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# 1. Wexford Harbour Severe Weather Plan

## 1.1. Purpose:

### 1.1.1 Severe Weather Planning

This plan has been prepared to aid proper planning and timely action on the part of boat, personal watercraft owners, and Harbour employees during the hurricane season. A well-executed plan will reduce the dangers to property and people during a severe storm. It is requested that all owners review this document and follow the guidelines to the greatest extent possible. Harbour Center staff will follow the procedures as outlined in this plan.

### 1.1.2 Severe Weather Procedures

The procedures recommended are based on lessons learned from previous hurricanes and from authoritative literature on the subject. However, circumstances may require that Wexford management, the Harbourmaster, and/or local authorities impose restrictions or mandates requiring other actions be taken. During an emergency situation, the Harbourmaster has ultimate authority.

### 1.1.3 Hurricane Stages

The first of June marks the beginning of the hurricane season. It continues through November 30th. The National Weather Service bases the hurricane conditions on weather predictions. The conditions indicate the time interval remaining before hurricane force winds are predicted to appear in the local area. Wexford's procedures are staged by threat conditions as they are announced by the National Weather Service.

## 1.2. Wexford Hurricane Threat Conditions:

### 1.2.1 Seasonal Alert and Preparation: (June 1<sup>st</sup> , through November 30<sup>th</sup>).

#### 1.2.1.a The Severe Weather Preparedness Plan

Wexford's plan will be reviewed and updated annually by the Harbour Committee and forwarded to the Board of Directors for ratification each year at the May Board meeting. This will allow for the communication and implementation of the plan prior to June 1st of each year. At the time of the annual review, the Harbour Committee will also confirm Severe Weather Area Coordinator volunteers. These volunteer property owners will work under the direction of the Harbourmaster to coordinate the execution of the Severe Weather Preparedness Plan within their designated area. Their responsibilities will include ensuring that each boat owner within their area has completed the *Personal Severe Weather Plan Form* (Appendix 2.3 hereof) and filing it with the Harbourmaster. A plan will also be requested from the owners of floating docks as they are potentially a severe hazard and must be secured. Personal Severe Weather Plan Forms are to be completed prior to June 1st of each year, and must be updated when requested by the Harbourmaster, who will also monitor new and additional vessels within the Plantation.

#### 1.2.1.b Guest Vessels

Private dock owners are responsible for any guest vessels that are moored at their vacant dock. A Personal Severe Weather Plan Form must be submitted for each guest vessel moored in Wexford Harbour. Private dock owners may request a guest's admittance to the Harbour. Prior to completion of "locking in", the Harbourmaster will ensure that the guest vessel has current insurance at the level of coverage required of Wexford property owners. Failure to provide this insurance will preclude access. Guest vessels must be moored to Wexford standards, and must comply with the rules of the Harbour and directions of the Harbourmaster.

### **1.2.1.c Master Plan**

Upon receipt of the Personal Severe Weather Plan Forms, the Harbourmaster will prepare a Master Plan for all vessels. This plan recognizes that many owners will move their vessels from the normal docking position into the center of the waterways, and secure the vessel across adjacent Harbour walls. Therefore, it is essential that vessels be moved into their severe weather docking position sequentially. Movement will be led by the Harbourmaster and coordinated by Severe Weather Area Coordinator volunteers.

### **1.2.1.d Checklist**

All items in *Recommendations to Boat Owners for Severe Storms* (Appendix 2.1 hereof) are suggested as a component of "Severe Weather Seasonal Alert and Preparation", or whenever an alert is called by Beaufort County. The boat owner or his agent is responsible for the completion of the checklist items listed.

### **1.2.1.e Securing Vessels**

During this time period, June 1st through November 30th, owners are requested to secure their vessels to severe weather specification when leaving their vessel in the Wexford for an extended period of time.

### **1.2.1.f Mooring Procedures**

Attached to this plan is a *Suggested Guide for Mooring Procedures* (Appendix 2.2 hereof). We urge owners to study this guide and refer to it when preparing their Personal Severe Weather Plan Form. This information was gathered from boating guides and other authoritative literature, such as 'Chapman's'. A variety of options are offered due to the various situations available. It is of utmost importance to use the correct diameter and number of lines, and to use anti-chaffing gear.

## **1.2.2 Named Atlantic Storm**

Following the announcement of a Named Storm in the Atlantic, the Harbourmaster will close Wexford Harbour to guest vessels.

## **1.2.3 Potential Threat (Hurricane expected within 36-72 hours)**

### **1.2.3.a Lock closure**

The Harbourmaster will close the locks 36 hours prior to the potential threat. The coordinated movement of vessels to their severe weather mooring position will commence. This will enable all vessels to be secured before the 24-hour hurricane warning.

### **1.2.3.b Water Level:**

Harbour water adjustments may be necessary; however, extreme lowering of the Harbour will not occur.

### **1.2.3.c Secure Vessels**

Owners that have elected to leave their vessel in the Harbour will secure their vessels at this time. Without assuming any responsibility for notifying owners, the Harbourmaster will make every effort to remind owners of their responsibility to secure all vessels, including PWC floating docks.

### **1.2.3.d Responsibility**

Harbour Center and Wexford employees will not be responsible for the movement or mooring of vessels, as the potential liability is too great. The owner or his predetermined agent will perform the securing process and employee representatives of Wexford will be available to assist.

### **1.2.3.e Safety**

All equipment and material stored outdoors should be moved indoors or lashed down. Electric power leads should be removed and dock power turned off.

## **1.2.4 Hurricane Watch (Hurricane expected within 24-36 hours)**

At the 28-hour mark, the movement of all vessels will cease unless it is permitted or requested by the Harbourmaster. The Harbour will be inspected for potentially hazardous conditions by the Harbour Center staff and the area coordinators. Problem areas will be rectified wherever possible. The Harbourmaster and staff will complete their severe weather plan checklist.

### **1.2.5 Hurricane Warning (Hurricane expected within 24 hours)**

Normal business hours will be suspended. Non-essential employees will be released. The Harbourmaster will take charge of the hurricane imminent team, and will report to the General Manager of the Wexford.

### **1.2.6 Hurricane Imminent (Hurricane will strike the GA and SC coasts within 12 hours)**

The Harbour Center vessels will be secured and the building locked. Electricity and water to the marina docks will be turned off.

## **1.3. Evacuation:**

### **1.3.1 Policy**

Wexford Harbour is subject to the Beaufort County Emergency Operation Plan for hurricanes, which includes the rule: "Boats should be moved to areas less susceptible to hurricane damage". However, Wexford realizes that it will not always be feasible for owners to move their boats. The boats left in the Harbour during severe weather conditions are subject to the following:

### **1.3.2 Responsibility**

Owners are responsible for any and all damage done by their boats to other boats and properties.

### **1.3.3 Liability**

Owners will hold Wexford Yacht Club, Wexford Homeowners Association, Inc., and its employees harmless for any damage to their boats, PWC and other equipment.

## **1.4. Communications:**

### **1.4.1 Radio**

Harbour Center staff will monitor VHF Channels 14 until such time as evacuation has been deemed necessary by the General Manager of Wexford.

### **1.4.2 Voice Mail**

Messages may be left at (843) 686-8813.

### **1.4.3 Wexford Information Line**

During severe weather and other emergencies, owners may call (843) 686-6005 for emergency bulletins about timetables, conditions, and access after the emergency is over.

### **1.4.4 Website Emergency Bulletins**

During severe weather and other emergencies, the Wexford website will provide emergency bulletins about timetable, conditions, and access after the emergency is over.

### **1.4.5 Questions and Problems**

Contact the Harbourmaster at: (843) 686-8813 or (843) 686-8810.

## **1.5. General:**

### **1.5.1 Living on Board**

No person will be allowed to stay on board a vessel moored in the Harbour.

### **1.5.2 Vessels Unattended:**

Boat owners who leave their vessels for an extended period of time should secure their vessels as if a storm were anticipated and leave a contact address/phone number in the Harbour Center.

## 2. Appendices

### 2.1. Recommendations to Boat Owners for Severe Storms:

Fill water and fuel tanks.

Check that batteries are fully charged.

Ensure that adequate dock lines, fenders, anchors and anchor lines are on board and correctly sized for the vessel (See Appendix 2 hereof).

Check bilge pumps.

Record equipment serial numbers for insurance purposes.

Remove or secure dock boxes.

If cleats are not bolted, consider securing lines to the base of the mast or winches.

Double all bow, stern and spring lines.

Chafe gear should be used on all lines. Fire hose, vinyl hose or carpet may be used.

All available fenders should be used.

All canopies, bimini tops, sails, sheets, halyards, dodgers and any loose gear should be removed from decks and docks and stored in a safe place.

Dinghies should be tied down, moved to a safe place, or sunk to be recovered later.

Rudders should be secured amidships (fore and aft positions).

Hatches and doors should be secured. Large windows boarded and or taped.

Drains should be cleared and valves closed.

Remove and store antennas for Loran, GPS, VHF, and TV wherever possible.

Disconnect all shore power, phone and cable power cords.

PWC are to be removed from the harbor or securely tied to a permanent dock.

## 2.2. Suggested Guide for Severe Weather Mooring:

### 2.2.1 Distance

Where possible boats should be secured 12 to 15 feet away from docks. DO NOT rely on fenders

### 2.2.2 Anti-Chafing:

Anti chafing gear must be used extensively wherever chafing is possible. Recommended Line size: 1/8" diameter for every 9' of boat length:

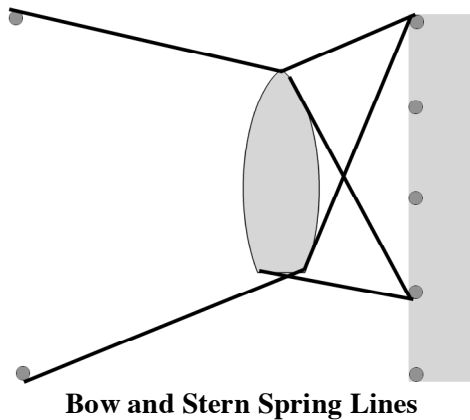
Boat length	Diameter
Up to 31'	3/8"
32' to 36'	1/2"
37' to 45'	5/8"
46' to 54'	3/4"
55' to 63'	7/8"
64' to 72'	1"

### 2.2.3 Suggested Mooring Techniques

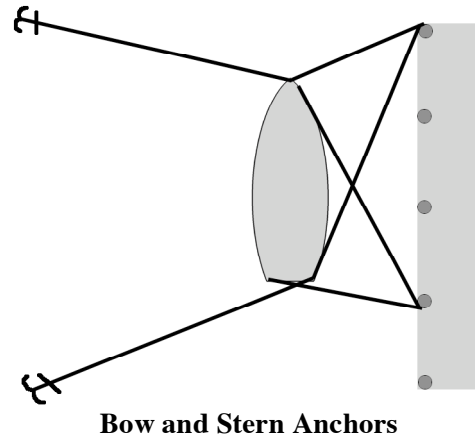
The following diagrams show suggested techniques for securing boats in the harbour. Wherever possible it is suggested that lines are secured to mature trees rather than to the dock pilings.

#### 2.2.3.a Mooring alongside a dock:

1. **With permission** from property owner to tie off across harbour.

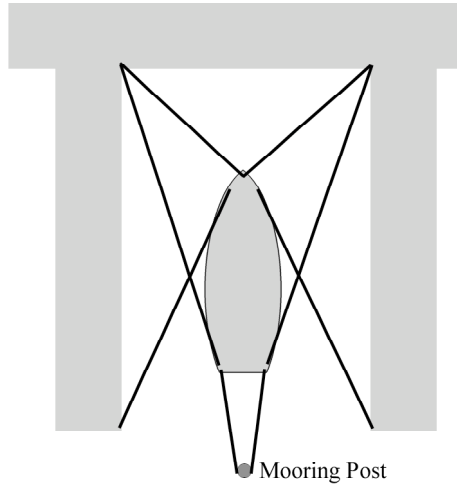


2. **Without permission** from property owner to tie off across harbour.



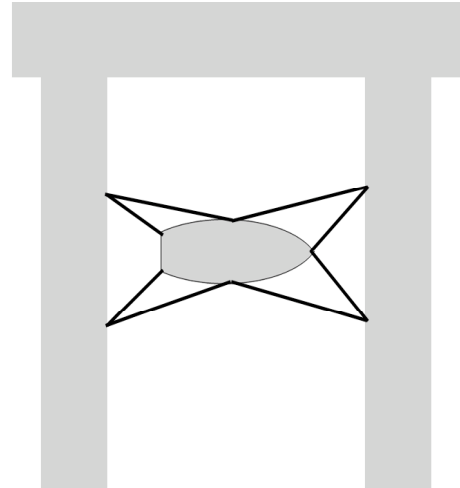
**2.2.3.b Suggested Mooring Between Finger Piers:**

1. **With permission** from property owner to tie off across piers.



**Keep boat away from dock.**  
Do NOT rely on dock cleats or fenders.  
Use chain round piers of docks.

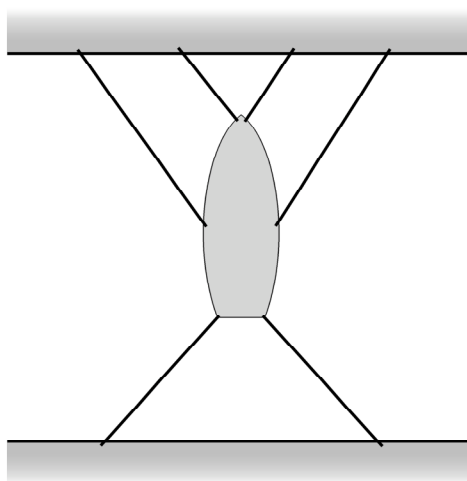
2. **For Boats under 34'** with permission from property owner to tie off across piers.



**Bow & stern spring lines.**  
Set stern lines across to other dock

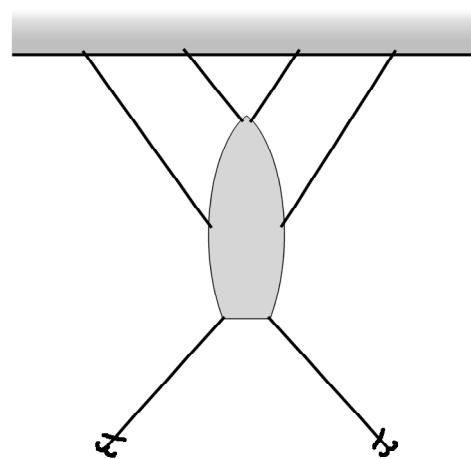
**2.2.3.c Suggested Mooring Across Harbour:**

1. **With permission** to tie off from property owner across harbour.



**Set stern lines across harbour**  
to *agreed-upon* secure tie-offs.

2. **Without permission** to tie off from property owner across harbour.



**Set stern anchors**

**2.3. Personal Severe Weather Plan Form:**

Name of Boat: \_\_\_\_\_

Type of Vessel: \_\_\_\_\_ LOA: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: Local: \_\_\_\_\_ Other: \_\_\_\_\_

I plan to remove my boat from Wexford Harbour for a hurricane or severe storm. Yes:  No:

If staying in Harbour, I will be here and plan to secure our boat in the myself. Yes:  No:

Name and local phone number of the person who will take charge and secure my boat in my absence.

Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Storm Location in Wexford Harbour:

Diagram of Proposed Hurricane Docking/Mooring

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



I have received permission from the following property owners to secure lines to their property:

Property Owner Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have read and understand the Wexford Severe Weather Plan Yes:  No:

(See Over)

**List Equipment Aboard Needed to Prepare Boat**

- 1. Extra Lines \_\_\_\_\_
- 2. Café Protectors \_\_\_\_\_
- 3. Fenders \_\_\_\_\_
- 4. Anchors \_\_\_\_\_
- 5. Swivels \_\_\_\_\_
- 6. Shackles \_\_\_\_\_
- 7. Duct Tape \_\_\_\_\_
- 8. Wood Plugs \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_

**List Equipment Needed to be Stripped from Boat**

- 1. Electronics \_\_\_\_\_
- 2. Dinghy \_\_\_\_\_
- 3. Outboard/Fuel \_\_\_\_\_
- 4. Sails \_\_\_\_\_
- 5. Bimini \_\_\_\_\_
- 6. Galley Fuel \_\_\_\_\_
- 7. Ship's Papers \_\_\_\_\_
- 8. Personal Effects \_\_\_\_\_
- 9. \_\_\_\_\_
- 10. \_\_\_\_\_

Describe any other special plans or circumstances you have pertinent to the severe weather plan for your vessel.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Boat Owner: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Harbourmaster: \_\_\_\_\_

Date: \_\_\_\_\_