

BOARD OF ADJUSTMENT MEETING MINUTES

BOA_AF_01-17-2024

Chairperson Pfannkuch called to order the January 17, 2024, 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, Pfannkuch, Stevens..... Present

Item 1 – Consent Agenda

Item 1a – Minutes of January 3, 2025

Chairperson Pfannkuch asked for any corrections to the meeting minutes of January 3, 2024. Hearing none, Chair Pfannkuch declared the minutes approved as presented.

Item 2 – Old Business

There were no Old Business items.

Item 3 – Public Hearings

Item 3a – Gershman Mortgage, 130 5th Street – Approval of a Permitted Conditional Use (PC) permit to establish a mortgage company – Tim Bratvold – PC-006296-2023

Chairperson Pfannkuch 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 5, 2024, in the Des Moines Register.

Moved by Board Member Blaser, seconded by Board Member Stevens, 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, Pfannkuch, StevensYes
Motion carried.

Tim Bratvold, 130 5th Street, introduced himself as the owner of the building, and informed that tenant Mattie Thomsen from Gershman Mortgage was also online. He stated that the second floor of this building was recently vacated. Gershman Mortgage had been pursuing a property across the street with a first-floor location and decided to pursue a different option at his building. The second floor 1200sf space would be strictly used by the mortgage office with a few employees.

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

Emani Brinkman, Development Services Associate Planner, stated she had nothing to add.

Board Member Cunningham asked if the tenant was occupying a first-floor space now and wanted to go to the second floor. Planner Brinkman replied that they were relocating to Valley Junction from another location. Chair Pfannkuch added that they had been previously approved for a first-floor use across the street but did not occupy that space prior to this request for a second-floor space. She concluded that it made sense as this business would not have heavy pedestrian traffic,

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which first floor tenants prefer.

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

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

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

Item 4 – New Business

There were no New Business items.

Item 5 – Staff Reports

There were no staff reports.

Item 6 – Adjournment

Chairperson Pfannkuch asked for a motion to adjourn the meeting.

Moved by Board Member Christiansen, seconded by Board Member Blaser, the Board of Adjustment meeting adjourned at 5:36 PM.



Angie Pfannkuch, Chair



Jennifer Canaday, Recording Secretary