

BOARD OF ADJUSTMENT MEETING MINUTES

BOA_AF_08-21-2024

Chairperson Cunningham called to order the August 21, 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, Pfankuch, Stevens.....Present

Item 1 – Consent Agenda

Item 1a – Minutes of August 7, 2024

Chairperson Cunningham asked for any corrections to the meeting minutes of August 7, 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 Church Community Center Building Addition, 4444 Fuller Road – Approval to expand the community center building by 23,500 square feet – Civil Engineering Consultants – PC-006513-2024

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 19, 2024, in the Des Moines Register.

Moved by Board Member Stevens, seconded by Board Member Pfankuch, 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, Pfankuch, StevensYes
Motion carried.

Cody Weaver, Civil Engineering Consultants, 2400 86th Street, Urbandale, presented the request on behalf of Valley Church for two additions to the community center building. He noted that the building received a permitted conditional use permit upon its completion in 2011, and with the addition being requested, Board approval is required. Mr. Weaver summarized the uses as being for offices, additional meeting space, a flex space and a worship area. Parking will be increased onsite. Mr. Weaver pointed out utility connections for sanitary and storm water detention. Landscaping will be increased along the western side of the site and the applicant will continue to work with City Staff regarding the Fuller Road improvements.

Chair Cunningham asked if the proposed 23,500 square feet includes the parking lot. Mr. Weaver replied that it did not. Clarification of areas being added was provided with a drawing.

Board Member Stevens asked the use of the rooms to be added. Mr. Weaver responded that there will be meeting space, a worship area, classrooms, and flex space.

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Chair Cunningham asked regarding the 2011 Board approval of permitted conditions use for this space. Mr. Weaver replied that the 2011 approval was for the first 39,000 square foot building. The proposal today will apply to the new 23,500 square feet.

Board Member Stevens asked if more gym space will be added. Mr. Weaver responded that the Community Center did a good job providing those services to the youth in the area, however this addition does not include more gym space.

Board Member Pfannkuch commented that the Board approval would only extend to the land use, and that the Site Plan would require review by the Planning and Zoning Commission and City Council. Mr. Weaver agreed, adding that he hopes to have the site plan before the Planning and Zoning Commission before long.

Chairperson Cunningham asked for any other questions or comments from the audience.

Michael Amberg, 4638 Fieldstone Drive, noted that there is a 50-foot ingress/egress easement on their development. He asked if the improvements to this site include a connecting road between the Valley Community Center site and adjacent subdivision, Prairie Homes at Somerfield.

Chair Cunningham responded that the Board was only reviewing the use and did not have that information.

Development Coordinator Linda Schemmel informed that the connection easement was implemented with Phase 1 of construction at the site. This phase does not include installation of the connecting road; however, it could be added with future development.

Board Member Pfannkuch added that the site plan will be reviewed by the Planning and Zoning Commission. Ms. Schemmel agreed.

Board Member Stevens asked for clarification regarding the location of the future connection, which was provided.

With no additional questions from the audience, Chair Cunningham declared the public hearing item closed.

Emani Brinkman, Development Services Associate Planner, stated she had nothing to add to the Staff Report but was available for questions.

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

Moved by Board Member Pfannkuch, seconded by Board Member Stevens, the Board of Adjustment adopted a resolution to approve the permitted conditional use permit with the Staff Condition of Approval:

- 1. The applicant acknowledging that unless otherwise provided for as part of a development agreement with the city, that they will be responsible for public improvements as determined during the review of and approval of the associated Major Modification Site Plan.

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

Item 4 – New Business

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There were no New Business items.

Item 5 – Staff Reports

There were no staff reports. The next meeting is scheduled for September 4, however there are no agenda items yet for that date. Board Member Pfannkuch indicated that she will be out of town on September 19.

Item 6 – Adjournment

Chairperson Cunningham asked for a motion to adjourn the meeting.

Moved by Board Member Pfannkuch, seconded by Board Member Blaser, the Board of Adjustment meeting adjourned at 5:47 PM.



Jennifer Canaday, Recording Secretary



Thomas Cunningham, Chair
Michele Stevens, Vice Chair