



Below are questions submitted to the City of Langley as a result of the RFQ for *Form-Based Code for Multi-Family Infill* and the City's responses are in red.

1. It would be unusual to have a form-based code and regulating plan *only* for multifamily development. Does the City desire an independent multifamily standards chapter - or rather, adjustments and updates within the existing code framework to emphasize form?

The City is not able to amend the whole Municipal code so we are taking a piecemeal approach. The current multi-family zone district (Mixed Residential) is Ch. 18.11 is dated standard and doesn't result in the desired type of multi-family housing particularly on smaller lots. The proposed code is expected to be a stand along chapter to permit infill multifamily units by right in the single-family residential zones.

2. We anticipate submitting electronically only. Please let us know how to access the drop box referenced in the RFQ.

If you intend to use the City's drop box to submit your proposal please send an email to planning@langleywa.org so we can send you an invitation.

3. What is the expected project timeline; when are you wanting Phase II to be completed?

The Department of Commerce grant program requires the ordinance to be adopted by April 1, 2021 in order to receive the final payments. The City is therefore striving to meet that deadline for final adoption.

4. The RFQ mentions that the Commerce Grant includes preparation and adoption of the code; are you wanting your consultant to assist with any part of the adoption process other than SEPA determination?

It is anticipated that the consultant will present the final draft code at a community meeting. The City will prepare the ordinance, submittal to the Department of Commerce and related staff reports.

5. The stated RFQ close date, May 25th, is Memorial Day. Would the City consider an extension of the RFQ deadline to Tuesday May 26?

The close date for responses will remain May 25th.

6. If there are any addenda to the RFQ, we would appreciate being notified, but we will also keep our eye on the City's website.

Any addenda will be posted on the City's website. We will not contact any firms individually.

7. Is this the section of the municipal code that you are looking to link to a new form-based design standards? Are there others?

<https://www.codepublishing.com/WA/Langley/html/Langley18/Langley1825.html#18.25>

The RFQ also references [Ch. 18.22.230](#) Design Guidelines for Townhouse Units and [Ch. 18.11](#) Wharf Street overlay, the City's only form based code chapter.

Other relevant Sections from the Langley Municipal Code include [Ch. 18.12](#) RM Zone – Mixed Residential, the only multi-family type zone district. As well as the City's Design Standards.

8. Do you anticipate any reworking or rewording of the above zoning language in addition to the new design standards?

Yes, the proposal includes the preparation of a regulating plan.

9. Has the City adopted any specific COVID protocols (generally or for projects of this type) of which we should be aware?

Not at this time. However, as mentioned in the RFQ community consultation must include virtual engagement opportunities.

10. Will there be an advisory committee included as part of this project? If so, has that group already been established, and what is its charge?

The Planning Advisory Board (PAB) will act as the advisory committee for this project.

11. Who will be on the selection committee?

This is yet to be determined.

12. Can you share the HB 1923 grant application with us?

A copy is posted at attached to [this link](#).

13. Do you have a page limit in mind for the qualifications package?

No, but keep it to a reasonable number of pages please.

14. May we submit work examples? If so, would they be counted within any page limit, or allowed to be in addition to any page limit?

The RFQ requires sample code documents to be submitted. While there is no page limit for this RFQ please keep the amount of supporting documentation to a minimum. Hyperlinks are acceptable.

15. What would you consider local in regards to the evaluation criteria “use of local professionals”?

Local in this instance is Island County and adjacent Counties of Skagit, Snohomish and King

16. “Plan budget and value to the City” has a 20 point value in the evaluation matrix. Would you please confirm that a budget is not expected in the RFQ? At what point in the selection process do you intend to evaluate the consultant budget?

As stated in the RFQ the total budget for the project \$65,000. An outline of your proposed budget should be included with your submittal. Depending on the number and quality of submissions a short list may be established and these firms will be requested to submit a more detailed budget.