



Township of North Kawartha
280 Burleigh Street, PO Box 550, Apsley, ON K0L 1A0
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www.northkawartha.ca

Request for Expressions of Interest (EOI)

Lease Opportunity – Former RBC Office Space, 135 Burleigh Street, Apsley

The Township of North Kawartha is seeking Expressions of Interest (EOI) from individuals, businesses, organizations, or service providers interested in leasing a renovated commercial office space formerly occupied by the Royal Bank of Canada (RBC).

The Township is inviting proposals for potential tenancy opportunities that support economic activity, community services, professional office uses, or other compatible commercial uses.

Property Information

Item	Description
Unit Address	Unit (“C”) – 135 Burleigh Street
Property Legal Description	CON 1 PT LOT 34 BLK 9
Unit Size	Approximately 1,250 sq. ft.
Year Constructed	1965
Previous Occupant	Royal Bank of Canada (RBC)
Zoning By-Law Designation	General Commercial Zone (C)
Peterborough County Official Plan	Land Use Plan – “Hamlet Area”

2026 Renovations

The unit underwent renovations in 2026, including:

- New exterior doors;

- New rear service door;
- New accessible washroom and kitchenette;
- New flooring;
- Interior painting; and
- Updated hardware.

The unit is offered as a move-in-ready commercial space suitable for a variety of professional and commercial uses. The unit is accessible including new accessible front and rear entrance doors and washroom.

Permitted Uses

Permitted uses within the General Commercial Zone (C) include:

- Auditorium;
- Personal service shop;
- Business office;
- Post office;
- Professional office;
- Funeral home;
- Financial office;
- Restaurant;
- Recreational establishment;
- Parking area;
- Retail store;
- Telephone exchange;
- Merchandise service shop;
- Dry cleaning or laundry outlet; and
- Food truck.

Interested proponents are encouraged to confirm zoning compliance for their proposed use.

Property Servicing and Features

Servicing

- The property is serviced by a private well and septic system;
- Single-phase electrical service is available to the unit panel; and
- The unit is heated by a propane forced-air furnace.

Frontage

The property has approximately 139 feet of frontage along Burleigh Street.

Parking

Shared public parking is available at the rear of the building.

Signage

Signage opportunities are available on the front façade facing Burleigh Street. The successful proponent will be responsible for all signage-related costs, including any required permits or approvals.

Environmental Conditions

A Designated Substance Survey (DSS) was previously completed for the building. In 2026, previously identified asbestos floor tile within the unit was removed as part of the renovation project.

Restrictive Covenant

The building is currently subject to a restrictive covenant which may restrict leasing to any individual or business carrying on activities including:

- A bank, treasury office, trust company, investment dealer or advisor, financial planner, insurance or securities brokerage or company, mutual fund sales office, cheque-cashing service, acceptance or loan corporation, lending institution, or other financial and/or deposit-taking institution; and
- Any bingo hall, casino, nightclub, adult entertainment venue, adult video store, or businesses carrying on similar activities.

Interested proponents are encouraged to contact the Township regarding any questions related to permitted uses or restrictions.

Purpose of the EOI

This EOI is intended to:

- Gauge market interest in the space;
- Identify potential tenants and proposed uses;
- Assist the Township in evaluating leasing opportunities; and
- Inform future lease negotiations.

This EOI process is exploratory in nature and does not constitute a formal tender, request for proposals, or commitment by the Township to enter into a lease agreement with any respondent.

Lease Structure

The Township anticipates that the lease arrangement for the unit will generally be structured on an all-inclusive basis, with rent including:

- Utilities;
- General maintenance; and
- Standard building operating costs.

Tenants would be responsible for obtaining and maintaining their own business and liability insurance coverage, as required by the lease agreement.

Additional responsibilities, if any, would be outlined during lease negotiations and finalized within the lease agreement.

Submission Requirements

Interested parties are requested to provide:

1. Name of individual, business, or organization;
2. Description of proposed use;
3. Preferred lease term;

4. Proposed occupancy timeline;
5. Relevant background information regarding the business or organization.

Lease Considerations

The Township may consider a range of lease structures and terms depending on the proposed use, market interest, and overall benefit to the community.

As part of lease negotiations, the Township may consider customary commercial leasing incentives, such as limited fit-up periods or inducements, particularly where proposals involve longer-term tenancy commitments or uses that provide broader community or economic development benefits.

All lease agreements and terms will be subject to review and approval by the Township and its solicitor.

Unit Viewings

Individuals or organizations wishing to view the unit may contact the Township's Economic Development Officer directly to arrange a walkthrough appointment.

Submission Deadline

Expressions of Interest will be accepted until **Friday, July 31, 2026 at 4:30 pm.**

Submissions may be delivered to Edward Hilton, Economic Development Officer by:

- **Email:** e.hilton@northkawartha.ca
- **Mail/In Person:** 280 Burleigh St, Apsley, ON K0L 1A0

Further Information

Questions regarding this EOI or requests to arrange a walkthrough may be directed to:

Edward Hilton, Economic Development Officer

Township of North Kawartha

Phone: 705-656-5152

Email: e.hilton@northkawartha.ca

Disclaimer

The Township reserves the right to accept or reject any submission, to negotiate with any respondent, and to cancel or modify this process at any time without obligation or liability.

The Township is not required to select the highest financial offer and may consider broader economic, community, and strategic factors in evaluating submissions.