



**CITY OF SCOTTSBLUFF**  
**Scottsbluff City Hall Council Chambers**  
**2525 Circle Drive, Scottsbluff, NE 69361**  
**PLANNING COMMISSION AGENDA**

**Regular Meeting**  
**July 14, 2025**  
**6:00 PM**

1. **Roll Call**
2. **Nebraska open Meetings Act** (For all interested parties, a copy of the Nebraska Open Meetings Act is posted on a bulletin board at the south wall of the council chambers.)
3. **Notice of changes in the agenda by the City Manager** (Additions may not be made to this agenda less than 24 hours before the beginning of the meeting unless added under Item 4 of this agenda.)
4. **Citizens with business not scheduled on the agenda** (As required by state law, no matter may be considered under this item unless council determines that the matter requires emergency action.)
5. **Approval of the Planning Commission Minutes From**
  - A. June 9, 2025
6. **Public Hearing**
  - A. Planning Commission to conduct a Public Hearing regarding an Amended Plat of Lots 3A & 4A, Block 7, Hilltop Estates Subdivision, commonly identified as 3918 and 3928 Hilltop Estate Place.
  - B. Planning Commission to conduct a Public Hearing regarding an Amended Plat of Lots 1 & 2, Block 1, Panhandle Cooperative Subdivision, commonly identified as 401 S Beltline Hwy and 710 Avenue B.
7. **Schedule a Meeting**
  - A. August 11, 2025
8. **Adjournment**

**City of Scottsbluff, Nebraska**  
**Monday, July 14, 2025**  
**Regular Meeting**

**Item 5.A**

**June 9, 2025**

**Staff Contact:**

PLANNING COMMISSION MINUTES  
REGULAR SCHEDULED MEETING  
June 9, 2025  
SCOTTSBLUFF, NEBRASKA

The Planning Commission for the City of Scottsbluff met in regular scheduled meeting on Monday, June 9, 2025 at 6:00 PM in the Scottsbluff City Council Chambers at 2525 Circle Drive, Scottsbluff, Nebraska. A notice of the meeting was published in the Star-Herald, a newspaper of general circulation in the city, on May 29, 2025. The notice stated the date, time, and location of the meeting, that the meeting was open to the public, and that anyone with a disability desiring reasonable accommodation to attend should contact the Development Services office. An agenda was kept current and available for public inspection at the Development Services office, provided the Planning Commission can modify the agenda at the meeting if it is determined that an emergency so required. A copy of the agenda packet was delivered to each Planning Commission member

- 1 Chair Becky Estrada called the meeting to order at 6:00 PM. Roll call consisted of the following members being present, Becky Estrada, Angie Aguillo, Mary Bowman, Jim Zitterkopf, Linda Redfern (Alternate) "Absent" Dave Gompert, Dana Weber, Henry Huber, Kendall Palu, Callan Wayman. City Officials present were Zachary Glaubius, Development Services Director, Taylor Stephens, GIS Coordinator, Chris Perales, Fire Marshal, Gary Batt, Code Administrator II, and Lane Miller, Administrative Services Assistant.
- 2 Estrada informed those present of the Nebraska Open Meetings Act and that a copy was located on the south wall of the Council Chambers.
- 3 Acknowledgement of any changes in the agenda: None.
- 4 Business not on the agenda: None.
- 5 The minutes from the May 12, 2025 meeting were reviewed. **Conclusion:** a motion was made by Bowman and seconded by Aguillo to approve the minutes. "Yeas" Becky Estrada, Angie Aguillo, Linda Redfern, Mary Bowman, Jim Zitterkopf "Nays" None "Absent" Dana Weber, Dave Gompert, Kendall Palu, Henry Huber, Callan Wayman "The motion carried.
- 6 Estrada Introduced Item 6A regarding a Special Use Permit for Auto Sales and Service to Arthur Smith at Lot 1, Block 1, East Portal Second Addition, commonly identified as 1914 E 20<sup>th</sup> Street. Estrada opened the public hearing at 6:01 PM. Glaubius stated the property used to be listed as a C-3, and there was rezone in 2007-2008 that led it to become a C-2, it is in line with the comprehensive report and represented a service the community. Glaubius stated the staff recommends the Planning Commission approve the Special Use Permit for Auto Sales and Services to Arthur Smith. Estrada closed the public hearing at 6:03 PM.
- 7 **Conclusion:** A motion was made by Bowman and seconded by Zitterkopf to approve the Special Use Permit to Arthur Smith for Auto Sales and Services at Lot 1, Block 1, East Portal Second Addition. ""Yeas" Becky Estrada, Angie Aguillo, Linda Redfern, Mary Bowman, Jim Zitterkopf "Nays" None "Absent" Dana Weber, Dave Gompert, Kendall Palu, Henry Huber, Callan Wayman, "The motion carried.
- 8 Estrada Introduced Item 6B regarding a Rezone of a tract of land, commonly identified as land southeast of the eastern terminus of Delta Drive from A Agricultural to C-3 Heavy Commercial (Parcel ID 010230610). Estrada opened the public hearing at 6:03 PM. Glaubius stated this is a rezone of land just northeast of Bomgaars. Glaubius stated the property owner is requesting a rezone from Ag to C-3, and The property is owned by a subsidiary of Bomgaars. Glaubius stated the property is unplatted and outside of city limits. Glaubius stated he anticipates annexation at

the next meeting as well, and there is no access to city water at this property. Glaubius stated the rezone is the merging the two C-3 districts and stated staff recommends a positive recommendation for approval to rezone the property from Agriculture to Heavy Commercial. Estrada closed the public hearing at 6:05 PM.

- 9 **Conclusion:** A motion was made by Aguallo and seconded by Redfern to approve the rezone. “Yeas” Becky Estrada, Angie Aguallo, Linda Redfern, Mary Bowman, Jim Zitterkopf “Nays” None “Absent”, Dana Weber, Callan Wayman, Dave Gompert, Kendall Palu, Henry Huber “The motion carried. Bowman commented that she found it pretty assertive for Bomgaars to announce that they are going forward before the rezoning approval. Redfern commented she saw on KNEB they said pending approval.
- 10 Estrada Introduce Item 6C regarding Preliminary and Final Plats of Block 1, Allen’s Landmark Addition, commonly identified as 1902 W. Overland. Estrada opened the public hearing at 6:06 PM. Glaubius stated this is the property you seen a couple months ago from the rezone. Glaubius stated Travis has cleaned up the property and would like to build his shop for his tree removal and landscaping business. Glaubius stated per code the City cannot issue a building permit for a land that is not properly subdivided, which is why this will get platted into one lot. Glaubius stated It has access from both W. Overland and South Beltline, and the surveyors confirmed that NDOT has a permit for the driveway off South Beltline since it is a state highway. Glaubius stated this will be a one block with two easements platted, 5-foot easement on the eastside property line in case the City or another utility company needs to run a line from W Overland to South Beltline. Glaubius stated the West side will be a 10-foot easement which already has a gas line. Glaubius stated the property is located in the flood zone. Glaubius stated the city considers it unplatted even though it is a government lot and tax lot that is why these plats are required. Glaubius stated it is a C-3 district for which there is no minimal lot size, and the block has the minimal 20-foot length abutting a public street. Glaubius stated staff is recommending the Planning Commission make a positive recommendation of the approval for the preliminary and final plat Block 1, Allen’s Landmark. Estrada closed the public hearing at 6:08 PM.
- 11 **Conclusion:** A motion was made by Redfern and seconded by Zitterkopf to make a positive recommendation on approval of preliminary plat and final plat of Block 1, Allen’s Landmark Addition, commonly identified as 1902 W. Overland. “Yeas” Jim Zitterkopf, Becky Estrada, Angie Aguallo, Linda Redfern, Mary Bowman “Nays” None “Absent” Callan Wayman, Dana Weber, Dave Gompert, Kendall Palu, Henry Huber “The motion carried.
- 12 Estrada introduced Item 6D regarding a public hearing for a zoning text amendment to Chapters 6, 12, 23, & 25 regarding the renaming of Special Use Permits to Conditional Use Permits. Estrada opened the public hearing at 6:09 PM. Glaubius requested to table this item until July as it will be a considerable change. Estrada closed the public hearing at 6:11 PM.
- 13 **Conclusion:** A motion was made by Aguallo and seconded by Redfern to table the item. “Yeas” Becky Estrada, Angie Aguallo, Jim Zitterkopf, Linda Redfern, Mary Bowman “Nays” None “Absent”, Dana Weber, Dave Gompert, Kendall Palu, Henry Huber, Callan Wayman “The motion carried.
- 14 Item 7A Old Business: Planning Commission to remove revised Planning Commission Rules and Procedures from the table.
- 15 **Conclusion:** A motion was by Aguallo and seconded by Redfern to remove the revised Planning Commission Rules and Procedures from the Table. “Yeas” Becky Estrada, Angie Aguallo, Jim Zitterkopf, Linda Redfern, Mary Bowman “Nays” None “Absent”, Dana Weber, Dave Gompert, Kendall Palu, Henry Huber, Callan Wayman “The motion carried.

- 16 Item 7B: Planning Commission to take action on the revised Planning Commission Rules and Procedures. Glaubius stated he had completed the revised rules and procedures. Glaubius stated he based the rules and procedures off of the City of Papillion's. Glaubius stated a key revision was allowing the majority of the quorum present to take an action instead of a requiring a majority of the Planning Commission to take an action.
- 17 **Conclusion:** A motion was made by Bowman and seconded by Zitterkopf to approve the revised Planning Commission Rules and Procedures. ""Yeas" Becky Estrada, Angie Aguallo, Jim Zitterkopf, Linda Redfern, Mary Bowman "Nays" None "Absent", Dana Weber, Dave Gompert, Kendall Palu, Henry Huber, Callan Wayman "The motion carried.
- 18 Planning Commission confirmed the next meeting date of July 14, 2025.
- 19 Adjournment: A motion was made by Bowman and seconded by Zitterkopf to adjourn the meeting at 6:16 PM ""Yeas" Becky Estrada, Angie Aguallo, Linda Redfern, Mary Bowman, Jim Zitterkopf "Nays" None "Absent", Dana Weber, Dave Gompert, Kendall Palu, Henry Huber, Callan Wayman "The motion carried.

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Becky Estrada, Chairperson

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Zachary Glaubius, Secretary

# **City of Scottsbluff, Nebraska**

**Monday, July 14, 2025**

**Regular Meeting**

## **Item 6.A**

**Planning Commission to conduct a Public Hearing regarding an Amended Plat of Lots 3A & 4A, Block 7, Hilltop Estates Subdivision, commonly identified as 3918 and 3928 Hilltop Estate Place.**

**Staff Contact:**



**City of Scottsbluff**  
**Subdivision Application**  
Permit Identifier 2025-58SD

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Type: Amended Plat (Standard Process)

Applicant Name Donald Brush Applicant Address 870 S-B Road Morrill,  
Nebraska

Applicant Email pls@wyobraskasurveyor.com Applicant Phone 308-247-2602

Contact Name Terry Fund & John Blomstedt Contact Address 3918 Hilltop Estate  
Place | 908 E. 42nd  
Street

Contact Email tfundsr@hotmail.com Contact Phone 801-815-5439

Subdivision Information

Proposed Name of Subdivision Lots 3A & 4A, Block 7, Hilltop Estates  
Subdivision

General Location/Address 3918 HILLTOP ESTATE PL

Legal Description Lots 3A & 4A, Block 7, Hilltop Estates  
Subdivision

Current Zoning District(s)

Total Area (square feet or acre) 67,478

Number of Past Replat/Plat Amendments 0

Describe the reason for the subdivision

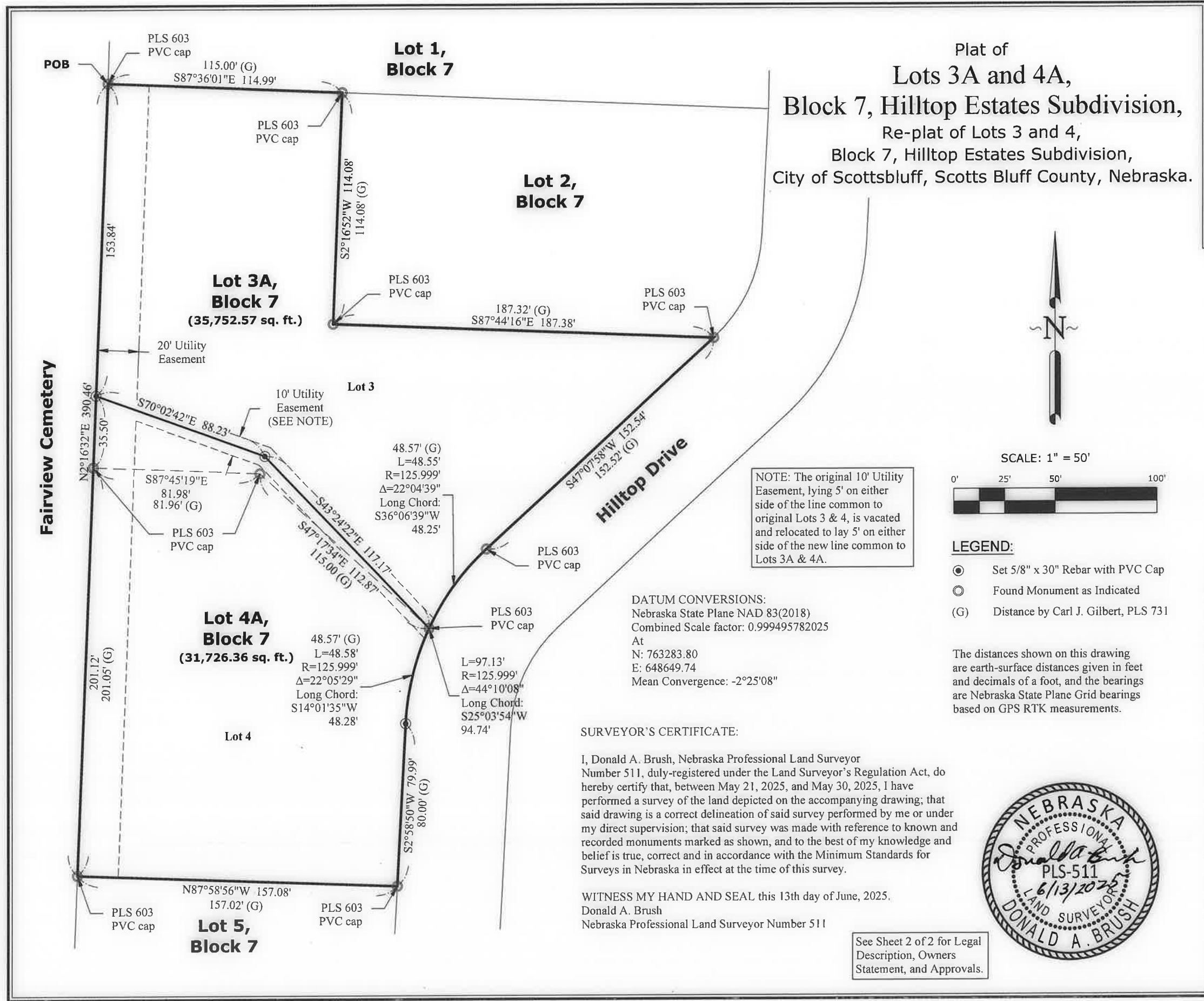
Adjust property line for accessory building access and relocate associated easement

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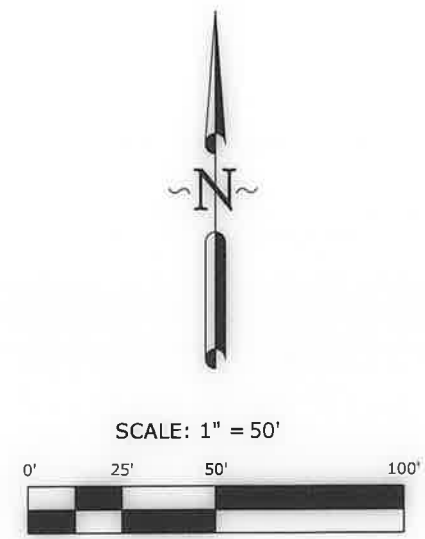


## City of Scottsbluff, Nebraska Application for an Amended Plat

<b>Date:</b>			<b>DO NOT WRITE IN THIS BLOCK</b>	
<b>Address (Location):</b> 3918 Hilltop Estate Place, Scottsbluff, NE 69361			<b>Permit Number:</b>	
<b>Applicant's Name:</b> Terry Fund & John Blomstedt			<b>Plat</b> Approved _____ Denied _____	
<b>Applicant's Address:</b> 3918 Hilltop Estate Place & 908 E 42nd St.			<b>Date Issued:</b>	
<b>City:</b> Scottsbluff	<b>State:</b> NE	<b>Zip:</b> 69361	<b>Comp. Plan Land Use:</b>	<b>Zone:</b>
<b>Telephone:</b>	<b>Mobile:</b> Terry: 801-815-5439	<b>Email:</b> tlfundsr@hotmail.com	<b>Attached:</b> Copy of Amended Plat Legal Description (in Word) \$ 50.00 filing fee Letter of transmittal Receipt # _____	
<b>Property Owner:</b> Fund Revocable Trust & John E. Blomstedt III and Jessica Blomstedt				
<b>Property Owner's Address:</b> 3918 Hilltop Estate Place & 908 E 42nd St.				
<b>City:</b> Scottsbluff	<b>State:</b> NE	<b>Zip:</b> 69361		
<b>Telephone:</b>	<b>Mobile:</b> 801-815-5439	<b>Email:</b> tlfundsr@hotmail.com		
<b>Engineer or Surveyor:</b> Donald Brush dba Panhandle Land Surveying			<b>Total Acreage:</b>	
<b>Engineer or Surveyor Address:</b> 870 SB Road			<b>Proposed number of lots:</b> Two	
<b>City:</b> Morrill	<b>State:</b> NE	<b>Zip:</b> 69358	<b>Present Use of Property:</b> Residential	
<b>Telephone:</b> 308-247-2602	<b>Mobile:</b> 308-631-9177	<b>Email:</b> pls@wyobraskasurveyor.com	<b>Proposed Use of Property:</b> Residential	
<b>Location of property:</b> 3918 & 3928 Hilltop Estates Pl., Scottsbluff, NE(Lots 3&4, Blk 7, Hilltop Estates SUB)			<b>Present Zoning:</b> R-1A	
<p><b>Please provide the following:</b></p> <ul style="list-style-type: none"> <li>Copy of Amended Plat (3.5" diskette or CD-ROM in AutoCAD format)</li> <li>Copy of Preliminary Plat (showing future &amp; current property lines, fence lines, irrigation canals, future street widths, dimensions, existing structures, proposed structures, easements, etc..)</li> <li>Legal Description on a CD/Disk (in Word)</li> <li><del>\$ 50.00</del> <sup>Now \$200<sup>00</sup></sup> filing fee (if not submitted with approval of Preliminary Plat)</li> <li>Letter of transmittal</li> </ul>				
<p>The undersigned, hereby certify that he/she is familiar with all the requirements of Ordinance No. 3410 and amendments thereto, establishing minimum subdivision design standards to be installed by the subdivision and that he/she has caused said preliminary plat and plan to be prepared. He/she certifies that all requirements of Ordinance No. 3410 and amendments there to have been met and submits this application for approval subject to the requirements of said ordinance. I have also read and am familiar with the City Ordinances and will comply with these requirements; and that the statements herein contained are true and correct to the best of my knowledge and belief.</p>				
<b>Applicant's Signature:</b>			<b>Date:</b> 17 JUNE 2025	
<b>Remarks:</b> (Insert here any information not covered above)				



Plat of  
**Lots 3A and 4A,**  
**Block 7, Hilltop Estates Subdivision,**  
 Re-plat of Lots 3 and 4,  
 Block 7, Hilltop Estates Subdivision,  
 City of Scottsbluff, Scotts Bluff County, Nebraska.



NOTE: The original 10' Utility Easement, lying 5' on either side of the line common to original Lots 3 & 4, is vacated and relocated to lay 5' on either side of the new line common to Lots 3A & 4A.

DATUM CONVERSIONS:  
 Nebraska State Plane NAD 83(2018)  
 Combined Scale factor: 0.999495782025  
 At  
 N: 763283.80  
 E: 648649.74  
 Mean Convergence: -2°25'08"

**SURVEYOR'S CERTIFICATE:**  
 I, Donald A. Brush, Nebraska Professional Land Surveyor Number 511, duly-registered under the Land Surveyor's Regulation Act, do hereby certify that, between May 21, 2025, and May 30, 2025, I have performed a survey of the land depicted on the accompanying drawing; that said drawing is a correct delineation of said survey performed by me or under my direct supervision; that said survey was made with reference to known and recorded monuments marked as shown, and to the best of my knowledge and belief is true, correct and in accordance with the Minimum Standards for Surveys in Nebraska in effect at the time of this survey.  
 WITNESS MY HAND AND SEAL this 13th day of June, 2025.  
 Donald A. Brush  
 Nebraska Professional Land Surveyor Number 511



See Sheet 2 of 2 for Legal Description, Owners Statement, and Approvals.

Job No.: 2025-33    Drawn by: CEB / Checked by: DAB    Client Name: Terry Ford  
 Date: MAY 2025    Sheet No.: 1 of 2

**Panhandle Land Surveying**  
 Donald A. Brush, Professional Land Surveyor  
 870 SB Road, Morrill, Nebraska, 69358  
 Phone: (308) 247-2602

Plat of  
**Lots 3A and 4A, Block 7, Hilltop Estates Subdivision,**  
 Re-plat of Lots 3 and 4, Block 7, Hilltop Estates Subdivision,  
 City of Scottsbluff, Scotts Bluff County, Nebraska.

**Legal Description:**

Lots 3A and 4A, Block 7, Hilltop Estates Subdivision, City of Scottsbluff, Scotts Bluff County, Nebraska, more particularly described as follows:

Beginning at the southwest corner of Lot 1, of said Block 7, said point being the POINT OF BEGINNING of this description; thence on the south line of said Lot 1 S87°36'01"E (basis of bearing) a distance of 114.99 feet to the northwest corner of Lot 2 of said Block 7; thence on the west line of said Lot 2 S2°16'52"W a distance of 114.08 feet to the southwest corner of said Lot 2; thence on the south line of said Lot 2 S87°44'16"E a distance of 187.38 feet to the southeast corner of said Lot 2, said point being on the westerly Right-of-Way (ROW) line of Hilltop Drive; thence on said ROW line S47°07'58"W a distance 152.54 feet; thence continuing on said ROW line a distance of 97.13 feet on a tangent curve to the left, said curve having a radius of 125.999 feet, an included angle of 44°10'08" and a long chord bearing of S25°03'54"W for a distance of 94.74 feet; thence continuing on said ROW line, tangent to foresaid curve, S2°58'50"W a distance of 79.99 feet to the northeast corner of Lot 5, of said Block 7; thence on the north line of said Lot 5 N87°58'56"W a distance of 157.08 feet to a point on the east line of Fairview Cemetery; thence on said east line N2°16'32"E a distance of 390.46 feet, to the point of beginning of this description, containing 1.55 acres, more or less.

**OWNER'S STATEMENT:**

The undersigned, being the owners of the tract of land described in the foregoing "Legal Description" and shown on the accompanying plat have caused such real estate to be platted as: "LOTS 3A AND 4A, BLOCK 7, HILLTOP ESTATES SUBDIVISION; REPLAT OF LOTS 3 AND 4, BLOCK 7, HILLTOP ESTATES SUBDIVISION OF THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA".

The foregoing plat is made with our free consent and in accordance with the desires of the undersigned owners.

Dated this 17 day of JUNE, 2025.

Owners Lot 3A:

[Signature]  
John E. Blomstedt III, husband

[Signature]  
Jessica L. Blomstedt, wife

Owners Lot 4A:  
Fund Revocable Trust

[Signature]  
Terry L. Fund, trustee

[Signature]  
Gwendlyon S. Fund, trustee

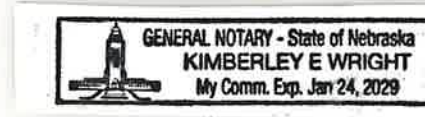
**Acknowledgement:**

State of Nebraska )  
County of Scotts Bluff )

Before me, a Notary Public, qualified and acting in said County, personally came John E. Blomstedt III and Jessica L. Blomstedt, husband and wife, known to me to be the identical persons who signed the foregoing "Owner's Statement" and acknowledge the execution thereof to be their voluntary act and deed.

Witness my hand and Notarial Seal this 17th day of June, 2025.

[Signature]  
Notary Public



My commission Expires: Jan. 24, 2029

See Sheet 1 of 2 for layout and Surveyor's Certificate.

**Acknowledgement:**

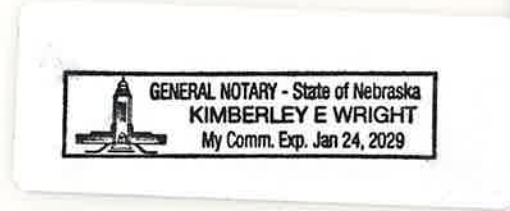
State of Nebraska )  
County of Scotts Bluff )

Before me, a Notary Public, qualified and acting in said County, personally came Terry L. Fund and Gwendlyon S. Fund, trustees of the Fund Revocable Trust, known to me to be the identical persons who signed the foregoing "Owner's Statement" and acknowledge the execution thereof to be their voluntary act and deed.

Witness my hand and Notarial Seal this 17th day of June, 2025.

[Signature]  
Notary Public

My commission Expires: Jan. 24, 2029



**PLANNING COMMISSION APPROVAL:**

The foregoing plat of "LOTS 3A AND 4A, BLOCK 7, HILLTOP ESTATES SUBDIVISION; REPLAT OF LOTS 3 AND 4, BLOCK 7, HILLTOP ESTATES SUBDIVISION OF THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA", was approved by the Planning Commission of the City of Scottsbluff, Nebraska, on this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Chairman

**APPROVAL AND ACCEPTANCE:**

The foregoing plat of "LOTS 3A AND 4A, BLOCK 7, HILLTOP ESTATES SUBDIVISION; REPLAT OF LOTS 3 AND 4, BLOCK 7, HILLTOP ESTATES SUBDIVISION OF THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA", was approved by the Mayor and City Council of the City of Scottsbluff, Nebraska, by Resolution duly passed this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Betsy Vidlak, Mayor

\_\_\_\_\_  
Attest: City Clerk

Sheet No.: 2 of 2

Date: MAY 2025

Plat of  
Lots 3A and 4A, Block 7, Hilltop Estates Subdivision,  
Re-plat of Lots 3 and 4, Block 7, Hilltop Estates Subdivision,  
of the City of Scottsbluff, Scotts Bluff County, Nebraska.

Terry Fund

Client Name:

Drawn by: CEB / Checked by: DAB

Job No.: 2025-33

**Panhandle Land Surveying**  
Donald A. Brush, Registered Land Surveyor  
870 SB Road, Morrill, Nebraska, 69358  
Phone: (308) 247-2602

Copyright 2025

# City of Scottsbluff Planning Commission

Development Services Staff Report – Zachary Glaubius

Prepared on: July 8, 2025 For Hearing of: July 14, 2025



## I. GENERAL INFORMATION

- A. Applicant:** Terry Fund  
3918 Hilltop Estate Place  
Scottsbluff, NE 69361
  
- B. Property Owners:** Fund Revocable Trust  
Same as above  
John Blomstedt III & Jessica Blomstedt  
908 E 42<sup>nd</sup> Street  
Scottsbluff, NE 69361
  
- C. Proposal:** Amended Plat, Lots 3A and 4A, Block 7, Hilltop Estates Subdivision
  
- D. Legal Description:** Lots 3A and 4A, Block 17, Hilltop Estates Subdivision
  
- E. Location:** 3918 and 3928 Hilltop Estate Place
  
- F. Existing Zoning & Land Use:** R-1A Single-Family Residential | Detached Single-Family Dwelling with Detached Accessory Building & Detached Accessory Building
  
- G. Size of Site:** Approximately 67,479 sq ft

## II. BACKGROUND INFORMATION

### A. General Neighborhood/Area Land Uses and Zoning:

Direction From Subject Site	Future Land Use Designation	Current Zoning Designation	Surrounding Development
North	Rural Residential	R-1A Single-Family Residential	Detached Single-Family Dwelling
East	Rural Residential	R-1A Single-Family Residential	Vacant Lots
South	Rural Residential	R-1A Single-Family Residential	Detached Single-Family Dwelling
West	Residential	R-1A Single-Family Residential	Fairview Cemetery

## III. ANALYSIS

- A. Comprehensive Plan:** The Future Land Use Map of the Comprehensive Plan currently shows the site as Rural Residential. No rezones will occur with this final plat.
- B. Traffic & Access:**
  - 1. Access is via Hilltop Estate Place
- C. Utilities:**
  - 1. Both lots have access to water and sewer via mains in Hilltop Estate Place right-of-way.
  - 2. The existing utility easement between the proposed Lots 3A and 4A will be vacated.
  - 3. A new utility easement will be dedicated along the new shared property line.
  - 4. A stormwater main is near Lot 4A. Otherwise stormwater drains into a retention pond to the south of the two lots.

**IV. STAFF COMMENTS**

- A.** The property owners are proposing to shift the shared property farther north to ensure ample ingress/egress for the detached accessory building on Lot 3A.
- B.** Due to the relocation of the utility easement, §21-1-42 requires the plat to be reviewed and approved by Planning Commission and City Council. Otherwise, this plat would have been approved administratively by staff.
- C.** The future land use map identifies the area as Rural Residential. The lots are nearly an acre in size, however the future land use map needs to be updated based on the built nature of the entire Hilltop Estates Subdivision.

**V. FINDINGS OF FACT**

- A. Findings of Fact to Recommend Its Approval May Include:**
  - 1. The proposed lots exceed the minimum lot size.
  - 2. The lots have the minimum 20' of public road frontage.
  - 3. The future land use map is not applicable to this amended plat.

- B. Findings of Fact to Not Recommend Approval May Include:**

- 1. None

**VI. STAFF RECCOMENDATION**

- A.** Staff recommends Planning Commission make a positive recommendation to City Council to approve of the amended plat of Lots 3A and 4A, Block 7, Hilltop Estates Subdivision.

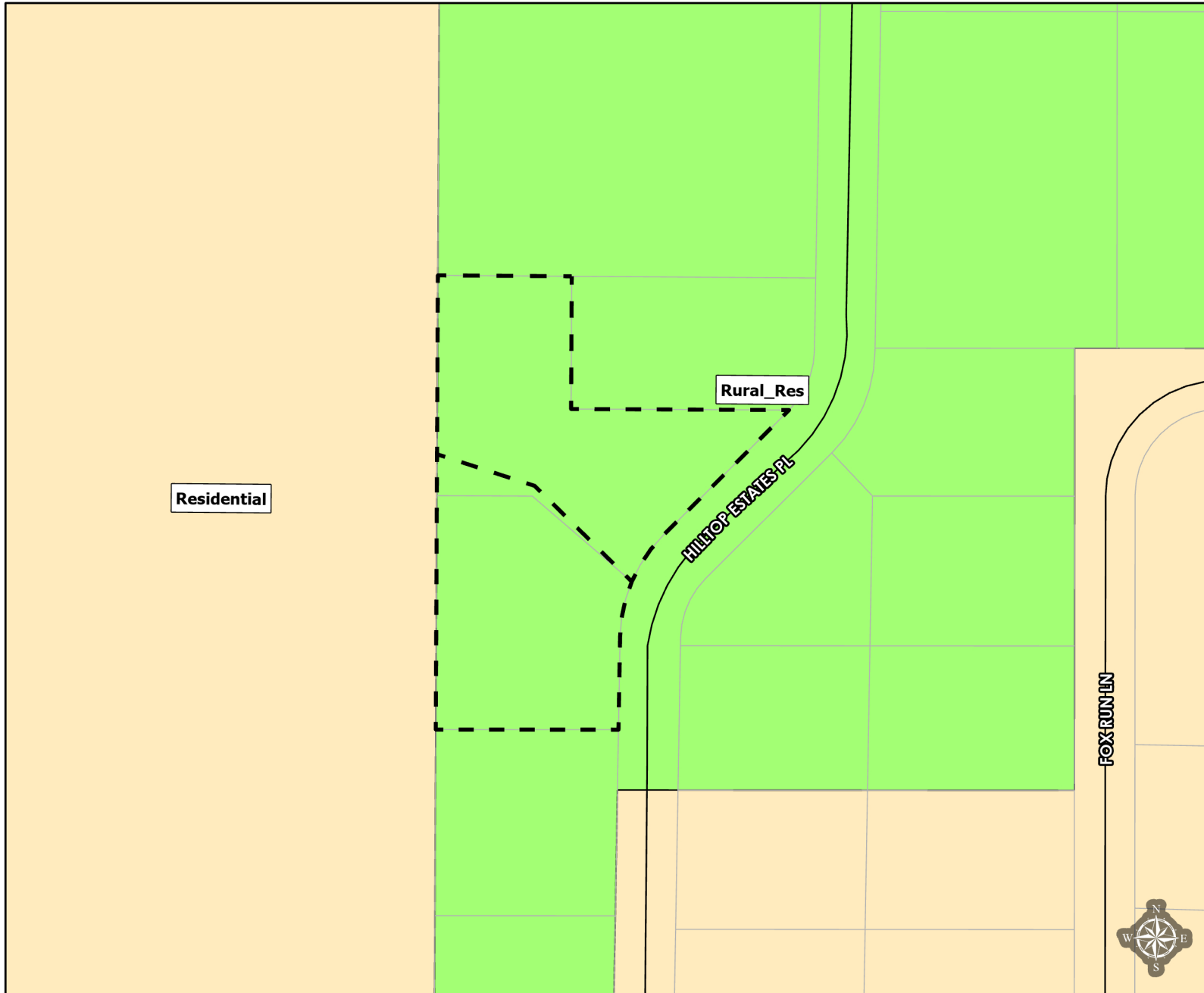


- Property Location(s)
- Street Centerlines
- Highway
- Main Road
- Residential/Rural
- Official City Zoning
- (A) Agriculture
- (AR) Agriculture Residential
- (C-1) Central Business District
- (C-2) Neighborhood Commercial
- (C-3) Heavy Commercial
- (M-1) Light Manufacturing & Industrial
- (M-2) Heavy Manufacturing and Industrial
- (O-P) Office and Professional
- (PBC) Planned Business Center
- (R-1) Single Family
- (R-1A) Single Family Medium Density
- (R-1B) Rural Residential Estate
- (R-4) Heavy Density Multiple Family
- (R-6) Mobile Home
- Parcels
- Corporate and ETJ Boundaries
- Scottsbluff Corporate Limits
- Scottsbluff ETJ

Taylor Stephens  
City of Scottsbluff GIS  
Created on 7/8/2025  
Coordinate System: NAD 1983 (2011)  
StatePlane Nebraska FIPS 2600 Feet  
Lambert Conformal Conic

The City makes no representation or warranty as to the accuracy, timeliness, or completeness, and in particular, its accuracy in labeling or displaying dimensions, contours, property boundaries, or placement or location of any map features thereon.

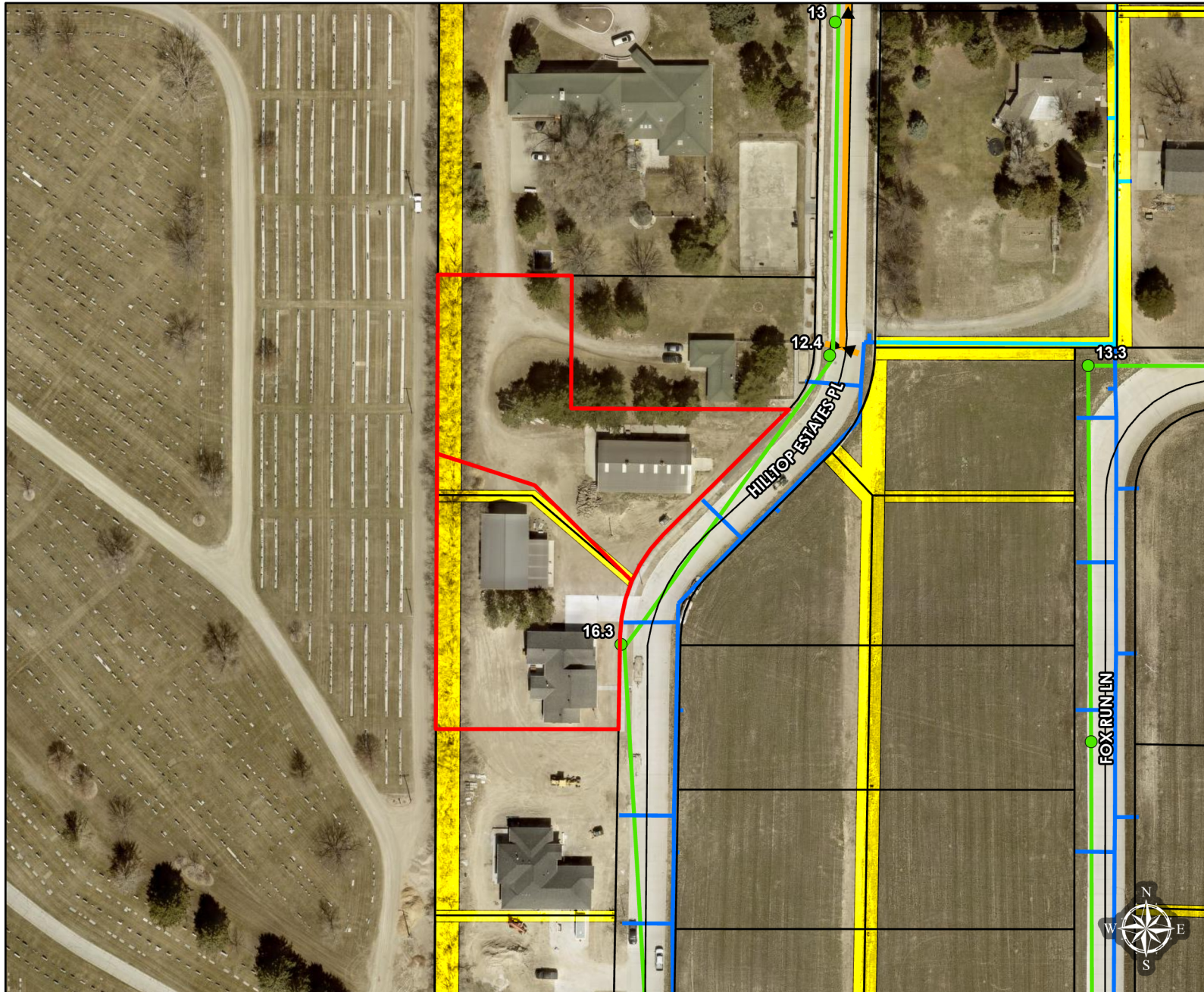
# Hilltop B7 3A and 4A Replat



- Proposed Changes
- Parcel Boundaries
- 2016 Comp. Plan Land Use**
- Automobile Commercial
- Avenue B and Hospital Campus
- Central Business District
- East Overland
- Highway 26 Commercial
- Northwest Commercial
- Residential
- Rural
- Rural Residential
- SE Industrial and Commercial
- South Broadway
- WNCC and Surrounding Area
- Street Centerlines**
- Highway
- Main Road
- Residential/Rural
- 2016 Comp. Plan Development**
- LTD (10 - 20 yrs)
- NTD (Less than 5 yrs)
- STD (5 - 10 yrs)

Taylor Stephens  
City of Scottsbluff GIS  
Created on 7/8/2025  
Coordinate System: NAD 1983 (2011)  
StatePlane Nebraska FIPS 2600 Feet  
Lambert Conformal Conic

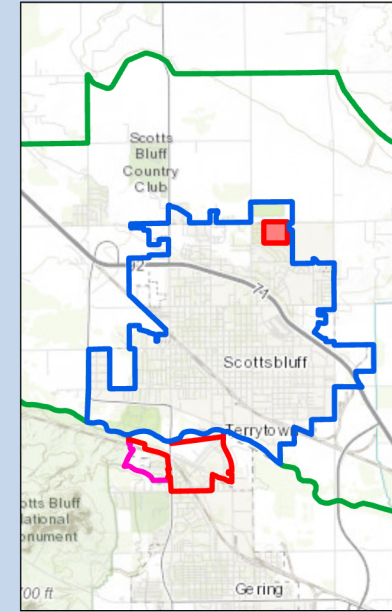
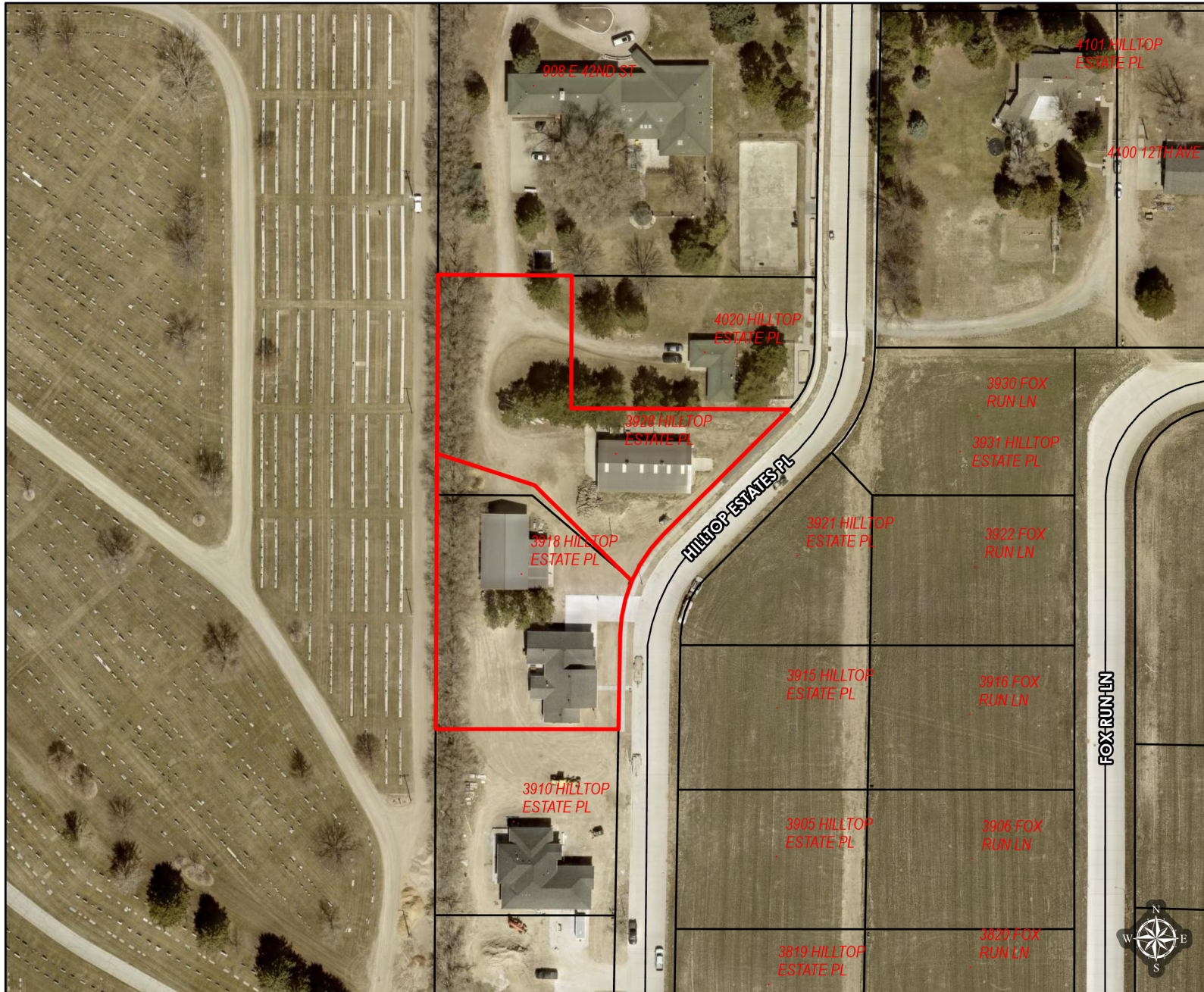
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- Highway
- Main Road
- Residential/Rural
- Wastewater MH
- Wastewater Lines
- Outfall
- Stormwater Inlet
- Stormwater Manhole
- Stormwater Arc
- Concerning Parcel(s)
- Water\_Lines
- Easements
- Parcels

Taylor Stephens  
City of Scottsbluff GIS  
Created on 7/8/2025  
Coordinate System: NAD 1983 (2011)  
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- Parcels
- Address

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# **City of Scottsbluff, Nebraska**

**Monday, July 14, 2025**

**Regular Meeting**

## **Item 6.B**

**Planning Commission to conduct a Public Hearing regarding an Amended Plat of Lots 1 & 2, Block 1, Panhandle Cooperative Subdivision, commonly identified as 401 S Beltline Hwy and 710 Avenue B.**

**Staff Contact:**



**City of Scottsbluff**  
**Subdivision Application**  
Permit Identifier 2025-52SD

---

Type: Amended Plat (Administrative Process)

Applicant Name Monte Docekal Applicant Address 120 East 16th Street  
Scottsbluff, Nebraska  
Applicant Email mdocekal@jeo.com Applicant Phone 308-266-1908

Contact Name Hunter Kosman Contact Address 1212 Circle Drive  
Conact Email hunter.kosman@pvbank Contact Phone 308-633-9526  
.com

Subdivision Information

Proposed Name of Subdivision Lots 1 and 2, Block 1, Panhandle  
Cooperative Subdivision

General Location/Address 401 SOUTH BELTLINE HWY

Legal Description BLKS 1-2, PANHANDLE COOP SUB

Current Zoning District(s)

Total Area (square feet or acre) 9.31 acres

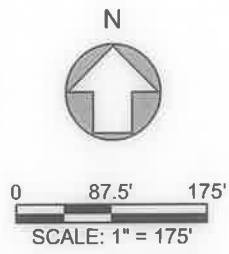
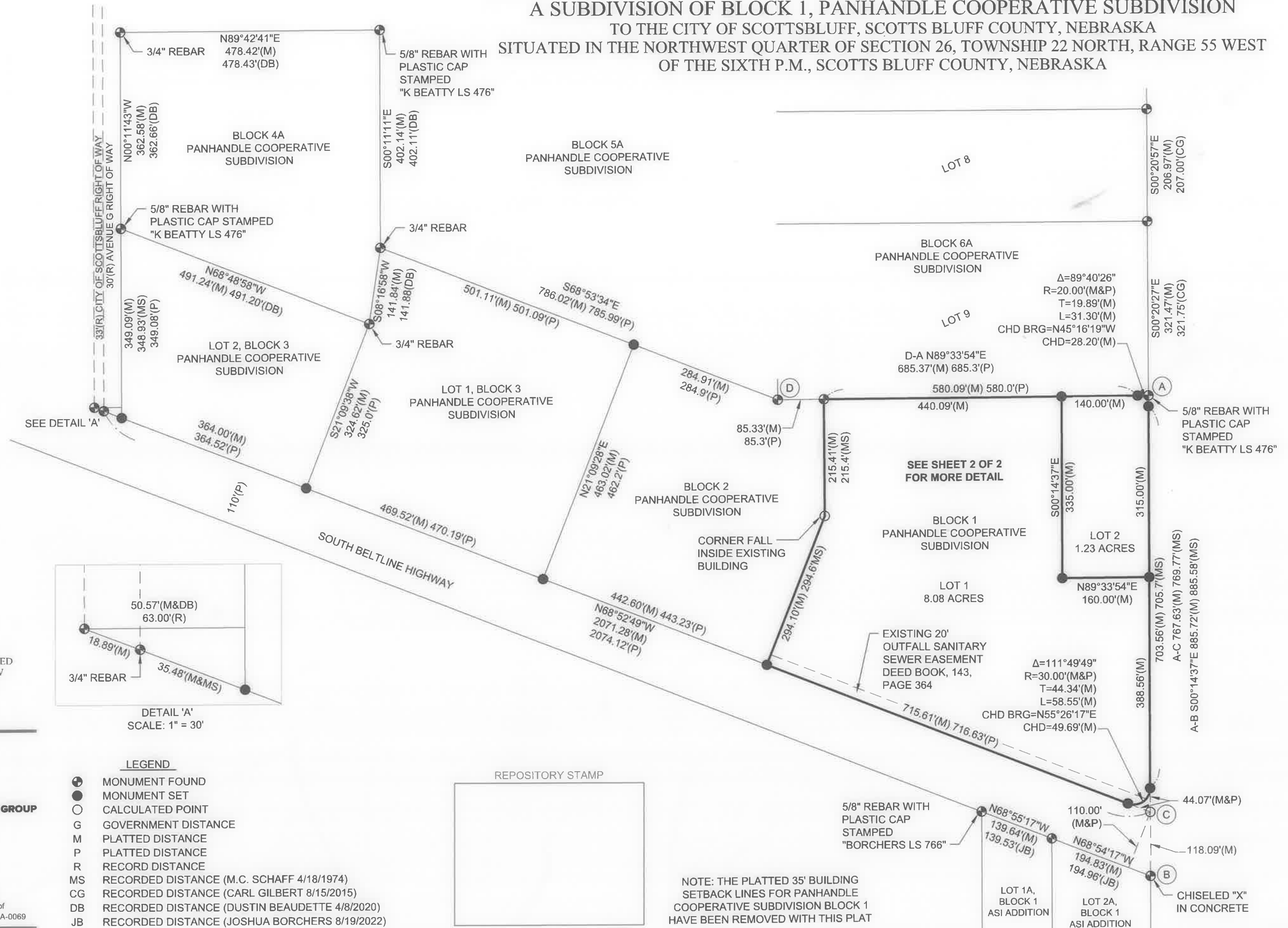
Number of Past Replat/Plat Amendments 0

Describe the reason for the subdivision

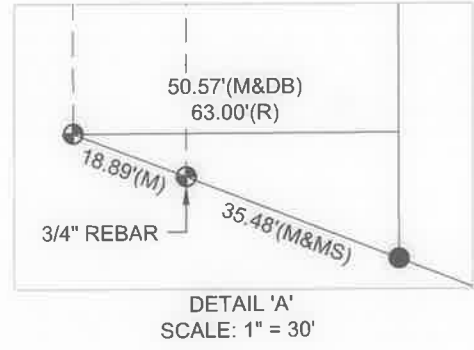
Separate Lot for Platte Valley Bank location

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**LOTS 1 AND 2, BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION**  
**A SUBDIVISION OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION**  
 TO THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA  
 SITUATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH, RANGE 55 WEST  
 OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA



NOTE: ALL BEARINGS ARE REFERENCED TO THE SCOTTS BLUFF COUNTY LOW DISTORTION PROJECTION (LDP)



Project No.: 250973  
 Date: 6/23/2025  
 QAQC: AG  
 Scale: 1" = 175'  
 Field Book: SCOTTS BLUFF COUNTY #  
 Field Crew: AM  
 Drawn By: MLD



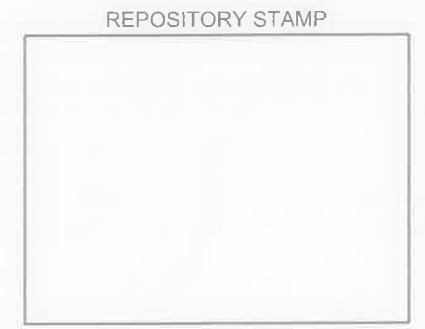
**JEO CONSULTING GROUP**  
 120 East 16th Street  
 Scottsbluff, NE 69361  
 308.632.3123  
 JEO Consulting, Inc.  
 1937 N Chestnut St  
 Wahoo, NE 68066  
 800.723.8567 | jeo.com  
 Organization Certificate of  
 Authorization Number: CA-0069

US SURVEY FEET (sFT)

Sheet 1 of 3

Survey File No.:  
**2025-065**

- LEGEND**
- ⊕ MONUMENT FOUND
  - MONUMENT SET
  - CALCULATED POINT
  - G GOVERNMENT DISTANCE
  - M PLATTED DISTANCE
  - P PLATTED DISTANCE
  - R RECORDED DISTANCE
  - MS RECORDED DISTANCE (M.C. SCHAFF 4/18/1974)
  - CG RECORDED DISTANCE (CARL GILBERT 8/15/2015)
  - DB RECORDED DISTANCE (DUSTIN BEAUDETTE 4/8/2020)
  - JB RECORDED DISTANCE (JOSHUA BORCHERS 8/19/2022)



NOTE: THE PLATTED 35' BUILDING SETBACK LINES FOR PANHANDLE COOPERATIVE SUBDIVISION BLOCK 1 HAVE BEEN REMOVED WITH THIS PLAT

**LOTS 1 AND 2, BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION**  
**A SUBDIVISION OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION**  
 TO THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA  
 SITUATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH,  
 RANGE 55 WEST OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA



- LEGEND**
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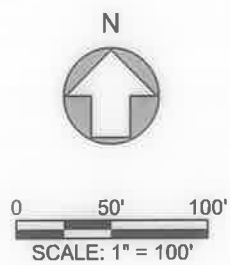
Project No.: 250973  
 Date: 6/23/2025  
 QAQC: AG  
 Scale: 1" = 2'  
 Field Book: SCOTTS BLUFF COUNTY #2  
 Field Crew: AM  
 Drawn By: MLD

**JEO CONSULTING GROUP**  
 120 East 16th Street  
 Scottsbluff, NE 69361  
 308.632.3123

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 800.723.8567 | jeo.com

Organization Certificate of  
 Authorization Number: CA-0069

Sheet **2** of 3  
 Survey File No.: **2025-065**



NOTE: THE PLATTED 35' BUILDING SETBACK LINES FOR BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, HAVE BEEN REMOVED WITH THIS PLAT

**LOTS 1 AND 2, BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION**  
**A SUBDIVISION OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION**  
**TO THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA**  
**SITUATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH, RANGE 55 WEST**  
**OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA**

**OWNER'S CERTIFICATE:**

WE, THE UNDERSIGNED, BEING THE OWNERS OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, AN ADDITION TO THE CITY OF SCOTTSBLUFF, SCOTTSBLUFF COUNTY, NEBRASKA, AS DESCRIBED IN FOREGOING "SURVEYORS REPORT" AND SHOWN ON THE ACCOMPANYING PLAT HAVE CAUSED SUCH REAL ESTATE TO BE PLATTED AS LOT 1 AND LOT 2, BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, A SUBDIVISION OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, TO THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA, SITUATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH, RANGE 55 WEST OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA.

THAT THE FORGOING PLAT AND PLANS ARE MADE WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS.

SIGNED THIS 30<sup>th</sup> DAY OF June, 2025.

  
 CHARLIE WRIGHT  
 PRESIDENT /CEO  
 PANHANDLE COOPERATIVE ASSOCIATION

**ACKNOWLEDGEMENT:**

STATE OF NEBRASKA )  
 ) SS  
 COUNTY OF SCOTTS BLUFF )

BEFORE ME, A NOTARY PUBLIC, QUALIFIED AND ACTING IN SAID COUNTY, PERSONALLY CAME CHARLIE WRIGHT, PRESIDENT/CEO, PANHANDLE COOPERATIVE ASSOCIATION, TO ME KNOWN TO BE THE IDENTICAL PERSON WHOSE SIGNATURE IS AFFIXED TO THE FORGOING "OWNER'S CERTIFICATE AND ACKNOWLEDGED THE EXECUTION THEREFORE TO BE THEIR VOLUNTARY ACT AND DEED.

WITNESS MY HAND AND NOTARIAL SEAL THIS 30<sup>th</sup> DAY OF June, 2025.

(SEAL)   
 NOTARY PUBLIC



**Project No.:** 250973  
**Date:** 6/23/2025  
**QAQC:** AG  
**Scale:**  
**Field Book:** SCOTTS BLUFF COUNTY #2  
**Field Crew:** AM  
**Drawn By:** MLD

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**US SURVEY FEET (sFT)**

Sheet **3** of **3**

**Survey File No.:**  
**2025-065**

Organization Certificate of  
 Authorization Number: CA-0069

**SURVEYOR'S REPORT:**

THIS SURVEY WAS PERFORMED AT THE REQUEST OF THE PANHANDLE COOP ASSOCIATION. THE PURPOSE OF THIS SURVEY WAS TO ESTABLISH THE PERIMETER AND CREATE A METES AND BOUNDS DESCRIPTION OF PARCELS OF LAND LOCATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH, RANGE 55 WEST OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA.

EXISTING MONUMENTS OF RECORD WERE FOUND AT LOCATIONS SHOWN ON THIS PLAT. ALL FOUND MONUMENTS ARE A 5/8" REBAR OR AS NOTED ON PLAT. ALL MONUMENTS SET ARE A 5/8" BY 24" REBAR WITH A PLASTIC CAP STAMPED "GOERTZEN L.S. 704".

ALL LINES WERE PRODUCED AND ANGLES AND DISTANCES MEASURED WITH A TRIMBLE R12i GNSS ROVER RECEIVER UTILIZING THE SEILER INSTRUMENTS REAL TIME NETWORK OR A R10 GNSS BASE RECEIVER.

**LEGAL DESCRIPTION:**

LOT 1 AND LOT 2, BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, A SUBDIVISION OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, TO THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA, SITUATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH, RANGE 55 WEST OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA.

**APPROVAL AND ACCEPTANCE:**

LOT 1 AND LOT 2, BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, A SUBDIVISION OF BLOCK 1, PANHANDLE COOPERATIVE SUBDIVISION, TO THE CITY OF SCOTTSBLUFF, SCOTTS BLUFF COUNTY, NEBRASKA, SITUATED IN THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 22 NORTH, RANGE 55 WEST OF THE SIXTH P.M., SCOTTS BLUFF COUNTY, NEBRASKA, WAS APPROVED BY THE SCOTTSBLUFF MAYOR AND CITY COUNCIL.

DATED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2025.

\_\_\_\_\_  
 KIMBERLEY WRIGHT  
 CITY CLERK, CITY OF SCOTTSBLUFF, NEBRASKA

\_\_\_\_\_  
 BESTY VIDLAK  
 MAYOR  
 CITY OF SCOTTSBLUFF, NEBRASKA

**SURVEYOR'S CERTIFICATE:**

I HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF NEBRASKA; THAT THIS SURVEY WAS PERFORMED IN ACCORDANCE WITH THE LAND SURVEYORS REGULATION ACT IN EFFECT AT THE TIME OF THIS SURVEY; THAT THIS SURVEY WAS PERFORMED BY ME OR UNDER MY DIRECT SUPERVISION, AND IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.

 6/23/2025  
 ADAM J. GOERTZEN, PLS 704



# City of Scottsbluff Planning Commission

Development Services Staff Report – Zachary Glaubius

Prepared on: July 8, 2025 For Hearing of: July 14, 2025



## I. GENERAL INFORMATION

**A. Applicant:** Panhandle Coop Association  
 PO Box 2188  
 Scottsbluff, NE 69361

**B. Property Owners:** Same as above

**C. Proposal:** Amended Plat, Lots 1 and 2, Block 1, Panhandle Cooperative Subdivision

**D. Legal Description:** Lots 1 and 2, Block 1, Panhandle Cooperative Subdivision

**E. Location:** 401 S. Beltline Highway West & 710 Avenue B

**F. Existing Zoning & Land Use:** PBC Planned Business Center | Supermarket, Bank, and Gas Station

**G. Size of Site:** Approximately 9.31 Acres

## II. BACKGROUND INFORMATION

### A. General Neighborhood/Area Land Uses and Zoning:

Direction From Subject Site	Future Land Use Designation	Current Zoning Designation	Surrounding Development
North	South Broadway	M-1 Light Manufacturing and Industrial	Bumper to Bumper Body and Paint
East	South Broadway	M-1 Light Manufacturing and Industrial and C-3 Heavy Commercial	Northwest Pipe Fittings and other commercial buildings
South	South Broadway	C-3 Heavy Commercial	Commercial buildings
West	South Broadway	PBC Planned Business Center	Shopping center attached to Main Street Market

**III. ANALYSIS**

**A. Comprehensive Plan:** The Future Land Use Map of the Comprehensive Plan currently shows the site as South Broadway. No rezones will occur with this final plat.

**B. Traffic & Access:**

1. Access to Lot 1 is via South Beltline Highway West and Avenue B
2. Access to Lot 2 is via Avenue B.
3. Two new access easements are dedicated with this plat
  - i. 44.5' wide easement on Lot 2
  - ii. 37.5' wide easement on Lot 1

**C. Utilities:**

1. Both lots have access to water and sewer via mains in Avenue B right-of-way.
2. Lot 1 has access to water and sewer via mains in South Beltline Highway West
3. There is an existing sewer easement on Lot 1.
4. Stormwater mains are located in both Avenue B and South Beltline Highway West rights-of-way.

**IV. STAFF COMMENTS**

- A. The purpose of the subdivision is to split the Platte Valley Bank branch off from the Coop property.
- B. PBC has a minimum district size of 9 acres. The size of the PBC district does not change with this amended plat.
- C. Due to the relocation of the utility easement, §21-1-42 requires the plat to be reviewed and approved by Planning Commission and City Council. Otherwise, this plat would have been approved administratively by staff.
- D. The future land use map identifies the area as South Broadway. PBC is considered an appropriate zone in this future land use designation.
- E. The proposed access easements are located where existing driveways are.

**V. FINDINGS OF FACT**

**A. Findings of Fact to Recommend Its Approval May Include:**

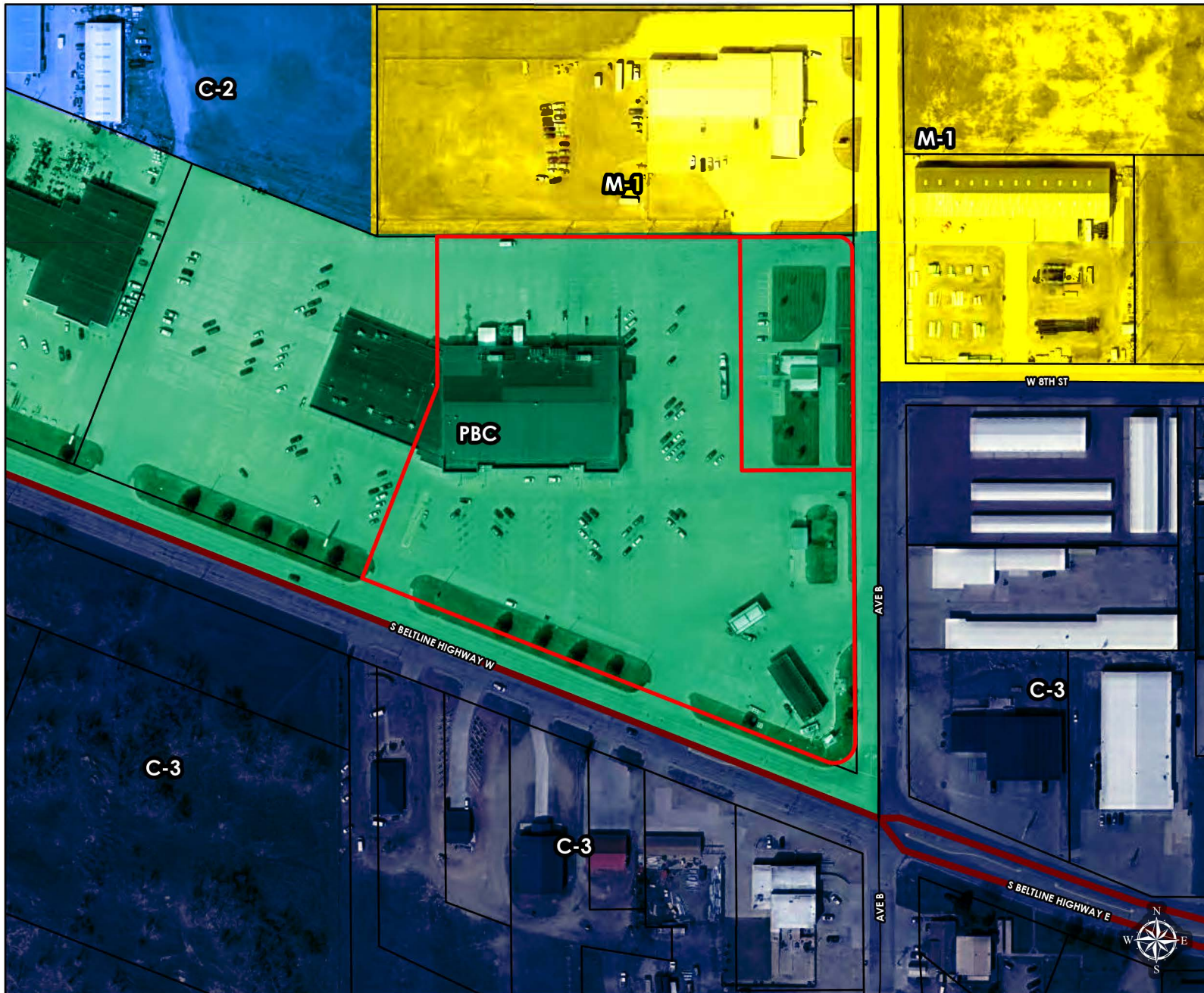
1. The PBC district size does not change with the amended plat.
2. The lots have the minimum 20' of public road frontage.
3. There is no associated rezone and the current zoning district aligns with the Comprehensive Plan.

**B. Findings of Fact to Not Recommend Approval May Include:**

1. None

**VI. STAFF RECCOMENDATION**

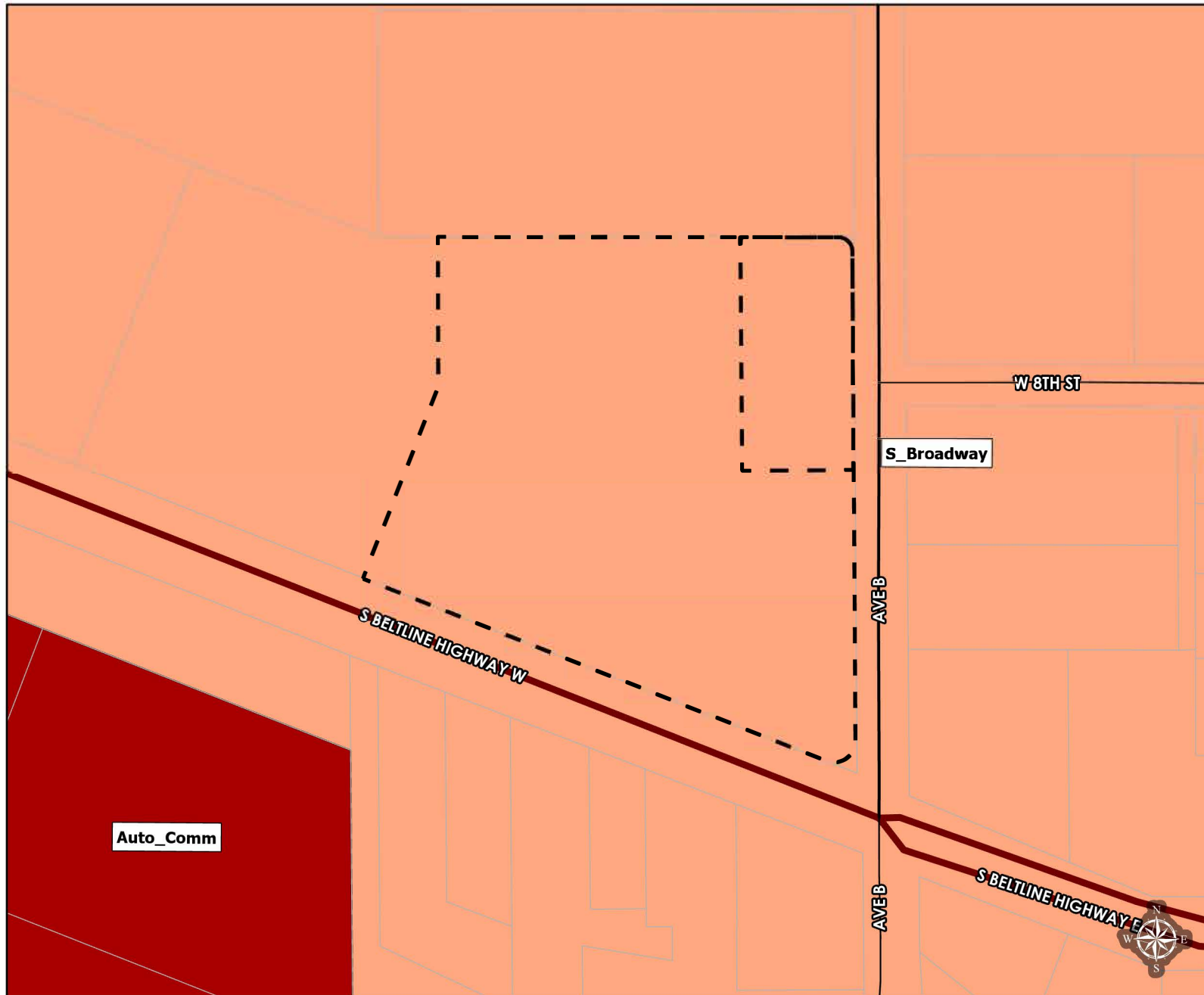
- A. Staff recommends Planning Commission make a positive recommendation to City Council to approve of the amended plat of Lots 1 and 2, Block 1, Panhandle Cooperative Subdivision



- Property Location(s)
- Street Centerlines**
- Highway
- Main Road
- Residential/Rural
- Official City Zoning**
- (A) Agriculture
- (AR) Agriculture Residential
- (C-1) Central Business District
- (C-2) Neighborhood Commercial
- (C-3) Heavy Commercial
- (M-1) Light Manufacturing & Industrial
- (M-2) Heavy Manufacturing and Industrial
- (O-P) Office and Professional
- (PBC) Planned Business Center
- (R-1) Single Family
- (R-1A) Single Family Medium Density
- (R-1B) Rural Residential Estate
- (R-4) Heavy Density Multiple Family
- (R-6) Mobile Home
- Parcels
- Corporate and ETJ Boundaries**
- Scottsbluff Corporate Limits
- Scottsbluff ETJ

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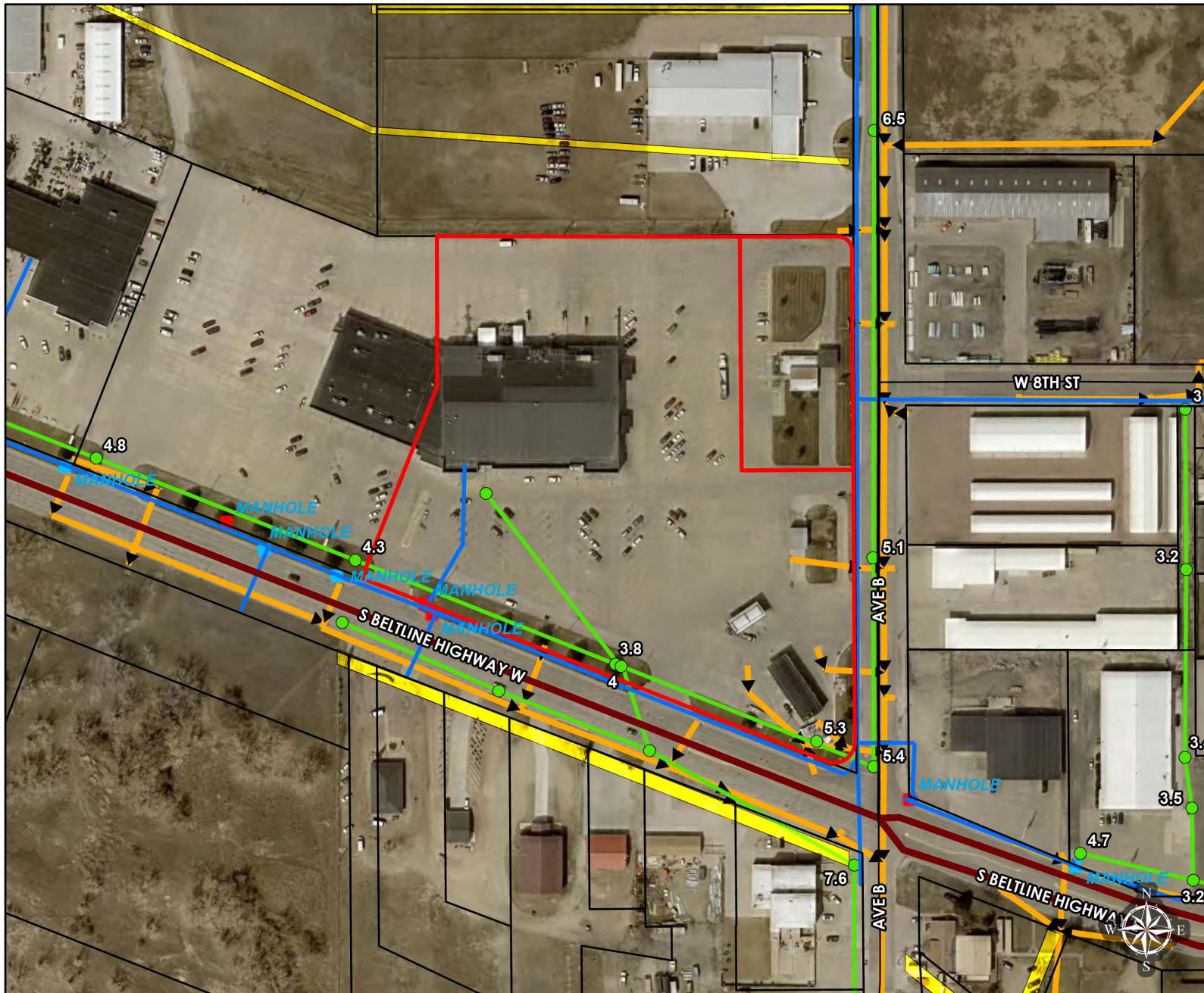
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- Proposed Changes
- Parcel Boundaries
- 2016 Comp. Plan Land Use**
- Automobile Commercial
- Avenue B and Hospital Campus
- Central Business District
- East Overland
- Highway 26 Commercial
- Northwest Commercial
- Residential
- Rural
- Rural Residential
- SE Industrial and Commercial
- South Broadway
- WNCC and Surrounding Area
- Street Centerlines**
- Highway
- Main Road
- Residential/Rural
- 2016 Comp. Plan Development**
- LTD (10 - 20 yrs)
- NTD (Less than 5 yrs)
- STD (5 - 10 yrs)

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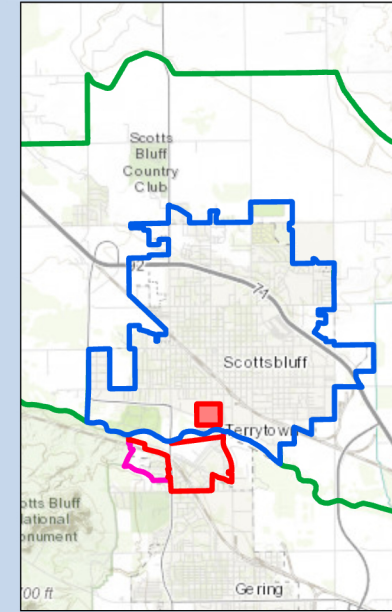
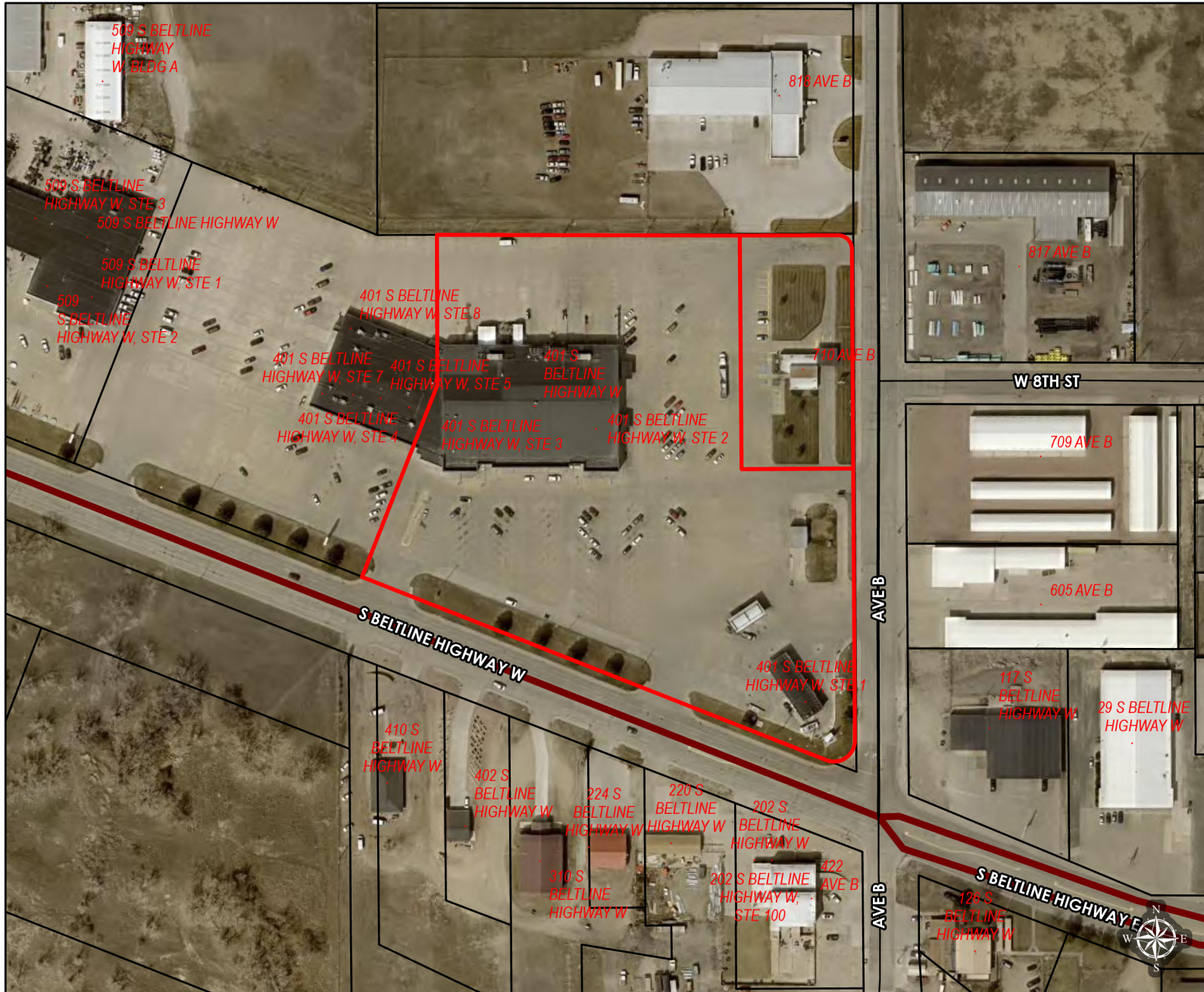
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