



CITY OF MILLS
EST. 1921

704 Fourth Street
P.O. Box 789
Mills, WY 82644

Phone: 307-234-6679
Fax: 307-234-6528

Memorandum

TO: Mills City Council
FROM: Megan Nelms, AICP, City Planner
DATE: September 22, 2023

SUBJECT: De-Annexation of Property from City of Mills

Summary: Petitions have been submitted by the City of Casper and Natrona County, as property owners, for de-annexation of approximately 22 acres from the City of Mills. The properties are located along the North Platte River in the Fort Caspar/Izaak Walton area. The properties have been targeted for de-annexation from Mills and annexation into the City of Casper to clean-up historical jurisdictional boundaries. The location of the properties, on the opposite side of the river from Mills, makes it more practical for the City of Casper to provide municipal services.

Pursuant to W.S. § 15-1-421, the City of Casper, Natrona County and the City of Mills have worked together to follow the procedures outlined in statute for the de-annexation. Natrona County has completed two (2) de-annexation reports on the proposed impacts of the de-annexations. Those reports are attached for your review. No significant impacts have been identified and the City of Mills may now move forward and take action to de-annex the properties.

Planning Considerations:

There are no planning considerations.

Staff Recommendation: Staff recommends APPROVAL of the proposed de-annexation.



Natrona County Commissioners

200 North Center, Room 115
Casper, WY 82601
Phone (307) 235-9202
Fax (307) 235-9486

Steven Freel, Commissioner
Dallas Laird, Commissioner
Jim Milne, Commissioner
Peter Nicolaysen, Commissioner
Dave North, Commissioner

July 5, 2023

Christine Trumbull
Mills City Clerk
704 Fourth Street
Box 789
Mills, WY 82644

RECEIVED
JUL 12 2023
Sig: *Sarah*
Mills Municipal Court Clerk

Dear Ms. Trumbull:

Natrona County, as the landowner of a 3.07 acre parcel, more particularly described in the attached exhibits, and pursuant to W.S. 15-1-421, hereby requests that said property be de-annexed from the City of Mills. The County would like to annex the property into the City of Casper, in that its location, on the opposite side of the river from the City of Mills, makes it more practical for the City of Casper to provide municipal services.

Wyoming State Statutes do not provide a procedure for the simultaneous de-annexation of the property from Mills, and annexation to the City of Casper. Instead, two separate actions are required, beginning with the de-annexation of the parcel and the temporary reversion of the parcel to unincorporated land under the jurisdiction of Natrona County. After the parcel has reverted to unincorporated County land, the County will then annex the parcel according to the procedures outlined in W.S. 15-1-407.

The Natrona County Commissioners will prepare a report on the impact of the de-annexation within sixty (60) days. It is our understanding of the procedure that the City of Mills should not take any action on the petition for de-annexation until after the sixty (60) day period has elapsed. The County's final obligation with regard to the de-annexation will be to publish a legal notice in the Casper Star Tribune within ten (10) days of the filing of this petition.

Thank you for your consideration in this matter. If you have any questions, please contact Kristie Turner, County Planner, at 235-9330.

Sincerely,

Steve Freel, Chairman
Board of County Commissioners

Enc. Legal Description of property proposed for de-annexation

Cc: Natrona County Commissioners



EXHIBIT "A"
NATRONA COUNTY PARCEL

A parcel of land located within a portion of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 7, T.33N., R.79W., 6th P.M., City of Casper, Natrona County, Wyoming, as shown on Exhibit B attached hereto and by this reference made a part hereof, and being more particularly described as follows:

Commencing at the SW $\frac{1}{16}$ corner of said Section 7, monumented by a brass cap;

Thence N89°20'13"E, along the south line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7, a distance of 329.87 feet to the Point of Beginning being the southwest corner of the Natrona County parcel being described, also being the southeast corner of the City of Casper parcel, monumented by a brass cap;

Thence N45°20'56"W, along the southwesterly line of the County parcel, also being the northeasterly line of the City parcel, a distance of 464.21 feet to the most north corner of the City parcel, located on the west line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7;

Thence N00°04'06"W, along the west line of the County parcel also being the west line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7, a distance of 155.03 feet to the northwest corner of the parcel being described, also being the southwest corner of the Town of Mills parcel;

Thence S63°43'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 148.46 feet to an angle point;

Thence S65°49'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 244.03 feet to an angle point;

Thence S50°48'39"E, along the northeasterly line of the County parcel and the southwesterly line of the Mills parcel, a distance of 233.12 feet to the southeast corner of the Mills parcel;

Thence N37°18'21"E, along the southeasterly line of the Mills parcel, a distance of 63.87 feet to a point located on the westerly right-of-way line of Wyoming Boulevard;

Thence in a southeast direction along the west right-of-way line of Wyoming Boulevard and a curve to the right having a radius of 409.26 feet, through a central angle of 10°39.23", a distance of 76.12 feet, with a chord bearing of S01°41'03"E, a distance of 76.01 feet to the end of curve;

Thence S03°38'56"W, along the east line of the County Parcel and the west right-of-way line of Wyoming Boulevard, a distance of 140.51 feet to the southeast corner of the parcel being described, located on the south line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7;

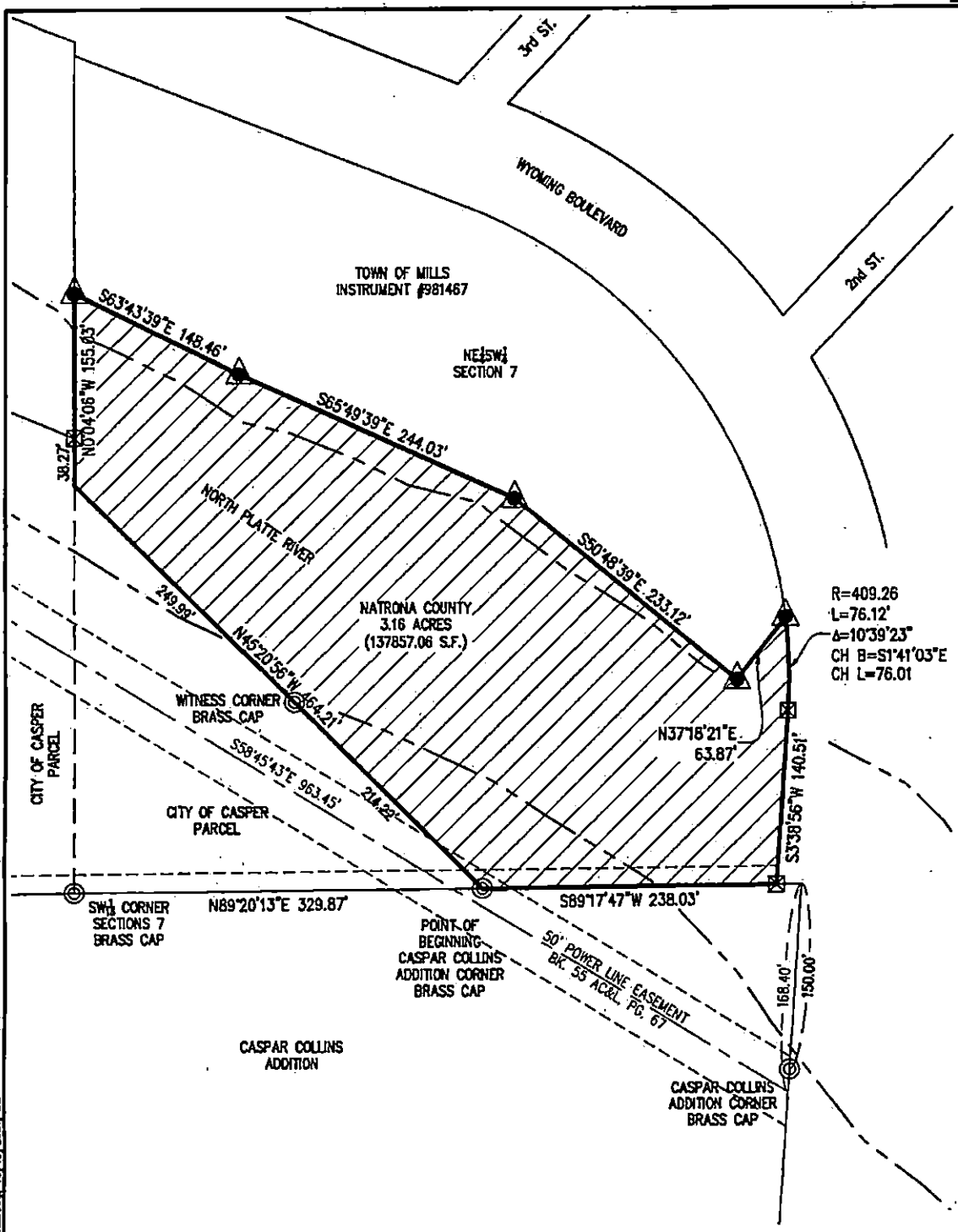
Thence S89°17'47"W, along the south line of the County parcel also being the south line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7, a distance of 238.03 feet to the Point of Beginning.

The above described parcel contains 3.16 acres, (137857.06.04 S.F.), more or less, and is subject to all rights-of-way and/or encumbrances, reservations and encroachments which have been legally acquired.

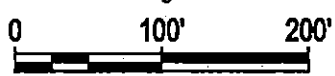
I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision October, 2021, and that on the basis of my information, knowledge and belief as a Professional Land Surveyor this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.



B:\Vard\2021\Surveying\21-221 Inads\Wilton\Leopold\Survey\PLA\COUNTY PARCEL.dwg, 10/19/2021, B3



SCALE: 1" = 100'

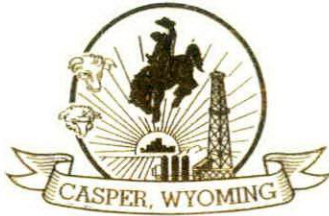


Civil Engineering Professionals, Inc.
 6080 Enterprise Drive, Casper, WY 82609
 Phone 307.266.4346 Fax 307.266.0103
 www.cepi-casper.com

LEGEND

- SET BRASS CAP
- CORNER NOT MONUMENTED
- FOUND MONUMENT AS NOTED

EXHIBIT "B"
NATRONA COUNTY PARCEL
 NE1/4 Section 7
 T.33N., R.79W., 6TH P.M.
 Natrona County, Wyoming
 October, 2021
 W.O. 21-221



OFFICE OF THE MAYOR

CITY OF CASPER

200 NORTH DAVID STREET
CASPER, WYOMING 82601-1815
PHONE (307) 235-8224
FAX: (307) 235-8313
www.cityofcasperwy.com

June 20, 2023

Ms. Christine Trumbull
Mills City Clerk
704 Fourth Street
Box 789
Mills, WY 82644

RECEIVED
JUL 12 2023
Sig: 
Mills Municipal Court Clerk

Dear Ms. Trumbull:

The City of Casper, as the landowner of a nineteen-acre parcel, more particularly described in the attached exhibits, and pursuant to W.S. 15-1-421, hereby requests that said property be de-annexed from the City of Mills. The City would like to annex the property into the City of Casper, in that its location, on the opposite side of the river from the City of Mills, makes it more practical for the City of Casper to provide municipal services.

Wyoming State Statutes do not provide a procedure for the simultaneous de-annexation of the property from Mills, and annexation to the City of Casper. Instead, two separate actions are required, beginning with the de-annexation of the parcel and the temporary reversion of the parcel to unincorporated land under the jurisdiction of Natrona County. After the parcel has reverted to unincorporated County land, the City will then annex the parcel according to the procedures outlined in W.S. 15-1-407.

Pursuant to W.S. 15-1-421 the City is concurrently providing a copy of the petition to de-annex to the Natrona County Commissioners. The Natrona County Commissioners are then required, by law, to prepare a report on the impact of the de-annexation within sixty (60) days. It is our understanding of the procedure that the City of Mills should not take any action on the petition for de-annexation until after the sixty (60) day period has elapsed. The City of Casper's final obligation with regard to the de-annexation will be to publish a legal notice in the Casper Star Tribune within ten (10) days of the filing of this petition.

Thank you for your consideration in this matter. If you have any questions, please contact Liz Becher, Community Development Director, or Craig Collins, City Planner, at 235-8241.

Sincerely,



Bruce Knell
Mayor

Enc. Legal Description of property proposed for de-annexation
Cc: Natrona County Commissioners



EXHIBIT "A"
Portions of Lot 3 (NW¼SW¼)
& NE¼SW¼ Section 7, T.33N., R.79W., 6th P.M.
City of Casper Parcel
Natrona, County, Wyoming

A parcel of land situate within portions of Lot 3 (NW¼SW¼) and NE¼SW¼ of Section 7, T.33N., R.79W., 6th P.M., Natrona County, Wyoming, as shown on Exhibit B, attached hereto and by this reference made a part hereof, being more particularly described as follows:

Commencing at the S1/16 corner common to said Section 7 and Section 12, T.33N., R.80W., located on the north line of Caspar Collins Addition No. 2, monumented by a brass cap, being the southwest corner of the parcel being described and the Point of Beginning;

Thence N00°22'33"W, along the west line of said Section 7, a distance of 847.62 feet to the northwest corner of the parcel being described, located within the North Platte River;

Thence S71°00'04"E, along the north line of the parcel, a distance of 1091.09 feet to an angle point;

Thence S68°00'11"E, along the north line of the parcel, a distance of 265.19 feet to the northeast corner of the parcel, located on the west line of the NE¼SW¼ of said Section 7;

Thence S00°04'06"E, along the west line of the NE¼SW¼ of said Section 7, a distance of 38.27 feet to a point;

Thence S45°20'56"E, a distance of 464.21 feet to the southeast corner of the parcel, located on the south line of the NE¼SW¼ of said Section 7 and the north line of the Caspar Collins Addition to the City of Casper;

Thence S89°20'13"W, along the south line of the parcel, also being the south line of the NE¼SW¼ of said Section 7, and the north line of the Caspar Collins Addition, a distance of 329.87 feet to the SW1/16 corner of said Section 7;

Thence S88°53'54"W, along the south line of the parcel and the north line of the Caspar Collins Addition, a distance of 246.63 feet to a point being the northwest corner of the Caspar Collins Addition and the northeast corner of the Caspar Collins Addition No. 2;

Thence S88°52'59"W, along the south line of the parcel also being the south line of the NE¼SW¼ of said Section 7, and the north line of the Caspar Collins Addition No. 2, a distance of 1026.01 feet to the Point of Beginning.

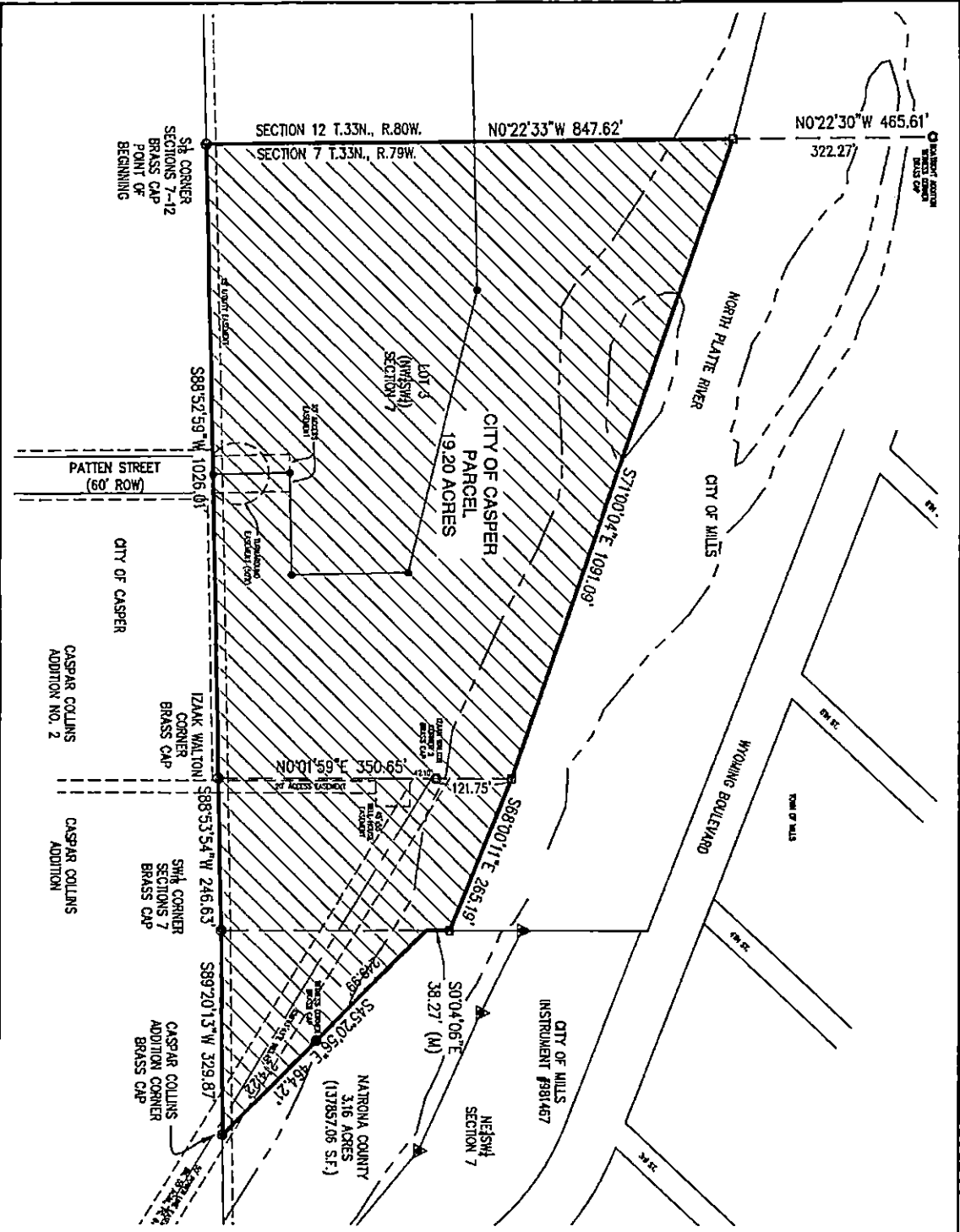
The above described parcel of land contains 19.20 acres, more or less and is subject to any rights-of-way and/or easements, reservations and encumbrances which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision in September, 2021, and that on the basis of my information knowledge and belief as a Professional Land Surveyor that this description is true and correct.



MODIFICATION IN ANY WAY OF THE FOREGOING DESCRIPTION IS STRICTLY PROHIBITED. I HAVE CAREFULLY REVIEWED THIS INFORMATION AND CERTIFY IT TO BE ACCURATE ON THE BASIS OF MY KNOWLEDGE AND BELIEF. ANY CHANGE, ADDITION OR DELETION OF ANY PART OF THIS DESCRIPTION WILL ACT TO VOID ANY WARRANTY OR RESPONSIBILITY, EXPRESSED OR IMPLIED, THAT I HAVE TOWARD THE SUBJECT PROPERTY.

M:\Land 2023\Survey\23-141 Izak Walton Exhibits\Drawings\Survey Plots\CITY OF CASPER PARCELS.dwg, 4/11/2023, B11



LEGEND

- ▲ SET BRASS CAP
- ⊠ CORNER NOT MONUMENTED
- ◎ FOUND MONUMENT AS NOTED



0 200' 400'

SCALE: 1" = 200'



Civil Engineering Professionals, Inc.
 6080 Enterprise Drive, Casper, WY 82609
 Phone 307.266.4346 Fax 307.266.0103
 www.cepi-casper.com

EXHIBIT "B"
NATRONA COUNTY PARCEL

Portion of
 Lot 3 & NE 1/4 Section 7
 T.33N., R.79W., 6th P.M.
 Natrona County, Wyoming
 April, 2023
 W.O. 23-141



EXHIBIT "A"
NATRONA COUNTY PARCEL

A parcel of land located within a portion of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of Section 7, T.33N., R.79W., 6th P.M., City of Casper, Natrona County, Wyoming, as shown on Exhibit B attached hereto and by this reference made a part hereof, and being more particularly described as follows:

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Thence N45°20'56"W, along the southwesterly line of the County parcel, also being the northeasterly line of the City parcel, a distance of 464.21 feet to the most north corner of the City parcel, located on the west line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7;

Thence N00°04'06"W, along the west line of the County parcel also being the west line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7, a distance of 155.03 feet to the northwest corner of the parcel being described, also being the southwest corner of the Town of Mills parcel;

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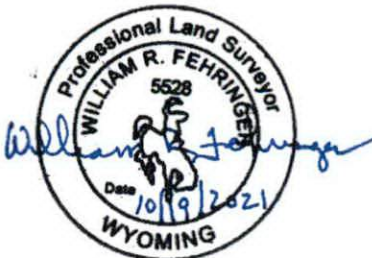
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Thence S03°38'56"W, along the east line of the County Parcel and the west right-of-way line of Wyoming Boulevard, a distance of 140.51 feet to the southeast corner of the parcel being described, located on the south line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7;

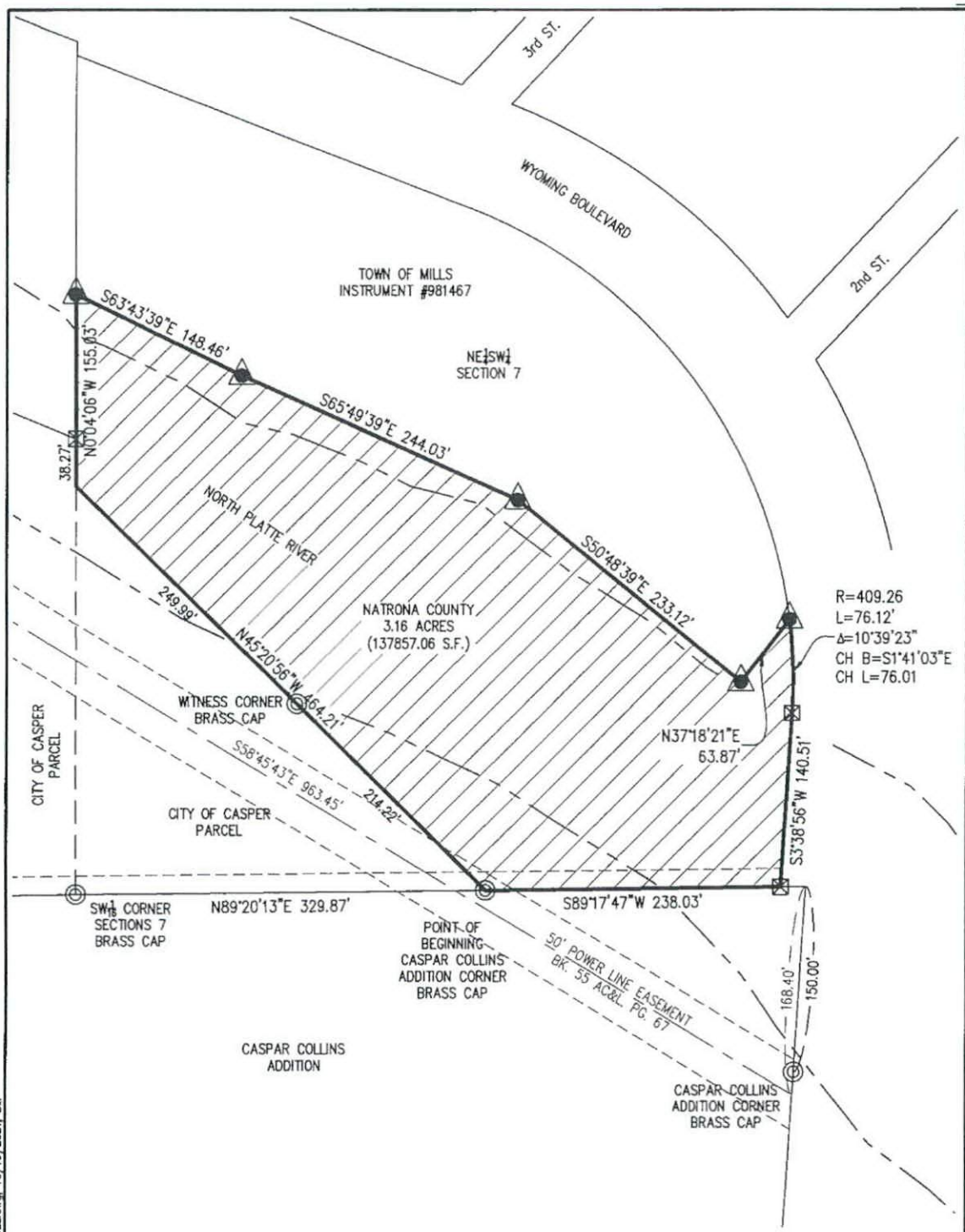
Thence S89°17'47"W, along the south line of the County parcel also being the south line of the NE $\frac{1}{4}$ SW $\frac{1}{4}$ of said Section 7, a distance of 238.03 feet to the Point of Beginning.

The above described parcel contains 3.16 acres, (137857.06.04 S.F.), more or less, and is subject to all rights-of-way and/or encumbrances, reservations and encroachments which have been legally acquired.

I hereby certify that this description was prepared from notes taken during an actual survey made under my direct supervision October, 2021, and that on the basis of my information, knowledge and belief as a Professional Land Surveyor this description is true and correct.



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M:\Land 2021\Surveying\21-22\book Walton League\Survey Plots\COUNTY PARCEL.dwg, 10/19/2021, BBI



0 100' 200'

SCALE: 1" = 100'



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www.cepi-casper.com

LEGEND

▲	SET BRASS CAP
☒	CORNER NOT MONUMENTED
◎	FOUND MONUMENT AS NOTED

EXHIBIT "B"
NATRONA COUNTY PARCEL
NE 1/4 Section 7
T.33N., R.79W., 6TH P.M.
Natrona County, Wyoming
October, 2021
W.O. 21-221

De-Annexation Report
Board of County Commissions

9-5-2023

City of Casper Property

60 day statutory deadline for de-annexation report is **September 11, 2023** (W.S. 15-1-142(a))

Request:	A request by the City of Casper for de-annexation of three parcels comprising approximately 19 acres from the City of Mills into Natrona County.
Legal Description:	A parcel located in and being a portion of Lot 3 (NW ¼ SW ¼) and NE ¼ SE ¼ of Section 7, Township 33N, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming (Exhibit A attached).
Owner:	City of Casper
Location:	The property is along the North Platte River in the Fort Caspar/Izaak Walton area.
Zoning:	City of Mills, Public Land Institutions (PLI)
Purpose:	To de-annex these parcels from the City of Mills and annex these parcels into the City of Casper in order to more efficiently provide municipal services to the area. De-annexation into the county is a procedural step for this process.

The Board of County Commissioners is in receipt of a letter from the City of Casper requesting de-annexation of the subject parcels from the municipal boundaries of the City of Mills. As per W. S. 15-1-421 (a), this de-annexation report is provided to address the impacts of the proposed de-annexation to the County and what will be required of the applicant.

Background:

The petition from the City of Casper to de-annex was submitted to the City of Mills and Natrona County on July 12, 2023. As there is no statutory procedure for the simultaneous de-annexation and annexation of property from one municipality into an adjacent municipality, the process requires two separate actions which involves de-annexation into the County W. S. 15-1-421 (a) and then annexation into the desired municipality, W.S. 15-1-407.

The subject parcels are physically separated from the City of Mills by the North Platte River. Access to the subject parcels is through adjacent parcels within the City of Casper. As the subject parcels are adjacent to and accessed through the City of Casper the jurisdictional boundary realignment through de-annexation and the subsequent annexation process is a practical and reasonable action.

Evaluation:

The de-annexation will require law enforcement and emergency response from the Natrona County Sheriff Office and Natrona County Fire or the City of Casper Police and/or City of Casper Fire Department through an intergovernmental agreement. The de-annexation of the subject parcels will not cause a significant financial burden for the County.

There is currently a campground operating on one of the subject parcels (33790730001800). The jurisdictional boundary divides this parcel, the west half of the parcel is within the County and east half is within the City of Mills. The de-annexation and subsequent annexation of this parcel to the City of Casper will remedy the jurisdictional challenges faced by this parcel.

The zoning of the subject parcels is currently under the City of Mills as Public Land Institutions (PLI) zoning district. As the City of Casper, the property owner, has expressed intent to annex the subject parcels into the City of Casper per W.S. 15-1-407, the County will not require the City of Casper to immediately obtain a zoning designation through the Zone Map Amendment process. However, after de-annexation and for the duration of the annexation process, the County will not entertain any building permit applications and/or any other development applications for the subject parcels. If the annexation process has not been initiated by the City of Casper within one year of de-annexation from the City of Mills, the City of Casper will be required to obtain a County zoning designation.

Conclusion:

The Board of County Commissioners, in general, is not opposed to the proposed de-annexation. The de-annexation of the subject parcels into the County will not have a significant financial or organizational impact on the County. However, if the City of Casper, as property owner, does not initiate annexation into the City of Casper within a year of de-annexation, zoning designation must be obtained and parcels will be subject to the current 2022 Natrona County Zoning Resolution as amended.

NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS

Chair

De-Annexation Report
Board of County Commissioners
9-5-2023
Natrona County Property

60 day statutory deadline for de-annexation report is **September 11, 2023** (W.S. 15-1-142(a))

Request:	A request by Natrona County for de-annexation of a parcel comprising approximately 3.07 acres from the City of Mills into Natrona County.
Legal Description:	A parcel located within a portion of NW ¼ SW ¼ of Section 7, Township 33N, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming (Exhibit A and B attached).
Owner:	Natrona County
Location:	The property is along the North Platte River in the Fort Caspar/Izaak Walton area.
Zoning:	City of Mills, Public Land Institutions (PLI)
Purpose:	To de-annex this parcel from the City of Mills and at a future time annex this parcel into the City of Casper in order to more efficiently provide municipal services to the area. De-annexation into the county is a procedural step for this process.

The Board of County Commissioners has submitted a letter to the City of Mills requesting de-annexation of the subject parcel from the municipal boundaries of the City of Mills. As per W. S. 15-1-421 (a), this de-annexation report is provided to address the impacts of the proposed de-annexation to the County and what will be required of the applicant.

Background:

The petition from Natrona County to de-annex was submitted to the City of Mills on July 12, 2023. As there is no statutory procedure for the simultaneous de-annexation and annexation of property from one municipality into an adjacent municipality, the process requires two separate actions which involves de-annexation into the County W. S. 15-1-421 (a) and then annexation into the desired municipality, W.S. 15-1-407.

The subject parcel is physically separated from the City of Mills by the North Platte River. Access to the subject parcel is through adjacent parcels within the City of Casper. As the subject parcels are adjacent to and accessed through the City of Casper the jurisdictional boundary realignment through de-annexation and the subsequent annexation process is a practical and reasonable action.

Evaluation:

The de-annexation will require law enforcement and emergency response from the Natrona County Sheriff Office and Natrona County Fire or the City of Casper Police and/or City of Casper Fire Department through an intergovernmental agreement. The de-annexation of the subject parcels will not cause a significant financial burden for the County.

There is currently a campground operating on one of the subject parcels (33790730001800). The jurisdictional boundary divides this parcel, the west half of the parcel is within the County and east half is within the City of Mills. The de-annexation and subsequent annexation of this parcel to the City of Casper will remedy the jurisdictional challenges faced by this parcel.

The zoning of the subject parcels is currently under the City of Mills as Public Land Institutions (PLI) zoning district. As Natrona County, the property owner, has expressed intent to annex the subject parcels into the City of Casper per W.S. 15-1-407, the County will not immediately seek a zoning designation through the Zone Map Amendment process. In the event the Board of Commissioners no longer desire to proceed with annexation into the City of Casper, a Zone Map Amendment would be necessary.

Conclusion:

The Board of County Commissioners support the proposed de-annexation.

NATRONA COUNTY
BOARD OF COUNTY COMMISSIONERS

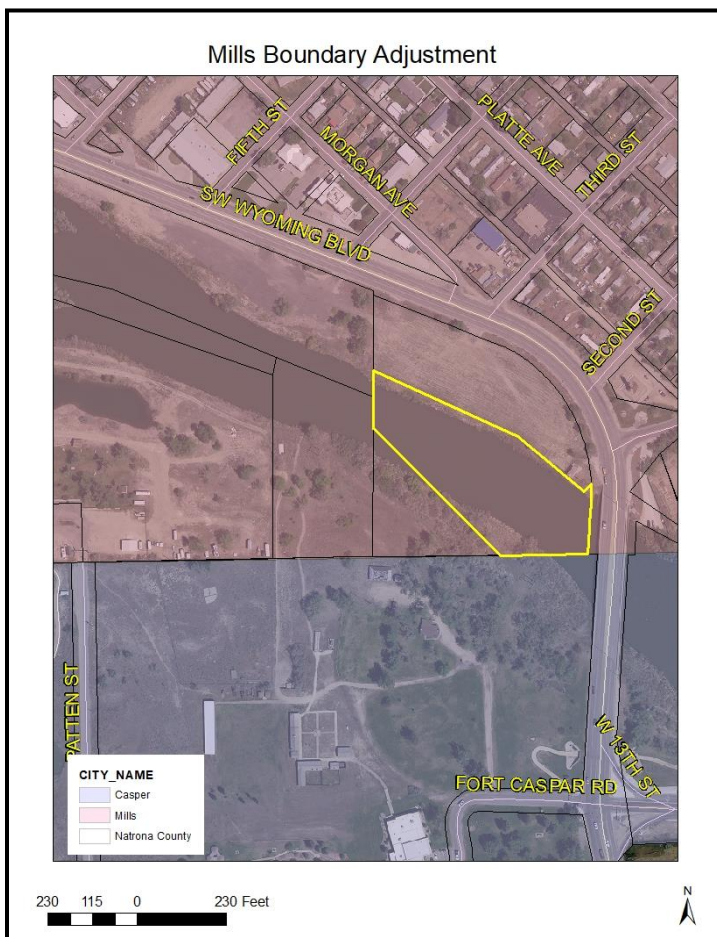
Chair

LEGAL NOTICE

Natrona County is the landowner of a 3.16 acre, more or less, parcel of land located within the Town of Mills, situate within portions of NE1/4SW1/4 of Section 7, T of Section 7, T.33N., R.79W., 6th P.M., Natrona County Wyoming. Natrona County has petitioned to have said property de-annexed from the Town of Mills pursuant to W.S. 15-1-421.

Once the de-annexation of the property has been approved, Natrona County intends to petition the City of Casper to annex the property, pursuant to the procedures outlined in W.S. 15-1-407.

A copy of a map showing the general location of the subject property is shown below:



Publish: July 16, 2023

LEGAL NOTICE

The City of Casper is the landowner of a 19-acre, more or less, parcel of land located within the Town of Mills, situate within portions of Lot 3 - NW1/4SW1/4 and NE1/4SW1/4 of Section 7, T.33N., R. 79W., 6th P.M., Natrona County Wyoming. The City of Casper has petitioned to have said property de-annexed from the Town of Mills pursuant to W.S. 15-1-421.

A copy of the petition to de-annex said property has been sent to the Natrona County Commissioners who shall, within sixty (60) days, prepare a report on the impact of the de-annexation. Once the de-annexation of the property has been approved, the City of Casper intends to annex the property, pursuant to the procedures outlined in W.S. 15-1-407.

A copy of a map showing the general location of the subject property is shown below:

Mills and Casper Boundary Adjustment

