

Town of Cardston

P.O. Box 280
Cardston, Alberta T0K 0K0
Phone (403) 653-3366 • Fax (403) 653-2499

Town of Cardston Development Request for Proposal

This Request for Proposal (the "RFP") is issued by the Town of Cardston (the "Town"). The purpose of this RFP is to invite interested parties to indicate their interest in, and their qualifications for a development on Town owned property located at the corner of 4th Avenue West and 2nd Street West locally known as the E. J. Wood property (Lot 1 and 1A, Block 5, Plan 1793E & the developable northwestern portion of Lot 2, Block 4, Plan 1793E subject to subdivision). There is approximately 72,100 sq. ft. of developable area. Town Council is requesting a 14 meter setback be maintained from the hill escarpment to accommodate event parking.

Based on responses, the Town expects to identify, in accordance with the term of this RFP, a successful developer to construct the development.

The purpose of the Competitive Selection Process is to identify a qualified entity with whom the Town may enter into an agreement to purchase Town owned land for the purposes of financing, constructing, operating, and maintaining a development of which scope and design are satisfactory to the present Town Council. Whereas the land proposed is owned by the Town of Cardston and as such Mayor and Council have an interest to ensure that the land is sold for its best use and benefit, the Mayor and Council wish to have direction and discretion concerning disposal of the parcel via the request for proposal process. The Town Councils request for proposal is for a moderate development density and that the project is of acceptable assessment value.

This RFP is not a tender or an offer, and the Town is not obligated to accept an offer by issuing this RFP.

Any interested party, or parties, may submit a response to this RFP. Respondents may, subject to the terms of this RFP, include individuals, corporations, joint ventures, partnerships, or any other entities.

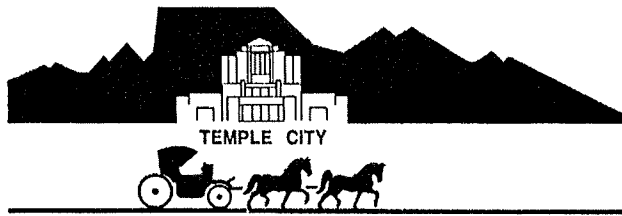
The Qualification selection committee shall consist of the Mayor and Council of the Town of Cardston.

All interested parties shall pick up an information package from the Town of Cardston office.

The RFP document is to be addressed to the Town of Cardston Mayor and Council and shall contain the following:

1. Name(s) and address(es) of interested parties including company names that said person may operate under.
2. Amount of offer for land purchase. Reserve price is \$135,000.00 for developable parcel. Subdivision and rezoning will be completed by the Town prior to transfer.
3. Curriculum Vitae of proposed project principals.
4. Development specific details including
 - Building conceptual design with color elevation renderings
 - Confirmation of financial readiness
 - Readiness and project timeline for design and construction
 - Summary of facility construction materials, amenities, lease, rent or purchase plans
 - Traffic and parking plan, Council requests traffic to enter and exit from 2nd St. West and / or 5th Ave. West, and not from 4th Ave. West).
 - Estimated resale price per unit.
 - Estimated local economic benefit.
5. Planned marketing initiative including target market and any involved marketing firms

All parties interested in putting forward an RFP, shall first review the Geotechnical Evaluation prepared by EBA Engineering regarding hill stability, setback requirements, and development requirements to ensure long term stability of the adjacent hillside. The successful applicant must



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undertake thorough engineering to ensure that the proposed development is suitable for the area prior to construction.

All information related to the parcel of land including dimensions, utilities, roads etc. will be included in this RFP document. The documents are for conceptual reference only and are not to be interpreted as engineered construction documents. Any further information requests shall be directed to:

Nolan Card
Development Officer
Town of Cardston
67, 3rd Ave. West
Cardston, AB
T0K 0K0
P: 403-653-3366
F: 403-653-2499
E: nolan@cardston.ca

Timeline for the RFP process shall be as follows:

_____ - Advertise Request for Proposal

May 6, 2022 – Deadline of 12:00 pm for all submissions to the Town of Cardston Office.

RFP documents will not be made public and will be considered confidential documents.

2 ST W

88.742

68.264

AREA 1.65
ACRES

R105:000

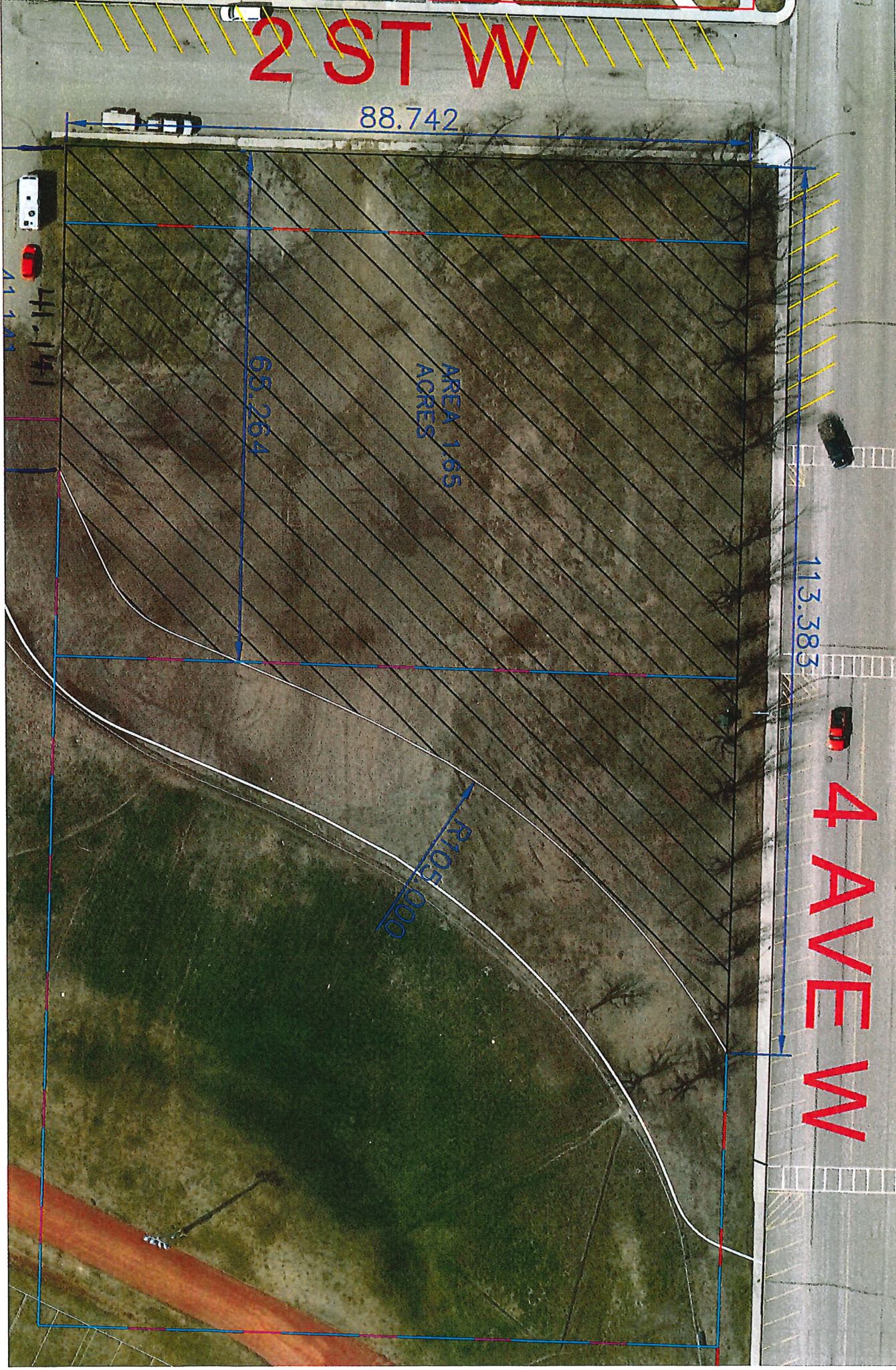
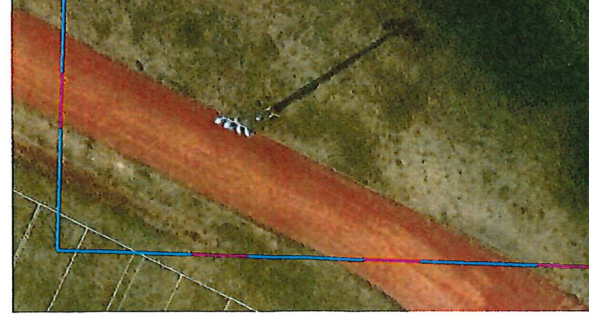
113.383

4 AVE W

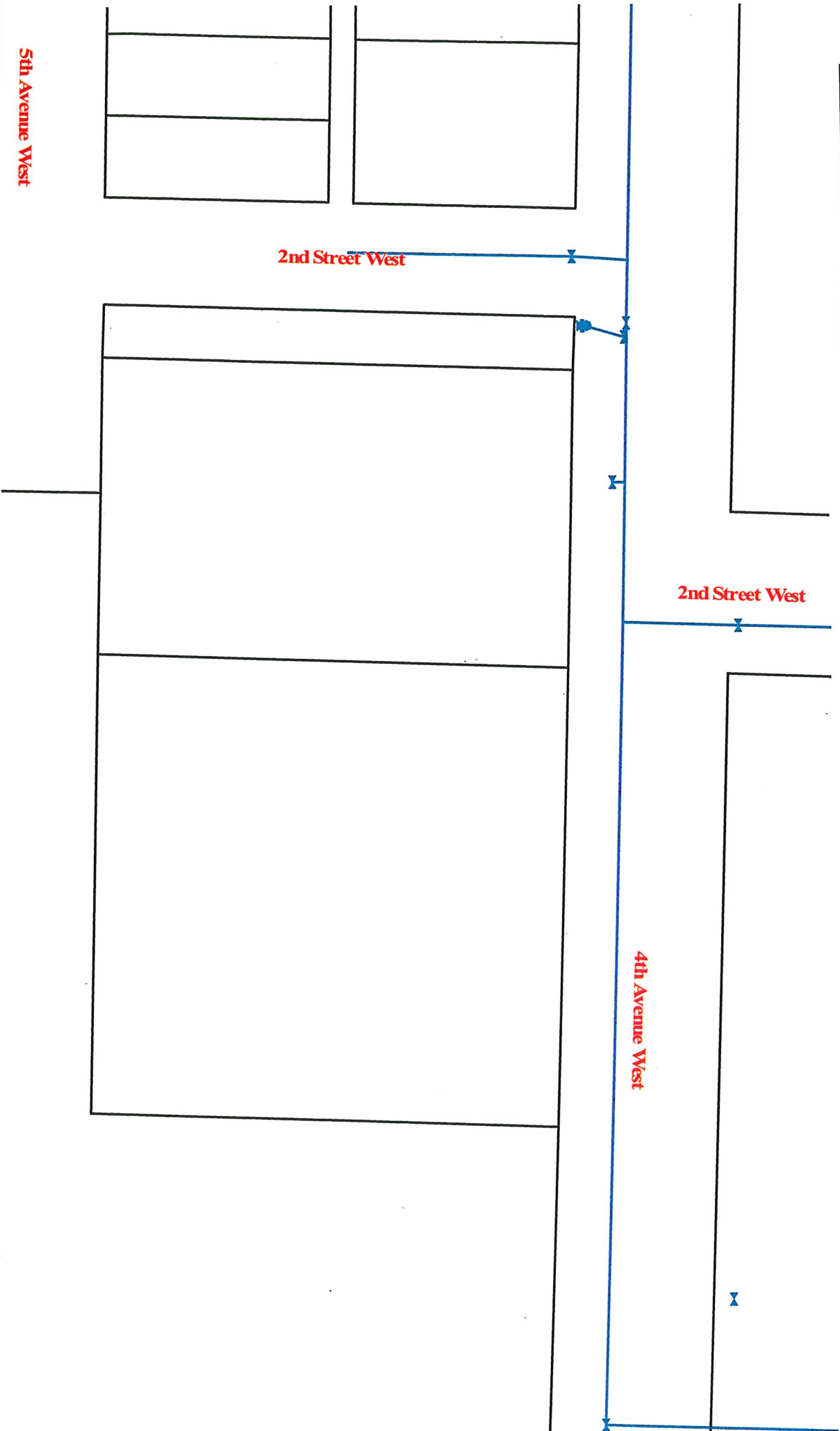


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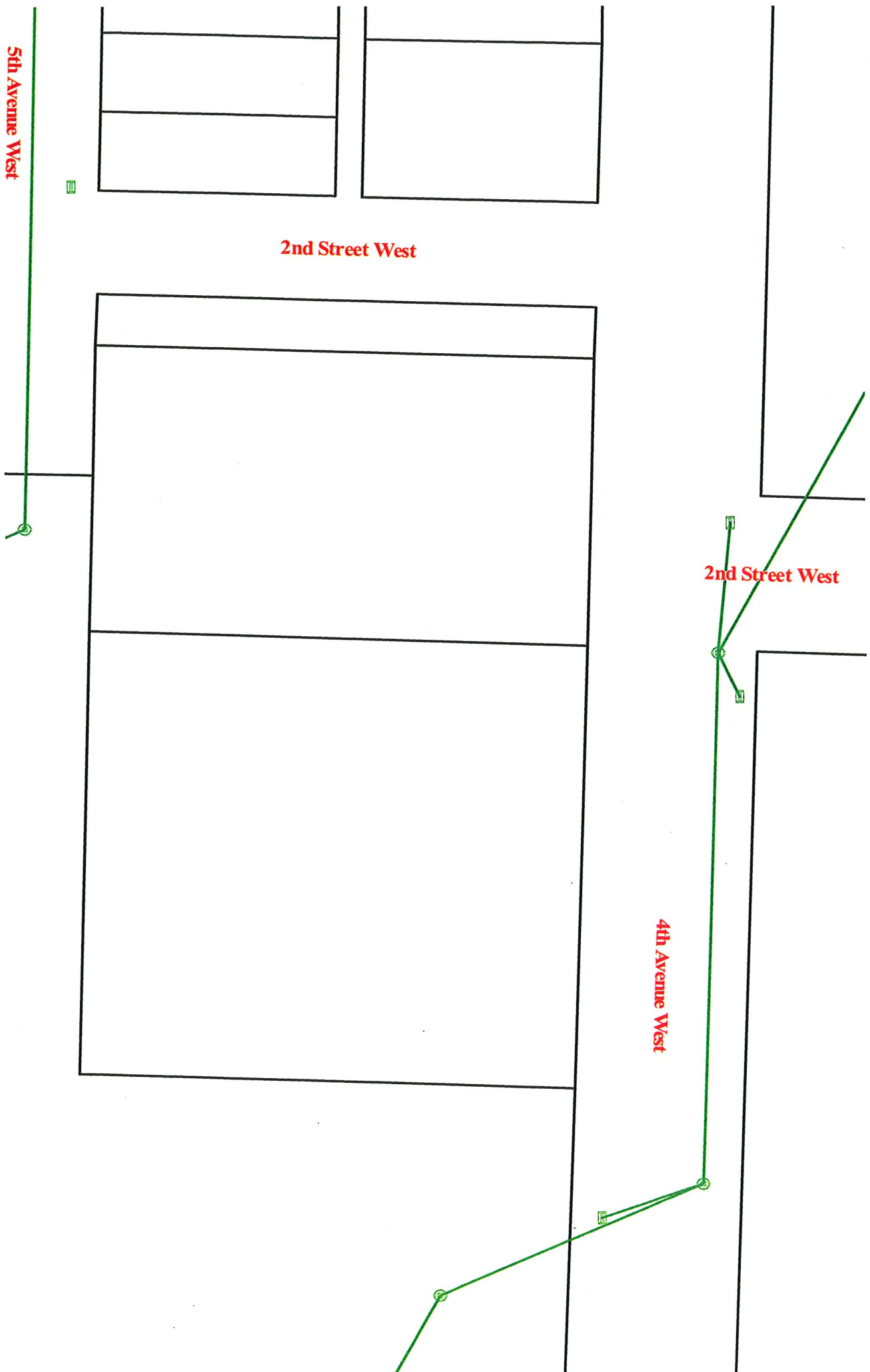


Water line (identified in blue) runs along 4th avenue west. The main line is an 8" PVC line. There is a fire hydrant on the north-west corner of the property.

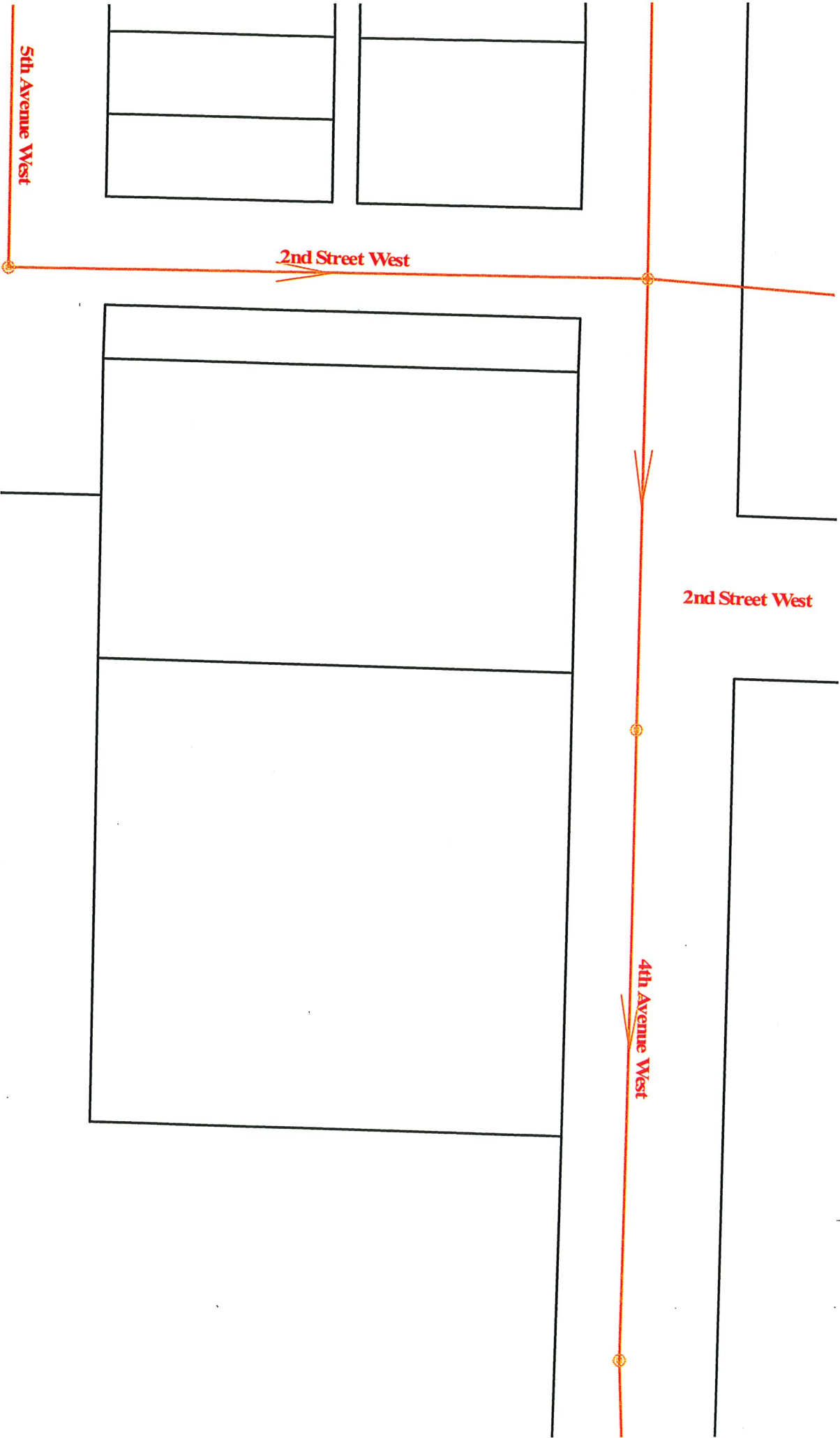


5th Avenue West

Storm sewer (identified in green) runs across 2nd st west and down 4th ave west. Catch basins are on the intersection of 2nd st and 4th ave and east of the property on the south side of 4th ave. Storm pipe is a 15" concrete pipe.



Sanitary sewer line (identified in orange) runs along both 4th ave west and 2nd st west. Direction of gravity flow is indicated by the arrows. The line is an 8" clay tile line.





MEDIUM DENSITY RESIDENTIAL – R4

Purpose:

To provide opportunities for multi-family development, and related uses, in those areas that are considered suitable for such development, in an attractive, orderly, economic and efficient manner.

1. (A) PERMITTED USES

- Accessory building, structure or use to an approved permitted use
- Day Home
- Detached Garage
- Dwellings:
 - Apartment (up to 4 units)
 - Duplex
 - Multi-Unit (up to 4 units)
 - Rowhouse (up to 6 units)
 - Semi-Detached
 - Senior Citizen Housing
- Garden Shed
- Home Occupation 1
- Shipping Container (*temporary*)

(B) DISCRETIONARY USES – MPC

- Dwellings:
 - Apartment (more than 4 units)
 - Multi-Unit (more than 4 units)
 - Rowhouse (more than 6 units)
 - Single-Detached (*existing as of the passing of this Bylaw*)
- Boarding or Lodging House
- Child Care Facility
- Community Garden
- Home Occupation 2
- Institutional Facilities and Uses
- Parks and Playgrounds
- Sign Types¹: 4, 5, 12
- Small Wind Energy System – Type A²
- Utility, Private or Public

(C) DISCRETIONARY USES – DO

- Accessory building, structure or use to an approved discretionary use
- Sign Types¹: 1, 2

Notes: 1 – See Schedule 12: Sign Regulations, Section 8 for definitions of sign types.
2 – See Schedule 5, Section 13 for definition of small wind energy system types.

(D) PROHIBITED USES

- *Any use which is not listed as either a permitted or discretionary use, or is not ruled to be a similar use to a permitted or discretionary use in accordance with the Administration Section, subsection 33(2), is a prohibited use*



2. MINIMUM LOT SIZE

Use	Width		Length		Area	
	m	ft.	m	ft.	m ²	ft ²
Semi-Detached Dwellings (for each side)	12.19	40	36.58	120	445.92	4,800
Apartment (per unit)	As required by the Development Authority				204.38	2,200
Duplex	18.29	60	36.58	120	668.88	7,200
Multi-Unit Dwelling (3 units)	33.53	110	36.58	120	1,226.28	13,200
Multi-Unit Dwelling (4 units)	42.67	140	36.58	120	1,560.72	16,800
Rowhouse						
• Interior unit	6.10	20	36.58	120	222.96	2,400
• End unit	9.14	30	36.58	120	334.44	3,600
All other uses	As required by the Development Authority					

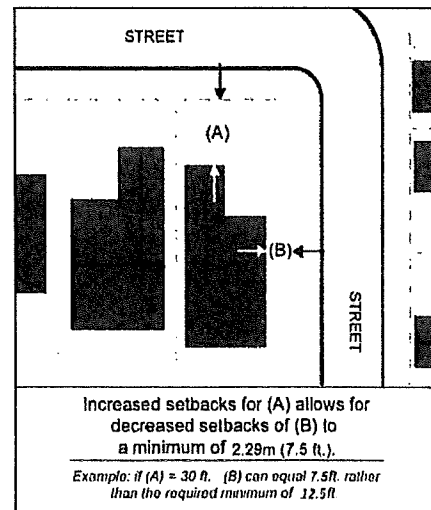
3. MINIMUM YARD DIMENSIONS FOR PRINCIPAL BUILDINGS AND USES

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Duplex, Semi-Detached Dwelling	7.62	25	3.81*	12.5*	1.52	5	7.62	25
Multi-Unit Dwelling (up to 4 units), Rowhousing	7.62	25	3.81*	12.5*	2.44	8	7.62	25
Apartment (up to 4 units)	7.62	25	3.81	12.5	3.05	10	7.62	25
All other uses	As required by the Development Authority							

Note: Measurements are from the respective property line to the nearest point of the building.

MINIMUM YARD SETBACKS FOR A CORNER LOT

*The required secondary front yard distance on a corner lot may be reduced by 0.15 m (0.5 ft.) for each 0.30 m (1 ft.) that the front yard setback is increased, providing the resulting secondary front yard setback is never less than 2.29 m (7.5 ft.). (see diagram)





4. MAXIMUM SITE COVERAGE

(1) Principal Building – 40%

The principal building shall not occupy more than 40 percent of the surface area of a lot. Attached garages shall be considered as part of the principal building.

(2) Accessory Buildings – 10%

Any and all accessory buildings and structures shall not occupy more than 10 percent of the surface area of a lot or 92.90 m² (1,000 ft²), whichever is the lesser.

(3) Other development shall be at the discretion of the Development Authority.

5. MINIMUM FLOOR AREA

Use	Minimum Floor Area*
Dwelling Unit	65.03 m ² (700 ft ²)
All other uses	As required by the Development Authority

*Total floor area of all floors as measured by floors above grade or floors not more than 1.52 m (5 ft.) below grade.

6. MAXIMUM HEIGHT OF BUILDINGS

Use	Maximum Height*
Duplex, Semi-Detached, Rowhousing, Multi-Unit Dwelling, Apartment (up to 4 units)	10.06 m (33 ft.)
Apartment (more than 4 units)	As required by the Development Authority
Accessory Buildings	4.88 m (16 ft.)
All other uses	As required by the Development Authority

*In no case shall an accessory building exceed the height of the principal dwelling.

- (1) Buildings with more than three (3) storeys will require additional measures such as sprinkler systems to ensure they meet provincial legislation.
- (2) An application for a building that exceeds 10.06 m (33 ft.) in height shall be circulated to the Fire Department to ensure that adequate firefighting facilities exist to service the building's height.

7. DRAINAGE

All dwellings and accessory structures must have eaves and downspouts, proper site grading, and all surface drainage must be contained on-site and/or directed into approved municipal infrastructure. In no case shall surface drainage negatively affect adjacent properties.

8. DRIVEWAY STANDARDS

See Schedule 10: Off-Street Parking, Loading & Driveway Requirements.



9. ACCESSORY BUILDINGS (INCLUDING GARDEN SHEDS AND DETACHED GARAGES)

(1) Minimum setbacks for accessory buildings including garden sheds and detached garages are as follows:

Use	Front Yard		Secondary Front (Corner Lots)		Side Yard		Rear Yard	
	m	ft.	m	ft.	m	ft.	m	ft.
Accessory Buildings – interior lots	See (6) below				1.22	4	0.61	2
– laneless corner lots	See (6) below				1.22	4	1.22	4
– laned corner lots	See (6) below		3.05	10	1.22	4	0.61	2
Moveable Accessory Buildings	See (6) below				See (11) below			
All other uses	As required by the Development Authority							

Note: Measurements are from the respective property line to the nearest point of the building.

- (2) No accessory building or use shall be allowed on a lot without an approved principal building or use.
- (3) Accessory structures and uses not specifically included within a development permit require a separate development permit application.
- (4) Accessory buildings on interior lots or laneless corner lots shall not have overhanging eaves less than 0.61 m (2 ft.) from the side and rear lot line.
- (5) Accessory buildings on laned corner lots shall not have overhanging eaves less than 2.44 m (8 ft.) from the secondary front lot line and 0.61 m (2 ft.) from the rear and side lot lines.
- (6) Accessory buildings shall not be located in the front yard nor any closer to the front property line than the principal building.
- (7) Accessory buildings shall have a minimum separation of 0.61 m (2 ft.) from the overhanging eaves of the accessory building and the eaves of any other accessory building or structure and a minimum separation distance of 1.22 m (4 ft.) from the overhanging eaves of a principal building or dwelling.
- (8) Where an accessory building has a door on the rear elevation for vehicular access purposes off the lane, a minimum setback of 1.22 m (4 ft.) shall be required.
- (9) The exterior finish of all accessory buildings must be the same or complimentary to the principal building.
- (10) A minimum separation distance of 3.05 m (10 ft.) shall be provided between a principal building and any accessory building or structure.
- (11) Accessory buildings not over 11.15 m² (120 ft²) that are moveable or temporary in nature may be setback from a side or rear lot line so that no portion of the building, including eavestroughing, lies on the adjoining property. All roof drainage must be contained within the property that the said building is situated on.

10. MINIMUM LOT LINE SETBACKS FOR OVERHANGING EAVES

The overhanging eaves of a principal building shall not be less than 0.91 m (3 ft.) from the side lot line.

11. ARCHITECTURAL CONTROL APPROVAL

Development permits may require developer’s Architectural Control review and approval PRIOR to a development permit being issued.



12. DESIGN REQUIREMENTS

See Schedule 5, Section 10: Multi-Unit Dwelling Design Requirements.

13. SPECIAL CONSIDERATIONS

The Development Authority, when considering an application for development in an established residential area, shall take into consideration, among the other factors listed in this Bylaw, the following:

- (a) traffic generation and adequacy of street and lane access;
- (b) ease of utility servicing;
- (c) relative proximity to other multiple family dwellings;
- (d) proximity to and amount of open space;
- (e) compatibility of scale with surrounding dwellings and neighbourhood;
- (f) the ability of the proposed design to integrate into the neighbourhood and uphold the quality of development in the neighbourhood.

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| 14. STANDARDS OF DEVELOPMENT | – Schedule 4 |
| 15. MOVED-IN DWELLING AND MOVED-IN BUILDING REGULATIONS | – Schedule 6 |
| 16. PREFABRICATED DWELLING REGULATIONS | – Schedule 7 |
| 17. HOME OCCUPATIONS | – Schedule 8 |
| 18. LANDSCAPING AND SCREENING STANDARDS AND GUIDELINES | – Schedule 9 |
| 19. OFF-STREET PARKING, LOADING & DRIVEWAY REQUIREMENTS | – Schedule 10 |
| 20. SIGN REGULATIONS | – Schedule 12 |