

**Request for Letters of Interest for the Development of City-Owned Property  
Located at 405 Fifth Avenue  
City of Franklin, TN  
Response Deadline: August 23, 2019**

**Invitation for Letters of Interest**

The City of Franklin seeks Letters of Interest from interested parties for the development of City-owned property located at 405 Fifth Avenue, referred to as “The Hill Property”. The City Board of Mayor and Aldermen (BOMA) has decided to allow The Hill Property to be developed predominantly with affordable/workforce residential units. Additionally, the development may include a multi-use building up to 10,000 square feet in size that will be available for use by area residents and/or agencies that serve the community.

By Resolution 2019-33, the BOMA endorsed two conceptual designs for layout of the project. One concept consists solely of residential dwelling units and the other concept incorporates the multi-use building. The conceptual layouts may be found on the two attachments labeled Concept A and Concept B.

For this project, the costs associated with entitling the property (Development Plan approval and Re-Zoning), preparing the property (site) for development, and constructing the dwelling units shall be considered and included to ensure there will be a variety of dwelling types and price points that are no greater than the price points of dwellings deemed “Workforce Dwelling Units”. Workforce Dwelling Units shall be priced to be affordable to a family whose household income does not exceed 150% of the median household income as defined annually by the Department of Housing and Urban Development (HUD) for the Greater Nashville, Franklin, Murfreesboro MSA. This information is illustrated in the 2019 HUD Income Table attached hereto.

**Purpose**

The purpose of this invitation is to:

1. Assist the City in analyzing identifying opportunities and challenges for developing of this Property with affordable and workforce priced, owner-occupied housing; and
2. Enable all interested parties an opportunity to express their interest in partnering with the City to accomplish this project by sharing their experience and ideas; and
3. Allow for public input on all Letters of Interest received; and
4. Assist with the drafting and issuing of a formal Request for Proposals.

**Letter of Interest Requirements**

This invitation and all submitted Letters of Interest are non-binding but documents for submittal shall be prepared in letter format using brief narrative form. At a minimum information shall include the following:

1. Name and contact information of the interested applicant.
2. Brief description of previous experience to demonstrate requisite experience needed to accomplish City’s vision and concept for development of The Hill Property with affordable/workforce housing, including:
  - a. Example of proposed partnership arrangement including roles and responsibilities;
  - b. Any anticipated modifications to the City’s development standards that may be desired to ensure a variety of dwelling types and price points that are no greater than dwellings that would be deemed “workforce dwelling units” as described above;

- c. Anticipated or ideal mix of dwelling types and price points: for the dwellings;
  - d. Illustrations that reflect the intended architecture and character of the neighborhood upon completion;
  - e. Anticipated development/deed structure and timeframe (i.e. 30 years, 50 years, etc.) for ensuring dwelling units remain priced within the affordable/workforce range as described above. Examples may include deeds restrictions, land lease, resale price cap based on inflation, down-payment assistance, etc.
  - f. Anticipated management structure to ensure the neighborhood is maintained into perpetuity.
  - g. Anticipated programing and management structure to ensure the multi-use building, if included in the final plan, would be maintained into perpetuity.
  - h. Other general information.
3. Qualifications and experience of the applicant to achieve the intent of the improvements and/or development.
  4. Any additional information, photos, and/or drawings the applicant considers pertinent for consideration of the Letter of Interest.
  5. Acknowledgement that any improvement or development would be required to meet all city standards, including, but not limited to the City of Franklin Zoning Ordinance, adopted construction and building codes, stormwater ordinance, subdivision regulations, and all floodway/floodplain requirements and construction standards.

**Preliminary Timetable**

The City has the following tentative schedule regarding the Letters of Interest:

1. Invitation for Letters of Interest Issued: July 22, 2019.
2. Letters of Interest responses due on August 23, 2019 by 5:00 PM.
3. Board of Mayor and Aldermen Work Session discussion and public comment and review: Fall 2019.

**Evaluation**

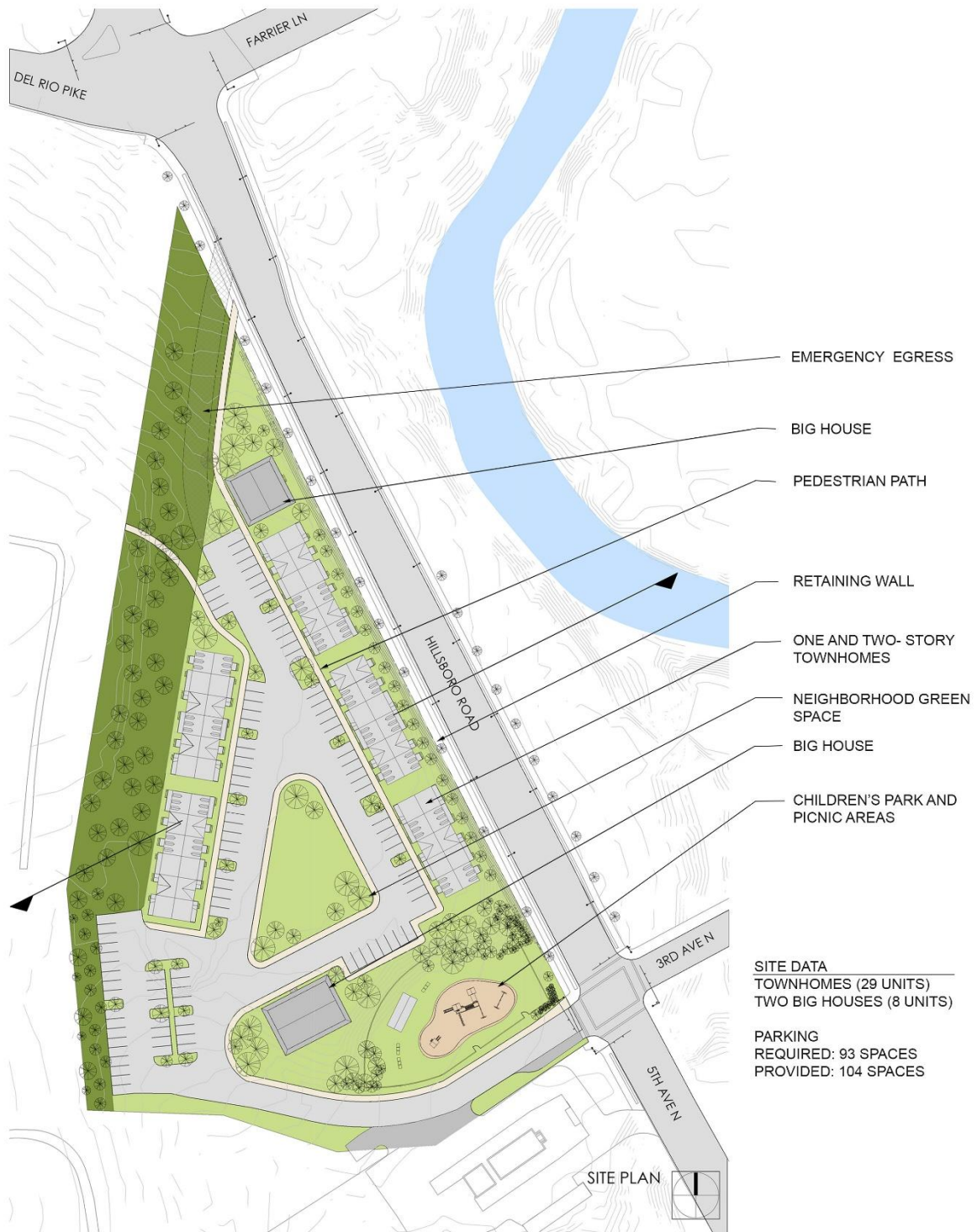
Upon review of the Letters of Interest, the City may act, at its discretion, to move forward with the facilitating the development of the property, or it may elect to take no action. The City reserves the right to cancel, revise, or extend this solicitation; or request additional information on any response beyond that requested by this Notice.

**Submittal and Contact Information**

Questions regarding this Letter of Interest shall be directed to Housing Development Coordinator, Kathleen Sauseda at 615-550-6608.

Please submit one (1) electronic copy (.pdf) of the Letter of Interest to the City of Franklin at [kathleens@franklintn.gov](mailto:kathleens@franklintn.gov)

<https://www.franklintn.gov/government/departments-a-j/building-and-neighborhood-services/property-maintenance-and-housing/the-hill-property>



Concept A - Residential



Concept B - Residential & Civic

# FY 2019 INCOME LIMITS DOCUMENTATION SYSTEM

## FY 2019 Income Limits Summary

FY 2019 Income Limit Area	Median Family Income	FY 2019 Income Limit Category	Persons in Family							
			1	2	3	4	5	6	7	8
<b>Nashville- Davidson-- Murfreesboro-- Franklin, TN HUD Metro FMR Area</b>	\$80,000	Very Low (50%) Income Limits (\$)	28,000	32,000	36,000	<b>40,000</b>	43,200	46,400	49,600	52,800
		Extremely Low Income Limits (\$)*	16,800	19,200	21,600	<b>25,750</b>	30,170	34,590	39,010	43,430
		Low (80%) Income Limits (\$)	44,800	51,200	57,600	<b>64,000</b>	69,150	74,250	79,400	84,500

**NOTE:** Williamson County is part of the **Nashville-Davidson--Murfreesboro--Franklin, TN HUD Metro FMR Area**, so all information presented here applies to all of the **Nashville-Davidson--Murfreesboro--Franklin, TN HUD Metro FMR Area**. HUD generally uses the Office of Management and Budget (OMB) area definitions in the calculation of income limit program parameters. However, to ensure that program parameters do not vary significantly due to area definition changes, HUD has used custom geographic definitions for the **Nashville-Davidson--Murfreesboro--Franklin, TN HUD Metro FMR Area**.

The **Nashville-Davidson--Murfreesboro--Franklin, TN HUD Metro FMR Area** contains the following areas: Cannon County, TN; Cheatham County, TN; Davidson County, TN; Dickson County, TN; Robertson County, TN; Rutherford County, TN; Sumner County, TN; Trousdale County, TN; Williamson County, TN; and Wilson County, TN.

\* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as [established by the Department of Health and Human Services \(HHS\)](#), provided that this amount is not greater than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.