

Minutes of Meeting Zoning Board of Adjustment Regular Meeting

June 26, 2024

ROLL CALL: Board members present: Billingsley, Birkenholz, Otto, Rossow, Trotter

Board members absent:

STAFF PRESENT: Brian Dunkelberger, Sr. City Planner
Craig Armstrong, Development Specialist

A quorum being present, Chair Rossow called the meeting to order at 4:31 PM

Minutes

The Board reviewed the minutes of the previous meeting from April 3, 2024. **Motion** by Birkenholz, **seconded** by Billingsley to approve the minutes as written. **Voice vote:** approved, 5-0.

Public Hearing

A. CU24-2: 1,000+ sq. ft. accessory building at 513 E. 5th St. N., Peck Child Development Center, applicant.

Dunkelberger reviewed the prepared staff report and shared maps and images of the subject property. Dunkelberger shared that no concerns were submitted by neighbors or residents in advance of the meeting. Rossow invited the applicant to speak.

Shanna Panknen, Board President for Peck, described the building and how it would be used. It would provide additional space for learning and recreation, events such as preschool graduations, and two more bathrooms. Rossow asked if this building would result in higher enrollment or additional staff. Panknen confirmed that about 2-3 staff were expected to be hired and the main outcome of the new building would be a boost to after school services offered.

Emily Thomason, 1405 W. 9th St. S., voiced her support for the conditional use permit. She shared how her family recently had to switch daycare providers due to limited space, but she had a great appreciation for the Peck Child Development Center. She reiterated that this building appeared to be a more affordable solution to address a significant need in the community.

Hearing no additional questions or comments, Chair Rossow called for a motion to close the public hearing.

Motion by Otto, **seconded** by Birkenholz. **Voice vote:** Approved 5-0.

Otto stated that she agreed with staff and their recommendation. She pointed out that this request and service provided is similar to a recent conditional use permit application the Board reviewed. There is clearly a need for child care in the community, and she felt all four criteria for granting conditional use permits were met. Billingsley asked if there was a need to consider special conditions. Board members discussed and all agreed that additional conditions were not necessary.

Motion by Birkenholz to approve CU24-2: a conditional use permit application authorizing a 1,200 sq. ft. detached accessory building to expand and enhance services offered by Peck Child Development Center at 513 E. 5th St. N., **seconded** by Billingsley. **Roll call vote:** Approved 5-0.

Old/Other Business

B. Rules of Procedure and By-Laws

Dunkelberger shared that all revisions pointed out during the last ZBA meeting on April 3, 2024, had been incorporated into the draft which included a few grammatical corrections and a stipulation requiring a review of these rules and by-laws every three years. Members had no additional comments and thanked staff. All members signed the document.

Motion by Otto to approve the amended Rules of Procedure and By-Laws for the Newton Zoning Board of Adjustment, **seconded** by Birkenholz. **Roll call vote:** Approved 5-0.

Motion by Otto to adjourn the meeting, **seconded** by Birkenholz. **Voice Vote:** approved, 5-0. The meeting was adjourned at 4:46 PM.