



Request for Exception to Standards

April 3, 2026

Mayo Employees Federal Credit Union | La Crosse, WI

Mayo Employees Federal Credit Union is requesting an exception to the City of La Crosse Standards for a site plan design with regards to parking placement on the site. Mayo Employees Federal Credit Union located at 605 West Avenue South is proposing to demolish their existing building and construct a new 2,600 square foot single story building with two lane drive-up canopy. To allow this project to proceed, the Credit Union is requesting the City of La Crosse provide an exception for the employee parking located on the north side of the building. Per the city ordinance no parking is allowed to be located between the building and city streets. Please see below the reasons for the request below.

Reasons for the request:

1. The current property is located on the corner lot at the intersection of Ferry Street and West Avenue. Due to the location, the city ordinance does not allow parking on the street sides of the building. This creates a hardship for the Credit Union to provide safe site circulation for the drive-up and parking for their members.
2. The Credit Union will also need to remain in operation during the construction of the new building. The Credit Union would not be able to shut down operations for 12 months to allow a full redevelopment of the site. Because of the existing buildings, street access and surrounding residential areas, it limits the options to locate drive lanes and parking for the new design.
3. The Credit Union also requires staff parking to be as close to the building to provide as much safety for their staff due to the nature of their business.
4. The Credit Union is using the existing curb cut access points along Ferry Street and West Avenue which in turn dictates the circulation path for vehicles and parking for the site design.
5. The proposed parking on the north side of the building along Ferry Street is not directly adjacent to Ferry Street. There is a 60'-0" landscape buffer between the parking and Ferry Street.
6. The position of the proposed parking on the north side of the site also allows for good sight lines for vehicles trying to turn north and south from Ferry Street on West Avenue.

We hope the City of La Crosse will take these existing conditions and employee safety into consideration with this exception for the site plan design.

Sincerely

Sam Challe
HTG Architects



City of La Crosse, Wisconsin

REQUEST FOR EXCEPTION TO STANDARDS

☐ Multi-Family Housing Design Exception

Sec. 115-511 Municipal Code

Fee \$350.00

☒ Commercial Design Exception

Sec. 115-549 Municipal Code

Fee \$400.00

☐ Minimum Height Exception

Sec. 115-390(1)(e) Municipal Code

Fee \$150.00

Request for Exception to Standards filed with the City Clerk's Office no later than 4:00 p.m. on the Monday following the second Thursday of the month will be considered by the Common Council at its regular meeting the following month. Applicable fee must accompany the completed form at time of submittal. Incomplete or illegible applications will be returned.

MEETINGS: Any request for exception shall be routed to the City Plan Commission, Judiciary & Administrative Committee, and Common Council for consideration and final determination.

NOTICE: Owners of record within two-hundred (200) feet of the subject property shall be given notice of meeting dates.

APPLICANT INFORMATION

Applicant Name:

Mayo Employees Federal Credit Union

Applicant Address:

605 West Ave S, La Crosse, WI 54601

Phone Number:

(507) 293-8056

Email:

Sirek.Andrew@mayocreditunion.org

Property Owner Name and Address, if different than applicant (submit Affidavit of Owner):
Architect Name and Address, if applicable:

HTG Architects, 1010 Mianstreet, Suite 100, Hopkins, MN 55343

Professional Engineer Name and Address, if applicable:

Anderson Engineering, 13605 First Ave N, Plymouth, MN 55441

Contractor Name and Address, if applicable:

Hoeft Builders, 5410 Sevens Pkwy, Suite 100, Eau Claire, WI 54701

PROPERTY INFORMATION

Address:

605 West Ave S, La Crosse WI 54601

Tax Parcel Number:

17-30198-050

Zoning District:

Municipal Zoning Applies

Address:
Tax Parcel Number:
Zoning District:
Address:
Tax Parcel Number:
Zoning District:
Address:
Tax Parcel Number:
Zoning District:
Legal Description(s):

Financial Institution with drive-up. G2 - Commercial assessment code per GIS.

EXCEPTION INFORMATION

Details of Exception Request:

Mayo Employees Federal Credit Union is requesting an exception to the City of La Crosse Standards for a site plan design with regards to parking placement on the site. Mayo Employees Federal Credit Union located at 605 West Avenue South is proposing to demolish their existing building and construct a new 2,600 square foot single story building with two lane drive-up canopy. To allow this project to proceed, the Credit Union is requesting the City of La Crosse provide an exception for the employee parking located on the north side of the building. Per the city ordinance no parking is allowed to be located between the building and city streets. Please see below the reasons for the request below.

Explain why the standards of the ordinance should not apply to your property:

The Credit Union's property is located on a corner lot at the intersection of Ferry Street and West Avenue, the ordinance already does not allow parking on two sides of the building. Because this is a financial institution they require a drive up facility, so site circulation is critical to the operations of this Facility. With staying operational during construction, this limits the areas on the site where parking can be positioned.

What other options have been considered and why they not chosen:

Multiple site options were discussed during the discovery phase of the project but with maintaining business operations during construction, utilizing existing curb cut access points, and providing safe circulation through the site. The other design options could not resolve all of these requirements.

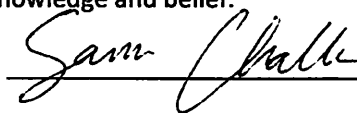
Explain how granting the exception is consistent with protecting the public interest; in particular, explain how it will impact adjacent properties:

Granting the exception will allow for for better sight lines for vehicles turning north and south onto West Avenue from Ferry Street. The site design will be able to utilize the existing access points on both Ferry Street and West Avenue. The employee parking on the north side of the building will provide a safer distance to travel for the Credit Union's staff entering and exiting the building.

Explain why the granting of the requested exception 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:

Mayo Employees Federal Credit Union has been staple of the community and been servicing a large work force, Mayo medical employees and family members, in the City of La Crosse for years. The Credit Union wants to reinvest in the community and maintain their current location along West Avenue to continue to service their membership. The current building is dated and inefficient for today's financial needs. To maintain with the current Mayo image the Credit Union needs to update themselves to provide the best experience possible for their current and future members.

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.



Sam Challe 04/03/2026

signature & date

(952) 204-3246

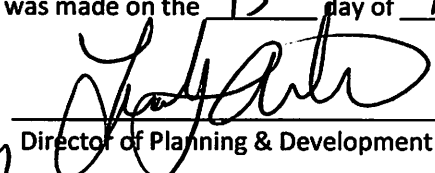
phone schalle@htg-architects.com

email

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 13th day of April, 2026.

Signed:



Deputy Director of Planning & Development

Craig, Sondra

From: Sam Challe <SChalle@htg-architects.com>
Sent: Monday, April 6, 2026 9:44 AM
To: Craig, Sondra; Acklin, Tim
Cc: Sean Raboin; Sirek, Andrew
Subject: RE: Exemption request applicaiton

*** **CAUTION:** This email originated from an external sender. **DO NOT** click links or open attachments unless you recognize the sender and know the content is safe. ***

Hey Sondra,

Legal Deso.

This is what we have on record. If this is not correct, I can reach out to the Register of Deeds.

"The County has it as RUBLEE & OBERS SUBD OF LOTS 4 & 16 OF RUBLEE & GILLETES LOTS 6 & 7 EX E 25.53FT & ALL OF LOT 8 BLOCK 6 & 10FT STRIP LYG S & ADJ TO LOT 8 & LOT 6 BLOCK A OF E S B VAILS ADDITION EX PRT TAKEN FOR R/W IN DOC NO. 1473739"

Thanks,



SAM CHALLE
Job Captain

Address 1010 Mainstreet, Suite 100 Hopkins, MN 55343
Email schalle@htg-architects.com
Direct 952.204.3246
Office 952.278.8880

From: Craig, Sondra <craigs@cityoflacrosse.org>
Sent: Monday, April 6, 2026 9:38 AM
To: Sam Challe <SChalle@htg-architects.com>; Acklin, Tim <Acklint@cityoflacrosse.org>
Cc: Sean Raboin <SRaboin@htg-architects.com>; Sirek, Andrew <sirek.andrew@mayocreditunion.org>
Subject: RE: Exemption request applicaiton

Sam,

Reaching out regarding the legal description for the property. What you gave is more of a description the type of use/zoning of the property.

The Legal Description can be found on the Warranty Deed for the property or obtained from the Register of Deeds. If you could please provide the legal description by the end of the week, that would be sufficient.

Thank you,