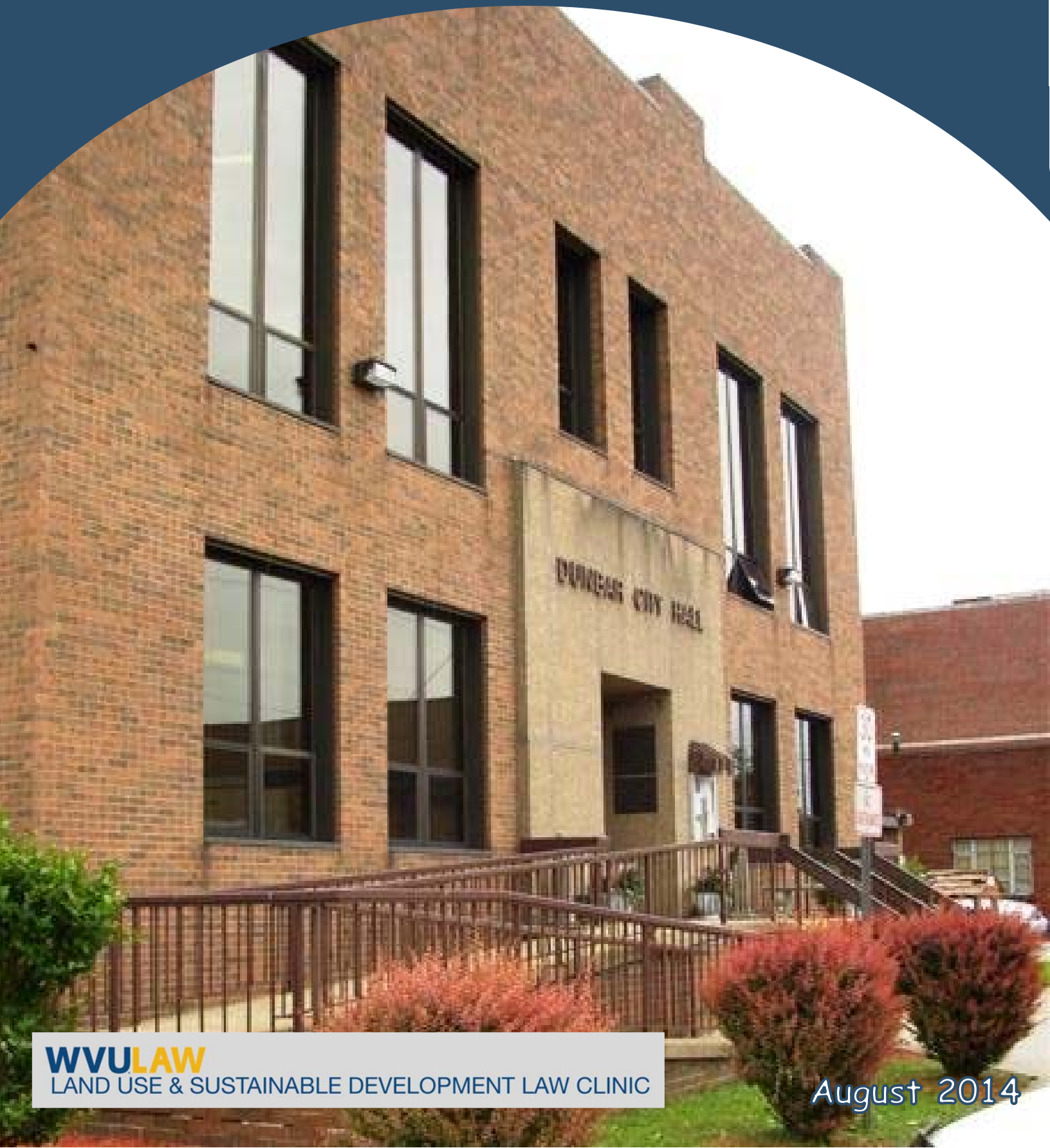


# The City of Dunbar Comprehensive Plan





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# Chapter 1: Introduction



## The City of Dunbar Comprehensive Plan

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# Chapter 1: Introduction

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## *City of Dunbar Comprehensive Plan*

As with many small communities throughout West Virginia, the City experienced tremendous growth during the Industrial Revolution, but then experienced population loss and revenue decline once industry closed its doors and left the City. Today, Dunbar is facing many challenges, such as vacant and dilapidated buildings, limited government resources, and a declining business district. While there are many challenges, there are many great things happening in Dunbar. To capitalize upon the assets of the City and to address the challenges, the City has initiated the development of a comprehensive plan.

## **Comprehensive Plan**

A comprehensive plan is a community's plan for the future. The plan details the community's needs and concerns and what steps that the community needs to achieve their vision and goals. The City of Dunbar Comprehensive Plan consists of four (4) chapters:

- ◆ Chapter 1: Introduction
- ◆ Chapter 2: Community Overview
- ◆ Chapter 3: Needs Assessment
- ◆ Chapter 4: Action Plan

The Community Overview chapter provides a brief snapshot of existing conditions in Dunbar. This chapter analyzes US Census data to help determine trends that occurred in Dunbar overtime. The chapter also reviews the various City departments and how they function. Other data collected correlates to the elements that make a comprehensive plan, such as existing land use, housing, transportation, community facilities, and economic development.

The Needs Assessment chapter provides critical insight into the issues and concerns of Dunbar residents. The Needs Assessment was developed using Planning Commission and public input from the first open house that was held during the planning process. Once needs were established, a vision statement and goals were developed to help address the needs of the community.

The Action Plan chapter provides a detailed implementation strategy to help Dunbar address the needs identified in Chapter Three and ultimately achieve their vision for the future. Objectives were developed as part of this process to help guide the action steps. An implementation matrix details the priority level of each recommendation, potential partners, funding sources, and potential cost. Recommendations were prioritized based on input received from the public at a final open house, an online survey, and Planning Commission review.

## **Chapter 8A: Land Use Planning**

Communities in West Virginia receive their authority to plan from the West Virginia Code, Chapter 8A: Land Use Planning. The chapter gives government the authority to:

- ◆ Create a planning commission
- ◆ Create a board of zoning appeals
- ◆ Develop a comprehensive plan
- ◆ Develop a subdivision and land development ordinance
- ◆ Develop a zoning ordinance
- ◆ Enact voluntary farmland protection programs

# Chapter 1: Introduction

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Chapter 8A, Article 3 details the requirements of a comprehensive plan. There are several steps a local government must follow to adopt a comprehensive plan. The plan itself must also contain several mandatory elements. The tables below detail the mandatory elements and where they can be found in the City of Dunbar Comprehensive Plan.

<b>Required Objectives for a Comprehensive Plan</b>	
<i>W. VA. Code §8A-3-4</i>	
<b>Code Provision</b>	<b>Chapter</b>
Statement of goals and objectives	Chapter 3, Chapter 4
Timeline on how to meet short and long-term goals and objectives	Chapter 4– Implementation Matrix
Action plan with implementation strategies	Chapter 4
Recommendations of a financial program for necessary public funding	Chapter 4
Statement of recommendations concerning future land use and development policies	Chapter 4
A program to encourage regional planning, coordination, and cooperation	Chapter 4
Maps, plats, and/or charts- that present basic information on the land, including present and future uses	Chapter 2, Chapter 4

# Chapter 1: Introduction

## City of Dunbar Comprehensive Plan

<b>Required Components for a Comprehensive Plan</b>	
<i>W. VA. Code §8A-3-4(c)</i>	
<b>Code Provision</b>	<b>Page #</b>
<b>Land Use</b>	
Different land uses (including, for example, residential, agricultural, historic, conservation)	2-11, 2-12, 4-8, 4-9
Population density and building intensity standards	2-3, 2-4, 4-8, 4-9
Growth or decline management	2-2, 2-3, 4-8, 4-9
Projected population growth or decline	2-2
Constraints on development (including identifying flood-prone and subsidence areas)	2-13, 2-14
<b>Housing</b>	
Analyze projected housing needs and different types of housing needed (including affordable housing and accessible housing for persons with disabilities)	2-3, 3-10, 3-11, 4-8
Identify the number of projected housing units and land needed	3-10, 3-11
Address substandard housing	3-10, 3-11, 4-12
Rehabilitate and improve existing housing	3-10, 3-11, 4-12
Adaptive reuse of buildings into housing	3-11
<b>Transportation</b>	
Vehicular, transit, air, port, railroad, river, and any other mode	2-10, 2-11
Movement of traffic and parking	2-10, 2-11, 3-8, 3-9, 4-10, 4-11
Pedestrian and bicycle systems	2-10, 3-8, 3-9, 4-10, 4-11
Intermodal transportation	2-10, 2-11, 3-8, 3-9, 4-10, 4-11
<b>Economic development</b>	
Analyze opportunities, strengths and weaknesses	2-4, 2-5, 3-2, 3-3, 3-6, 3-7
Identify and designate economic development sites and/or sectors	3-6, 3-7, 4-7
Identify types of economic development sought	3-6, 3-7, 4-6, 4-7, 4-8, 4-9
<b>Miscellaneous Components</b>	
Infrastructure	2-7, 2-8, 3-4, 3-5, 4-7
Public Services	Chapter 2, 3-4, 3-5, 4-4, 4-5
Rural	4-8, 4-9
Recreation	2-7, 2-8, 3-4, 3-5, 4-3, 4-4, 4-10
Community Design	4-6, 4-7
Preferred development areas	4-7, 4-8, 4-9
Renewal and/or redevelopment	4-7, 4-12
Financing	Chapter 4– Implementation Matrix, 4-13 to 4-17
Historic preservation	2-13, 4-3



# Chapter 2: Community Overview



## The City of Dunbar Comprehensive Plan

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# Chapter 2: Community Overview

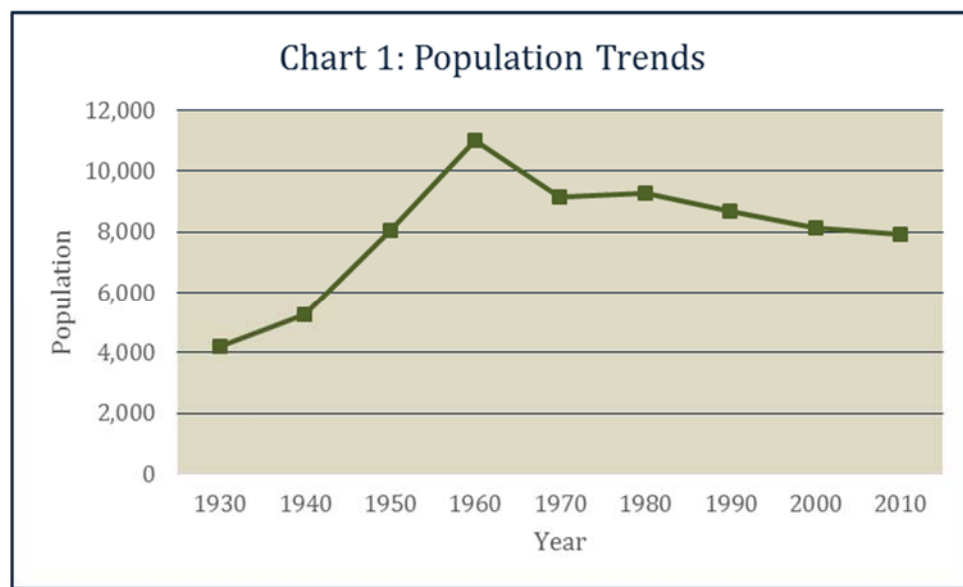
## City of Dunbar Comprehensive Plan

### Demographics

#### Population

According to the US Census, in 2010 the population of the City of Dunbar was 7,907. **Chart 1: Population Trends** shows that the City's population peaked in 1960 to approximately 11,000 people and has since slowly declined.

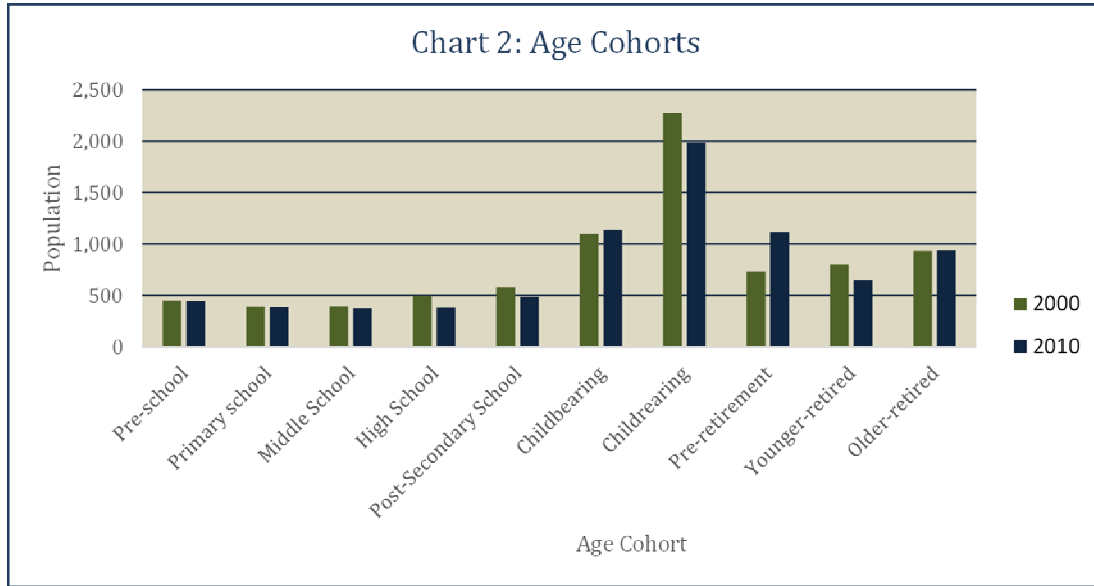
Projecting population can be difficult as many models do not take into account economic circumstances. Also, West Virginia has not yet developed population projections for incorporated areas. In 2011 the WVU-College of Business and Economics completed population projections for all of the counties. The projections for Kanawha County show a decrease over the next 20 years, with a total loss of 3.8 percent by 2030. To develop Dunbar's population projections, past population counts were examined. From 1980-1990 and 1990-2000, Dunbar had a 6 percent population loss. From 2000-2010 the City experienced a 3 percent loss. The US Census had predicted a minimal population loss in 2011 and 2012, less than 1 percent. Therefore, a conservative estimate of population change would be a 3 percent loss by 2030.



The median age in Dunbar is 43.2. This is slightly higher than Kanawha County's median age of 42 years. Age cohorts are very important for communities to understand during the planning process. Different age groups require different types of services. For instance, elderly people require more health services and public transportation. A younger population is more likely to have children, which could lead to the need for more schools and recreation opportunities. Dunbar has more residents in the Childrearing (35-54 years) age cohort than any other cohort, as shown on **Chart 2: Age Cohorts**. The City actually lost residents from this cohort between 2000 and 2010 and gained residents in the Pre-retirement cohort. Therefore, the City should be prepared to deal with an aging population in the future. The number of younger cohorts stayed the same between 2000 and 2010. However, the City is slowly losing residents in the high school and post-secondary age cohorts. This loss could be a concern if younger people are choosing to leave the City and not return after they graduate high school.

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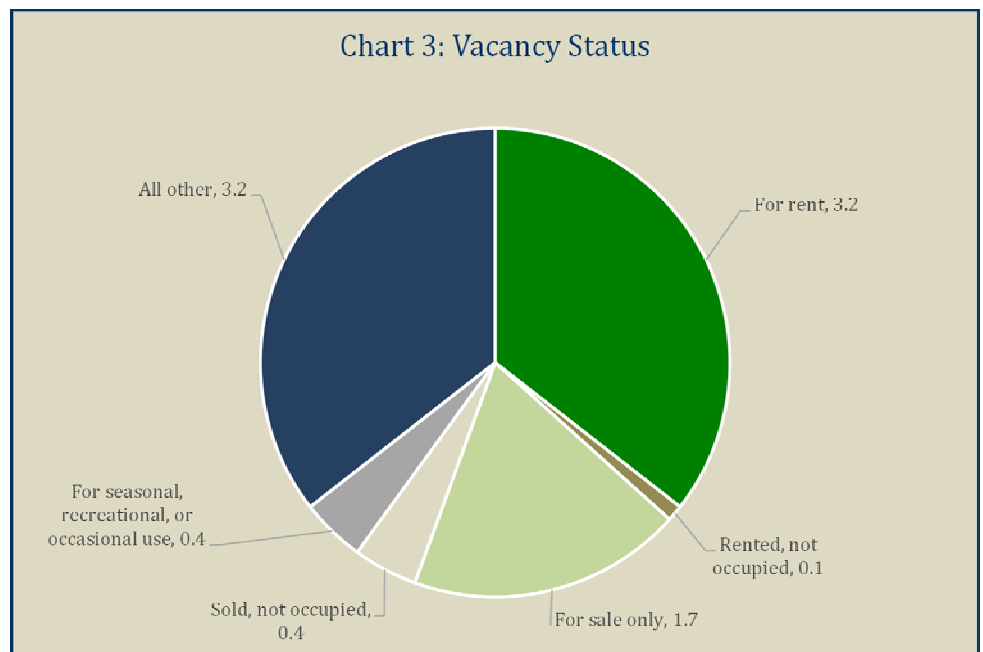


## Housing

Dunbar has a good mix of single-family and multi-family homes. Approximately 25 percent of the total housing units are considered multi-family. Of the occupied housing units in Dunbar, 9 percent are considered vacant. This rate is comparable to the County rate of 9 percent. The high vacancy rate in Dunbar causes concern because many people may be either moving from the City or simply choosing not to move into Dunbar. The high vacancy rate is mainly comprised of rental units as displayed on [Chart 3: Vacancy Status](#). Many factors contribute to high rental vacancy rates; rents may be higher or the condition of rental units may be poor. Perhaps the supply of rental housing far exceeds demand. The other highest reason for vacancy is classified as “all other” by the United States Census. This means that the units are held vacant for personal reasons by the owner. Common reasons include:

- No one lives in the unit and the owner is making repairs
- Owner does not want to rent or sell
- Owner is using the home for storage
- Owner is elderly and living in nursing home or elsewhere

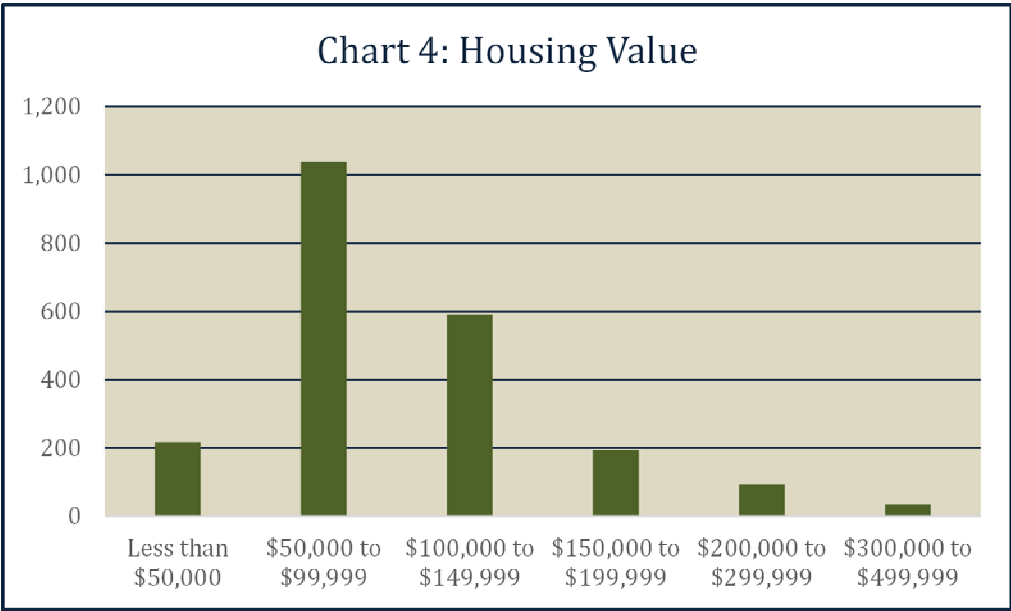
The fact that the majority of the homes within City limits were built before 1960 may also contribute to the vacancy rate. As Dunbar is almost completely built-out, very little new housing has been built in recent years. Many residents have lived in their homes in Dunbar for a long time. Older homes tend to have chronic issues and continuously need to be maintained. On the positive side, Dunbar has seen a recent surge of new residents, as 40 percent have moved into their homes since 2005.



# Chapter 2: Community Overview

## City of Dunbar Comprehensive Plan

Housing value is important to assess as it can provide valuable insight on the housing market and vacancy rates. The City of Dunbar has a median housing value of \$89,400. This value is slightly lower than \$96,500 value for West Virginia. **Chart 4: Housing Value** shows that the majority of the housing is valued between \$50,000 to \$99,999. The City also has some homes that are valued between \$100,000 to \$149,000.



### Economic

According to the 2010 US Census, the unemployment rate in Dunbar at the time was 9.9 percent. The unemployment rate in Kanawha County in July of 2013 was approximately 5.3 percent, which is lower than the state rate of 6.2 percent.

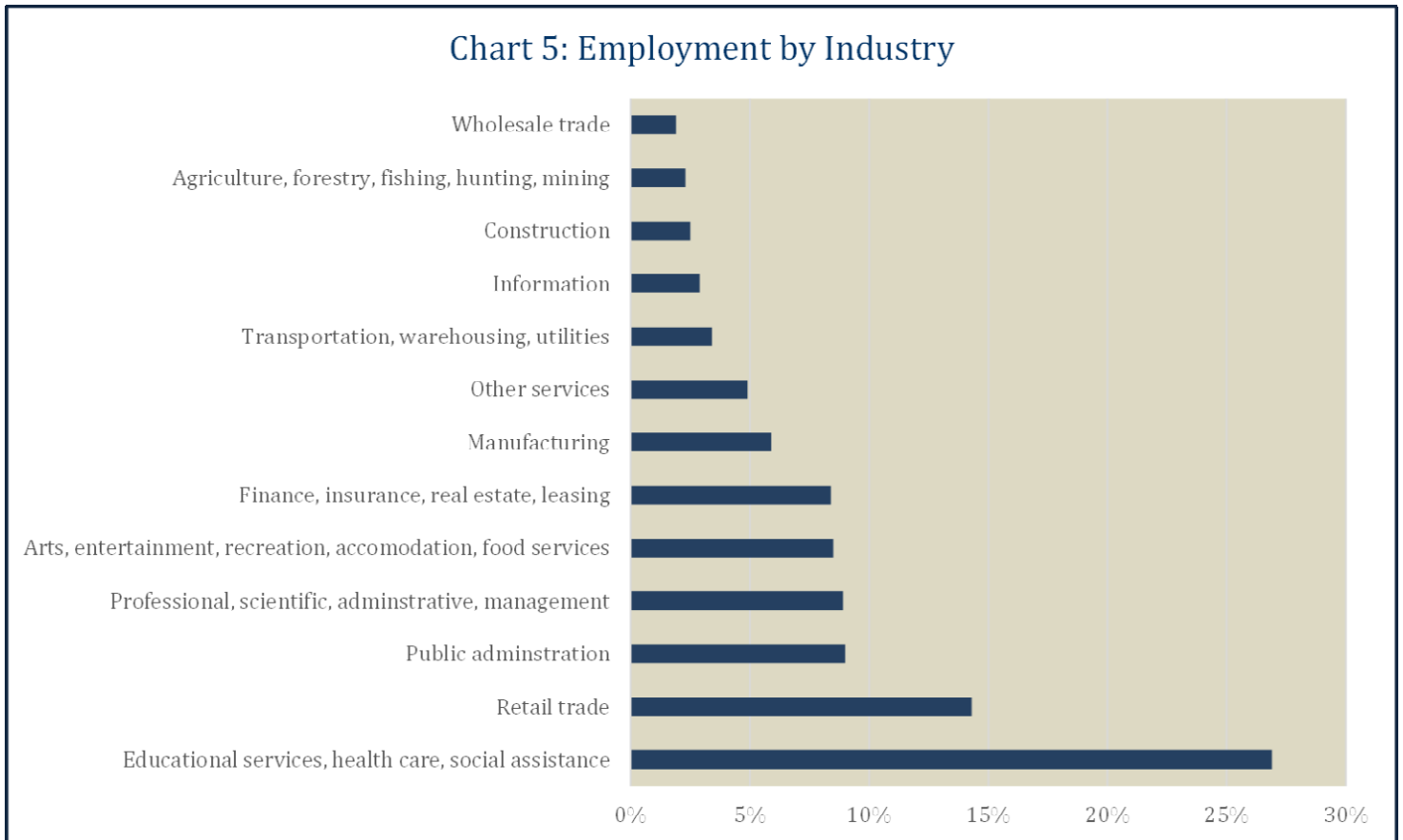
Table 1: Top Employers in Kanawha County (March 2013)
1. Charleston Area Medical Center, Inc.
2. Kanawha County Board of Education
3. Herbert J. Thomas Memorial Hospital Association
4. Wal-Mart Stores, Inc.
5. West Virginia Department of Highways
6. Kroger
7. City of Charleston Municipality
8. West Virginia Department of Health and Human Resources
9. US Postal Service
10. Charleston Hospital, Inc. (Saint Francis Hospital)



# Chapter 2: Community Overview

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The top ten employers are displayed on [Table 1: Top Employers in Kanawha County](#). According to the US Census, the estimated mean travel time to work for residents in Dunbar is 18.2 minutes. Therefore, it is safe to assume that many of the residents are traveling outside of Dunbar for employment, especially considering the close proximity to the City of Charleston.



As illustrated on [Chart 5: Employment by Industry](#) the majority of residents in Dunbar work in education services, healthcare, and social assistance. Retail trade is the next highest industry for workers within the City. Education services, healthcare, and social assistance jobs tend to pay higher wages than other industries. This concentration of employers may explain the median household income of \$43,988, which exceeds Kanawha County's median household income of \$42,669 and West Virginia's median household income of \$39,550.

# Chapter 2: Community Overview

## *City of Dunbar Comprehensive Plan*

### City Government

The City of Dunbar is governed by a mayor-council system. Council consists of eight (8) members, with two (2) members representing each of the four (4) wards. Council meets at 7:00 PM on the 1st and 3rd Monday of each month at City Hall.

The City also has various boards including the Historical Commission, Property Board, and Board of Zoning Appeals. Committees include the Parks and Recreation committee, Building committee, Street committee, Economic Development committee, and Beautification committee.

### *Police Department*

The Dunbar police department consists of 12 patrol officers that answered a total of 10,971 calls for service in 2012. The department responded to over 3,000 traffic stops, the majority of all the calls. Other calls include disturbance/domestic, accidents, traffic problems, burglaries, breaking and enterings, suicidal subjects, stolen vehicles, vandalism complaints, welfare checks, wanted persons, larceny complaints, burglar alarms, and suspicious behavior.

The department recently started a neighborhood watch program. The department has held training meetings for the program in each of the four wards. The program seeks to encourage residents to report suspicious behavior to police, as well as get to know the police and neighbors better.

The department has also participated in a bicycle safety training at the local schools in Dunbar through a Safe Routes to School Grant.

### *Fire Department*

The Dunbar fire department serves all residents of Dunbar, as well as parts of Big Tyler Road, W. Washington Street and Woodrums Lane. This service area totals approximately 6 square miles and includes 13,000 people. The department is staffed with 14 paid firefighters who are on duty 24 hours a day, 7 days a week, 365 days a year. The department has mutual aid agreements with surrounding departments. All firefighters are trained as required by the State of West Virginia. The firefighters also complete a three year apprenticeship program. Some firefighters are also certified as Emergency Medical Technicians and can provide basic life support services. Some firefighters have also taken additional classes to further their knowledge; such as Fire Instructor, Arson Investigator, and Hazardous Materials Technicians.

The fire department includes two stations within Dunbar. Station 1, the central fire station, is located on Dunbar Avenue and includes the offices of the Chief, Deputy Chief, and living quarters for the 24 hour staff, as well as training facilities. Kanawha County also has an EMS ambulance station at this location. Station 2, located on Roxalana Road, serves areas on the north side of the railroad tracks and areas outside of city limits. This station includes only living quarters for the firefighters.



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In 2012, the department responded to a total of 1,115 incidents. Over half of the calls were for first responder/EMS. The rest of the incidents consisted of good intent calls, false alarm, hazardous conditions, vehicle accidents, service calls, structure fires, and vehicle fires.

## *Emergency Medical Services*

Emergency medical services are provided by the City of Dunbar fire department and the Kanawha County Emergency Ambulance Authority (KCEAA). KCEAA provides 911 emergency transport, non-emergency transport, and critical care transport.

As Dunbar is in such close proximity to Charleston, there are also several major hospitals within a reasonable driving distance.

## *Emergency Management*

The Kanawha Putnam Emergency Planning Committee (KPEPC) is a planning organization whose main duty is the development of an emergency response plan. The organization also sponsors drills to test the plan's effectiveness, provides citizens with information, and offers a forum for local governments, industry and citizens to work together on emergency management goals.

## *Public Works*

The duties of the public works department include refuse collection, storm sewer maintenance, street maintenance, traffic engineering, public grounds, and equipment maintenance. The department also runs the curbside recycling program in Dunbar. Recycling is picked up 2 times a month, dependent on what ward a resident lives in.



## *Utilities*

Gas service is provided by Mountaineer Gas Company. Appalachian Power Company provides electric service. Internet and phone service is provided by Frontier and Suddenlink. West Virginia American Water provides water to residents in Dunbar.

## *Parks and Recreation*

Dunbar operates three City parks, a recreation center, and a pool for residents. The parks and recreation department hosts many events throughout the year. Events include a Fall Festival, Commode Bowl Parade, Critter Dinner, Easter Egg Hunt, Kids Day in the Park, Christmas Parade, and Halloween Party.

Dunbar City Park is located on Parkway Drive and comprises 40 acres. Playground equipment and several picnicking areas are available for residents on a first come first serve basis. The largest shelter, Lions Shelter, can be rented for family functions. The Lions Shelter includes picnic tables, grill, electricity, and lighting. A recreational building may also be rented as well. The building has a kitchen, double sink, refrigerator, microwave, and stove.

Wine Cellar Park is located off of Dutch Hollow Road and includes a large shelter, two small shelters, playground, Anderson Lake, and a scenic walking trail.



# Chapter 2: Community Overview

## *City of Dunbar Comprehensive Plan*

Anderson Lake is stocked with trout every year and provides handicapped fishing.

The City of Dunbar has partnered with Kanawha County Parks and Recreation to lease Shawnee Park. Shawnee Park is located on Route 25. In 2014, the City of Dunbar entered into an agreement with the County to lease the park for 20 years. Facilities at the park include a swimming pool, tennis courts, basketball courts, athletic field, playground equipment, and picnic shelters.

The Dunbar Recreation Center (Rec Center), located on Fairlawn Avenue, includes a gym, senior fitness center, kitchen, and multi-purpose room. The gym includes a full basketball court. The multi-purpose room and gym can be rented for events. The Rec Center provides lunch to seniors every weekday, unless it's a holiday. The Rec Center also schedules senior services, van service for doctor appointments, and senior fitness classes.

There are also three small pocket parks located within the City of Dunbar.

## *Sanitary Board*

The Dunbar Sanitary Board operates the sanitary sewer service for the City of Dunbar. The system serves 3,668 Dunbar Sanitary Board full service customers, 789 West Dunbar customers, WV State University and WV Rehab, and 85 City of Charleston customers. The Board includes a staff of 15 employees that maintains 50 miles of sewer lines, 600 manholes, 13 lift stations, and 5 miles of forced main lines.

The collection system contains 17 combined sewer overflow (CSO) relief points which discharge during wet weather events when the hydraulic capacity of the collection system is exceeded. The plant is designed for a flow of 2.25 mgd with a peak flow of 5.25 mgd during a rain event. The average flow is approximately 1.25-1.50 mgd.

The original system was constructed in the 1920's. Beginning in 1999, the plant was renovated and the collection system underwent major modifications. The board has won numerous awards throughout the years:

- Operations and Maintenance Excellence Award in the State of West Virginia competition (2001)
- West Virginia Rural Water Association System of the Year (2002)
- Environmental Excellence Award from the West Virginia DEP (2003)
- Operations and Maintenance Excellence Award from the United States EPA (2003)
- National First Place Clean Water Act Recognition Award for Outstanding Operations and Maintenance for a Medium Advanced Plant (2004)

The Board meets the first and third Wednesday of every month at City Hall at 3:00 PM.



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## *Building Department*

The building department administers and enforces Dunbar's Planning and Zoning Code, Building/Housing Code, and the International Building Code. The department administers building permits, contractor licenses, residential rental licenses, demolition permits, and sign permits.

## **Education**

Education of school-age children is provided by Kanawha County Board of Education. Dunbar is home to three primary schools. Once students reach high school age, they attend South Charleston High School located in South Charleston, a very short drive (5-8 minutes) from Dunbar. Dunbar is also home to a career and technical center for secondary and adult students.

### *Dunbar Primary School*

School-aged children in preschool, kindergarten, 1st grade, and 2nd grade attend Dunbar Primary School, located on Myers Avenue in Dunbar. For the school year of 2012-2013, approximately 351 students attended the primary school.

### *Dunbar Intermediate School*

Dunbar Intermediate School is located on Myers Avenue and educates students in the 3rd, 4th, and 5th grades. A total of 345 students attended the school during the 2012-2013 school year.

### *Dunbar Middle School*

Dunbar Middle School is located on 27th Street and is home to 6th, 7th, and 8th grades. The school offers many different sports, such as football, volleyball, and soccer. During the 2012-2013 school year, a total of 387 students attended the middle school.

### *Ben Franklin Career and Technical Center*

The Ben Franklin Career and Technical Center is located on 28th Street. Adult programs include electrical technology, heavy equipment operations, HVAC, medical assisting, plumbing, and welding. Blended Secondary Programs (Secondary Students and Adult Students) include cisco networking, computer aided drafting and design, computer repair and networking, child care specialist, health occupations, metal technologies and welding. Secondary programs include building construction, electrical technology, energy and power, HVAC-R and sheet metal, manufacturing technology, medical assisting, and pre-nursing.



# Chapter 2: Community Overview

## *City of Dunbar Comprehensive Plan*

### **Community Facilities**

#### *Dunbar Branch Library*

The Dunbar Library is located on 12th Street and is operated by the Kanawha County Library System. The library is open Monday through Saturday. The library holds many different events throughout the year. Events include storytime, computer classes, and book club. Six public access computers are also available for residents to use. A meeting room with a capacity for 80 people can be rented, as well as study room with a capacity of four people. Wireless internet service is available at the library as well.



### **Transportation**

The City of Dunbar is conveniently located along Interstate 64. Charleston is only 8 miles from Dunbar via I-64. Other major roadways include State Route 25 (Dunbar Avenue) which connects Dunbar to Institute and North Charleston. The 10th Street Bridge connects Dunbar to South Charleston. Dunbar Avenue serves as the Main Street of Dunbar's business district.

Dunbar is also conveniently located near Yeager Airport. Yeager Airport provides flights from five (5) different airlines and nonstop flights from nine (9) cities.

#### *Parking*

There is very little public parking available in Dunbar. Most people lease spaces through the City or private businesses. Locations of leased spaces/lots include:

- Dunbar Avenue between 12th and 13th Street
- Myers Avenue between 12th and 13th Street
- Spaces by the railroad
- Behind the bowling alley

#### *Pedestrian*

Dunbar is a walkable City with many sidewalks located throughout the residential and business areas. Currently, no walking or biking trails exist within City limits.

The City does have a sidewalk ordinance which requires that the property owner maintain the sidewalk in front of their house. There is no sidewalk program in place to prioritize improvements/maintenance of existing sidewalks. The City was recently awarded a Hike or Bike to School grant for \$130,000. This grant funded the widening of the sidewalk on Myers Avenue at the Dunbar Intermediate School (2010, October 18 Charleston Gazette).

#### *Public Transit*

The Kanawha Valley Regional Transportation Authority (KVRTA) provides public transit to Kanawha County, including the City of Dunbar. The North Charleston/Dunbar-Institute Nitro route provides service

# Chapter 2: Community Overview

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to residents in Dunbar. Stops on this route include Tri-State Resort, Nitro Market Place, Nitro, West Virginia Rehabilitation Center, West Virginia State University, Charleston Civic Center, Charleston Town Center, Clay Center, and the State Capital. Various stops are located in Dunbar. Service is provided during the week and also on weekends.

The City of Dunbar also provides public transportation to seniors. A senior citizens van will take seniors to Kroger, Aldi, and/or other in-town businesses on Fridays. The van will also provide transportation to the doctor's office, hospital appointments, or to the pharmacy. Seniors must call in advance.

## *Railroad*

Norfolk Southern Railroad owns the rail line that travels through Dunbar. The line runs parallel of Dunbar Avenue. There are a total of six (6) railroad crossings. Typically one or two trains a day travel through Dunbar carrying coal and chemicals.

## *Ports*

There are no public ports in the Kanawha Valley; however, there are specific purpose docks at various chemical and commercial facilities.

## **Existing Land Use**

Residential uses comprise most of the existing land use within the City of Dunbar as shown on **Map 1: Existing Land Use**. The City includes a mix of single-family and multi-family residential uses. Industrial uses are located mainly along Charles Avenue, near the railroad tracks. Most large-scale commercial uses are located near the Interstate interchange and 10th Street. Commercial businesses include Kroger, Super 8 Hotel, Jo-Anne Fabrics Craft Store, and various restaurants. Small businesses are located along Myers Avenue, Grosscup Avenue, and Dunbar Avenue.

There is also a great deal of open space left within the City. The open space is concentrated along Dutch Hollow Road and Dunbar Ave. Most of the open space consists of steep slopes or is owned by Norfolk Railroad.

Park uses include Dunbar City Park, Wine Cellar Park, and three pocket parks. Public uses include land owned by the City of Dunbar and Kanawha County Board of Education.

There are no lands that are classified as agriculture, historic, or conservation.

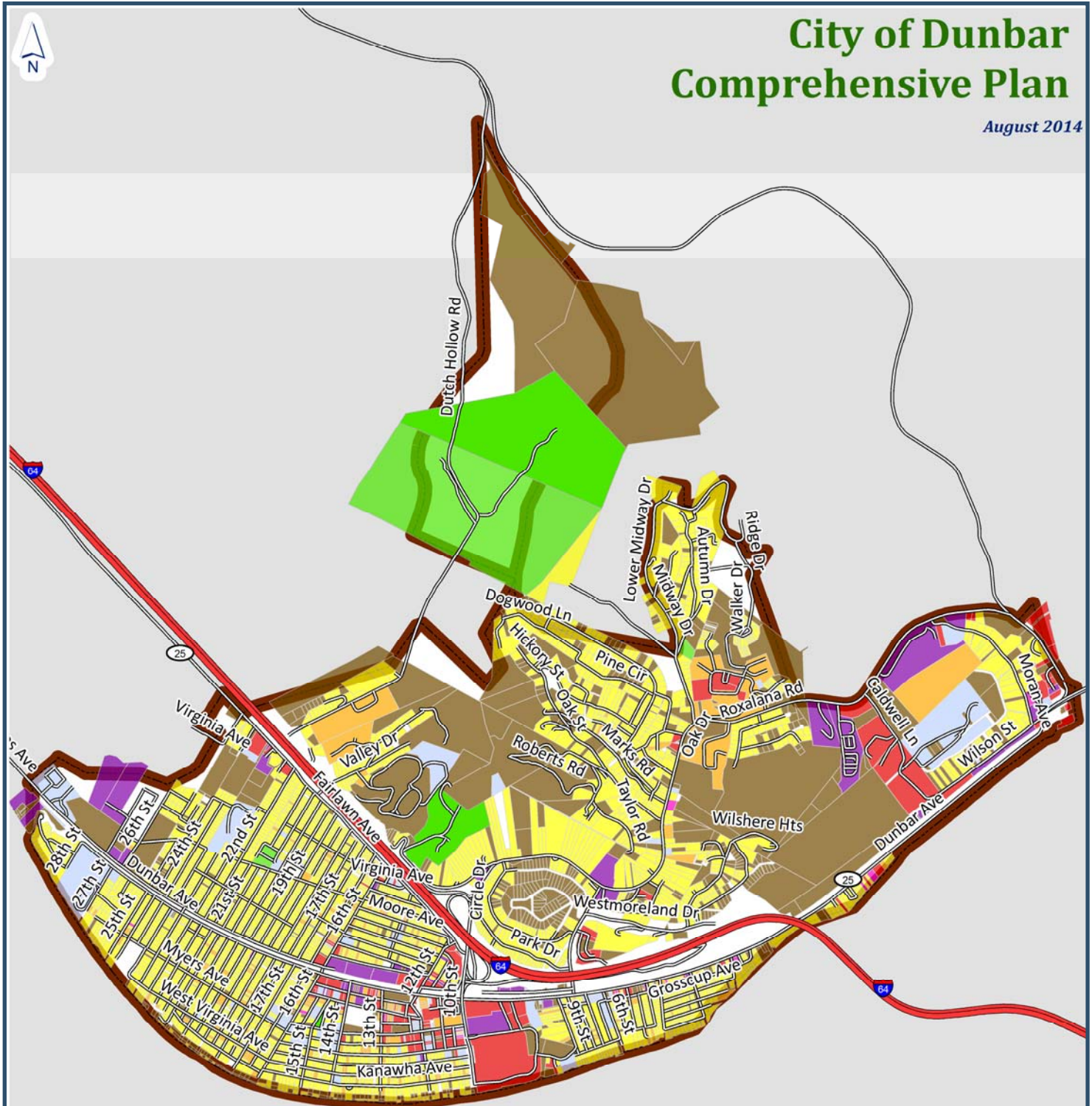


# Chapter 2: Community Overview

City of Dunbar Comprehensive Plan

## City of Dunbar Comprehensive Plan

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**Map 1: Existing Land Use**



0 0.125 0.25 0.5 Miles

WVU **LAW**  
LAND USE & SUSTAINABLE DEVELOPMENT LAW CLINIC

Source data: West Virginia GIS Technical Center, WVDOT, Kanawha County Assessor's Office



## Natural Resources and Development Constraints

Dunbar is home to the Kanawha River. The Kanawha River is a tributary to the Ohio River and is the largest river in West Virginia. Many streams traverse through Dunbar to ultimately flow into the Kanawha River; Finney Branch, Dutch Hollow, and Tyler Creek.

There is public access to the Kanawha River near the Kroger. The river bank is in the process of being cleaned up and the City will be re-opening the boat ramp with an agreement with Kroger.

As Dunbar lies along the Kanawha River, a good portion of the City is within the floodplain as displayed on [Map 2: Natural Resources and Development Constraints](#). The City also has several areas of steep slopes in the north that could potentially hinder any new development. During the planning process no subsidence issues were reported in the City.



## Historical Resources

Dunbar sits on land that was once occupied by Native Americans. The history is evidenced by the 11 Indian burial mounds located throughout the City. Dunbar was known as a farming community until the glass and bottling industry took root in the early 1900's. Dunbar was incorporated in 1921. The City derives its name from Mary Dunbar, who inherited the land from George Washington. George Washington was granted the land for his military service.

Wine Cellar Park is listed on the National Register. The National Register provides the official list of buildings, structures, objects and sites that are recognized for their importance to the historical development of the nation. The list is managed through the National Park Service and is authorized under the National Historic Preservation Act of 1966. The National Register is handled in each state through the state's own Historic Preservation Office. In West Virginia, all properties listed on the National Register are automatically listed on the State Register of Historic Places (West Virginia Culture and History, 2013).

The park is listed on the Register due to the walk-in wine cellars located within the Park. In the past the area was known for its vineyards and the cellars were used to store wine made from the grapes grown in the vineyards. The cellars were thought to be built around 1860 due to the popularity of wine-making. The wine was then hauled to Charleston and Cincinnati. After the Civil War, wine making was no longer profitable and the vineyards were abandoned. The popularity of wine in neighboring Virginia and Ohio also had an impact on grape growing in West Virginia. The wine cellars are preserved and protected for future generations due to the foresight of Dunbar to develop the area into a City park.



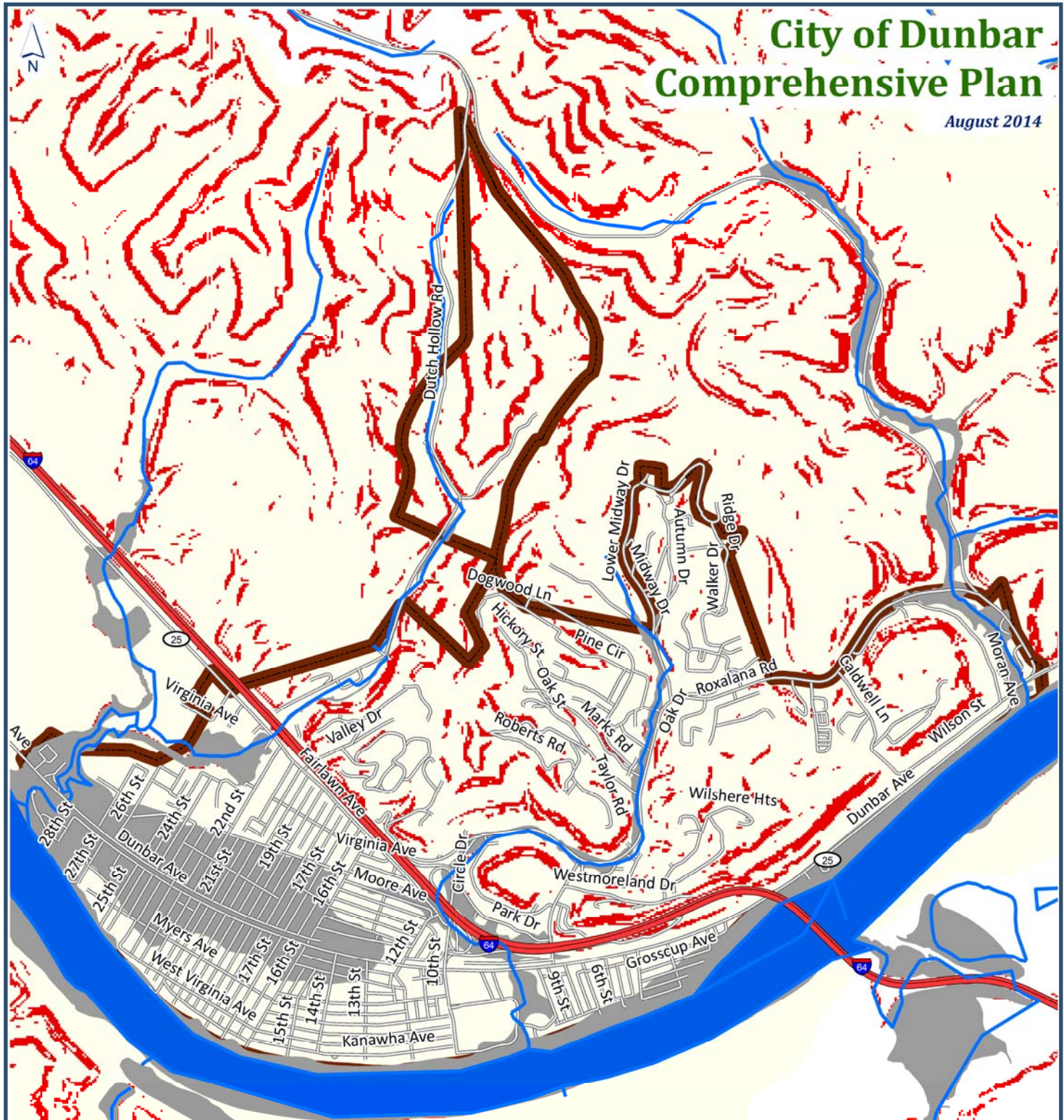


# Chapter 2: Community Overview

City of Dunbar Comprehensive Plan

## City of Dunbar Comprehensive Plan

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**Map 2: Natural Resources and Development Constraints**



# Chapter 2: Community Overview

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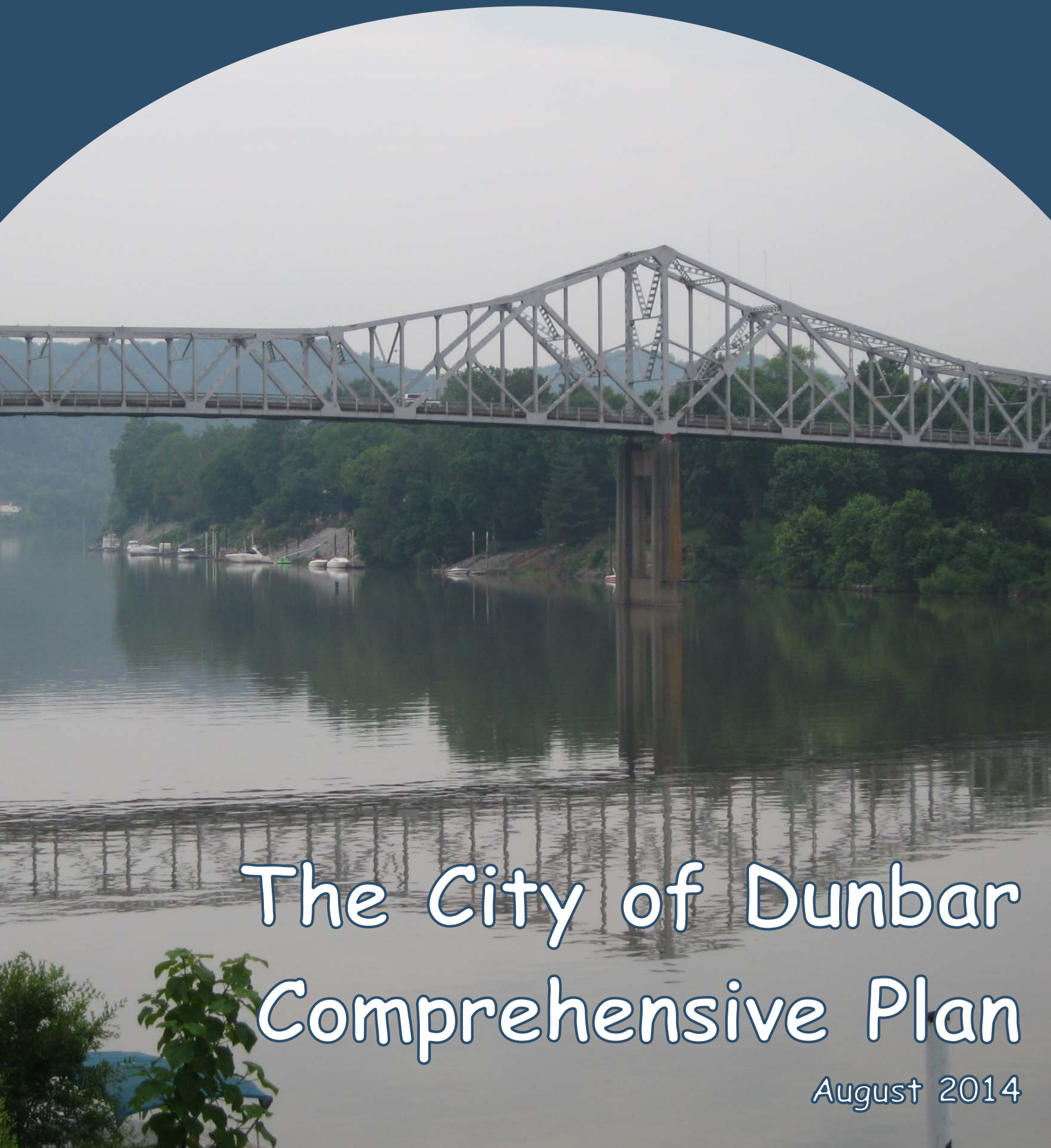
*The Community Overview was summarized from the following sources:*

- Ben Franklin Career and Technical Center (<http://benfranklinctc.weebly.com/> )
- City of Dunbar (<http://cityofdunbarwv.gov/> )
- City of Dunbar Fire Department (<http://www.dunbarfd.org/> )
- Dunbar Branch Library (<http://kanawhalibrary.org/branches/dunbar/> )
- Dunbar Intermediate Center ([http://www.edline.net/pages/Dunbar Intermediate Center](http://www.edline.net/pages/Dunbar_Intermediate_Center) )
- Dunbar Middle School (<http://kcs.kana.k12.wv.us/Schools/Default.aspx?alias=kcs.kana.k12.wv.us/schools/dunbar> )
- Dunbar Primary School ([http://www.edline.net/pages/Dunbar Primary Center](http://www.edline.net/pages/Dunbar_Primary_Center) )
- Kanawha County Board of Education (<http://kcs.kana.k12.wv.us/kcs11/> )
- Kanawha County Emergency Ambulance Authority (<http://kceaa.org>)
- Kanawha Putnam Emergency Planning Committee (<http://www.kpepc.org>)
- Kanawha Valley Regional Transportation Authority (<http://www.rideonkrt.com/> )
- National Register of Historic Places (<http://nrhp.focus.nps.gov/>)
- Population Projections for West Virginia Counties, Bureau of Business and Economic Research-WVU College of Business and Economics
- United States Census 2010
- West Virginia Department of Transportation (<http://www.transportation.wv.gov/ports>)
- Wikipedia ([http://en.wikipedia.org/wiki/Dunbar, West Virginia](http://en.wikipedia.org/wiki/Dunbar,_West_Virginia))





# Chapter 3: Needs Assessment



## The City of Dunbar Comprehensive Plan

August 2014

# Chapter 3: Needs Assessment

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## *City of Dunbar Comprehensive Plan*

### **Public Participation**

The needs of a community must be addressed in a comprehensive plan in order for the plan to be a realistic action plan for the future. Therefore, this chapter documents the issues and concerns of community members so that the comprehensive plan can be a valuable planning tool for local elected officials in Dunbar. This chapter was developed by using various public participation methods. The planning commission was first asked to identify needs and concerns through a SWOT (Strengths, Weaknesses, Opportunities, and Threats) exercise. The planning commission was also asked to take pictures throughout Dunbar of the strengths and weaknesses. The City then held two open houses to solicit input from the public. Stakeholder interviews were also conducted with key people and organizations to gain insight on issues that they face in Dunbar.

Not only is public participation crucial to the development of a comprehensive plan, it is required. Chapter 8A of the West Virginia Code requires the planning commission to give notice and hold a public hearing before recommending a comprehensive plan to the governing body. After the public hearing and approval, the planning commission must submit the recommended plan to town council. Town council is then required to hold a public hearing prior to adoption of the plan.

The planning commission is also required to adopt procedures for public participation. A copy of the procedures adopted by the Dunbar Planning Commission are located in [Appendix 1](#).

#### *Public Meetings*

The first public meeting was held in August of 2013. The purpose of this meeting was to introduce the planning process to the public and ask residents what they would like to see changed in Dunbar and what they would like to see their tax dollars spent on.

Over 60 people attended the first meeting. The meeting was held in an open house format to accommodate citizen's schedules. Four stations were utilized to solicit input. The first station asked meeting attendees to identify strengths and opportunities in Dunbar. The second station asked meeting attendees to identify weaknesses and threats. The third station asked residents to write one item they would like to see the City spend their tax dollars on to improve the quality of life. The last station included the zoning map of the City and asked attendees to identify any zoning conflicts. Attendees were also asked to identify future land use, new development, and infill development locations.

A final public meeting was held in February of 2014. The purpose of this meeting was to present the draft recommendations and have the public prioritize what they felt should be the highest priority projects. Approximately 20 people attended the meeting. The City also created a public survey online to solicit input from residents. Over 80 people participated in the survey.

The results from all of the public meetings and survey can be found in [Appendix 2](#).

#### *Stakeholder Interviews*

Stakeholders provide valuable insight on specific needs within a community. The Planning Commission identified several stakeholders and a brief survey was sent to them asking them about the function of their organization and any issues or concerns they may have regarding the future of Dunbar. Key stakeholders included the various city departments, athletic boosters, historical society, library, ministerial society, women's club, and local realty companies.

## Vision Statement

A vision statement describes what Dunbar aspires to achieve or accomplish in 10 to 15 years. The City should take the vision statement into account every time plans for the future are discussed. The vision statement provides the direction for Dunbar's future and lays out the specific goals that Dunbar hopes to achieve.

The following vision statement was developed for Dunbar with input from the planning commission and the public.

### **Vision Statement**

The City of Dunbar is recognized as a hub of Kanawha County that offers many amenities and events that are usually found in a larger city. Residents of the City take great pride in its rich history, small town friendliness, and beautiful parks. The City of Dunbar continues to be a desirable place to live and visit due to its location to major transportation networks, excellent police and fire protection, access to the Kanawha River, and great schools.

## Goals

Defining goals is essential during the planning process. Goals define what the City wants to achieve. Goals are general and abstract. The planning goals for Dunbar were developed by identifying the issues and concerns that were raised throughout the planning process. These goals will guide the plan's development and the specific areas the City should focus on to achieve its desired vision.

The following pages will describe each goal in detail. The Strengths, Weaknesses, Opportunities, and Threats that were identified throughout the planning process are listed. Strengths are those elements that contribute to the quality of life in a community. Strengths are qualities that residents want to see maintained and should be used as catalysts for future planning. Weaknesses negatively influence the quality of life of residents and are those issues that residents want to see discussed in the development of the comprehensive plan. Opportunities are elements that in the future may contribute to an increased quality of life. Dunbar will need to take action in order to realize an opportunity. Threats could present a challenge to a community in the future and negatively influence residents' quality of life.

### **Goals**

Goal 1: Develop and maintain the current community amenities to meet the needs of all current and future residents

Goal 2: Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and to do business

Goal 3: Provide for a safe transportation network that encourages a pedestrian friendly environment

Goal 4: Provide for diverse types of housing that support all segments of the population

# Chapter 3: Needs Assessment

## City of Dunbar Comprehensive Plan

### Goal 1

Develop and maintain the current community amenities to meet the needs of all current and future residents

#### STRENGTHS

The City of Dunbar offers many different amenities to their residents. The City has a great parks and recreation system. Facilities include two parks and a recreation center. In 2012, the City also began leasing Shawnee Park from Kanawha County. The City has taken over operations, management, and maintenance of the park's clubhouse, picnic shelters, basketball courts, tennis courts, ball fields and swimming pool (2012 9 March Charleston Gazette).



The presence of paid fire and police departments provide extraordinary public safety. Significant investments have been made recently in the police department with the addition of a new police officer and three new police vehicles. The fire department, as well as the Kanawha County Emergency Ambulance Authority provide residents with emergency medical services. Residents are also fortunate that they are within close proximity to several major hospitals in Charleston. The City is also working on establishing an emergency shelter in the basement of the municipal building to provide shelter for residents during an emergency.

The City is well served with public water and sewerage. The Sanitary Board has won numerous awards throughout the years for operation, maintenance, and environmental excellence. Currently the City is participating in a \$12.5 million sewer line replacement project.

Parents with young children are fortunate that their children can attend elementary, primary, and intermediate school within the City.

The public works department in Dunbar provides many services to City residents. The department picks up trash weekly, provides leaf and limb pickup at no charge, assists in remodel debris removal at a minimal charge, provides gravel delivery at no charge once per year, provides snow and ice removal, and runs the recycle program.

The City has also participated in many regional planning efforts that benefit the City of Dunbar residents. Not only has the City partnered with Kanawha County on offering additional parks (Shawnee Park) but has also partnered with Kanawha and Putnam Counties on preparing an emergency response plan. The City has also received grants from the Kanawha County Public Safety grant committee for the Dunbar fire department.

The close proximity to Charleston is one of the City's biggest assets. Residents are able to enjoy the social and cultural amenities of a larger city very close to home.



# Chapter 3: Needs Assessment

August 2014

## WEAKNESSES

The provision of City services to residents proves to be a costly undertaking, especially in a struggling economy. Just maintaining the current level of services can be difficult at times. Playground equipment needs to be improved and maintained at all City parks. At Wine Cellar Park, the wine cellars need to be refurbished. The City would also like to allow RVs to stay in the park. However public sewage would need to be extended to the park. The main entrance to the park is also in need of repairs and must be widened to accommodate RVs. The pool at Dunbar City Park has been closed for the past few years after needing major renovations. While it is unlikely that the pool will re-open, City officials must decide the fate of the existing structure. Residents also feel that there is a need for more children activities and a designated walking track.

The Kanawha River provides a great natural resource, as well as a recreational benefit. However, there is a lack of signage directing residents and visitors to river access areas.

In regards to public safety, both the police and fire departments are in need of new equipment, as well as additional manpower. Station 2 of the fire department also needs to be replaced as it is outdated and currently too small for the vehicles that the fire department owns.

The public works department's biggest concerns include equipment maintenance and replacement, facility upgrades, sidewalk replacement, and street maintenance.

## OPPORTUNITIES

Many opportunities exist for developing amenities to meet the needs of Dunbar residents. Wine Cellar Park could be expanded to offer more recreational facilities to residents. Some expansion has already occurred with the construction of a nine-hole disc golf course, with help from the local boy scout troop. A possibility of allowing RVs to stay in the park also exists. Other recreational amenities the City are considering is a spray/sprinkle park and skateboard park. The recreation center has recently expanded its hours and is in the process of installing air conditioning. These improvements could allow for more recreational events to occur at the center. The City is also leasing Shawnee Park from the County. This will enable the City to make improvements and changes to the park. Opportunities also exist for the City to hold more community events. In October, the City held its first Boo Bash with over 2,000 people attending. The day consisted of many different activities for kids of all ages, as well as adults.

## THREATS

A neighborhood watch was formed in Dunbar in the past year and provides an opportunity for neighbors to look out for each other and report suspicious activities. The neighborhood watch provides a great opportunity to bring residents closer together and to improve the safety for everyone in Dunbar.

The presence of drugs presents a major threat to the City that affects every aspect of the quality of life. During the public participation process, residents repeatedly brought up drugs as the number one public safety issue. Residents are also concerned that police officers are resigning from the department and taking jobs elsewhere.

The Kanawha County Library System is in need of additional funds to operate the nine libraries throughout the County. The lack of funding could lead to closing of libraries, reduced hours, and staff layoffs. If these events occur, Dunbar's library may close. The loss of the library would harm the vitality of the City as many residents use the library. The library also holds many activities for young children.

# Chapter 3: Needs Assessment

## City of Dunbar Comprehensive Plan

### Goal 2

Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and do business

#### STRENGTHS

Dunbar's convenient location, with access to the interstate and proximity to Charleston, is its greatest asset. These strengths should be promoted to business and industry, as well as new residents. Dunbar has recently seen an uptick in new businesses with the opening of a gas station, restaurant, t-shirt printing company, barber shop and physical therapy office. Many existing businesses have been in Dunbar for years and have since expanded.



#### WEAKNESSES

Parking poses a concern for those that do business in Dunbar as there are no designated public parking spaces in the downtown area. Most of the spaces are only available by lease. The lack of parking could deter a new business wishing to locate in the downtown if they want public parking available for their patrons.

The current zoning ordinance also needs to be re-visited to ensure that different types of commercial businesses are allowed to locate in specific areas.

#### OPPORTUNITIES

The closure of 12th Street at Myers Avenue is also a problem for local businesses. When the road was closed several years ago, the closure effectively closed many of the businesses as well. Re-opening may allow new businesses to re-locate to this area and thrive.

Many opportunities exist for new business and industry to locate to Dunbar. While Dunbar is mainly built-out, locations that could support new development remain.

These locations include vacant lots or lots with dilapidated buildings that should be demolished. Specific areas for redevelopment that have been identified by City officials include Charles Avenue and Dunbar Avenue. The City is also in the process of forming an economic development committee to help with economic development activities in the City.



The opening of 11th street near the I-64 Interchange would also allow better traffic circulation within the City, as well as open up areas for new development.

# Chapter 3: Needs Assessment

*August 2014*

Dunbar was also recently awarded two grants to beautify sections of the downtown. The first grant is for 10th Street, from Grosscup Avenue to Dunbar Avenue. The second addresses Dunbar Avenue from 10th Street to 14th Street. The streetscape project will include streetlamps, road signs, benches, shrubs, sidewalks, and trash cans (2013 7 January Charleston Gazette).

Dunbar may also be able to annex surrounding areas to help support the tax base and provide services to residents that need them. Many of the areas that Dunbar is considering are completely surrounded by properties within the City.

The home rule pilot program offers many exciting possibilities for Dunbar. The City wishes to use the program to streamline building code and maintenance ordinance enforcement. This will help greatly with revitalization efforts. The City wants to examine and see if the program will help with the collection of local taxes.

## THREATS

One of the biggest threats to the revitalization of Dunbar is the general appearance of the City. The vacant and dilapidated buildings do not project a positive image to prospective business and industry. The entrance to the City also fails to provide an appealing gateway. The lack of a gateway may make it harder to attract new business to the City. Residents also feel that the City needs more diversity in the types of businesses. The lack of a clearly defined central business district is also an issue for Dunbar while trying to attract new business and industry.

The City also fails to promote strengths to potential new business and industry. A comprehensive marketing campaign is needed to highlight the City's strengths and assets.

# Chapter 3: Needs Assessment

## City of Dunbar Comprehensive Plan

### Goal 3

Provide for a safe transportation network that encourages a pedestrian friendly environment

#### STRENGTHS

The existing transportation network provides a tremendous asset for the City of Dunbar. The location of I-64 and other major state routes make it easy for residents and business owners to travel throughout the County and State. The City's roadways are in very good condition as well. Residents and business owners can also use other modes of transportation to travel around the City and surrounding areas. Sidewalks exist in many locations and public transportation is available to those that need it. The river, railroad, and airport also offer different modes of transportation.



#### WEAKNESSES

While the City is generally walkable, sidewalks need to be maintained or constructed in residential neighborhoods. There is also a lack of crosswalks in areas. Public parking also poses a concern for many as they feel that there is not enough parking in the downtown, especially if new businesses re-locate to the City.

The numerous railroad crossings in the City hinder residents, as well as industry. Trucks can not cross some of the crossings, making it difficult to access certain areas of the City. Signs are needed on the tracks so that trucks are aware that they can not cross the railroad.



#### OPPORTUNITIES

The transportation network provides a definite opportunity for Dunbar. The location of the interstate should be promoted to the greatest extent possible to attract new residents and businesses. The City should also take the opportunity to make the area more walkable by implementing a sidewalk program to prioritize sidewalk construction and improvements. The City also has the opportunity to provide recreational trails for residents that could connect key resources in the community. It is the hope of the City that trails could eventually be developed to link City Park with Wine Cellar Park.

## THREATS

Many residents feel that traffic travels too fast in Dunbar. Citizens would like to see increased enforcement of the posted speed limit. Better access is also needed to areas around the interchange and the industrial area of Dunbar to allow for more development. 12th Street also needs to be re-opened to allow for more development and better traffic flow in the City.



# Chapter 3: Needs Assessment

## City of Dunbar Comprehensive Plan

### Goal 4

Provide for diverse types of housing that support all segments of the population

#### STRENGTHS

Dunbar residents pride themselves on being a small, close-knit community. Many residents have lived in Dunbar their entire lives. The small town character and friendliness of the community make Dunbar very attractive to those looking for a place to live. Dunbar also has a variety of housing options, which makes the City attractive to a wide segment of the population.

In 2014, Dunbar was named one of the best places to live in West Virginia by Movoto Real Estate. Movoto used total amenities, quality of life, total crime, tax rates, unemployment, commute time, and weather to determine the top ten places to live in West Virginia. Dunbar was number six on the list, mainly due to a low cost of living, high median income, and low commute time.



#### WEAKNESSES

The age of the housing in Dunbar poses a problem for those looking for a new home. Many of the homes in Dunbar were built before 1960. Many older homes have chronic maintenance problems and are not attractive to prospective buyers. Housing value is also a concern in Dunbar. The City has lower housing values than many other cities. Low home values are a weakness for those wishing to sell their home. Low home values may also pose a concern for prospective buyers as homes may not appreciate or even retain their value.

The City is also unsure on how they can go about marketing residential vacant lots once a home has been demolished. People may wish to build in Dunbar but are unaware of land that may be available.

As the population in Dunbar is aging, the City may need different types of housing to support an older population. This would include multi-family housing, housing that is accessible to persons with disabilities, assisted living facilities, and retirement communities. Also, as residents get older, the cost of property taxes, utilities, and general maintenance may become too burdensome, and may lead to residents with severe housing costs burdens. The City should review its zoning ordinance to ensure that the regulations allow for a range of housing options.

#### OPPORTUNITIES

While the population of Dunbar is declining, the City feels that there is a need for additional housing in order to attract younger residents. However, it is difficult to put an exact number of how many housing units would be needed. Dunbar is mostly built-out, therefore opportunities for new residential development only exist in vacant lots or if the City annexes surrounding lands.

# Chapter 3: Needs Assessment

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*August 2014*

The creation of the property board in Dunbar will provide ways for the City to tackle its vacant and dilapidated building problem. The City has recently enacted a vacant property fee that would charge a fee to property owners of vacant buildings every year. The fee would increase each year the building remains vacant. The City hopes that this fee will force property owners to either clean up their building, sell it, or demolish it. The home rule pilot program may also provide opportunities to address abandoned and dilapidated houses more quickly and efficiently.

Another opportunity for new housing exists with the conversion of old businesses into housing. This is occurring throughout the City. One such project is the possible conversion of an old elementary school into apartments. This could potentially be a great opportunity for Dunbar to provide additional housing, especially for those that can not afford to live in a single-family home.

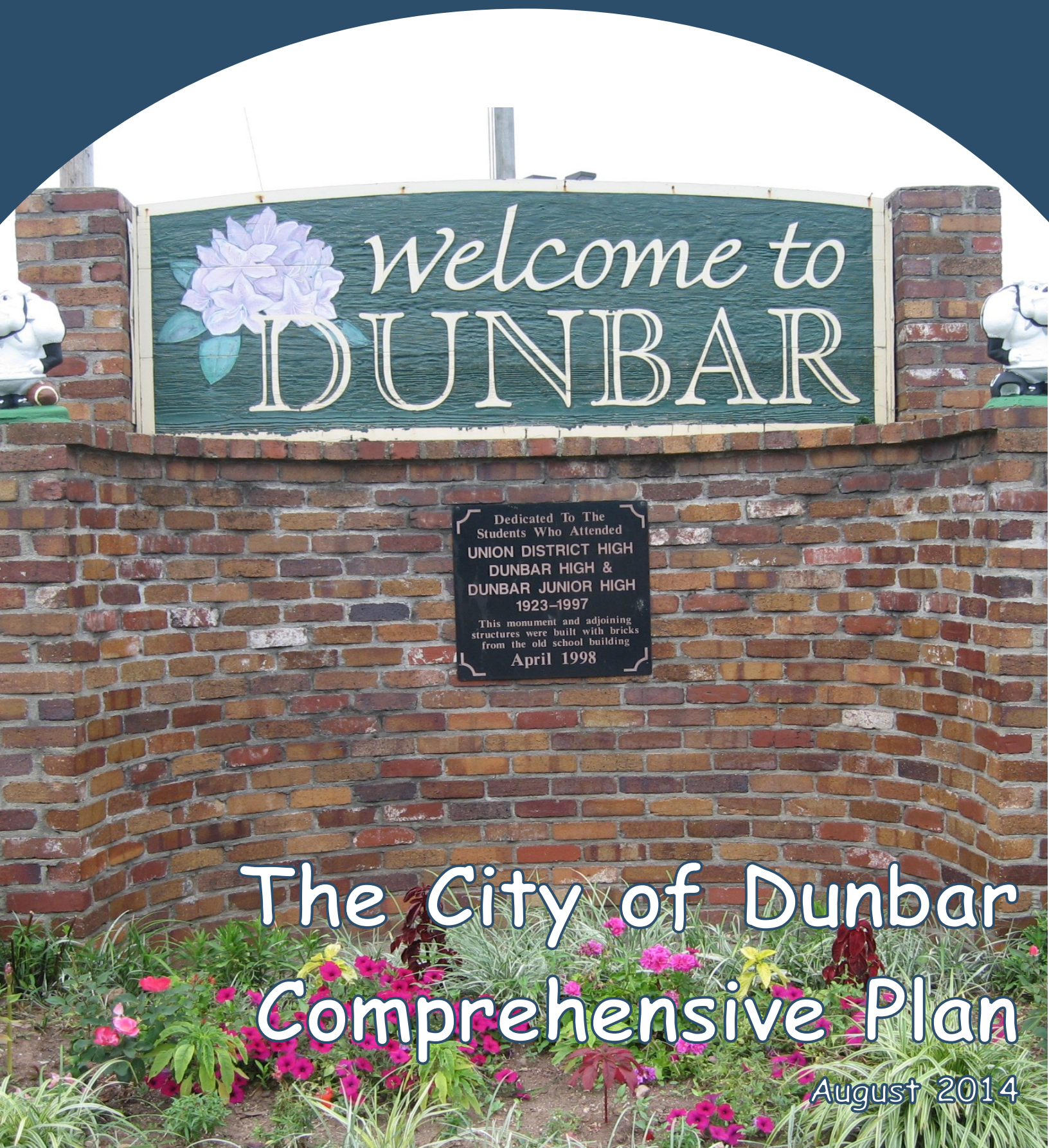
## THREATS

The majority of residents feel that vacant and dilapidated housing present one of Dunbar's biggest issues. Vacant and dilapidated homes affect the appearance and vitality of neighborhoods throughout Dunbar. Many of the buildings are a health hazard and attract crime. Property maintenance is a concern as well. The City also has a high vacancy rate, which does not help in attracting new residents to live in the City.





# Chapter 4: Action Plan



## The City of Dunbar Comprehensive Plan

August 2014



# Chapter 4: Action Plan

## *City of Dunbar Comprehensive Plan*

The action plan is the most vital component of a comprehensive plan. The action plan details specific recommendations that will be essential in leading Dunbar on the path to achieve their vision for the future.

Action steps were developed by reviewing the needs that were identified in **Chapter Three: Needs Assessment**. Action steps detailed in this chapter revolve around the four goals. Goals were developed to guide the planning process and objectives were later formulated to address the issues. The action steps are detailed and specific to help local elected officials implement the comprehensive plan.

### Goals

Goal 1: Develop and maintain the current community amenities to meet the needs of all current and future residents

Goal 2: Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and to do business

Goal 3: Provide for a safe transportation network that encourages a pedestrian friendly environment

Goal 4: Provide for diverse types of housing that support all segments of the population

Future land use is also discussed in this chapter. The future land use map displays a pattern for future development in a community. It is not a zoning map nor does it limit private development or use of land.

The recommendations were presented to the public at a final open house. The public was asked to prioritize the recommendations, as well as the Planning Commission. Recommendations were prioritized either as high, medium, or low priorities. High priority projects are those that Dunbar should focus on right away and should try to implement within the next 5 years. Medium priority projects should be implemented within 5-8 years. Low priority projects are those that should be implemented within the next 10 years.

An implementation matrix also accompanies the Action Plan. The matrix includes responsible parties for implementation, potential partners, estimate of probable costs, and potential funding sources.

## Goal 1

Develop and maintain the current community amenities to meet the needs of all current and future residents

**Objective 1: Provide recreational opportunities for current residents and visitors**



### Action Step 1: Continue to make improvements to Wine Cellar Park, including the construction of camping facilities

A priority for the City is making improvements at Wine Cellar Park. The wine cellars need to be repaired in order to preserve them for the future. One proposed use of the space at Wine Cellar Park contemplates a camping area for primitive tent camping and RVs. Therefore, public sewer service should be extended to the park and the main entrance widened so that the City can accommodate RVs.

Given the scope of the proposed project, the City should complete a master site plan for the camping area. During the master site plan development, the City should consider placement and construction of additional amenities and facilities at the park for campers. These amenities could include restrooms, showers, laundry facilities, and a dump station. Additional facilities should include those that would encourage people to want to stay at the park, such as skate park facilities, spray park, and walking/biking trails.

### Action Step 2: Improve current recreation facilities at Dunbar City Park

A master site plan detailing improvements at Dunbar City Park should be developed. As part of the master site planning process, public opinion should be solicited. Holding a public meeting and distributing a recreation survey should be done in order to determine what improvements the City should make at Dunbar City Park.

Of particular interest is the closed City pool. The City should determine the cost of permanently closing the pool and constructing new facilities at its current location.

### Action Step 3: Improve signage that directs residents and visitors to river access areas

There are two areas where residents and visitors can access the Kanawha River: near the Kroger (Dunbar Landing) and in Shawnee Park. However, no signage directs people to Dunbar Landing. Although directional signage exists at Shawnee Park, better signage is needed to increase awareness of the location of the river access.

# Chapter 4: Action Plan

## *City of Dunbar Comprehensive Plan*

### **Action Step 4: Offer recreational and community events to attract visitors into Dunbar, as well as to increase visitors to the City**

Dunbar has made an effort to increase the amount of recreational and community events that it holds every year. Events are a great way to increase pride in a community and raise awareness to visitors of all Dunbar has to offer. Dunbar should consider additional events that highlight the special places in the City. Events to be considered include 5K races, geocaching, a farmer's market, and evening concerts. Additional recreational events could be held in the Recreation Center as the City is currently in the process of moving the Senior Center into the municipal building.

### **Action Step 5: Replace equipment at the pocket park located on Westmoreland Drive**

The park on Westmoreland Drive includes playground equipment and a basketball hoop. All of the equipment is in need of replacement. The fence should also be replaced. The City should hold discussions with residents in the neighborhood to determine what type of equipment and facilities that they would like constructed at the park.

### **Action Step 6: Determine the feasibility of continuing to maintain the Autumn Drive park**

The park on Autumn Drive currently has very little recreational equipment. The demographics of the neighborhood have changed throughout the years and therefore a park may not be the best use of the property. The City should meet with neighborhood residents to determine the best use of the park.

### **Action Step 7: Continue to maintain 15th Street Park**

The park on 15th Street is in fairly good shape with newer equipment. However, minor maintenance is needed at the park. Trees need to be trimmed and the fence needs repaired.

**Objective 2: Ensure residents are served with high quality infrastructure and public safety services**



### **Action Step 1: Budget for the replacement of new equipment and additional manpower for the fire department**

The fire department's highest priority is the replacement of a 1985 Aerial Platform Truck. The total cost to replace this truck would be at least \$1,000,000. As this is an important piece of equipment, the City should begin to prepare a long-term budget plan so that the City can purchase the truck in the near future. The City should also help the department in obtaining grants and fundraising to help offset the cost of the truck. The need for additional manpower is also a concern of the department and should be addressed in future budget discussions.



# Chapter 4: Action Plan

August 2014

## **Action Step 2: Budget for the replacement of new equipment and additional manpower for the police department**

The police department is also in need of new equipment. One of the highest priorities of the police department is the acquisition of additional vehicles to establish a home fleet program and decrease vehicle maintenance costs and down time. A need for additional equipment to assist officers in their duties also exists. The City should work with the police department to prioritize the needs of the various pieces of equipment and complete a long-term budget plan for the purchase of the equipment. The need for additional manpower is also a concern of the department and should be addressed in future budget discussions.

## **Action Step 3: Replace fire station #2 on Roxalana Road**

The current fire station on Roxalana Road has become too small for fire department trucks. The current site may not have enough land area to support a larger building. Therefore, the construction of a bigger station may also include the need for a new location. The City should first determine if the current site can support a new station and, if not, begin the process of finding a piece of property that can.

## **Action Step 4: Develop an equipment replacement schedule for the public works department**

The public works department has several pieces of equipment that are in need of replacement. The purchase of new equipment will be a costly undertaking for the City. Therefore, an equipment replacement schedule should be developed so that items are prioritized based on need and then budgeted annually by the City.

## **Action Step 5: Develop a road maintenance plan**

The public works department maintains several roadways within the City of Dunbar. Many of the roads are in need of repair. The department should first assess each road and determine the condition. This will help prioritize those that are in immediate need of repair. The information gathered should then be placed on maps so that employees can visualize the issues.

For large road improvements, such as road resurfacing, a schedule of 15-20 years should be created. For minor repairs that are more frequent, such as potholes and cracks, a five year schedule should be created.

## **Action Step 6: Upgrade the public works shop and grounds to comply with stormwater regulations**

Stormwater runoff is a major source of pollution in communities throughout West Virginia. To reduce stormwater runoff, the federal government requires facilities to obtain a NPDES (National Pollutant Discharge Elimination System) permit and develop a stormwater management plan to prevent pollutants from being washed or dumped into Municipal Separate Storm Water Systems (MS4s). There are certain requirements that the City of Dunbar must follow to comply with their MS4 permit. This includes constructing a new garage that is large enough that all of the public works equipment can be stored inside and developing stormwater controls at the public works site.

# Chapter 4: Action Plan

## City of Dunbar Comprehensive Plan

### Goal 2

Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and do business

**Objective 1: Increase current economic development efforts to attract new business and industry**



### **Action Step 1: Consider employing an economic development specialist to help with marketing and business development strategies**

Currently there is no central organization to oversee business development in Dunbar. While there are many different people working on economic development within the City, there is no single point person. Therefore, an economic development specialist would be a great asset to the City of Dunbar. This individual would help existing businesses with any questions and expansion efforts and new businesses with possible locations for development. The specialist would also lead the marketing strategy for Dunbar. Other projects that the specialist could help with include a website to market vacant commercial/industrial properties and hosting business breakfasts with the mayor/council.

### **Action Step 2: Develop a marketing and branding campaign to raise awareness of all that Dunbar has to offer**

Dunbar has much to offer to businesses, as well as many vacant commercial and industrial buildings for businesses wishing to establish or relocate. However, many businesses and industry are simply not aware of all that the City has to offer. Therefore, the City needs to develop a marketing and branding campaign to raise awareness. The campaign should include the development of a brochure highlighting all the great assets in Dunbar, as well as a slogan. The City has recently developed a new logo. This logo needs to be expanded upon and included in all official City business. If the City were to hire an economic development specialist, the specialist could lead this effort. The specialist could then also work with local media to advertise all that Dunbar has to offer.

## Objective 2: Identify areas for new development to increase the tax base



### Action Step 1: Annex surrounding lands to increase tax base and potential development areas

Currently the City of Dunbar is mostly built-out with no room for new development. The City is in need of new development to increase their tax base to be able to continue to provide high quality services to residents. Areas that the City would like to consider in the future for annexation are shown on **Map 4.1: Future Land Use** and include:

- ♦ Fairlawn Avenue
- ♦ Charles Avenue to Shawnee Park
- ♦ Area between Wine Cellar Park and Route 62
- ♦ Area between Dogwood Lane and Dutch Hollow Road

Currently the Dutch Hollow Road area does not have public sewerage. Therefore, the City would have to consider the extension of public sewerage in any future development plans in the area.

## Objective 3: Improve the aesthetics of Dunbar



### Action Step 1: Focus revitalization efforts in the central business district

One of the main issues within Dunbar is the lack of a defined central business district. The City has designated a central business district on **Map 4.1: Future Land Use**. The City should focus the following revitalization efforts in this area:

- ♦ Amend the zoning ordinance to allow incentives for businesses to locate in the district
- ♦ Advertise the B&O tax credit that the City currently offers to businesses in this area
- ♦ Place appropriate signage identifying the central business district
- ♦ Inventory the number of vacant and/or dilapidated buildings to gain a better understanding of the number and location of vacancies in order to market buildings to developers



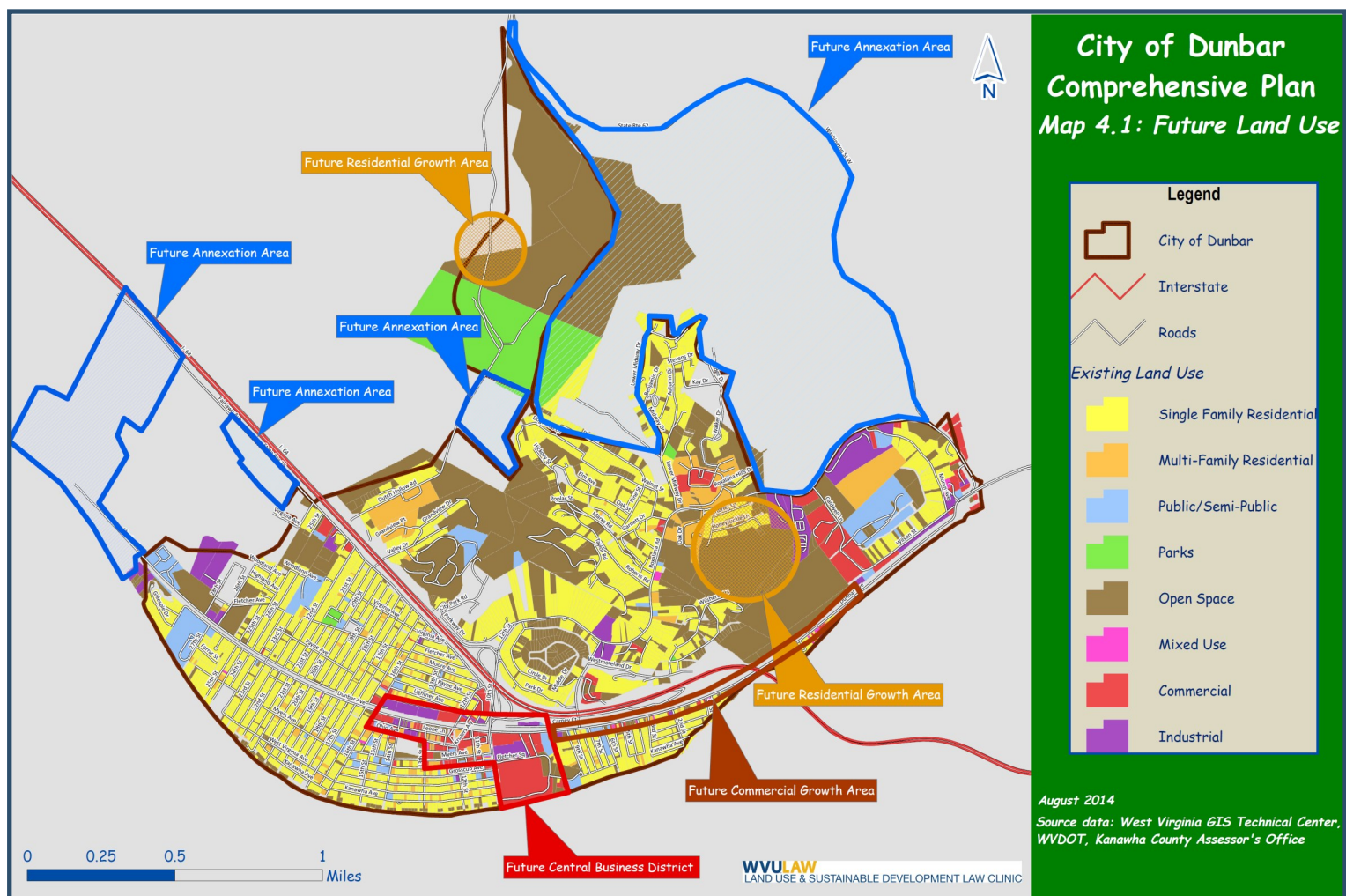
# Chapter 4: Action Plan

## City of Dunbar Comprehensive Plan

### Action Step 2: Revise the zoning ordinance to be consistent with the Comprehensive Plan and to help encourage new growth

The current zoning ordinance in Dunbar has not been updated in many years. Therefore, many changes are needed so that the zoning ordinance is consistent with the comprehensive plan. There are various administrative and organizational issues with the ordinance that should first be addressed. Other issues include the revision of zoning districts to reflect changes that have been made over the years in Dunbar. For instance, the residential districts have minimum lot sizes based on the availability of water and sewer, which is not an issue today. The residential districts should also be reviewed to ensure they include flexible regulations that allow for affordable housing and housing for persons with disabilities.

The three commercial districts should be examined to determine if some districts should be combined. One district could be created that allows only for smaller commercial uses and another district that allows for larger scale commercial uses. An updated industrial district would include both light and heavy industrial districts. The placement of the zoning districts should also be revised to better serve the needs of City residents. **Map 4.1: Future Land Use** should be used as a guide for updating the zoning map for the City.





## Chapter 4: Action Plan

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*August 2014*

The future land use map details future annexation areas, as well as growth areas. The future growth areas are intended to serve as preferred development areas in accordance with the West Virginia Code, Chapter 8A: Land Use Planning.

As the City is urban in nature and does not have any lands that are classified as agriculture or conservation, rural lands were not identified on the future land use map. The City plans to continue to grow with possible annexation of lands and therefore will continue a more urban, built-out land use pattern with any new development.

# Chapter 4: Action Plan

## City of Dunbar Comprehensive Plan

### Goal 3

Provide for a safe transportation network that encourages a pedestrian friendly environment



**Objective 1: Ensure that residents can walk throughout Dunbar in a safe manner**

**Action Step 1: Develop a sidewalk program to prioritize sidewalk improvements**

Many sidewalks are in need of repair throughout the City of Dunbar. The City should develop a sidewalk program to prioritize the most needed repairs, as well as construction of new sidewalks. The sidewalk program would utilize a point system to establish which sidewalks should be repaired or constructed first. The point system would take into account the following factors:

- ◆ Sidewalks proximity to parks, local government facilities, schools, businesses, etc.
- ◆ Connectivity with other sidewalks
- ◆ Average daily foot traffic
- ◆ Topography of street
- ◆ Conflicts with other utilities
- ◆ Available right-of-way

Many residents are unaware that property owners are responsible for repairs to the sidewalk in front of their property. The City needs to better educate property owners on their responsibility. The City should also consider using the public works department to repair sidewalks, which would significantly decrease the cost to the property owner. The property owner would then only be responsible for the cost of the materials. The sidewalk program should also include the construction of ADA accessible sidewalks.

**Action Step 2: Conduct a feasibility study to determine if Dunbar City Park and Wine Cellar Park could be connected by a recreational trail**

The City desires more recreational trails throughout its boundaries and one possibility is a recreational trail connecting Dunbar City Park and Wine Cellar Park. This would be a great asset to the City as this area is wooded and scenic and would make an excellent place for residents and visitors to enjoy nature. The City would first have to determine the route of the trail. Once a route is established, the City should determine property ownership along the route and contact property owners to see if they would be willing to donate or sell land for the trail or allow an easement for trail access.

## Objective 2: Improve access to Dunbar to increase development opportunities

### Action Step 1: Re-open the 12<sup>th</sup> Street Mall to allow vehicular traffic

Many years ago 12<sup>th</sup> Street was closed to vehicular traffic in order to construct a pedestrian mall to attract people into the downtown of Dunbar. Unfortunately the closure had the opposite effect as many businesses experienced a decrease in sales and eventually closed their doors. Therefore, the City should consider re-opening 12<sup>th</sup> Street to allow for vehicular traffic to encourage businesses to re-locate to the area.

Dunbar recently completed a streetscape plan for the City that includes four different phases. Currently two phases have been awarded grants that will help beautify sections of the downtown. Construction should begin soon. Funding for the re-opening of 12<sup>th</sup> Street should be a priority in any future grant applications for additional phases to the streetscape project.

### Action Step 2: Consider extending Charles Avenue to 10<sup>th</sup> Street to allow for better access to and from the Interstate to this section of the City

Currently many trucks traveling to business and industry on Charles Avenue get stuck on the railroad tracks. By extending Charles Avenue to 10<sup>th</sup> Street, trucks would have a direct route into the Charles Avenue area. This would also open up this area for additional commercial development as it is located adjacent to the Interstate. This project would be a partnership between the City, private developers, and the West Virginia Department of Transportation.



## Objective 3: Increase parking options throughout the Central Business District

### Action Step 1: Open leased parking spaces for public parking in the Central Business District

Currently the City is leasing parking spaces to local businesses and employees. However, many of these spaces are not leased or used. In addition, residents or visitors wishing to find parking downtown may be discouraged as all the spaces are designated for lease holders. Therefore, the City should designate spots for public parking to encourage more people to come into the downtown.

### Action Step 2: Install signage directing residents and visitors to parking locations

Once the City opens up parking spaces for public parking, signs should be installed throughout the City directing people to the public parking locations.

# Chapter 4: Action Plan

## City of Dunbar Comprehensive Plan

### Goal 4

Provide for diverse types of housing that support all segments of the population

**Objective 1: Develop a housing program for vacant and dilapidated homes**



#### Action Step 1: Identify all vacant and dilapidated homes

One of the biggest issues in Dunbar is vacant or dilapidated homes. Most of the homes are scattered throughout the City, making it difficult to determine how many exist. The City therefore should develop an inventory of all vacant and dilapidated homes. The properties should be rated on their present condition, ownership, code violations, fire and police calls, and tax status. This inventory will help the City in prioritizing which structures should be demolished.

#### Action Step 2: Pursue Home Rule status to allow the City to address vacant building and maintenance issues

Present state law hinders the building inspector in the efficient enforcement of the building code and local ordinances addressing vacant properties and property owners that fail to maintain properties. The City should apply to participate in the Home Rule Pilot Program and develop procedures that provide efficient enforcement of city ordinances and building code provisions relating to property maintenance and vacant buildings.



## **Implementation**

The development of a comprehensive plan is often easier than actually implementing the plan and incorporating the plan's vision into every day government functions. The departments and committees must use the plan when preparing budgets and planning for future projects. The comprehensive plan should also be considered when developing the annual budget. Dunbar should also publish the plan and use the plan as a marketing tool.

## **Regional Planning**

Intergovernmental cooperation is essential in land use planning. Communities don't exist in a vacuum and should plan with surrounding jurisdictions as much as possible. Therefore, several of the recommendations in the Action Plan involve partnerships and cooperation between various organizations and forms of government. The City of Dunbar realizes the importance of regional planning and has already established working relationships with other governments and organizations. The City should continue their working relationships with Kanawha County and other organizations to help with implementation of the Comprehensive Plan. The City should also consider working relationships with other communities in Kanawha County. Other communities can provide key insights on how they have implemented planning projects.

## **Financial Implications**

Many of the projects detailed in the Action Plan will be costly for the City of Dunbar to implement. However, there are many other funding sources the City should consider when budgeting for implementation. Below is a list of funding opportunities that should be considered when implementing the plan.

The City should also continue to work with the Region 3 Planning and Development Council to determine if there are grants that would be available to help with implementation of the plan.

## ***Appalachian Regional Commission***

The Appalachian Regional Commission (ARC) provides federal grant funds for the support of economic and community development in West Virginia. The goal of ARC is to create opportunities for self-sustaining economic development and improved quality of life.

Projects approved for ARC assistance must support one of the four general goals:

- Strengthen the capacity of the people of Appalachia to compete in the global economy.
- Increase job opportunities and per capita income in Appalachia to reach parity with the nation.
- Develop and improve Appalachia's infrastructure to make the Region economically competitive.
- Build the Appalachian Development Highway System to reduce Appalachia's isolation.

Activities generally eligible for funding include, but are not limited to, projects that:

- Improve infrastructure for community and economic development.
- Improve educational opportunities and workforce skills.
- Increase civic and leadership capacity.
- Increase entrepreneurial opportunities.
- Improve health care resources.

# Chapter 4: Action Plan

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## *City of Dunbar Comprehensive Plan*

### ***Benedum Foundation***

The mission of the Benedum Foundation is to encourage human development in West Virginia and Southwestern Pennsylvania through strategically placed charitable resources. The foundation gives two types of grants; education and economic development.

#### ***Flex-E-Grant***

Flex-E-Grant is a small grant, up to \$10,000 total project cost, that may be used to support local leadership, civic engagement and capacity building.

Flex-E-Grant is a joint effort of the West Virginia Development Office (WVDO), the ARC and the Claude W. Benedum Foundation. WVDO continues to collaborate with many other organizations on the Flex-E-Grant project.

#### ***Governors Community Participation Grant Program***

The Governor's Community Partnership program provides state grant funds for community and economic development projects throughout West Virginia. The program enables communities to expand, build and improve a variety of public facilities and services.

Eligible activities include but are not limited to permanent public improvements related to the following:

- City hall and courthouse facilities
- Community centers
- Construction and renovation of public facilities
- Demolition
- Economic development
- Emergency services and law enforcement
- Flood and storm drainage
- Business and industrial parks
- Land and property acquisition
- Libraries
- Parks and recreation
- Parking facilities
- Preservation and beautification
- Street and sidewalk repair
- Technology
- Water and wastewater facilities and services

#### ***KaBOOM***

KaBoom is a non-profit organization that is dedicated to creating play spaces for children throughout the United States. KaBoom often administers grant programs by matching communities with funding partners. Their most popular program is the Community Partner Program. This program matches either non-profits or municipal governments with funding partners to provide funding for building playgrounds.

## ***Land and Water Conservation Fund***

The Land and Water Conservation Fund program (LWCF) provides supplemental federal funding for the acquisition and/or development of high-quality, public outdoor recreational areas throughout West Virginia. Proposed projects must be consistent with the Statewide Comprehensive Outdoor Recreation Plan (SCORP). Park renovations, expansions to promote active lifestyles, innovation in community cores, attracting or retain visitors to an area, development of trailheads or preservation of other natural areas to impact community health objectives and brownfields renewal efforts will receive funding priority.

Eligible activities include but are not limited to the development of outdoor recreation resources related to the following:

- ◆ Land acquisition for parklands
- ◆ Development or renovation of the following types of outdoor recreational facilities:
  - ◆ Campgrounds
  - ◆ Picnic areas
  - ◆ Sports and playfields
  - ◆ Golf courses
  - ◆ Swimming facilities
  - ◆ Boating facilities
  - ◆ Fishing facilities
  - ◆ Hunting areas
  - ◆ Trails
  - ◆ Winter sport facilities
  - ◆ Support facilities (walks, utilities, bathrooms, etc.)
  - ◆ Amphitheaters
  - ◆ Lake impoundments
  - ◆ Visitor information centers
  - ◆ Interpretive centers

## ***Neighborhood Investment Program***

The Neighborhood Investment Program (NIP) increases charitable giving to local nonprofit organizations. The program allows 501(c)3 designated charitable organizations to apply for tax credit vouchers. These organizations distribute the vouchers to contributing businesses and individuals. By donating to approved NIP organizations, contributors can support their communities and earn credits to reduce certain West Virginia taxes.

The West Virginia Legislature sets aside \$2.5 million annually in state tax credits for the NIP. To participate, a 501(c)3 charitable organization must apply to the West Virginia Development Office. Upon meeting program requirements and obtaining approval from the NIP Advisory Board, organizations are awarded tax credit vouchers. Businesses and individuals that contribute to NIP-approved organizations are eligible to receive up to 50 percent of the contributed amount in the form of state tax credits. Donors may use the credits to reduce liability for the Corporate Net Income Tax, the Business Franchise tax or the Personal Income Tax.

Projects generally eligible for program participation include but are not limited to the following:

- Health clinics
- Homeless shelters

# Chapter 4: Action Plan

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## *City of Dunbar Comprehensive Plan*

- Educational programs
- Housing programs
- Preservation/revitalization activities
- Domestic violence shelters
- Children's shelters
- Meal delivery programs
- Senior citizens' centers
- Community foundations
- Scholarship programs
- Hospice care
- Transportation programs
- Day care centers
- Counseling services
- Services for the disabled

## ***Preserve America***

The Preserve America grant program supports activities related to heritage tourism and the use of historic properties as economic and educational assets.

## ***Small Cities Block Grant Fund***

The Small Cities Block Grant program (SCBG) provides federal funds for community and economic development projects throughout West Virginia. The program supports job creation and retention efforts, local government efforts to provide affordable infrastructure systems and community efforts to improve the quality of life for low- to moderate-income citizens. Eligible units of local government may receive SCBG funds if they are documented to fulfill one of three national objectives:

- Activities benefiting low- and moderate-income people.
- Activities that aid in the prevention or elimination of slums or blight.
- Activities designed to meet community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and where other financial resources are not available to meet such needs.

Activities generally eligible for funding include but are not limited to permanent public improvements related to the following:

- Community centers/senior citizen centers
- Construction and renovation of public facilities
- Demolition
- Economic development
- Flood and storm drainage
- Acquisition
- Parks and recreation
- Preservation and beautification
- Technology
- Water and wastewater facilities and services
- Community facilities renovation/construction



## ***Smart Growth Implementation Assistance***

The Smart Growth Implementation Assistance (SGIA) program provides assistance from national experts to help communities explore barriers to smart growth implementation and pilot innovative ideas that create more sustainable communities. EPA will provide technical assistance to successful applicants.

## ***Transportation Alternatives Program (TAP)***

TAP provides funding for programs and projects defined as transportation alternatives, including on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; safe routes to school projects; and projects for planning, designing, or constructing boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

The TAP program now funds projects that would have previously been considered under the Transportation Enhancement and Safe Routes to Schools Programs.



Recommendation	Priority	Reference page #	Responsible Party	Potential Partners	Estimated Costs	Funding Sources
<b>Goal 1: Develop and maintain the current community amenities to meet the needs of all current and future residents</b>						
Continue to make improvements to Wine Cellar Park, including the construction of camping facilities	High	4-3	City of Dunbar	Athletic Boosters	Dependent on the scope of the project	General fund, grant sources
Improve current recreation facilities at Dunbar City Park	Medium	4-3	City of Dunbar	Athletic Boosters	Dependent on the scope of the project	General fund, grant sources
Improve signage that directs residents and visitors to river access areas	Low	4-3	City of Dunbar	N/A	Vehicular signage- \$2,000-\$3,000	General fund
Offer recreational and community events to attract visitors into Dunbar, as well as to increase visitors to the City	High	4-4	City of Dunbar	Athletic Boosters	Dependent on the type and number of activities held	General fund
Replace equipment at the pocket park located on Westmoreland Drive	High	4-4	City of Dunbar	Athletic Boosters	Commercial playground equipment ranges from \$10,000-\$100,000 depending on type and size	General fund, grant sources
Determine the feasibility of continuing to maintain the Autumn Drive park	Low	4-4	City of Dunbar	N/A	Staff time	General fund
Continue to maintain 15th Street park	Low	4-4	City of Dunbar	N/A	Staff time	General fund
Budget for the replacement of new equipment and additional manpower for the fire department	High	4-4	City of Dunbar	Kanawha County Public Safety Grants Committee	1985 Aerial Platform Truck-\$1,000,000 Additional manpower- Dependent on number of employees hired	General fund, grant sources
Budget for the replacement of new equipment and additional manpower for the police department	Medium	4-5	City of Dunbar	N/A	Acquisition of additional vehicles, equipment, and manpower all dependent on scope of the purchases	General fund, grant sources
Replace fire station #2 on Roxalana Road	Medium	4-5	City of Dunbar	N/A	Dependent on the scope of the project	General fund, grant sources
Develop an equipment replacement schedule for the public works department	Medium	4-5	City of Dunbar	N/A	Staff time	General fund
Develop a road maintenance plan	High	4-5	City of Dunbar	N/A	Staff time	General fund
Upgrade the public works shop and grounds to comply with stormwater regulations	Medium	4-5	City of Dunbar	N/A	Dependent on scope of the project	General fund

Recommendation	Priority	Reference page #	Responsible Party	Potential Partners	Estimated Costs	Funding Sources
<b>Goal 2: Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and do business</b>						
Consider employing an economic development specialist to help with marketing and business development strategies	High	4-6	City of Dunbar	N/A	Dependent on number of hours worked per week	General fund
Develop a marketing and branding campaign to raise awareness of all that Dunbar has to offer	High	4-6	City of Dunbar	N/A	Minimum \$500 for brochure, more when factoring in branding and marketing efforts	General fund
Annex surrounding lands to increase tax base and potential development areas	High	4-7	City of Dunbar	Kanawha County	Staff time and attorney fees	General fund
Focus revitalization efforts in the central business district	High	4-7	City of Dunbar	N/A	Amend zoning ordinance: Simple amendment- staff time and attorney fees, total update- \$20,000-\$30,000 Advertise B&O tax credit- Staff time Signage-\$2,000-\$3,000 Inventory of vacant/dilapidated buildings- Staff time	General fund
Revise the zoning ordinance to be consistent with the Comprehensive Plan and to help encourage new growth	High	4-8	City of Dunbar	WVU Land Use and Sustainable Development Law Clinic	Total update to zoning ordinance- \$20,000-\$30,000	General fund
<b>Goal 3: Provide for a safe transportation network that encourages a pedestrian friendly environment</b>						
Develop a sidewalk program to prioritize sidewalk improvements	High	4-10	City of Dunbar	N/A	Staff time	General fund
Conduct a feasibility study to determine if Dunbar City Park and Wine Cellar Park could be connected by a recreational trail	Low	4-10	City of Dunbar	N/A	Feasibility study-\$10,000-\$20,000 depending on scope of the project	General fund, grant sources
Re-open the 12 <sup>th</sup> Street Mall to allow vehicular traffic	High	4-11	City of Dunbar	WV DOT	Dependent on scope of the project	General fund, grant sources
Consider extending Charles Avenue to 10 <sup>th</sup> Street to allow for better access to and from the Interstate to this section of the City	High	4-11	Private developers	City of Dunbar, WV DOT	Dependent on scope of the project	Private developers
Open leased parking spaces for public parking in the Central Business District	High	4-11	City of Dunbar	N/A	Staff time	General fund
Install signage directing residents and visitors to parking locations	High	4-11	City of Dunbar	N/A	Cost of signage- \$300-\$1,000	General fund
<b>Goal 4: Provide for diverse types of housing that support all segments of the population</b>						
Identify all vacant and dilapidated homes	High	4-12	City of Dunbar	N/A	Staff time	General fund
Pursue Home Rule status to allow the City to address vacant building and maintenance issues	High	4-12	City of Dunbar	WVU Land Use and Sustainable Development	Staff time and attorney fees	General fund



# APPENDICES



**APPENDIX 1:**  
**PUBLIC**  
**PARTICIPATION**  
**PROCEDURES**





**City of Dunbar, West Virginia**  
**Planning and Zoning Board**  
**The Comprehensive Plan Procedures for Public Input**

Pursuant to the requirements of W. Va. Code § 8A-3-6(c), the Planning and Zoning Board (hereinafter "Board") of the City of Dunbar, West Virginia (hereinafter "City") hereby adopts the following procedures to encourage and promote public participation in the drafting of the City's comprehensive plan. The comprehensive plan is being drafted pursuant to W. Va. Code § 8A-1-1.

- (1) Prior to recommending a new or amended comprehensive plan, the Board will hold a public meeting on the new or amended comprehensive plan. The purpose of a public meeting is to gather input from the general public as to the City's strengths, weaknesses, opportunities and threats as they pertain to matters in the comprehensive plan.
- (2) The Board will request input from other affected governing bodies and units of governments that may be affected by the adoption of the comprehensive plan.
- (3) Under W. Va. Code § 8A-3-6(b), once the Board has completed a draft of the comprehensive plan, and before submitting a plan to the City Council for adoption, it must publicize and hold a public hearing on the draft of its plan.
  - a. More particularly, under W. Va. Code § 8A-3-6(b), at least thirty(30) days prior to the date set for the public hearing, the Board will publish a notice of the date, time and place of the public hearing as a Class I legal advertisement in compliance with the provisions of article three, chapter fifty-nine of the West Virginia Code. The notice shall run in a general circulating publication, the publication area will be the area that will be covered by the comprehensive plan.
  - b. In addition to the requirements at W. Va. Code § 8A-3-6(b), above, the Board will publish its draft of the comprehensive plan at least thirty (30) days prior to the public hearing. Specifically, the Board will post a draft of the plan on the Town's website, and will post hardcopies for public review at the Dunbar City Hall.
- (4) For purposes of this comprehensive planning process, the Board considers the "community" of the City of Dunbar to be broader than just full-time residents within the corporate borders. For input into the comprehensive planning process, the Board will look to business owners who live outside the corporate borders, part-time residents, those who are employed in the City but live outside the corporate borders, visitors, and others.
- (5) Public notice of Board meetings will be given pursuant to the West Virginia Open Governmental Proceedings Act, where applicable.
- (6) No provision herein shall be construed as limiting the Board's ability to engage in additional public participation efforts as the Board deems appropriate. No provision herein shall prohibit the Board from amending these procedures.

Adopted this 13 day of May, 2013.

H.B. Brown  
Chairperson

Carolyn O'Brien ward 1  
Mayor Member

H.B. Brown  
Member

Paula Rogers ward 4  
Member

H.Q. Hargis  
Member

Conie Gooden Ward 4  
Member

Bob Hammon Ward 3  
Member

Sam W. Sam ward 2  
Member

Member

Ronny Nutter ward 3  
Member

# **APPENDIX 2:**

# **PUBLIC INPUT**





# DUNBAR COMPREHENSIVE PLAN

## *PUBLIC MEETING RESULTS*

### Strengths Station

- Small town
- Interstate access
- Community
- Reasonable fees
- Friendly, small town flair
- Good services-police and fire
- Senior services

### Opportunities Station

- Upgrade sewer
- Don't be a litter bug
- Public parking
- Better businesses
- Book stores
- Coffee shop
- Not big box stores
- Build water park
- Advertise Dunbar
- Trash clean-up
- More restaurants
- More sidewalks to pool
- Urban agriculture
- Spray park
- Open main 12th back up
- More street lights in alleys
- Air conditioned recreation center
- Dairy Queen
- Stein Mart
- Dress Barn
- River Access

### Challenges Station

- Need to keep police from leaving
- Stop sign at 24th street on hillside
- Traffic is too fast through town
- Too many police
- Police need more training
- Nothing for kids to do
- No place to walk, no designated trail
- Sidewalks

- Lack of communication
- Scoop is not updated or distributed to everyone
- Nothing to do as family
- Rec center not open for entire public, not an open gym, is in a bad location
- Block yard sales should be banned so that homeowners can come home without having their parking spaces comprised
- Don't put grass clippings in street, clogs the drains
- Street lights in alleys (23rd/24th street)
- Property maintenance
- Street lights

### Threats Station

- Landlords need to make renters keep up with property and grass
- Drugs
- Not knowing neighbors
- Sketchy areas
- Ohio avenue-drugs
- Theft
- Older homes are dilapidated
- Land with trash
- Complacency-people not getting involved
- Fire threat- trash around stove on 24th street
- Meth labs

### Land Use Station

- City Park needed at Dunbar Plaza
- Develop green space into parks
- Revise floodzone
- Rezone Dunbar Avenue from B1 to B2
- Expand wine cellars to accept motor homes for overnight stay
- Wine cellar park needs an amphitheater
- Develop for large commercial business on Northside of Railroad 10th to 16th on Charles Avenue
- North of Fletcher Square should be

# DUNBAR COMPREHENSIVE PLAN

## *PUBLIC MEETING RESULTS*

- commercial
- Mixed use near 10th street should be commercial
- Annex east of Roxalaa Hills Drive
- Develop greenspace west of Westmoreland Drive
- Need spray/sprinkle park
- Implement urban agriculture ordinance
- Repurpose dilapidated buildings into multifamily residential, especially on east end
- Sweet Brier from Industrial to Mixed Use (limit extra development given limits of sewer)
- Bring commercial space to empty lot at Dunbar Plaza
- Revitalize Old Kroger
- More commercial (restaurants) near Interstate exit
- More retail
- Address dilapidated buildings on Charles Avenue
- More Franchise Businesses
- New business in Ames Property (incentives)
- Need an alternative use for library if library shuts down
- Revitalize Charles Ave from 10th street to 16th street and turn into Mains Street
- Bushes/trees blocking vision to go onto another street
- Public utilizes at Lake Anderson
- Impeach all Council members
- Street lights on 19th street, 300 block
- Clean up
- Pool in Dunbar
- Need to attract all family/ages to Dunbar-housing needed
- Kids activities
- Business growth
- Fix Dunbar Pool. Close Dunbar's involvement in Shawnee Pool. Spend Dunbar taxes in Dunbar.
- Discount for senior citizens on trash bills
- Bringing more business and tax revenue to Dunbar
- Limited access to Highland/Woodland Avenue needs to widen for safety
- Lawns

### Bubble Station

*"Spend my tax dollars on:"*

- Kids programs
  - Streets
  - Old Garcy building on Charles Avenue
  - Spray park
  - Expand wine cellar park-motor homes; amphitheater
  - Roads and street clean-up
  - Speed bumps
  - Replace antiquated city building-white elephant on City finances
  - Urban agriculture
-

# DUNBAR COMPREHENSIVE PLAN

## *FINAL PUBLIC MEETING RESULTS*

### Highest Priority Station

- Bring in new business to Dunbar to increase the tax base
- Maximize river usage to bring business to town (2)
- Develop and/or improve facilities and activities for children and teens
- New business development
- Upgrade sewer system/drainage in Dunbar (especially Roxalana Road where the ditches along the road fill and flood the street when there is a heavy rain)
- Clean up our town so others will desire to come in to live as well as new business will want to be a part of our town. We need some attention in seeing property owners maintain their property.

### Future Land Use Map Station

- No comments received
-



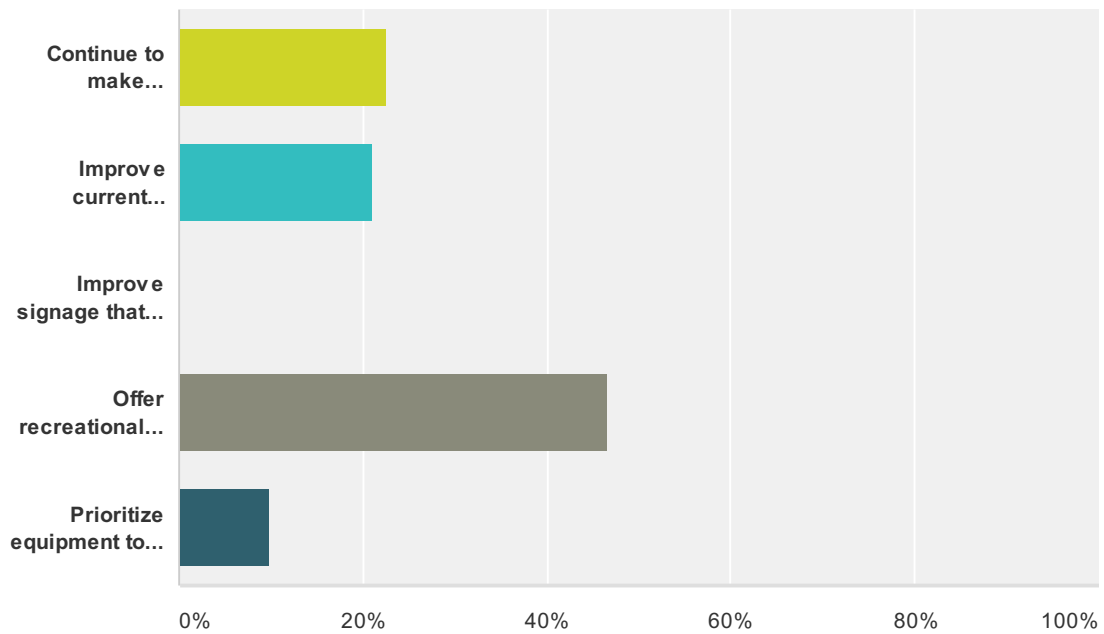


Recommendation	Priority
<b>Goal 1, Objective 1: Provide recreational opportunities for current residents and visitors</b>	
Continue to make improvements to Wine Cellar Park, including the construction of camping facilities	3
Improve current recreation facilities at Dunbar City Park	2
Improve signage that directs residents and visitors to river access areas	4
Offer recreational and community events to attract visitors into Dunbar, as well as to increase visitors to the City	13
Prioritize equipment to be replaced at the three pocket parks	1
<b>Goal 1, Objective 2: Ensure residents are served with high quality public safety services</b>	
Budget for the replacement of new equipment and additional manpower for the fire department	1
Budget for the replacement of new equipment and additional manpower for the police department	4
Replace fire station #2 on Roxalana Road	0
Develop an equipment replacement schedule for the Public Works Department	0
Develop a road maintenance plan	14
Upgrade the public works shop and grounds to comply with stormwater regulations	4

Recommendation	Priority
<b>Goal 2: Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and do business</b>	
Consider employing an economic development specialist to help with marketing and business development strategies	2
Develop a marketing and branding campaign to raise awareness of all that Dunbar has to offer	1
Annex surrounding lands to increase tax base and potential development areas	7
<b>Focus revitalization efforts in the central business district</b>	<b>14</b>
Revise the zoning ordinance to be consistent with the Comprehensive Plan and to help encourage new growth	0
<b>Goal 3: Provide for a safe transportation network that encourages a pedestrian friendly environment</b>	
Develop a sidewalk program to prioritize sidewalk improvements	5
Conduct a feasibility study to determine if Dunbar City Park and Wine Cellar Park could be connected by a recreational trail	1
Re-open the 12 <sup>th</sup> Street Mall to allow vehicular traffic	6
<b>Consider extending Charles Avenue to 10<sup>th</sup> Street to allow for better access to and from the Interstate to this section of the City</b>	<b>10</b>
Open leased parking spaces for public parking in the Central Business District	2
Install signage directing residents and visitors to parking locations	0
<b>Goal 4: Provide for diverse types of housing that support all segments of the population</b>	
Identify all vacant and dilapidated homes	7
Develop a system to track property maintenance complaints	3
<b>Pursue Home Rule status to allow the City to address vacant building and maintenance issues</b>	<b>14</b>

**Q1 Goal One: Develop and maintain the current community amenities to meet the needs of all current and future residents**  
**Objective 1: Provide recreational opportunities for current residents and visitors** Please choose the **ONE** action step which you feel is the most important to implement to achieve Goal One, Objective 1.

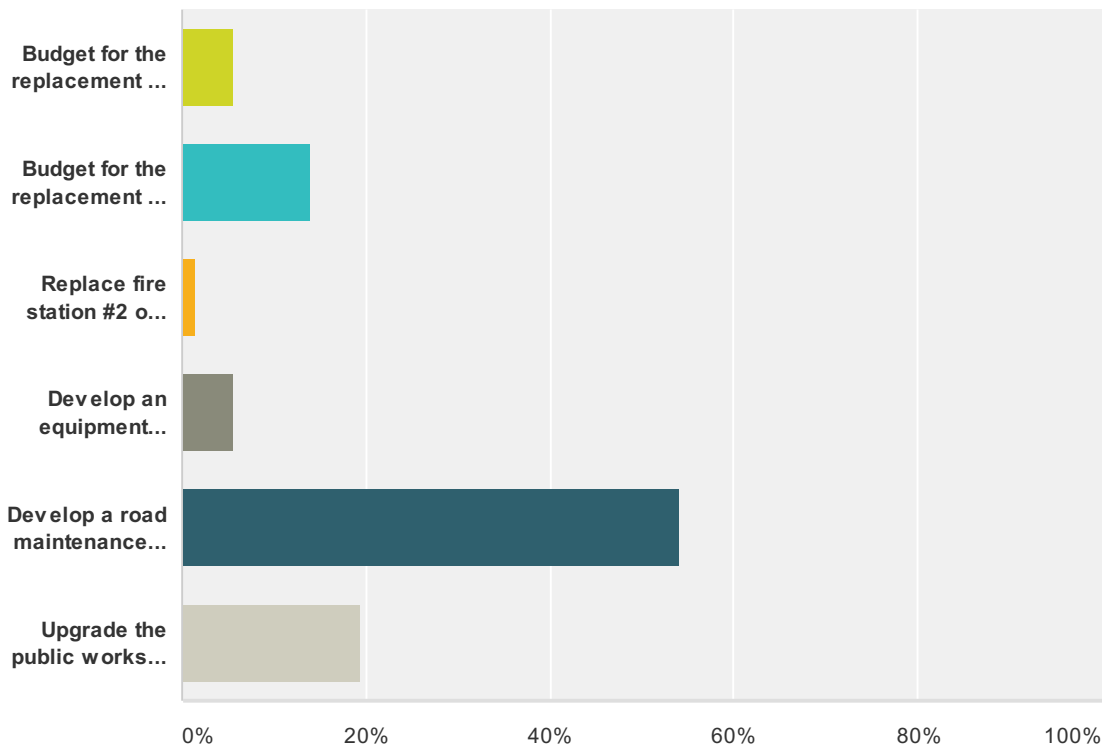
Answered: 71 Skipped: 3



Answer Choices	Responses	
Continue to make improvements to Wine Cellar Park, including the construction of camping facilities	22.54%	16
Improve current recreation facilities at Dunbar City Park	21.13%	15
Improve signage that directs residents and visitors to river access areas	0%	0
Offer recreational and community events to attract visitors into Dunbar, as well as to increase visitors to the City	46.48%	33
Prioritize equipment to be replaced at the three pocket parks	9.86%	7
<b>Total</b>		<b>71</b>

**Q2 Goal One: Develop and maintain the current community amenities to meet the needs of all current and future residents**  
**Objective 2: Ensure residents are served with high quality infrastructure and public safety services** Please choose the **ONE** action step which you feel is the most important to implement to achieve Goal One, Objective 2.

Answered: 72 Skipped: 2

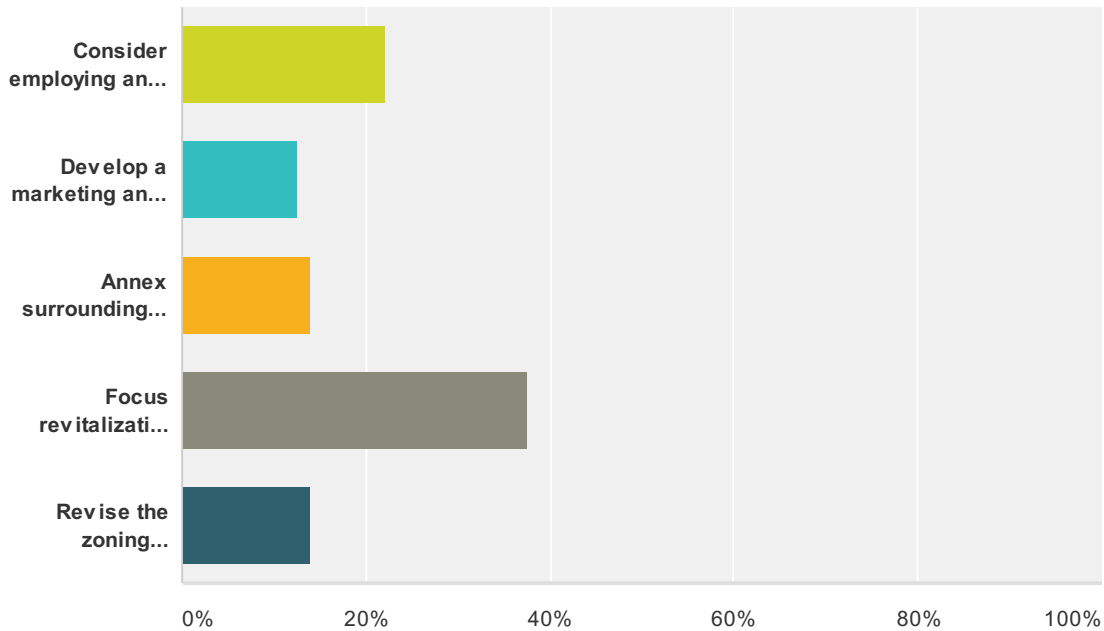


Answer Choices	Responses	
Budget for the replacement of new equipment and additional manpower for the fire department	5.56%	4
Budget for the replacement of new equipment and additional manpower for the police department	13.89%	10
Replace fire station #2 on Roxalana Road	1.39%	1
Develop an equipment replacement schedule for the Public Works Department	5.56%	4
Develop a road maintenance plan	54.17%	39
Upgrade the public works shop and grounds to comply with stormwater regulations	19.44%	14
<b>Total</b>		<b>72</b>



**Q3 Goal Two: Encourage revitalization, redevelopment, and infill development that make Dunbar a desirable place to live and do business Please choose the ONE action step which you feel is the most important to implement to achieve Goal Two.**

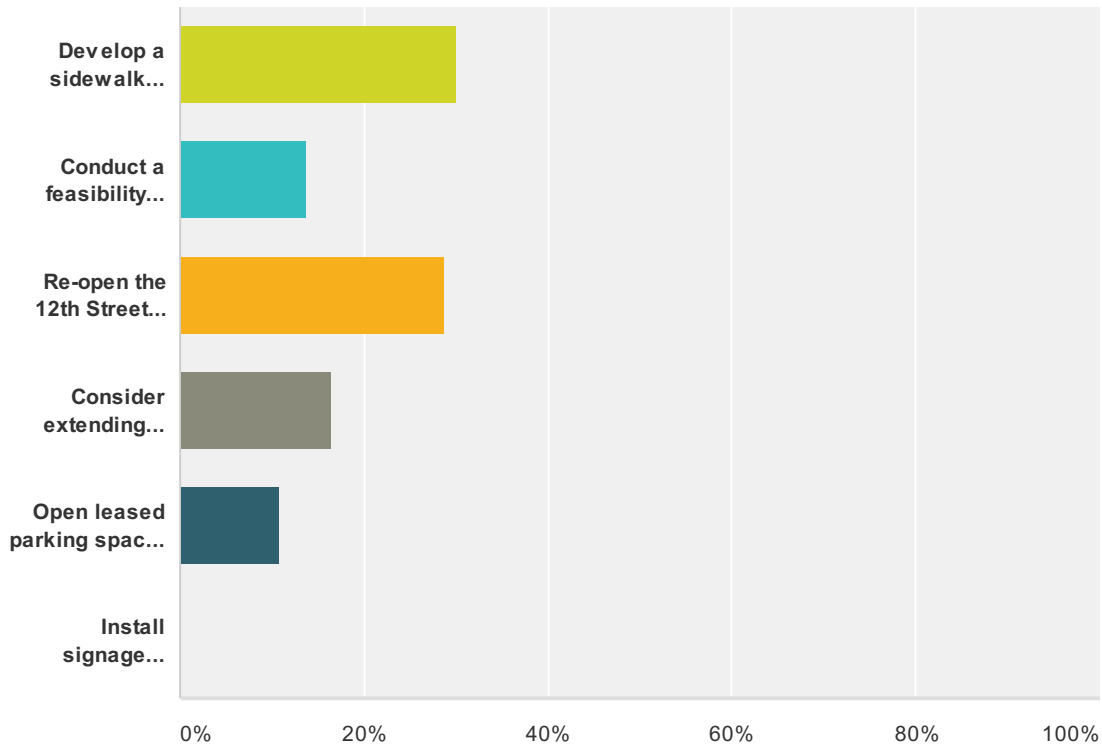
Answered: 72 Skipped: 2



Answer Choices	Responses	
Consider employing an economic development specialist to help with marketing and business development strategies	22.22%	16
Develop a marketing and branding campaign to raise awareness of all that Dunbar has to offer	12.50%	9
Annex surrounding lands to increase tax base and potential development areas	13.89%	10
Focus revitalization efforts in the central business district	37.50%	27
Revise the zoning ordinance to be consistent with the Comprehensive Plan and to help encourage new growth	13.89%	10
<b>Total</b>		<b>72</b>

**Q4 Goal Three: Provide for a safe transportation network that encourages a pedestrian friendly environment Please choose the ONE action step which you feel is the most important to implement to achieve Goal Three.**

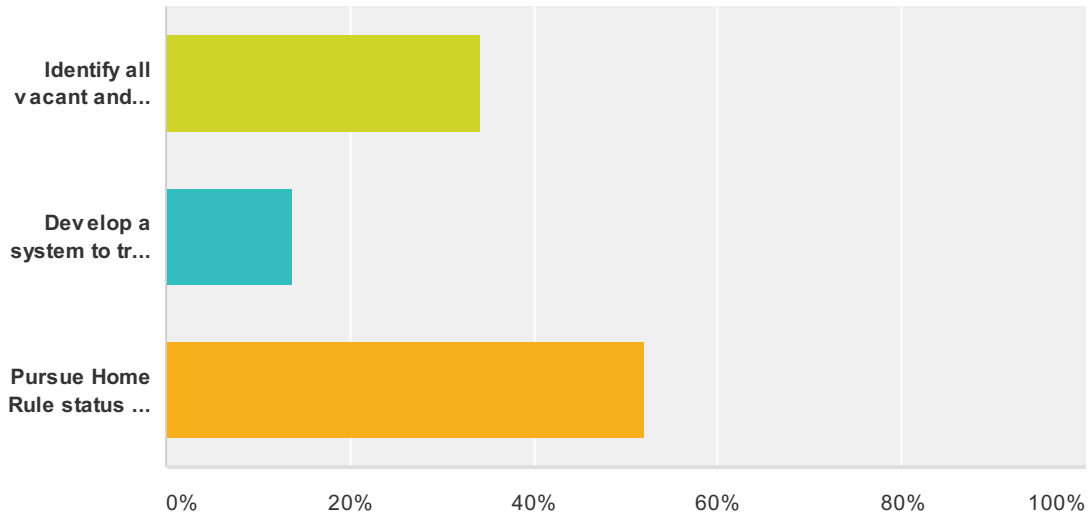
Answered: 73 Skipped: 1



Answer Choices	Responses
Develop a sidewalk program to prioritize sidewalk improvements	30.14% 22
Conduct a feasibility study to determine if Dunbar City Park and Wine Cellar Park could be connected by a recreational trail	13.70% 10
Re-open the 12th Street Mall to allow vehicular traffic	28.77% 21
Consider extending Charles Avenue to 10th Street to allow for better access to and from the Interstate to this section of the City	16.44% 12
Open leased parking spaces for public parking in the Central Business District	10.96% 8
Install signage directing residents and visitors to parking locations	0% 0
<b>Total</b>	<b>73</b>

**Q5 Goal Four: Provide for diverse types of housing that support all segments of the population Please choose the ONE action step which you feel is the most important to implement to achieve Goal Four.**

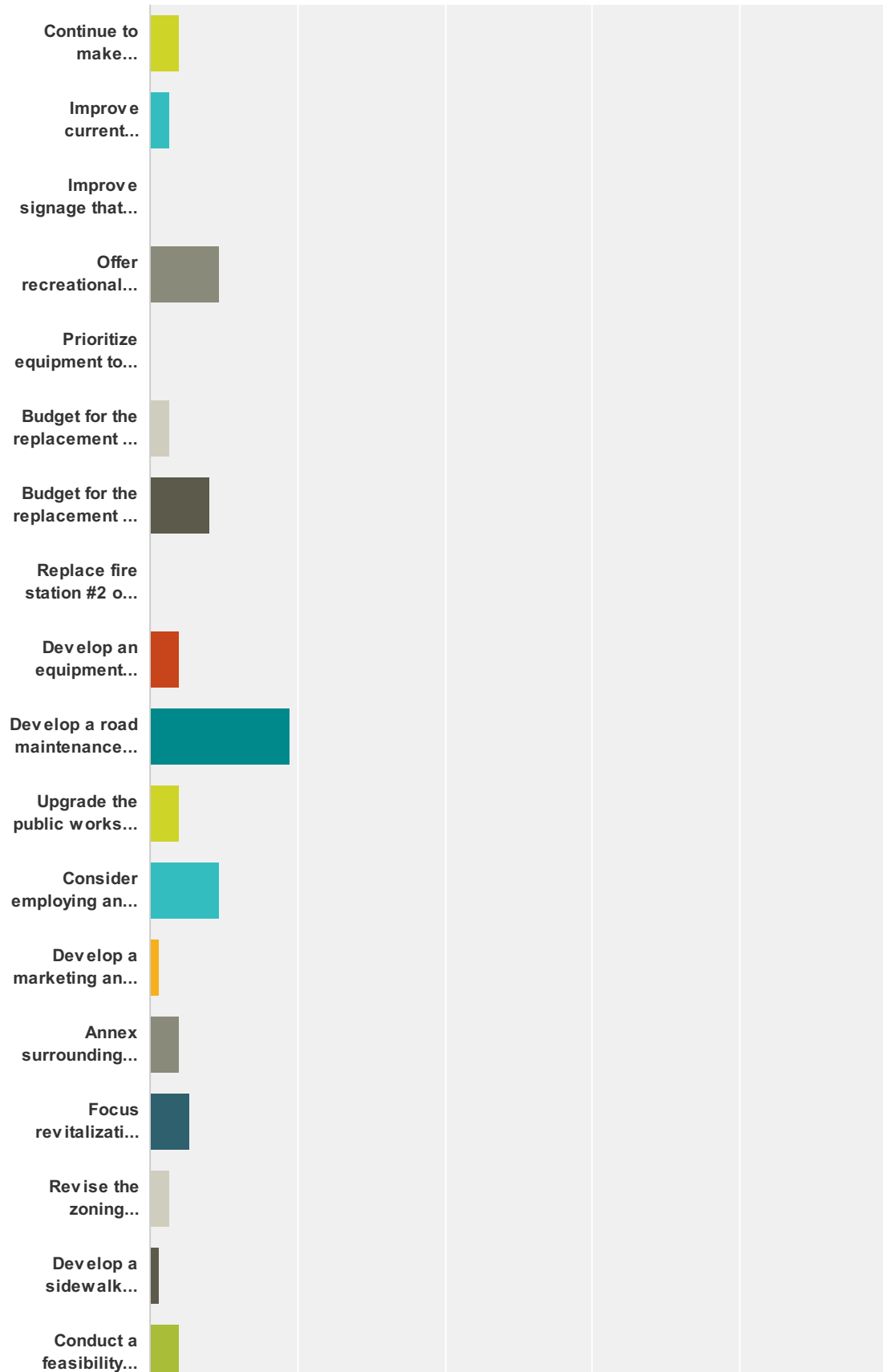
Answered: 73 Skipped: 1



Answer Choices	Responses	
Identify all vacant and dilapidated homes	34.25%	25
Develop a system to track property maintenance complaints	13.70%	10
Pursue Home Rule status to allow the City to address vacant building and maintenance issues	52.05%	38
<b>Total</b>		<b>73</b>

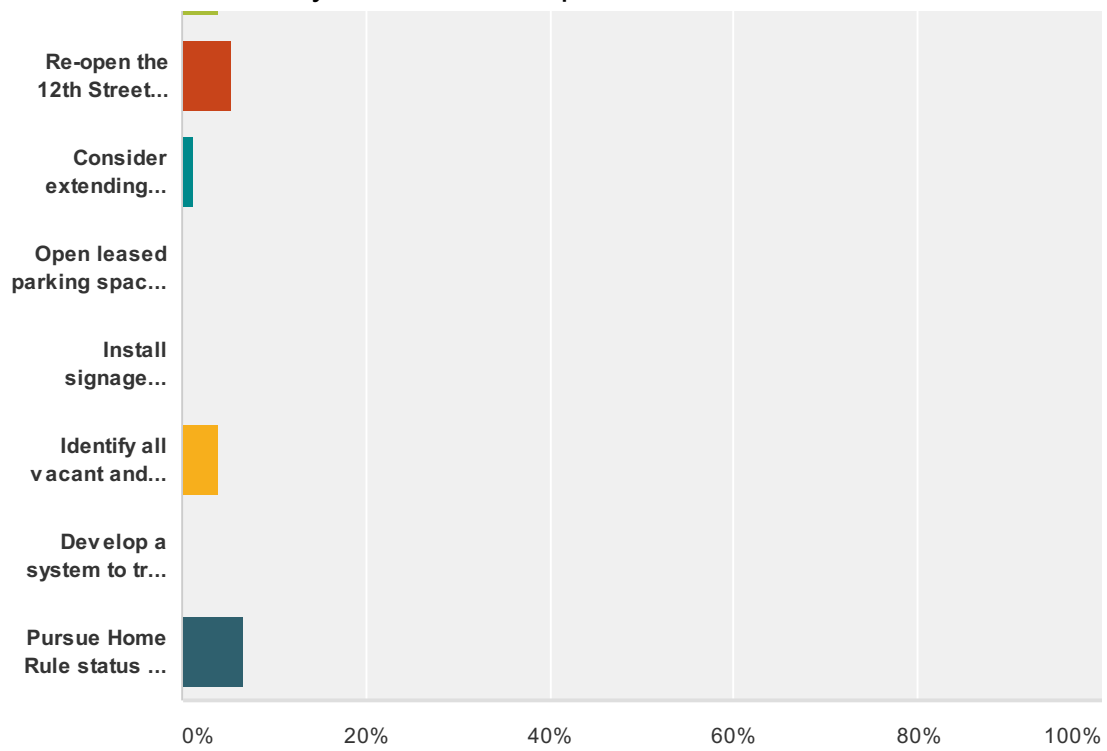
**Q6 Of all the action steps listed, which one do you feel should be the highest priority overall for the City?**

Answered: 74 Skipped: 0





## City of Dunbar Comprehensive Plan



Answer Choices	Responses	
Continue to make improvements to Wine Cellar Park, including the construction of camping facilities	4.05%	3
Improve current recreation facilities at Dunbar City Park	2.70%	2
Improve signage that directs residents and visitors to river access areas	0%	0
Offer recreational and community events to attract visitors into Dunbar, as well as to increase visitors to the City	9.46%	7
Prioritize equipment to be replaced at the three pocket parks	0%	0
Budget for the replacement of new equipment and additional manpower for the fire department	2.70%	2
Budget for the replacement of new equipment and additional manpower for the police department	8.11%	6
Replace fire station #2 on Roxalana Road	0%	0
Develop an equipment replacement schedule for the Public Works Department	4.05%	3
Develop a road maintenance plan	18.92%	14
Upgrade the public works shop and grounds to comply with stormwater regulations	4.05%	3
Consider employing an economic development specialist to help with marketing and business development strategies	9.46%	7
Develop a marketing and branding campaign to raise awareness of all that Dunbar has to offer	1.35%	1
Annex surrounding lands to increase tax base and potential development areas	4.05%	3
Focus revitalization efforts in the central business district	5.41%	4
Revise the zoning ordinance to be consistent with the Comprehensive Plan and to help encourage new growth	2.70%	2
Develop a sidewalk program to prioritize sidewalk improvements	1.35%	1
Conduct a feasibility study to determine if Dunbar City Park and Wine Cellar Park could be connected by a recreational trail	4.05%	3
Re-open the 12th Street Mall to allow vehicular traffic	5.41%	4

## City of Dunbar Comprehensive Plan

Consider extending Charles Avenue to 10th Street to allow for better access to and from the Interstate to this section of the City	<b>1.35%</b>	1
Open leased parking spaces for public parking in the Central Business District	<b>0%</b>	0
Install signage directing residents and visitors to parking locations	<b>0%</b>	0
Identify all vacant and dilapidated homes	<b>4.05%</b>	3
Develop a system to track property maintenance complaints	<b>0%</b>	0
Pursue Home Rule status to allow the City to address vacant building and maintenance issues	<b>6.76%</b>	5
<b>Total</b>		<b>74</b>

# **APPENDIX 3:**

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