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: November 28, 2011

Please mark one: ☐ **Bill Request** **or** **X Resolution Request**

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

   ☐ **Yes** **X 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.)* Granting to Oakwood Homes, LLC to encroach into the right-of-way with 2 decorative entry-ways, of a stone column, with overhead wood trellis and a stationary wood gate, to be located on each side of 54th Pl.

3. **Requesting Agency:** PWDES

4. **Contact Person:** (W*ith actual knowledge of proposed ordinance/resolution.)*
   - **Name:** Ava Simmons
   - **Phone:** 720-865-3036
   - **Email:** ava.simmons@denvergov.org

5. **Contact Person:** (W*ith 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:**
   Request for Resolution granting a revocable permit, subject to certain terms and conditions, to Oakwood Homes, LLC. their successors and assigns, to encroach into the right-of-way with: (2) decorative stone column, with overhead wood trellis and a stationary wood gate, on each side of 54th Pl.

   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:** the corners of E. 54th Pl at Dunkirk Ave.
   d. **Affected Council District:** Christopher Herndon, Dist 11
   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. No**

To be completed by Mayor's Legislative Team:

SIRE Tracking Number: _____   Date Entered: _____