

## ORDINANCE/RESOLUTION REQUEST

Please email requests to Daelene Mix at  
daelene.mix@denvergov.org by **NOON on Monday.**

***\*All fields must be completed.\****

*Incomplete request forms will be returned to sender which may cause a delay in processing.*

**Date of Request: August 20, 2012**

Please mark one: ☐ Bill Request or ☒ Resolution Request

1. Has your agency submitted this request in the last 12 months?

☐ Yes ☒ No

If yes, please explain:

2. **Title:** *(Include a concise, one sentence description – please include name of company or contractor and contract control number - that clearly indicates the type of request: grant acceptance, contract execution, amendment, municipal code change, supplemental request, etc.)*

Request for a Resolution granting a revocable permit, subject to certain terms and conditions, to Choon Tae Kim, their successors and assigns, to encroach into the right-of-way with a sign at 6701 E. Colfax Ave.

3. **Requesting Agency:** DES Engineering

4. **Contact Person:** *(With actual knowledge of proposed ordinance/resolution.)*

- **Name:** Ava Simmons
- **Phone:** 303-446-3727
- **Email:** ava.simmons@denvergov.org

5. **Contact Person:** *(With actual knowledge of proposed ordinance/resolution who will present the item at Mayor-Council and who will be available for first and second reading, if necessary.)*

- **Name:** Stacie Loucks
- **Phone:** 720-865-8720
- **Email:** Stacie.loucks@denvergov.org

6. **General description of proposed ordinance including contract scope of work if applicable:**

Granting a revocable permit, subject to certain terms and conditions, to encroach with a sign into 6701 E. Colfax Ave.

***\*\*Please complete the following fields:*** *(Incomplete fields may result in a delay in processing. If a field is not applicable, please enter N/A for that field.)*

- a. **Contract Control Number:** NA
- b. **Duration:** Permanent
- c. **Location:** 6701 E. Colfax Ave
- d. **Affected Council District:** Council Dist # 5, Susman
- e. **Benefits:** N/A
- f. **Costs:** N/A

7. **Is there any controversy surrounding this ordinance?** *(Groups or individuals who may have concerns about it?)* **Please explain.**

None

*To be completed by Mayor's Legislative Team:*

SIRE Tracking Number: \_\_\_\_\_

Date Entered: \_\_\_\_\_