

# REQUEST FOR EXCEPTION TO STANDARDS

## MULTI-FAMILY HOUSING DESIGN STANDARDS (Sec. 115-511 Review Procedures) OR COMMERCIAL DESIGN STANDARDS (Sec. 115-549 Review Procedures)

All requests for exceptions to the standards shall be requested in writing with the original design review request for approval.

### DEADLINES:

Requests for Exceptions must be filed no later than 5:00 p.m. on the Friday preceding the regularly schedule Common Council meeting. The application (Request) will not be considered until the following month due to publication (Class II) and property owner notification requirements.

### FEES:

All requests shall be accompanied by cash or check (payable to City Treasurer) in the amount of \$300.00.

### NOTICE:

Owners of record within a two hundred (200) foot shall be given notice of the review hearing not less than seven (7) days prior to the Judiciary & Administration Committee meeting.

### MEETINGS:

Any request for exceptions shall be routed to the Design Review Committee, City Plan Commission, Judiciary and Administrative Committee and Common Council for consideration and final determination as a legislative enactment.

Committee	Meeting Date/Time
<b>Design Review Committee*</b>	
<b>City Plan Commission*</b> 4:00 p.m. in the 3 <sup>rd</sup> Floor Conference Room	Monday,
<b>Judiciary &amp; Administration Committee*</b> 6:00 p.m. in the Council Chambers, 1 <sup>st</sup> Floor	Tuesday,
<b>Common Council (Final Action)</b> 6:00 p.m. in the Council Chambers, 1 <sup>st</sup> Floor	Thursday,

\* attendance recommended.

**REQUEST FOR EXCEPTION TO STANDARDS**

***(Check One)***

- MULTI-FAMILY HOUSING DESIGN
- COMMERCIAL DESIGN

Applicant (name and address):

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Owner of site (name and address):

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Architect (name and address), if applicable:

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Professional Engineer (name and address), if applicable:

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Contractor (name and address), if applicable:

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Address of subject premises:

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Tax Parcel No.:

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Legal Description:

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Details of Exception Request:

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Please explain why the standards of this ordinance should not apply to your property:

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What other options have you considered and why were they not chosen:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please explain how granting this/these exceptions is consistent with protecting the public interest; in particular, explain how it will impact adjacent properties:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please explain the granting of the requested waiver(s) is consistent with the spirit and intent of the Ordinance; in particular, how will it meet the purpose of the Commercial District in which your property is located:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I hereby certify that I am the owner or authorized agent of the owner (include affidavit signed by owner) and that I have read and understand the content of this request and that the above statements and any attachments submitted hereto are true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
(signature)

\_\_\_\_\_  
(telephone) (date)

\_\_\_\_\_  
(email)

STATE OF WISCONSIN )  
 )ss.  
COUNTY OF LA CROSSE )

Personally appeared before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above named individual, to me known to be the person who executed the foregoing instrument and acknowledged the same.

\_\_\_\_\_  
Notary Public  
My Commission Expires: \_\_\_\_\_

**Applicant shall, before filing with the City Clerk’s Office, have this application reviewed and the information verified by the Director of Planning & Development.**

Review was made on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed: \_\_\_\_\_,  
Director of Planning & Development