



CHATTANOOGA LAND BANK AUTHORITY
REQUEST FOR PROPOSALS (RFP)

2602 Koblentz Circle
Parcel ID 137A L 020

Section I: General Information and Background

INTRODUCTION

The Chattanooga Land Bank Authority (“Land Bank”) invites proposals from qualified nonprofit and for-profit developers to acquire and develop four parcels in the Alton Park neighborhood for affordable homeownership opportunities.

The Land Bank will convey these parcels **at no cost** to the selected applicant(s), subject to a development agreement. The selected applicant will be responsible for all phases of development, including construction, marketing, and sale of the homes.

Through this RFP, the Land Bank seeks proposals that:

- Demonstrate proven capacity to build and sell homes that serve low- to moderate-income households.
- Are ready to proceed, with a goal of obtaining building permits within 12 months and certificates of occupancy within 18 months of breaking ground.
- Present a feasible and well-designed development concept aligned with this RFP’s objectives.

Eligible applicants must:

- Meet all submission requirements.
- Have completed at least two comparable housing projects.
- Be in good standing with the City of Chattanooga and the Land Bank, with no delinquent taxes, fees, outstanding code violations, and may not be in violation of any previous agreements with the Land Bank or City of Chattanooga.
- Not be City of Chattanooga employees or immediate family members thereof.

BACKGROUND

A land bank is an independent public agency authorized under Tennessee law to acquire, hold, and manage real property in order to return it to productive use consistent with community goals. Land banks acquire vacant, tax-delinquent, and underutilized properties that have been bypassed by the private market; remove legal, financial, and structural barriers to redevelopment; and work with public, nonprofit, and private partners to return these properties to active use.

The Chattanooga Land Bank Authority (“Land Bank”) is partnering with the City of Chattanooga to convey eligible City-owned parcels, clear title, and donate properties to qualified partners through a competitive RFP process in exchange for the construction of affordable housing.

The Land Bank may issue multiple RFPs at the same time. Applicants may respond to one or more RFPs, but must demonstrate the capacity to carry out all proposed projects simultaneously.

Section II: Objectives for Redevelopment

This initiative advances the **2023 Chattanooga Housing Action Plan**, which calls for a public land disposition policy prioritizing affordable housing and the reuse of tax-foreclosed parcels. The Land Bank's redevelopment objectives include:

- Producing new, for-sale homes affordable to households earning at or below 120% of Chattanooga's Area Median Income (AMI).
- Revitalizing neighborhoods in Chattanooga's urban core by reactivating vacant and underused parcels.
- Preserve affordability in neighborhoods that are seeing or poised to see significant investment.
- Strengthening partnerships among nonprofits, developers, and lenders to expand local housing capacity.

In addition, the Land Bank seeks proposals that incorporate high quality materials and design. Objectives for housing design include:

- Maximizing potential for housing affordability and promote housing diversity by considering alternative or innovative housing models that provide "missing middle" housing including Accessory Dwelling Units (ADUs), cottage courts, townhouses, live-work housing, courtyard buildings, duplexes, triplexes, and fourplexes.
- Reflecting high-quality, context-sensitive design compatible with surrounding neighborhoods.
- Maximizing energy efficiency and healthy indoor environments.

Section III: Project Requirements

This RFP seeks creative proposals that advance the public good, address Chattanooga's affordable housing needs, and make responsible use of public assets.

Project requirements:

1. All units must be **sold to first-time homebuyers**, defined as individuals who have not owned a home in the past three years.
2. Properties may not be developed as rental housing.
3. The **maximum allowable sales price is \$230,000 per home**. The Chattanooga Land Bank Authority, in partnership with the City of Chattanooga, will provide a **developer subsidy of up to \$25,000 per home** to help offset total development costs. See *Section IV: Financing* for additional details.
4. All units produced shall be reserved for purchasers earning at or below 120% of the Area Median Income ("AMI") based on household size limits established by the United States Department of Housing and Urban Development. Area Median Income is calculated on an annual basis by the Department of Housing and Urban Development (HUD). The

income limits for Fiscal Year 2025, effective April 15, 2025, are illustrated in the table below.

FY2025 INCOME LIMITS

Household Size	70% AMI	80% AMI	90% AMI	100% AMI	110% AMI	120% AMI
1 person	\$46,800	\$53,500	\$60,200	\$66,850	\$73,550	\$80,250
2 person	\$53,500	\$61,150	\$68,800	\$76,400	\$84,050	\$91,700
3 person	\$60,200	\$68,800	\$77,400	\$85,950	\$94,550	\$103,150
4 person	\$66,850	\$76,400	\$85,950	\$95,500	\$105,050	\$114,600
5 person	\$72,200	\$82,550	\$92,850	\$103,150	\$113,500	\$123,800

5. Homes must remain affordable for **at least 15 years** from the date of Certificate of Occupancy for the final building. Selected developers must sign a deed of trust and restrictive covenants to enforce the compliance period upon conveyance of property.
6. Applicants must include a realistic development timeline as part of their application. Projects should expect to receive building permits within twelve (12) months or less of receiving the property and receive a Certificate of Occupancy within eighteen (18) months or less of breaking ground. The Land Bank reserves the right to recapture the property if it is not developed within the timeframes agreed upon in the development agreement.
7. All housing units must meet all applicable local codes and zoning ordinances at the time of project completion. Building permits must be pulled on all new construction and rehabilitation projects as required by the state or local jurisdiction, including building, mechanical, plumbing, and or electrical permits.

Applicants are encouraged to maximize site potential and consider “missing middle” housing types such as duplexes, cottage courts, and ADUs.

Examples of missing middle housing plans are available from:

- **Chattanooga Neighborhood Enterprise:** [CNE House Plans](#)
- **Chattanooga Design Studio:** [MyChatthouse Plans](#)

Section IV: Financing

Applicants must demonstrate sufficient financial capacity to complete their proposed project. Proposals should identify all anticipated funding sources and include documentation of committed or pending financing.

The City of Chattanooga will provide a **developer subsidy of up to \$25,000 per home** to offset eligible construction costs. The subsidy is intended to help close the financing gap between total development costs and the maximum allowable sales price.

Subsidy awards will be based on demonstrated project need. Funds may be applied toward eligible hard and soft costs directly related to construction, subject to approval by the City of Chattanooga’s Housing and Community Investments division. The final subsidy amount and terms will be defined in the Development Agreement executed with the selected developer.

Section V: Parcel Information

DESCRIPTION OF PARCELS

This RFP is soliciting proposals for the development of one vacant parcel located at **2508 Taylor Street** in the East Chattanooga neighborhood.

Parcel ID	Address	Lot Size (Sq Ft)	Zoning
137A L 020	2602 KOBLENTZ CIR, Chattanooga, TN, 37406	2,615	R-1



Site photos and a legal description of this parcel are included as **Exhibit A**.

PARCEL DETAILS

The selected applicant will be required to execute a Development Agreement and record Land Use Restrictive Covenants with the Land Bank. The Development Agreement will incorporate the applicant's accepted proposal and establish performance requirements, including affordability and construction timelines.

Properties will be conveyed by Quitclaim Deed and subject to a reversionary clause should the developer fail to meet the terms of the agreement.

ENVIRONMENTAL REVIEW AND NOTICES

Applicants are responsible for conducting their own due diligence regarding site conditions, environmental status, zoning, and permitting.

The Land Bank will provide copies of any environmental reports in its possession. Properties are conveyed **as-is**, and the selected developer assumes all liability for environmental conditions on or under the property, except where such conditions arise from the Land Bank's own actions or those of its agents.

Section VI: Submission Requirements

SUBMISSION INSTRUCTIONS

Interested applicants must complete the attached Property Donation Application. All applications must be received by 5:00 p.m. Eastern Standard Time on January 12th, 2026.

- All applications must be submitted to **Megan Miles via email at mmiles@chattanooga.gov** with the subject line "**Chattanooga Land Bank Authority - Application.**"
- All required forms and attachments must be completed and submitted together as a single electronic file. Incomplete applications may be delayed or disqualified.
- If responding to more than one RFP, a separate application package must be completed and submitted for each.
- All questions related to the application must be submitted by email to Megan Miles, mmiles@chattanooga.gov. All questions must be received by **5:00 p.m. Eastern Standard Time on December 12th, 2025**. Responses to questions will be posted on the Chattanooga Land Bank website by December 19th.

This is a competitive application process. The Chattanooga Land Bank Authority is not obligated to dispose of property to any applicant, including the highest-scoring applicant. Each proposal will be evaluated solely on its own merit.

REQUIRED MATERIALS

All applications must include the following materials. Incomplete submittals may not be reviewed.

Application

1. Completed Property Development Application form
2. Signed certification form

Required attachments / supplemental information:

3. Certificate of Existence from the Tennessee Secretary of State (current within 12 months)
4. Photos and documentation of similar projects
5. Resumes and biographical information of development team
6. For general contractors, license number and Certificate of Existence (current within 30 days)
7. Preliminary drawings and plans
8. Development budget with proposed sources and uses
9. Evidence of financing

The Land Bank makes no representations or warranties, express or implied, as to the accuracy or completeness of the information in this RFP. The Land Bank reserves the right to correct errors, issue addenda, or withdraw or modify this RFP at any time.

Section VII: Evaluation of Proposals

EVALUATION CRITERIA

Proposals will be reviewed by a selection committee consisting of individuals selected by the Executive Director of the Land Bank and evaluated on the following criteria:

1. Development experience and capacity (35%)
2. Project impact (25%)
3. Feasibility of proposed project and analysis of development budget (40%)

See attached evaluation form (Exhibit B) for detailed descriptions of each category.

SELECTION PROCESS

- Each application will be initially reviewed to determine compliance with the requirements of this RFP. Proposals that do not adhere to the requirements of this RFP may be disqualified.
- The Evaluation Committee will review and score each proposal in accordance with the criteria above.

- Top-scoring applicants may be invited to present their proposals in person.
- Final selection recommendations will be made to the Land Bank Board of Directors for approval.
- The Land Bank reserves the right to reject any or all proposals, waive irregularities, or request additional information.

TRANSFEEE INELIGIBILITY

The Land Bank reserves the full and complete right to decline applications from individuals or entities that meet any of the following criteria and will not accept applications from another person or entity that applies on behalf of an ineligible party:

1. Any individual or entity who owns or at any point within the past seven years has owned property that is or has been brought to tax foreclosure sale.
2. Any individual or entity or an officer of a corporation who is found to:
 - Be delinquent on its municipal taxes, school taxes, county taxes, water, sewage, or refuse bills or other public liens on properties owned in part or in full. The Land Bank reserves the right to request documentation pertaining to the payment of taxes and municipal fees on properties owned by the applicant.
 - Have un-remedied code violations or unfulfilled state and local fines on properties owned in part or in full. The Land Bank reserves the right to collect code information on the applicant's properties in other municipalities. The Land Bank also reserves the right to inspect the general condition of properties owned by the applicant and may decline to work with an applicant if the applicant owns property that violates local property codes.
 - Own property which has a history of being a site for criminal activity or subject to disruptive properties ordinance prosecutions during the applicant's ownership.
 - Have violated previous agreements with the City of Chattanooga or Land Bank.

Section VIII: RFP Schedule

All dates are subject to change at the discretion of the Land Bank.

Any updates or addenda will be posted on the Chattanooga Land Bank Authority's website and will be shared with the Land Bank email list. If you have not signed up to receive email updates from the Chattanooga Land Bank Authority, you may do so on the Land Bank website or [by visiting this link](#).

Event	Anticipated Date
RFP Issued	November 17th, 2025
Optional Application Workshop	December 4th, 2025, 2-3pm EST
Deadline for Questions from Applicants	December 12th, 2025
Responses to Questions Posted	December 19th, 2025
Deadline for Application Submissions	January 12th, 2026, 5:00pm EST
Notification of Incomplete Submissions	January 16th, 2026
Selection Committee Review	January 19th - February 6th, 2026
Applications Recommended to Land Bank Board for Approval	February 19th, 2026

Section IX: Terms and Conditions

RESERVATION OF RIGHTS

The Land Bank reserves the right to:

- Amend, withdraw, or cancel this RFP at any time
- Reject any or all proposals
- Negotiate with one or more applicants
- Request additional documentation or clarification
- Award all, part, or none of the available properties

Submission of a proposal does not create any legal rights or obligations between the applicant and the Land Bank.

PROPERTY CONVEYANCE

Selected developers will be required to enter into a Development Agreement and accept conveyance of the property via Quitclaim Deed.

Deeds will include a reversionary clause allowing the Land Bank to reclaim the property if the developer fails to meet agreed-upon milestones or affordability commitments.

NON-COLLUSION AND ETHICS

Applicants must certify that their proposal is made independently and without collusion, fraud, or conflict of interest. Any attempt to influence the selection process improperly may result in disqualification.

PUBLIC RECORDS

All documents submitted in response to this RFP are subject to the **Tennessee Public Records Act**. Proprietary or confidential materials should be clearly marked; however, the Land Bank cannot guarantee confidentiality for any portion of an application.

Attachment A: Legal Description and Site Photos

2602 Koblentz Circle

2602 Koblentz Cir., Map and Parcel Number: 137A-L-020

Being a part of the property known as Koblentz Circle, as shown by plat of record in Plat Book 10, Page 27, in the Register's Office of Hamilton County, Tennessee, particularly described as: BEGINNING at a point in the East line of the Eastern portion of Koblentz Circle located 43 feet North of the North line of Appling Street, and 125.8 feet West of the West line of Sterling Street; thence Northwardly along said line of Koblentz Circle 43 feet; thence Eastwardly, parallel to the North line of Appling Street 60 feet; thence Southwardly, parallel to said line of Koblentz Circle 43 feet; thence Westwardly 60 feet to the point of beginning.

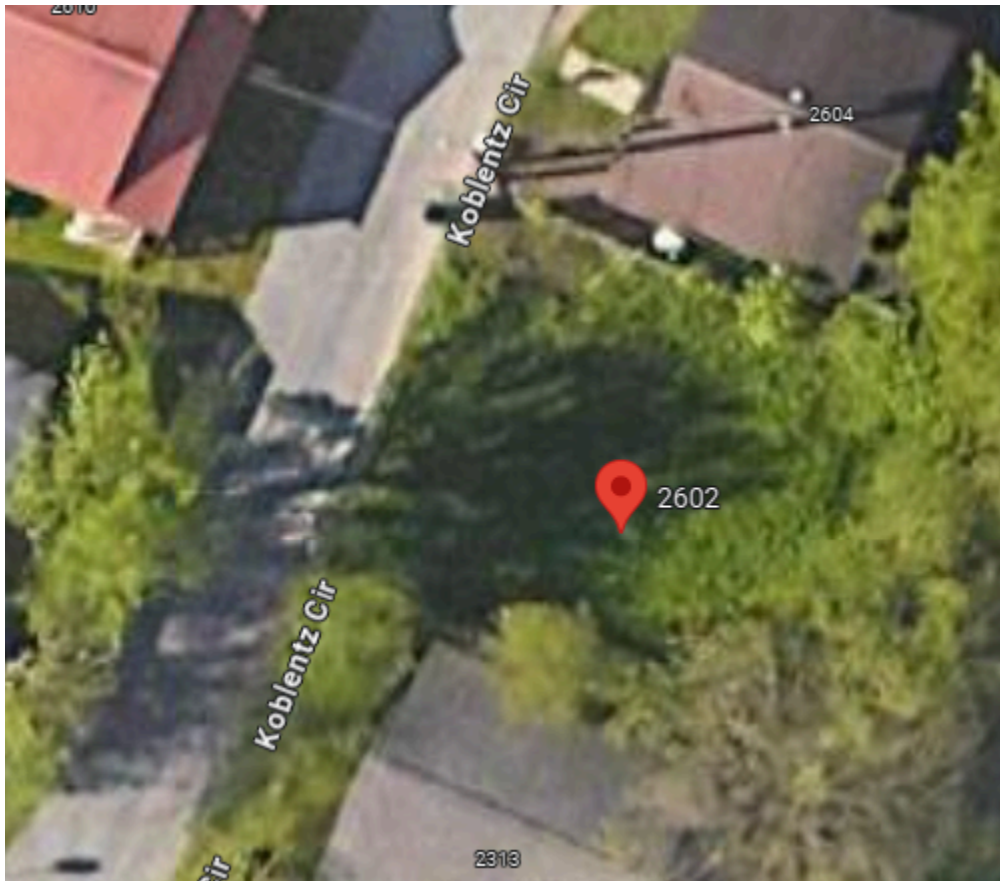




Exhibit B: Evaluation Criteria

Criteria & Weight	Criteria Description	Score
<p><u>Development Experience & Capacity</u> 35 Points</p>	<p>Overall quality of the proposal and evidence of development team’s capacity and experience managing similar residential projects <i>(15 points)</i></p> <p>Demonstrates satisfactory outcome of listed prior projects (completeness, timeliness, quality, etc) <i>(5 points)</i></p> <p>Demonstrates capacity to absorb proposed project into future project pipeline, including financial capacity, design and construction capacity, and capacity to meet required timelines <i>(15 points)</i></p>	
<p><u>Project Impact</u> 25 Points</p>	<p>Incorporates high quality design elements, including quality building materials, accessibility features, stormwater management, and energy efficient features. Project design includes elements that align with and enhance overall neighborhood character. <i>(10 points)</i></p> <p>Demonstrates ability to meet zoning requirements. Maximizes site potential as allowed by existing zoning law. <i>(10 points)</i></p> <p>Demonstrates understanding of community needs and articulates how proposed project and development approach is well-suited to meet those needs. <i>(5 points)</i></p>	
<p><u>Project Feasibility</u> 40 Points</p>	<p>Cost estimates are realistic and supported. Operating and development budgets are feasible given stated financing sources. <i>(10 points)</i></p> <p>Demonstrates ability to meet affordability requirements set forth in the RFP and articulates a plan for compliance. <i>(10 points)</i></p> <p>Demonstrates ability to secure necessary financing for a project. <i>(15 points)</i></p> <p>Articulates plan for marketing and property management, if required. <i>(5 points)</i></p>	