

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to Stacie Loucks at  
Stacie.Loucks@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:** February 29, 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, supplement request, etc.)* To encroach into the right-of-way with, planters and an ADA ramp along W. 13<sup>th</sup> Ave. at 419 W. 13<sup>th</sup> Ave.

**3. Requesting Agency:** PW Right of Way Engineering Services

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

- **Name:** Ava Simmons
- **Phone:** 720-865-3036
- **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:** To install planters and an ADA ramp along the W. 13th Ave. at 419 W. 13<sup>th</sup> 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:** N/A
- b. **Duration:** Permanent
- c. **Location:** 419 W. 13<sup>th</sup> Avenue
- d. **Affected Council District:** District# 10, J. Robb
- 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: \_\_\_\_\_