

BOARD OF ADJUSTMENT MEETING MINUTES

BOA_AF_01-09-2019

Chairperson Cunningham called to order the January 9, 2019, regularly scheduled meeting of the Board of Adjustment at 5:30 p.m. in the City Council Chambers, West Des Moines City Hall, located at 4200 Mills Civic Parkway, in West Des Moines, Iowa.

Roll Call: Blaser, Celsi, Christiansen, Cunningham, Pfannkuch.....Present

Item 1 – Consent Agenda

Item 1a – Minutes of November 28, 2018

Moved by Board Member Blaser; seconded by Board Member Pfannkuch, to approve the November 28, 2018 meeting minutes.

Vote: Blaser, Celsi, Cunningham, Pfannkuch.....Yes
Christiansen.....Abstained

Motion carried.

Item 2 – Old Business

There were no Old Business items reported.

Item 3 – Public Hearings

Item 3a – Club 214 in Historic Valley Junction, 214 5th Street – Permitted Conditional Use Permit to allow an event center – Legacy Capital Partners – PC-004151-2018

Board Member Christiansen informed the Board that the applicant’s firm manages his finances but he did not feel he needed to recuse himself. The Board had no reservations, nor did the applicant.

Chairperson Cunningham opened the public hearing and asked the Recording Secretary to state when the public hearing notice was published. The Recording Secretary indicated that the notice was published on December 21, 2018, in the Des Moines Register.

Chairperson Cunningham then asked for a motion to accept and make a part of the record all testimony and all other documents received at this public hearing.

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

Vote: Blaser, Celsi, Christiansen, Cunningham, Pfannkuch.....Yes
Motion carried.

Dan Porter, Legacy Capital Partners, 2701 SE Woodridge Dr, West Des Moines and Mike Campiano, 2403 149th St, Urbandale, presented their application for an event center to be located at 214 5th Street. Mr. Porter informed that they are renovating a 130 plus year old building, with the front half for office space and the back half as an updated Board room where companies could have retreats, rehearsal dinners. Renovations include strengthening the foundation. Mr. Porter noted that the back half of the building is a smaller group focus, and that is designed as requiring event center use by the planning department.

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Board Member Christiansen asked if the applicant agrees with staff conditions. Mr. Porter affirmed that they do.

Chairperson Cunningham questioned the use of the front of the building. Mr. Porter informed that it will be permanent office space for their financial planning office.

Board Member Christiansen noted that the applicant is doing fantastic things and asked if they had brought any renderings. The applicants had not. Board Member Christiansen asked if the event center would be used also for their company. Mr. Porter affirmed that they will, but also for others. He noted that it will not be heavily marketed.

Board Member Christiansen asked if the event center would face the back alley. Mr. Porter responded that they were applying for a minor modification and asking for a door to the alleyway so there will be more than one entrance/exit. Mr. Campiano stated that this is a long building now, and looks like a garage.

Chairperson Cunningham asked what is in the building now. Mr. Campiano answered that it's empty. He mentioned a brief history of prior use, and stated their goal is to completely renovate the building inside and out. Board Member Christiansen added that the building is very dilapidated and has trees growing on the roof now.

Board Member Pfannkuch asked the size of the event space. Mr. Porter responded that it is 1700 square feet.

Chairperson Cunningham then asked if there were any questions or comments from the audience. As there were none, Chairperson Cunningham closed the public hearing and asked for Staff's report and findings.

Planner Brad Munford, Development Services, informed that this is a smaller use in this situation, but that Staff want everything well documented. He stated this will not be a huge event center, but the applicant would like flexibility to use the site for different types of events. There is 1700sf in the back half of their building. A new door will be added off the parking lot. Planner Munford noted that the applicant was just asking for use itself. They will be bringing a minor mod application and staff will review architectural plans, the rest of their site plan and other infrastructural things. Planner Munford then summarized the findings ensuring that the application meets code requirements for this use, and detailed the three conditions which the applicant has agreed to.

Board Member Christiansen asked if the minor mod application would be presented to the Board of Adjustment for approval. Planner Munford responded that it would not, it would be reviewed for staff approval.

Chairperson Cunningham asked if the grease interceptor review was because events were likely to be catered. Planner Munford affirmed that to be the case.

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

Moved by Board Member Celsi, seconded by Board Member Pfannkuch, the Board of Adjustment adopted a resolution to approve the Permitted Conditional Use Permit to allow the Event Center, subject to meeting all City Code requirements, regulations, and the following:

1. The applicant acknowledging that this approval is only for the use and that exterior changes to the building and site will require the approval of a separate Minor Modification Site Plan.
2. The applicant acknowledging and agreeing to work closely with The Historic Valley Junction Association and other businesses to strategically schedule events so that parking will not become an issue.

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- 3. The applicant acknowledging and agreeing to contact the Metro Wastewater Reclamation Authority to discuss the development and determine if a grease interceptor is necessary.

Vote: Blaser, Celsi, Christiansen, Cunningham, Pfannkuch.....Yes
Motion carried.

Item 4 – New Business

There were no New Business items presented.

Item 5 – Staff Reports

Item 5a – Discuss revising 2019 Hearing Schedule.

Development Coordinator Schemmel informed the Board that City Council has revised their meeting schedule to 1st and 3rd Mondays of each month, skipping 5th Mondays. She asked the Board if they would like to align their hearing schedule with Council’s, noting BOA and Council agendas are not coordinated and the Board did not have to change. Ms. Schemmel pointed out that it can be easier to remember if the schedule is for fixed weeks of the month. She also asked the Board’s preference regarding meeting once a month rather than twice.

Board Member Pfannkuch noted that meeting monthly is standard and consistent with other Metro Cities. Ms. Schemmel agreed that it is.

Board Member Blaser stated that on the flip side, the Board has almost always had quorum, and know when they won’t. He felt it would set West Des Moines apart from the Metro and enable the projects to move forward if the Board continued to meet twice per month.

Chairperson Cunningham noted that he was ambivalent, adding that he liked providing that service. If the Board only met once a month, and canceled once because of lack of agenda items, that was ok. If the Board was unable to gain a quorum while meeting once a month, that would delay a project significantly. He voiced support for continuing to meet twice, concluding that the Board is more citizen oriented.

Ms. Schemmel informed that Staff has no preference. She questioned whether the Board wanted to keep an alternating schedule, or move to 1st and 3rd weeks, or 2nd and 4th. Board Member Pfannkuch noted that it’s easier for her if it’s a set week schedule, but is fine with the calendar the way it is. Chairperson Cunningham agreed, stating that they go with whatever staff sends as calendar invitations, accepting the whole.

Ms. Schemmel pointed out that if we go with 1st and 3rd Wednesdays each month, there will be 2 months you don’t have a 3rd meeting. The Board agreed that they were fine with that.

Chairperson Cunningham bid farewell to retiring Vice Chair Claire Celsi and wished her well. Board Member Celsi expressed her appreciation to those she served with.

Board Member Pfannkuch was appointed interim vice chair.

Chairperson Cunningham noted that new appointee Michele Stevens was in the audience and she was warmly welcomed by the Board.

Item 6 – Adjournment

Chairperson Cunningham asked for a motion to adjourn the meeting.

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Moved by Board Member Christiansen, seconded by Board Member Celsi, the Board of Adjustment meeting adjourned.

Vote: Blaser, Celsi, Christiansen, Cunningham, Pfannkuch.....Yes
Motion carried.

The meeting adjourned at 5:51 p.m.

Thomas M. Cunningham, Chairperson
Board of Adjustment

Recording Secretary