

WORK SESSION MEETING
June 24, 2025
6:00 PM
City Hall



CITY OF MILLS
EST. 1921

Mayor:
Leah Juarez
Council President:
Brad Neumiller
Council Members:
Cherie Butcher
Sarah McCarthy
Tim Sutherland

MINUTES

CALL TO ORDER

AGENDA

1. Planning and Zoning Chairman – Mills Downtown Riverfront Overlay District

The Chairman discussed the vision and purpose of the proposed Riverfront Overlay District. Emphasis was placed on using design guidelines to preserve historical character, promote aesthetic cohesion, and guide redevelopment consistent with community goals. The goal is to prevent future disjointed development without imposing rigid limitations that may deter private investment.

2. City Planner – Mills Downtown Riverfront Overlay District

City Planner Megan presented the draft overlay district ordinance, referencing **Title 17 and Section 22.30**, which includes architectural, lighting, and design standards. Developer feedback, including successful models like the “Yellowstone district,” was considered. A **three-tiered review process**—Study Committee, Planning & Zoning (P&Z), and Council—was proposed to balance design intent with flexibility. Council retains final authority on project approvals, ensuring adaptable but consistent application of overlay standards.

3. City Planner – Malik Hegge Development Plan

Discussion centered on the resubmittal of Malik’s plat and misunderstandings regarding infrastructure requirements. Malik incorrectly believed he was exempt from paving and water installation obligations. Staff clarified:

- **Fire hydrant** must be within 100 feet of the building
- **Water main** must be installed (City to cover to the hydrant valve)
- **Road must be engineered** to handle 75,000 lbs
- **Road maintenance** remains the developer’s responsibility
- **Plat must restrict further subdivision**

Access issues due to surrounding property ownership and railroad constraints were acknowledged. The city aims to protect infrastructure and avoid future maintenance burdens.

4. City Planner – Title 17 Amendments

Several zoning and code updates were discussed:

- **Notice distance** reduced from 1,000 ft to **140 ft**
- **Setbacks:** Residential front yard setback reverted to **25 feet**
- **Clarification:** Parking surface standards were refined
- **Shipping containers:** Not permitted in residential zones unless for temporary contractor use

Efforts were made to ensure **consistency between the Riverfront Overlay District and Title 17**, particularly regarding setback definitions and brass cap specifications.

5. Mayor – Bluepeak Fiber Internet Expansion

The Mayor reviewed Bluepeak’s proposed fiber internet franchise agreement:

- Includes **5% annual gross revenue fee**
 - Comparisons made to the **City of Casper’s simpler contract model**
 - Restoration provisions discussed, including:
 - **10-day public property restoration** clause (Casper model)
 - Proposal for **90-day residential restoration** deadline
 - **Damage from contractors** (e.g., sprinkler lines) highlighted the need for clearer restoration timelines
 - Discussion included **extending internet services** (e.g., to fire and police stations)
 - Proposal to provide **city-owned phones and cameras** to staff conducting city business, avoiding reliance on personal devices
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Adjournment

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

In accordance with the Americans with Disabilities Act, persons who need accommodation in order to attend or participate in this meeting should contact City Hall at 307-234-6679 within 48 hours prior to the meeting in order to request such assistance.

Mayor, Leah Juarez

City Clerk, Sarah Osborn