

ORDINANCE/RESOLUTION REQUEST

Please email requests to Angela Casias
at angela.casias@DenverGov.org by **12:00 pm 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: April 18, 2016

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, contract amendment, municipal code change, supplemental request, etc.)***

Request for a Resolution granting a permanent encroachment to ESS Metron, Inc. their successors and assigns, to encroach into the right-of-way with two (2) eighteen feet, eight inch (18' 8") long, eighteen inches (18") high and twenty-seven feet (27') wide, level concrete pads at 1505 W. 3rd Ave.at 1505 W. 3rd Ave.

3. Requesting Agency: Public Works Engineering and Regulatory and Analytics

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

- **Name:** Ann DeHerrera
- **Phone:** 720-865-3129
- **Email:** ann.deherrera@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:** Angela Casias
- **Phone:** 720-913-8529
- **Email:** angela.casias@denvergov.org

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

Requesting to construct two (2) level eighteen feet, eight inch (18' 8") long, twenty-seven feet (27') wide and eighteen inch (18") high concrete pads (loading docks) at 1505 W. 3rd Ave. These loading docks would replace existing concrete driveway ramps.

*****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 – please do not leave blank.)*

- a. Contract Control Number:** N/A
- b. Contract Term:** N/A
- c. Location:** 1505 W. 3rd Ave.
- d. Affected Council District:** D7 Clark
- e. Benefits:** N/A
- f. Contract Amount (indicate amended amount and new contract total):** 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: _____