

Staff Report

Report To: City Council
Report From: Pamela Coulter, Director of Community Services
Meeting Date: May 12, 2025
Report Code: CS-25-045
Subject: Request to Lease Portion of Municipal Parking Area – 11th Street West

Recommendations:

THAT in consideration of Staff Report CS-25-045 respecting the Lease of 5 Parking Spaces on 11th Street West, east of 1st Avenue West, City Council directs staff to bring forward a by-law to authorize the Mayor and Clerk to execute a lease agreement with Brandon Vanderschot with the terms generally as outlined in the report.

Highlights:

- A request has been made for the lease of 5 parking spaces in a municipal parking area on 11th Street West, east of 1st Avenue West to support the redevelopment of a nearby commercial property;
- Staff are recommending the City enter into a lease for five (5) spaces with terms outlined in the report.

Strategic Plan Alignment:

[Strategic Plan](#) Priority: Collaborative City - KR1 - Leverage partnerships to improve or maintain delivery of targeted services without increasing tax levy

Climate and Environmental Implications:

This supports the objectives of the City's Corporate Climate Change Adaptation Plan by considering climate adaptation in the development of the City's strategies, plans, and policies.

Of particular note:

- The proposed development will maximize the use of existing vacant, underutilized buildings and municipal services.
- Sharing parking, where possible promotes efficient use of existing resources and limits new impervious surfaces.

Previous Report/Authority:

None.

Background:

The City has received correspondence from Brandon Vanderschot requesting the City lease five (5) parking on 11th Street West to support the redevelopment and new uses in an existing commercial building at 1095 1st Avenue West.

The property at 1095 1st Avenue West contains an existing commercial building with 4 distinct commercial units and one residential unit on the north side, fronting on 1st Avenue West. Two of the commercial units are occupied, and 2 of the units have renovations underway (with Building Permit). The Owner estimates that once the renovations are completed and the space is fully occupied, that approximately 22 staff will work in the 4 commercial units.

The commercial building has an existing asphalt parking area (approximately 16-18 spaces) located on the south side with an existing entrance/egress from 1st Avenue West. There is a sidewalk along this section of 1st Avenue. The City's harbour walkway is located to the east of the building. The BCK residential development is located north and west of the subject lands. On the north side of 1095 is 1099 1st Avenue West, which is attached to 1095 but on a separate property that is under separate ownership. To the north of the 11th Street parking area is green space area owned by The Owen Sound Transportation Company, and further north is city-owned Open Space, which includes the former CN rail building and a parking lot that supports access to

the west harbour walkway as well as parking for the Community Waterfront Heritage Centre.

The 11th Street West road allowance has been developed with parking on the north side (approximately 10 spaces) with a pedestrian connection along the south side which includes decorative lighting that connects to the sidewalk on 1st Avenue West to the harbour walkway. There is sufficient area to accommodate parking along the south side, however, these spaces are not currently line painted. There is also access to the north side of 1095 and to 1099 from the south side of 11th Street West.

There is a significant amount of underground infrastructure within the right-of-way (water, sanitary, hydro etc.). None of the infrastructure is impacted by the use of a portion of the right of way for parking.

The Owen Sound Transportation Company has a waste dumpster located in this area that supports their off-season operations. On the day that staff visited the site, many of the spaces were occupied, including several vehicles with out-of-province license plates, which may indicate that the use is supporting the pre-season work on the MS Chi-Cheemaun. The road allowance likely provides for the delivery of materials to the Harbour, supporting the work on the MS Chi-Cheemaun.

This parking area is not designated as a municipal parking lot and currently has no parking restrictions, permit requirements and does not generate revenue. The City undertakes winter maintenance in this area.

The land at 1095 1st Avenue West is designated Waterfront Mixed Use in the City's Official Plan. This designation is intended to integrate a broad array of industrial, residential, office, retail, and service uses, institutions, entertainment, recreation, and cultural activities, and parks and open space uses in a compact urban form at higher densities. An active harbour is to be retained with small boat marinas as well as uses that support recreation and tourism.

New development and redevelopment are to be created with sufficient parking.

The land at 1095 1st Avenue West is zoned MC (Mixed Use Commercial) which permits a wide range of commercial as well as residential uses.

For the majority of commercial uses permitted in the Zoning By-law, parking is required at a rate of 1 space per 25m². As this building contains 4

commercial units and a residential unit, the parking was calculated using the “neighbourhood shopping centre” requirement. The site has sufficient parking based on the requirements of the Zoning By-law.

Analysis:

The proposal to lease a number of spaces in the 11th Street West road allowance was circulated to Building, Planning & Heritage, Clerks, By-law Enforcement, Public Works and Engineering and Fire.

The following comments merit note:

- The redevelopment of 1095 will bring more people and activity to the waterfront;
- The existing parking area is generally underutilized, and there is also a significant amount of parking available on city lands to the north that also provides access to the west harbour area;
- Leasing a number of spaces in this space will not interfere with the delivery of goods to the west harbour area that supports shipping;
- Leasing spaces will generate revenue that will offset the City costs to provide winter maintenance, and repairs to the street and parking area;
- The Lease will require the tenant to provide insurance and standard indemnity clauses;
- The adjacent BCK development has sufficient on-site parking and does not rely on off-site parking to support this redevelopment; Staff did reach out to Owen Sound Transportation Company (OSTC) regarding the request. No response was received at the time of writing this report. Staff are recommending that the leased spaces be closest to 1st Avenue, leaving the spaces closer to the waterfront for other activities. The City is not aware of any agreement or arrangement with OSTC for the use of these spaces;
- The City’s legal cost to prepare the lease will be the responsibility of the leasee.
- The rate of the lease is recommended at the same value per space as a monthly parking pass. Currently, these spaces do not have restrictions and do not generate any revenue for the City.

The lease would be structured generally as follows:

Cost (5 spaces x \$300/year=\$1,500 per year);

Leasee to provide insurance;

Signage for the 5 spaces to be paid for by the leasee, City to install signs (City costs to be paid by the tenant);

The spaces be the 5 spaces closest to 1st Avenue West;

The lease term would be 10 years with one option for an additional 10-year renewal;

Cancellation with 90 days notice (as these spaces do not form part of the required parking for the purpose of the Zoning By-law).

The City would continue to be responsible for maintenance, including snow removal.

The City can respond to complaints regarding unauthorized use through its Bylaw Division.

Financial Implications:

The leasee would pay the full amount for each space of the yearly parking pass, representing \$1,500 per year.

Communication Strategy:

The spaces will be signed to identify them as parking for the leasee.

Consultation:

City Clerk, By-law Enforcement, Public Works and Engineering, Building, Manager of Planning & Heritage

Attachments:

1. Request from Brandon Vanderschot
2. Air photo map of area subject to the request

Recommended by:

Pamela Coulter, Director of Community Services

Submission approved by:

Tim Simmonds, City Manager

For more information on this report, please contact Pamela Coulter, Director of Community Services at, pcoulter@owensound.ca or 519-376-4440 Ext. 1252.