



**Tsleil-Waututh Nation**  
səlilwətał



**Request for Proposals**  
**Consultant(s) for the**  
**Zoning Law and Planning Review for Statləw District**

Tsleil-Waututh Nation (TWN) Department of Public Works

**Closing Time:** Proposals must be received **before**  
05:00 PM Pacific Time on July 7, 2025

**\*\*\*PLEASE READ THE “IMPORTANT NOTES” IN SECTION 7\*\*\***

## **Questions**

Enquiries related to this RFP, including any requests for information or clarification, may be sent by e-mail to the following person who will respond if time permits before the Closing Time. Information obtained from any other source is not official and should not be relied upon. The cut-off for submitting any questions related to this RFP to the TWN Department Contact will be 2 days before the Closing Time. Questions received after this time may not be answered.

Public Works Planning [planning@twnation.ca](mailto:planning@twnation.ca) and cc: akrahn@twnation.ca.  
Please insert in the Subject: Statləw District – Development Review RFP

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## 1. Introduction

### History

The Statləw District is an 18.36-hectare (45.36 acres) site located west of səlilwət (Burrard Inlet #3). The area was previously used by settlers as a gravel pit and shake mill. The ancestors called it skʷ̓it̓ey (skwee't'eye), meaning 'small green sea urchin'. Archaeological evidence has demonstrated almost 4,000 years of səlilwətał (Tsleil-Waututh) occupation, and oral history supports close to 10,000 years of səlilwətał occupation within the area.



Figure 1 Statləw District Location

Oral and physical history suggests sə̓l̓ilwətał members would have intensively relied on the surrounding areas to obtain resources for sustenance and carry out cultural practices. Activities on the Statləw District site included harvesting berries and medicinal plants, hunting deer and other game, trapping small animals, collecting firewood, and fishing salmon from Ah-wal-tum (McCartney Creek) which flows along the eastern edge of the land.

The Maplewood Mudflats, a culturally and environmentally significant area, is located directly south of the Statləw District. sə̓l̓ilwətał connection to the foreshore is commonly described by the saying, ‘When the tide is out, the table is set.’ sə̓l̓ilwətał utilized the area for sustenance, activities including shellfish harvesting, fishing, and waterfowl trapping since time immemorial.

### **Current Status**

Tsleil-Waututh Nation’s (TWN) Economic Development department is leading the development of the Statləw District and may enter a partnership with a developer. Economic Development will be submitting all development applications to TWN Public Works.

Statləw District is currently undergoing the Addition to Reserve (ATR) process. Upon completion, the lands will fall under the jurisdiction and legal authority of Tsleil-Waututh Nation.

## **2. Project Overview**

The 18.36-hectare (45.36-acre) Statləw District site is proposed as a mixed-use development to be delivered over ~10 phases. The project includes up to ~15 new buildings comprising residential, retail, commercial, amenity, and park space.

Significant new infrastructure and road networks are planned to support the creation of a complete live-work-play community. The vision for Statləw District is to establish a walkable, inclusive neighbourhood that supports Tsleil-Waututh Nation members and the broader community, while honouring cultural values, promoting environmental stewardship, and advancing economic self-sufficiency.

### **Land Use Plan**

In the TWN Land Use Plan Law Amendment #2 (2021), the Statləw District lands have been designated as their own land use. *The Statləw District Land Use designation applies to Statləw District, a neighbourhood offering an innovative mix of employment, residential, educational, recreational, retail and community uses to create a vibrant mixed-use neighbourhood where residents of all ages and abilities can live, work, and play.*



Figure 2 Statləw District Land Use Plan Map

## Project Development Process

Tsleil-Waututh Nation's (TWN) development process for this Project consists of a Preliminary Application, Zoning (the site currently has no zoning), Development Permit, Building Permit, and other relevant Permits. The Statləw District lands are currently undergoing the Addition to Reserve (ATR) process, once this has been completed, there will be a Referendum on the proposed Leasehold.

TWN Public Works has received a Preliminary Application for Statləw District ("The Project") and expects to receive a Zoning Application in July 2025. The list of documents expected to be submitted at Zoning are available in Appendix A. As part of this Zoning Application, a set of Agreements (Master Servicing Agreement, Master Mobility Agreement, Master Stewardship Agreement) and a Zoning Law will be created to regulate development on the site.

The Project will require technical and regulatory review across several disciplines. TWN will lead the review of the application through its internal development review process, supported by the selected external consultants.

TWN has laws, guidelines, and policies, and uses external best practices to evaluate development applications. TWN Reference Standards and TWN laws, guidelines, and policies will be provided to the selected consultant(s).

TWN is seeking consultant(s) with relevant professional expertise to assist with:

- Technical and policy review of the zoning application package; and

- Review and finalization of the Zoning Law, Master Agreements, and other documents that will guide and regulate the development.

This work will inform internal recommendations and ensure the application aligns with TWN regulations, best practices, and development objectives.

### **3. Objectives of Consultant Services**

TWN Public Works Department is seeking consultants (The “Consultant(s)”) to support the review of the Statləw District Zoning Application, Statləw District Zoning Law, Master Development Plan, and Master Agreements to regulate the development.

The Consultant(s) will provide technical and advisory services in support of TWN’s review. The successful Consultant(s) will work under the direction of TWN staff and will be required to coordinate with other consultants where interdisciplinary collaboration is necessary.

The objectives of the Consultant(s) are to:

- Review and provide written feedback on the submitted zoning application materials, including technical reports, design plans, Master Agreements and related studies, assessing their conformance with applicable regulations, policies, and best practices;
- Review and provide written feedback on the drafted Zoning Law relevant Master Agreements, and any other required documents that will be used to guide and regulate the development;
- Review and provide written feedback on the planning-related implications in other agreements (e.g., District of North Vancouver Servicing Agreement, Lease, etc.);
- Liaise with other TWN consultants, as needed, to ensure coordinated feedback and integrated review;
- Act as a technical resource to TWN staff, offering expert advice on relevant regulations, standards, and best practices;
- Participate in meetings with TWN staff and the developer’s team to communicate findings and ensure alignment on required revisions; and,
- Following professional review, provide formal written recommendations to TWN on whether the application meets requirements for zoning approval.

The Consultant’s role is advisory and technical in nature. The Consultant(s) will not act as designer or applicant representative. All work will be conducted on behalf of TWN in support of its regulatory responsibilities on sə̓lilwətał lands.

## 4. Scope of Service

### Zoning Application Review

The Consultant will support TWN Planning staff to review how the zoning application aligns with TWN's land use vision, policies, and planning objectives.

1. **Application Review:** Review the relevant technical reports, drawings, plans, and application materials for completeness, accuracy, and alignment with applicable standards and best practices. This should include but is not limited to:
  1. Project description and rationale for its response to the site context;
  2. Land use compatibility and alignment with the TWN Land Use Plan;
  3. Proposed mix of uses (e.g. residential, commercial, institutional);
  4. Proposed density, building types and massing, and site layout;
  5. Parks, public spaces, and public realm;
  6. Transportation connections, site circulation, and accessibility for people walking, cycling, and rolling;
  7. Assessment of community needs and how the proposal addresses housing, services, and amenities; and
  8. Phasing.
2. **Written Comments on Application:** Provide comments on the zoning application in TWN Development Review template summarising key findings, deficiencies, recommendations, and conditions.
3. **Technical Advice:** Provide TWN staff with technical advice and interpretation of applicable codes, standards, and best practices.
4. **Meetings:** Attend coordination meetings with TWN staff and/or the applicant as required to review findings, support revisions, and confirm next steps.
5. **Recommendations:** Provide a formal recommendation in a memo to TWN staff on the competence of the application submission and, where appropriate, the issuance of zoning.

### Zoning Law and Agreements Review:

The Consultant will support TWN planners by assisting in the refinement of the draft Zoning Law, relevant Master Agreements, and any other required documents for the Statləw District.

1. **Zoning Law Review:** Review, provide written feedback on, and support the refinement of the drafted Zoning Law. This may include but is not limited to:

1. Support the review and refinement of the draft Zoning Law as it progresses through TWN's Land Code process of Three Readings;
  2. Review the draft Zoning Law prepared by TWN planners and the consultant team, including its structure, definitions, permitted uses, and regulatory framework;
  3. Comment on the draft and provide recommendations for revisions;
  4. Verify the accuracy and appropriateness of proposed land uses, building setbacks, heights, density, and other key zoning regulations;
  5. Advise on how to address unique site conditions; and
  6. Support in refining the language and formatting of the Zoning Law to support its final adoption by TWN Council.
2. **Master Agreements Review:** Review, provide written feedback on, and support the refinement of all other documents that will be used to guide and regulate the development. The Master Agreements will be reviewed by several teams across disciplines; the Consultant is expected to identify planning-related impacts only. Documents are anticipated to include (but is not limited to):
    1. Housing Agreement;
    2. Master Stewardship Agreement<sup>1</sup>;
    3. Master Mobility Agreement<sup>1</sup>;
    4. Master Servicing Agreement<sup>1</sup>;
    5. Member Benefits Agreement;
    6. Design Guidelines; and
    7. Other documents as necessary.
  3. **Background Review:** Review and identify planning-related impacts and implications in other agreements and documents that will impact the development, including but not limited to:
    1. Addition to Reserve Application;
    2. District of North Vancouver Servicing Agreement;
    3. Land Use Plan Law (2019); and
    4. Other documents and agreements directly.

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<sup>1</sup> For planning-related impacts and implications only, primary review led by other consultant (out of scope of this RFP).

4. **Zoning Application Compliance:** Ensure the zoning application materials comply with the Zoning Law, relevant Master Agreements, and other required documents.
5. **Technical Advice:** Provide TWN staff with technical advice and best practices for guiding and regulating a large master-planned development.
6. **Meetings:** Attend coordination meetings with TWN staff and/or the applicant as required to review findings, support revisions, and confirm next steps.
7. **Recommendations:** Provide a formal recommendation in a memo to TWN staff on the drafted Zoning Law, relevant Master Agreements, and other required documents.

### Timeline

RFP Proposals due	June 18 – July 4, 2025
Consultants selected	July 11, 2025
Zoning Application Submission	July – October 2025
Review period #1	
TWN and Consultant(s) meetings	
Memo of Comments and Recommendations	
Zoning Application Submission #2	
Review period #2	
Final Memo of Comments and Recommendations	
Draft Zoning Law Review <i>(anticipate up to 3 rounds of review and ongoing working sessions)</i>	July – October 2025
Master Agreement and Document Review	November 2025 – February 2026
First Reading of Zoning Law	November 2025
Second Reading of Zoning Law	January 2026
Final Zoning Law Review <i>(minor amendments if necessary)</i>	February 2026
Third Reading of Zoning Law	March 2026
Final Master Agreements	March 2026

## 5. Submission of Proposals

Proposals must be submitted by email in accordance with the instructions found below.

The Consultant is solely responsible for ensuring that TWN receives a complete Proposal, including all attachments or enclosures, before the Closing Time.

A separate Proposal must be submitted for each Review Component (i.e., Civil Engineering Review, Environmental Review, Architectural Review, Landscape Architectural Review, Planning Review) that the Consultant(s) is applying for.

The Proposal must be in English.

### Email Submissions

Proposals submitted by email must be submitted to [planning@twnation.ca](mailto:planning@twnation.ca); and cc: [akrahn@twnation.ca](mailto:akrahn@twnation.ca)

For email submissions, the following applies:

- The Consultant is solely responsible for ensuring that the complete electronic Proposal, including all attachments, is received before Closing Time;
- For email proposal submissions, the subject line of the email and any attachment should be clearly marked with the name of the Consultant and 'Statləw District Zoning Review Submission'.
- The proposal should be submitted as Adobe PDF. The maximum size of each attachment must be 10 MB or less (Consultants are solely responsible for ensuring that the email proposal submissions comply with any size restrictions imposed by the Consultant's internet service provider);
- Consultants should submit email proposal submissions in a single email and avoid sending multiple email submissions for the same opportunity. If the file size of an electronic submission exceeds the applicable maximum size, the Consultant may make multiple submissions to reduce the attachment file size to be within the maximum applicable size. Consultants should identify the order and number of emails comprising the complete proposal submission (e.g. "email 1 of 3, email 2 of 3...");
- For email proposal submissions sent through multiple emails TWN reserves the right to seek clarification or reject the proposal if TWN is unable to determine what documents constitute the complete proposal;
- Attachments must not be compressed, must not contain a virus or malware, must not be corrupted and must be able to be opened. TWN may reject proposals that are compressed, cannot be opened or that contain viruses or malware or corrupted attachments.

- The Consultant bears all risk associated with delivering its Proposal by email submission, including but not limited to delays in transmission between the Consultant's computer and TWN's email system.

## 6. Form of Proposal

The proposal should include the following information:

### General Requirements

The following format, sequence and instructions should be followed to provide consistency. All pages should be consecutively numbered.

- **Cover Page** with project title, identification of consultant (legal name), and contact information.
- **Table of Contents**, including page numbers.
- **Summary:** A short (one or two page) summary of the key features of the Proposal.
- **The body of the proposal** (i.e., the "Consultant Response") to a maximum of ten (10) pages total, containing:
  - Project Understanding
  - Project Approach + Methodology
  - Experience + Qualifications
  - Price
  - Value Added
- **Appendices**, appropriately tabbed and referenced.

### Project Approach

Consultant(s)s responses should include the following information:

- Describe how the Consultant(s) will approach providing consulting services to TWN and how the proposed team will deliver the services successfully.
- Describe how the Consultant(s)'s approach addresses TWN's objectives and circumstances.
- Times available to work on the Project and flexibility in those times.

### Experience and Qualifications

The Consultant(s) and any subcontractors of the Consultant(s) included in its proposal should have a minimum of five (5) year's experience within the last seven

(7) years providing services of similar scope and complexity as the components of the review that the Consultant(s) is submitting to provide.

This section should include headings and provide the following:

- Any information pertaining to the applicable experiences as described above;
- Any certifications and/or formal education that the named individual(s) has;
- Two examples of relevant projects that the Consultant(s) and/or proposed subcontractor(s) have completed within the past three years that includes the following information:
  - Project Name;
  - Start & end dates;
  - Scope of the project;
  - How this project constitutes relevant experience for the purpose of this proposal; and
  - Consultant(s)'s role within the project, including activities performed;

## **Price**

The Consultant must detail the hours in which they would be able to perform their services, the rate they would charge, any disbursements, including mileage, which would be charged to TWN and any other relevant information.

Please provide hourly charge-out rates for additional services if services beyond the identified scope of works are required.

## **Value Added**

In addition to the information provided in the sections above, Consultant responses should include details on the following:

- Experience (including lived experience) working in an Indigenous context, especially projects on reserve lands;
- Knowledge of TWN, its functions and context;
- Commitment to employment of qualified Indigenous personnel where possible;
- TWN encourages internships or work experience opportunities with those who identify as Indigenous; and
- Any other value-added services that would enhance the Consultant/firm's ability to deliver the services.

## 7. Important Notes to Consultant(s)

- TWN reserves the right to:
  - Reject any or all Proposals received;
  - Not accept the lowest or any tender at all;
  - Disqualify or reject any Proposal which contains qualifying conditions or otherwise fails to conform to the instructions;
  - In its sole discretion, reject or retain for its consideration Proposals which are nonconforming because they do not contain the content or form required by this RFP or for failure to comply with the process for submission set out in this RFP;
  - Enter negotiations with Consultants on any or all aspects of their Proposal;
  - Accept any Proposal in whole or in part without prior negotiation;
  - Award one or more Review Consultant contracts; and
  - Retain all Proposals submitted in response to this RFP
- TWN is not obligated to proceed with any response or Proposal to fill these position(s). In its absolute discretion, it may elect to terminate this RFP at any time. It may also consider expressions of interest or proposals outside of this RFP and may extend the date to receive responses or otherwise modify this RFP in its absolute discretion.
- TWN, in its discretion, may reject any or all Proposals, accept one or more Proposals, conduct post-Proposal discussions, including negotiations, with one or more Consultants, and decline to conduct such discussions with any or all Consultants. TWN further reserves the right to terminate such discussions with any Consultant at any time. Discussions with more than one Consultant may be conducted concurrently, in whole or in part, but will not necessarily be concluded at the same time. TWN is not obligated to disclose, or offer, to any Consultant terms and conditions offered to any other Consultant or accepted by TWN from any other Consultant. TWN will keep all communications confidential.
- TWN is not responsible for any costs incurred in the preparation of Proposals. All costs incurred by interested parties for preparing Proposals or otherwise arising out of this RFP are to be borne by them.
- TWN assumes no legal obligation whatsoever in respect of this RFP, the filling of the position(s) or any Proposals unless and until it enters a legally binding contract which it may or may not do entirely in its absolute discretion. No

obligations in contract, tort or administrative law are owed to any party and TWN shall have no liability for any claims or losses to any party howsoever arising.

- TWN makes no representation whatsoever as to the accuracy or completeness of the information set out in this RFP or any other background or reference information or document prepared by any party that may be relied upon by any other party. All Consultants should make their own independent assessment of the same.
- All drawings, plans, specifications, reports, are confidential and used exclusively for the preparation for the Request for Proposal for the Statləw District Zoning Law and Application Review and are not to be shared to or used on any other project work.

## **Appendix A**



**Tsleil-Waututh Nation**  
Department of Public Works  
3178 Alder Court  
North Vancouver, BC V7H 2V6  
Tel: (604) 929-3454

# Zoning Application Form

Administrative Documents	Y or N / Comment
Payment of Fee + Application Form	
Legal Documents: Lease Agreement(s)	
Legal Documents: List of Encumbrances	
Legal Documents: Parcel Abstract Report ("Title Search")	
TWN Development Data Sheet	
Phasing Plan and timeline	
Community Engagement: What We Heard <ul style="list-style-type: none"><li>• What We Heard document (engagement analysis to date) and how it has been used in the design.</li></ul>	
Legal Survey <ul style="list-style-type: none"><li>• By British Columbia Land Surveyor (BCLS)</li></ul>	
Topographic Survey <ul style="list-style-type: none"><li>• By British Columbia Land Surveyor (BCLS) or Professional Engineer (0.50 meter contours plus cadastral)</li></ul>	
Supporting Documents	
Project Rationale: Planning, Design, Architectural & Landscape	
ARB: Arborist Report	
ARB: Tree Retention and Replanting Plan	
ARCH: Project Information Form (PIF) <ul style="list-style-type: none"><li>• Only if different from PIF received in preliminary application</li></ul>	
ARCH: Archaeological Impact Assessment Report (AIA)	
ARCH: Archaeological Overview Assessment Report (AOA) <ul style="list-style-type: none"><li>• Optional: If AIA is not completed.</li></ul>	
ARCH: Cultural Heritage Investigation Permit (CHIP)	
ENV: Environmental Overview Assessment (EOA)	
ENV: Environmental Impact Assessment (EIA) <ul style="list-style-type: none"><li>• Evaluation of the impacts to the natural environment by the project and strategies to mitigate or reduce the negative effects on the environment. Build on what was submitted previously, update required.</li></ul>	



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ENV: Environmental Site Assessment (ESA) (Ph. 1)	
ENV: Environmental Site Assessment (ESA) (Ph. 2, 3) <ul style="list-style-type: none"><li>• Optional: If Phase 1 identifies potential environmental concerns.</li></ul>	
Site Disclosure Statement (BC government form)	
ENER: Energy Intensity Report	
ENER: Letter of Attestation	
Fire Truck Access Plan	
HAZARD: Flood Risk Management Plan	
HAZARD: Wildfire Hazard Management Plan	
TWN + Public Benefits Plan <ul style="list-style-type: none"><li>• Outline strategies for TWN and Public Benefits</li></ul>	
Public Space, Parks and Amenities Plan	
Housing Agreement Strategy <ul style="list-style-type: none"><li>• Outline strategy for housing agreement (e.g., types of tenure, number of bedrooms, Member housing, etc.).</li></ul>	
<b>Landscape</b>	
Landscape Plans: Master Landscape Concept Plan	
<b>Architectural</b>	
Master Site Plan (Concept)	
Site Photos (Subject site, adjacent properties, streetscapes)	
Coloured 3D Renderings <ul style="list-style-type: none"><li>• Rendering of overall massing only, not detailed design.</li></ul>	
Site Access <ul style="list-style-type: none"><li>• Overall site circulation for people driving, walking, rolling, and accessibility. Can show diagrammatically.</li></ul>	
<b>Engineering</b>	
Rainwater Management Plan, Preliminary <ul style="list-style-type: none"><li>• Preliminary Rainwater Management Plan that clearly indicates compliance with TWN Rainwater Management Policy.</li></ul>	
Site Servicing Plan	



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<ul style="list-style-type: none"><li>Off-site servicing connections and on-site servicing. Location of sewer, water, and gas lines, storm, hydro, cable, tel, etc. Include phasing of servicing.</li></ul>	
Parkade Drainage Strategy <ul style="list-style-type: none"><li>Overall strategy, show in principle that what is being proposed can work, no detailed design required (e.g., proposing no underground parking, if underground parking is required will do XYZ). Consider environment, geotech, hydrogeological. Require no contaminants off of concrete - how is groundwater being treated.</li></ul>	
Lot Grading Plan <ul style="list-style-type: none"><li>Including sections through the site (3-6 in each direction, with emphasis on spots tricky for grading). Cut fill amounts.</li></ul>	
Geotechnical Report	
Geotechnical Peer Review Report	
Hydrogeological Report	
Hydrogeological Peer Review Report	
Transportation: Site Circulation Plan <ul style="list-style-type: none"><li>Include concept, plan and profile view (with proposed grades, amount of cut fill) for roadworks for onsite and offsite. Phasing of roadworks. Accessibility.</li></ul>	
Transportation Studies: Transportation Impact Study <ul style="list-style-type: none"><li>Outcomes and recommendations. Phasing.</li></ul>	
Transportation Studies: Transportation Demand Management Plan <ul style="list-style-type: none"><li>Optional based on outcomes from Transportation Impact Study.</li></ul>	
Transportation Studies: Parking Study <ul style="list-style-type: none"><li>Optional based on outcomes from Transportation Impact Study.</li></ul>	

#### **All Drawings Require**

- (1:100) metric scale, unless otherwise specified.
- Location and standard dimensions.
- North arrow, setbacks, building lines, and legends.

#### **Electronic Copies**

A complete set of drawings and all other application materials in PDF format. Note: This does not eliminate the need for paper copies.

All drawings must be signed and sealed by a Qualified Professional.

#### **Fee Payment**