



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: May 13, 2025
SUBJECT: Final Plat – Elrod Addition

Case Number: 25.04 FSP

Summary: The applicant is proposing to resubdivide Lot 1, Elrod Addition into two (2) lots, one being .72-acres in size and the other .14-acres in size. Both lots meet the minimum lot size requirements for the applicable zone district, however, the applicant has indicated the purpose of the resubdivision is to provide access across proposed Lot 2 from Falcon St. to the adjacent Lot 20, Peterson Addition No. 2.

Current Zoning: I-1 (Light Industrial) *no change of zoning is requested or required.

Planning Commission Recommendation: At their May 1, 2025, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the subdivision request, pending completion of all planning considerations.

Staff Recommendation: The applicant has completed all the required planning considerations and staff recommends APPROVAL of the subdivision final plat.

Elrod Addition No. 2
Final Plat

Planning Commission Meeting
May 1, 2025

City Council Meeting

Applicants: Elrod Living Trust

Case Number: 25.04 FSP

Agent: ECS Engineers

Summary: The applicant is proposing to resubdivide Lot 1, Elrod Addition into two (2) lots, one being 31,781 sq. ft. and the other 6,185 sq. ft in size.

Legal Description: Lot 1, Elrod Addition

Location: The property is located on the northeast corner of the intersection of Poison Spider Rd and Falcon Ave.

Current Zoning: I-1 (Light Industrial) *no change of zoning is requested or required.

Existing Land Use: There is an existing shop building on the property. *It is noted that the existing structure is considered non-conforming for setbacks

Adjacent Land Use: North: Industrial uses/Peterson Addition No. 3 (C-1)
South: Industrial uses/Peterson Subdivision No. 2 (I-1)
East: Industrial uses/Peterson Subdivision No. 2 (I-1)
West: Various commercial businesses (I-1)

Planning Considerations:

1. Add the size of each lot in acres to the plat face.
2. Cosmetic changes to the plat:
 - a. In the 2nd line of the first paragraph of the Dedication, add a space between Lot and the number 1.
 - b. In the Acknowledgement, for each signer of the plat, add “Elrod Living Trust 12/5/23” after Trustee
 - c. Update the vicinity map to reflect the nearby resubdivision of Natrona Business Park No. 2
 - d. Re-label Roosevelt St. as 35’ wide
 - e. Add a ‘date’ field for each signer under City Engineer, Planner & Surveyor

3. Survey Reviews:

- a. The last two calls in the legal description bound to Poison Spider Road and they should bound to Falcon Street.

Staff Recommendation:

Staff recommends APPROVAL of the final plat upon all planning considerations being completed and for the Planning Commission make a “Do Pass” recommendation on the Final Plat application.

Planning Commission Recommendation:

City Council Decision:



CITY OF MILLS
APPLICATION FOR PLAT/REPLAT
Pursuant to the City of Mills Zoning Ordinance

PAID
APR 10 2025



City of Mills, Wyoming
704 4th Street (Physical Address)
P.O. Box 789 (Mailing Address)
Mills, Wyoming 82644

Date: _____
Return by: _____
(Submittal Deadline)
For Meeting on: _____

PLEASE PRINT

SINGLE POINT OF CONTACT: Dan Elrod (307) 797-3041

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name:
Elrod Living Trust and CCR LLC
Owner Mailing Address:
2971 Robertson Road
City, State, Zip: Casper, WY 82604
Owner Phone: () [REDACTED]
Applicant Email: [REDACTED]

AGENT INFORMATION:

Print Agent Name:
Dan Elrod
Agent Mailing Address:
2971 S. Robertson Road
City, State, Zip: Casper, WY 82604
Agent Phone: () [REDACTED]
Agent Email: [REDACTED]

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): 1136 Falcon Lot 1 Elrod Living Trust

Physical address of subject property if available: 1136 Falcon

Size of lot(s) 37,642 sq ft sq. ft/acres:

Current zoning: I-1 Current use: Commercial

Intended use of the property: Same

Zoning within 300 feet: I-1 Land use within 300 feet: Same

ATTACHMENTS (REQUIRED):

1. **Proof of ownership:** _____ (such as deed, title certification, attorney's title opinion)
2. **One (1) full sized copy of the plat/replat:** _____
3. **One reproducible 11 x 17 plat/replat hard copy:** _____
4. **One plat/replat electronic copy (pdf):** _____

RIGHT-OF-WAY / EASEMENT INFORMATION:

Right-of-Way / Easement Location: N/A
(Example: along west property line, running north & south)

Width of Existing Right-of-Way / Easement: _____ Number of Feet to be Vacated: _____

Please indicate the purpose for which the Right-of-Way / Easement is to be vacated / Abandoned

SIGNATURE(S):

The following owner's signature signifies that all information on this application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all application information and requirements. [In addition to the owner's signature(s), if an agent of the owner is also to be notified and/or contacted for all communications relating to this application, please have the agent sign below.]

I (We) the undersigned owner(s) of the property described above do hereby make application to the City of Mills as follows:
Replat of Lot 1 Elrod Family Trust and Lot 20 Peterson #2

Surveying by ECS Shawn Gustufson (307) 267-6215

OWNER Signature

OWNER Signature

AGENT Signature

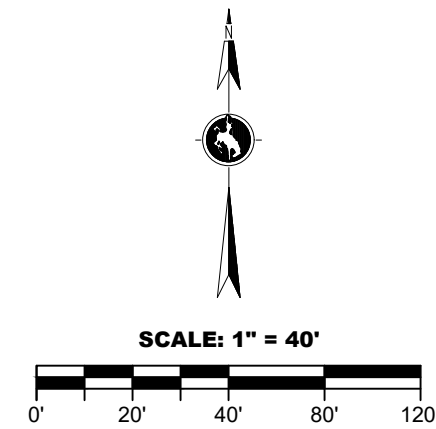
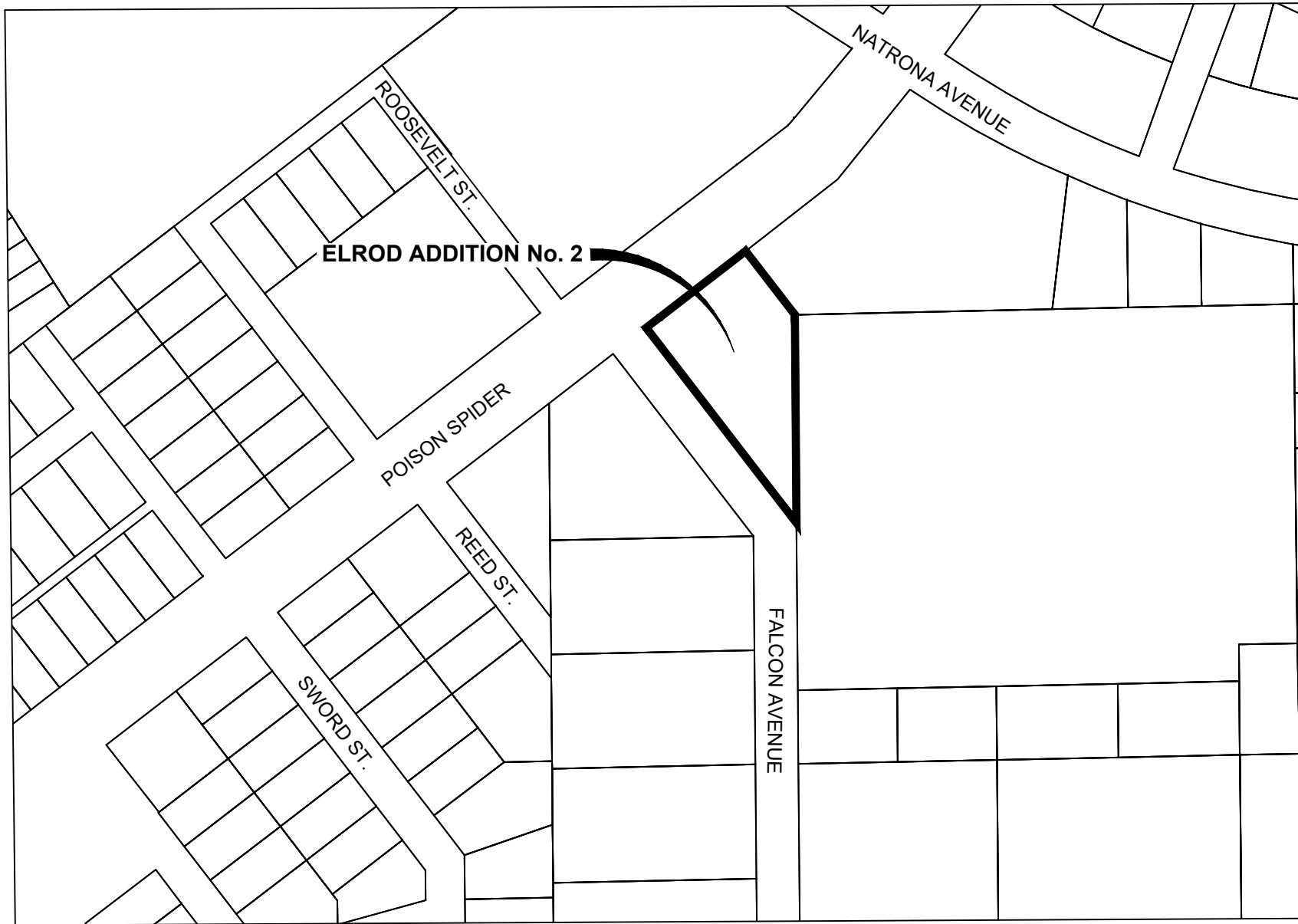
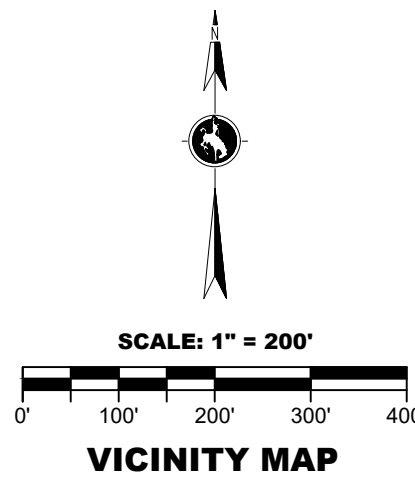
FEES (Plat/Replat): \$10.00 per lot (\$250.00 minimum and a \$1,000.00 maximum), **plus \$150.00 recording fee.**

For Office Use Only: Signature verified: _____ **Proof of ownership provided:** _____ **Fee Paid: \$** _____

A VACATION AND REPLAT OF LOT 1, ELROD ADDITION
AS

ELROD ADDITION No. 2

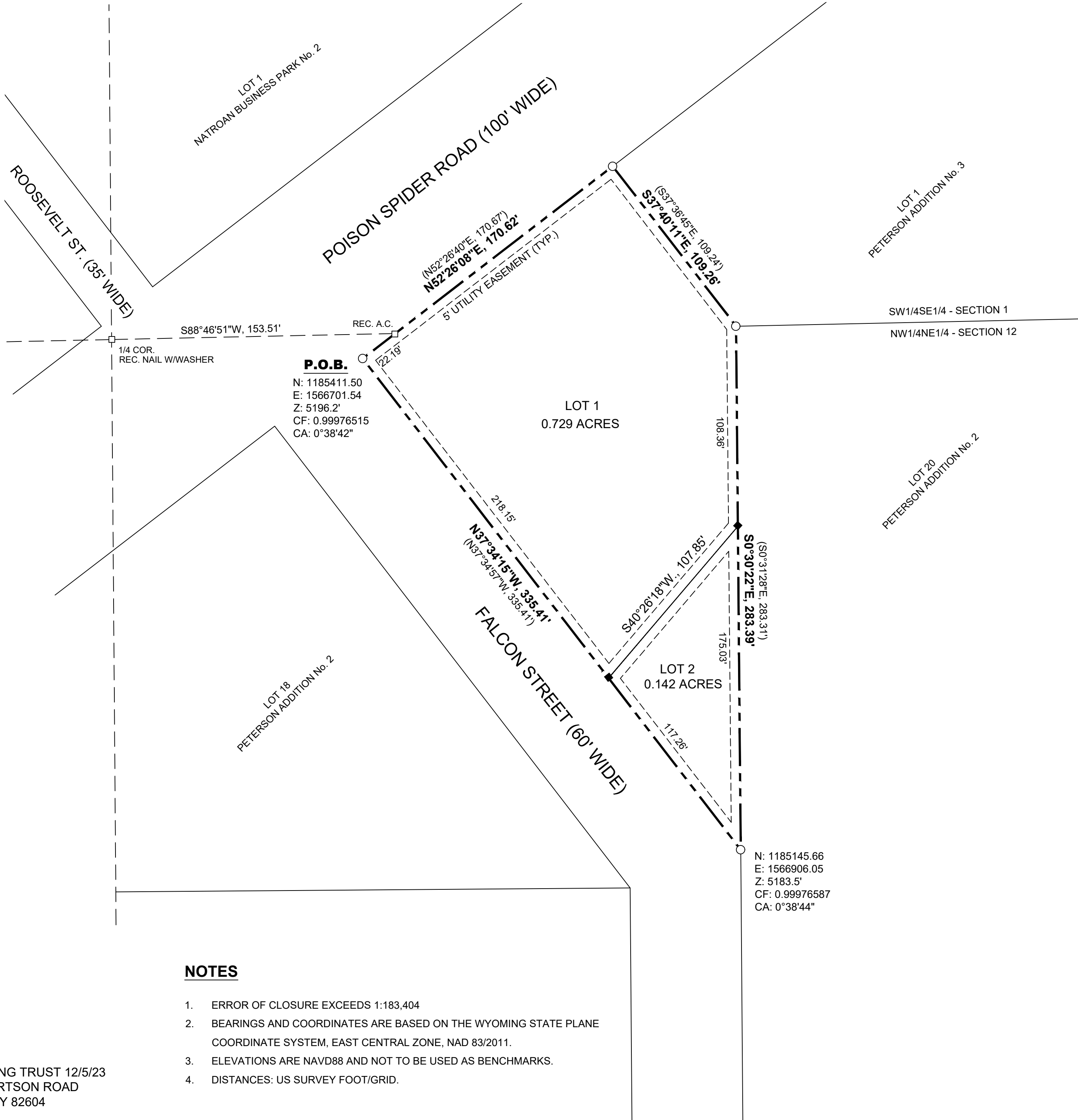
AN ADDITION TO THE CITY OF MILLS, WYOMING
LOCATED IN PORTIONS OF THE SW1/4SE1/4, SECTION 1 AND NW1/4NE1/4, SECTION 12
T.33N., R.80W., 6TH P.M.,
NATRONA COUNTY, WYOMING



LEGEND

- RECOVERED BRASS CAP
- RECOVERED CORNER (AS NOTED)
- SET ALUMINUM CAP
- W.C. WITNESS CORNER

- SUBDIVISION BOUNDARY
- LOT LINE
- EASEMENT LINE
- SECTION LINES
- MEASURED BEARING & DISTANCE
- RECORD BEARING & DISTANCE



NOTES

- ERROR OF CLOSURE EXCEEDS 1:183,404
- BEARINGS AND COORDINATES ARE BASED ON THE WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 83/2011.
- ELEVATIONS ARE NAVD88 AND NOT TO BE USED AS BENCHMARKS.
- DISTANCES: US SURVEY FOOT/GRID.

OWNER:
ELROD LIVING TRUST 12/5/23
2971 ROBERTSON ROAD
CASPER, WY 82604

DATE DRAWN:
4.9.2025

CERTIFICATE OF DEDICATION

STATE OF WYOMING
COUNTY OF NATRONA

THE UNDERSIGNED, DANIEL R. ELROD AND MELISSA A. ELROD, TRUSTEES OF THE ELROD LIVING TRUST 12/5/23, DO HEREBY CERTIFY THAT THEY ARE THE OWNERS AND PROPRIETORS OF LOT 1, ELROD ADDITION, LOCATED IN A PORTION OF THE SW1/4SE1/4, SECTION 1, AND THE NW1/4NE1/4, SECTION 12, T.33N., R.80W., 6TH P.M., CITY OF MILLS, NATRONA COUNTY, WYOMING, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE WESTERLY CORNER OF THE PARCEL BEING DESCRIBED AND A POINT IN THE INTERSECTION OF THE NORTHEASTERLY LINE OF FALCON STREET WITH THE SOUTHEASTERLY LINE OF POISON SPIDER ROAD; THENCE FROM SAID POINT OF BEGINNING AND ALONG THE NORTHWESTERLY LINE OF SAID PARCEL AND THE SOUTHEASTERLY LINE OF SAID POISON SPIDER ROAD, N.52°26'08\"/>

THE ABOVE-DESCRIBED PARCEL OF LAND CONTAINS 0.871 ACRES, MORE OR LESS, AND IS SUBJECT TO ANY RIGHTS-OF-WAY AND/OR EASEMENTS, RESERVATIONS, AND ENCUMBRANCES WHICH HAVE BEEN LEGALLY ACQUIRED.

THE VACATION, REPLAT AND SUBDIVISION OF THE FOREGOING DESCRIBED LANDS, LOT 1, ELROD ADDITION, AS IT APPEARS ON THIS PLAT, IS DEDICATED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE ABOVE NAMED OWNERS AND PROPRIETORS. THE NAME OF THE SUBDIVISION SHALL BE KNOWN AS "ELROD ADDITION No. 2", TO THE CITY OF MILLS, NATRONA COUNTY, WY. ALL STREETS SHOWN HEREON ARE HEREBY OR WERE PREVIOUSLY DEDICATED TO THE USE OF THE PUBLIC.

EASEMENTS SHOWN HEREON, ARE HEREBY DEDICATED TO THE CITY OF MILLS AND TO THE PUBLIC AND PRIVATE UTILITY COMPANIES FOR THE PURPOSES OF CONSTRUCTION, OPERATION AND MAINTENANCE OF UTILITY LINES, CONDUITS, DITCHES, DRAINAGE AND ACCESS.

ELROD LIVING TRUST 12/5/23
2971 ROBERTSON ROAD
CASPER, WY 82604

ELROD LIVING TRUST 12/5/23
2971 ROBERTSON ROAD
CASPER, WY 82604

DANIEL R. ELROD, TRUSTEE ELROD LIVING TRUST 12/5/223

MELISSA A. ELROD, TRUSTEE ELROD LIVING TRUST 12/5/23

ACKNOWLEDGEMENTS

STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025,
BY DANIEL R. ELROD - TRUSTEE.
WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025,
BY MELISSA A. ELROD - TRUSTEE.
WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC

APPROVALS

CITY OF MILLS:

APPROVED BY THE CITY COUNCIL OF THE CITY OF MILLS, WYOMING BY RESOLUTION NUMBER _____ DULY PASSED, ADOPTED AND
APPROVED ON THIS _____ DAY OF _____, 2025.

ATTEST: MAYOR

ATTEST: CITY CLERK

CITY ENGINEER

CITY SURVEYOR

CITY PLANNER

_____, 2025.

_____, 2025.

_____, 2025.

CERTIFICATE OF SURVEYOR

I, STEVEN J. GRANGER, DO HEREBY CERTIFY THAT I AM A PROFESSIONAL LAND SURVEYOR, REGISTERED UNDER THE LAWS OF THE STATE OF WYOMING, THAT THIS PLAT IS A TRUE, CORRECT AND COMPLETE PLAT OF "ELROD ADDITION No.2", AS LAID OUT, PLATTED, DEDICATED AND SHOWN HEREON, AND THAT THIS PLAT WAS MADE FROM NOTES DURING AN ACTUAL SURVEY MADE BY ME OR OTHERS UNDER MY DIRECT SUPERVISION DURING THE MONTH OF APRIL, 2025 AND THAT THE PHYSICAL AND MATHEMATICAL DETAILS SHOWN HEREON ARE CORRECT AT THE TIME OF SAID SURVEY.

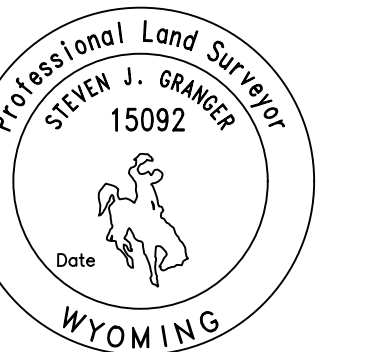
STATE OF WYOMING)
) SS
COUNTY OF NATRONA)

THIS THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF _____, 2025,
BY STEVEN J. GRANGER

WITNESS MY HAND AND OFFICIAL SEAL.

MY COMMISSION EXPIRES: _____

NOTARY PUBLIC
















Environmental and Civil Solutions, LLC
111 West 2nd Street, Suite 600
Casper, WY 82604
Phone: 307.337.2883
www.ecsengineers.net

PROJECT NO. 2500

Elrod Addition No. 2 – Final Plat



Mills Zoning Districts

- | | |
|----------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
|  Mills, C-1: General Commercial |  Mills, O-B: Office Business District |
|  Mills, C-3: Business Service District |  Mills, R-1: Single Family Dwelling District |
|  Mills, I-1: Light Industrial |  Mills, R-2: One and Two Family Dwelling District |
|  Mills, I-2: Heavy Industrial |  Mills, R-3: Multiple Family Dwelling District |
|  Mills, M-H: Manufactured Home District |  Mills, UA: Urban Agriculture |
|  Mills, M-P: Manufactured Home Park |  Mills, UR: Urban Agriculture Residential |
|  Mills, PLI: Public Land Institutions | |

TRUSTEE'S SPECIAL WARRANTY DEED

DANIEL ROBERT ELROD, Successor Trustee of the Elrod Family Trust, dated September 26, 1990, Grantor, of Natrona County, State of Wyoming, for and in consideration of TEN DOLLARS (\$10.00) and other good and valuable consideration, in hand paid, the receipt of which is hereby acknowledged, CONVEY and SPECIALLY WARRANT against all who claim by, through, or under the Grantor, but against none other, to DANIEL R. ELROD and MELISSA A. ELROD, Trustees of the Elrod Living Trust, dated December 5, 2023 whose address is 2971 S. Robertson Rd, Casper, Wyoming 82604, Grantee, all his right, title and interest in and to the following described real estate, situate in Natrona County, State of Wyoming, hereby releasing and waiving all rights under and by virtue of the homestead exemption laws of the State, to-wit:

SEE EXHIBIT A ATTACHED HERETO

Together with all buildings and improvements located thereon or appurtenant thereto and all rights, privileges, hereditaments and tenements appertaining or belonging thereto; SUBJECT to all prior easements, restrictions, reservations, conveyances, conditions, covenants and rights-of-way of record.

WITNESS his hand this 4th day of April, 2024.

ELROD FAMILY TRUST,
dated September 26, 1990

By [Signature]

DANIEL ROBERT ELROD,
SUCCESSOR TRUSTEE

[ACKNOWLEDGMENT PAGE TO FOLLOW]



4/4/2024 9:56:13 AM

NATRONA COUNTY CLERK

Pages: 3

Tracy Good
Recorded: CC
Fee: \$18.00
DANIEL ELROD

1152913

EXHIBIT A

TRACT I:

LOTS 7, 8, 9, 10 AND 11, "PETERSON ADDITION NO. 2" TO THE TOWN OF MILLS,
NATRONA COUNTY, WYOMING
ADDRESS: 1114 FALCON AVENUE, MILLS, WY 82644

TRACT II:

LOT 19, "PETERSON ADDITION NO. 2" AND LOT 2, "PETERSON ADDITION NO. 3" TO
THE TOWN OF MILLS, NATRONA COUNTY, WYOMING
ADDRESS: 1136 FALCON AVENUE, MILLS, WY 82644

ACKNOWLEDGMENT

STATE OF WYOMING)
) SS.
COUNTY OF NATRONA)

The foregoing instrument was acknowledged before me by Daniel Robert Elrod,
Successor Trustee of the Elrod Family Trust this 3th day of April, 2024.

Witness my hand and official seal.

Jenny Blom
Notary Public

My commission expires:

9/14/2027

