



CITY OF DES MOINES ZONING BOARD OF ADJUSTMENT AGENDA

MARCH 25, 2026

MEETING TO BEGIN AT 1:00 PM IN THE 1STFLOOR COUNCIL CHAMBERS
WITHIN THE T.M. FRANKLIN COWNIE CITY ADMINISTRATION BUILDING AT
1200 LOCUST STREET, DES MOINES, IA 50309

PURPOSE OF BOARD OF ADJUSTMENT:

The Zoning Board of Adjustment has the power under Iowa law and the Zoning Ordinance of the City of Des Moines (City Code Chapter 134) to hear requests and make decisions on matters such as Variances and Exceptions from the regulations in the Zoning Ordinance, Conditional Uses, and appeals of the decisions of City staff in the administration of the Zoning Ordinance.

MEETING PROCEDURE:

The Board members receive copies of the agenda and staff recommendations before the meeting. Copies of the agenda and staff recommendations are available to the general public.

The Board is required to base its decision on each case upon the criteria established by law for the type of relief sought by the applicant. The law applicable to each case is identified in the written staff report. If the facts, as determined by the Board, demonstrate that the criteria established by law for granting the request have been satisfied, then the Board must grant the request. Otherwise, the Board must deny the request. All speakers are requested to focus their comments upon those facts that demonstrate whether or not the criteria established by law have been satisfied. *All material used as part of any presentation must be submitted as a part of the permanent record and will not be returned.*

Items listed on the Consent Public Hearing Items portion of the agenda will not be individually discussed and will be considered for approval in accordance with the recommendation in the staff report, unless an individual or member of the Board requests that the Item be removed from the Consent Public Hearing Items portion agenda and separately considered under the Non-Consent Public Hearing Items portion of the agenda. Each appeal will be announced in the order it appears on the agenda and then City staff will present a brief explanation of the appeal. Any written comments received by staff prior to the hearing will be presented to the Board for review.

All speakers are requested to start their presentation by giving their name and address. After staff introduces a request, the appellant or a representative of the appellant is allowed to speak first, and will be allowed ten minutes to present the appeal. Anyone else speaking in support of the appeal will then each be allowed five minutes to present their comments. Anyone speaking in opposition to the appeal will then be allowed five minutes each to present their comments. The appellant/representative will then be allowed three minutes for rebuttal or other closing comments. The hearing will then be closed to public comment and the Board will make a decision. The decision and the reason will be announced.

The Board has 7 members. It takes the affirmative vote of at least 4 members to grant any appeal, regardless of the number of members actually present at any meeting. If 5 or fewer members of the Board are present when the Chair calls an Item, the applicant may request that the Item be continued until the next monthly meeting to have the opportunity to present the matter to a full Board. The request should be made as soon as the Chair calls the Item and before the staff report is given. The Board has discretion to grant or deny any such request. If a continuance is granted, there is no guarantee that more members of the Board will be present at the next meeting.

Following the meeting, any person or persons, jointly or severally, aggrieved by any decision of the Board of Adjustment under the provisions City Code Chapter 134, or any taxpayer, or any officer, department, board, or bureau of the municipality, may present to a court of record a petition, duly verified, setting forth that such decision is illegal, in whole or in part, specifying the grounds of the illegality. Such petition shall be presented to the court within thirty days after the filing of the decision in the office of the board.

If you have questions, please contact City staff at 515-283-4743 or visit the Zoning Board of Adjustment's website at https://www.dsm.city/boards_commissions/zoning_board_of_adjustment.php.

***** **BEGIN CONSENT PUBLIC HEARING ITEMS** *****

***** **ITEMS 1 & 2** *****

Each item listed on this portion of the agenda will be reviewed in turn by the Board, at which time the Item will either be approved or forwarded to the Non-Consent Public Hearing portion of the agenda for further discussion and action.

Item 1	ZBOA-2026-000007 4931 Douglas Avenue	Roberta M Traviss Revocable Trust Conditional Use
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Appellant: Roberta M. Traviss Revocable Trust, 4001 East 38th Street, Des Moines, Iowa 50317. The business would be operated by The First Church of the Nazarene, represented by Matthew Pollock, 2984 Merced Avenue, Des Moines, Iowa 50310.

Premises Affected: 4931 Douglas Avenue.

Legal Description: On file with Development Services Department.

Current Zoning: "MX1" Mixed-Use District.

Applicable Neighborhood Association: Beaverdale Neighborhood Association.

Proposal: Conversion of an existing 5,514 square-foot retail building to an "Assembly - Place of Worship" use. The basement (approximately 4,590 square feet) would be used for office and meeting space accessory to the "Assembly - Place of Worship" use.

Appeal(s): Conditional Use for an "Assembly - Place of Worship" use in a "MX1" Mixed Use District.

Required by City Code Table 134-3.1.1 and Section 134-6.4.

Item 2	ZBOA-2026-000008 95 East 5th Street	Des Moines Prep Facilities, LLC Type 2 Zoning Exceptions
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Appellant: Des Moines Prep Facilities, Inc., represented by Manuel Mattke, 7901 Southpark Plaza, Suite 206, Littleton, CO 80120.

Premises Affected: 95 East 5th Street.

Legal Description: On file with Development Services Department.

Current Zoning: "DX2" Downtown Mixed-Use District.

Applicable Neighborhood Association: Historic East Village Neighborhood Association.

Proposal: Installation of a 3.80-foot tall by 15.17-foot wide (approximately 57.64 square feet) illuminated sign mounted near the top of the north facing non-frontage façade wall of the building.

Appeal(s): Type 2 Zoning Exception of one (1) wall mounted sign over the maximum two (2) wall-mounted signs per occupant, as allowed in a "DX2" District.

Required by City Code Table 134-3.1.1 and Sections 134-5.3.5. & 134-6.6.

***** **END CONSENT PUBLIC HEARING ITEMS** *****

******* BEGIN DISCUSSION PUBLIC HEARING ITEMS *******

Item 3 was continued from the January 28, 2026 and February 25, 2026 Zoning Board of Adjustment meetings.

Item 3	ZBOA-2025-000081 3123 Indianola Avenue	Keegan Jarvis Type 3 Home Occupation
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Appellant: Keegan Jarvis, 3123 Indianola Avenue, Des Moines, IA 50312.
Premises Affected: 3123 Indianola Avenue.
Legal Description: On file with Development Services Department.
Current Zoning: "N3a" Neighborhood District.
Applicable Neighborhood Association: Indianola Hills Neighborhood Association.

Proposal: Use of the premises for a home-based metal art business in an "N3a" District that would be accessory to the residential use of the property. The business would include the use of a 768-square-foot garage for the production of metal art requiring cutting, welding, and assembly of approximately 20 to 30 pieces each year.

Appeal(s): Conditional Use for a Type 3 Home Occupation.

Required by City Code Table 134-3.1-1, and Sections 134-3.9.4 & 134-6.4

Item 4	ZBOA-2026-000004 2503 Garden Road	Meric Investments, LLC Conditional Use
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Appellant: Meric Investments, LLC, represented by Eric Estes, 8501 University Boulevard, Clive, IA 50325. The proposed communications tower would be operated by Tower North Development, LLC, represented by Alex Trueman, 4340 Stinson Boulevard NE, Columbia Heights, MN 55421.
Premises Affected: 2503 Garden Road (On parcel known as 2501 Garden Road).
Legal Description: On file with Development Services Department.
Current Zoning: "EX" District.
Applicable Neighborhood Association: Southwestern Hills Neighborhood Association.

Proposal: Construction of a 109-foot-tall communications tower within an approximately 60-foot by 60-foot lease area within the rear yard of the property.

Appeal(s): Conditional Use for a communications tower in a "EX" Mixed Use District.

Required by City Code Table 134-3.1-1 and Section 134-6.4.

****Approval of Minutes for the February 25, 2026 Zoning Board of Adjustment meeting.**