



CITY OF MILLS
EST. 1921

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Memorandum

TO: Mills City Council
FROM: Megan Nelms, AICP, City Planner
DATE: March 8, 2024
SUBJECT: Updated Zoning & Subdivision Regulations - DRAFT

Attached, please find a DRAFT version of the updated zoning and subdivision regulations for the City of Mills. It is proposed to be entitled “Title 17: City of Mills Land Development Regulations” (LDRs). I would like to take time at the work session to provide a broad overview of the changes that have been made to the regulations and allow Council time to review and provide comments, edits, and changes prior to moving towards final adoption.

A total revision of Title 17 was completed, with the goal being a final document that is user-friendly, increases clarity and understanding and helps ensure proper and thoughtful development across the city. The regulations should reflect the values and goals of the City and should implement the community plan and policies in a manner that is approachable and understandable.

The updates borrow heavily from the City of Casper regulations, as well as other communities around the state. The intent was to bring a level of continuity in the regulations across the various municipalities (Casper, Mills, Bar Nunn, etc.) while keeping the requirements user friendly to encourage developers and citizens to view Mills as a city where they can live, work, develop property or expand their business.

Throughout the document update process, I have strived to:

- Use simple words, phrases and sentences, when possible;
- Avoid the use of confusing, conflicting and ambiguous language;
- Incorporated graphics to illustrate regulations for clarity;
- Use interactive features that make navigating the document easier



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I have included a summary of major changes made to Title 17 on the attached spreadsheet. It does not include every proposed amendment; however, I have tried to be comprehensive and include as many as possible.

Again, the document before you today is still in DRAFT form. To move forward towards adoption, I have developed a stakeholder review process, which will encompass review by Council, the Planning Commission and various community stakeholders. I also plan to run several “what if” scenarios to “stress test” the new code, which will help us identify gaps and areas that may need to be modified or confirm that the proposed processes will work as intended.

Staff Recommendation: Staff requests Council provide review and comment on the proposed draft regulations **no later than April 26, 2024.**