

**EXECUTIVE SUMMARY OF SUBSTANTIAL CHANGES TO CITY OF MILLS TITLE 17 (ZONING & SUBDIVISION REGULATIONS)**

	<b>SUBJECT</b>	<b>SECTION/PAGE NUMBER</b>	<b>PROPOSED AMENDMENTS</b>	<b>REASON FOR CHANGES/STAFF COMMENTS</b>																										
1.	<b>Title</b>	NA	<ul style="list-style-type: none"> <li>Re-title the document "Title 17, City of Mills Land Development Regulations"</li> </ul>	<ul style="list-style-type: none"> <li>This is a fresh document, not a redline or cut/paste in the old document.</li> <li>Zoning and Subdivision regulations are still both included within Title 17. The LDR title clarifies that it is an all-encompassing document.</li> </ul>																										
2.	<b>Preliminary Plats</b>	Section 47.25, Pg 161	<ul style="list-style-type: none"> <li>Requiring a preliminary plat only when there are 10 or more lots proposed.</li> </ul>	<ul style="list-style-type: none"> <li>Streamline the review process for straight forward subdivision proposals.</li> </ul>																										
3.	<b>Minor Adjustment Plats</b>	Section 47.25, Pg 161	<ul style="list-style-type: none"> <li>Replace the Minor Boundary Adjustment. Minor Plats will allow three (3) or fewer lots to be resubdivided, combined or reconfigured.</li> <li>Must end up with three (3) or fewer number of lots than originally subdivided.</li> </ul>	<ul style="list-style-type: none"> <li>Streamline and expediate the review process for more straightforward subdivision proposals.</li> </ul>																										
4.	<b>Definitions</b>	Section 5, Pg 4	<ul style="list-style-type: none"> <li>Many definitions were carried over from the previous version of the regulations; some kept the same and others updated. New definitions were added.</li> </ul>	<ul style="list-style-type: none"> <li>To provide clarity and aid with ease of use of the regulations.</li> </ul>																										
5.	<b>Mobile Home Age</b>	Section 45.25, Pg 135	<ul style="list-style-type: none"> <li>Change the age of allowed manufactured homes allowed in the city. Currently no homes older than 20 years can be brought into Mills. The proposed change would allow manufactured homes no older than 15 years.</li> </ul>	<ul style="list-style-type: none"> <li>To help maintain, and increase, valuation of structures within the City and keep Mills an attractive place to live.</li> </ul>																										
6.	<b>Plat Signatures</b>	Section 47.55.030, Pg 171	<ul style="list-style-type: none"> <li>The City Planner has been added a signer to all plat approvals.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure all plats are accurate and have been reviewed by Applicable Director, as needed, and required.</li> </ul>																										
7.	<b>Survey Review Fees</b>	Section 10.20, Pg 40	<ul style="list-style-type: none"> <li>Add the requirement that the applicant must reimburse the survey review cost.</li> </ul>	<ul style="list-style-type: none"> <li>Ensure the applicant/developer bears the cost of development review, instead of taxpayers.</li> </ul>																										
8.	<b>Notice</b>	Section 10.70, Pg 55	<ul style="list-style-type: none"> <li>Public notice to surrounding property owners is now required for all Review Process 4 applications (those which final approve rests with City Council).</li> </ul>	<ul style="list-style-type: none"> <li>To ensure city residents near new development are informed of proposed actions.</li> <li>Increase transparency of city business.</li> </ul>																										
9.	<b>Zoning District Naming Conventions</b>	NA	<ul style="list-style-type: none"> <li>All of the zoning districts have been re-titled to accurately reflect their purpose and be more in line with the City of Casper.</li> </ul>	<ul style="list-style-type: none"> <li>Increase ease of use of the regulations and increase consistency across jurisdictions.</li> </ul> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th><b>Old Zoning District Name</b></th> <th><b>New Zoning District Name</b></th> </tr> </thead> <tbody> <tr> <td>Established Residential</td> <td>R-2</td> </tr> <tr> <td>Developing Residential</td> <td>R-1</td> </tr> <tr> <td>Developing Mobile Home</td> <td>M-H or M-P</td> </tr> <tr> <td>Urban Ag Residential</td> <td>Urban Ag Residential</td> </tr> <tr> <td>Urban Agriculture</td> <td>Urban Agriculture</td> </tr> <tr> <td>Established Business</td> <td>Varying – OB, C-1 or C-3</td> </tr> <tr> <td>Developing Business</td> <td>Varying – OB, C-1 or C-3</td> </tr> <tr> <td>Established Industrial</td> <td>I-1</td> </tr> <tr> <td>Developing Industrial</td> <td>I-2</td> </tr> <tr> <td>Public Lands &amp; Institutions</td> <td>Public Lands &amp; Institutions</td> </tr> <tr> <td>Mixed Size Residential</td> <td>REMOVED</td> </tr> <tr> <td>Mixed Use</td> <td>REMOVED</td> </tr> </tbody> </table>	<b>Old Zoning District Name</b>	<b>New Zoning District Name</b>	Established Residential	R-2	Developing Residential	R-1	Developing Mobile Home	M-H or M-P	Urban Ag Residential	Urban Ag Residential	Urban Agriculture	Urban Agriculture	Established Business	Varying – OB, C-1 or C-3	Developing Business	Varying – OB, C-1 or C-3	Established Industrial	I-1	Developing Industrial	I-2	Public Lands & Institutions	Public Lands & Institutions	Mixed Size Residential	REMOVED	Mixed Use	REMOVED
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10.	<b>Public Notice</b>	Section 10.70, Pg 55	<ul style="list-style-type: none"> <li>Require publicly posted notice, as well as letters to surrounding property owners within 1,000 feet of certain land development applications and subdivisions.</li> </ul>	<ul style="list-style-type: none"> <li>Increase transparency and public participation in the planning process.</li> </ul>																										
11.	<b>Petitions</b>	NA	<ul style="list-style-type: none"> <li>Remove the requirement that requests for zone changes or variance require the signatures of 50% of surrounding property owners.</li> </ul>	<ul style="list-style-type: none"> <li>Development applications should be evaluated based on their compliance with the regulations as set forth; not whether their neighbor "agrees" with it.</li> </ul>																										

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				<ul style="list-style-type: none"> <li>• Notice will be provided, and surrounding landowners will have the opportunity to provide comments on the proposal at the Planning &amp; Zoning Commission as well as City Council hearings.</li> <li>• State statute already provides a mechanism for surrounding landowners to submit a petition in opposition to a proposed re-zoning.</li> </ul>
12.	<b>Review Table</b>	Pg 36	<ul style="list-style-type: none"> <li>• Table 10.10-1 provides a quick and easy reference to the review process for different types of land development applications.</li> </ul>	<ul style="list-style-type: none"> <li>• Increase ease of use and understanding of the regulations.</li> </ul>
13.	<b>Minor Plats/Minor Boundary Adjustments</b>	Section 47.25, Pg 161	<ul style="list-style-type: none"> <li>• Minor Plat Adjustment – will allow up to three (3) lots be reconfigured through an administrative review process. Limited to 3 lots to avoid any density increases/conflicts.</li> <li>• Process is through administrative review, no hearings with P&amp;Z or Council.</li> </ul>	<ul style="list-style-type: none"> <li>• Expedite simple resubdivision requests, allowing applicants to move forward on their project in a timely manner.</li> </ul>
14.	<b>Buffering Standards</b>	Section 40.30, Pg 126	<ul style="list-style-type: none"> <li>• Table requiring varying levels of landscaping, fencing or increased setbacks between potentially incompatible zoning districts and uses.</li> <li>• Certain zoning districts are prohibited from being adjacent to one another.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a process for screening and buffering to mitigate impacts from incompatible uses.</li> </ul>
15.	<b>Lighting Standards</b>	Section 40.35, Pg 128	<ul style="list-style-type: none"> <li>• Section provided on lighting standards in commercial and industrial zoning districts.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure that light trespass does not occur or affect neighboring properties.</li> </ul>
16.	<b>Special Regulated Uses</b>	Section 45, Various pages	<ul style="list-style-type: none"> <li>• Added standards for locating a new childcare establishment, group care or sexually oriented business within Mills city limits.</li> </ul>	<ul style="list-style-type: none"> <li>• Provide a process for starting one of these uses on a property.</li> </ul>
18.	<b>Annexations</b>	Section 46, Pg 157	<ul style="list-style-type: none"> <li>• Added a Section on annexation procedure and review/approval process</li> </ul>	<ul style="list-style-type: none"> <li>• Increase clarity and function of regulations.</li> </ul>
19.	<b>Traffic Study</b>	Section 47.55, Pg 169	<ul style="list-style-type: none"> <li>• Require a traffic study for all new subdivisions with more than twenty (20) lots.</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure property review and mitigation of impacts from new development on existing.</li> </ul>
20.	<b>Required Improvements &amp; Financial Security</b>	Section 47.70, Pg 176	<ul style="list-style-type: none"> <li>• Added a Section regarding required subdivision improvements, improvements agreements and guarantee of installation of required improvements.</li> </ul>	<ul style="list-style-type: none"> <li>• Standard language was added from Casper regulations to increase usability and consistency across jurisdictions.</li> </ul>
21.	<b>Subdivision Design Standards</b>	Section 47.60, Pg 176	<ul style="list-style-type: none"> <li>• Formal incorporation of the City of Casper’s design standards, Chapter 16.16.010 through 16.16.080.</li> </ul>	<ul style="list-style-type: none"> <li>• Increased consistency across jurisdictions for ease of use by developers, contractors, etc.</li> </ul>
22.	<b>Manufactured Home Siting</b>	Section 18, Various	<ul style="list-style-type: none"> <li>• Individual Manufactured Homes will be allowed in the R-2 and M-H zone districts. Also allowed in M-P, which are intended to be zoning district for Manufactured Home Parks.</li> </ul>	<ul style="list-style-type: none"> <li>• Increase ease of use and allow manufactured homes in appropriate locations throughout the city.</li> </ul>
23.	<b>Permitted Uses</b>	NA	<ul style="list-style-type: none"> <li>• Changed whether certain permitted uses are allowed by-right or with special review in all zoning districts.</li> </ul>	<ul style="list-style-type: none"> <li>• Numerous uses were included in certain zoning districts as permitted with special review, however, they are uses traditionally allowed by right.</li> <li>• Increase usability of the regulations and streamline review timeline for types of development.</li> </ul>
24.	<b>Accessory Dwelling Units</b>	Section 45.55, Pg 155	<ul style="list-style-type: none"> <li>• Added Accessory Dwelling Units (ADUs) as permitted uses in certain residential districts.</li> <li>• Districts proposed to allow ADUs are UAR, R-1 and R-2.</li> </ul>	<ul style="list-style-type: none"> <li>• The ability to have an ADU on a property has been shown to help with housing affordability, availability, and choice.</li> <li>• The new code is intended to provide additional and more flexible development options within the city.</li> </ul>
25.	<b>Document Navigation</b>	NA	<ul style="list-style-type: none"> <li>• All sections in the document .PDF are linked in the table of contents. Just click the section you wish to view in the table of contents and the document jumps to that section.</li> </ul>	<ul style="list-style-type: none"> <li>• Ease of use and interactive document.</li> </ul>
26.	<b>Monumentation</b>	Section 47.55, Pg 172	<ul style="list-style-type: none"> <li>• Placing clear and explicit standards for survey monumentation in subdivisions</li> </ul>	<ul style="list-style-type: none"> <li>• Ensure proper monumentation in all subdivisions and resubdivisions</li> </ul>

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27.	<b>Park Development Fees</b>	Section 47.65, Pg 174	<ul style="list-style-type: none"> <li>Require open space and/or parkland dedication or fee-in-lieu of land dedication, with all new subdivisions.</li> </ul>	<ul style="list-style-type: none"> <li>Enable the City to require park development fees for all new residential subdivisions to use towards maintenance and improvements of existing city parks, pathways and open space. City can also ask that land be dedicated instead, for park area or a pathway/trail.</li> <li>Fee is \$350 per dwelling unit/lot</li> <li>Council can decide instead if they want land dedicated. 100% of the actual market value of the land is applied towards park development fee.</li> </ul>
28.	<b>Photometric (Engineered) Lighting Plan</b>	Section 40.35, Pg. 130	<ul style="list-style-type: none"> <li>For all new developments within 50 feet of a residential zone and a valuation of work of \$500,000 or more, a photometric lighting plan is required.</li> </ul>	<ul style="list-style-type: none"> <li>Recommended by Planning &amp; Zoning Commission</li> </ul>
29.	<b>Title Report</b>	Section 47.55, Pg 177	<ul style="list-style-type: none"> <li>Require a title report or Owner &amp; Encumbrance Report with each subdivision application (less than 3 months old).</li> </ul>	<ul style="list-style-type: none"> <li>Verify current ownership, applicable easements or other encumbrances on a property</li> </ul>