



Downtown Post-Secondary Institution Incentive Program: Revised Terms of Reference (EC2025-0611)

Executive Committee

2025 June 17

ISC: UNRESTRICTED

Recommendations

That with respect to Report EC2025-0611, Administration recommends:

That the Executive Committee recommend that Council:

1. Approve the revisions to the Downtown Post-Secondary Institution Incentive Program Terms of Reference contained in Attachment 3.

Report Highlights

- During the execution of the agreement with the University of Calgary (U of C), a challenge was identified regarding the eligibility of the square footage in U of C's proposal.
- Updates to the language in the Terms of Reference will clearly define what space and square footage within an office building is considered in scope for funding.
- Proposed updates to the Terms of Reference will also allow post-secondary institutions to activate additional spaces within an office building bringing more students and vibrancy to street-level.

Summary of Proposed Changes

Section	Existing Terms of Reference	Revised Terms of Reference
2.1 Out of Scope	Conversions of buildings/spaces not currently classified by The City of Calgary (“The City”) as commercial office space and a “non-residential” property for assessment and tax purposes.	Conversions of buildings/ spaces not currently classified by The City of Calgary (“The City”) as commercial office space and a “non-residential” property for assessment and tax purposes
3.1 Office to Post-Secondary Conversions	<p>3.1 Office to Post-Secondary Conversions</p> <p>The Program is offering incentive funding for office to PSI conversion projects at \$50 per square foot based on the original rentable area of existing office space that will be converted to post-secondary use.</p> <p>The PSI Funds will fund the costs of conversion, such as the building improvements and tenant improvements associated with the campus expansion project, including the incremental costs associated with addressing items specific to conversion of vacant office space to an “assembly” occupancy.</p>	<p>3.1 Office to Post-Secondary Conversions</p> <p>The Program is offering incentive funding for office to PSI conversion projects at \$50 per square foot based on the original rentable area of existing office space that will be converted to post-secondary use.</p> <p>The PSI Funds will fund the costs of conversion, such as the building improvements and tenant improvements associated with the campus expansion project, including the incremental costs associated with addressing items specific to conversion of vacant office space to an “assembly” occupancy.</p>

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