighborhoods?

Response. We plan to follow the Town's existing regulations for buffering, as outlined in the UDO.

Question. Will the playground be next to existing homes?

Response. We do not yet know where the play area would be.

Question. What are we doing for noise control?

Response. We will follow the Town's noise ordinance.

Question. How many kids will attend the day care?

Response. We anticipate approximately 100 children.

Question. How many parking spaces will you build?

Response. We anticipate 60 parking spaces.

Question. How many square feet is the property?

Response. The property is approximately 130,000 square feet.

Question. How far along is this rezoning application in the Town's process?

Response. That is somewhat a function of the Planning staff's review. If we assume one more round of staff review, we could likely be heard by the Planning Board in March and have a Board of Commissioners public hearing in April.

Comment. It sometimes takes the next-door neighbor (3816 Rogers Road) 20-25 minutes to get out of his driveway. It's a blind intersection. Additionally, this neighbor had a verbal agreement with the prior owner of 3832 Rogers Road to utilize this property's driveway.

Question. Where are these notes going? Can we get a copy?

Response. The meeting minutes will be incorporated into the meeting report. We can send neighbors a copy of the meeting report once it's completed.

Comment. Neighbors are going to request from the Planning Department a copy of this rezoning's development.

Response. There is no development plan associated with this rezoning.

Question. When can neighbors see a concept plan?

Response. The Applicant may get to a certain level where we can show a plan, but this is subject to change.

Comment. Lots of attendees want to see a concept plan.

Comment. There are a couple day care centers nearby on similarly sized parcels if attendees want to get an idea on appearance.

Applicant Comment. This development may only be a day care center, or it could include the small medical/office building.

Comment. This is the first neighborhood meeting I've been to where we did not see a concept plan.

Response. There are different types of conditional rezoning requests in Wake Forest. The type of request we applied for does not require a concept plan. That said, we may still create an illustrative concept plan.

Comment. Attendees would feel more confident in the rezoning request if there was a concept plan attached to it.

Question. Will there be another neighborhood meeting during the site plan review?

Response. There is no neighborhood meeting requirement for a site plan. This is an administrative review process.

Question. Would the Applicant commit to holding a neighborhood meeting during site plan review?

Response. We cannot at this time.

Applicant Comment. The Town originally wanted us to extend Golden Poppy Court and curve it through this site. We are completely opposed to that concept.



Comment. Neighbors would rather this property remain a residential zoning district.

Comment. Attendees want additional information about noise mitigation.

Question. When would annexation occur?

Response. The Applicant would apply for annexation after rezoning approval.

### **Comments and Questions Received Prior to the Neighborhood Meeting**

Question. Does the NMX-CD zoning district permit cafes and retail shops in addition to the offices? Having more cafes or retail in the area creates more traffic along Rogers Road. These shops could also offer later hours of operation.

Question. How tall are the buildings going to be?

Question. Is the day care going to be inside an office building or a standalone building?

Question. How large are these buildings going to be?

Question. How many offices would be within an office building?

Question. Has the applicant taken a traffic count of the existing traffic along Rogers Road?

Question. How many cars are expected to come in and out of the property on any given day and during peak hour traffic?

Question. Will the day care playground be located in the parking lot?

Question. Has consideration been given to the fact that there are at least 5 schools which have parents, students and buses emptying onto Rogers Road twice a day?

Question. What are the proposed hours of operation? Can the owner commit to no business operations after 7:00 PM?

Comment. If the applicant agrees to any of the items below, then they should be included as zoning conditions:

- The berms along the residential properties on Wild Meadow, Heritage Spring Circle, and Golden Poppy Court should be widened to 50'
- There should be solid fencing to deter people from cutting through the private property
- Install a retaining wall should be installed along the perimeter of the property that backs up to the Wild Meadow Lane townhomes
- Install a left hand turn lane and a right hand turn lane into the property
- Lights should be installed so as not to shine down on our homes or in our windows
- Sidewalk along Rogers Road to connect with the Heritage sidewalk that runs down to Marshall Farm St

Comment. The proposed NMX-CD zoning district is incompatible with the residential zoning and uses that surround the property. The Mixed Residential designation should serve as a “transition from more intense development such as Transit-Supportive Residential and Neighborhood Commercial centers to Conventional Residential neighborhoods.” There is no such “intensity” to “transition” from the existing residential neighborhoods.

Comment. There is one house and driveway on the property today, and Rogers Road is a very active roadway with a curved section along this property’s frontage. Neighbor would like the applicant to perform a traffic impact analysis.

Comment. The area already has a dangerous mix of traffic with Thompson Glenn Place intersecting with Rogers Road. There have been many actual and near accidents between Thompson Glenn Place and the Heritage neighborhood. The daycare and office building would add too much additional traffic in this tight area. We are strongly opposed to the proposed rezoning.

Question. Where exactly is the property? The map sent with the meeting notice does not make it clear.

Question. Will the development plan be available for review at the neighborhood meeting?

Question. Will there be plans to extend Golden Poppy Court north into the property? This will be strongly opposed by the Heritage Spring residents.

Question. Will Rogers Road be improved to the same right-of-way and pavement standard as was required in the Rogers Road and Rogers Branch Road area by the Meridian at Rogers Branch Road apartments developer?

Question. Is a purchaser or developer involved in the proposal at this time, or is this a proposal by the sellers?

Comment. Access to schools in Wake Forest creates a lot of traffic problems. You can see every morning that access to Thales Elementary School (3106 Heritage Trade Dr) creates backups that impact Rogers Road traffic. The Town has to position police officers to direct traffic, creating a cost for the Town and inconvenience for residents.

Question. What measure is the development taking to ensure that drop-off and pick-up at the proposed daycare will not create a traffic backup into Rogers Road and require more police officers?

Comment. Neighbors would like to see a site drawing highlighting where the drop-off and pick-up areas are located and the number of parking spaces proposed.

Question. To allow for people from the apartments and surrounding neighborhoods to bring their children walking, are you planning to extend the sidewalk from the apartment complex Rogers at Meridian?

Question. If Golden Poppy Court is extended, would it be a vehicular connection or just a pedestrian connection?

Question. Is the development planning to expand Rogers Road to allow for a dedicated right-turn lane for traffic coming west-east and a middle turn lane for traffic coming east-west? As with schools, drop-off and pick-up times are peak traffic hours, so road sizing should be done based on peak traffic to avoid dangerous road conditions.

Comment. A site and roadway drawing would be appreciated.

Question. With a driveway for an existing church next to the development, how is traffic from the church and daycare/offices planned to allow for safe exit from both locations?

Question. If development plans change and the applicant no longer builds a daycare and office, are we required to hold another neighborhood meeting?

Question. What is the planned height of both buildings?

Question. Given the close proximity to existing houses, how are you going to reduce construction noises? Can you limit the construction schedule to ensure residents are able to maintain as close to normal life during the construction phases? For example, limiting construction to Monday-Friday between 8:00 AM and 6:00 PM?

Question. Will the Golden Poppy Court stub that borders this property be extended towards Rogers Road or remain closed to thru traffic?

Reference the following attached:

1. Neighborhood Meeting Sign-In Sheet
2. Neighborhood Meeting Notice
3. Neighborhood Meeting Notice Mailing Address Labels
4. Neighborhood Meeting Presentation Slides (uploaded separately)



J. Worth Mills

| NAME              | ADDRESS | PHONE NUMBER | EMAIL ADDRESS |
|-------------------|---------|--------------|---------------|
| Ellen Christie    |         |              |               |
| Joe Holmes        |         |              |               |
| Doug & Mary Woods |         |              |               |
| Barry Eddins      |         |              |               |
| Paul Devito       |         |              |               |
| Gilbert Lembree   |         |              |               |
| Karina Egloff     |         |              |               |
| Robt Mann         |         |              |               |



NAME

ADDRESS

PHONE NUMBER

EMAIL ADDRESS

KEN CHRISTIE

BRUCE  
MACDONNELL

JAN ELLIS

Carlos Simon

Tom Zonker

CLAUDE BRASSEALE

Lori Hill

Cai Lohman

| NAME             | ADDRESS | PHONE NUMBER | EMAIL ADDRESS |
|------------------|---------|--------------|---------------|
| Robert Pettyjohn |         |              |               |
| Thomas Dement    |         |              |               |
| JIM HILL         |         |              |               |
| Jimmy Woody      |         |              |               |
|                  |         |              |               |
|                  |         |              |               |
|                  |         |              |               |
|                  |         |              |               |



To: Neighboring Property Owner and Tenants  
From: Michael Birch, Longleaf Law Partners  
Date: November 21, 2025  
Re: Neighborhood Meeting for 3832 Rogers Road Rezoning (RZ-25-03) & Annexation (AN-25-04)

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You are invited to attend an informational meeting to discuss the proposed rezoning and annexation of 3832 Rogers Road (PIN 1749-88-4789). The meeting details are below:

**December 4, 2025  
6:00 PM – 7:00 PM**

**Joyner Park Community Center  
703 Harris Road  
Wake Forest, NC 27587**

The property totals approximately 2.98 acres in size and is located on the south side of Rogers Road, between Rogers Branch Road and Marshall Farm Road, and at the northern end of Golden Poppy Court.

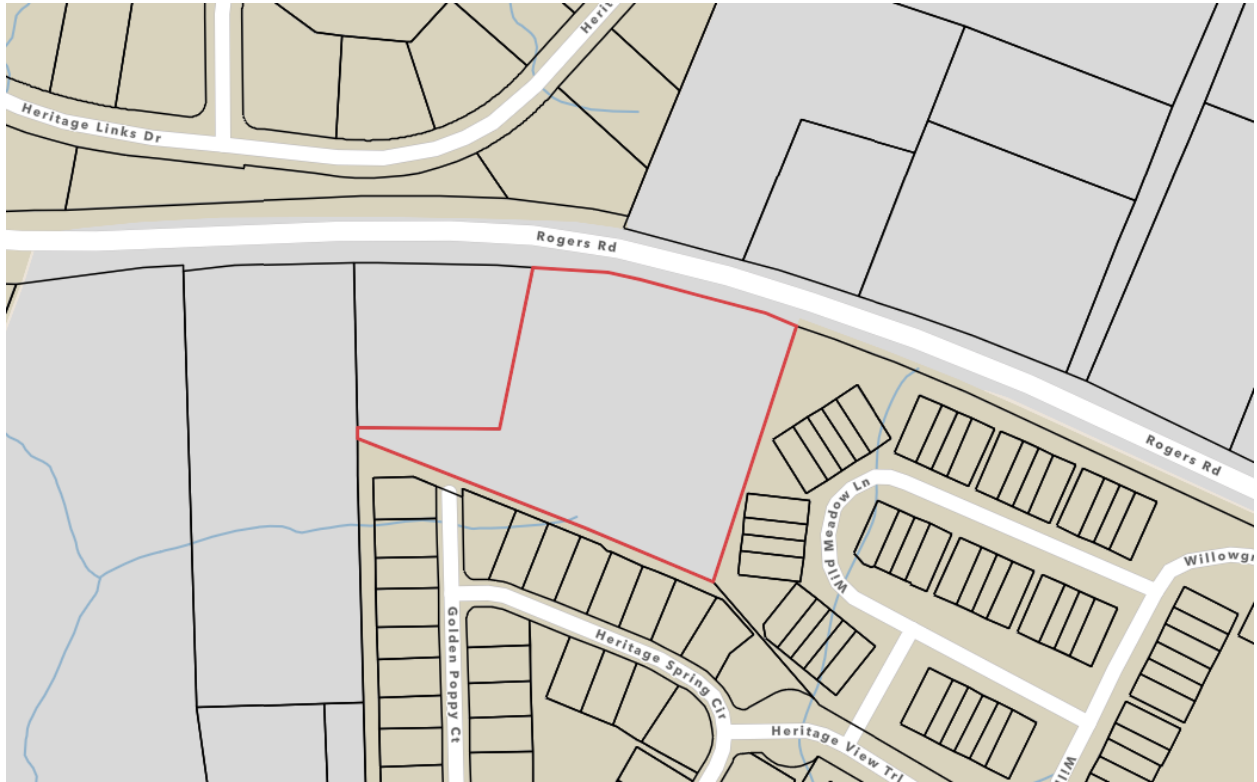
The property is currently zoned Residential-30 by Wake County. The proposed zoning is Neighborhood Mixed-Use, Condition District (NMX-CD). The purpose of the rezoning is to allow for day care and office uses.

A map highlighting the property and a map showing the current zoning of the property are included in this notice.

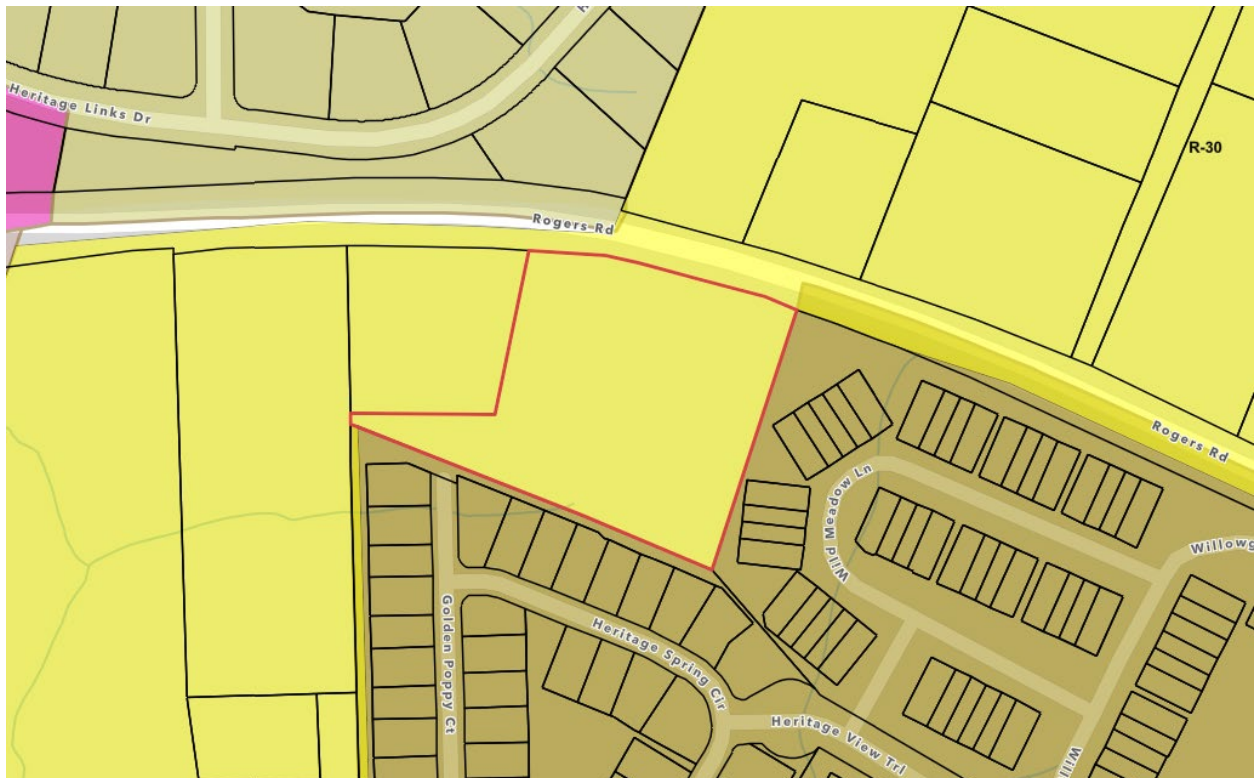
The Town of Wake Forest requires a neighborhood meeting involving the owners of property within 500 feet of the property after filing a rezoning application. After the meeting, we will prepare a report for the Planning Department regarding the items discussed at the meeting.

Please do not hesitate to contact me directly if you have any questions or wish to discuss any issues. I can be reached at 919-645-4317 and [mbirch@longleaflp.com](mailto:mbirch@longleaflp.com). Also, for more information about the rezoning, you may visit [www.wakeforestnc.gov/planning](http://www.wakeforestnc.gov/planning) and search “Rezoning Process” or contact Rayvon Walker with the Town of Wake Forest Planning Department at 919.435.9546 or [rwalker@wakeforestnc.gov](mailto:rwalker@wakeforestnc.gov).

## CURRENT PROPERTY MAP



## CURRENT ZONING MAP





HARDY, PATSY JEAN DUNSTON,  
SHELLY  
4219 DOUGLASS AVE  
RIVERSIDE CA 92507-5226

GROTH, ROBIN KAYE  
104 NEW BOCA WAY  
CARY NC 27518-9559

HERITAGE WAKE FOREST  
HOMEOWNERS ASSN INC  
PO BOX 1615  
WAKE FOREST NC 27588-1615

HERITAGE SPRING HOMEOWNERS  
ASSN INC  
21400 RIDGETOP CIR STE 250  
STERLING VA 20166-8522

WILLIAMS, HERBERT M  
3807 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

O'ROURKE, TRACI O'ROURKE, DEREK  
3835 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

DONNA B DOBBINS RVCBLE TRUST  
JOHN H DOBBINS JR RVCBLE TRUST  
3831 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

DANCY, MICHAEL WAYNE DANCY,  
VICKIE B  
1805 MONTE VIEW DR  
WILKESBORO NC 28697-9517

WILKINS, GINGER  
3856 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

REDD, CHRISTINE D  
3852 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

NOVELLI, GREGORY A NOVELLI,  
JOYCE A  
3846 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

CROSS, GARY R CROSS, PATRICIA  
3823 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

MCFADDEN, ROSEANN  
3801 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

SPRINGER, RODGER D SPRINGER,  
LOUISE S  
3815 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

HERITAGE SPRING HOMEOWNERS  
ASSN INC  
21400 RIDGETOP CIR STE 250  
STERLING VA 20166-8522

WALSTON, GARRY  
3812 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

DEMENT, THOMAS M DEMENT,  
MELISSA T  
1408 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4288

HOLLEMAN, KENNETH W  
HOLLEMAN, JANICE S  
1024 HERMOSA CT  
MYRTLE BEACH SC 29579-6576

WATKINS, WILLIAM PATRICK  
WATKINS, ANNA  
1425 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

BALCON, KEITH  
3808 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

MALINAUSKAS, ALICIA A  
3829 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

SCOTT, FRANCES M  
3818 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

CHRISTIE, KENNETH H CHRISTIE,  
ELLEN S  
1111 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

JONES, RICHARD E JONES, THERESA  
M  
1115 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

WELIK, KRISTINE J CYR, MICHELLE  
WELIK  
3837 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

BENSON, CHERYL H  
3809 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

THACKER, CONSTANCE S  
3831 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

HERITAGE TRACE TOWNHOMES  
ASSN INC  
PO BOX 1615  
WAKE FOREST NC 27588-1615

DUNSTON BOYER, FELECIA GALE  
HEIRS  
PATRICE ATKINS  
7492 EUGENIA DR  
FONTANA CA 92336-1765

PETTYJOHN, ROBERT CONRAD  
PETTYJOHN, KAREN C  
3816 ROGERS RD  
WAKE FOREST NC 27587-7637

M & EM CO LLC  
1504 CONKLIN LN  
COVE OR 97824-8714

M & EM CO LLC  
1504 CONKLIN LN  
COVE OR 97824-8714

HARDY, PATSY JEAN DUNSTON,  
SHELLY  
4219 DOUGLASS AVE  
RIVERSIDE CA 92507-5226

AMBROZAITIS, LAURA A  
3844 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

MANLEY, KEITH R  
3863 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

SHARIF, SALIMA  
3827 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

CHILDS, RACHEL  
3803 CRIMSON CLOVER AVE  
WAKE FOREST NC 27587-3886

WARD, ERIC E  
3853 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

WILDFLOWER TOWNES AT HERITAGE  
SOUTH HOA INC  
PO BOX 97243  
RALEIGH NC 27624-7243

RURKA, THOMAS S TRUSTEE RURKA,  
LUCILLE MARIE TRUSTEE  
3833 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

FRY, STEPHEN B FRY, MICHELLE C  
1409 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

HARDY, PATSY JEAN  
24420 OLD COUNTRY RD  
MORENO VALLEY CA 92557-4010

GREITER, BLAKE J  
1421 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

LUMINO, ANTHONY F LUMINO,  
KIMBERLY L  
255 RAMONA AVE  
SIERRA MADRE CA 91024-2456

WORKMAN, LU ANNE  
3811 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

CAMPBELL, HILDEGARD K  
3851 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

GROTH, MICHAEL GROTH, ROBIN  
104 NEW BOCA WAY  
CARY NC 27518-9559

HILL, JAMES P HILL, LORI M  
3825 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

EGAN, SHIRLEE  
3857 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

HEATH, ZACHARY T  
4241 FAWN LILY DR  
WAKE FOREST NC 27587-3951

CAROLINA CONFERENCE ASSN OF  
SEVENTH DAY ADVENTIST  
PO BOX 44270  
CHARLOTTE NC 28215-0043

SARACENO, CHARLES MURDOCH  
SARACENO, DIANE  
3816 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

HOLLADAY, CRAIG BARRINGTON  
3803 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

RAITZ, MARIE  
3814 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

BULLOCK, JAMES WALTER CO-  
TRUSTEE BULLOCK, PRISCILLA  
PATTERSON CO-TRUSTEE  
1420 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4288

MILLER, ETHEL B  
3804 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

SHEARIN, RICHARD C  
1105 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

BROOKS, LINDA D  
3803 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

AMH NC PROPERTIES, LP  
PROPERTY TAX DEPT  
23975 PARK SORRENTO FL 3  
CALABASAS CA 91302-4015

WINTERS, NANCY J  
3822 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

BRADSTREET, KENNETH  
BRADSTREET, TERRIE  
3819 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

WALLER, TRACIE C  
3809 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

HERITAGE REH LLC  
PO BOX 97487  
RALEIGH NC 27624-7487

KACOYANIS, PAUL D  
3840 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

MURRAY, NICHOL S  
3835 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

BOLLA, KALWINDER  
209 FORBES RD  
WAKE FOREST NC 27587-9295

SMITH, BRYAN DEAN  
3802 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

PRICE, DAVID PRICE, SONDR  
1123 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

ZITRON, JILLIAN L.  
3813 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

YANG, HAILING KEOGH, TIMOTHY  
6000 TIFFIELD WAY  
WAKE FOREST NC 27587-4297

HUNTER, WILLIAM JEFFREY TRUSTEE  
WISNET-HUNTER, DEBORAH M  
TRUSTEE  
3807 CRIMSON CLOVER AVE  
WAKE FOREST NC 27587-3886

RAO, RAMU M HEIRS  
ANURADHA RAO-PATEL  
9712 CHERRY TREE CT  
RALEIGH NC 27613-6282

KANASHIRO, RICARDO KEITI  
KANASHIRO, ANA CHIAKI KIYAN  
3855 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

MENDENHALL, DONNA  
3849 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

TIDWELL, JAYME HAYES  
3847 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

GATES, SHERMAN R JR  
3823 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

LEMBREE, GILBERT F LEMBREE, LILY  
T  
1119 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

OSTERHUS, PHILIP M  
1104 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3946

HURD, JUMA KENYATTA TRUSTEE  
HURD, IRA JOHNETTE TRUSTEE  
3917 ROGERS RD  
WAKE FOREST NC 27587-7640

TENNANT, LORI L TRUSTEE LORI L  
TENNANT REVOCABLE TRUST  
3841 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

HOLMES, SUSAN S TRUSTEE SUSAN  
S HOLMES REVOCABLE TRUST  
1109 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

MELLO PROPERTIES LLC  
407 POINT DR  
SWANSBORO NC 28584-9635

CARMONA, JASMIN ROSELEE  
3805 CRIMSON CLOVER AVE  
WAKE FOREST NC 27587-3886

RAINES, BRYAN IMES RAINES, EMILY  
RABON  
3859 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

PALLAY, ANITA TRUSTEE ANITA  
PALLAY TRUST  
3821 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

TRUSTEE OF THE KONEN FAMILY  
JOINT TRUST  
3858 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

WALDEN, JOHN T WALDEN, SHERYL  
M  
3860 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

WYREMBAK, ALICIA  
3805 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

TAYLOR, PATRICIA A  
3811 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

MERGENER, MARK II LEE-LO,  
THERESA  
3861 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

THOMPSON, AMANDA C WATTS,  
PHYLLIS C  
3811 CRIMSON CLOVER AVE  
WAKE FOREST NC 27587-3886

LEWIS, SCOTT J  
3806 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

DOBRICK, BRENDA L TRUSTEE  
DOBRICK, DONALD G TRUSTEE  
1416 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4288

WYATT, JENNIFER  
3807 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

DAVIS, RONALD DAVIS, SHARON  
1110 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3946

DOCKERY, JASON DOCKERY,  
MEREDITH  
1405 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

RIDDICK, HUNTER TAYLOR RIDDICK,  
AMANDA MARIE  
3833 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

DONAHOE, JEFFREY R TRUSTEE  
DONAHOE, SOMMER L TRUSTEE  
1413 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

COOK, ADAM W COOK, KAYLA R  
1412 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4288

BRASSEALE, CLAUDE BRASSEALE,  
SANDRA  
1113 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

MERIDIAN AT ROGERS BRANCH LLC  
6131 FALLS OF NEUSE RD STE 202  
RALEIGH NC 27609-3518

EPPES, WILLIAM LLEWELLYN JR  
EPPES, JILL ENBERG  
3801 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

LINEBERGER, TIMOTHY CLAY  
LINEBERGER, LINDA COMBS  
1125 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

PALMER, RONALD JAMES  
3820 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

BRUBAKER, MALAAK  
3821 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

CHEUVRONT, JANE D TRUSTEE  
TRUSTEE OF THE JANE CHEUVRONT  
LIVING TRUST  
3806 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

MRYSZUK, OREST B MRYSZUK,  
MORRIAH  
1313 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4287

ZENKER, THOMAS TRUSTEE ZENKER,  
COLEEN MARIE TRUSTEE  
1106 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3946

DWYER, LUCILLE ANN TRUSTEE THE  
LUCILLE ANN DWYER REVOCABLE  
DECLARATION OF TRU  
1107 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

HODGES, SANDRA W TRUSTEE  
EASTMAN, WILLIAM JOSEPH JR  
TRUSTEE  
3825 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

KEIPPER, PATRICIA E TRUSTEE  
TRUSTEE OF THE ELLIS  
IRREVOCABLE TRUST  
1114 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3946

VIVERETTE, JEAN P  
3819 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

STALEY, RONNY L STALEY, SALLIE B  
7935 ALTACREST DR  
CONCORD NC 28027-3300

OSTERHUS, PHILIP M  
1117 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3947

WOODS, DOUGLAS F WOODS, MARY  
V  
1112 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3946

BULLOCK, BRIAN C TRUSTEE OF THE  
BRIAN C BULLOCK IRREVOCABLE  
SUBTRUST  
6028 FIXIT SHOP RD  
WAKE FOREST NC 27587-6852

LINDSEY, SHIRLEY M LINDSEY,  
RONALD C  
3800 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

BOLLA, KALWINDER SINGH  
209 FORBES RD  
WAKE FOREST NC 27587-9295

EDDINS, DONALD LEE EDDINS,  
JOHN BARRY  
PO BOX 1851  
WAKE FOREST NC 27588-1851

NAUJOKS, WILLIAM P NAUJOKS,  
EDWINA W  
3812 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375



MACDONNELL, BRUCE  
MACDONNELL, ANNE  
3829 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

VANLANDINGHAM, SANDRA L  
3804 HERITAGE VIEW TRL  
WAKE FOREST NC 27587-8365

WORKMAN, PATRICIA DIANA PETERS  
3839 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

TAVARES, JERMAINE F RODRIGUEZ,  
ETHEL V  
3815 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

PALMER, SAMUEL J PALMER, JODI  
LYNN  
1417 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

DOAK, DAVID DOAK, ELLEN M  
3813 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

SHEN, XINYU MAO, DAZHI  
4028 FORGOTTEN POND AVE  
WAKE FOREST NC 27587-3884

MITCHELL, PATRICIA L  
3814 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8375

BOLES, EMILY  
3848 WILD MEADOW LN  
WAKE FOREST NC 27587-6157

WESTOVER PROPERTIES VI LLC  
C/O THOMAS J CARVER  
1308 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4286

ROSE, HEIDI MARIE  
3827 HERITAGE SPRING CIR  
WAKE FOREST NC 27587-8376

WIDDOWSON, STEVEN G  
WIDDOWSON, JENNIFER  
3817 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

TORNIL, BERTRAND SEBASTIEN  
POMMEREAU, ARIANE  
1401 HERITAGE LINKS DR  
WAKE FOREST NC 27587-4289

LYNCH, LAURA ANN  
3845 WILD MEADOW LN  
WAKE FOREST NC 27587-6156

CROSS, KARON  
1108 GOLDEN POPPY CT  
WAKE FOREST NC 27587-3946

M & EM CO LLC  
1504 CONKLIN LN  
COVE OR 97824-8714

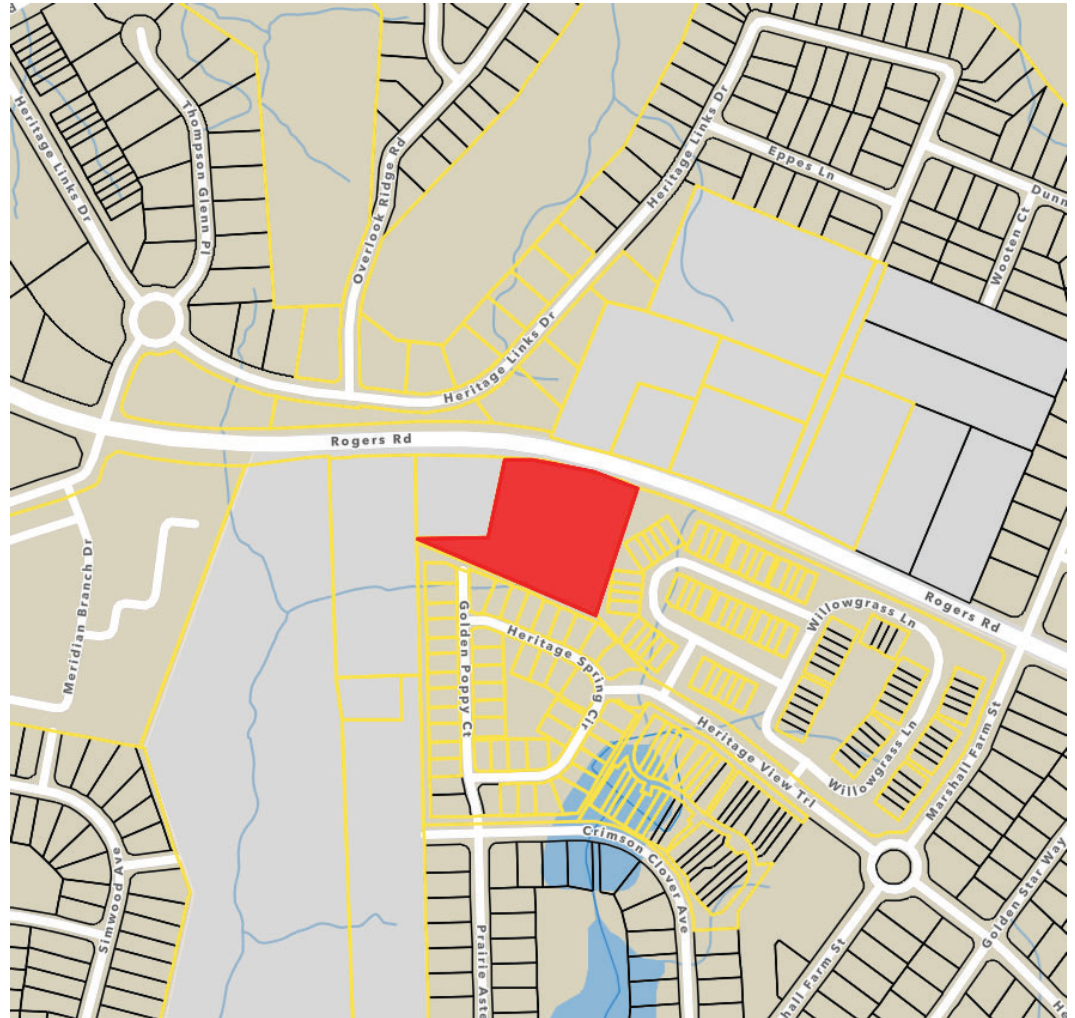
# 3832 Rogers Road

Neighborhood Meeting

December 4, 2025

# Neighborhood Meeting Agenda

- Introductions
- Purpose of the Meeting
- Rezoning Process
- Description of the Property
- Current Zoning
- Policy Guidance
- Proposed Zoning
- Next Steps
- Questions / Comments



# Rezoning Process

***All REZONING requests  
go through a***

**PUBLIC  
INPUT  
process**

- neighborhood meeting
- public comments before the Planning Board
- public hearing before the Board of Commissioners

- Pre-Submittal meeting with Planning Department staff
- Submit rezoning petition
- Staff Review and Resubmittals
- Neighborhood Meeting
- Planning Board Hearing
- Board of Commissioners Hearing



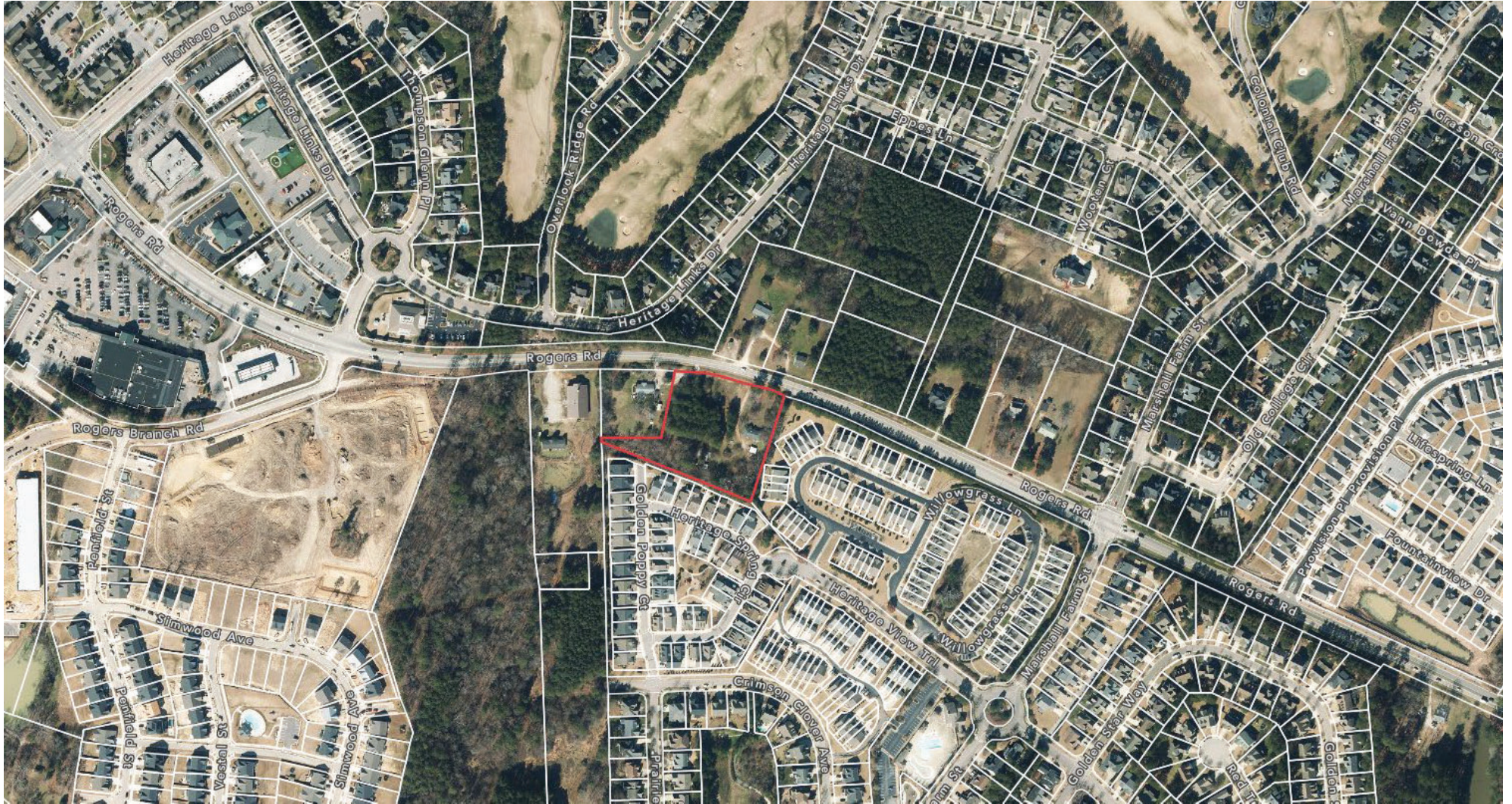
# Overview of Proposed Rezoning

- 3832 Rogers Road is 2.98 acres
- Current Zoning: Residential-30 (R-30)
  - Wake County Zoning
- Proposed Zoning: Neighborhood Mixed Use, Condition District (NMX-CD)
- Purpose of the rezoning is to facilitate a day care and office uses





# Area Overview





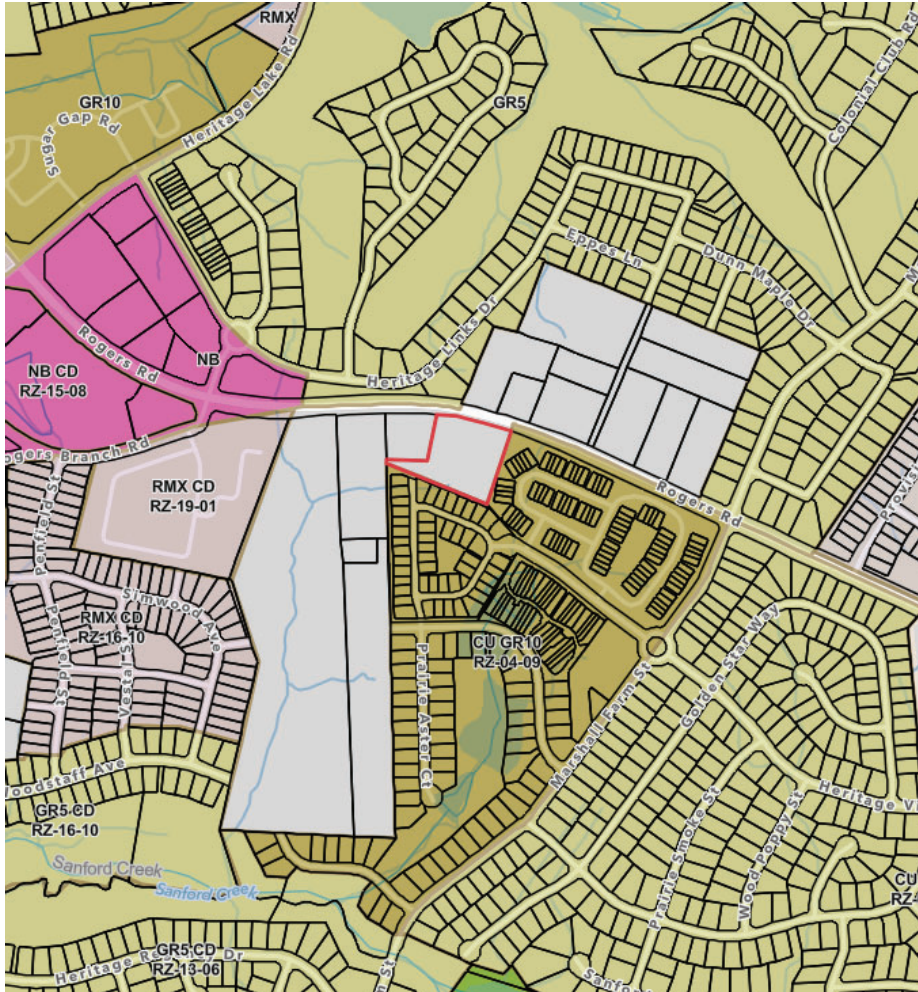
# Property



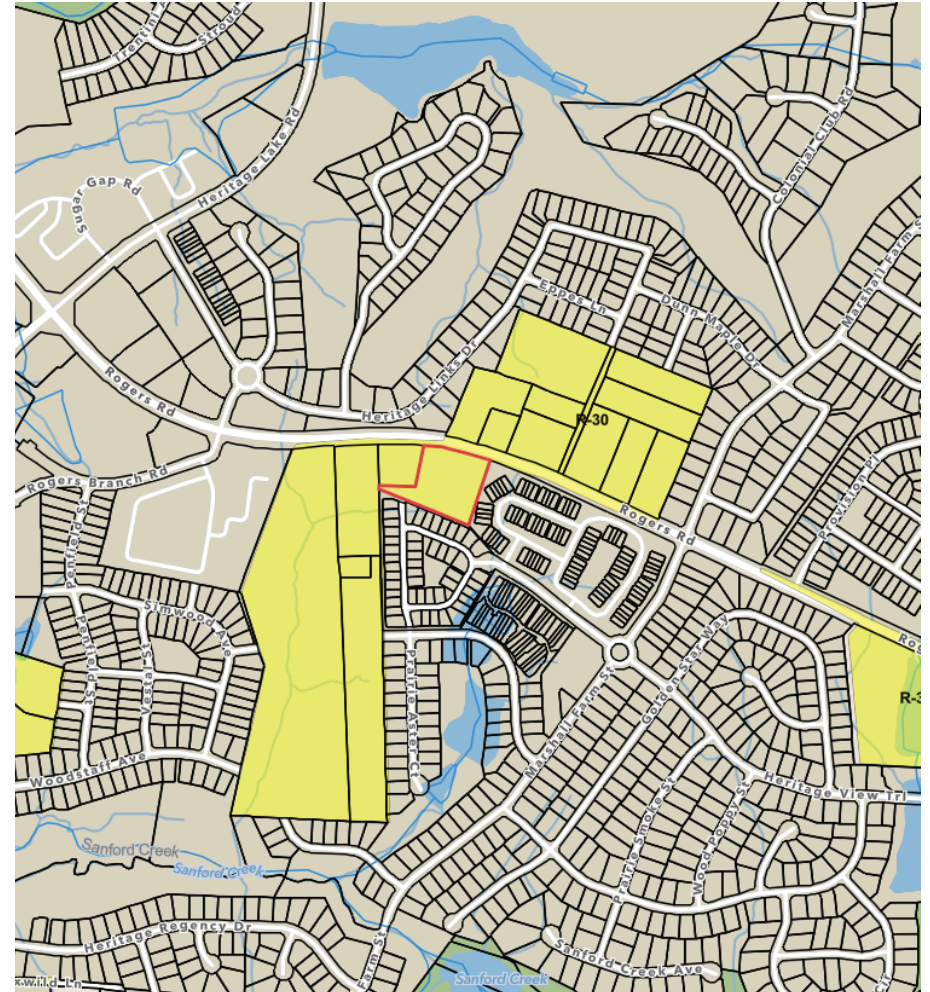


# Current Zoning

## Wake Forest Zoning Districts

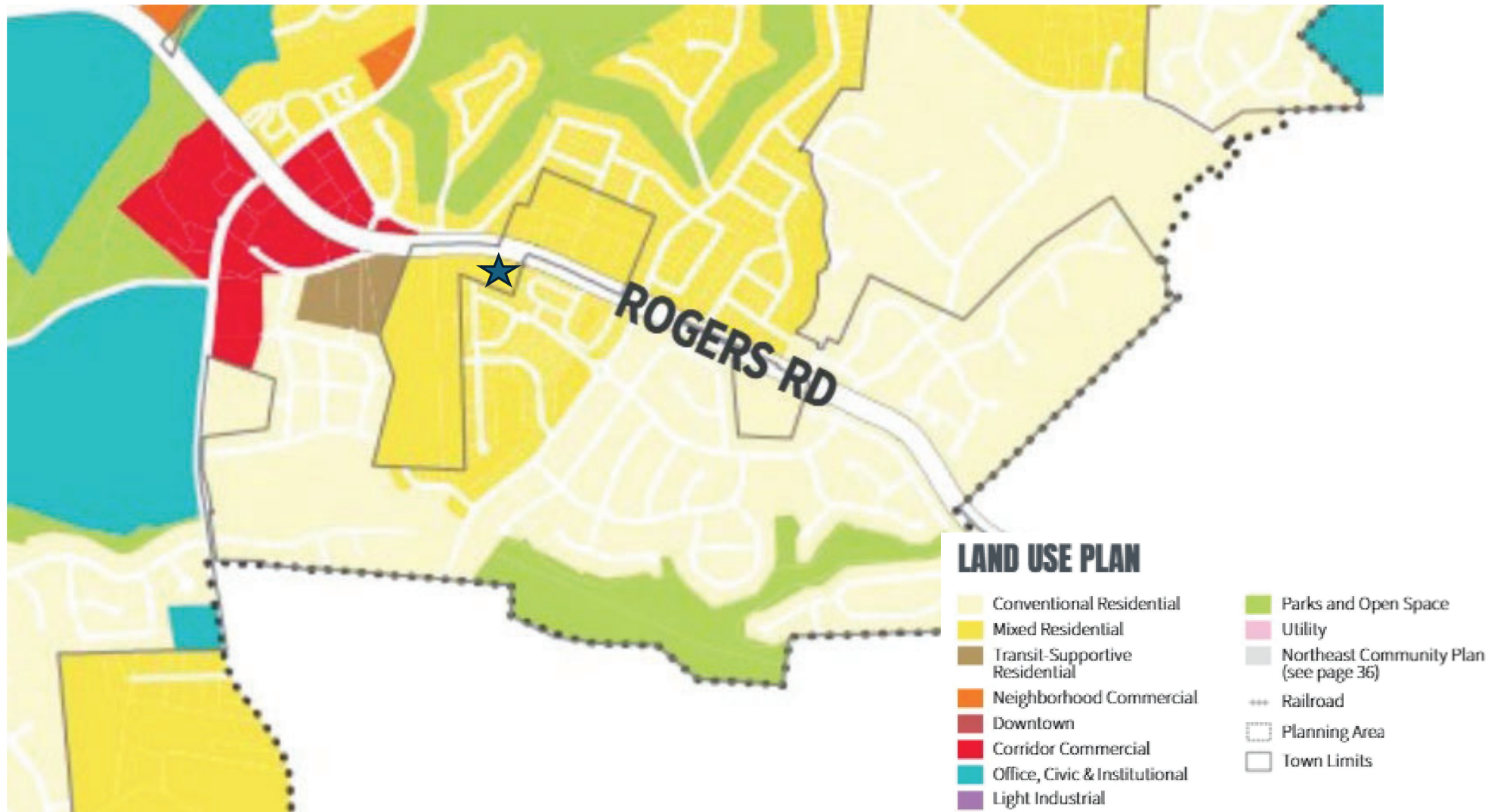


## Wake County Zoning Districts





# Land Use Plan



# Mixed Residential Designation

## Mixed Residential

### Description:

Mixed Residential areas consist of planned developments that contain a wide mix of housing types, ranging from single-family homes to multifamily development. Such diversity in housing types provides opportunities to expand housing choices within the Town in a neighborhood environment. This land use category typically features smaller lot sizes and taller building heights than Conventional Residential areas. Where possible, Mixed Residential areas should serve as a transition from more intense development such as Transit-Supportive Residential and Neighborhood Commercial centers to Conventional Residential neighborhoods. Like Conventional Residential areas, Mixed Residential areas should incorporate pocket and neighborhood-scale parks, public gathering spaces, community gardens, and trails that serve surrounding residents. Mixed Residential areas may incorporate commercial corner stores located at key entry points and intersections (page 62 in the Additional Considerations chapter provides additional location and design recommendations).

### Primary Uses:

- Single-Family Detached
- Accessory Dwelling Unit
- Duplex
- Cottage Home Court
- Townhome
- Triplex/Quadplex
- Two-Over-Two

### Supporting Uses:

- Commercial Corner Store
- Parks and Open Space
- Multi-Family
- Senior Housing Facility
- Professional Service





# Transit-Oriented Development (TOD) and Activity Center Areas Map



# Activity Center

Activity centers are unique focal points of the community where residents can gather, socialize, live, work, and shop. They should serve as hubs of art, culture, entertainment, and community events where residents can spend time and build a sense of community. They should comprise a wide variety of uses in a pedestrian-scale environment that enhance the quality of life, create a distinct sense of place, and provide a living experience unique to Wake Forest. Examples include local restaurants, cafes, breweries, maker spaces, incubator spaces, art galleries, music venues, and artisan shops. Mixed use buildings with residential or offices above commercial should provide live/work opportunities and generate greater foot traffic. Attractive public gathering spaces, play areas, and/or outdoor seating areas should be incorporated to create communal areas where residents can meet and spend leisurely time outside their home and work.

## Primary Uses:

- Commercial Retail and Service
- Food and Drink
- Entertainment and Cultural
- Office
- Mixed Use Development
- Institutional and Civic
- Parks and Open Space
- Hotel
- Parking Garage

## Supporting Uses:

- Townhome
- Two-Over-Two
- Multifamily
- Public Gathering Space



# Commercial & Industrial Areas Plan Map



# Rogers Road Corridor Area Plan

## **Rogers Road Corridor**

Rogers Road is a major east-west roadway that contains a robust variety of commercial and office businesses. Vacant lots along the Rogers Road corridor should be a focus for infill with additional retail, service, and office uses. As traffic congestion is increasingly becoming an issue, roadway capacity and access management improvements should be prioritized to support future development. Cross access between businesses and connected, alternative routes should be encouraged to

reduce traffic impacts along Rogers Road. Pedestrian and bike connectivity along the corridor should be improved with a complete sidewalk network, ample streetscapes between the sidewalk and curb, and safe crossings at traffic signals. To improve onsite multimodal access, pedestrian walkways, bike parking, and parking lot lighting should be incorporated. Landscaping should be used to improve the character of the corridor, including trees along the external sidewalk network and perimeter and internal parking lot landscaping.

# Current Zoning Conditions

The following principal uses otherwise permitted in the NMX district shall be prohibited:

1. Dwelling – Townhome
2. Dwelling – Multifamily
3. Dwelling – Accessory
4. Boarding Room
5. Hotel/Inn
6. Pawnshop



# Rezoning Summary

- 3832 Rogers Road is 2.98 acres
- Current Zoning: Residential-30 (R-30)
  - Wake County Zoning
- Proposed Zoning: Neighborhood Mixed Use, Condition District (NMX-CD)
- Land Use Plan designates the property as Mixed Residential
- On the periphery of an Activity Center
- Purpose of the rezoning is to facilitate a day care and office uses





# Contact Information

Michael Birch

[mbirch@longleaflp.com](mailto:mbirch@longleaflp.com)

(919) 645-4300

Worth Mills

[wmills@longleaflp.com](mailto:wmills@longleaflp.com)

(919) 645-4300



## Map Amendment (Rezoning) Application

(Map Amendment (Rezoning) Workflow)  
Town of Wake Forest, NC  
301 S. Brooks St.  
Wake Forest, NC 27587-2932  
TEL (919) 435-9510 | FAX (919) 435-9539

### Project Overview

#1916143

**Project Title:** 3832 Rogers Road Rezoning

**Jurisdiction:** Town of Wake Forest (Wake County)

**Application Type:** Map Amendment (Rezoning)

**State:** NC

**Workflow:** Map Amendment (Rezoning)

**County:** Wake

### Checklist - Map Amendment (Rezoning)

Please review the checklist below, which identifies what must be submitted with this application. You will be asked to upload the required documents after you have finished entering your application information. A complete application must be submitted in order for the application to be deemed complete and routed for review. Missing items will result in the application being declined and returned to you for revision.

[VIEW MAP AMENDMENT \(REZONING\)  
SUBMITTAL CHECKLIST](#)

Please confirm that you have reviewed the associated submittal checklist for this application and that you will submit all documents required on the submittal checklist: Yes

### Pre-Application Meeting

**Has a pre-application conference been held?:** Yes

*Note: This type of project requires a pre-application conference be completed prior to official submittal. If this has not been completed, please return to the home screen and select **Pre-Application Conference** from the application type drop down list in order to schedule your required meeting.*

**Pre-Application Conference Date:** 04/15/2025

**Staff Member Met With:** Tim Richards

**Pre-application Conference Project Number:** 1674175

### Address & Basic Site Information

#### Please Note:

In some cases, a parcel address may not verify. In the event that our system is unable to verify the address you enter, please submit the project as an *Unverified Parcel* and provide zoning and land use information as requested below. For verified addresses, the zoning and land use information will be added to the application automatically (you do not need to provide it below).

**Project Address or PIN:** 3832 Rogers Rd (1749884789)

**Tax PIN:** 1749884789

**Acreage:** 2.98

**Name of Existing Development/Subdivision (if applicable--for reference only):**

**For unverified addresses/parcels only,** please provide below 1) the current use of the parcel, 2) the zoning district(s) it is in, and 3) any overlay districts that apply. Reference the [zoning map](#) and the [overlay districts map](#) on the town's website.

**Current Use & Zoning (required only if address/parcel is unverified):**

*Note: Projects falling outside the limits of the Town or ETJ will be required to submit an annexation petition in conjunction with their project submittal. In this case, please return to the home screen and select **Annexation Petition** from the application type drop down.*

**GIS Site Information (Automatically Generated - Not Available for Unverified Addresses)**

**Parcel Area: GIS Acreage**

- 3832 Rogers Rd: 2.98

**Current Use:**

**Wake Forest (WF):**

**Base District:**

**In SH2-O Overlay:**

**In TND Overlay:**

**In HL-O Overlay:**

**In National Register of Historic Places:**

**Planning and Zoning:**

**In SH1-O Overlay:**

**In Water Supply Watershed Protection Overlay:**

**In SF Overlay:**

**In MVCP-O Overlay:**

**In Flood Hazard Area:**

**Additional Zoning Information**

**Currently a Conditional District?:** No

**Currently a Conditional Use?:** No

**Is there an existing Special Use Permit for the Property?:** No  
**Case Number of related site plan (if applicable):**

**Case Numbers of other related approvals (if applicable):**

**Project Contacts**

Please enter all project contacts related to your application.

This is an important step to ensure all members of the applicant team receive email notifications associated with the project which may include comments, requested revisions, scheduled meetings or hearings, and final decisions. This also informs Town staff of the team members assigned role with the project.

**Project Contact - Applicant**

Michael Birch  
Longleaf Law Partners  
4509 Creedmoor Road, Suite 302  
Raleigh, NC 27612  
P:9196454317  
[mbirch@longleaflp.com](mailto:mbirch@longleaflp.com)

**Project Contact - Property Owner**

Michael Birch  
Longleaf Law Partners  
4509 Creedmoor Road, Suite 302  
Raleigh, NC 27612  
P:9196454317  
[mbirch@longleaflp.com](mailto:mbirch@longleaflp.com)

**Map Amendment: Rezoning**

**Proposed Zoning:** NMX, Neighborhood Mixed-Use

**Description of Request:**

Rezoning to permit a day care and office uses.

**Justification of Consistency with Comprehensive Plan:**

Although the property is designated Mixed Residential, it is located at the edge of an activity center. Professional service uses are a secondary use recommended in the Mixed Residential category. This property is surrounded by large residential subdivisions, such that the proposed uses would serve as a secondary use to the surrounding residential uses. Additionally, commercial/service uses and institutional uses are primary uses within an activity center. Based on the above, the rezoning request is consistent with the Community Plan.





## Agent Authorization Form

The Wake Forest Unified Development Ordinance (UDO) states that applications for development approvals may only be made by the landowner, a lessee or person holding an option or contract to purchase or lease the land, or an authorized agent of the landowner (see [Sec. 15.2.5.C](#)). This agent authorization form must be signed by the landowner and included with any application not submitted by the landowner or lessee as specified above. If more than one landowner is involved, a separate agent authorization form must be submitted by each landowner.

Address(es) and Tax PIN(s) for which authorization is granted: 3832 Rogers Road; PIN 1749-88-4789

Landowner's name\*: Donald Lee Eddins, John Barry Eddins, and Brenda Gail Eddins Denton

Application(s) for which authorization is granted (e.g., Rezoning, Special Use Permit): 3832 Rogers Road Conditional District Rezoning & Master Plan

Person authorized to submit application(s) as landowner's agent (must be the same person listed as the applicant on the application form):

Michael Birch and Worth Mills, Longleaf Law Partners; Mike Davidson, Timmons; Pablo Reiter, PRMS Investments

Brenda Gail Eddins Denton  
Donald Lee Eddins  
John Barry Eddins  
Landowner's Signature: Sharon Barham, Commissioner  
Date: 21 Jan 26

Please provide below the name, address, and other information of the person signing this form.

Name: Sharon Barham  
Address: 209 W-Millbrook Rd, Raleigh, NC 27609  
Telephone number: 919-369-8981  
Email address: sharon@cardinal  
sharon@insightpropertygroup.com  
Commissioner

If signing for a corporation or other entity, please specify title and/or relationship to the corporation or other entity (e.g., Member, Executive Officer):

\*Owner of record as shown on the latest equalized assessment rolls of Wake County, or, if ownership has recently been transferred, the grantee shown on the recorded deed (a copy of the deed must accompany this form).

March 13, 2026

Rayvon Walker  
Planning Project Administrator  
301 S. Brooks Street  
Wake Forest, NC 27587

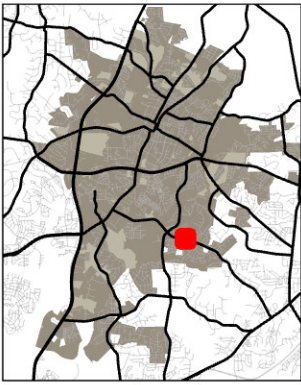
RE: 3832 Rogers Road Rezoning (RZ-25-03) – Zoning Conditions

Dear Rayvon:

On behalf of the applicant, set forth below are the zoning conditions proposed as part of the 3832 Rogers Road rezoning:

1. Permitted Uses. Allowed uses for this conditional zoning include:

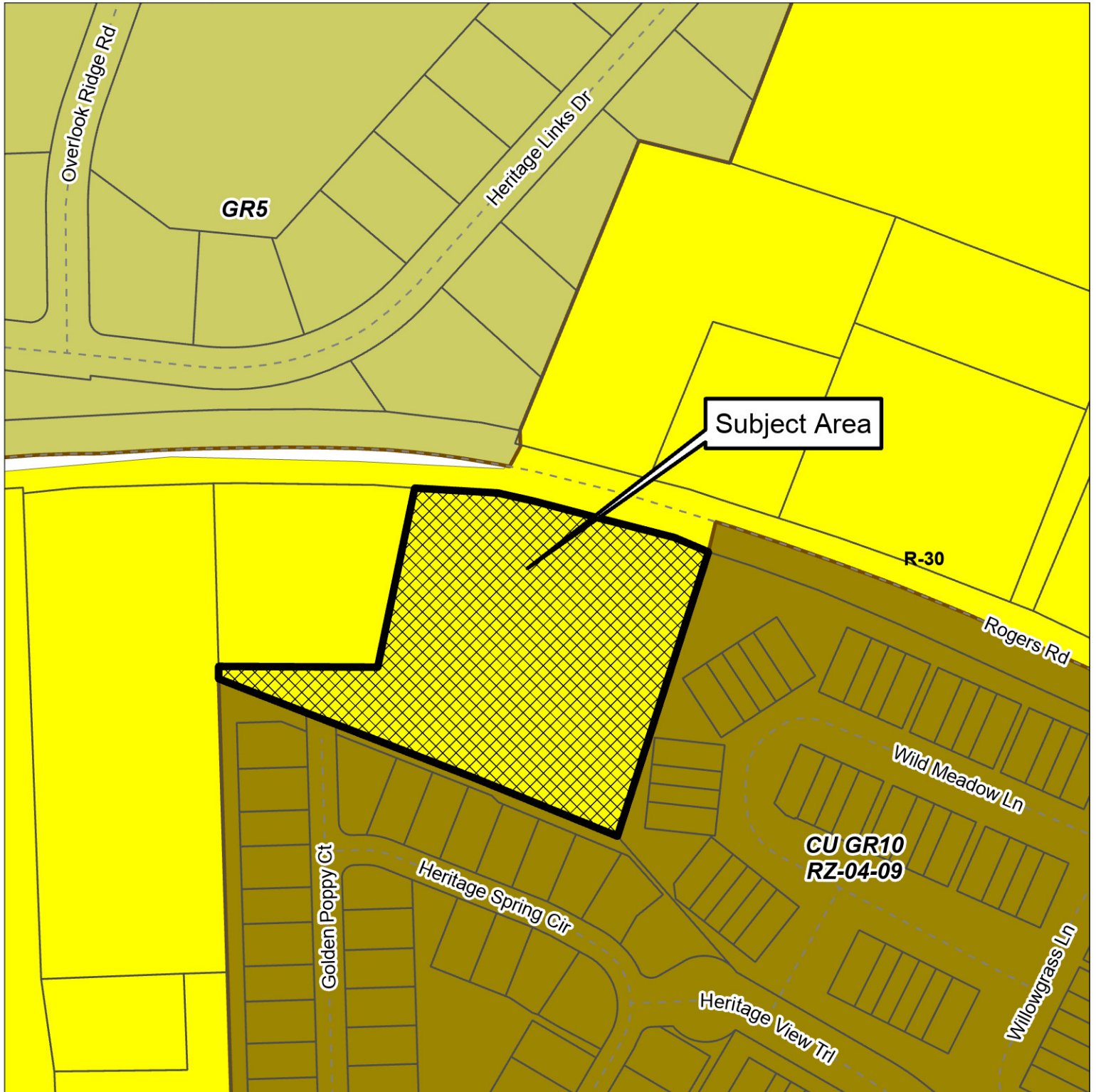
- Live-Work Unit
- Bank, Credit Union, Financial Services
- Business Support Services
- Medical Clinic
- Personal Services
- Professional Services
- Veterinary Services
- General Commercial
- Recreation Facility, Indoor
- Religious Institution
- Child/Adult Day Care Home (More than 8 persons)
- Studio – Art, dance, martial arts, music



# Current Zoning

**3832 Rogers Rd. Rezoning  
RZ-25-03  
PIN: 1749-88-4789**

4/15/2026

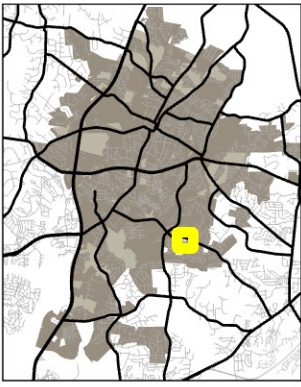


Please note that this map is intended for illustrative purposes only.  
For specific inquiries regarding zoning boundaries, contact the  
Town Wake Forest Planning Department at 919-435-9510.

0 500 Feet

N  
324

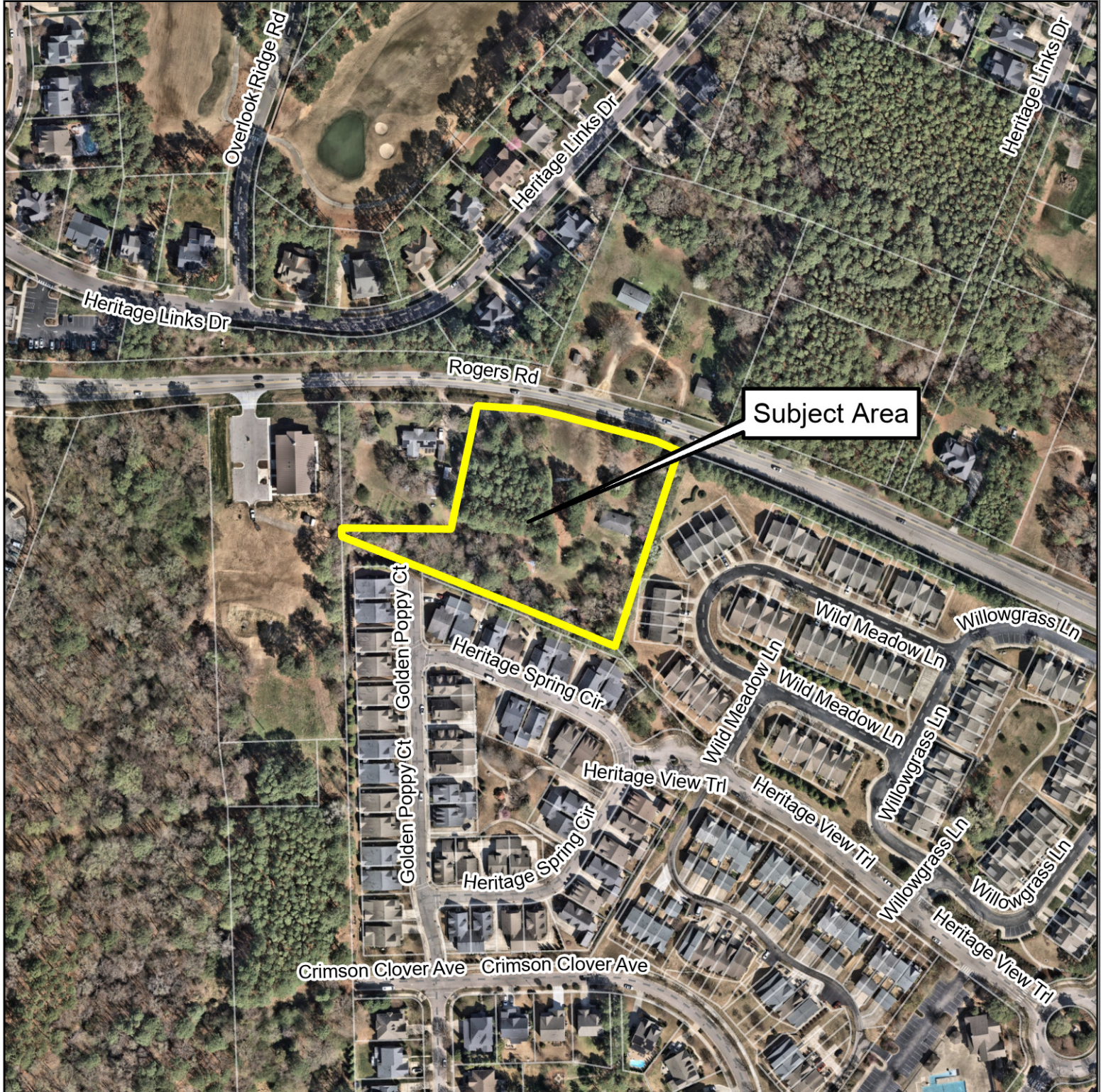




# Aerials

**3832 Rogers Rd. Rezoning  
RZ-25-03  
PIN: 1749-88-4789**

4/15/2026

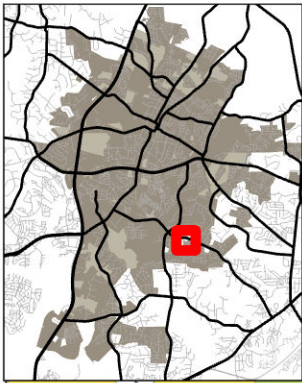


Please note that this map is intended for illustrative purposes only.  
For specific inquiries regarding zoning boundaries, contact the  
Town Wake Forest Planning Department at 919-435-9510.

0 250 500 1,000 Feet

N  
325  
S



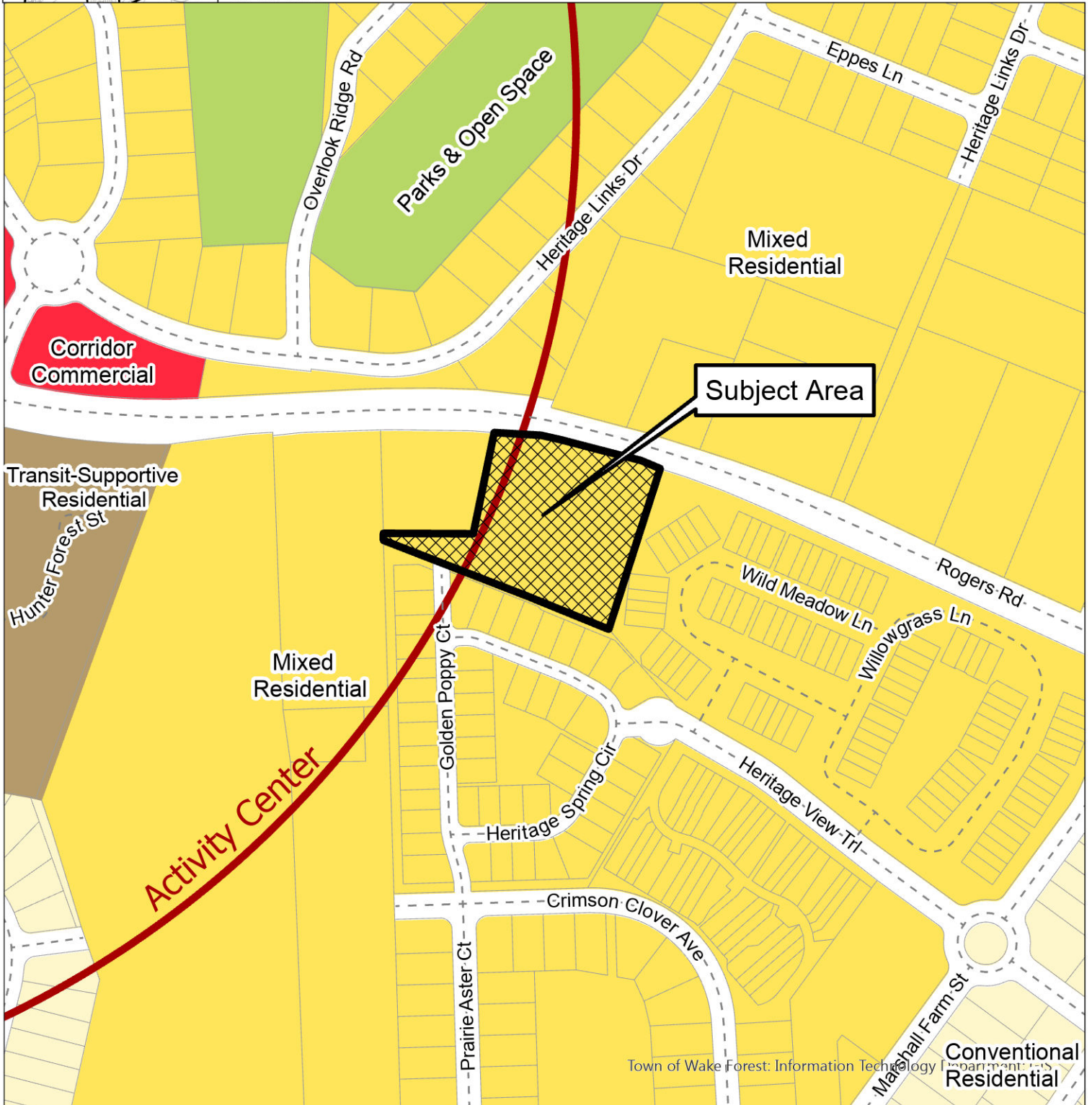


TOWN of  
**WAKE  
FOREST**

# Land Use Plan

**3832 Rogers Rd. Rezoning  
RZ-25-03  
PIN: 1749-88-4789**

6/26/2026



Town of Wake Forest: Information Technology Department

Please note that this map is intended for illustrative purposes only.  
For specific inquiries regarding zoning boundaries, contact the  
Town Wake Forest Planning Department at 919-435-9510.

0 500 1,000 Feet

N  
326

May 12, 2026

Rayvon Walker  
Planning Project Administrator  
301 S. Brooks Street  
Wake Forest, NC 27587

RE: 3832 Rogers Road Rezoning (RZ-25-03) – Zoning Conditions to Offer at Planning Board

Dear Rayvon:

On behalf of the applicant, set forth below are the additional zoning conditions proposed as part of the 3832 Rogers Road rezoning that the Applicant wishes to offer to the Planning Board:

1. Non-Residential Development Maximum. Development shall not exceed 24,000 square feet of gross floor area.
2. Residential Development Maximum. Development shall not exceed five (5) dwelling units.
3. Upper-Story Residential. Other than Live-Work dwelling units, no residential dwelling units shall be located on the ground floor of any Apartment or Mixed-Use building.
4. Building Height Maximum. Within seventy-five feet (75') of the Development's shared boundary lines with those properties with PINs 1749-88-2910, 1749-88-3450, and 1749-98-1220 (the "Restricted Height Area"), Building height shall not exceed one (1) story. Outside of the Restricted Height Area, building height shall not exceed two (2) stories.
5. Eastern Boundary Buffer. Along the shared boundary line of that parcel with PIN 1749-98-1220 (Deed Book 14985, Page 1402, Wake County Registry), the Development shall install an eight foot (8') tall fence with the required Type B Buffer, excluding any required utility and/or easement dedications.
6. Western Boundary Buffer. Along the shared boundary line of that parcel with PIN 1749-88-2910 (Deed Book 6367, Page 105, Wake County Registry), the Development shall install a Type A, Option 3 Buffer with an eight foot (8') tall fence, excluding any required right-of-way, utility and/or easement dedications.
7. Southern Boundary Buffer. Along the shared boundary line of that parcel with PIN 1749-88-3450 (Deed Book 12159, Page 1733, Wake County Registry), the Development shall install a Type A,

8. Option 3 Buffer with an eight foot (8') tall fence, excluding any required right-of-way, utility and/or easement dedications.
9. Eastern Boundary Setback. The minimum building setback from that parcel with PIN 1749-98-1220 (Deed Book 14985, Page 1402, Wake County Registry) shall be 15'.
10. Western Boundary Setback. The minimum building setback from that parcel with PIN 1749-880-2910 (Deed Book 6367, Page 105, Wake County Registry) shall be 20'.
11. Southern Boundary Setback. The minimum building setback from that parcel with PIN 1749-88-3450 (Deed Book 12159, Page 1733, Wake County Registry) shall be 20'.
12. Parking Setback. No vehicular surface parking area shall be located within 15' of any adjacent parcel boundary.
13. Parking Setback from Rogers Road. No parking space shall be closer to the Rogers Road right-of-way than any street-facing building façade.
14. Playground Location. Outdoor playgrounds associated with any Day Care use shall be located at least twenty feet (20') from those adjacent parcels with PINs 1749-880-2910 (Deed Book 6367, Page 105, Wake County Registry), 1749-88-3450 (Deed Book 12519, Page 1733, Wake County Registry), and 1749-98-1220 (Deed Book 14985, Page 1402, Wake County Registry).
15. Pedestrian Connection. The Development shall construct a pedestrian connection to the Golden Poppy Court right-of-way.
16. Vehicular Connection. Vehicular connections from the Development to Golden Poppy Court shall be prohibited.
17. Pole-Mounted Lighting Fixtures. Any pole-mounted lighting fixture located outside of the vehicular parking areas shall not exceed twenty feet 20' in height.
18. Golden Poppy Court Extension. The Development shall dedicate right-of-way across the southwest corner of the property for the extension of Golden Poppy Court, for the future extension through the southern boundary of that property with PIN 1749882910 to its ultimate intersection with Rogers Road. Right-of-way dedication shall not extend east of that shared boundary point with that parcel with PIN 1749-88-2910 (Deed Book 6367, Page 105, Wake County Registry), being the southeastern most point of said parcel. The Development shall construct roadway improvements within the Development's boundaries, as required by the Town and/or NCDOT, including but not limited to sidewalks along both sides of the Golden Poppy Court extension. The exact location and alignment of the Golden Poppy Court extension shall be determined at Site Master Plan review.
19. Frontage Build Out. The Development shall have a minimum Frontage Build Out of thirty-five percent (35%) along the Rogers Road right-of-way. For purposes of this Condition, the Frontage Build Out percentage shall be calculated by dividing: (i) the linear footage of those portions of the

buildings that meet a maximum twelve foot (12') front building setback; by (ii) the linear footage of lot frontage along Rogers Road, excluding the proposed driveway, eastern boundary buffer, and western boundary buffer.

20. Traffic Improvements. Improvements recommended by the Traffic Impact Analysis (as approved by NCDOT and Town of Wake Forest) shall be constructed as per final requirements and timing. Any NCDOT driveway permits, encroachment permits and/or control of access permits will have to be obtained by the applicant from NCDOT and any conditions imposed by NCDOT will have to be met by the Applicant.





# TOWN of WAKE FOREST

## Report Requirements:

Per NCGS 160D-604, all proposed amendments to the zoning ordinance or zoning map shall have a written report provided from the Planning Board to the Board of Commissioners within 30 days of referral of the amendment to the Planning Board, or the Board of Commissioners may proceed in its consideration of the amendment without the Planning Board report. Furthermore, in no case is the Board of Commissioners bound by the recommendations, if any, of the Planning Board.

Per NCGS 160D-604, the Planning Board shall advise and comment on whether the proposed zoning amendment is consistent with all applicable officially adopted plans, and provide a written recommendation to the Board of Commissioners that addresses plan consistency and other matters as deemed appropriate by the Planning Board, but a comment by the Planning Board that a proposed amendment is inconsistent with the officially adopted plans shall not preclude consideration or approval of the proposed amendment by the Board of Commissioners.

## GENERAL INFORMATION

**Applicant:** Michael Birch

**Owner(s):** Donald Eddins, John Eddins, & Brenda Denton

**Requested Action:** Rezone 2.98 acres on the Town of Wake Forest Zoning Map from Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD)

**Existing Zoning:** Residential-30 (R-30)

**Location:** 3832 Rogers Road

**Size:** 2.98 acres

**Tax PIN:** 1749884789

**Existing Land Use:** Residential Dwelling-Single Family

## Applicable Officially Adopted Plans:

The request is generally inconsistent with the relevant policies in the Comprehensive Plan, and denial of the zoning map request is reasonable and in the public interest.

This report reflects the recommendation of the Planning Board, this the 14th day of July 2026.

Introduced by Planning Board member: ADAM REDLER

Seconded by Planning Board member: RICHARD ADAMS

Attest:

Matt Davis, Planning Board Chair

Jennifer Currin, Planning Director

| Community Plan Consistency Grid: RZ 25-03 |                                                                                                                                                                                                                                                                                      |     |    |    |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----|
| POLICIES FOR AFFORDABLE HOUSING           |                                                                                                                                                                                                                                                                                      | YES | NO | NA |
| AH-1                                      | Implement Affordable Housing Plan                                                                                                                                                                                                                                                    |     |    |    |
| POLICIES FOR RESIDENTIAL CHARACTER        |                                                                                                                                                                                                                                                                                      | YES | NO | NA |
| RC-1                                      | Encourage single-family attached and multifamily development to incorporate varied building frontages and rooflines, front porches, front yards, and balconies to provide visual interest and complement the scale and character of surrounding single-family neighborhoods          |     |    |    |
| RC-2                                      | Setbacks of infill development should match the existing context as much as possible as uniform setbacks can help foster a pedestrian-friendly environment                                                                                                                           |     |    |    |
| RC-3                                      | Promote higher density infill and redevelopment within older established neighborhoods to provide greater housing choices while matching the scale and character of existing properties                                                                                              |     |    |    |
| RC-4                                      | Promote higher density housing along key corridors and surrounding activity centers. This includes near areas designated in the Land Use Plan as Commercial Corridor; Neighborhood Commercial; Light Industrial; and Office, Civic, and Institutional                                |     |    |    |
| RC-5                                      | For larger scale planned subdivisions that provide a mix of housing types, work with private developers to locate lower density housing near existing single-family detached neighborhoods to create appropriate transitions and preserve the character of established neighborhoods |     |    |    |
| RC-6                                      | Consider requiring a minimum percentage of housing types in new neighborhood developments to increase housing diversity and affordability (e.g. at least 20% duplexes/townhomes)                                                                                                     |     |    |    |
| RC-7                                      | Review and update the UDO to align with residential character recommendations within this Community Plan                                                                                                                                                                             |     |    |    |
| POLICIES FOR SENIOR HOUSING               |                                                                                                                                                                                                                                                                                      | YES | NO | NA |
| SH-1                                      | Promote senior housing within a quarter mile of transit stops, Downtown, shopping areas, parks, and recreational facilities                                                                                                                                                          |     |    |    |
| SH-2                                      | Encourage smaller lot, single-story housing types for seniors that are ADA accessible                                                                                                                                                                                                |     |    |    |
| SH-3                                      | Encourage age-targeted cooperative housing types for community-oriented senior living, such as co-housing and cottage home courts                                                                                                                                                    |     |    |    |
| SH-4                                      | Promote the development of continuing care retirement communities (CCRC), or life plan communities, which offer distinct types of housing and care levels based on a senior's needs                                                                                                  |     |    |    |
| SH-5                                      | Encourage developers of age-targeted housing to include amenities attractive to seniors, such as front porches, back patios, walking paths, and outdoor sports facilities, and activated gathering spaces                                                                            |     |    |    |
| POLICIES FOR COMMERCIAL DEVELOPMENT       |                                                                                                                                                                                                                                                                                      | YES | NO | NA |
| CD-1                                      | Enhance established commercial areas by incentivizing redevelopment and/or renovation of existing businesses.                                                                                                                                                                        |     |    |    |
| CD-2                                      | Support small, local businesses within commercial centers to support unique shopping options within Wake Forest                                                                                                                                                                      |     |    |    |
| CD-3                                      | Establish architectural design standards for commercial building facades that promote quality design while allowing for flexibility that encourages creative design                                                                                                                  |     |    |    |
| CD-4                                      | Promote multi-story structures within Commercial Corridor and Neighborhood Commercial areas at appropriate scales that offer residential or office above ground-floor commercial                                                                                                     |     |    |    |
| CD-5                                      | Encourage pedestrian-oriented shopping environments with sidewalks, attractive storefronts, and buildings facing each other to create a sense of enclosure                                                                                                                           |     |    |    |
| CD-6                                      | Encourage the incorporation of pedestrian/bicyclist/transit-oriented areas in large-scale shopping centers that provide outdoor seating and gathering areas, bicycle parking stations, and access to transit services                                                                |     |    |    |
| CD-7                                      | Promote cross-access and pedestrian pathways between adjacent parking lots and leading to buildings to promote well-connected, cohesive shopping areas                                                                                                                               |     |    |    |

| Community Plan Consistency Grid: RZ 25-03                 |                                                                                                                                                                                                                                        |            |           |           |
|-----------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|-----------|
| CD-8                                                      | Encourage the consolidation of commercial driveways onto major streets to reduce traffic conflicts                                                                                                                                     |            |           |           |
| CD-9                                                      | Require "360 degree architecture" (high quality architecture on all sides of the building as opposed to just the front-facing façade), including well-designed or screened service areas                                               |            |           |           |
| CD-10                                                     | Encourage businesses to replace existing, non-conforming signage with attractive signage that meets Town standards                                                                                                                     |            |           |           |
| CD-11                                                     | Promote outparcel development to improve the character along primary roadways and break up views of large parking lots                                                                                                                 |            |           |           |
| CD-12                                                     | Review and update the UDO, including the US 1 Special Highway Overlay (SH1-O) and Dr Calvin Jones Highway Overlay (SH2-O) districts, to align with commercial development recommendations within this Community Plan                   |            |           |           |
| CD-13                                                     | Support accessory commercial units (ACUs) that allow the ground floor of residential properties or an accessory structure facing the street to contain a commercial use beneficial to the surrounding neighborhood                     |            |           |           |
| CD-14                                                     | Establish block standards for commercial areas to break up large tracts into more human scale pieces with streets or street-like features within the development                                                                       |            |           |           |
| <b>POLICIES FOR MINORITY &amp; WOMEN-OWNED BUSINESSES</b> |                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| MWOB-1                                                    | Work with organizations, such as the Chamber and the Black Business Alliance, to expand diversity, equity, and inclusion programs that are supported with grassroots community engagement                                              |            |           |           |
| MWOB-2                                                    | Explore successful programs for supporting minority and women-owned businesses in surrounding communities to implement in Wake Forest                                                                                                  |            |           |           |
| MWOB-3                                                    | Explore regional, state, and federal grants available for minority and women businesses, such as grants from the National Institute of Economic Development and Carolina Community Impact                                              |            |           |           |
| MWOB-4                                                    | Support informational sessions and/or provide educational resources to employers on how they can establish equitable work environments and policies within their businesses                                                            |            |           |           |
| <b>POLICIES FOR SETBACKS</b>                              |                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| SB-1                                                      | Incentivize businesses to situate new buildings at or near the property line to improve walkability, such as by requiring more landscaping if parking lots are located in front of buildings rather than to the rear/side              |            |           |           |
| SB-2                                                      | Promote consistency in setbacks within commercial and residential areas to form desirable continuity in the streetwall, or the facades of buildings facing the street                                                                  |            |           |           |
| SB-3                                                      | Encourage outparcel development with 360 architecture to "hold the corner" of commercial corridor development                                                                                                                          |            |           |           |
| SB-4                                                      | Ensure adequate setbacks of industrial or other high intensity uses to reduce potential sound or visual impacts on adjacent lower intensity uses                                                                                       |            |           |           |
| SB-5                                                      | Allow for flexibly in setbacks in Downtown where existing conditions prevent a consistent streetwall, while maintaining a close interface with the street (e.g., utility, landscaping, and/or topography challenges)                   |            |           |           |
| <b>POLICIES FOR PARKING LOTS</b>                          |                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| PL-1                                                      | For existing front-loaded surface parking lots, encourage property owners to improve their character with perimeter and interior landscaping, and/or decorative walls and fencing                                                      |            |           |           |
| PL-2                                                      | Require off-street parking to be located to the side or rear of the primary building                                                                                                                                                   |            |           |           |
| PL-3                                                      | Encourage shared parking agreements where neighboring uses with different peak parking demand times can use the same parking lot, reducing the need for additional parking lots                                                        |            |           |           |
| PL-4                                                      | Reevaluate minimum parking standards and consider implementing maximum parking standards to reduce excessive requirements                                                                                                              |            |           |           |
| PL-5                                                      | Monitor parking supply and strategically encourage structured or underground parking in higher density areas if needed, such as in Downtown, TOD, and activity center areas, to reduce the amount of land dedicated to surface parking |            |           |           |
| PL-6                                                      | Consider offering incentives for structured parking, such as density bonuses, allowable lot coverage increases, and height limit increases.                                                                                            |            |           |           |
| PL-7                                                      | Encourage the integration of structured parking into multifamily buildings to minimize surface parking lots                                                                                                                            |            |           |           |

| Community Plan Consistency Grid: RZ 25-03 |                                                                                                                                                                                                                                                                          |     |    |    |
|-------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----|
| PL-8                                      | Encourage North Carolina Department of Environmental Quality's (NCDEQ) Stormwater Nitrogen and Phosphorus (SNAP) nutrient-reducing practices, such as permeable surfaces, that allow water infiltration in parking lots to improve stormwater drainage and water quality |     |    |    |
| PL-9                                      | Encourage the provision of pedestrian walkways in parking lots to enhance connectivity and safety to businesses                                                                                                                                                          |     |    |    |
|                                           |                                                                                                                                                                                                                                                                          |     |    |    |
| POLICIES FOR SCREENING & BUFFERING        |                                                                                                                                                                                                                                                                          | YES | NO | NA |
| SB-1                                      | Ensure sufficient screening and buffering of industrial and commercial uses next to residential uses to minimize potential adverse impacts, such as in the Unicon Drive area                                                                                             |     |    |    |
| SB-2                                      | Encourage new development to preserve existing wooded areas along the perimeter of sites to provide natural buffering                                                                                                                                                    |     |    |    |
| SB-3                                      | Encourage screening of utility, loading, outdoor storage, and trash disposal areas that are visible from the right-of-way and adjacent development                                                                                                                       |     |    |    |
| SB-4                                      | Promote the use of setbacks for walls and fences that allow for plantings between the property line and the right-of-way and adjacent development                                                                                                                        |     |    |    |
|                                           |                                                                                                                                                                                                                                                                          |     |    |    |
| POLICIES FOR COMMUNITY CHARACTER          |                                                                                                                                                                                                                                                                          | YES | NO | NA |
| CC-1                                      | Preserve vistas and view corridors that contribute to the economic and aesthetic value of Wake Forest, such as the church steeple at Southeastern Baptist Theological Seminary, S White Street in Downtown, and N Main Street in the Wake Forest Local Historic District |     |    |    |
| CC-2                                      | Curate public outdoor spaces for important monuments and artworks to showcase them as anchors and entry points to neighborhoods                                                                                                                                          |     |    |    |
| CC-3                                      | Leverage historic structures, events, and people to create a sense of place through placemaking and branding                                                                                                                                                             |     |    |    |
| CC-4                                      | Ensure new development is contextual to the existing character of the area in terms of scale, massing, setback, fenestration, and design features (porches, storefronts, etc.)                                                                                           |     |    |    |
| CC-5                                      | Encourage developers to incorporate landscaping to beautify neighborhoods and commercial areas, such as landscaped medians and roundabouts.                                                                                                                              |     |    |    |
| CC-6                                      | Incorporate landscaping and gateway features into public rights-of-way, such as landscaped streetscapes, green infrastructure, and public promenades                                                                                                                     |     |    |    |
| CC-7                                      | Emphasize quality development along highly visible thoroughfares in the Town to reinforce its positive image                                                                                                                                                             |     |    |    |
| CC-8                                      | In accordance with the Land Use Plan, ensure incompatible, high intensity uses are directed away from low intensity residential areas                                                                                                                                    |     |    |    |
| CC-9                                      | Continue to provide quality municipal services for the maintenance and upkeep of neighborhoods, such as street cleaning, snow removal, and trash disposal services                                                                                                       |     |    |    |
| CC-10                                     | Work with NCDOT to identify areas for roadway enhancements                                                                                                                                                                                                               |     |    |    |
| CC-11                                     | Refer to the Public Art Vision Plan for guidance when public art is being proposed in private development                                                                                                                                                                |     |    |    |
| CC-12                                     | Work with developers to improve the character of retaining walls, such as by incorporating public art or tiering the walls to reduce their visual impact                                                                                                                 |     |    |    |
|                                           |                                                                                                                                                                                                                                                                          |     |    |    |
| POLICIES FOR UTILITY LINES                |                                                                                                                                                                                                                                                                          | YES | NO | NA |
| UL-1                                      | Create a master plan for burying utility lines with community involvement to identify priority areas for conversion                                                                                                                                                      |     |    |    |
| UL-2                                      | Ensure major Town entrances and gateway corridors and highly visible, pedestrian-oriented areas are prioritized for conversion                                                                                                                                           |     |    |    |
| UL-3                                      | Consider trenching utilities as capital improvements are made in the right-of-way for all areas of the Town                                                                                                                                                              |     |    |    |



| Community Plan Consistency Grid: RZ 25-03 |                                                                                                                                                                                                                                 |     |    |    |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----|
| UL-4                                      | Investigate partnering with private developers to install conduit for fiber and/or burying utility lines in priority conversion areas                                                                                           |     |    |    |
| UL-5                                      | Explore partnerships with private developers for boring and burying additional conduit along main roadways                                                                                                                      |     |    |    |
| UL-6                                      | Consider and install conduit with greenway project construction.                                                                                                                                                                |     |    |    |
|                                           |                                                                                                                                                                                                                                 |     |    |    |
| POLICIES FOR HISTORIC PRESERVATION        |                                                                                                                                                                                                                                 | YES | NO | NA |
| HP-1                                      | Work with the Historic Preservation Commission (HPC) and the Planning Department to continue to implement the 2019 Historic Property Handbook and Design Standards and continue to preserve existing and new historic landmarks |     |    |    |
| HP-2                                      | Continue to enforce the Historic Preservation Ordinance for the Wake Forest Local Historic District and local historic landmarks                                                                                                |     |    |    |
| HP-3                                      | Promote State and Federal Tax Incentives for qualified rehabilitation projects for properties listed individually or as contributing historic properties in the National Register of Historic Places                            |     |    |    |
| HP-4                                      | Ensure development surrounding and within historic districts is sensitive to the historic context of the neighborhood                                                                                                           |     |    |    |
| HP-5                                      | Encourage adaptive reuse, restoration, and repurposing of historic structures to preserve Wake Forest's history                                                                                                                 |     |    |    |
| HP-6                                      | Continue to enforce the Demolition of Historic Structures Ordinance for the protection of all historic properties in Wake Forest                                                                                                |     |    |    |
| HP-7                                      | Investigate the adoption of new local historic districts or character historic overlay districts to preserve Wake Forest's historic character                                                                                   |     |    |    |
|                                           |                                                                                                                                                                                                                                 |     |    |    |
| POLICIES FOR COMMUNITY FACILITIES         |                                                                                                                                                                                                                                 | YES | NO | NA |
| CF-1                                      | Expand Town facilities concurrently with new growth                                                                                                                                                                             |     |    |    |
| CF-2                                      | Annually review the Town's Work Management Plan, Staffing, and Budget section to reflect current needs and priorities                                                                                                           |     |    |    |
| CF-3                                      | Work with the Wake Forest Parks, Recreation, and Cultural Resources Department to identify strategies to close gaps in park service areas, such as west of Capital Boulevard and the southern and eastern portion of Town       |     |    |    |
| CF-4                                      | Work with the Wake Forest Parks, Recreation, and Cultural Resources Department to expand equity in the quality of public park facilities and programming                                                                        |     |    |    |
| CF-5                                      | Explore green infrastructure options that also beautify spaces, like bioswales and planters                                                                                                                                     |     |    |    |
| CF-6                                      | Continue to work with regional educational entities to provide support as they seek new facility locations or expansion with growth                                                                                             |     |    |    |
| CF-7                                      | Coordinate with regional educational entities to ensure increased equity in educational facilities across the community                                                                                                         |     |    |    |
| CF-8                                      | Coordinate with the Police and Fire Departments to ensure response times are sufficient for all areas of town with growth                                                                                                       |     |    |    |
| CF-9                                      | Consider emerging best practices for community safety, such as mental health crisis response teams                                                                                                                              |     |    |    |
| CF-10                                     | Promote and incorporate sustainable building practices into community facilities, setting a precedent for private developers to implement                                                                                       |     |    |    |
| CF-11                                     | Coordinate with regional healthcare providers to explore opportunities to locate a full service hospital or regional medical facilities in the Town                                                                             |     |    |    |
| CF-12                                     | Evaluate existing streets and explore UDO updates to address traffic congestion, traffic speed, reduce collisions, and improve safety conditions for all modes of transportation                                                |     |    |    |

| Community Plan Consistency Grid: RZ 25-03 |                                                                                                                                                                                                                                                                     |     |    |    |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----|
| CF-13                                     | Regularly update the Town Pavement Management System program                                                                                                                                                                                                        |     |    |    |
|                                           |                                                                                                                                                                                                                                                                     |     |    |    |
| POLICIES FOR PUBLIC TRANSIT               |                                                                                                                                                                                                                                                                     | YES | NO | NA |
| PT-1                                      | Continue to work with transit partners to consider more frequent service and route network expansions to key locations to improve rider experience and attract more usage of mass transit                                                                           |     |    |    |
| PT-2                                      | Coordinate with property owners, private developers, and transit partners to set aside land for transit stops at appropriate locations. The Town should obtain a transit easement for these locations and construct and maintain quality bus shelter infrastructure |     |    |    |
| PT-3                                      | Work with GoRaleigh and GoTriangle to construct smart bus shelters, or sustainable shelters that incorporate elements like interactive screens with live timetables, smart lighting, solar panels, and bike lock stations                                           |     |    |    |
| PT-4                                      | Explore incorporating public art into bus shelters                                                                                                                                                                                                                  |     |    |    |
| PT-5                                      | Continue to evaluate and coordinate Park and Ride locations with transit partners                                                                                                                                                                                   |     |    |    |
| PT-6                                      | Explore best long term transit options such as fixed or microtransit                                                                                                                                                                                                |     |    |    |
|                                           |                                                                                                                                                                                                                                                                     |     |    |    |
| POLICIES FOR CAPITAL BOULEVARD            |                                                                                                                                                                                                                                                                     | YES | NO | NA |
| CB-1                                      | Continue to work closely with NCDOT to implement the project and promote commercial growth in accordance with the Land Use Plan                                                                                                                                     |     |    |    |
| CB-2                                      | Continue advocating for improvements along the corridor to assist in improving the quality of life for Wake Forest residents, businesses, and property owners                                                                                                       |     |    |    |
|                                           |                                                                                                                                                                                                                                                                     |     |    |    |
| POLICIES FOR STREET CONNECTIVITY          |                                                                                                                                                                                                                                                                     | YES | NO | NA |
| SC-1                                      | Promote short blocks of less than 600 linear feet between intersections of local roads to improve walkability                                                                                                                                                       |     |    |    |
| SC-2                                      | Avoid dead-ends, cul-de-sacs, and T-intersections in places where four-way intersections can be aligned                                                                                                                                                             |     |    |    |
| SC-3                                      | Study the appropriateness of traffic circles at four-way intersections to ease congestion and improve safety                                                                                                                                                        |     |    |    |
|                                           |                                                                                                                                                                                                                                                                     |     |    |    |
| POLICIES FOR SIDEWALKS & MULTI-USE PATHS  |                                                                                                                                                                                                                                                                     | YES | NO | NA |
| SP-1                                      | Update the CTP to include an inventory of sidewalks in addition to multi-use paths and establish project priorities, private-public funding, and time frames for closing gaps in the network                                                                        |     |    |    |
| SP-2                                      | Update the CTP to identify priority areas for high visibility crosswalks, bulb outs, refuge islands, rectangular rapid flashing beacons, and other pedestrian improvements                                                                                          |     |    |    |
| SP-3                                      | Work with Public Works to identify crosswalk ramps that are not ADA compliant and prioritize upgrades                                                                                                                                                               |     |    |    |
| SP-4                                      | In coordination with roadway improvements, upgrade aging sidewalks or install new sidewalks if none exist                                                                                                                                                           |     |    |    |
| SP-5                                      | Promote sidewalk, multi-use path, or trail connectivity between residential subdivisions and nonresidential development to improve pedestrian and bicycle connectivity                                                                                              |     |    |    |
| SP-6                                      | Continue to ensure all new residential development provides sidewalks on both sides of the street                                                                                                                                                                   |     |    |    |
| SP-7                                      | Encourage multi-use paths to be provided along the main road in developments                                                                                                                                                                                        |     |    |    |
| SP-8                                      | Ensure multifamily and commercial developments include strong pedestrian networks within and between their sites                                                                                                                                                    |     |    |    |
|                                           |                                                                                                                                                                                                                                                                     |     |    |    |

| <b>Community Plan Consistency Grid: RZ 25-03</b>     |                                                                                                                                                                                                                                                                        |            |           |           |
|------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|-----------|
| <b>POLICIES FOR BIKEWAYS, GREENWAYS &amp; TRAILS</b> |                                                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| BGT-1                                                | Identify trail head locations as the greenway and trail network continues to expand                                                                                                                                                                                    |            |           |           |
| BGT-2                                                | Explore opportunities along greenways to add amenities (i.e. water fountains, seating /rest areas, pocket parks, public art, and fix it stations) and programming with the Parks, Recreation, and Cultural Resources Department or other organizations like StoryWalks |            |           |           |
| BGT-3                                                | Encourage development along greenways to incorporate greenway access into the site, particularly for uses attractive to trail users (i.e. restaurant, cafes, and bars)                                                                                                 |            |           |           |
|                                                      |                                                                                                                                                                                                                                                                        |            |           |           |
| <b>POLICIES FOR LOCAL FOOD SYSTEMS</b>               |                                                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| LFS-1                                                | Continue to support the Northern Community Food Security Team and together explore other locations for community food hubs within the Town                                                                                                                             |            |           |           |
| LFS-2                                                | Partner with local food cooperatives and regional food networks, such as the Capital Area Food Network, to address food insecurity in the community                                                                                                                    |            |           |           |
| LFS-3                                                | Encourage regenerative practices, such as use of organic fertilizers, crop rotation, and crop variation for healthy soil                                                                                                                                               |            |           |           |
| LFS-4                                                | Conduct a meal gap survey to better assess the immediate and long term needs in the community                                                                                                                                                                          |            |           |           |
| LFS-5                                                | Evaluate the economic impact of local food systems in the community to encourage localized marketplaces for food producers                                                                                                                                             |            |           |           |
| LFS-6                                                | Explore updates to the UDO that would promote urban agriculture and repurposing of vacant or underutilized lots for such uses                                                                                                                                          |            |           |           |
|                                                      |                                                                                                                                                                                                                                                                        |            |           |           |
| <b>POLICIES FOR CONSERVATION DESIGN</b>              |                                                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| CD-1                                                 | Encourage conservation design in the UDO's subdivision development regulations, particularly for areas within watershed protection areas                                                                                                                               |            |           |           |
| CD-2                                                 | Explore incentives for promoting conservation design, such as density bonuses to allow for comparable number of housing units but greater preserved green space within the site                                                                                        |            |           |           |
| CD-3                                                 | Encourage developers to enhance preserved green spaces as accessible amenities for residents, such as trails and outdoor seating                                                                                                                                       |            |           |           |
|                                                      |                                                                                                                                                                                                                                                                        |            |           |           |
| <b>POLICIES FOR GREEN SPACE PRESERVATION</b>         |                                                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| GSP-1                                                | Prioritize higher density redevelopment and infill development within already developed areas to avoid premature development in long term growth areas and reduce greenfield development                                                                               |            |           |           |
| GSP-2                                                | Work with private developers to preserve significant natural assets within sites, such as streams, steep slopes, unique geological formations, wetlands, and mature stands of trees, which can be incorporated as development amenities                                |            |           |           |
| GSP-3                                                | Continue to identify and strategically acquire environmentally sensitive land to preserve as dedicated conservation areas and publicly accessible open space                                                                                                           |            |           |           |
| GSP-4                                                | Explore incentives to promote conservation design in future development, such as density bonuses, to promote clusters of taller structures that preserve natural areas of the site                                                                                     |            |           |           |
| GSP-5                                                | Explore strategies to further promote green space preservation within the updated UDO, such as increasing set aside requirements, and evaluate what is credited as open space                                                                                          |            |           |           |
| GSP-6                                                | Explore strategies to further protect wildlife and environmentally sensitive areas in the UDO                                                                                                                                                                          |            |           |           |
|                                                      |                                                                                                                                                                                                                                                                        |            |           |           |
| <b>POLICIES FOR TREE CANOPY</b>                      |                                                                                                                                                                                                                                                                        | <b>YES</b> | <b>NO</b> | <b>NA</b> |

| Community Plan Consistency Grid: RZ 25-03 |                                                                                                                                                                                                                                                                                                                             |     |    |    |
|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|----|----|
| TC-1                                      | Continue to support the Town in administering the Urban Forestry Program and planting, preserving, and maintaining trees on public properties and rights-of-way                                                                                                                                                             |     |    |    |
| TC-2                                      | Explore updates to the UDO that could further promote tree preservation and replacement in new developments                                                                                                                                                                                                                 |     |    |    |
| TC-3                                      | Review existing incentives and consider additional incentives for private developers to promote tree preservation above what is required by the UDO                                                                                                                                                                         |     |    |    |
| TC-4                                      | Explore ways to increase the number of trees required in parking lots during the update to the UDO, such as requiring an island every 20 parking spaces or decreasing the minimum distance a parking space can be from a tree                                                                                               |     |    |    |
| TC-5                                      | Ensure public and private tree plantings and xeriscaping are made up of native plant species that are adapted to local environmental conditions and require less irrigation                                                                                                                                                 |     |    |    |
| TC-6                                      | Coordinate efforts to influence State regulations related to the expansion of tree preservation standards                                                                                                                                                                                                                   |     |    |    |
|                                           |                                                                                                                                                                                                                                                                                                                             |     |    |    |
| POLICIES FOR SUSTAINABLE DEVELOPMENT      |                                                                                                                                                                                                                                                                                                                             | YES | NO | NA |
| SD-1                                      | Encourage private developers to incorporate green building, LID, and green infrastructure practices in future developments                                                                                                                                                                                                  |     |    |    |
| SD-2                                      | Incorporate green infrastructure into public streetscapes, prioritizing pedestrian-oriented areas like Downtown, TOD, and Neighborhood Commercial areas                                                                                                                                                                     |     |    |    |
| SD-3                                      | Continue to incorporate sustainable design best practices into Town-owned infrastructure and community facilities, striving to incorporate LEED practices into future facilities                                                                                                                                            |     |    |    |
| SD-4                                      | Use the Environmental Protection Agency's (EPA) "Revising Local Codes to Facilitate Low Impact Development" guide to help identify regulations within the UDO that discourage LID practices                                                                                                                                 |     |    |    |
| SD-5                                      | Evaluate potential rainwater collection programs and composting programs                                                                                                                                                                                                                                                    |     |    |    |
| SD-6                                      | Explore an incentive program to encourage development to provide stormwater when lots are exempt from stormwater requirements                                                                                                                                                                                               |     |    |    |
| SD-7                                      | Update the Manual of Specifications, Standards and Design to reference green infrastructure design                                                                                                                                                                                                                          |     |    |    |
| SD-8                                      | Explore decommissioned rights-of-way as potential stormwater routes                                                                                                                                                                                                                                                         |     |    |    |
| SD-9                                      | Support the use of attractive, safe, and sustainable street furniture and infrastructure, such as solar streetlights, and LED traffic lights                                                                                                                                                                                |     |    |    |
| SD-10                                     | Expand the electric vehicle (EV) charging network by requiring the installation of charging stations, or the infrastructure needed to accommodate future charging stations, in all new parking lots, especially parking lots of multifamily and large scale developments, and increasing supply of public charging stations |     |    |    |
| SD-11                                     | Promote adaptive reuse over redevelopment for structures that are structurally sound, feature desirable built form, and/or are historically significant. This includes creating an online inventory of buildings available for adaptive reuse                                                                               |     |    |    |
| SD-12                                     | Investigate developing a solar energy ordinance and enrolling in the SolSmart program, a national designation program funded by the US Department of Energy charged with making solar power faster, easier, and more affordable                                                                                             |     |    |    |
| SD-13                                     | Explore ways to incentivize renewable energy and passive solar design in the Town's development standards. SolSmart's Solar Energy Toolkit can be used as resource for better promoting solar panels within the code                                                                                                        |     |    |    |
| SD-14                                     | Continue partnership with Raleigh to encourage homeowners to incorporate practices for water conservation                                                                                                                                                                                                                   |     |    |    |
|                                           |                                                                                                                                                                                                                                                                                                                             |     |    |    |
| POLICIES FOR TOURISM                      |                                                                                                                                                                                                                                                                                                                             | YES | NO | NA |



| Community Plan Consistency Grid: RZ 25-03 |                                                                                                                                                                                                                     |            |           |           |
|-------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|-----------|-----------|
| T-1                                       | Grow the Town's art community and reputation as a regional arts destination with a Downtown focus                                                                                                                   |            |           |           |
| T-2                                       | Explore the potential of constructing a recreational destination facility with a regional draw                                                                                                                      |            |           |           |
| T-3                                       | Develop annual Tourism Economic Impact Reports to help quantify progress made in Wake Forest's tourism sector and identify trends, issues, and opportunities that can help Town staff prioritize future investments |            |           |           |
| T-4                                       | Support the Wake Forest Area Chamber to create and market a local visitor's center as a public resource hub for the Town's attractions, events, and businesses for visitors                                         |            |           |           |
| T-5                                       | Leverage Wake County's Room Occupancy Tax to build, finance, and create new establishments or run events related to tourism, allowing the Town to capitalize on its success in drawing hotel occupants              |            |           |           |
| T-6                                       | Create a community-wide wayfinding plan to improve sense of place and signage that directs visitors and residents to Town destinations                                                                              |            |           |           |
| T-7                                       | Continue to support Wake Forest Downtown Inc. (a Main Street America accredited program) in meeting the National Accreditation Standards of Performance as outlined by the National Main Street Center              |            |           |           |
| T-8                                       | Continue to participate in the NC Main to Main Trail program, a network that connects the State's Main Street America communities, and leverage this designation in the Town's marketing strategy                   |            |           |           |
| T-9                                       | Investigate hiring consultants to provide a comprehensive evaluation of Town events and provide recommendations for improved programs                                                                               |            |           |           |
| T-10                                      | Explore the creation of a social district, where customers can carry and consume food and drinks purchased from businesses outside in a designated zone                                                             |            |           |           |
|                                           |                                                                                                                                                                                                                     |            |           |           |
| <b>POLICIES FOR GATEWAYS</b>              |                                                                                                                                                                                                                     | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| GW-1                                      | Create a Gateway Plan to identify and prioritize sites for gateway features and establish design standards. Ensure the Plan works in synergy with the Town's Wayfinding Plan.                                       |            |           |           |
| GW-2                                      | Improve roadway infrastructure along key gateway routes to enhance their character and multimodal connectivity.                                                                                                     |            |           |           |
|                                           |                                                                                                                                                                                                                     |            |           |           |
| <b>POLICIES FOR DOWNTOWN WAKE FOREST</b>  |                                                                                                                                                                                                                     | <b>YES</b> | <b>NO</b> | <b>NA</b> |
| DWF-1                                     | Evaluate existing zoning regulations around density in appropriate locations to balance Downtown's development potential with preserving its historic character                                                     |            |           |           |
| DWF-2                                     | Identify strategies to fill vacant buildings Downtown that promote an entrepreneurial and small-business culture                                                                                                    |            |           |           |
| DWF-3                                     | Identify strategies to attract families and younger populations to Downtown with inviting public spaces, entertainment, and destinations for all ages                                                               |            |           |           |
| DWF-4                                     | Provide guidelines for how buildings should be orientated to support pedestrian-friendly environments                                                                                                               |            |           |           |
| DWF-5                                     | Reassess parking demand and supply with consideration for a new parking garage(s) to minimize surface parking lots                                                                                                  |            |           |           |
| DWF-6                                     | Identify strategies to create an "experience-based" Downtown retail environment with unique local businesses and a pedestrian-oriented environment                                                                  |            |           |           |
| DWF-7                                     | Reassess strategies to improve gateways and wayfinding to and within Downtown to better direct people and create a distinct sense of place                                                                          |            |           |           |
| DWF-8                                     | Identify opportunities for Downtown events and public gathering spaces to bring the community together, such as live outdoor events and festivals                                                                   |            |           |           |



## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2026-927-

Submitted by: Kari Grace, Senior Planner, Planning

Submitting Department: Planning

Meeting Date: August 4, 2026

### **Subject**

Sustainability Plan Draft Recommendations Presentation

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**

- [Sustainability Plan Draft Recommendations Presentation Agenda Summary](#)

**Agenda Item:** Sustainability Plan Draft Recommendations Presentation

**Summary:** Staff presentation to share draft Sustainability Plan recommendations. The purpose of the presentation is to provide an update to and gather feedback from the Board of Commissioners. Additional background information about the project is provided below.

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 7, 2025, Board of Commissioners meeting, Blue Strike Environmental presented an overview to provide information about project components and gather initial Commissioner 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 17, 2026 Board of Commissioners meeting, Blue Strike Environmental presented key findings from the existing conditions analysis and engagement efforts to date. Past meeting presentations are posted to the project webpage.

**Attachments:**

None



## **BOARD OF COMMISSIONERS WORK SESSION AGENDA ITEM REPORT**

Agenda Item No.: 2026-944-  
Submitted by: Evelyn Wright  
Submitting Department:  
Meeting Date: August 4, 2026

### **Subject**

Draft Agenda for BOC Regular Meeting August 18, 2026

### **Recommendation:**

### **item Summary:**

### **ATTACHMENTS:**

- [Board of Commissioners \(39\).pdf](#)





**Wake Forest Board of Commissioners  
Meeting Agenda  
August 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 [Evelyn Wright](#) at 919-435-9432 as soon as possible, but no later than 48 hours before the scheduled event.

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

All Board of Commissioners 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 [Board of Commissioners](#) 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, The Mayor 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**

## **Pledge of Allegiance**

### **1. Approval of Agenda**

### **2. Approval of Minutes**

### **3. Presentations**

- 3.A Resolution recognizing Elizabeth "Bess" Martinson on their retirement from the Town of Wake Forest

### **4. Public hearings / Public Comment**

- 4.A Public Hearing on LEGISLATIVE CASE RZ-25-03, 3832 Rogers Rd Rezoning, a rezoning request filed by Michael Birch, to rezone 2.98 acres located at 3832 Rogers Rd, being Wake County Tax PIN(s) 1749884789, from Wake County's Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD).
- 4.B Public hearing on a contiguous annexation submitted by property owners, Donald Lee Eddins, John Barry Eddins, and Brenda Gail Eddins Denton, located at 3832 Rogers Road being Wake County PIN 1749-88-4789 being approximately 2.97 acres.  
[BOC Agenda Summary.pdf](#)  
[Attachment A - Legal Description AN-25-04.pdf](#)  
[Attachment B - Annexation Map AN 25-04.pdf](#)  
[Attachment C - Contiguous Annexation Petition AN-25-04.pdf](#)  
[Draft Ordinance.docx](#)
- 4.C Public Comment: If anyone would like to address the Board of Commissioners on an item other than a public hearing item during the time of public comment, please sign up with the Town Clerk prior to the meeting. Each speaker is asked to limit comments to 3 minutes. Please provide the clerk with copies of any handouts you have for the Board. Although the Board is interested in hearing your concerns, speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town Staff and may be scheduled for a future agenda. Thank you for your consideration of the Board of Commissioners, staff and other speakers.

### **5. Consent Agenda**

*(A Consent Agenda is a group of items passed with a single motion and vote. These matters are of a generally routine nature. No debate is allowable on any item included on the Consent Agenda. If a Commissioner or any citizen of Wake Forest or its ETJ wants separate consideration of any item, it may be removed from the Consent Agenda by request.)*

- 5.A Approval of a resolution to schedule the public hearing and certify the

sufficiency for a petition requesting contiguous annexation submitted by property owners, Town of Wake Forest, located at 0 Devon Square Boulevard being Wake County PIN 1841-28-1942 being approximately 8.25 acres.

[BOC Agenda Summary.pdf](#)

[Attachment A - Legal Description AN-26-02.pdf](#)

[Attachment B - Annexation Map AN-26-02.pdf](#)

[Attachment C - Annexation Petition AN-26-02.pdf](#)

[CERTIFICATE OF SUFFICIENCY .docx](#)

[DRAFT PUBLIC HEARING RESOLUTION.docx](#)

5.B Approval of a Resolution to Install Traffic Calming Demonstration Project.

## **6. Legislative Items**

## **7. Planning Items**

7.A Consideration of LEGISLATIVE CASE RZ-25-03, 3832 Rogers Rd Rezoning, a rezoning request filed by Michael Birch, to rezone 2.98 acres located at 3832 Rogers Rd, being Wake County Tax PIN(s) 1749884789, from Wake County's Residential-30 (R-30) to Neighborhood Mixed-Use Conditional District (NMX-CD).

7.B Consideration of a contiguous annexation submitted by property owners, Donald Lee Eddins, John Barry Eddins, and Brenda Gail Eddins Denton, located at 3832 Rogers Road being Wake County PIN 1749-88-4789 being approximately 2.97 acres.

## **8. Administration and Financial Items**

## **9. Public Services Items**

## **10.Parks and Recreation Items**

## **11.Public Safety Items**

## **12.Other Business**

12.A Resolution for Town Participation in School Reunification Plans

[School Reunification Participation\\_Resolution.pdf](#)

12.B June Tax Report

[WF-TAX-REP-JULY-2026-BOC-MTG.pdf](#)

12.C Department Monthly Reports

[June 2026 Monthly Report.pdf](#)

12.D Commissioners Report

## **13.Adjournment**