



BAD Building Redevelopment Plan Template

This template will guide a BAD Buildings community through the process of creating a Redevelopment Plan that addresses abandoned, dilapidated, and vacant problem properties in your town.

The template is designed to serve as a guideline and worksheet. A complete Redevelopment Plan will include each of these sections as well as additional the specific sections tailored to your community. The format of your Redevelopment Plan can also be customized to your town's information and needs.

OVERVIEW

Section 1 covers information you have collected, while **Section 2** is a descriptive analysis of the properties in your inventory. **Section 3** provides guidance on next steps to develop a plan of action.

SECTION 1: INFORMATION AND ATTACHMENTS

BAD Buildings Inventory

Attach your completed and prioritized inventory. The inventory should include GIS mapping if available, property photographs, and any site history or ownership details. This can take the form of a spreadsheet or inventory document with a property description on each page.

Include a list of the community priorities and explain how your community defined them. Be sure to include a description of each priority's ranking criteria.

List of community priorities:

How were the priorities defined and applied to the properties?

Local Codes and Ordinances

Include copies of all existing codes and ordinances that are relevant to building and property maintenance in your town. If none exist, include templates and recommendations of ordinances to be adapted locally. Also include contact information for your community's building code enforcement official and a description of your community's building code department.

Town Comprehensive Plan & Other Planning Studies

Include or attach relevant sections of your town's Comprehensive Plan. If available, include relevant sections of the County's Comprehensive Plan. Comment on the last time it was updated. Typical sections to include are land management, transportation, environment, neighborhoods and housing,

community facilities and services, economic development, and implementation. It is important to cite specific sections of the plan, however as an additional step, you can also provide reference to the full Comprehensive Plan.

In addition, include copies of any other plans related to your community's abandoned/dilapidated buildings. Common examples include regional market analyses, housing studies, infrastructure studies, CDT Plans, WV Main Street Plans, downtown development plans, or economic forecasts. Utilize the Team's network of partners to identify what plans have already been completed and gain access to this information.

Comments on Town Comprehensive Plan sections including when it was last updated:
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Major Infrastructure

When planning reuse that might involve bringing in major industry to your town, certain considerations need to be taken into account. Below are some questions to help you collect pertinent information.

List the type, capacity, and pricing structure for all major utilities:
What are the major access roads in your town, and what is the proximity to WV interstates?
How many major four-lane roads does your town have, or are they mostly 1-2 lane roads? Describe the roads.
How is the town laid out? What are the major ingresses and egresses to your town? Describe the access.
It will be useful to include a map highlighting this information.
Are certain areas characterized by concentrations of blight? Describe and pinpoint these areas.



SECTION 2: DESCRIPTIVE ANALYSIS OF INVENTORY

In this section, describe the information collected in your property inventory. The below questions will help you get started. In most cases, percentages are useful, and in others, you could provide counts or quantities.

Provide a breakdown of property types within the city, town, or neighborhood surveyed, such as a percent out of property surveyed:

Residential ___%. Of these, ___% are single family and ___% are multi-family

Commercial ___%

Mixed use ___%

Vacant ___%

What is the average age of these properties? What are the oldest and newest?

How long have the properties been vacant, on average? (Average length of vacancy)

What is the average size of the properties surveyed?

How many properties are on the historic registry?

How many of the properties in the inventory are actively under development?

How many permits has the town's building department issued within the last year? This gives a sense of growth trends.

How many of the properties are owned by in state versus out-of-state owners?

How many properties have at least 1 indicator of vacancy? ___%

How many have at least 3 indicators of vacancy? ___% How about 5 indicators? ___%

Describe property conditions. How many are in good, fair, poor, or "should be demolished" state? Give a percentage for each.

If we considered the "good" and "fair" properties, what percentage of them can be easily renovated or put into reuse?

Does your town have certain concentrated areas of blight, such as neighborhoods or street blocks? Describe. It is also useful to show them on a map.



SECTION 3: NEXT STEPS

In this section, use the information that you have collected and analyzed in the previous sections to form a plan of action.

Framework for next steps

All members of the BAD Building Team should be involved in this process. Below is a framework for how to approach the next steps based on different groups on the team. These are just some suggestions; the action plan will depend on your community's priorities and the type and extent of abandoned properties in your town or neighborhood.

Municipal action items

- Adopt property maintenance codes.
- Enhance existing codes.
- Hire a code enforcer.
- Require owners to register properties.

Commercial action items

- Connect property owners who are interested in selling to commercial property developers.

Community action items

- Develop neighborhood associations in your town.
- Reach out to stakeholders who have not already been involved in the BAD Building process. This might be churches or local nonprofits.
- Develop partnerships with local organizations who might be able to donate materials or resources to help your project get off the ground.

Specific next steps

- Identify specific next steps for prioritized high value properties or target areas
- For example, if blight prevention is a priority based on your inventory analysis, you could create a blight prevention program, or set up a blight prevention fund. If your next steps involve targeting a specific neighborhood, you might organize a campaign to send letters to property owners of the abandoned buildings to determine what the issue is and whether they have plans for reuse, demolition, or resale. You might also want to start a beautification program.

Break into groups

- Break into smaller action groups geared to specific projects like owner outreach, or targeted neighborhood development.
- Describe the action groups you have formed and what their goals are.
- Identify a leader for each action group, where appropriate.

