

VERNAL CITY

REQUEST FOR STATEMENT OF INTEREST (RSOI)

for

Tiny Home Village

Affordable Housing Development



Issue Date: June 12, 2025

Due Date: **Thursday, July 3rd, by 4:00 PM (MST)**

Vernal City

Request for Statement of Interest (RSOI)

Tiny Home Village – Affordable Housing Development

Vernal City invites interested parties—including home builder(s), developer(s), planner(s), visionaries, and non-profits—to submit a Statement of Interest (SOI) to partner in developing a tiny home village that furthers the goal of providing affordable housing.

City staff and the City Council will select a preferred developer(s) to help bring the village project to life. The selected applicant(s) will then work collaboratively with city staff and local utilities to finalize the vision, design, and implementation of the village.

Responses must be submitted no later than **Thursday, July 3rd, at 4:00 PM MST**. It is the responsibility of the applicant to verify that the submission is received. **Late submissions will not be accepted.**

A Pre-Submittal Video Conference will be held on **Thursday, June 19, 2025, at 10:00 AM via Google Meet**. Join using the following link: <https://meet.google.com/whk-yena-twr>. Additional information will be shared at the conference, and proposers will have the opportunity to ask questions. Please email Eric at edilworth@vernal.gov to be added to the calendar invite.

This RSOI is intentionally designed to be straightforward and not burdensome, costly, or time-intensive. Submissions will lead to an interview with selected partner(s) or developer(s), where this opportunity will be further explored.



Information:

Project Name: Tiny Home Village

Location: 300 E 600 S, Vernal, Utah

Issuing Entity: Vernal City

Project Timeline: 2025-2027

Pre-submittal video conference: Thursday, June 19, 2025 at 10AM (MST)

Responses due by: Thursday, July 3rd, by 4:00 PM (MST)

Submissions to:

Email: Eric Dilworth: edilworth@vernal.gov

Phone: 435-828-5293

It is the responsibility of the proposer to verify submission was received.

Contact for questions:

Keith Despain | Public Works Director

Email: kdespain@vernal.gov

Phone: (435) 790-3913

Background & Vision:

Background & Vision:

Vernal City, located in northeastern Utah, is known for its rich history in agriculture, energy, and outdoor recreation. As the county seat of Uintah County, Vernal serves approximately 10,000 residents, with a daytime population of over 25,000. In recent years, Vernal has faced a housing shortage that is becoming even more pressing as local businesses grow and tourism expands.

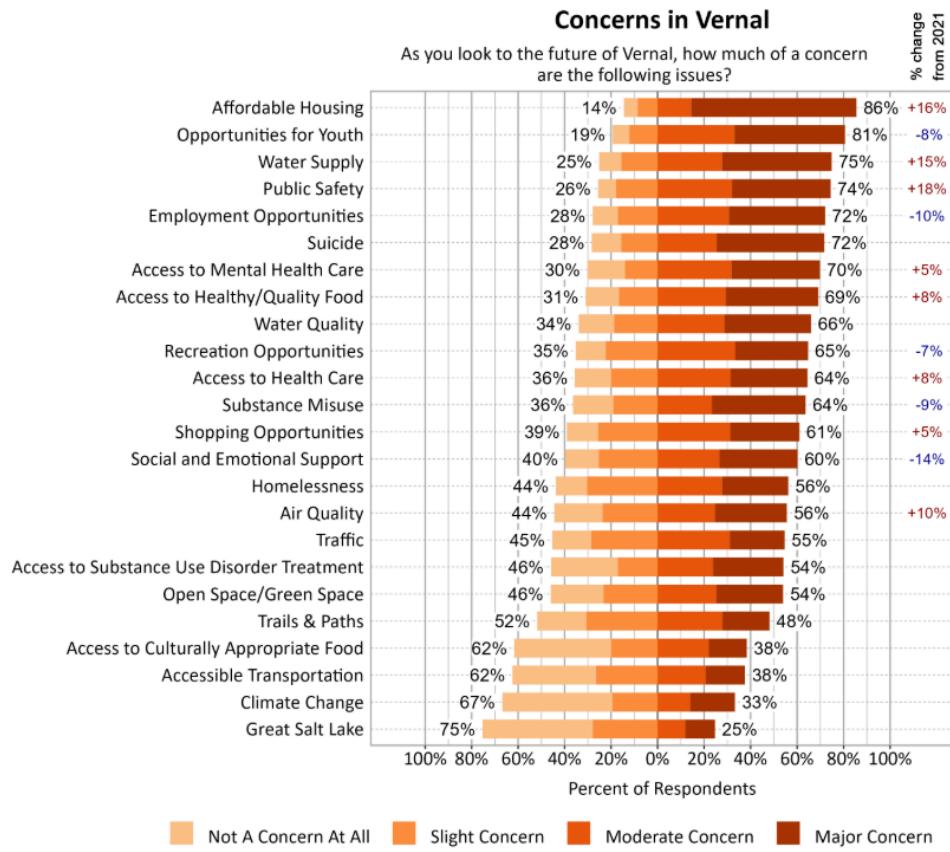
Embracing this challenge as an opportunity, Vernal City is charting a bold, innovative path. The City envisions partnering with a builder or developer who shares our passion for creating not just beautiful homes but also a vibrant, thriving community while addressing affordable housing.

A recent public survey conducted by Utah State University (Vernal Wellbeing Survey Findings 2024

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<https://www.usu.edu/utah-wellbeing-project/reports/2024/vernal-wellbeing-survey-findings-2024>)

identified “affordable housing” as the top concern among over 500 respondents.



In response, the Vernal City Council has prioritized affordable housing in staff initiatives and the Capital Improvement Plan (CIP) budget. One of the most promising initiatives is the development of a **tiny home village**. City officials are committed to bringing this vision to life by partnering with an innovative, capable entity to develop the property.

This project marks an important step in Vernal's affordable housing efforts, benefitting residents, supporting workforce housing, and boosting the local economy.

Project Overview and Components:

The **Tiny Home Village** project focuses on the development of 2 acres of vacant property on the south side of 600 South at 300 East in Vernal, Utah. Vernal City recently acquired this property along with an additional 3 acres to the north, dedicated to the Uintah Basin Association of Government's (UBAOG) self-help program. Construction of the first four self-help homes will begin in summer 2025. The immediate neighborhood features medium-density housing, including townhomes and apartments.

The 2-acre site, with frontage along 600 South, is currently vacant. A preliminary environmental assessment completed with UBAOG's assistance found no environmental concerns.

Within the 2-acre site, the vision is to create a **tiny home village** of approximately 17 to 20 homes. Additional homes may be possible with shared parking and without internal driveways.

Considerations & Challenges:

City staff have identified several key considerations and challenges that should be addressed by submitters. As Vernal's first project of this type, additional challenges will undoubtedly emerge. The City remains open to selecting more than one developer to fulfill the vision and purpose of the village.

The **statement of interest** should briefly address the following:

1. Zoning

The property is currently zoned R-4, Vernal City's most intensive residential zone. The project could proceed under two approaches:

- **Small Home Overlay Zone:** Vernal City has adopted an ordinance permitting tiny homes within the R-4 zone ([Section 16.20.620 Tiny Home Overlay](#)). This works well for owner-occupied units or for single-ownership rental communities.
- **PRUD (Planned Residential Unit Development):** This zoning enables unique, non-standard developments like the tiny home village. It requires a complete master site plan and public hearings at the Planning Commission and City Council. It is anticipated the builder/developer will be the applicant if this option is pursued.

2. Purchase Price of the Property

A final purchase price is not required in the SOI. However, the letter of interest and subsequent interviews should provide insight into the anticipated purchase price, financing ability, and proposed timing of the closing.

3. Public & Private Infrastructure

A public street, approximately 170 feet long, may need to be constructed to provide potential north/south access to adjacent property to the south. Potential funding sources include developer financed, state infrastructure loan funds, the Homeowner Opportunity Promotion Zone (HOPZ), a Special Assessment Area, or city-developed street construction with reimbursement.

Other infrastructure considerations include:

- Parking lot, driveways, or carports (1.0 space per unit required)
- Alley access to drives or carports
- Shared trash enclosures
- Water and sewer extensions and connections for each unit. A decision will need to be made if each unit has their own water meter, shared meter or complex meter.
- Underground electric and gas line extensions
- Creative, cost-effective stormwater plans
- Landscaping (private yards, public spaces, zeroscape, turf, vegetation, etc.)

Submitters should briefly address infrastructure funding and preferences in the letter of interest. Final details will be refined after developer selection and can be incorporated into a Master Site Plan.

4. Master Site Plan

A detailed Master Site Plan will be eventually required. The plan should highlight the developer's vision, community amenities, pedestrian accessibility, aesthetics, and integration into the surrounding neighborhood.

While a full site plan is not required for the SOI, a preliminary concept or vision will help the review committee understand your ideas and approach.

5. Type & Number of Homes

Submitters should provide concepts for the tiny home sizes and styles. Example photos, sketches, or illustrations are encouraged. Include an estimate of the number of homes proposed for the 2-acre site.

Homes must be permanent structures on concrete foundations. Please note whether the homes will be stick-built or pre-fabricated (including potential manufacturers) and whether basements for storage or carports are envisioned. A single building plan review is sufficient if multiple homes share an identical design.

Additionally, indicate whether the homes will be owner-occupied or rentals. The city's preference and vision are for primarily owner-occupied homes.

6. Purchase Price of the Tiny Homes

Please provide an estimated purchase price or monthly rental range for each home model or size. Estimates are preliminary but should reflect a commitment to affordability.

7. Ongoing Maintenance Plan

Tiny home villages require thoughtful maintenance of shared spaces and small yards. Propose concepts for ongoing maintenance responsibilities, such as owner responsibility, a special assessment area, a homeowners' association or other potential maintenance plan.

8. Ability to Perform and Develop the Village

The letter of interest should demonstrate your capability to undertake the project. Examples might include:

- Ability to finance and construct the project
- Anticipated schedule or timeline
- Past projects of a similar nature
- Any aspects requiring city or third-party financial participation

- Project management expertise and experience with similar developments including coordinating efforts between stakeholders, contractors, and utilities.

Next Steps with City Staff (post-selection):

- Developer Agreement
- Purchase Agreement
- Master Site Plan
- Rezoning to PRUD (if required)
- Platting and subdivision of property
- Public infrastructure planning, financing, and dedication of right-of-way
- HOPZ or Special Assessment Area coordination
- Utility coordination
- Building plans and permits

Project Timeline:

June 2025 – RSOI Issued

June 19, 2025 - Pre-submittal video call

July 10, 2025 - Letter of Interest due

July 2025 - Interviews with potential partners

July 2025 – Selection of partner(s) / developer(s)

July - August 2025 – Negotiations with city staff, approval by City Council

August 2025 – Purchase agreement and likely accompanied by a Developer Agreement

September 2025 – Platting and zoning, if required

September 2025 - Submittal of building permit(s)

Fall 2025 – Start of construction possible with accelerated timeline

2025 - 2027 - Buildout of Tiny Home Village

Submittal Requirements:

Submit one copy of the Statement of Interest (SOI) to:

- **By Email:** Eric Dilworth: edilworth@vernal.gov

○ Phone: 435-828-5293

- **Deadline:**

Thursday, July 10th, by 4:00 PM (MST)

Late submissions will not be accepted. It is the responsibility of the consultant to verify submission was received.

Contact for questions:

Keith Despain | Public Works Director

Email: kdespain@vernal.gov

Phone: (435) 790-3913

Components of Statement of Interest: (12 page max). The page count listed is the maximum. No bonus consideration for lengthy, wordy submittals.

Letter of Interest – 1 page

Introduce the firm and highlight relevant expertise.

Development Team – 1 page

List key team members, their roles, and experience in design, home building and affordable housing projects.

Project Understanding and Approach – 1 to 3 pages

Explain your understanding of the project, vision and purpose. Include the 8 elements listed above. It is not required to go into detail or include a response to each item.

Concept designs - up to 4 pages

Explain and illustrate the potential design of the village and the tiny home design. The designs do not need to be polished or professional. Sketches acceptable. Pictures of other example projects accepted.

Relevant Experience and Similar Projects – Limit 3 projects, 1 page per project

Provide details for three relevant projects, including pictures..

References – 1 page

Provide a list of up to three client references, including contact information and a brief description of the relevant project completed.

Selection Process and Evaluation Criteria:

Vernal City will evaluate the **Statement of Interest (SOI)** submissions and interview responses with a selection committee. The committee will review each submission based on the following criteria:

1. **Design Concepts – 40%**

Demonstrated experience in designing quality places and homes.

2. **Understanding of the Project and Approach – 25%**

Clear understanding of the project goals and challenges, as well as a thoughtful approach to design development, project quality and addressing affordable housing.

3. **Relevant Project Experience – 25%**

Experience in successfully completing similar projects. Demonstrated ability to complete the project including financing, planning & zoning and project management.

4. **Purchase Price - 10%**

This criteria will be based on an estimated offer to the city for the 2 acres. If a donation is sought, include compelling reasons why there is not a purchase offer.

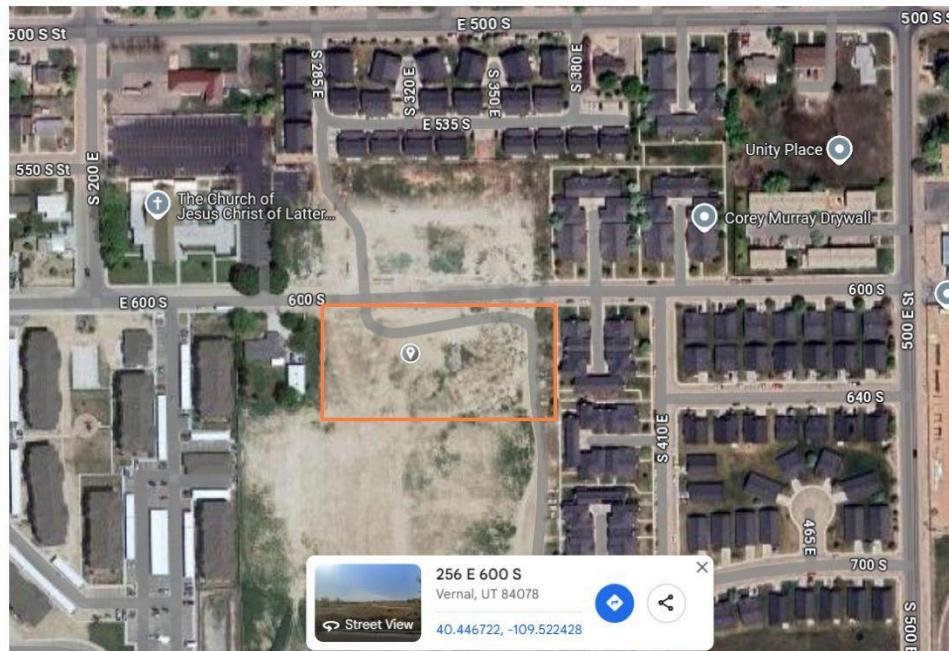
Summary

Vernal City is excited to embark on this creative, forward-thinking housing initiative. Bold ideas and a collaborative spirit are welcome to help turn this vision into a thriving, affordable tiny home community.

Attachments

- Attachment A: Project Area – 300 E 600 S
- Attachment B: Pictures of Existing Site
- Attachment C: Initial Concept Designs by City Staff
- Attachment D: Example Tiny Home Villages Used for Vision / Inspiration

Attachment A
Property Location



City owned property, 300 E and 600 S
40.446853, -109.522410

Approximately 2 acres

Attachment B
Pictures of Existing Site



Attachment C
Initial Concept Designs by City Staff - tiny home village



Attachment D

Pictures of other tiny home villages used for the vision



