



TOWN OF QUALICUM BEACH STAFF REPORT

File No. 6520-EGC2026

TO: Luke Sales, Director of Planning and Community Development
FOR: Regular Council Meeting
DATE: May 13, 2026
FROM: Bailey Walsh, Planner
SUBJECT: Authorization to Issue RFP – Country Club Drive West (Parcel 2)

GOVERNANCE DECISION

Council is requested to authorize staff to issue a Request for Proposals (RFP) for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighbourhood, generally in accordance with the parcel-specific development parameters and design guidelines attached to this Report.

RECOMMENDATION

THAT Council authorizes staff to issue a Request for Proposals (RFP) for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighbourhood, as attached to the May 13, 2026, Planning Report to Council.

PURPOSE

The purpose of this Report is to seek Council authorization for staff to issue a Request for Proposals (RFP) for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighbourhood.

This Report builds on the *Preliminary Eaglecrest Neighbourhood Plan* (Preliminary Plan), which is described in the May 13, 2026, Report to Council titled “Draft Preliminary Eaglecrest Neighbourhood Plan”. While the Preliminary Plan establishes the broader vision and priorities for the Eaglecrest Neighbourhood as a whole (including guidance for future development, infrastructure, transportation, and neighbourhood character), this Report advances the next level of implementation by inviting proposals on a specific parcel.

BACKGROUND

Prior to the finalization of the Town’s purchase of the Eaglecrest Golf Course (EGC) lands in 2025, community engagement was conducted by Town staff, involving small group discussions with nine community groups including Eaglecrest residents. Additionally, the Town conducted

an online survey, receiving nearly 900 responses. The Town also facilitated community open houses on September 29, 2025, in partnership with consultant MODUS and their team of market economics experts, with over 500 residents attending the event across two sessions.

Following this community engagement, Council adopted “Town of Qualicum Beach Official Community Plan Bylaw No. 800, 2018, Amendment (Eaglecrest) Bylaw No. 800.08, 2025” and “Town of Qualicum Beach Zoning Bylaw No. 900, 2024 (Eaglecrest) Bylaw No. 900.06, 2025”, on October 22, 2025, securing land use and zoning provisions for the Neighbourhood ahead of the final purchase. In addition to these development provisions, Development Permit Area Guidelines for portions of the EGC lands were adopted as a part of the “Town of Qualicum Beach Official Community Plan Bylaw No. 918, 2025” and “Town of Qualicum Beach Zoning Bylaw No. 900, 2018, Amendment (Development Permit Area Guidelines) Bylaw No. 900.08, 2025”, both adopted on December 10, 2025.

Planning efforts in 2026 have focused on developing the Preliminary Eaglecrest Neighbourhood Plan. This work builds on earlier policy direction and defines how the Eaglecrest Neighbourhood functions as a whole, including how people move through the area, how land uses relate to one another, and how future development contributes to a cohesive form and character. The Preliminary Eaglecrest Neighbourhood Plan establishes a shared framework to guide future decision-making, with the future finalized *Eaglecrest Neighbourhood Plan* to be completed once additional infrastructure analysis and technical studies are complete.

In parallel, parcel-specific planning has been undertaken for land located west of Country Club Drive, identified as Parcel 2. This parcel was designated in 2025 for higher residential density than surrounding parcels and represents an early opportunity to implement the Eaglecrest Neighbourhood vision. Parcel-specific planning focuses on translating neighbourhood-level direction into more detailed expectations for this site, including considerations related to pedestrian and vehicle circulation, interfaces with adjacent parcels, and built form and character.

Together, these processes have resulted in two key outcomes: the preparation of the *Preliminary Eaglecrest Neighbourhood Plan* (under separate report to Council) that establishes the overall context for future development, and the development of parcel-specific parameters intended to guide the sale and redevelopment of Parcel 2. These parcel-specific parameters form the basis of the RFP attached to this Report and represent an important step in implementing the broader Eaglecrest Neighbourhood vision.

DISCUSSION

Authorization to issue an RFP for Parcel 2 is not a decision that finalizes the future development of the land. Rather, it is an invitation to the development community to respond to the Town’s planning parameters with proposals that can be evaluated against community expectations and Council priorities.

Issuing an RFP does not obligate Council to accept any proposal, enter into a development agreement, or proceed with the sale of the land. Council retains full discretion to determine whether proposals received through the RFP process adequately reflect the vision, character, and integration objectives set out in the *Preliminary Eaglecrest Neighbourhood Plan* and the parcel-specific development parameters. Should Council determine that the proposals do not meet these expectations, Council may choose not to advance any proposal.

It should be noted that the zoning applicable to Parcel 2 is intentionally permissive with respect to use and built form. It allows for a broad range of potential development outcomes, including single-detached dwellings, small-scale multi-residential forms such as townhouses or patio homes, and, on the southern portion of the parcel, the potential for a senior's care facility or multi-residential housing forms. This flexibility reflects earlier policy decisions and is intended to allow the market to respond creatively while remaining aligned with community objectives.

Within this flexible zoning framework, the parcel-specific development parameters provide more focused direction. These parameters are specific where certainty is important—such as access locations, relationships to surrounding parcels, and key aspects of circulation and site integration—while remaining general in other areas. This balance is intentional. The RFP is structured to allow proponents to interpret the site layout, building forms, and design guidelines in different ways, provided that the outcomes align with the overall vision for the Eaglecrest Neighbourhood and the objectives identified for Parcel 2.

This approach recognizes that different development teams may bring different expertise, preferred housing types and design responses to the site. By inviting multiple interpretations that meet the same underlying objectives, the Town can better assess how the established planning framework performs in practice and which proposals best achieve the desired balance of density, livability, neighbourhood compatibility, and financial benefit.

In this context, the RFP is best understood as a tool for engaging the market in accordance with the Town's planning direction, rather than as a commitment to a predetermined development outcome. It enables Council to review tangible proposals grounded in the Eaglecrest Neighbourhood vision before making any decisions regarding disposition of the land or advancement of a specific development concept.

Proposed Key Dates

Date	Milestone
May 2026	RFP Issued
July 8, 2026	Proposal Submission Deadline
July 2026	Council consideration of proposals [Closed Meeting]
September 2026	Possible Council authorization of a Purchase and Sale Agreement

2027 and Beyond

Due to the planning and public engagement work proposed for 2026, further planning for some Eaglecrest Golf Course lands will extend into 2027 and beyond. Parcels which will require further planning and public engagement include the parcel on the corner of Eaglecrest Drive and Country Club Drive, as well as the parcel along Highway 19A (shown as "Group 3" on Attachment 1). These parcels require further consideration and public engagement prior to any proposed development.

Community Engagement

Community engagement has been a central component of the *Preliminary Eaglecrest Neighbourhood Plan* planning process and has been intentionally front-loaded to inform both neighbourhood-scale planning and parcel-specific development considerations.

This engagement has focused on identifying values, expectations, and areas of sensitivity related to neighbourhood character, circulation, recreation, and land use. Input received through this process has directly informed the Preliminary Plan and the parcel-specific development parameters that are incorporated into the Request for Proposals (RFP). Community engagement is expected to continue on the Preliminary Eaglecrest Neighbourhood Plan, but not on the RFP or the submissions received.

Given the timelines associated with issuing the RFP and evaluating submissions, to achieve lot sales in 2026, it is not feasible to undertake additional community engagement after receiving development proposals. The RFP itself reflects extensive public input. If further public input is required, the RFP issuance would be delayed. Further implications of delaying the process are explained in the Financial Implications section of this Report.

Developers will submit proposals to the Town in response to the RFP, and Council will have the opportunity to review and consider those proposals in light of community priorities, neighbourhood compatibility, financial considerations, and overall alignment with the Eaglecrest Neighbourhood vision.

FINANCIAL IMPLICATIONS

Given the flexibility of the applicable zoning and the range of development forms contemplated for the site, different development approaches may result in significantly different land values. While proposals may be fully compliant with the design intent and parcel-specific development parameters set out in the RFP, such compliance does not necessarily imply that all proposals will generate equivalent financial outcomes for the Town. Some proposals may place greater emphasis on lower-intensity development forms or specialized uses, which could result in reduced land value or fewer anticipated housing outcomes compared to other possible interpretations of the site.

Conversely, proposals that maximize development intensity without adequate consideration of neighbourhood compatibility, form, and character would also not represent a desirable outcome. The Town's objective is to achieve an appropriate balance between neighbourhood integration, community benefit, financial viability, and design quality. The ideal outcome is one that meets the Town's financial objectives while aligning with the Eaglecrest Neighbourhood vision, to be advanced by a proponent with demonstrated experience delivering similar forms of development. At this time, market conditions are somewhat unpredictable but are currently expected to result in proposals that meet the Town's overall objectives. However, should market

conditions change, or should proposals be received that do not align with the Town’s financial expectations or broader objectives, Council may determine that it is not appropriate to award a contract or proceed with the sale of the land at this time.

If Council were to advance a proposal that is associated with a lower land value, it may have implications for the Town’s ability to fulfill its stated objective that the acquisition of the Eaglecrest Golf Course be self-funded. Decisions related to the disposition of Parcel 2 may therefore influence the timing, sequencing, and funding capacity for future investments both within the Eaglecrest Neighbourhood, and the Town as a whole; for example, anticipated transportation and traffic improvements such as upgrades at the intersection of Country Club Drive and Highway 19A, and reinstatement of Reserve Funds required for investments including Saahtlam Park, Pickleball Courts, the Bus Garage site, and the Operations Workplace Modernization.

For greater clarity, delays in commencing the disposition process would postpone the realization of land value and create uncertainty around the timing of revenue needed to support planned investments and financial commitments related to the Eaglecrest Golf Course lands. Deferral may also affect market interest or alignment with prevailing development conditions.

However, it should be noted that issuance of the RFP does not commit Council to accepting any proposal or proceeding with the sale of the land. Any future decision to advance a specific development proposal would be brought forward in a separate report to Council [closed meeting] as per the *Community Charter*.

PUBLIC PARTICIPATION SPECTRUM (IAP²)

Public Participation Framework developed by the International Association for Public Participation – IAP² International.

INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
<ul style="list-style-type: none"> • Provide balanced and objective data to assist in understanding issues, alternatives, opportunities, and solutions 	<ul style="list-style-type: none"> • Obtain feedback on analysis, alternatives, and/or decisions 	<ul style="list-style-type: none"> • Work directly with stakeholders to ensure concerns and aspirations are understood and considered 	<ul style="list-style-type: none"> • Partner with stakeholders in each aspect of the decision, development of alternatives, and identification of preferred solutions 	<ul style="list-style-type: none"> • Final decision making in the hands of the stakeholders

INFORM, INVOLVE

To date, the project has included extensive public participation (*inform, consult, and involve*).

- **INFORM:** The public is informed of the *RFP - Country Club Drive West (Parcel 2)* through the presentation of this Report
- **CONSULT:** The public has been consulted through facilitated small-format meetings, workshops, and surveys designed to obtain feedback on perspectives and priorities for Parcel 2 Planning
- **INVOLVE:** The public has been involved via large-format public meetings designed to validate and explore the Town’s understanding of the public’s concerns and aspirations

for Parcel 2 Planning, with those concerns and aspirations being considered during the drafting of the *RFP - Country Club Drive West (Parcel 2)*

STRATEGIC PLAN ALIGNMENT

Council's Strategic Plan Focus Area(s) supported by this initiative:

- Housing: To ensure residents have access to housing alternatives that meet a diversity of needs, lifestyles and income levels.
- Good Governance: To govern for the public interest of our community while managing competing interests, ensuring availability of transparent and accessible information, fostering respectful public engagement, and demonstrating ethical values.
- Economic Prosperity: To pursue economic opportunities based on sustainable growth, development, and investment that meets the needs of the community.
- Community Health & Wellbeing: To improve the health and wellbeing of people who live, work, and play in the Town.
- Progressive Infrastructure: To ensure infrastructure for energy, water, waste water & storm water, solid waste and multi-modal transportation is efficient and effective at advancing the Town's sustainability goals.

SUMMARY

This Report seeks Council authorization for staff to issue an RFP for the development of land located west of Country Club Drive (Parcel 2) within the Eaglecrest Neighbourhood. This Report is intended to be read in conjunction with the companion Report on the Preliminary *Eaglecrest Neighbourhood Plan*, which establishes the broader vision, priorities, and planning framework for the Eaglecrest Neighbourhood as a whole.

Authorization of the RFP is a procedural step to invite the development community to respond to the Town's established planning direction. It does not commit Council to accepting any proposal, awarding a contract, or proceeding with the sale of the land. Council will retain full discretion to evaluate proposals against community expectations, neighbourhood compatibility, financial objectives, and overall alignment with the Eaglecrest Neighbourhood vision.

The RFP is structured to allow a range of development approaches within a clearly defined framework, recognizing that different interpretations of the site may result in different community and financial outcomes. Council will have the opportunity to determine whether any proposals represent an appropriate balance between neighbourhood integration, community benefit, financial viability, and development quality.

ALTERNATIVE

1. THAT Council provides an alternative direction to staff.

APPROVALS

Report respectfully submitted by Bailey Walsh, Planner.



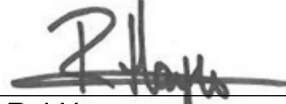
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Community Development
Concurrence



Lou Varela, MCIP, RPP
Chief Administrative Officer
Concurrence



Raj Hayre,
Director of Finance
Concurrence

REFERENCE

Attachment 1: Request For Proposals - Country Club Drive West - Parcel 2



TOWN OF QUALICUM BEACH

REQUEST FOR PROPOSALS – RFP No. 2026-05
Town of Qualicum Beach
Country Club Drive West – Development Area Parcel 2

SUMMARY OF KEY INFORMATION	
RFP Reference	Town of Qualicum Beach Country Club Drive West – Development Area Parcel 2 RFP No. 2026-05
Overview of the Opportunity	The Town is seeking detailed Proposals from qualified proponents (“ Proponents ”) to acquire and develop a development (the “ Development ”) on certain Town-owned lands in the Eaglecrest Neighbourhood (the “ Lands ”). The Development should provide an economic return to the Town while also delivering housing and, optionally, a seniors’ care facility. Proponents with demonstrated experience in land development are invited to respond.
Closing Date & Time	July 8, 2026 3:00 pm, PT
Instructions for Proposal Submission	Proposals must be consolidated into one PDF file. Three (3) hardcopies and one (1) copy in electronic format must be submitted prior to the deadline. <ol style="list-style-type: none"> 1. In the ‘Subject Field’ enter: Country Club Drive West – Development Area Parcel 2 – Town of Qualicum Beach, RFP No. 2026-05 2. Combine all proposal documents into one PDF file and submit by email and mail/courier to: Town of Qualicum Beach Corporate Services #201-660 Primrose Street Qualicum Beach, BC V9K 1W8 corporateservices@qualicumbeach.com
Questions	Questions must be submitted in writing quoting the RFP Reference Number and emailed to corporateservices@qualicumbeach.com
Information Meeting	Proponents are invited to attend an optional information meeting on June 18, 2026 commencing at 2:00 p.m. and lasting until approximately 4:00 p.m., PT.
Notification(s)	Within four weeks of Closing Date
Withdrawal of Submission	A proposal may be withdrawn only by written notice from an authorized representative of the Proponent, delivered by email to corporateservices@qualicumbeach.com before the Closing Date and Time.
Note to Proponents <i>This request for Proposals is not a call for tenders and is not a request for binding offers. No contractual obligations shall arise between the Town and any Proponent unless and until the Town and the selected Proponent enter into a formal written contract for the performance of the required assessment work.</i>	

1 GENERAL INFORMATION

1.1 Introduction

The Town of Qualicum Beach (the “Town”) is an ocean-side community noted for its clean green character, vibrant uptown, rich public amenities, relationship to nature and high quality of life.

The Town is seeking detailed Proposals from interested parties (“Proponents”) to acquire and develop a development (the “Development”) on certain Town-owned lands in the Eaglecrest Neighbourhood (the “Lands”). The Development should provide an economic return for the Town while also delivering housing and, optionally, a seniors’ care facility. Proponents with demonstrated experience in land development are invited to respond.

1.2 Key Dates and Timeframes

Proponents should note the following key dates and timeframes. These timelines represent the Town’s current expectations and may be adjusted at the Town’s discretion.

Event	Dates
Proponents’ Information Meeting	2:00 p.m. June 18 at Town Hall, 660 Primrose Street
Deadline for Inquiries	3:00 p.m. July 2, 2026
Deadline for submission of Proposals	3:00 p.m., July 8, 2026
Notification of Award	August-September 2026
Signed Purchase and Sale Agreement	September 2026

1.3 The Community Vision

The Development should reflect the Town’s vision for a high-quality, well-designed residential neighbourhood that is compatible with surrounding development, responsive to the site context, and aligned with applicable Town policies, including the OCP, Zoning, and Development Permit Area Guidelines.

Aerial picture of the Lands is attached as Schedule B to this RFP.

The Lands consist of the following parcel:

LOT D, DISTRICT LOT 122, NANOOSE DISTRICT, PLAN VIP59040,

EXCEPT PART IN PLAN VIP63131, EXCEPT PLAN EPP74273

Lot D is approximately 2.5 ha (6.1 acres). The Town makes no representations or warranties in respect to the geographical or environmental condition of the Lands, or the impact on the Development of any charges or notations registered against title to the Lands.

The Lands were previously part of Eaglecrest Golf Course and are now decommissioned.

For the purpose of this RFP, the Lands are described in two parts:

- Part 1: The northern portion of Lot D is approximately 1.55 ha (3.8 acres) and is zoned for townhouses, patio homes, cottages, and other low residential uses less than 11m in height. The zoning is Residential 21 (R21).
- Part 2: The southern portion of Lot D is approximately .95ha (2.3 acres) and is zoned for multi-residential and/or institutional use (seniors' care), with a height of up to 15m. The zoning is Institutional Residential 1 (IR1)

Proponents may submit Proposals for one, or both, of these Parts.

1.4 Project Goals

The Town's goals for the redevelopment of the Lands are to:

- (a) create a vibrant residential development in accordance with the zoning and Parcel-Specific Development Parameters (Schedule D), which may or may not incorporate seniors' care.
- (b) achieve an appropriate economic return and overall benefit to the Town of Qualicum Beach.

1.5 Scope of Work

The Town is looking for a third party to plan, design, construct, and finance the Development. The Town expects that the project will involve some, or all, of the following:

- (a) acquisition of all or portions of the Lands Parcel 2 (Part 1 and/or Part 2);
- (b) subdivision of the Lands;
- (c) servicing the Lands (including optimizing access to the Lands);
- (d) entering into such covenants, servicing agreements, statutory rights of way, development-related agreements, and other legal instruments as the Town Council may require in connection with the sale, subdivision, servicing, and development of the land and as a condition of award;
- (e) designing and constructing the Development in accordance with the Zoning Bylaw, the Development Permit Area Guidelines set out in Schedule C to this RFP, and the Parcel Specific Development Parameters set out in Schedule D to this RFP; and
- (f) ensuring that the Development is financially viable and attractive to purchasers and investors.

The Town anticipates that the RFP process, and any subsequent disposition of the Lands, will proceed substantially in accordance with the dates specified in section 1.2, subject to change at the Town's discretion.

1.6 Project Principles

The Development is guided by the following principles, and Proponents should demonstrate how their Proposal aligns with these principles:

- (a) quality – deliver a high standard of planning, design, construction, landscaping, and overall project execution;
- (b) risk management – minimize risk and liability exposure to the Town and the public;
- (c) innovation – develop and apply creative, practical, and sustainable approaches to design, construction, ownership, financing and operation;
- (d) functionality – maintaining meaningful public space and land uses for the community;
- (e) aesthetics – appearance is an important component of the redevelopment, ensure that the appearance of the Development is cohesive with the design guidelines and development parameters described in Schedules C and D, and is reflective of community values; and
- (f) policy alignment - align with the goals and policies of the Town of Qualicum Beach Official Community Plan and other applicable Town bylaws and guidelines.

1.7 Evaluation Criteria and Process

The Town may evaluate Proposals to determine which Proponent or Proponents, if any, the Town wishes to shortlist, further consider, or enter into negotiations with. In evaluating Proposals, the Town may consider either (1) has the capability of delivering the project in accordance with the requirements set out in this RFP and (2) offers an innovative proposal that the Town would consider for the Lands and the Development.

The Town may consider any one or more of the following criteria when evaluating Proponents' responses, in no particular order:

- (a) Compliance with the requirements of this RFP;
- (b) Alignment with the Development Permit Area Guidelines set out in Schedule C to this RFP;
- (c) Alignment with the Parcel Specific Development Parameters set out in Schedule D to this RFP;
- (d) Proponent's experience with projects similar to the proposed Development and with the work set out in section 1.5 of this RFP;
- (e) The quality, suitability, and overall merit of the proposed Development concept;
- (f) The proposed purchase price and overall economic return and benefit to the Town;
- (g) Proponent's financial ability to undertake the Development and carry out the work set out in section 1.5 of this RFP; and
- (h) Likelihood of achieving or exceeding project goals set out in section 1.4 of this RFP.
- (i) The proposed implementation schedule and overall deliverability of the Development; and
- (j) Any other factor the Town considers relevant to its evaluation and decision-making.

The Town may, in its sole discretion, short-list one or more Proponents, seek clarifications, request additional information, invite presentations or interviews, and negotiate with one or more Proponents. The Town is not obligated to accept the highest-scored Proposal, the highest-priced Proposal, or any Proposal.

1.8 RFP Process

This RFP is only an invitation for Proponents to submit Proposals to the Town. This RFP is not a tender, nor an offer to enter into a contract, or a contractual commitment of any kind by the Town. No contractual or other legal obligations arise between the Town and any Proponent by reason of this RFP, the submission of a Proposal, the evaluation of any Proposal, or any discussions or negotiations conducted in connection with this RFP.

All costs and expenses associated with the preparation and submission of the Proposal, including any costs incurred by the Proponent during the evaluation process, will be borne solely by the Proponent.

The following is additional detail on the anticipated sequence of events following the selection of a Proponent.

Implementation Step 1: Purchase and Sale Agreement (PSA)

If the Town selects a preferred proponent, the Town may enter into negotiations with that proponent toward a Purchase and Sale Agreement on terms acceptable to the Town, in its sole discretion. The preferred proponent will be expected to enter into a Purchase and Sale Agreement (PSA) following Notification of Award that may be conditional upon matters including, without limitation:

- Approval of any Subdivision of the land (if required to implement the Proposal).
- Council consideration of any required Development Permit

If the Town and the preferred proponent do not execute a Purchase and Sale Agreement within the time specified by the Town, the Town may, in its sole discretion, discontinue negotiations with that proponent and may negotiate with another Proponent or terminate this RFP process.

1.9 No Obligation

Notwithstanding anything in this RFP, including the submission and evaluation of Proposals or any discussions or negotiations between the Town and one or more Proponents, the Town is under no obligation whatsoever to select any Proponent, enter into negotiations with any Proponent, or complete any transaction with any Proponent.

a. Town's Use of Proposals

- i. Each Proposal submitted to the Town becomes the property of the Town, and the Town is under no obligation to return the Proposal. Subject to section 1.10, all rights, title and interest in the Proposal, including any proposed ideas and solutions, are transferred to the Town and the Town will be free to use the Proposal without restriction or compensation.
- ii. For greater certainty, all intellectual property rights in and to any patents, copyright, trademarks, and trade secrets, and other intellectual property rights owned by or licensed to the Proponent prior to its submission of the Proposal remain with the Proponent.

1.10 Third Party Consents

If applicable, each Proponent should obtain written consent from each individual, company, firm, partnership, or other legal person before forwarding such personal or private information to the Town. These written consents are to specify that the personal or private information may be forwarded to the Town for the purpose of responding to this RFP and may be used by the Town for the purposes set out in this RFP.

The Town may, at any time, request evidence of any consent or authorization referred to in this section, and the Proponent must provide such evidence promptly upon request.

1.11 RFP Documents

- i. This RFP includes the following attachments:
 1. Schedule A – Proposal Format
 2. Schedule B – Aerial photo of the Lands
 3. Schedule C – Development Permit Area Guidelines (RFC2)
 4. Schedule D – Parcel-Specific Development Parameters - Part 1 and Part 2
- ii. If the Town issues any addenda to this RFP, such addenda will form part of this RFP.
- iii. It is the sole responsibility of the Proponent to check the Town’s website regularly at <http://www.qualicumbeach.com/> for any amendments, addenda, and questions and answers related to this RFP.
- iv. It is the sole responsibility of the Proponent to review all charges and notations registered against title to the Lands, and all applicable Town bylaws and policies applicable to the Development and the Lands.
- v. Proponents must acknowledge receipt of all addenda in their Proposals.

2 COMMUNICATIONS

2.1 Inquiries by Proponents

- 2.1.1 All communications and questions in respect of the RFP should be directed to Heather Svensen, Director of Corporate Services. Inquiries should be in written form only, mailed to the address on the cover page of this RFP or emailed to corporateservices@qualicumbeach.com before the deadline for inquiries set out in section 1.2. If required, an addendum will be posted on the Town’s website.
- 2.1.2 Inquiries and responses will be recorded and distributed to all Proponents involved, at the Town’s discretion. Addenda to this RFP may be issued and published on the Town’s website, at the Town’s sole discretion.

- 2.1.3 Information obtained from any source other than the contact person identified in section 2.1.1, or information provided verbally by the Town or its representatives, is not official and must not be relied on unless confirmed by written addendum.

2.2 Proponents' Information Meeting

Proponents are invited to attend an optional information meeting on June 18, 2026, commencing at 2:00 p.m. and lasting until approximately 4:00 p.m. The meeting will be held at the Qualicum Beach Town Hall, 660 Primrose Street, Qualicum Beach, V9K 1S7

Registration for this meeting is required as seating is limited. Contact corporateservices@qualicumbeach.com no later than June 15, 2026, to reserve a seat.

3 SUBMISSION OF PROPOSALS

3.1 Delivery

Proponents must submit:

- three (3) printed copies of the Proposal, in a sealed envelope, delivered either by hand or by courier to the address set out on the cover page of this RFP; and
- one (1) electronic copy in PDF format by email to the contact email address set out on the cover page of this RFP.

The Proponent should set out its name and mailing address on the envelope and the envelope must be clearly marked as set out on the cover page of this RFP.

3.2 Late Proposals

Proponents are strongly encouraged to submit their Proposals before 3:00 p.m. on the Closing Date. Proposals received after the submission deadline set out in section 1.2 will not be accepted and will be returned unopened, or deleted if submitted electronically.

3.3 Format of Proposal

Each Proposal must follow the format set out in Schedule A and must be submitted in English.

4 NO DUTY OR OBLIGATION ASSUMED BY TOWN

4.1 No Claim Against the Town

The Proponent acknowledges and agrees that the Town will not be responsible for any costs, expenses, losses, damages, liabilities, or claims incurred or alleged to be incurred by the Proponent in connection with this RFP, the preparation or submission of any Proposal, any evaluation process, any negotiations, or any failure by the Town to proceed with any transaction.

4.2 Reservation of Complete Control of Process

The Town reserves the right to always retain complete control over the RFP process. Without limiting the foregoing, the Town is not legally obligated to review, consider or evaluate Proposals in accordance with the procedures set out in this RFP and the Town reserves the right to continue, interrupt, cease, or modify its review, evaluation, negotiation or Request for Proposals process for any or all Proposals at any time without further explanation or notification to any Proponent.

The Town may, in its sole discretion, short-list one or more Proponents and enter into discussions or negotiations with one, several, or all Proponents, either concurrently or sequentially, regarding any aspect of their Proposal. Such negotiations may include, without limitation, matters relating to purchase price, development concept, phasing, servicing, legal terms, conditions, or implementation timelines.

The Town reserves the right to determine whether to continue or discontinue negotiations with any Proponent at any time and for any reason, and without liability, and to negotiate with a Proponent other than the highest-ranked Proponent, or with multiple Proponents simultaneously. The Town shall not be liable for any costs or damages incurred by any Proponent arising from such negotiations or their termination. No agreement of any kind is formed unless and until a written Purchase and Sale Agreement is executed by both the Town and the Proponent, together with all required approvals.

4.3 Information Disclaimer

The Town makes no representation, warranty, or undertaking as to the accuracy, completeness, or suitability of any information contained in this RFP or otherwise made available to any Proponent in connection with this RFP.

Proponents are solely responsible for conducting their own independent investigations, analysis, due diligence, verification, and interpretations and should not rely on the Town with respect to information, advice or documentation provided by the Town.

The Town makes no representation, warranty, or undertaking with respect to the RFP and the Town shall not be liable or responsible for the accuracy or completeness of the information in this RFP or for any other written or oral information made available to any Proponent related to this RFP.

4.4 No Legal Obligation

The Proponent acknowledges and agrees that, despite any other provision of this RFP, the Town assumes no legal duty or obligation to any Proponent in respect of this RFP or any of the processes described herein. A Proponent may withdraw its Proposal at any time.

4.5 Confidentiality

Proposals and other documents submitted to the Town in response to this RFP will be collected, used, and disclosed by the Town in accordance with applicable law, including the *Freedom of Information and Protection of Privacy Act*.

Proponents should identify any information in their Proposal that they consider confidential or commercially sensitive. However, the Town does not guarantee that any information supplied by a Proponent will be held in confidence where disclosure is required by law.

Any documents or information relating to the Town or this RFP obtained by a Proponent through participation in this RFP process and identified by the Town as confidential must be treated as confidential and must not be disclosed except with the prior written consent of the Town or as required by law.

Schedule A

FORMAT OF THE PROPOSAL

The Town requests that Proponents respond to this RFP in a comprehensive form which, without being limiting or exhaustive, contains the following:

1. Cover Letter

Provide a cover letter with the Proposal signed by a duly authorized representative of the Proponent who has had the opportunity to review the RFP, certifying that all statements made and information provided in the Proposal are complete, true and correct in every detail.

2. Summary

Provide a brief overview of your proposed approach and vision to achieving the project goals and aligning with the project principles for the Development and highlight what sets your proposal apart. Clearly identify whether your Proposal applies to Part 1, Part 2 or both.

3. Organization

Describe the complete management and corporate teams (“**Team**”) for the fulfillment of all components of the Development. Without limitation, provide the following information:

- a description of the Team – whether a company, firm or other consortium - including a description of all Team members and description of the proposed legal structure of the Team;
- a description of the Team and bios for the team members who will have a role in this initiative, including identification of those members who will be responsible for more than 20% of either the design or the construction of the Development (“**Prime Members**”);
- for Prime Members, describe their involvement in similar projects, their role in these projects and representatives from these projects who can be contacted for further details;
- if available, identification of the individuals who would serve in the key project roles for the Team, such as project manager, design manager, construction manager, and other senior personnel who will be assigned to the project. Provide resumes for each of these individuals, including their involvement in similar projects, their role in these projects and representatives from these projects who can be contacted for further information; and
- briefly describe any previous working relationships between the Team and the key personnel.

4. Financial Capacity and Stability

Demonstrate the financial capacity and stability that qualifies you to undertake the Development. Without limitation, provide the following information:

- identify the current and anticipated relevant design and construction work of the Team and the Prime Members; and
- describe the financial and business resources available to the Team and the Prime Members to undertake the contract.

5. Related Experience

Demonstrate experience in projects of similar size, scope and complexity. Without limiting the foregoing, provide the following information:

- location, nature and scope of related projects undertaken by the Team and the Prime Members; and
- describe capability (financial, experience and workload) to commence and complete the Development as set out in this RFP.

6. Development Concept

Based on the information contained in the RFP, provide, in reasonable detail, a general outline of the fixed and optional components of the Development including the following:

- the kinds of structures, built form, proposed uses and amenities;
- ownership structure;
- anticipated housing options;
- location of parking facilities;
- location and configuration of any parkland or recreational amenities; and
- vehicular and pedestrian access to the Development.

The Development should be described and/or illustrated to a degree of detail for the Town to assess compatibility with Schedules C and D and determining whether the Proposal is of interest to the Town. Detailed engineering or architectural plans are not expected at this time.

7. Financial Plan

Describe how you propose to finance the Development, including the anticipated funding structure for land acquisition, design, servicing, and construction. Describe any outstanding conditions for securing financing.

8. Legal and Regulatory

If your Proposal requires subdivision of the land for implementation, describe your proposed subdivision plan, as well as your strategy for complying with all applicable federal, provincial and municipal laws and bylaws. Without limiting the foregoing, provide the following information:

- subdivision required in respect of the Development;
- anticipated legal agreements to be negotiated with the Town in respect of the Development.

9. Risk Analysis

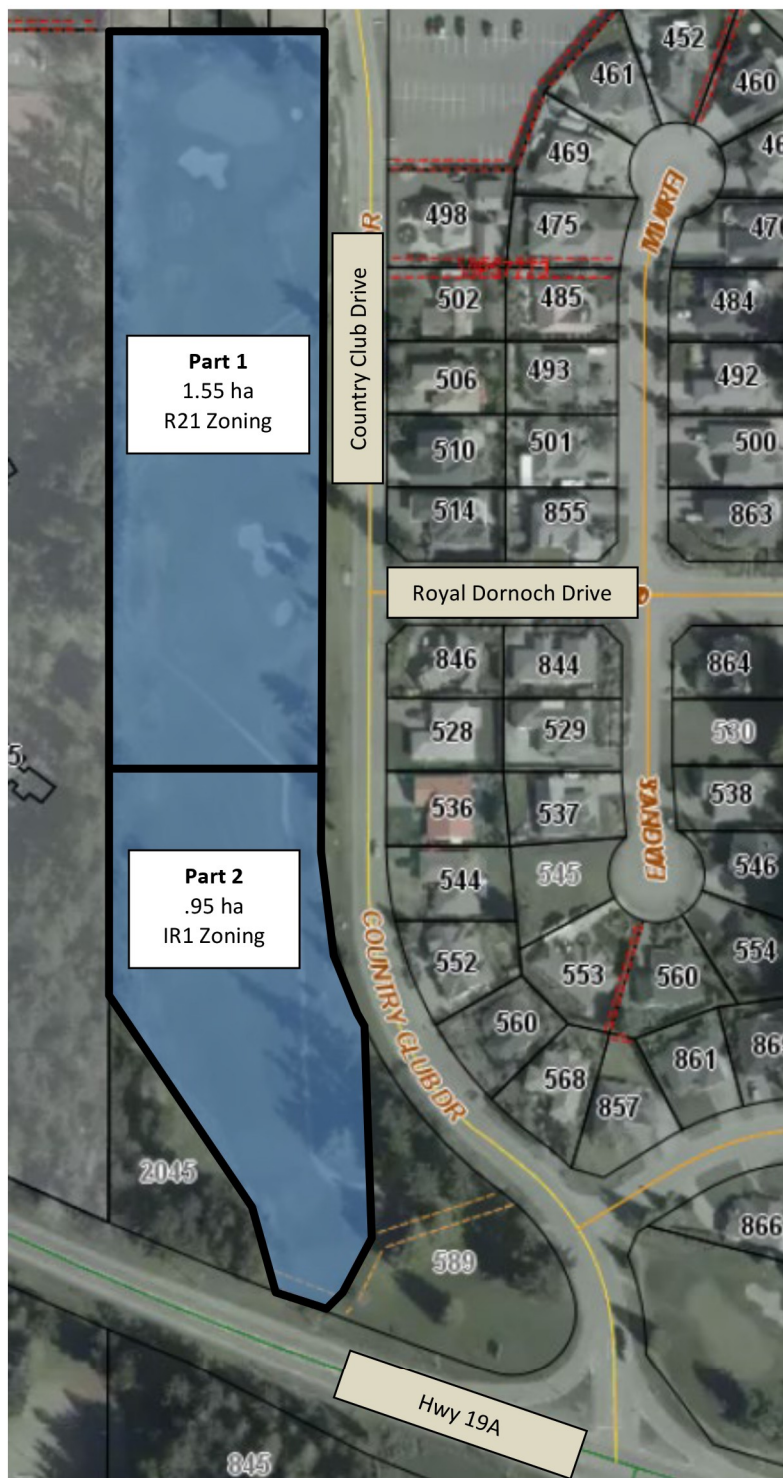
Identify, describe and assess elements of risk exposure for the Town and to the Proponent, and propose mitigation strategies to address such risks.

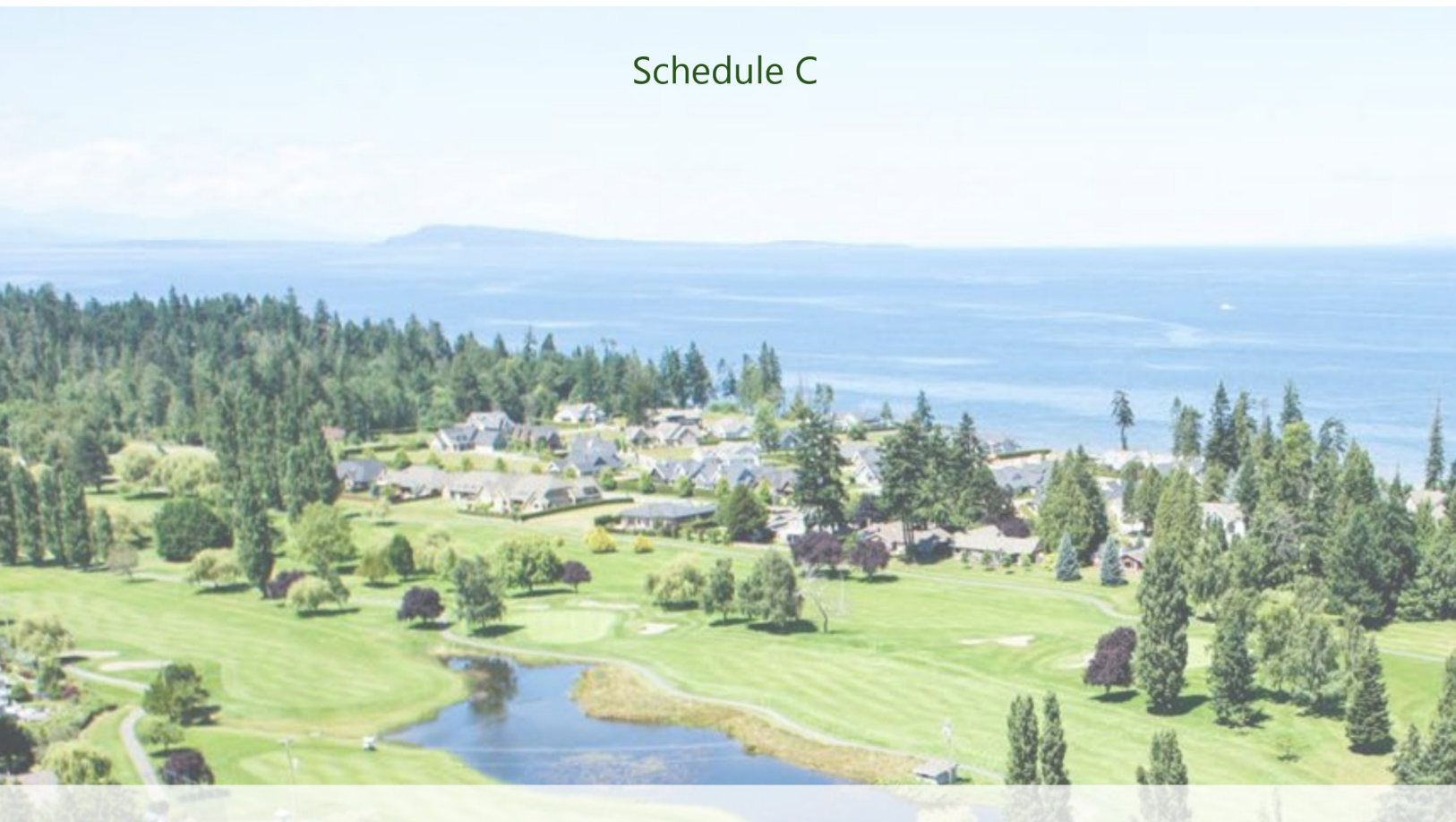
10. Implementation Plan

Include a schedule of implementing the Development. Without limiting the foregoing, provide the following information:

- development milestones, including subdivision, design, construction, leasing and/or disposition, as applicable;
- key people and entities involved at each milestone;
- risks and unknown factors in respect of each milestone and strategies of addressing such risks and unknown factors; and
- anticipated timeline for completion of purchase.

SCHEDULE B
AERIAL PLAN OF THE LANDS





TOWN OF QUALICUM BEACH

—— Medium-Density ——
Residential Form & Character
—— Design Guidelines ——



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Introduction

In 2025, the Town of Qualicum Beach Council purchased lands within the Eaglecrest area, including the existing golf course. Other land was endorsed for residential development to support the purchase of the lands, including newly introduced allowance of buildings taller than three storeys and densities of over five units per parcel.

These guidelines have been designed to enhance and protect the existing character of the neighbourhood as the area sees future residential and mixed-use development above three storeys in height and/or five units per parcel.

Purpose of the Guidelines

These guidelines help to ensure that medium-density residential development:

- Provide harmonious transitions between neighbouring building heights
- Are human-scale in design and are not bulky or boxy
- Are compatible with the existing neighbourhood and topography
- Enhance walkability
- Provide adequate screening and buffering from adjacent properties
- Provide adequate open space

Guidelines

- ✓ **Height Transitions:** Care should be taken to ensure that new, taller buildings or clusters of tall or mid-height buildings are sited and massed in a way that provides harmonious transitions in height. Strategies to ensure harmonious building-height transition may include:
 - Increased setbacks with increased building massing toward the centre of the sight
 - Step down building heights
 - The utilization of roof slopes to reduce the appearance of the massing
 - The inclusion of landscaped edges which provide additional visual transitions in height

- ✓ **Walkability:** Development should promote walkability, and may include treatments such as:
 - Primary pedestrian entrances which face the street, utilizing landscaping, porches, windows, and other human-scale architectural features that are oriented toward the street
 - Direct and clearly defined pedestrian pathways from parking to buildings, including sheltered walkways and walkway lighting
 - Weather protection canopies at building entrances
 - Reduced driveways and access points into the site where possible
 - Secure bicycle/e-bike/motorized scooter parking and storage for residential and commercial units

- ✓ **Screening & Buffering:** Buildings should feature appropriate screening and buffering from adjacent properties which works to increase privacy while not being exclusionary to the neighbourhood, including:
 - The avoidance of designs that create isolation, such as imposing fences, gates, or large unbroken facades
 - Appropriate greenspace buffers to reduce the impacts of massing, shadowing and privacy concerns of adjacent homes
 - A balance of open space between buildings providing visual access to natural features such as the sky, daylight, vegetation, and views
 - For new development where windows or balconies would overlook an adjacent yard, landscape buffers and screening should be strategically placed to mitigate

negative impacts on privacy to neighbours, such as the planting of sufficiently mature evergreen trees or hedges

- ✓ **Human-Scale Design:** Buildings should be designed at a human-scale that is welcoming and comfortable for pedestrians. Strategies to enhance appropriately scaled design could include:
 - Incorporating architectural features and design details into building facades that are rich and varied in detail to create visual interest when approached by pedestrians
 - Incorporating recessed, articulated, and differentiated entrances
 - Ensuring that building components relate to human scale, including the dimensions of doors, windows, and stairs

- ✓ **Aesthetic Building Massing:** Care should be taken to ensure that the massing of buildings is mitigated by architectural and design features, resulting in an overall building aesthetic that does not appear bulky, blocky, or expansive. Features could include:
 - Roofs which are pitched in excess of 6:12 to evoke a residential feel, and/or the incorporation of cascade of sheltering roofs
 - The breaking up of larger single buildings into clusters of buildings with smaller footprints to increase open space and greenspace, with the placement of big walls next to big walls to maintain a coherent and harmonious architectural rhythm
 - Transitional elements and terraced units to reduce perceived bulk and introduce variety in building massing
 - Reduction in building size through creating usable space through the addition of dormers and gables which contribute to the functionality and aesthetic of rooftops
 - Utilize articulation in horizontal and vertical planes on facades visible from the street to add depth and interest

- ✓ **Neighbourhood Compatibility:** Care should be taken to ensure aesthetic compatibility with the existing neighbourhood character. Design features to ensure compatibility could include:
 - Incorporating colours, materials, and architectural designs that complement the character of neighbouring properties and adhere to a high quality of design including the use of durable materials, a variety of building material textures, wood accents, neutral base colours, accent colours, and appropriate contrast and material consistency
 - Using colour schemes to differentiate residential units

- Implementing roof styles, pitches, and features that compliment those of the surrounding neighbourhood
 - Ensuring that landscaping complements the predominant landscape character of the neighborhood
 - Ensuring the design of the building will fit into the existing characteristics of the neighbourhood
- ✓ **Landscaping:** Landscaping should be appropriate for the size and scale of the overall development, taking care to:
- Provide useable landscaped areas such as benches, picnic tables, and lawns where appropriate
 - Provide adequate shared landscaped, furnished outdoor space for residents of units who do not have access to private outdoor space (not including balconies)
 - Complement the landscaping of the existing neighbourhood and adjacent properties
 - Prioritize native and drought-resistant species
 - Encourage garden areas as part of outdoor amenity spaces to foster a sense of community
- ✓ **Topographic Compatibility:** Buildings and landscape should be sited and designed to respond to natural topography, including:
- The placement of landscaping features and trees which complement the natural topography of the site, considering the overall aesthetic of mature tree heights
 - The siting of buildings in a way that reduces impacts on views of the water from adjacent properties, other locations on the site, and nearby roadways

SCHEDULE 'D'

Parcel-specific Development Parameters for Country Club Drive West - Part 1 and Part 2

1. PURPOSE AND STATUS

These parcel-specific development parameters are intended to clarify the Town's planning expectations for Parcel 2 and to supplement the zoning framework and Development Permit Area Guidelines that apply to the site.

The Town is currently in the process of disposing of Parcel 2 for future development, and these parameters are provided to give prospective purchasers and developers clear guidance regarding the outcomes and design principles the Town is seeking for the site. This is intended to reduce uncertainty for the Town and ensure that development proposals are not required to infer or "guess" at the Town's objectives for form, character, site design, and integration with the surrounding neighbourhood.

These parameters should inform the preparation and evaluation of development proposals and to support a transparent and predictable process. They do not replace zoning or Development Permit Area requirements, nor do they constitute approval of a specific development concept. Final development plans will remain subject to applicable bylaws and policies, and detailed review through the applicable development review process.

2. CONTEXT

Parcel 2 is located west of Country Club Drive within the Eaglecrest Neighbourhood and forms part of the former Eaglecrest Golf Course lands acquired by the Town. The parcel is located between:

- Single-detached residential parcels to the north and east,
- Estate residential (low density) to the west, and
- Cell tower, trees, and Highway 19A to the south.

Parcel 2 is highly visible and important to the neighbourhood, particularly as Country Club Drive is one of the primary neighbourhood entrances. Community engagement consistently identifies the importance of maintaining this character, protecting greenspace and views, and ensuring that any new development is well designed and carefully integrated with its surroundings.

3. PERMITTED LAND USE AND HOUSING MIX

- Part 1 and Part 2 are shown in Figure 1.
- Part 1: A range of housing forms may be considered, including single detached dwellings, townhouses, patio homes, duplexes, and low-scale apartment buildings.
- Part 2: The housing forms permitted in Part 1 are also permitted in Part 2. In addition, Part 2 may include multi-residential and seniors' care buildings of up to 15m in height.

- Development should ideally contribute a housing type that is underrepresented in the Eaglecrest Neighbourhood.
- Housing forms and unit types that support downsizing and senior living are strongly encouraged.
- Three 'Illustrative Concepts' for site plans are included in this package for discussion.

4. BUILDING HEIGHT AND DENSITY

- Building height and density should be respectful to the surrounding neighbourhood context.
- Lower building heights are focused in the north (downhill) portion of the site (maximum height 11m).
- Taller buildings (maximum height 15m) are permitted in the south (uphill) portion of the site, subject to appropriate transitions.

5. MASSING AND HEIGHT TRANSITIONS

- Building massing must be articulated through stepping and variation in form to reduce visual bulk, particularly along the east and north sides of the site where development interfaces most directly with existing residential areas.
- Building heights shall step down toward:
 - Country Club Drive
 - Adjacent existing residential development
- Lower building massing is expected along Country Club Drive to reflect the established low-scale residential character on the east side of the street. This can be accomplished through buildings of different height or stepped height in a larger building.
- Taller building massing is more appropriate toward the south and west portions of the site, where grade and distance from the street provide opportunity for height without adversely affecting neighbouring properties privacy or views.

6. SITING, SETBACKS, AND BUILDING PLACEMENT

- The existing neighbourhood has a rhythm of building massing along Country Club Drive. Where possible, a similar rhythm should be established on the subject property facing Country Club Drive.
- Development should provide buffering from existing homes, particularly to the north.
- Development should minimize overlook into neighbouring homes and yards.

7. FORM, CHARACTER, AND ARCHITECTURAL DESIGN

- Buildings fronting Country Club Drive should present active, street-oriented façades, including front doors facing the street. Development should avoid blank walls or rear fencing along Country Club Drive.

- Buildings should feature natural materials, such as wood, stone, or other durable finishes that are consistent with the character of the Eaglecrest Neighbourhood.
- Development should demonstrate variety in building form and architectural expression while maintaining cohesion within the site and with the surrounding neighbourhood.
- Building design should incorporate articulation, variation, and detailing to create visual interest and reduce the perception of mass and bulk.
- Stark, boxy, or purely modern architectural styles that are not reflective of the established neighbourhood character are discouraged.

8. LANDSCAPING AND STREETScape

- Development along Country Club Drive should incorporate a pleasing rhythm of street trees to reinforce the boulevard landscaping and enhance the pedestrian experience.
- Existing mature trees should be retained if feasible, both within the public boulevard and on the subject property, as part of site design and layout.
- Landscaping should prioritize native and drought-tolerant plant species that are low-maintenance and supportive of local wildlife habitat.
- Landscape design should contribute to buffering, softening of built form, and integration of the development with the surrounding neighbourhood and greenspace network.

9. PARKS, GREENSPACE, AND OPEN SPACE

- A park dedication is required at the north end of the site. The park should generally be a minimum of 20 metres in road frontage and designed to function as meaningful neighbourhood parkland.
- One or more small “micro-parks” or rest areas should be incorporated within or adjacent to the boulevard along the upper portion of Country Club Drive, providing opportunities for seating, pause, and enjoyment of views.
- The site should include an interconnected network of greenspace that supports pedestrian movement, visual interest, and opportunities for informal community interaction.
- Parks and open space should be designed to integrate with the broader neighbourhood greenspace system and contribute positively to the public realm.

10. ACCESS AND VEHICULAR CIRCULATION

- Vehicular access from Country Club Drive should be limited to the two access locations shown approximately in Figure 2: Circulation Plan A and Figure 3: Circulation Plan B
- Direct driveway access from individual buildings onto Country Club Drive is not supported.
- Internal roadways, shared driveways, and/or laneways should be used to provide access to residential units while minimizing traffic conflicts and curb interruptions along Country Club Drive. Sample vehicular circulation options are shown in Figure 2: Circulation Plan A and Figure 3: Circulation Plan B
- Access and circulation design will be subject to detailed engineering, traffic, and safety review at the time of development application.

11. TRAFFIC AND TRANSPORTATION CONSIDERATIONS

- Development should support pedestrian connectivity and walkability along Country Club Drive through the creation of a boulevard treatment that includes a generous, accessible walking path. Construction of the boulevard improvements will be the responsibility of the developer with coordination from Town staff.
- Pedestrian infrastructure along Country Club Drive should integrate with internal site walkways and the broader neighbourhood walking network, supporting safe, accessible, and attractive pedestrian movement.
- Site layout, access design, and circulation patterns should support traffic-calming objectives.
- Construction management measures must be identified to mitigate traffic, noise, dust, and safety impacts on the surrounding neighbourhood during the construction phase, including consideration of construction access routes, staging, and timing.

12. ENVIRONMENTAL AND CONTEXTUAL CONSIDERATIONS

- Where feasible, development should retain existing trees and incorporate native planting as part of site design, particularly where such vegetation contributes to neighbourhood character, buffering, or ecological value.
- Landscaping and site planning should prioritize native, drought-tolerant species that support local wildlife habitat and reduce long-term maintenance and water demand.
- Stormwater from the site should be managed through on-site detention and/or piped systems designed to convey runoff to the golf course irrigation ponds, subject to engineering review and Town standards.
- Environmental design considerations should be integrated with broader neighbourhood and golf course systems to support sustainable water management and landscape continuity.

13. TENURE

- Currently Parcel 2 is a single parcel. However, it is anticipated that Part 1 and Part 2 will be subdivided into separate fee-simple parcels. An 8m reciprocal access easement will be

registered on each parcel at the south vehicular access to allow a 16m ROW for shared access.

- Development of Part 1 and Part 2 is intended to be delivered through a single strata or multiple strata ownership structure.
- Further fee-simple subdivision of Part 1 and Part 2 may be considered for this site, but strata ownership is preferable in order to promote coordinated site planning, shared amenity provision, and long-term consistency in management.



Figure 1: Parcel 2 (Part 1 and Part 2)






Figure 2: Circulation Plan A

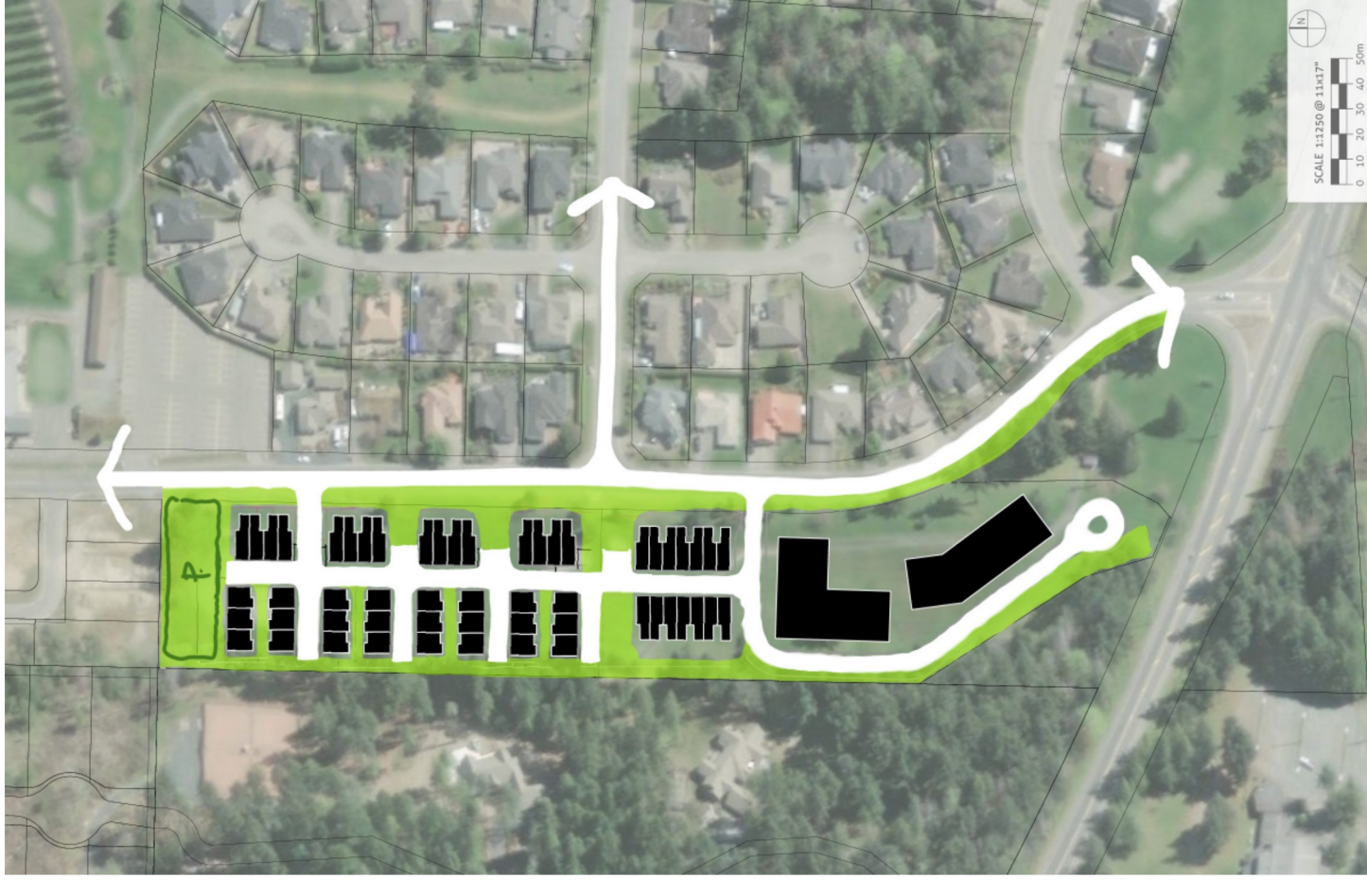
Illustrative Concept #1

Organized around a central north-south strata road (10 m ROW), the concept offers internal circulation connecting Country Club Drive to the townhouse clusters and apartment buildings in the southern portion of the site.

A network of open spaces is woven throughout the development, anchored by a park at the north end and complemented by greenway corridors along the edges.

CONCEPT CALCULATIONS (approximate)




total area	6 ac
 townhouse (double car garage)	24 units 1000ft ² footprint (2000ft ² gfa)
 townhouse (tandem garage)	30 units 1000ft ² footprint (2000ft ² gfa)
 apartment + amenity space	2 buildings 14,500ft ² footprint (72,500ft ² gfa)
road lengths	0.7 km
open space	1 ac

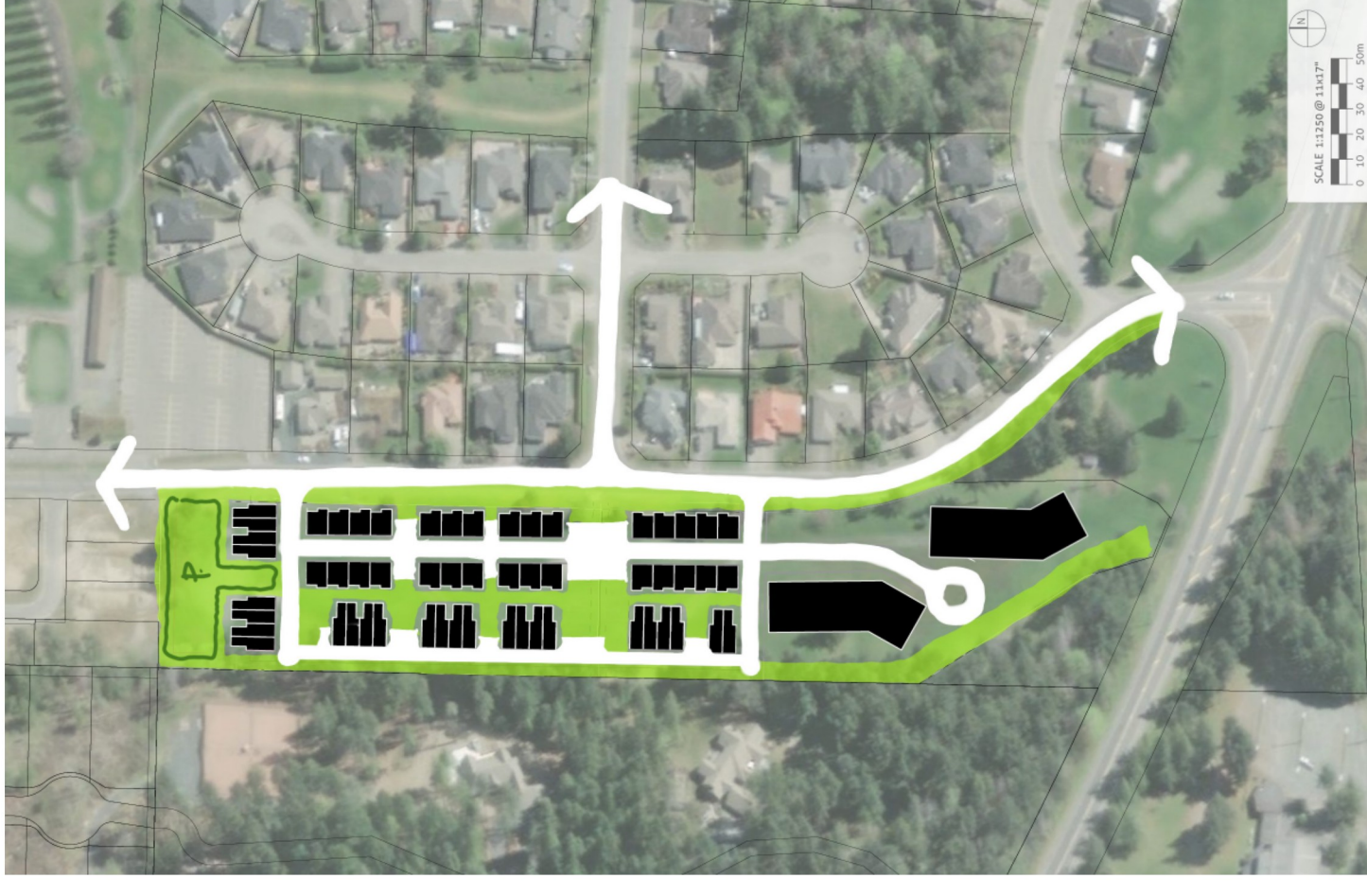


Illustrative Concept #2

Concept 2 introduces a second north-south strata road (6m ROW) along the western edge of the site, providing direct access to the tandem townhouse units. The primary internal road continues to serve the broader site, including the apartment component in the south and the northern park is complimented by greenways and other open space areas across the site.

CONCEPT CALCULATIONS (approximate)





total area	6 ac
 townhouse (double car garage)	30 units 1000ft ² footprint (2000ft ² gfa)
 townhouse (tandem garage)	26 units 1000ft ² footprint (2000ft ² gfa)
 apartment + amenity space	2 buildings 14,500ft ² footprint (72,500ft ² gfa)
road lengths	0.7 km
open space	1 ac



Illustrative Concept #3

Concept 3 introduces small-lot single family homes into the housing mix, creating a more varied residential pattern and flexibility to adapt home and lot sizes in response to market demand. A continuous greenway is maintained along the western edge of the site.

CONCEPT CALCULATIONS (approximate)

total area	6 ac
 single family dwelling	21 units 1200ft ² footprint (2000ft ² gfa)
 townhouse (double car garage)	18 units 1000ft ² footprint (2000ft ² gfa)
 townhouse (tandem garage)	7 units 1000ft ² footprint (2000ft ² gfa)
 apartment + amenity space	2 buildings 14,500ft ² footprint (72,500ft ² gfa)
road lengths	0.7 km
open space	0.8 ac

