

## **PRIOR NOTIFICATION FORM**

### **NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERS**

TO : Hon. Evelyn Rodriguez 4th Ward

DATE: **February 8, 2022**

FROM: Department Livable City Initiative  
Person Evan Trachten  Telephone X 8373

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Aldermen.

Disposition of sliver lot at 885 Congress Avenue to owner occupant at 889 Congress Avenue to be use as a driveway and a parking area.

Check one if this an appointment to a commission

☐ Democrat

☐ Republican

☐ Unaffiliated/Independent/Other

### **INSTRUCTIONS TO DEPARTMENTS**

1. Departments are responsible for sending this form to the alderperson(s) affected by the item.
2. This form must be sent (or delivered) directly to the alderperson(s) **before** it is submitted to the Legislative Services Office for the Board of Aldermen agenda.
3. The date entry must be completed with the date this form was sent the alderperson(s).
4. Copies to: alderperson(s); sponsoring department; attached to submission to Board of Aldermen.