

SEVERE WEATHER PLAN



TOWN OF ATLANTIC BEACH

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Town of Atlantic Beach Severe Weather Plan 2007

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SEVERE WEATHER PLAN

I. DEFINITIONS

GENERAL

Storms are a potential and continuous threat to the Town of Atlantic Beach and communities along Bogue Banks. Adequate and timely warnings, coupled with prompt and effective actions by departments within the town will minimize loss of life and damage to property by severe weather conditions.

STORM SYSTEMS

A. Major Storm Systems

- 1) **Tropical Depression**> An organized system of clouds and thunderstorms with a defined surface circulation and maximum sustained winds* of 38 mph (33 kt**) or less.
- 2) **Tropical Storm**> An organized system of strong thunderstorms with a defined surface circulation and maximum sustained winds of 39-73 mph (34-63 kt)
- 3) **Hurricane**> An intense tropical weather system of strong thunderstorms with a well-defined surface circulation and maximum sustained winds of 74 mph (64 kt) or higher
- 4) **Hurricane Season**> The six-month period from June 1 through November is considered to be hurricane season.
- 5) **Hurricane Watch**> The watch covers a definite area and time period. A hurricane watch indicates hurricane conditions are a real possibility, usually within 24-36 hours, but it does not mean they will happen. When the watch is issued everyone in the area should listen for advisories and be prepared to take action.
- 6) **Hurricane Warning**> issued for your part of the coast indicates that sustained winds of at least 74 mph are expected within 24 hours or less.
- 7) **Hurricane Landfall**> The point and time during which the eye of the hurricane passes over the shoreline.
- 8) **Snowstorm**> Various conditions of snow accumulation, sleet, freezing rain, or a combination of all three conditions, can have a varied effect on roads and bridges.

B. Local Storm Systems

- 1) **Local Wind Warning**> Local wind warnings may be given only when they are believed to be of sufficient force to warrant special precautions.
- 2) **Small Craft Cautionary Statements**> When a tropical disturbance threatens a coastal area, small craft operators are advised to remain in port or not venture into open sea.
- 3) **Thunderstorms**> Small scale storms which are always accompanied by lightning and thunder. Often, hail is associated with thunderstorms and may inflict major damage. Lightning strikes are common, in addition to torrential rain, and low visibility.
- 4) **Gale Warnings**> Winds are steady and of sufficient force to cause heavy turbulence and high seas. Gale warnings are issued when winds of 45-47 knot (39-54 mph) are expected.

C. Hurricane Categories

- 1) **Category 1 Hurricane** — winds 74-95 mph

No real damage to buildings. Damage to unanchored mobile homes. Some damage to poorly constructed signs. Also, some coastal flooding and minor pier damage.

- 2) **Category 2 Hurricane** — winds 96-110 mph

Some damage to building roofs, doors and windows. Considerable damage to mobile homes. Flooding damages piers and small craft in unprotected moorings may break their moorings. Some trees blown down.

- 3) **Category 3 Hurricane** — winds 111-130 mph

Some structural damage to small residences and utility buildings. Large trees blown down. Mobile homes and poorly built signs destroyed. Flooding near the coast destroys smaller structures with larger structures damaged by floating debris. Terrain may be flooded well inland.

- 4) **Category 4 Hurricane** — winds 131-155 mph

More extensive curtainwall failures with some complete roof structure failure on small residences. Major erosion of beach areas. Terrain may be flooded well inland.

5) **Category 5 Hurricane** — winds 156 mph and up

Complete roof failure on many residences and industrial buildings. Some complete building failures with small utility buildings blown over or away. Flooding causes major damage to lower floors of all structures near the shoreline. Massive evacuation of residential areas may be required.

DESTRUCTIVE WEATHER CONDITIONS

II. Storm Conditions

The following are the storm conditions for which specific actions should be taken.

- a) **Condition V**> Normal state. Operations continue as normal

- b) **Condition IV**> Destructive weather trends indicates the possibility of winds of destructive force within 72 hours. In snowstorms systems, a storm front has been reasonably established and weather reports indicate threat of snow is expected in the local area within 24 hours.

- c) **Condition III**> Winds of destructive force are possible within 48 hours. For snowstorms, weather reports indicate snow accumulation in neighboring areas. If trends continue, heavy snow is expected in local areas within 24 hours.

- d) **Condition II**> Winds of destructive force are expected within 24 hours. Heavy snowfall has commenced and snow is beginning to accumulate on road surfaces, creating hazardous road conditions.

- e) **Condition I**> Winds of destructive force are imminent within 12 hours. For snowstorms, heavy snow, sleet or freezing rain is accumulating in measurable quantities. Roads and bridges are extremely dangerous and possible accumulation of ice on power lines and snow drifts can be expected.

- f) **Condition 0**> Winds of destructive force have arrived.

CONDITION V CHECK LIST

(Actions to be taken prior to Emergency Phase Activities)

ACTION	RESPONSIBILITY
1) Publish a short one page version of the local evacuation plan in the Ocean Breeze. Identify actions visitors and residents should take to secure dwellings and information on hurricane preparedness.	Fire Chief
2) Mail re-entry permits with the town's water bills and advertise also for residents who did not receive a pass to pick one up at town hall.	Fire Chief
3) Designate an alternate Emergency Operations Center.	Town Manager Fire Chief
4) Familiarize and train Town Employees with steps necessary to carry out town shutdown and evacuation operations.	Department Heads
5) Maintain Emergency generator and other emergency equipment in good operating order.	Fire Chief PW Director
6) Review and update yearly as needed	Town Manager

CONDITION IV CHECK LIST

(HURRICANE WATCH)
(72 Hours Before Expected Landfall)

ACTION

RESPONSIBILITY

- | | |
|---|----------------------------------|
| 1) Have fuel suppliers top off all fuel tanks, gas, diesel and LP. | PW Director |
| 2) Assemble all town records needed for damage assessment operations. Notify damage assessment members and place on stand-by. | Building Inspector
Town Clerk |
| 3) Contact County Emergency Manager and Bogue Banks Control group for updated information and continuity. | Fire Chief
Town Manager |

CONDITION III CHECK LIST

(HURRICANE WATCH)
(48 Hours Before Expected Landfall)

ACTION

RESPONSIBILITY

- | | |
|--|--|
| 1) The Fire Chief, Police Chief, and the Town Manager will establish Condition III and see that essential personnel are notified. | Fire Chief
Police Chief
Town Manager |
| 2) The Town Manger will call a meeting of the Department Heads to review emergency plans. The Mayor will attend the meeting. | Town Manager |
| 3) The Town Manager will advise Department Heads to place essential personnel on stand-by and advise them to make all preparations for their homes and families before coming to work. | Town Manager |
| 4) Contact County Emergency Manager and Bogue Banks Control group for updated information and continuity. | Fire Chief
Town Manager |
| 5) Staff Public Information Center. | Town Manager |
| 6) Check all emergency generators, communications equipment and supplies. | All Department Heads |
| 7) Check availability of Carteret County Web EOC | Fire Chief |
| 8) Fuel all town vehicles, including spare tanks when available. | All Department Heads |
| 9) Advise active construction projects to secure all materials. | Director of Inspections |
| 10) Fire Chief, Town Manager, and Mayor will meet via Control group meeting or phone conference with county officials for discussion of evacuation. | Mayor
Town Manager
Fire Chief |

CONDITION II CHECK LIST

(HURRICANE WARNING)
(24 Hours Before Expected Land Fall)

ACTION

RESPONSIBILITY

- | | |
|---|----------------------------|
| 1) Verify with Water Department that all water Tanks and emergency water pumps are operational. | Town Manager |
| 2) Evacuate all special needs citizens or visitors and all persons unable to evacuate themselves. | Fire Department |
| 3) Confirm shelters are open with County EOC | Fire Chief |
| 4) Establish traffic control operations at all Atlantic Beach, Highway 58 intersections if necessary due to mass evacuations. | Police Chief |
| 5) Proclaim State of Emergency and issue local Evacuation order if necessary. | Mayor
Town Manager |
| 6) Establish Primary EOC during normal business hours if necessary and confirm alternate EOC and Emergency Staging area. | Fire Chief |
| 7) Protect or evacuate all town records deemed necessary by Town Clerk. | Town Manager
Town Clerk |
| 8) Issuing of re-entry permit stop | Town Manager |
| 9) Remove all town owned equipment from beach | PW Director |
| 10) Board up all town owned facilities | PW Director |
| 11) Contact County Emergency Manager and Bogue Banks Control group for updated information and continuity. | Fire Chief
Town Manager |
| 12) Accomplish any other requirements as deemed necessary. | Town Manager |
| 13) Purchase food for Emergency Personnel | Fire Chief |

CONDITION I CHECK LIST

(HURRICANE WARNING)
(12 Hours Before Expected Landfall)

ACTION

RESPONSIBILITY

- | | |
|---|--|
| 1) Proclaim State of Emergency and issue local Evacuation order in necessary. | Mayor
Town Manager |
| 2) The Emergency Operations Center will be activated in the Incident Command Post for duration of storm if necessary. | Fire Chief
Police Chief
Town Manager |
| 3) Establish traffic control operations at all Atlantic Beach, Highway 58 intersections if necessary due to mass evacuations. | Police Chief |
| 4) Contact County Emergency Manager and Bogue Banks Control group for updated information and continuity. | Fire Chief
Town Manager |
| 5) Cut off water valves to one water tank. | PW Director |
| 6) Assist in evacuation and door to door evacuation if necessary. | Police Chief
Fire Chief |
| 7) Remove town vehicles from island, when it is apparent They are no longer needed, under the direction of the Town Manager. | Police Chief
Fire Chief
PW Director |
| 8) Establish Town Emergency Operation Center at Alternate location if deemed necessary. | Fire Chief |
| 9) Move town records to alternate Emergency Operations Center if necessary. | Town Clerk |
| 10) Issue log books to Department Heads to start documentation of storm expenses. | Town Manager |

- | | |
|---|-----------------------|
| 11) Public works to set up alternate EOC at Morehead City Primary School. | PW Director |
| 12) Withdraw up to \$10,000.00 dollars at the discretion of Mayor to maintain town operations during recovery phase of storm. | Mayor
Town Manager |

CONDITION 0 CHECK LIST

(HURRICANE WARNING)
(Landfall Imminent)

ACTION

RESPONSIBILITY

- | | |
|--|-------------------------------------|
| 1) Emergency Personnel stage at assigned areas. | Department Heads |
| 2) If evacuation is necessary for essential personnel all essential personnel will report to alternate EOC. (Morehead City Primary School) | Town Manager |
| 3) No personnel shall be out on the road or responding to call if deemed unsafe by the Town's Emergency Manager. | Fire Chief |
| 4) Maintain Contact with Bogue Banks Control Group and the Counties Emergency Manager. | Fire Chief
Town Manager
Mayor |

EVACUATION PLAN

The following is a guideline established to provide organization and consistency to notify citizens and visitors in Atlantic Beach of an evacuation order.

The Police Chief will be the primary director of all evacuations conducted here in Atlantic Beach. The Police Chief will assign sectors to both Police and Fire department personnel.

Each unit will drive through their assigned sectors a minimum of three times using a loud speaker, they shall make the following statement:

“THE NATIONAL WEATHER SERVICE HAS ADVISED THAT ATLANTIC BEACH BE EVACUATED. THE MAYOR HAS DECLARED A STATE OF EMERGENCY. HURRICANE _____ IS APPROACHING. WE RECOMMEND YOU EVACUATE THE ISLAND. IF POSSIBLE, GO INLAND. IF NOT, PROCEED TO ONE OF CARTERET COUNTY’S APPROVED SHELTERS.

REPEAT: EVACUATION OF ATLANTIC BEACH IS IN PROGRESS.

EMPLOYEE ASSIGNMENTS

After the Storm: If evacuated

- 1) The Fire and Police Department will be the first to return back on the island.
- 2) Primary EOC will be reestablished in the Police Department.
- 3) All Police and Fire personnel will report to the EOC for assignment.
 - 6) Police department
 - Primary role: Property security and traffic control
 - b) Fire Department
 - Primary role: Search and Rescue
- 4) Inspections Director will report to EOC with all assigned Damage Assessment Team for assignments.
 - 7) Public Works Personnel shall report to EOC to receive assignment from PW director.
 - a) Primary roles:
 - Debris removal and clearing for road access for emergency personnel
 - Water plant operations
 - Limit damage to town own properties and equipment
 - 8) Administrative staff shall report to EOC to man Public information center and other duties assigned by the Emergency Manager or Town Manager.

EMERGENCY OPERATIONS CENTER

It is the policy of the Town of Atlantic Beach to open the Emergency Operations Center at the discretion of the Fire Chief and Town Manager. The Emergency Operations Center will be located at the Police Department.

FULL ACTIVATION OF THE E.O.C

Upon establishing a Condition I, the Town Manager, in consultation with the Fire Chief and Mayor will set up and activate the Town's Emergency Operations Center. This center will be located in the Police Department. The following personnel will be the only personnel authorized to enter this room:

Mayor	Police Chief
Town Manager	Building Inspector
Fire Chief	PW Director
Town Clerk	

(and/or their designees)

The Mayor is responsible for making all the decisions. He/She will base these decisions upon all of the information given to him/her by the Town Manager, who will consult with the department heads.

The chain of command in the EOC shall be as follows:

Mayor (or Mayor Pro-Tem in Mayor's Absence)
Town Manager
Fire Chief
Police Chief

Upon notification of Condition I situation, the Mayor will make the decision whether to activate the alternate EOC. A Category I or II storm will not warrant this decision. A Category III storm is questionable. Evacuation is required for a Category IV and V storm.

Approved by Atlantic Beach Town Council during the June 18, 2007 Regular Council Meeting.