

DEVELOPMENT SERVICES DEPARTMENT

2025 Report



Zachary Glaubius, Development Services Director

What is the Development Services Department?

The Development Services Department is a consolidation of planning, zoning, building permit services and inspections, GIS, nuisance code enforcement, and stormwater outreach/administration into a single department.

DEPARTMENT OF MANY NAMES

Development Services is the most recent name for the department. However, over the past the department has been referred to as:

- Department of Planning, Building, and Development
- Building and Zoning Department
- Planning & Building Department

The mission of the Development Services Department is to provide professional and equitable administration of the City of Scottsbluff's codes while fostering creative and diverse design and uses for an exceptional, safe, and livable built environment.

Department Staff

As of 2025, the Development Services consists of six full-time employees.

- Development Services Director
 - Zachary Glaubius
- Code Administrator II
 - Gary Batt
- Code Administrator I
 - Logan Lund
- Development Services Assistant
 - Zachary Durbin
 - Position created in 2024
- Compliance Officer
 - Zoe Frank
 - Position created in 2024
- GIS Coordinator
 - Taylor Stephens
 - Acting Floodplain Manager

Boards & Commissions

The Development Services Department is the liaison and manages the secretarial duties for four City boards/commissions.

- Planning Commission
- Board of Adjustment
- Business Improvement Board
- Plumbers Examining Board



Planning & Zoning

The Development Services Department is responsible for providing planning and zoning services for the City of Scottsbluff and its extra-territorial jurisdiction. Additionally, the department administers zoning code for the City of Terrytown.

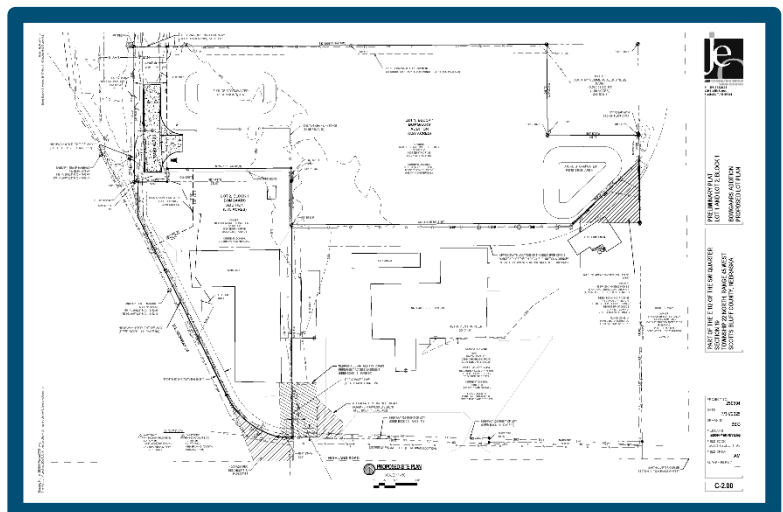
Planning and zoning roles of the department includes reviewing proposed subdivisions, rezones, conditional use permits, annexations, and ordinance amendments. Additionally, the department assists with the creation and implementation of the City's plans, including the Comprehensive Plan.



One of the most notable projects of Development Services in 2025 was the continued work on the new Comprehensive Plan. Staff have been working with Marvin Planning Consultants on the new plan, which

will replace the current plan adopted in 2016. It is anticipated to have the plan adopted in 2026.

In 2025, Development Services received the most subdivision and zoning amendment applications since 2021. One notable subdivision was the Bomgaars Addition, which included the annexation of approximately 22 acres, a rezone, an extension of Delta Drive, and a new water main. Another notable subdivision was the replat of Lots 2A & 4A, Block 2, Clemens-Reinhardt Subdivision, which included an extension and cul-de-sac of W. 36th Street and stormwater improvements.





In addition to the annexation of the Bomgaars Addition and adjoining land, the City annexed approximately 17 acres adjoining the Triple Peaks Subdivision. With both annexations, the City expanded approximately by 39 acres in 2025.

In regards to ordinance amendments, several amendments were proposed and adopted in 2025. These amendments included complete revisions to Chapter 25

Articles 12 and 13. Article 12 pertained to updating legal nonconforming uses, lots, buildings, and off-street parking lots. The updated article has already made administration of code simpler for staff and benefitted the public several times. Article 13 pertained to changing special use permits to conditional use permits as well as updating the zoning districts for consistency. While the ordinance was not approved until 2026, the amendment took the majority of 2025 to draft and review.

Several rezones occurred last year. The majority of the rezones were changes from agricultural to commercial uses. The adjacent table shows the changes from 2024 to 2025. The largest approved rezone was 17.75 acres for the unplatted land adjacent to the Triple Peaks subdivision, while the smallest rezone was 1.77 acres for the Rise N Shine restaurant on South Beltline Highway West.

<u>Zoning District</u>	<u>2024 Acreage</u>	<u>2025 Acreage</u>	<u>Change in Acres (%)</u>
R-1	416	416	0 (0%)
R-1A	2671	2670	-1 (0.99%)
R-1B	965	971	6 (0.62%)
R-4	197	197	0 (0%)
R-6	112	112	0 (0%)
O-P	187	206	19 (10.16%)
PBC	92	92	0 (0%)
C-1	88	88	0 (0%)
C-2	345	347	2 (0.58%)
C-3	1060	1072	12 (1.13%)
M-1	700	700	0 (0%)
M-2	695	695	0 (0%)
A	8406	8387	-19 (-0.22%)
AR	395	376	-19 (-4.81%)

Buildings & Inspections

The Development Services Department is responsible for providing building services for the City of Scottsbluff and its ETJ as well as the City of Terrytown and its ETJ. The

LIST OF PERMITS & APPLICATIONS

- Building Permits
- Plumbing/Mechanical Permit
- Fence Permits
- Roofing Permit
- Certificate of Occupancy Application
- Floodplain Permit
- Sign Permit
- Right-of-Way Obstruction Permit
- Demolition Permit
- Private Well Application
- Building Moving Permit

department has a variety of permits and applications, which staff review to ensure life safety.

The department received 145 building permit applications in 2025 (see Appendix). While this is a decrease from 2023 and 2024, it is close to the 2021-2025 average number of building permits. Building permits are required whenever a structural change occurs. This can range from interior remodels to egress windows to decks/porches to building additions to new buildings.

On the commercial building side, two of the most notable building projects started in 2025 were the new

Bomgaars store on Delta Drive and the new Les Schwab Tires store on W. 36th Street. Both projects are still underway in 2026. Another notable project is the Westmoor Elementary School Addition and Remodel, which is partially completed and anticipated to be completed in the summer of 2026. Notable commercial buildings and remodels completed in 2025 include the Harms Center remodel, Platte Valley Bank Operations Center, TJ Maxx, Scottsbluff Public Schools Education Center, and Reganis Chrysler dealership.



On the residential building side, a notable project is the Garden Homes at The Residency on Circle Drive. This second phase development includes three two-family dwellings. As for residential construction in 2025, seven new single-family dwellings were completed, and building permits were issued for two new single-family dwellings.

Development Services saw a significant decrease in roofing permits in 2025 compared to the past two years. This can likely be attributed to a catch-up on roof repairs/replacements from the June 2023 hail storm.

The Development Services Department saw a significant increase of certificate of occupancy applications. In 2025, the department received 52 applications compared to 36 in 2024. Department staff have increased enforcement of certificates of occupancy for commercial businesses to ensure buildings meet life safety codes when a use or owner/occupant changes.



In addition to reviewing plans for new construction, the department identifies and requires abatement of unsafe buildings within the City. In 2025, five unsafe buildings, two unsafe building parts, and two illegal buildings were identified. As of February 2026, all five unsafe buildings have been demolished. These included three accessory buildings and the two abandoned “alley houses” on 5th Avenue. The unsafe building parts included a sagging awning on Broadway and a collapsing porch on Avenue G. The awning on Broadway was repaired while the collapsing porch on Avenue G was demolished. One of the illegal buildings was demolished, while department staff is still working with the other building owner to relocate the building out of the floodway.



Code Compliance

In 2025, code compliance returned to the Development Services Department from the Police Department after dividing the previous compliance officer position into two positions. The position in Development Services oversees the administration and enforcement of nuisance and zoning code. Nuisance violations cover a wide range from overgrown vegetation, hazardous trees, vermin harborage, and excessive junk. Whereas zoning violations typically pertain to improper use of a property.

From March 2025 to December 2025, there were approximately 172 violations. This total excludes complaints related to vegetation or other items that were not considered out of compliance but were still resolved in a timely manner before becoming violations. Of the 172 violations, 120 have been rectified.

One of the most notable successful abatements was the Croell, Inc. property located at 315 South Beltline Highway East. The property is highly visible from 5th Avenue and consisted of excessive accumulations of concrete waste along with overgrown vegetation. Staff successfully worked with the property owner on bringing the property into compliance voluntarily.

The following page includes a small gallery of before and after photographs of nuisance properties.

Type of Nuisance/Zoning Violation	Number of Abatements
Excessive Junk	47
Overgrown Vegetation/Weeds	42
Excessive Litter	33
Illegal Dumping	14
Zoning Violation – Commercial Vehicle	14
Overgrown Trees/Shrubs in Right-of-Way	8
Noxious Odors, Substances, or Conditions	5
Hazardous Trees	4
Zoning Violation – Travel Trailer Occupancy	2
Vermin Harborage	1
Sidewalk – Poor Condition	1

Before



After



Stormwater Outreach/Enforcement

The Development Services Department manages and oversees the City's stormwater program. The City of Scottsbluff is a member of Tri-City Stormwater along with the City of Gering and the City of Terrytown. The three Cities work together to maintain compliance required for stormwater permits.



The City's stormwater permit focuses on six minimum control measures, which the department is responsible for maintaining. The goal is to limit the number of pollutants entering local waterways by following the expectations of these measures. These include; Public Education and Outreach, Public Involvement and Participation, Illicit Discharge

Detection and Elimination, Construction Site Runoff Control, Post-Construction Management, and Pollution Prevention and Good House Keeping.

In 2025, staff attended a variety of local events, including the Earth Day Celebration, Messy Craft Fair, National Night Out, and Water Expo, to provide outreach and education on best stormwater management practices. Additionally, staff presented to over three hundred 5th graders at the Water Education for Tomorrow event about stormwater pollution prevention. Educational handouts were distributed at these events to encourage at-home conversations and promote stormwater management by implementing pollution prevention practices on a community level.

In regards to construction, staff reviews the best management practices for small site construction (less than 1 acre), while large site construction (more than 1 acre) requires a stormwater pollution prevention plan or SWPPP to be reviewed and approved by staff. Staff does periodic inspections of active construction sites to ensure stormwater pollution is mitigated. Staff also tracks post-construction activities to confirm site runoff is maintained and all post construction requirements are met.

Geographic Information Systems (GIS)

The Development Services Department houses the City's Geographic Information Systems (GIS) division. GIS supports all city departments by providing mapping, spatial analysis, regulatory review, and enterprise data management. In 2025, GIS expanded its role beyond map production and continued to integrate enterprise systems, support regulatory compliance, and improve operational workflows.

In 2025, GIS led the deployment for the integration with the ElementsXS Connect database. This integration modernized permit tracking workflows and improved interdepartmental coordination. Work also began on restructuring Public Works modules within ElementsXS to better align with operational needs.

GIS represented the City of Scottsbluff at the Novotx User Conference and delivered a presentation regarding the permitting portal implementation strategy and deployment experience. Additionally, GIS provides ongoing administration and maintenance of other enterprise systems, such as the agenda management system.



Another responsibility of the GIS division is providing mapping and analytical support to the Development Services Department and Public Works Department. For the Development Services department, duties include property research related to easements, lot lines, encumbrances, and historical land use. GIS maintains zoning and parcel datasets and maps. In 2025, a stakeholder mapping tool was developed to improve permit review and public transparency. As for the Public Works Department, GIS supports the department's operations by creating and maintaining various maps, such as an updated emergency snow route map. Additionally, a workflow tracking system was developed for the water and wastewater divisions to assist with task management.

Appendix

Permit Type	2025	2024
AEDS Applications	1	1
Building Permits	145	165
Certificates of Occupancy	52	36
Conditional Use Permits	5	2
Fence Permits	79	67
Plumbing/Mechanical Permits	153	143
Roofing Permits	54	218
Sign Permits	19	15
Subdivision Applications	33	25
Zoning Amendment Applications	9	3
Total Permits/Applications	550	675