



## *XV. Special Projects/ Grants*

### **Downtown Revitalization**

The downtown business and shopping district is a growing area within the Town of Bluefield with approximately 95% occupancy rate. The district is comprised of retail shops, service businesses, professional and medical offices, entertainment, and the performing arts. However there is a need for some changes to the aesthetics and economics in the district. The Town has completed the first steps of a Department of Housing and Community Development planning grant to help determine the long term goals and steps to expand and utilize the downtown district. In the upcoming years the Town will proceed with a streetscape program to develop a more pedestrian friendly downtown and to enhance the diversity of shopping and entertainment. The Town will also be examining the potential for the warehouse district and the opportunity to develop a possible business incubator, specialized shopping destination, and educational opportunity for the area. New lighting fixtures have been added to Virginia Avenue along the main street in front of the downtown businesses. Also, a pedestrian signal crossing has been added at the intersection of Virginia Avenue and South College Avenue.

### **Downtown Revitalization**

New lighting fixtures have been added to Virginia Avenue along the main street in front of the downtown businesses. Also, A pedestrian signal crossing has been added at the intersection of Virginia Avenue and South College Avenue. The Town of Bluefield considers downtown revitalization as a high priority community development need. The town over the past few years has taken a pro-active approach to community development by developing programs such as Evening Shade, Sunset at the Square, the Farmer's Market, and various other events to bring more people to downtown Bluefield, Virginia.



## *XV. Special Projects/ Grants*

### **Bailey Log Cabin**



The Bailey Log Cabin is one of the areas oldest homes. This log cabin known as the Hosmer Home, is the former Bailey Home. The cabin was located just outside of the Mercer County airport. It is thought to be originally owned by one of the earliest settlers in Tazewell County, a man by the name of Richard Bailey. The home has been disassembled, and re-constructed on the Sander's House Property in Bluefield, Virginia. The Bailey Log Cabin is a historical location that serves a local tourist attraction.



## *XVI. Departmental Goals*

### **Town Manager Department**

The Town of Bluefield is a Town Council form of government in which the Town Council and Mayor are elected by popular vote. The Town Council appoints the Town Manager for a two year term in which he/she oversees the daily operations and planning of the Town. The Town Manager is responsible for the Town's budget and accountable for all departments. The Town Manager is the liaison between the Town Departments and the Town Council. The Town Manager's Department is made up of the Town Manager, Assistant Town Manager, Town Clerk, and two Administrative Assistants.



## *XVI. Departmental Goals*

### Community Center

Community development is a long lasting desire of the Town of Bluefield. For several years the Town has been researching the need and desire for a Community Center that would benefit the citizens of the Town. The town has had two engineering reports prepared and various committees to examine the long and short term needs of the area.

### Broadband Communication

Broadband communication is being explored by the Town to provide service to all the homes and businesses in Bluefield, Virginia. Currently a grant has been received by Cumberland Plateau/Bristol Virginia Utilities to proceed with the engineering for broadband communication throughout Bluefield. Broadband communication will provide greater options for high internet speed, digital cable, and phone service for all residents and businesses in Bluefield, Virginia. The engineering should be completed within the next three years and service will be available on a demand/need basis. The first area that will be examined for service will be downtown Bluefield, Virginia and incorporated into the economic restructuring of downtown Bluefield.



## **XVI. Departmental Goals**

### **Sidewalk, Curb, and Ditch Construction and/or Repair**

Projects incorporated into the planning budget:

- .South College/College Drive intersection to the existing sidewalk
- .Sidewalks Parkview Drive
- .Repair Curb at Shenley Avenue
- .Repair and/or replace curb and sidewalks downtown

### **Annexation**

The Town of Bluefield has been growing at an accelerated rate; however, the population of the Town remains fairly constant. This comes from the continued amount of urban sprawl. The building of homes and businesses located adjacent to the Town's boundary and receiving benefits without having to pay the additional personal property, real estate, BPOL, or Machine and tool tax. Most residential and commercial area form outside the corporate limits to evade these fees but locate in these area due to overwhelming benefits of the Town. When looking at future growth the town is limited geographically by two mountain ranges and a state line. During the next annexation the Town will need to look at areas stated previously in this document. Prior to any future annexation, The Board of Supervisors and the Town Council will need to discuss procedures and areas to include.

### **Water Source**

The Town of Bluefield currently draws raw water from the Bluestone River and neighboring Dill Spring. Water is treated at a single 1.5 MGD treatment plant that was constructed in 1960. With the present and future growth in the Town, a shortage of water could develop into a potential problem. The Town will continue to work with Tazewell County PSA to develop a finished water supply by upgrading the Wardell Plant and forming a regional water plant. This concept will allow Bluefield to purchase a percentage of the plant and own capacity for all future development. This project could take several years but needs to be one of the top concerns for future development.



## *XVI. Departmental Goals*

### **Recreation Department**

Currently the Recreation Department is composed of a Recreation Director, Recreation Assistant, and other part time and seasonal staff. The Recreation Director is responsible for a wide variety of events and programs in the Town throughout the year. The department is responsible for the upkeep of all parks, equipment, the pool, Sunset in the Square, Evening Shade, and helps organize sports in the Town such as Little League.

#### Mission Statement:

Continue to restore and maintain park amenities to a level that makes them enjoyable for all while developing new programs.

#### Recreation Department Goals:

- Continue and expand events such as Sunset at the Square and Evening Shade.
- Continue to pursue a Bike/Walking Trail through the entire Town of Bluefield.
- Keep playground equipment throughout the town safe and in good working order.
- Develop maintenance and operation procedures for the recreation park.
- Consider constructing a t-ball field.
- Consider an additional parking area near the amphitheater.
- Assist Little League with lighting on the fields they lease from the town, and improvements to their facilities.
- Add a safe play surface around playground areas.
- Consider developing a summer day camp program with director for children.
- Consider adding length and equipment to existing trail to make into a fitness trail.
- Encourage participation and support from the community, non-profit organizations, local businesses, and citizen's on projects.
- Improve park directional signage.
- Refurbish tennis court surface.
- Consider offering a "cooling station" near playground areas.



## *XVI. Departmental Goals*

### **Building & Property Maintenance Department**

The Building Department for the Town of Bluefield, Virginia was implemented by Town Council on October 1, 2001. Previously all inspections were performed by the Building Inspection Department of Tazewell County. Building Inspectors traveled a distance of approximately 21 miles for their inspections.

The building inspection program that was established was a system that is prescribed by the state legislature under the Department of Housing & Community Development which mandates the following:

- . All work is performed by a currently licensed contractor, or under an affidavit signed by the home owner stating they will do the work themselves.
- . That all work is performed under a written permit issued by the Building Department used as a guide to complete 5 minimum inspections to insure that state building codes are met.
- . That records are maintained in the Building Department office for all permitted work.

Currently the Building Department is made up of the Building Official, Property Maintenance Official, and an Administrative Assistant which is shared with the Zoning Administrator. The Building Official is responsible for issuance of building permits, and code inspections. The Property Maintenance Official is responsible for property maintenance issues throughout the Town. Since the creation of the department in 2001, the building department has issued over 3,000 permits. Currently the Building Department is sufficiently staffed, however when Leatherwood and St. Clair's development begins, additional staff may be needed.



## *XVI. Departmental Goals*

### **Building & Property Maintenance Department**

#### Building Department:

Continue to issue building permits & inspect the progress of construction projects in town to insure the best possible environment for the Health, Wealth, & Safety of our citizens, and visiting shoppers.

#### Building Permits:

- Review Plans
- Issue Permits
- Make Inspections
- Maintain Records
- File Plans
- Issue Stop Work Orders

#### Contractor Complaints:

- Check Contractor Licenses
- Issue Stop Work Orders
- Advise State DPOR of Violations
- Issue Summons

#### Property Maintenance:

Continue to inspect property through-out the town, and issue violations where needed in an effort to make the town a desirable location where the of our citizens & their property are protected.

#### Home Owner Complaints:

- Advise State DPOR of Contractor Violations
- Provide assistance and Complaint forms to Homeowners

#### Condemnation:

- Write Letters & Document Violations
- Issue Summons & Participate in Court Cases
- Coordinate Demolition of Structures
  1. Send out disconnect notices to utility companies.
  2. Set up date and contracts for demolition

#### Nuisance Violations:

- Respond to Customer Complaints
- Write Notice Letters of Violations
- Grass Cutting Notices
- Property Maintenance
- Issue Work-Orders & mail bills to Property Owners
- Work with Attorney to see that Liens are filed for unpaid invoices
- Issue Summons & Participate in Court Cases

#### Land Disturbing:

- Erosion & Sediment (greater than 10,000 sq. ft.)
- Stormwater (greater than 1 acre)



## *XVI. Departmental Goals*

### **Zoning Department**

The Zoning Department consists of the Zoning Administrator and an Administrative Assistant that is shared by the Building Department. The Zoning Department is responsible for issuing Zoning Permits, Review of Site Plans, Erosion and Sediment Control Regulations, GIS System, and 911 Addressing. The Zoning Administrator is the liaison with the Town's Planning Commission and organizes the meeting of the Planning Commission on a monthly basis.

#### **Mission Statement:**

Continue to enforce the Town of Bluefield Code of Ordinances related to development, present insight pertaining to new development and industry, and promote the organized growth and expansion of the town.

#### **Zoning Department Goals:**

- Formalize an in-house procedure for reviewing Erosion and Sediment Control Plans.
- Maintain and evaluate all 911 addresses and work with Tazewell County to become 911 digitally enhanced.
- Continue to seek funding for stream restoration and revitalization, stormwater projects, and other related projects throughout the town.
- Work to enhance the Town of Bluefield, Virginia's GIS system. Continue to update and collect data for, and broaden the scope to better utilize the GIS software. Continue to utilize GIS for zoning and addressing, but also promote this within the Police Department, Public Works, and any other department that can utilize the technology. Pursue server based GIS for all departments to use.
- Purchase additional GPS equipment to map buildings, storm sewers, fire hydrants, etc. Utilize GPS to map water meters and garbage collections.
- Implement paperless tracking system between Zoning, Building, and Treasurer's office to ensure that fees are paid.



## *XVI. Departmental Goals*

### Maple Hill Cemetery Maintenance Department

The Town of Bluefield owns and is responsible for all maintenance and upkeep of Maple Hill Cemetery. The cemetery is operated as a benefit for the citizens and is not designed to generate a profit, which in turn offers an affordable option for everyone. The Cemetery is maintained by a Cemetery Superintendent and grounds keepers throughout the year. The superintendent oversees the purchase of cemetery plots, opening and closing of graves, pre-need options, and general preservation of the cemetery.

The Cemetery currently has one full-time employee, the Cemetery Superintendent. In the event of his absence, no other employee has the knowledge and ability to step-in.. A full time public works employee needs to be trained in the processes and procedures of the cemetery and substitute for the Superintendent as needed. This would be cost effective and utilizes a current employee of the town.

Residents of the Town have chosen Maple Hill Cemetery as their final resting place for over 100 years. Many of the graves in the older sections of the Cemetery have experienced depressions and settling of the ground. These graves are in need of repair and the head stones need to be realigned. This ensures the beauty and tranquility of the Cemetery.

The Superintendent's office and storage building are located in a small building on the cemetery grounds. A larger building is needed for the storage of cemetery equipment, tools, and other supplies used for the maintenance of the grounds.

Restoration work has been started in the Historical Section, Bluefield Monument Company works on this project whenever they are available.

Also a building has been built for an office, larger equipment space, and Chapel for memorial services in inclement weather.