

**TRANSYLVANIA COUNTY**  
**MULTI-FAMILY WORKFORCE HOUSING DEVELOPMENT**  
**Request for Letter of Interest & Pre-Qualifications**  
**April 2, 2018**

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**Project**

The Transylvania County Planning and Community Development Department requests Letters of Interest (LOI) and Pre-Qualifications from for-profit and non-profit entities to design, construct and manage a new multi-family, rental housing development meant to serve those in the workforce earning between 80% and 120% of area median income.

**Purpose**

Transylvania County seeks to encourage development of unmet housing needs. A study of community housing assets identified a gap in housing availability and affordability for those in the workforce earning between 80% and 120% of median income – those earning too much for subsidized housing, and too little to afford much of the available housing stock.

**Workforce Housing Defined**

According to the US Census, the 2012-2016 median household income (in 2016 dollars) for Transylvania County was \$43,918, which defines workforce housing as those households earning between \$35,134 and \$52,701. Housing is affordable when it comprises not more than 30% of a family's budget, including utilities. Rental prices for a 2-bedroom unit (including utilities) would be calculated yearly based the lowest income in the US Census defined range (80% x prior year's area median household income), which would be \$878/month for the year 2017.

To support developers' access to other funding streams, the development could have some mix of housing including workforce, actual market rate, and/or subsidized affordable housing using HUD's Fair Market Rent System for those households earning less than 80% of area median income.

**Incentives for Developers**

Transylvania County will consider:

- providing the property for development in the form of a 50-year lease for a negligible amount
- providing a budget of \$25,000 to off-set fees for permitting and for water and sewer tap fees
- allowing a mix of housing in addition to workforce housing
- negotiating other developer-identified options to make the project feasible

**Eligibility**

Applicants can be a for-profit or non-profit organization, a public or private developer and/or coalition of entities.

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**Development Site Description**

- 25 acres with three buildable sections of approximately 4.3 acres, 3.7 acres and 1.5 acres - the areas identified below are relatively flat and are expected to be buildable (depending on soils, etc.)
- Access to public water, sewer and natural gas
- Electrical poles are on the property, and some may need to be moved
- Nominal grading expected
- No zoning requirements
- The nearest pharmacy is 6.9 miles and groceries are within 5.8 and 1.8 miles
- At least 40 rental units to be built along with parking, playground, greenspace and community garden
- Property may be affected by noise from the Transylvania County Animal Shelter, poor aesthetics of the NC DOT maintenance yard, and potential or perceived contamination from the closed Calvert Landfill.

Transylvania County Animal Shelter Property  
PIN 8563-03-3496-000  
25.1 acres



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**Submittal Instructions & Elements**

1. Cover letter of interest demonstrating interest and capacity, and including the name, telephone number and e-mail address of the individual to receive the formal Request for Proposal (RFP).
2. Project portfolio of recent similar projects with accompanying photograph identifying:
  - a. Location(s)
  - b. Source(s) of financing
  - c. Development size(s)
  - d. Number and type of units
  - e. Income group(s) served
  - f. Project cost(s), noting if budget was met
  - g. Outline of project timeline(s) from concept to completion
3. Portfolio of key personnel and/or partners who would be involved in the project, identifying qualifications and including resumes.

Submittal must be received at the address below by 5:00pm on Friday, April 27, 2018. (No exceptions).

Transylvania County Planning and Community Development  
Attn: Workforce Housing Project  
106 East Morgan Street, Suite 207  
Brevard, NC 28712

**Process**

Developers who have submitted a LOI and Pre-Qualification package may receive a Request for Proposal (RFP) package and will be invited to an optional pre-bid information session at 1:00pm on Tuesday, May 15, 2018 in the Transylvania County Community Services Building first floor conference room. County staff will be present at this information session to answer questions about the application process.

**Further Information**

For further information, please contact Mark R. Burrows, Planning and Community Development Director, at 828.884.3205 or [mark.burrows@transylvaniacounty.org](mailto:mark.burrows@transylvaniacounty.org).