

# Other/Miscellaneous Request Template (Appointments; ROW; Code Changes; Zoning Action, etc.)

Date Submitted:

Requesting Agency: Division:

Subject Matter Expert Name: Email Address: Phone Number:

#### Item Title & Description:

(Do not delete the following instructions)

These appear on the Council meeting agenda. Initially, the requesting agency will enter a 2-3 sentence description. Upon bill filling, the City Attorney's Office should enter the title above the description (the title should be in **bold** font).

Both the title and description must be entered between the red "title" and "body" below. Do **<u>not</u>** at any time delete the red "title" or "body" markers from this template.

1) Department of Safety - Administration/Overview.

### Affected Council District(s) or citywide?

### **Executive Summary with Rationale and Impact:**

Detailed description of the item and why we are doing it. This can be a separate attachment.

### Address/Location (if applicable):

### Legal Description (if applicable):

## Denver Revised Municipal Code (D.R.M.C.) Citation (if applicable):

### **Draft Bill Attached?**