



**CITY OF MILLS**  
EST. 1921

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

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

## Memorandum

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**TO:** Mills City Council  
**FROM:** Megan Nelms, AICP, City Planner  
**DATE:** June 24, 2025  
**SUBJECT:** Downtown Riverfront Design Overlay – Zone Map Amendment

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The City of Mills is adopting a new overlay district in the Land Development Regulations to regulate design standards along the riverfront corridor within city limits. Along with adoption of the new overlay district, the City must take action to amend the Official City Zoning Map and apply the overlay zone to certain lots and blocks within the original Mills townsite.

The Downtown Riverfront District Overlay is being adopted to further implement the goals outlined in the 2017 Comprehensive Plan and the 2016 River Front Concept Development Plan, which includes the creation of a downtown district within the City of Mills, and development of the Downtown Riverfront Corridor. The purpose of the overlay district is to provide a mechanism for enhanced review of new development within the riverfront corridor and the use of design elements and standards to define the look at the feel of the area. The overlay standards put 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.

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### **Legal Descriptions of Properties to be included in overlay district:**

Lots 9-16, Block 50, Town of Mills

Lots 4-12, Block 44, Town of Mills

Lots 1-16, Block 48, Town of Mills

Lots 1-14, Block 45, Town of Mills (excluding highway right of way)



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Lots 3-7, Block 55, Town of Mills  
Block 52, Town of Mills  
Block 54, Town of Mills  
Lots 8-11, Block 55, Town of Mills (excluding highway right of way)  
Lots 1-7, Block 47, Town of Mills  
Lot 1 & adjacent tract, Block 46, Town of Mills  
A portion of the NW $\frac{1}{4}$ SW $\frac{1}{4}$ , Section 7, T33N, R79W

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### **EXISTING CONDITIONS:**

Currently, there are varying uses on the properties proposed for the overlay. These include single family residences, mobile homes, a (4)-unit multi-family complex, small commercial businesses and publicly owned buildings. There are also several vacant parcels.

### **ZONING CONSIDERATIONS:**

The 2017 Comprehensive Plan Future Land Use Map designates this area as Commercial use. The overlay zone is in accordance with the future land use map and comprehensive plan. Implementation actions identified in the 2017 Comprehensive Plan, include, “Develop a unique downtown destination for residents and visitors to gather and celebrate the community” and “Define and establish a specific Downtown Riverfront Corridor District...with guidelines for future commercial development.”

The properties identified for the overlay meet the criteria for inclusion in the Downtown Riverfront District Overlay. These areas were identified in the 2016 River Front Feasibility Study and 2017 Comprehensive Plan.

All parcels included in the overlay zone, as they currently exist, are compliant with the city’s LDRs. There will generally be no immediate effect on property owners upon implementation of the overlay zone. The current use of a property may continue in use, perpetuity until a substantial change is proposed. A substantial change would be a change for instance, removing a manufactured home from the property and not replacing it, replacing it with a different structure or use, or a desire to alter the existing structure on the property.



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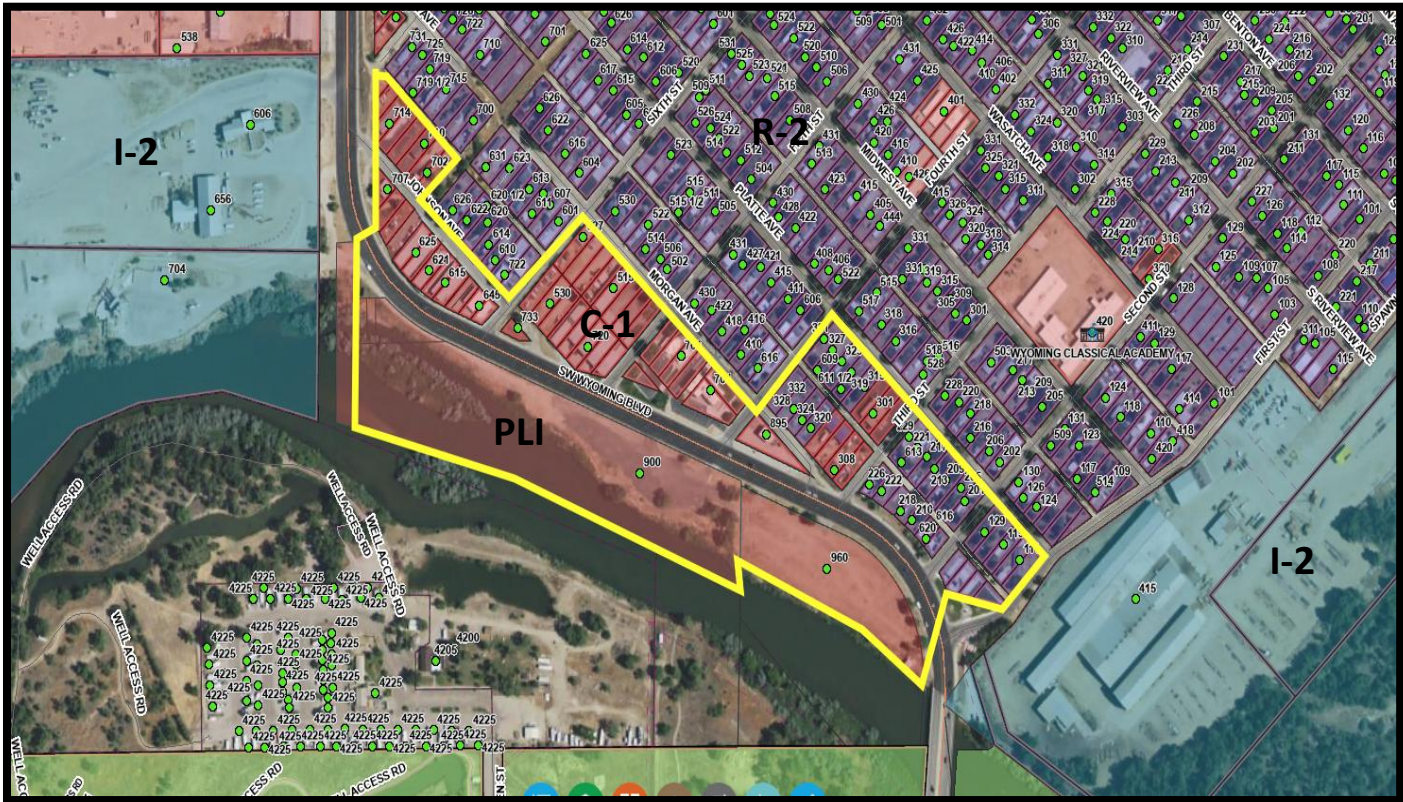
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All future development will be subject to the underlying zone district requirements, as well as the requirements of the overlay zone.

**Planning Commission Recommendation:** The Planning Commission reviewed the proposed zone map amendment and made a “do pass” recommendation to the City Council to amend the official City Zoning Map and apply the Downtown Riverfront Design Overlay District to the above referenced parcels.

**Staff Recommendation:** Staff recommends Council approve the proposed zone map amendment on first reading.

# Downtown Riverfront District Overlay



# 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   |                                                                                                                                      |

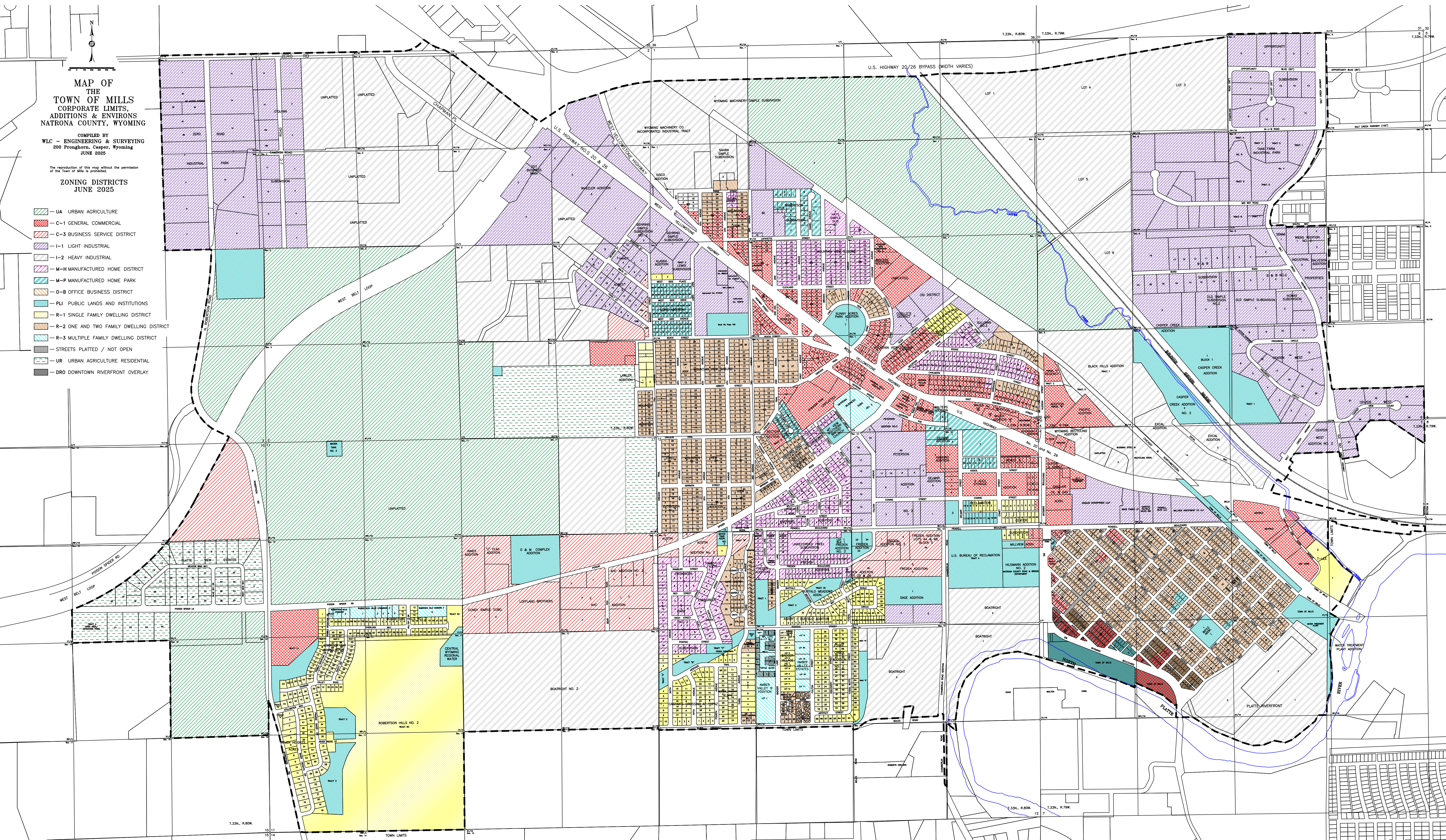
MAP OF  
THE  
TOWN OF MILLS  
CORPORATE LIMITS,  
ADDITIONS & ENVIRONS  
NATRONA COUNTY, WYOMING

COMPILED BY  
WLC - ENGINEERING & SURVEYING  
200 Pronghorn, Casper, Wyoming  
JUNE 2025

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ZONING DISTRICTS  
JUNE 2025

- UA URBAN AGRICULTURE
- C-1 GENERAL COMMERCIAL
- C-3 BUSINESS SERVICE DISTRICT
- I-1 LIGHT INDUSTRIAL
- I-2 HEAVY INDUSTRIAL
- M-H MANUFACTURED HOME DISTRICT
- M-P MANUFACTURED HOME PARK
- O-B OFFICE BUSINESS DISTRICT
- PLI PUBLIC LANDS AND INSTITUTIONS
- R-1 SINGLE FAMILY DWELLING DISTRICT
- R-2 ONE AND TWO FAMILY DWELLING DISTRICT
- R-3 MULTIPLE FAMILY DWELLING DISTRICT
- STREETS PLATTED / NOT OPEN
- UR URBAN AGRICULTURE RESIDENTIAL
- DRO DOWNTOWN RIVERFRONT OVERLAY



## NOTICE OF PUBLIC HEARING

A public hearing will be held by the Mills Planning & Zoning Board on June 5, 2025, at 5:30 p.m., and the Mills City Council will hold a public hearing on June 24, 2025, at 7:00 p.m. in the Council Chambers, located at 704 Fourth Street, Mills, WY to receive comments on the proposed Mills Downtown Riverfront Design Overlay District. The City of Mills intends to establish an overlay zone district which will apply standards for development and design of proposed structures and uses within the overlay zone. The council will establish the overlay zone on the following properties, legally described below, and as shown on the official City of Mills Zoning Map. A copy of the proposed overlay shown on the Official City of Mills Zoning Map is available for public review at Mills City Hall or online at <http://www.millswy.gov>.

### **Lands to be included in Downtown Riverfront Design Overlay District:**

Lots 9-16, Block 50, Town of Mills  
Lots 4-12, Block 44, Town of Mills  
Lots 1-16, Block 48, Town of Mills  
Lots 1-14, Block 45, Town of Mills (excluding highway right of way)  
Lots 3-7, Block 55, Town of Mills  
Block 52, Town of Mills  
Block 54, Town of Mills  
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Lot 1 & adjacent tract, Block 46, Town of Mills  
A portion of the NW¼SW¼, Section 7, T33N, R79W

The public is invited to attend the public hearings or submit written comments. Comments may be made in writing and given to the City Clerk before 5:00 p.m. on June 20, 2025, and will be provided directly to the City Council.

PUBLISH: May 15 & June 12, 2025