

BOARD OF ADJUSTMENT MEETING MINUTES

BOA_AF_02-01-2023

Chairperson Stevens called to order the February 1, 2023, regularly scheduled meeting of the Board of Adjustment at 5:30 p.m. in Council Chambers, West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines, Iowa, and electronically through Zoom.

Roll Call: Blaser, Christiansen, Cunningham, Stevens.....Present
Pfannkuch.....Absent

Item 1 – Consent Agenda

Item 1a – Minutes of January 18, 2023

Chairperson Stevens asked for any corrections to the meeting minutes of January 18, 2023. Hearing none, Chair Stevens declared the minutes approved as presented.

Item 2 – Old Business

There were no Old Business items.

Item 3 – Public Hearings

Item 3a – Primrose School, 8080 Coachlight Drive -A pproval to establish a daycare center – Primrose Schools – PC-005881-2022

Chairperson Stevens opened the public hearing and asked the Recording Secretary to state when the public hearing notice was published. The Recording Secretary stated that the notice was published on January 20, 2023, in the Des Moines Register.

Moved by Board Member Cunningham, seconded by Board Member Blaser, the Board of Adjustment accepted and made a part of the record all testimony and documents received at this public hearing.

Vote: Blaser, Christiansen, Cunningham, StevensYes
Pfannkuch.....Absent

Motion carried.

John Finnemore, Primrose Schools, 3200 Windy Hill Rd, Suite 1200 East, Atlanta, GA, presented the request for child care use at 8080 Coachlight Drive. Mr. Finnemore stated that Primrose Schools is a franchise with other 500 locations in 32 states. There is a school located in Urbandale, and Mr. Finnemore noted that the franchisee was present. He informed that the 13,500sf building will contain 14 classrooms, provide services for up to 213 children, and be staff by 34 employees. Hours of service will be 6:00 AM to 6:30 PM Monday through Friday, with occasional after hours use for events such as graduation. Mr. Finnemore added that there will be four playgrounds fenced separately for different age groups of children.

Board Member Cunningham asked for the project timeline. Mr. Finnemore responded that they hope to start construction early summer. He noted that staff have been great to work with and the next step will be do complete design and present plans to the building department.

Chairperson Stevens asked for any other questions or comments from the audience and upon hearing none, declared the public hearing item closed.

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Brian Portz, Development Services Planner, added that the applicant had completed a parking study using information from their other sites showing that they will likely need less than the City required amount of parking. They are proposing to provide 49 of 75 required spaces, with an additional 19 spaces identified which could be located if needed for future use. This will be looked at further during the site plan review, and Council can defer or waive any additional parking requirements at that time.

Board Member Blaser asked if the four separate playlots will be phased as enrollment increases. Planner Portz stated that code requires a play area of 1,000sf for the first 20 children, plus 25sf per additional child. With a maximum of 213 children being provided services, the play area would be required to be 5,825sf and that will be exceeded by the 16,317sf play area planned to be built by the applicant.

Chairperson Stevens asked for continued discussion or a motion and a second for this item.

Moved by Board Member Christiansen, seconded by Board Member Cunningham, the Board of Adjustment adopted a resolution to approve the permitted conditional use permit.

Vote: Blaser, Christiansen, Cunningham, StevensYes
Pfannkuch.....Absent
Motion carried.

Item 4 – New Business

There were no New Business items.

Item 5 – Staff Reports

The next meeting will be held on February 15, 2023.

Item 6 – Adjournment

Chairperson Stevens asked for a motion to adjourn the meeting.

Moved by Board Member Cunningham, seconded by Board Member Blaser, the Board of Adjustment meeting adjourned at 5:40 PM.



Michele Stevens, Chairperson



Jennifer Canaday, Recording Secretary