



CITY OF MILLS
EST. 1921

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Memorandum

TO: Mills Planning & Zoning Commission
FROM: Megan Nelms, AICP, City Planner
DATE: June 6, 2024
SUBJECT: Amended Title 17 – City of Mills Land Development Regulations

UPDATE

Based on comments and request for additional review time, the Commission tabled the review of the amended LDR's at the May 2024 meeting. Staff and Commission member Gudger met with City Council to discuss and come to consensus on certain standards, specifically lighting standards. The section on Lighting Standards has been updated to reflect additional lighting standards and requirements for non-single family residential developments within 150' of a residential zoning district. The requirement for a photometric lighting plan was not included.

MAY MEETING

Staff presented the FINAL DRAFT version of the updated zoning and subdivision regulations for the City of Mills at the April Planning Commission meeting and requested comments on the proposed amendments.

Based on the comments received, Staff has made edits and modifications to the code and this evening presents to the Commission, the final version of the amended Title 17, to be known as the City of Mills Land Development Regulations (LDRs).

BACKGROUND

The proposed amendments constitute a total revision of the zoning and subdivision regulations, with the goal being a document that is user-friendly, increases clarity and understanding, and helps to 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



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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.

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

After recommendation tonight, the amended regulations will be presented to Council for 1st reading on May 14th. The process to adopt the new code 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 the amended Title 17, Mills Land Development Regulations.