



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 Planning & Zoning Commission

FROM: Megan Nelms, AICP, City Planner

DATE: June 5, 2024

SUBJECT: Amendments to Title 17 – Land Development Regulations

Staff is presenting the FINAL DRAFT version of proposed amendments to Title 17 – Land Development Regulations (LDRs). A complete revision of the document was adopted in July of 2024. Now a year in use, staff have found minor corrections, modifications and additions needed within the regulations. Staff presented a preliminary version of the amendments at the March Planning & Zoning meeting and requested the Commissioners review and provide any comments on the proposed amendments. I have also consulted with other city staff, external development reviewers and frequent users of the LDRs to solicit comments and feedback about the proposed amendments.

Included with the minor changes to the existing regulations is the new Downtown Riverfront Overlay Design District. Covering the riverfront area along both sides of Wyoming Blvd. from approximately Eighth St. to First St., the Downtown Riverfront Design Overlay District is the next step in achieving the goals set forth in the Mills 2017 Comprehensive Plan and the 2016 River Front Concept Design Plan. The zoning overlay is part of the process to implement goals from the Comprehensive Plan, which include:

- ❖ Develop a Downtown Riverfront District with a riverfront park and trails to attract families, the arts and restaurants to create the heart of the community.
- ❖ Create a plaza-like festival space with public spaces that may include, but are not limited to, a band shell, usable greenway, and splash pad, among other amenities.
- ❖ Develop a unique downtown destination for residents and visitors to gather and celebrate the community.

The overlay district focuses on establishing a new pattern of land use and utilization of design elements to define the look and feel of the future river front area. Goals from the Comprehensive Plan applicable to the proposed overlay include:



CITY OF MILLS
EST. 1921

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

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

- ❖ Establish an identity for the city through streetscape, community branding, light poles and banners, wayfinding and business improvements in the commercial areas.
- ❖ Encourage the use of the same materials throughout the district and provide incentives to use local products.
- ❖ Clean up the commercial area of lower Mills and work to assist in the quality redevelopment of the identified area.

The overlay district standards have been drafted with goals from the Comprehensive Plan in mind. The overlay district regulations put the focus on:

- Creating a strong sense of place
- Walkable environments
- Safe streets and places that are comfortable for people to walk and meet.
- A mixture of commercial and residential uses
- Building materials, signage standards and design elements that will look similar across the corridor to establish a cohesive identity for the area.

A summary of the amendments is provided on the attached spreadsheet. Staff will receive comments, edits, and modifications to the proposed amendments at the meeting and request that the Commission make a recommendation. The amended regulations will then be presented to Council for 1st reading on June 24th. The process to adopt the amendments will take three readings before the Council.

Staff Recommendation: The Planning Commission provide a “do pass” recommendation to the City Council for the adoption of amendments to Title 17, Mills Land Development Regulations.