

# NANTON



*TOWN OF NANTON*

Request for Proposals

## **WESTVIEW TOWN LANDS**

Request for Proposal No. **2024-60-Westview**

Issue date: **July 16<sup>th</sup> 2024**

Closing location:

*Town of Nanton*

*Town Office*

*1907 - 21 Avenue (PO Box 609)*

*Nanton, AB T0L 1R0*

*Attn: Neil Smith RPP, Chief Administrative Officer*

Closing date and time:

One hard copy and a PDF of the proposal must be received by 2:00 p.m. on:

**September 13<sup>th</sup> 2024**

## 1. OPPORTUNITY

The Town of Nanton invites proposals for the purchase and development of a portion or all of the remaining developable town-owned lands within the boundaries of the Westview Area Structure Plan. The Town is seeking development proposals (“Proposals”) from qualified firms (“Developers”) for the opportunity to purchase and develop an initial 40 acre area of Town-owned Property (“Property”) located on the west side of the Town, bounded to the south by Highway 533 and to the east by 29th Avenue. The land is open to a variety of different types of housing and anchor uses and the Town is open to a variety of different types of proposal, as well as hearing from interested intermediaries (see section 13).

The Westview Area Structure Plan (2022) can be reviewed here: [Westview Area Structure Plan | Town of Nanton](#).

## 2. VISION

The following vision statement summarizes the desired outcome for Westview:

“Westview is a master planned community designed with traditional small-town values that will create a thriving neighbourhood with excellent amenities.”

The Development Concept Plan (in the Westview ASP) proposes a series of predominately residential land uses that seek to appeal to a wide range of income levels, family or household structures, and lifecycle stages. Taken as a whole, Westview provides the opportunity to live and work within the same community. It also integrates a network of environmental and recreation spaces. Overall, the intention is to promote neighbourly relationships and connection with the landscape by focusing on community and transitions between public and private spaces.

The Town will examine proposals and prioritize them according to architectural proposals, market demand for the proposed uses and the optimal benefit to the Town’s economy, property tax base and long-term demographic health that supports the local K-12 school system. The Town will consider redistricting land that maximizes economically, socially and environmentally sound outcomes.

Note: All land-use changes will require municipal approvals. Accepting a proposal does not guarantee the proposed project meets required Town standards or will be approved by the Town. The obtaining of said approvals shall be at the sole risk of the proposer. The Town will also emphasize the type of neighbourhood commercial offerings (M-TRN mixed use transition districting), architectural design, and thoughtful site planning of the land.

The Town may require restrictive covenants running with the land to ensure the uses and architectural standards are as mutually agreed for an agreed minimum period of time.

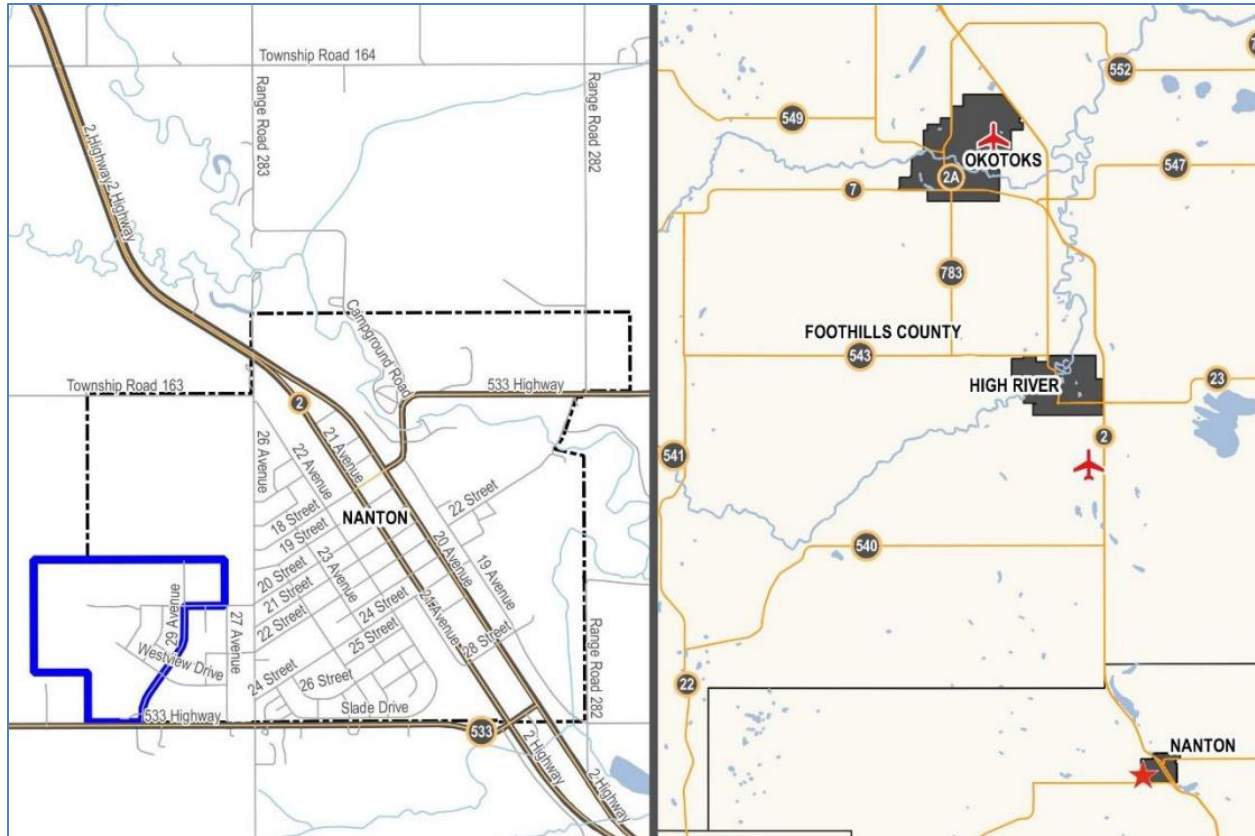
## 3. LOCATION AND CONTEXT

Westview is an extension of the residential areas of Nanton. Located on the west side of the Town, it is bounded to the south by Highway 533 and to the east by 29th Avenue.

The private lands to the north are predominately undeveloped and zoned as Future Urban Development (S-FUD) by the new Town Land Use Bylaw (2024). Agricultural lands in the Municipal District (M.D.) of Willow Creek are adjacent to the west.

The Westview community is ideally situated in the Town of Nanton within walking distance to

existing schools, shopping, and recreational amenities, such as Westview Meadows Park.



Westview offers a unique opportunity to live within a 20-minute drive to Chain Lakes Provincial Park and the historic and picturesque Cowboy Trail (Highway 22) to the west. It is also within a 20-minute drive to the High River Regional Airport and High River Hospital to the north.

Nanton is a one hour drive down Highway 2 from Calgary International Airport and under two hours' drive from southeast British Columbia's East Kootenay region.

#### 4. CONCEPTUAL OVERVIEW

The Development Concept Plan from the 2022 Area Structure Plan (ASP) proposes a series of predominately residential land uses that seek to appeal to a wide range of income levels, family or household structures, and lifecycle stages. Taken as a whole, Westview provides the opportunity to live and work within the same community. It also integrates a network of environmental and recreation spaces. Overall, ASP policies are intended to promote neighbourly relationships and connection with the landscape by focusing on community and transitions between public and private spaces. The door is left open on a very small amount of mixed use reflective of the potential need for some limited services or a small 'anchor' site.

The Town is seeking to see Westview developed differently in a manner reflective of a small rural town character with limited densities that don't unduly burden current and future water and sewer infrastructure capacities. None of the undeveloped Westview Town-owned land has been subdivided, so it also presents a great opportunity to work with the municipality on parcel shapes, sizing and zoning that work for a developer.



Westview Concept

0 100 200 300 m



- Westview ASP
- Westview Built Out
- Nanton Boundary
- Public Utility Lot
- Residential Detached Infill
- Residential Estate
- Residential Single-Detached

- Residential Two-Unit
- Residential Multi-Unit (Townhouses)
- Neighbourhood Commercial - Mixed Use
- Park and Community Recreation
- Potential Pathway
- Potential Future Vehicle Access Point to Park and Community Recreation



## 5. LAND USE DISTRICTS AND OTHER INFORMATION

The Town adopted a new [Land Use Bylaw in 2024](#) with new Land Use Districts (zones) designed to provide more flexibility to development generally. For the purposes of this RFP, the key zones are:

R-GEN: street orientated single detached/semi-detached/ duplex dwellings on standard sized lots  
 R-NAR: street oriented single detached, duplex/semi-detached and multi-unit dwellings on narrow parcels  
 R-LRG: single-detached dwellings with a minimum size requirement on large urban parcels  
 M-TRN: mixed commercial and residential uses compatible with a neighbourhood setting.

### **Secondary Suites**

*R-GEN zoning has internal secondary suites as a permitted use with external secondary suites as discretionary.*

### **Off-site levies/ Development Cost Charges**

*An off-site levy bylaw is in place and an updated version has been given first reading. Contact [develop@nanton.ca](mailto:develop@nanton.ca) for more information. [240618 Public Notice - Offsite Levy Bylaw 1390.pdf \(nanton.ca\)](#)*

### **Property Tax Incentives**

*There are presently only property tax incentives available for **non-residential** improvements or developments assessed at \$25,000 or greater. Contact the Town if you require any additional information with respect to this.*

## 6. GENERAL PROJECT COMMENTS / STANDARD OF CONDITIONS OF APPROVAL

The intended outcome of this Request for Proposals (“RFP”) process is to identify a Developer and enter a prospective negotiated agreement that will establish terms and conditions and further define the scope, design, general use, and development program for the Project upon which the selected Developer can purchase and develop the property.

The Town, at its discretion, could require a public presentation process. The Town reserves the right to enter into contract negotiations with the selected Proposer(s). If the Town and the Proposer(s) do not agree to the terms of the Purchase and Sale Agreement (sometimes referred to herein as the “Agreement”), then the Town may elect to terminate negotiations and begin negotiating with the second highest ranked proposer and so forth. This process will continue until a contract has been executed, or all submittals have been rejected, although the Town also maintains the right to reject all proposals at any time. No proposal shall have any claims and/or rights against the Town arising from such negotiation and/or the qualification process.

During the RFP period, Developers and their employees, agents, or representatives, shall have the right of reasonable access to the Property during regular business hours. Upon reasonable advance notice, to inspect the Property, undertake any necessary testing, and otherwise conduct due diligence to ensure that the Property is suitable for the Developer’s intended use.



Notwithstanding anything else in this Request for Proposals, Developer shall defend, indemnify, and hold the Town, its employees, officers, and agents, harmless from any injury, property damage, or liability arising out of the exercise by Developer of this right of access, other than injury, property damage or liability relating to the gross negligence or willful misconduct of the Town or its officers, agents, or employees.

## 7. PROPOSAL EVALUATION

To evaluate the alternatives and assist in the selection of a Developer, the Town is requesting development proposals that will help it finalize its vision and move ahead with the Property's disposition and development. Proposals must address the following items:

1. Description of the Developer's proposed project:

- a. Approach to subdivision (bare land or with improvements) and the amount of land required.
- b. Type of housing mix/ densities proposed.
- c. Scope and intent (if any) around Neighbourhood Commercial uses/ subdivision
- c. Conceptual aesthetic, architectural theme(s), and character imagery.
- d. Site Plan(s) – macro and micro as needed.
- e. Proposed mix of uses and intended market.
- f. Perception of the Town's role as a partner.

2. Description of the Developer's prior experience in developing similar types of projects elsewhere:

- a. Name and location of project(s)
- b. Description of project(s)
- c. Completion date of project(s)
- d. Experience in dealing with other governmental agencies (municipalities) developing projects and/or experience in purchasing government property for private development. The Developer shall also describe previous projects in close relation with similar context.

3. Explanation of the role the Developer's company will play in the proposed project and a list of other partners and their roles (if any). A list of the Developer's proposed team for key roles such as general contractor, site planning, engineering, architecture, and other consultants should also be included. Any change to the Developer's proposed team will require the consent of the Town, which may be delayed or withheld in the sole discretion of the Town for any reason or no reason.

4. The proposed general timeframe for the development of the Developer's proposed project. If multiple components or phases are planned, provide detail on each of the intended phases or components and their respective timeframes.

5. Description of the benefit(s) your proposed project brings to the Town including:

- a. Purchase price offered for a subdivided Property.
- b. Funding sources (funding and/or financing capacity).
- c. Projected property tax revenues anticipated from the proposed project.
- d. Projected other revenues from the project (if applicable).
- e. Projected benefits to the community in terms of school and working age population over time (if applicable).

- f. Other benefits to the Town.
- g. Any other researched information that supports the value of the proposal on a broader community-wide basis.

## 8. INQUIRIES

Please direct all inquiries in writing to: Georgina Sharpe, Planning & Development Officer: [develop@nanton.ca](mailto:develop@nanton.ca)

**Note that staff have been directed not to provide answers to inquiries over the phone or by direct e-mail.** This is done in the interests of meticulous fairness to different potential proponents and to staff who are not going to engage in speculative pre-negotiation. They will, however, acknowledge receipt of your communication and indicate where any response will be provided on the Town website if addenda is required.

**All questions** will be answered via formal addenda and will be posted on the Town's website. It is the responsibility of the respondents to check back to the website. Failure to do so may result in rejection of a proposal.

## 9. DEVELOPER'S RESPONSIBILITIES

Following Developer selection, the Developer shall proceed with detailed due diligence, pre-development planning, and pre-agreement activities while working with the Town to negotiate a Purchase and Sale Agreement for the Property.

The Town will also perform due diligence as to the financial ability of the Developer to complete the project in a reasonably timely manner, and the Developer will need to agree to provide such financial data.

The Town anticipates that the general scope of the successful Developer team's responsibilities would include responsibilities usually handled by developers of like-kind projects, including but not limited to:

### ***ENTITLEMENTS***

The Developer shall be responsible for all aspects of the Property's design and approvals, including pre-development planning, environmental review, and site planning. The selected Developer shall be responsible, at its sole cost, expense, and risk for obtaining all land use entitlements and all other municipal approvals required for its proposed development. The selection of a Developer and/or any other purchase negotiations with the Town does not constitute the Town's approval nor guarantee the Developer's proposed project will be approved by the Town or any other governmental agencies.

During the Negotiation Period, the selected Developer shall prepare and process an Initial Study and undertake all other actions required for Town approval of the project at the Developer's expense. In addition to the Initial Study, the Developer may, during the Negotiation Period, without any guaranty of approval, therefore, seek the approval of the Development Authority for Re-Districting and any subdivision requirements for the development of the project.

The Town will consider cost-sharing survey related expenses for prospective future parcel subdivision during the Negotiation Period for one or more phases of future development.

### ***PRE-DEVELOPMENT COSTS***

The selected Developer shall bear all predevelopment costs and all costs as may be required by the contract to be executed by the parties relating to this project. All fees or expenses of engineers, architects, financial consultants, attorneys, planning or other consultants or contractors retained by Developer for any study, analysis, evaluation, report, schedule, estimate, environmental review, surveys, planning and/or design activities, drawings, specifications or other activities or matters relating to the project shall be the sole responsibility of the Developer and no such activity, or matter shall be deemed to be undertaken for the benefit of, at the expense of, or in reliance upon the Town.

The Town will consider proposals for limited cost sharing if deemed in the public interest as part of a formal Development Agreement.

Notwithstanding Developer's expenditures as set forth above, the Town may, at its sole and absolute discretion, at any time, reject any and all, or parts of any and all proposals, re-advertise this RFP, postpone or cancel, at any time, this solicitation process, waive any irregularities in this solicitation, or in the proposals received as a result of this solicitation.

### ***DEPOSIT***

The selected Developer shall, unless otherwise negotiated, reimburse the Town for any out-of-pocket costs and expenses incurred (fees for consultants, legal, surveyors, engineers, title reports, and appraisal costs) in negotiating and preparing the Purchase and Sale Agreement and fulfilling its obligations under this RFP and the Purchase and Sale Agreement ("Reimbursable Costs").

Developer shall deposit with the Town the sum of Twenty-Thousand Dollars (\$20,000.00) ("Deposit Funds") to assure payment, however, any costs incurred by the Town over that amount will be invoiced and any remaining amount will be credited to the sale price. In the event that the negotiations do not result in a contract for purchase and sale prior to the full deposit being used for Reimbursable Costs, any unused portion of the deposit will be refunded. Amounts paid to the Town for Reimbursable Costs, will not be a credit to the purchase price, closing costs or any other purpose. The Deposit Funds shall be used and applied from time to time by the Town to pay itself for the Reimbursable Costs without consent or approval from Proposer.

### ***LEGISLATIVE ACTION***

The Town and Developer acknowledge that the Town must exercise its independent legislative Authority under the *Municipal Government Act* in making any and all findings and determinations required of it by law concerning the Lands. Developer selection does not restrict the legislative authority of the Town/ Development Authority in any manner whatsoever. It does not obligate the Town to negotiate a Purchase and Sale Agreement, or take any course of action with respect to the Property.

### ***FINANCING***

The Developer shall be responsible for providing the funding for the project, whether in debt financing, equity, tax credits, incentives, or a combination of these methods. If debt financing is



used, no financial risk or credit risk shall be imposed upon or borne by the Town.

## **CONSTRUCTION**

The Developer shall be responsible shall be responsible for the construction and commissioning of the project, including obtaining all permits, fees, and approvals necessary for the Project's construction and obtaining all final certifications, certificates of occupancy, and all of the final approvals for the project.

### **10. SUBMISSION INSTRUCTIONS**

A complete, concise, and professional response to this RFP will enable the Town to evaluate and identify the Developer who will provide the highest benefit to the community and indicate the level of the Developer's experience and commitment to the proposed project. Proposals must demonstrate that the proposed project's approach, design, and financing plan will allow for the project's successful development and delivery.

To be considered, interested respondents must hand deliver or mail in all requested materials by

**Friday September 13<sup>th</sup> 2024 at 2:00pm.** All proposals must be sealed and addressed to:

Chief Administrative Officer  
Town of Nanton  
Box 609  
Nanton, AB  
T0L 1R0

(Emailed or faxed submittals will not be accepted).

#### **ALL SUBMITTALS MUST INCLUDE:**

- One (1) original and five (7) copies of the proposal; each marked accordingly as "original" or "copy."
- One (1) Flash drive containing all materials submitted in PDF format.

Proposals will not be opened in public.

Late submittals will not be accepted or considered.

The following minimum information should be provided in each proposal and will be utilized in evaluating each proposal submitted. To expedite the evaluation of proposals, submittals should be no more than thirty pages (inclusive of cover pages, site plans, renderings, back-up, and exhibits).

Submissions should include the following items:

- Detailed completion of Questions in Section 7: Scope of Development, which shall include the following:
  - The Developer's statement of qualifications
  - Financing sources (funding and/or financing capacity)
  - A narrative description that expresses the Developer's understanding of the Town's vision for the project's development. The narrative
  - should reflect the respondent's development design intent, strategy,

- implementation expertise, and understanding of the scope of work.
  - Resumes with related expertise of the specific Developer and any
  - other consultant or subcontractor resumes with relevant expertise
  - and experience.
  - Developers shall describe their plan for public outreach and input on
  - any potential plans to the residents during the approval process.
- Descriptions for approximately three (3) of the Developer’s recently completed projects that demonstrate the Developer’s:
    - Experience working with municipalities and/or other public agencies to develop mixed residential projects.
    - Ability to complete projects of a similar size, scope, and purpose in a timely manner.
    - Description of any other completed projects (representative examples) of similar types of projects. Include addresses, telephone numbers, and the names of reference contacts for each project.
    - Similar project experience descriptions should be submitted for all key consultants.
- Proposed offer price to purchase property (or alternate model).
  - Analysis of the proposed job creation potential, market demand, and the economic and financial benefits of various uses proposed for the Property.
  - The Developer’s proposed approach for undertaking this development including detailed schedules for both the pre-development entitlements and approvals and the subsequent horizontal and vertical construction.

### ***Standard Statements***

- A statement that this RFP shall be incorporated in its entirety as a part of the Developer’s proposal.
- A statement that this RFP and the Developer’s proposal will jointly become part of the negotiation process for this project.

The Town will not be liable for any expenses incurred by Developers responding to this solicitation. The Town will retain all material submitted. Based upon the quality and quantity of submissions, the Town reserves the right to conduct a Second Round Evaluation with a select number of short-listed proposers.

## **11. SELECTION PROCESS**

The Evaluation Committee (“Committee”) will execute the selection process. Each Committee member will rank the proposals on a scale of 1 to 10 (best).

Committee members shall take the following components into consideration:

1. Purchase price amount/ alternate model of acquisition.
2. Architectural Design, Theme, and Conceptual Site Plan(s).
3. Conformance with the ideas, themes, and concepts detailed therein.
4. Quality of submittals as outlined in the RFP (experience with similar projects and abilities).

5. Ability to create new subdivisions in Westview.
6. Creativity, uniqueness, and compelling ideas.
7. In-person presentations (20 minutes maximum).

After each committee member reviews the submittals and in-person presentations, each member will submit a score for each respondent not to exceed 10 points. Based on the number of respondents (proposers), the Committee reserves the right to “short-list” some developers for advanced discussions. The Committee will then discuss all the proposals to select a Developer for negotiation of an agreement. The Committee also reserves the right to reject all proposals and elect to re-start or cancel the process.

Further, and for the avoidance of any doubt, the Town reserves the right to negotiate any term, condition, specification, or price with selected Proposer(s). In the event that mutually agreeable negotiations cannot be reached with a Proposer, the Town may negotiate with the next ranked Proposer(s) and so forth. This process will continue until a contract has been executed, or all submittals have been rejected. An impasse may be declared by the Town at any time. No proposer shall have any claims and/or right against the Town arising from such negotiation and/or the qualification process.

This RFP process was designed for respondents to propose ideas and deliver solutions for the Lands. The Developer with the best overall development program will be selected for further negotiation. After the individual scoring, and in the event the Committee cannot agree on a Developer, this RFP may be rendered null and void.

## **12. RFP ADDENDA**

The Town may determine it is necessary to revise any part of this solicitation. Revisions will be made by written addenda, and it is the Developer’s responsibility to understand and comply with any addenda to this solicitation. Failure to do so may result in a rejection of the proposal. Addenda will be posted on the Town’s website ([www.nanton.ca](http://www.nanton.ca)) under RFP 2024-60-Westview.

Please direct all inquiries concerning this RFP to:

Georgina Sharpe ([develop@nanton.ca](mailto:develop@nanton.ca)): Planning and Development Officer

## **13. OTHER APPROACHES/ INTERESTS**

The Town recognizes that a suitable developer may not be found during this process. Land brokers, consulting planners and other intermediaries in municipal land development are welcome to submit basic expressions of interest during this timeframe to the Town, outlining how they can potentially help bring the Town and a suitable developer together for a fee. The Town will make no commitment to take consideration of such expressions of interest further until the outcome of this RFP is known, confirming whether or not a relationship with an intermediary is necessary.