

**ORDINANCE/RESOLUTION REQUEST**

Please email requests to Nancy Kuhn at  
Nancy.kuhn@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:** April 29, 2014

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 SSP Colfax Marketplace LLC, their successors and assigns, to encroach into the right-of-way with balconies, cantilevered building, awnings, and signage at 1020 E Colfax Ave.

**3. Requesting Agency:** Public Works Engineering Regulatory & Analytics

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

- **Name:**
- **Phone:**
- **Email:**

**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:** Nancy Kuhn
- **Phone:** 720-865-8720
- **Email:** nancy.kuhn@denvergov.org

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

A Resolution granting a revocable permit to SSP Colfax Marketplace LLC to encroach into the right-of-way with balconies, cantilevered building, awnings, and signage at 1020 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:** N/A
- b. Duration:** Permanent
- c. Location:** 1020 E Colfax Ave
- d. Affected Council District:** D10: 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: \_\_\_\_\_