

**BOARD OF ADJUSTMENT MEETING MINUTES**

BOA\_AF\_08-07-2024

Chairperson Cunningham called to order the August 7, 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, Cunningham, Davis, Stevens.....Present  
Pfannkuch.....Absent

**Item 1 – Consent Agenda**

**Item 1a – Minutes of July 17, 2024**

Chairperson Cunningham asked for any corrections to the meeting minutes of July 17, 2024. Hearing none, Chair Cunningham declared the minutes approved as presented.

**Item 2 – Old Business**

There were no Old Business items.

**Item 3 – Public Hearings**

**Item 3a – Valley Community Center Permitted Conditional Use**

Chairperson Cunningham informed that there was a memo on the dais requesting that Item 3a be deferred to the August 21, 2024 Board of Adjustment meeting.

Moved by Board Member Stevens, seconded by Board Member Blaser, the Board of Adjustment deferred Item 3a to August 21, 2024.

Vote: Blaser, Cunningham, Davis, Stevens.....Yes  
Pfannkuch.....Absent

Motion carried.

**Item 3b – Vine Street Child Care, 2520 Vine Street – Approval to establish Child daycare services – Maho Enterprises, LLC – PC-006472-2024**

Chairperson Cunningham 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 July 26, 2024, in the Des Moines Register.

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

Vote: Blaser, Cunningham, Davis, Stevens.....Yes  
Pfannkuch.....Absent

Motion carried.

Holly Allen, 113 33<sup>rd</sup> Street, presented the request for child care services at 2520 Vine Street. She provided history of their business, explaining that they had provided childcare at this address from 2010 – 2019 until they moved across the street to 2501 Vine Street and continued services there. They have

**BOARD OF ADJUSTMENT MEETING MINUTES**

been providing childcare on a full-time basis only, however, there has been an increase in need for part-time services, particularly for EMS/Firefighter/Nursing staff and due to the recent closing of a nearby child care center. Ms. Allen concluded that they have a long waiting list of clients requesting services and believe this is a need they can meet.

Chair Cunningham asked if this location is down the street from their current site. Ms. Allen replied that it is catty corner.

Chair Cunningham asked the recent uses of 2520 Vine Street. Ms. Allen replied that it was a gym and then more recently the location of Liberty Self-Directed learning services. The lease has expired on that use, and they are taking it over for the child care.

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

Kate Devine, Development Services Associate Planner, stated she had nothing to add to the Staff Report however she was available for questions.

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

Moved by Board Member Stevens, seconded by Board Member Blaser, the Board of Adjustment adopted a resolution to approve the land use.

Vote: Blaser, Cunningham, Davis, Stevens.....Yes  
Pfannkuch.....Absent  
Motion carried.

**Item 4 – New Business**

There were no New Business items.

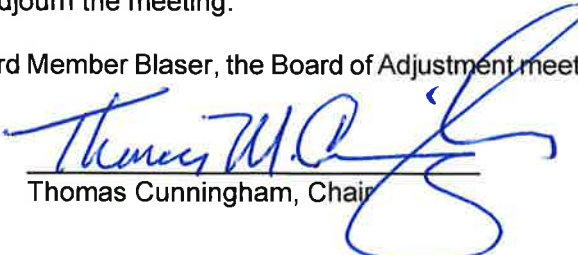
**Item 5 – Staff Reports**

**Item 6 – Adjournment**

Chairperson Cunningham asked for a motion to adjourn the meeting.

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

  
\_\_\_\_\_  
Jennifer Canaday, Recording Secretary

  
\_\_\_\_\_  
Thomas Cunningham, Chair