

**REGULAR CITY COUNCIL
MEETING**

July 22, 2025

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:

Leah Juarez

Council President:

Brad Neumiller

Council Members:

Cherie Butcher

Sara McCarthy

Tim Sutherland

AGENDA

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

- [1.](#) Council Meeting Minutes 7-8-25

City Licenses

- [2.](#) New / Renewal Business / Contractor Licenses and Home Occupation Permits

Financial Approvals

3. Financial Breakdown - Check Register & Future ACH/EFT Transactions
4. PAID ACH / EFT Transactions
5. Regular / Police Payroll 6-30-25 to 7-13-25
- [6.](#) Fire Payroll 7-1-25 to 7-12-25
7. Transmittal Transactions
8. Treasurer's Report
9. Court Report
10. Reserve Transfer

OPEN DISCUSSION

ORDINANCES AND RESOLUTIONS

- [11.](#) **ORDINANCE NO. 822: THIRD and FINAL READING: New City Code**

**AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF MILLS;
PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN;
PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE**

MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

12. ORDINANCE NO. 823 : THIRD and FINAL READING: Amendments to Title 17

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 17 OF THE MILLS MUNICIPAL CODE DEALING WITH ZONING AND SUBDIVISIONS FURTHER REPEALING ORDINANCE 813 AND INCORPORATING ITS PROVISIONS IN THE AMENDED TITLE 17

13. ORDINANCE NO.824: THIRD and FINAL READING: Downtown Riverfront Design Overlay District

AN ORDINANCE TO AMEND ORDINANCE 312, OFFICIAL CITY ZONING MAP, ADOPTED JUNE 1, 1981, AND APPLY THE DOWNTOWN RIVERFRONT DESIGN OVERLAY DISTRICT TO CERTAIN LOTS WITHIN THE RIVERFRONT CORRIDOR, city OF MILLS, NATRONA COUNTY, WYOMING

14. ORIDNANCE NO. 825: THIRD and FINAL READING: Adopting the 2024 International Building Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL BUILDING CODE

15. ORIDNANCE NO. 826: THIRD and FINAL READING: Adopting the 2024 International Mechanical Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL MECHANICAL CODE

16. ORDINANCE NO. 827: THIRD and FINAL READING:Adopting the 2024 International Plumbing Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL PLUMBING CODE

17. ORDINANCE NO. 828: THIRD and FINAL READING: Adopting the 2024 International Fire Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL FIRE CODE

18. ORDINANCE NO. 829:THIRD and FINAL READING: Adopting the 2024 International Energy Conservation Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL ENERGY CONSERVATION CODE

19. ORDINANCE NO. 830: THIRD and FINAL READING: Adopting the 2024 International Existing Building Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL EXISTING BUILDING CODE

20. ORDINANCE NO. 831: FIRST READING: BLUEPEAK FRANCHISE

EXECUTIVE SESSION

21. Personnel Matter

22. Legal Matter

ADJOURNMENT

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - August 12, 2025 at 7:00pm / August 26, 2025 at 7:00pm

NEXT WORK SESSION - August 11, 2025 at 9:00am / August 12, 2025 at 6:00pm

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.

**REGULAR CITY COUNCIL
MEETING**

July 08, 2025

7:00 PM

City Hall



CITY OF MILLS
EST. 1921

Mayor:

Leah Juarez

Council President:

Brad Neumiller

Council Members:

Cherie Butcher

Sara McCarthy

Tim Sutherland

MINUTES

CALL TO ORDER

Council President called the meeting to order at 7:01 pm

ROLL CALL

Present:

President Neumiller

Council Butcher

Council McCarthy (over the phone)

Council Sutherland

Absent:

Mayor Juarez (excused)

PLEDGE OF ALLEGIANCE

CONSENT AGENDA

Minutes

1. Council Meeting Minutes 6-24-25

City Licenses

2. New / Renewal Business / Contractor Licenses and Home Occupation Permits

Financial Approvals

3. Financial Breakdown - Check Register & Future ACH/EFT Transactions
4. PAID ACH / EFT Transactions
5. Regular / Police Payroll 6-16-25 to 6-29-25
6. Fire Payroll 6-19-25 to 6-30-25
7. Transmittal Transactions
8. Voided Checks

Motion made by Council Member Sutherland, Seconded by Council Member Butcher

Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

OPEN DISCUSSION

No one spoke

ORDINANCES AND RESOLUTIONS

9. ORDINANCE NO. 822: SECOND READING: New City Code

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF MILLS; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

Motion made by Council Member Butcher, Seconded by Council Member McCarthy

Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

10. ORDINANCE NO. 823 : SECOND READING: Amendments to Title 17

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 17 OF THE MILLS MUNICIPAL CODE DEALING WITH ZONING AND SUBDIVISIONS FURTHER REPEALING ORDINANCE 813 AND INCORPORATING ITS PROVISIONS IN THE AMENDED TITLE 17

Motion made by Council Member Sutherland, Seconded by Council Member Butcher

Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

11. ORDINANCE NO. 824: SECOND READING: Downtown Riverfront Design Overlay District

AN ORDINANCE TO AMEND ORDINANCE 312, OFFICIAL CITY ZONING MAP, ADOPTED JUNE 1, 1981, AND APPLY THE DOWNTOWN RIVERFRONT DESIGN OVERLAY DISTRICT TO CERTAIN LOTS WITHIN THE RIVERFRONT CORRIDOR, city OF MILLS, NATRONA COUNTY, WYOMING

Motion made by Council Member Butcher, Seconded by Council Member Sutherland

Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

12. ORIDNANCE NO. 825: SECOND READING: Adopting the 2024 International Building Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL BUILDING CODE

Motion made by Council Member Butcher, Seconded by Council Member Sutherland

Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

13. ORIDNANCE NO. 826: SECOND READING: Adopting the 2024 International Mechanical Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL MECHANICAL CODE

Motion made by Council Member Butcher, Seconded by Council Member Sutherland
 Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

14. ORDINANCE NO. 827: SECOND READING: Adopting the 2024 International Plumbing Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL PLUMBING CODE

Motion made by Council Member Butcher, Seconded by Council Member Sutherland
 Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

15. ORDINANCE NO. 828: SECOND READING: Adopting the 2024 International Fire Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL FIRE CODE

Motion made by Council Member Butcher, Seconded by Council Member Sutherland
 Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

16. ORDINANCE NO. 829: SECOND READING: Adopting the 2024 International Energy Conservation Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL ENERGY CONSERVATION CODE

Motion made by Council Member Butcher, Seconded by Council Member Sutherland
 Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

17. ORDINANCE NO. 830: SECOND READING: Adopting the 2024 International Existing Building Code

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL EXISTING BUILDING CODE

Motion made by Council Member Butcher, Seconded by Council Member McCarthy
 Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

EXECUTIVE SESSION

18. Legal Matter

The President asked for a motion to go into Executive Session for a legal matter at 7:06pm. Council Member Butcher made a motion, Council Member Sutherland seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

Council returned from executive session at 7:14pm.

Council Member Butcher made a motion to authorize a check to Wyoming Department of Transportation regards to a TAP Project, Council Member Sutherland Seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

ADJOURNMENT

President Neumiller asked for a motion to adjourn. Council Member Butcher made a motion to adjourn the meeting at 7:14 pm, Council Member Sutherland seconded the motion. Voting Yea: Council Member Sutherland, Council Member McCarthy, Council President Neumiller, and Council Member Butcher, motion passes

AGENDA SUBJECT TO CHANGE WITHOUT NOTICE

NEXT MEETING - July 22, 2025 at 7:00pm / August 12, 2025 at 7:00pm

NEXT WORK SESSION - July 22, 2025 at 6:00pm / August 11, 2025 at 9:00am

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.

President, Brad Neumiller

City Clerk, Sarah Osborn



CITY OF MILLS
EST. 1921

Council Meeting: July 22, 2025

New Business Licenses

<i>Business Name</i>		<i>Fire Inspection</i>	<i>Insurance</i>

Renewal Business Licenses

<i>Business Name</i>		<i>Fire Inspection</i>	<i>Insurance</i>
9760	Amber Balley HC5, Amber Valley Estates	6/3/2025	N/A
1075	Hayden's Place	7/9/2025	N/A
9798	Millview Laundramat	7/8/2025	N/A
9889	Wyoming Rents	7/10/2025	N/A





CITY OF MILLS
EST. 1921

Council Meeting: July 22, 2025

New Home Occupation Permits

Business Name

Renewal Home Occupation Permits

Business Name



PAYROLL

Meeting Date: July 22, 2025

Payroll Type: Fire

Date Range: 7-1-25 to 7-12-25

Net: \$ 21,996.71

Deductions: \$ 5,693.75

Federal Taxes: \$ 1,533.00

Medicare: \$ 298.89

Retirement: \$ 2,173.77

Union Dues \$ 180.00

Child Support: \$ -

Insurance: \$ 1,508.09

Supplemental Retirement: \$ -

Supplemental Insurance: \$ -

TOTAL PAYROLL: \$ 16,302.96

City Clerk, Sarah Osborn

Mayor, Leah Juarez

AN ORDINANCE ADOPTING AND ENACTING A NEW CODE FOR THE CITY OF MILLS; PROVIDING FOR THE REPEAL OF CERTAIN ORDINANCES NOT INCLUDED THEREIN; PROVIDING A PENALTY FOR THE VIOLATION THEREOF; PROVIDING FOR THE MANNER OF AMENDING SUCH CODE; AND PROVIDING WHEN SUCH CODE AND THIS ORDINANCE SHALL BECOME EFFECTIVE.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MILLS, WYOMING:

Section 1. The Code entitled "Code of the City of Mills," published by CivicPlus, LLC, consisting of titles 1 through 17, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before August 13, 2024, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine of no more than \$750.00. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the city may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the city to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after August 13, 2024 that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This ordinance shall be in full force and effect upon passage and on three readings and publication.

PASSED on 1st reading the _____ day of _____, 2025.

PASSED on 2nd reading the _____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2025.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk

ORDINANCE NO. 823

AN ORDINANCE AMENDING CERTAIN PROVISIONS OF TITLE 17 OF THE MILLS
MUNICIPAL CODE DEALING WITH ZONING AND SUBDIVISIONS FURTHER
REPEALING ORDINANCE 813 AND INCORPORATING ITS PROVISIONS IN THE
AMENDED TITLE 17

WHEREAS, The City of Mills, Wyoming enacted a new Title 17 in 2024; and

WHEREAS, since 2024, minor adjustments and modifications to the text of Title 17 have been identified which better reflect the intent of the changes to Title 17; and

WHEREAS, after said review and due deliberation, the City of Mills has decided that the attached amended text better serves the needs of the public and the City of Mills as of the current date;

NOW THEREFORE, the City Council of the City of Mills, Wyoming amends the provisions of Title 17 of the City Code of the City of Mills, Wyoming to reflect those amendments found in the draft ordinance attached hereto, with the modified text appearing in red, reflecting additions and strikes.

The following text is hereby adopted in its entirety, on the date set forth below, and which, further repeals, in its entirety the Title 17 existing on the date this Ordinance was first proposed in front of the City Council together with the provisions of Ordinance 813 of the Mills Municipal Code with the newly adopted amendments commencing below with that text first reading “Table of Contents”.

This Ordinance shall be in full force and effect upon passage on three readings and publication.

PASSED ON FIRST READING the ____ day of _____, 2025

PASSED ON SECOND READING the ____ day of _____, 2025

PASSED, APPROVED AND ADOPTED ON THIRD AND

FINAL READING the ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sutherland, Council

Cherie Butcher, Council

Brad Neumiller, Council

ATTEST:

Sarah Osborn, City Clerk



CITY OF MILLS
EST. 1921

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

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

Item # 13.

Memorandum

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

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.

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)



CITY OF MILLS
EST. 1921

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

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

Item # 13.

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

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.



CITY OF MILLS
EST. 1921

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

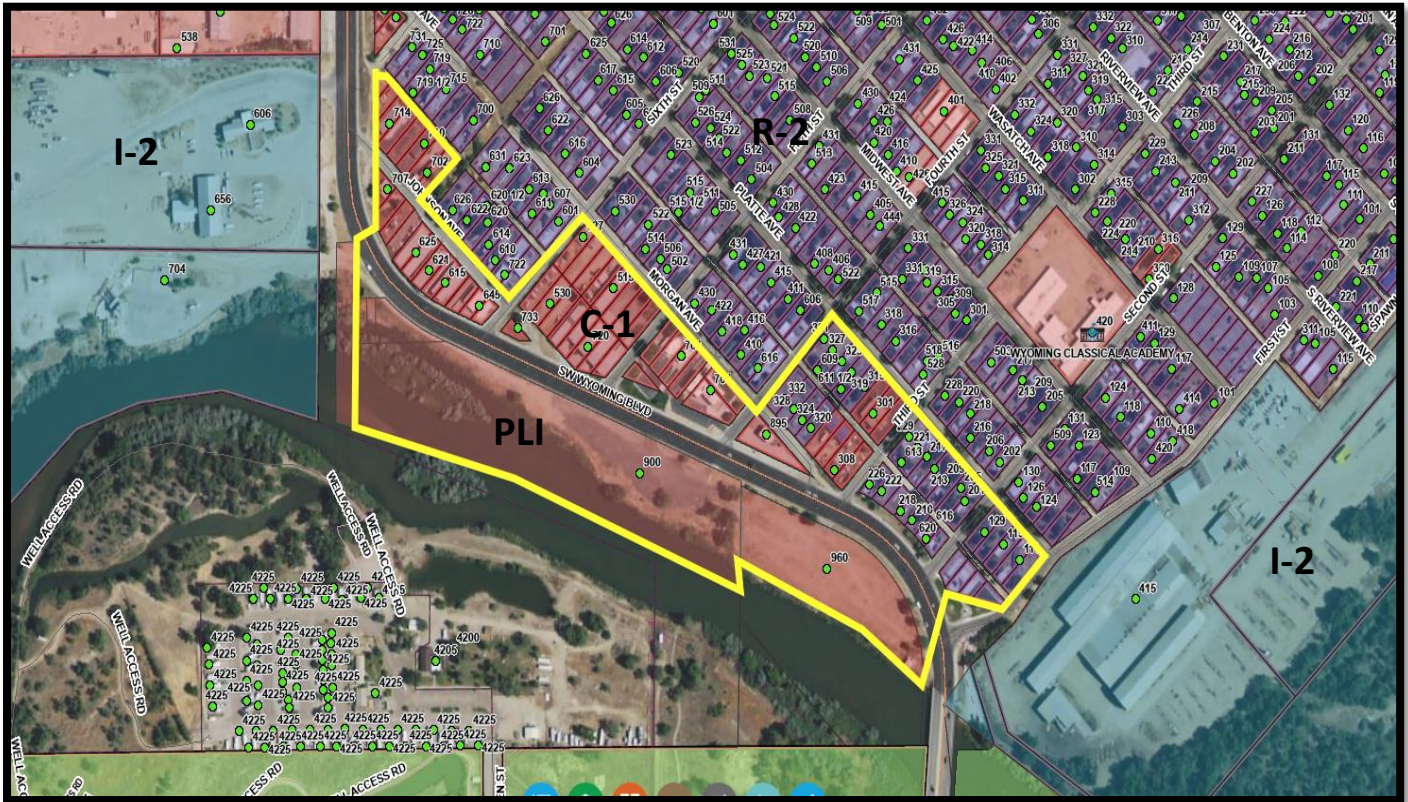
Phone: 307-234-6679
Fax: 307-234-6528

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	

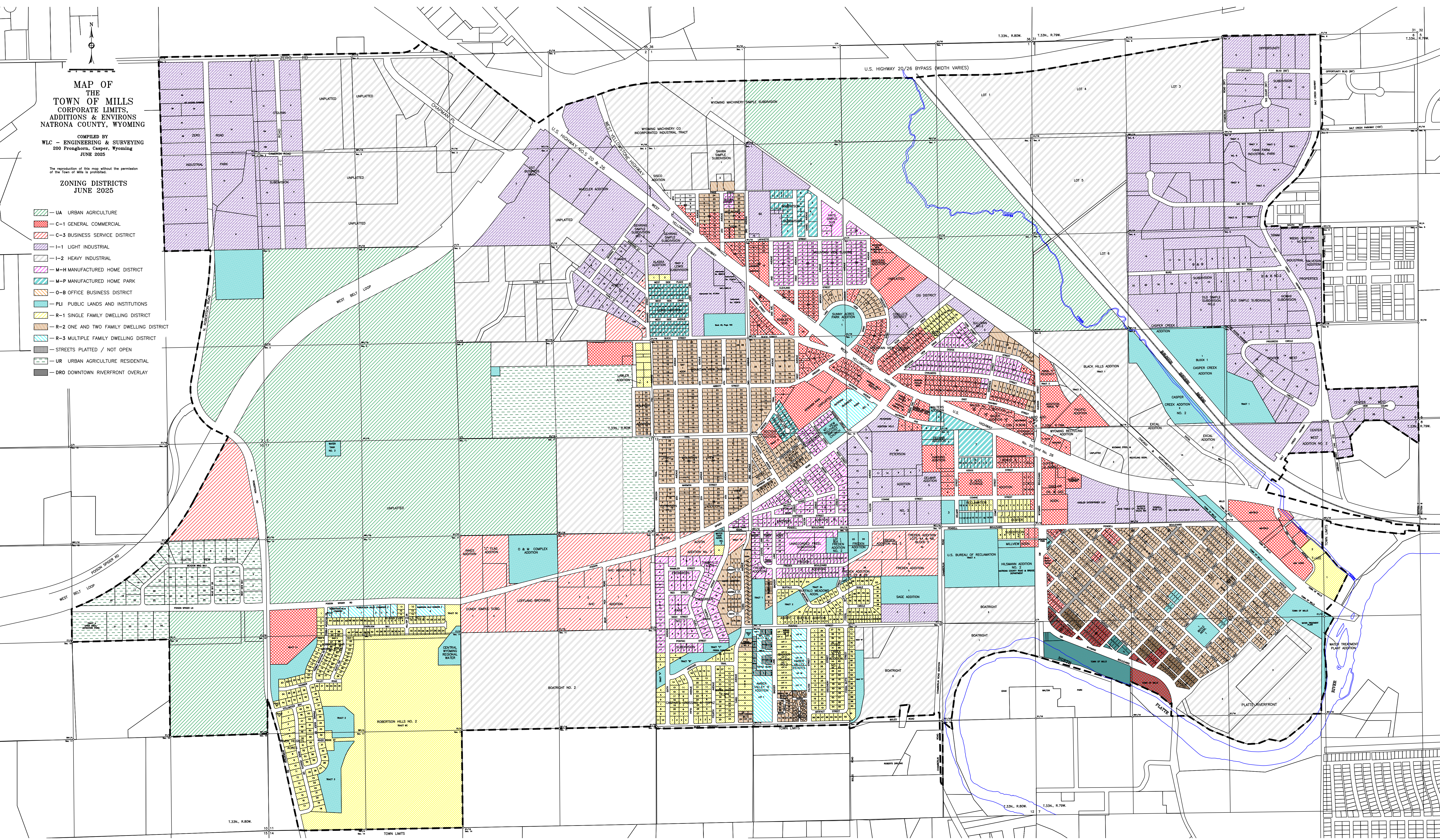
MAP OF
THE
TOWN OF MILLS
CORPORATE LIMITS,
ADDITIONS & ENVIRONS
NATRONA COUNTY, WYOMING

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

The reproduction of this map without the permission
of the Town of Mills is prohibited.

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
 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 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

ORDINANCE NO. 824

AN ORDINANCE TO AMEND ORDINANCE 312, OFFICIAL CITY ZONING MAP, ADOPTED JUNE 1, 1981, AND APPLY THE DOWNTOWN RIVERFRONT DESIGN OVERLAY DISTRICT TO CERTAIN LOTS WITHIN THE RIVERFRONT CORRIDOR, CITY OF MILLS, NATRONA COUNTY, WYOMING

WHEREAS, the City of Mills is a municipal corporation under the laws of the State of Wyoming; and

WHEREAS, the City of Mills has initiated the proposed zoning action on property legally described as:

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
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 NW¼SW¼, Section 7, T33N, R79W

WHEREAS, a public hearing notice was advertised in the May 15, 2025, edition of the Casper Star-Tribune, at least 15 days prior to the public hearing, as required by the Mills Land Development Regulations; and

WHEREAS, the City of Mills Planning and Zoning Board held a public hearing to consider the rezone on June 5, 2025, and forwarded a “Do Pass” recommendation to the City Council approving the zoning action; and

WHEREAS, the Mills City Council held a public hearing on the zoning action at the June 24, 2025, Council Meeting; and

WHEREAS, the Mills City Council has determined that the zoning action will be in the best interest of the City, provide for a better use of the land and is in keeping with the land use policies of the City;

THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF MILLS, WYOMING:

SECTION 1:

The City of Mills hereby zones the following lands with the 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
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 NW¼SW¼, Section 7, T33N, R79W

SECTION 2:

The City of Mills Official City Zoning Map shall be updated to show said property as being within the Downtown Riverfront Design Overlay District.

SECTION 3:

The underlying zoning designation of all parcels, as shown on the Official City Zoning Map, shall remain unchanged.

PASSED ON FIRST READING the ____ day of _____, 2025

PASSED ON SECOND READING the ____ day of _____, 2025

PASSED, APPROVED AND ADOPTED ON THIRD AND

FINAL READING the ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sutherland, Council

Cherie Butcher, Council

Brad Neumiller, Council

ATTEST:

Sarah Osborn, City Clerk

ORDINANCE NO. 825

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL BUILDING CODE

WHEREAS, The City of Mills, Wyoming has in the past adopted the International Building Code, and:

WHEREAS, A new version of the International Building Code has been issued since the variant which was last adopted by the City of Mills; and

WHEREAS, The City of Mills has reviewed the 2024 International Building Code and found that it wishes to adopt the same

NOW THEREFORE, The City Council of the Town of Mills hereby adopts the 2024 International Building Code, and replaces the existing version of the Internatinoal Fire Code with the same, with the text of the version being adopted attached hereto.

PASSED on 1st reading the ____ day of _____, 2025.

PASSED on 2nd reading the ____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk

ORDINANCE NO. 826

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL MECHANICAL CODE

WHEREAS, The City of Mills, Wyoming has in the past adopted the International Mechanical Code, and:

WHEREAS, A new version of the International Mechanical Code has been issued since the variant which was last adopted by the City of Mills; and

WHEREAS, The City of Mills has reviewed the 2024 International Mechanical Code and found that it wishes to adopt the same

NOW THEREFORE, The City Council of the Town of Mills hereby adopts the 2024 International Mechanical Code, and replaces the existing version of the International Mechanical Code with the same, with the text of the version being adopted attached hereto.

PASSED on 1st reading the ____ day of_____, 2025.

PASSED on 2nd reading the ____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk

ORDINANCE NO. 827
AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL PLUMBING CODE

WHEREAS, The City of Mills, Wyoming has in the past adopted the International Plumbing Code, and:

WHEREAS, A new version of the International Plumbing Code has been issued since the variant which was last adopted by the City of Mills; and

WHEREAS, The City of Mills has reviewed the 2024 International Plumbing Code and found that it wishes to adopt the same

NOW THEREFORE, The City Council of the Town of Mills hereby adopts the 2024 International Plumbing Code, and replaces the existing version of the International Plumbing Code with the same, with the text of the version being adopted attached hereto.

PASSED on 1st reading the ____ day of_____, 2025.

PASSED on 2nd reading the ____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk

ORDINANCE NO. 828

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL FIRE CODE

WHEREAS, The City of Mills, Wyoming has in the past adopted the International Fire Code, and:

WHEREAS, A new version of the International Fire Code has been issued since the variant which was last adopted by the City of Mills; and

WHEREAS, The City of Mills has reviewed the 2024 International Fire Code and found that it wishes to adopt the same

NOW THEREFORE, The City Council of the Town of Mills hereby adopts the 2024 International Fire Code, and replaces the existing version of the Internatinoal Fire Code with the same, with the text of the version being adopted attached hereto.

PASSED on 1st reading the _____ day of _____, 2025.

PASSED on 2nd reading the _____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk

- **Chapter 15.40 - INTERNATIONAL FIRE CODE**

15.40.010 - Adoption of the International Fire Code.

Pursuant to the authority granted by W.S. Section 15-1-119, as amended, there is adopted by the city, for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the International Fire Code, published by the International Code Council being particularly the 2024 Edition thereof, including **B, C, D, E, F, G, H, and I**, (see list at bottom) save and except such portions are hereinafter deleted, modified, or amended by Sections [15.40.070](#) and [15.40.080](#) of this chapter, hereinafter referred to as the International Fire Code. A copy of the International Fire Code is on file in the office of the city clerk and the office of the fire chief of the city.

15.41.020 - Establishment and duties for community risk reduction.

A. The International Fire Code shall be enforced by the fire chief of the city or his/her designee.

B. The fire chief of the city may detail such members of the fire department as inspectors as shall, from time to time, be necessary. The fire chief shall recommend to the mayor the employment of technical inspectors to assist the fire chief.

15.40.030 - Definitions.

A. Whenever the word "jurisdiction" is used in the International Fire Code, it shall be held to mean the city of Mills, Wyoming, and such city-owned property outside the city limits upon which the International Fire Code is made applicable.

15.40.040 - Establishment of limits of districts in which storage of flammable or combustible liquids in outside aboveground tanks is to be prohibited.

The limits referred to in Section 5704.2.9.6.1 of the International Fire Code in which storage of flammable or combustible liquids in outside aboveground tanks is prohibited, shall apply in all areas within the jurisdiction.

EXCEPTION: Outside aboveground tanks which are located within a special enclosure, as described in Section 2306.2.6, or equivalent are permitted.

15.40.050 - Establishments of limits in which bulk storage of liquefied petroleum gases is to be restricted.

The limits referred to in Section 6104.2 of the International Fire Code in which bulk storage liquefied petroleum gas is restricted, are all areas within the jurisdiction.

15.40.060 - Establishment of limits of districts in which storage of explosives and blasting agents is to be prohibited.

The limits referred to in Section 5604 of the International Fire Code, in which storage of explosives and blasting agents is prohibited, shall apply in all areas within the jurisdiction.

15.40.070 - Establishment of limits of districts in which the storage of hazardous materials is to be prohibited or limited.

The limits referred to in Section 5001 of the International Fire Code in which the storage of hazardous materials is prohibited or limited, are established as follows: Quantities in excess of the amounts as listed in Tables 5003.1.1(1), (2), (3) and (4) shall only be allowed in the **general industrial zone (M-2)** of the jurisdiction.

15.40.080 - Amendments made in the International Fire Code.

The following sections of the International Fire Code are deleted, modified, or amended in the following respects:

A. Chapter 113.3 is deleted and replaced as follows:

Chapter 113.3. The fire chief shall have authority to issue a written citation containing a notice to appear in Municipal Court to any person, who said fire chief, or his designee has probable cause to believe is committing a violation of any of the terms of this code.

B. Chapter 105 Permits

Any fees associated with the issuance of permits shall be established by resolution of the city council.

C. Section 903.2 is amended to add the following:

An automatic fire sprinkler system shall be installed when the fire flow requirements exceed 2500 gallons per minute, as determined by Appendix B, International Fire Code, 2024 Edition.

D. Section 5704.1 is amended as follows:

Section 5704.1 General.

1. Outside portable container storage of permitted flammable and combustible liquids shall only be allowed in the **general industrial (M-2)** zone of the jurisdiction.

2. Portable tank storage is prohibited.

EXCEPTIONS:

1) Portable tanks which are located within a special enclosure as described in Section 2306.2.6, or equivalent are permitted.

2) Temporary storage of flammable and combustible liquids used at construction sites.

3) Permits for portable tanks are to be issued only after inspection and approval by the fire chief, pursuant to Section 105.

15.40.085 – Nuisance fire alarms.

A. Time Periods. For the purpose of determining the time periods imposed by this section, nuisance fire alarms, as defined by the International Fire Code 2024 ed., shall be dated from the day of their occurrence.

B. First Response. Casper Fire EMS response to premises with a registered system at which no other nuisance alarms have occurred within the same calendar year shall be referred to as a "first response." No penalty or administrative sanction shall be imposed by any first response. However, non-registered systems are subject to penalties in Article 4 upon first response and all subsequent responses.

C. Third and Subsequent Response – Civil Penalty. When three or more nuisance alarms have occurred at any premises in any calendar year, the owner shall have committed the infraction of a "repetitive nuisance alarm." The civil penalty for a third and succeeding nuisance alarm in any calendar year shall be one hundred dollars per occurrence, in addition to any fees imposed pursuant to Section [15.40.110](#). Any nuisance alarm which results from a failure to take required corrective action to prevent such recurrence after notice thereof by the community risk reduction division and/or any nonpayment of any nuisance alarm penalty may result in the community risk reduction division providing written notice ordering the disconnection of such alarm until the required corrective action or payment of penalty has been made; provided, however, that no disconnection shall be ordered on any premises required by law to have an alarm system in operation.

E. Notice of Violation.

1. Responsibility for Issuance. The community risk reduction division shall be responsible for the issuance of written notices of infraction to the owner following the second and each succeeding nuisance alarm in any calendar month. The community risk reduction division shall notify the city finance department of the amount of penalties to be collected. The City of Casper Finance Department shall collect such penalties.

2. Waive Imposition. In the event the community risk reduction division determines that the nuisance alarm(s) occurred as a direct result of an interruption of electrical power, telephone system malfunction, an alarm equipment malfunction, or other causes beyond the control of the owner, the community risk reduction division may waive imposition of the applicable nuisance alarm penalty or administrative sanction.

15.40.090 - Appeals.

Whenever the fire chief shall disapprove an application or refuse to grant a permit applied for, or when it is claimed that the provisions of the code do not apply or that the true intent and meaning of the code have been misconstrued or wrongly interpreted, the applicant may appeal from the decision of the fire chief to the Wyoming Council on Fire Protection and Electrical Safety within thirty days from the date of the decision appealed.

15.40.100 - New materials, processes or occupancies which may require permits.

The city administrator, the fire chief, and the building inspector shall act as a committee to determine and specify, after giving affected persons an opportunity to be heard, any new materials, processes, or occupancies, which shall require permits, in addition to those now enumerated in said code. The fire chief shall make available such lists of permitted materials, processes, or occupancies in and distribute copies thereof to interested persons upon request.

15.40.105 – Self-assessment fire inspection program.

A. Establishment of Self Inspection Program. The city hereby establishes a Self-Inspection Program for the purpose of maintaining functions necessary for fire prevention.

B. Businesses that employ 10 or less individuals on site, and do not contain hazardous material, are not a day care, restaurant or food truck, are eligible to conduct self-assessment fire inspections, after their initial in-person inspection when the business is established within the City of Mills.

C. Frequency of Inspections.

1. Self-Inspections. Self-Inspections, performed by the business owner, manager, occupant or other duly authorized person shall be completed annually, based on the date of the renewal for their City of Mills business license.

2. On-Site Inspections. On-site inspections by Mills fire personnel, absent exigent circumstances or public health and safety concerns, will be performed annually. Inspections may also be performed if an International Fire Code violation is reported or if the fire department inspector has a reasonable suspicion that a violation exists.

D. Compliance.

1. The City Clerk shall deliver, in person, by certified mail or verified electronic delivery on an annual basis, its most current "Self-Inspection Packet" which shall be periodically approved by the fire chief, or his designee, to each registered occupancy identified under Section [15.40.105](#) B. within the city limits.

2. The owner, manager, occupant or other duly authorized person of said occupancy must complete the questions within the self-inspection packet and return the self-inspection form within thirty days from the date of issuance by mail or by electronic submission designated by the fire chief, or his designee. The fire chief, or his designee, as soon as practicable after receipt of the self-inspection form, shall issue the owner, manager, or occupant of said occupancy with a letter which shall contain the following:

a. Certificate of Compliance

b. A notice that provides details of any violations or deficiencies that were self-reported and timelines to complete any necessary corrective action(s).

E. Enforcement.

1. Any owner or occupant of a business, commercial or industrial facility qualifying for the self-inspection program but elects not to enroll or fails to successfully complete the self-inspection as requested by the fire chief, or his designee, in accordance with the procedures established herein, shall be charged a service fee for the fire code official or designee to perform such inspection.

2. The amount charged for service fees for fire inspections performed by the fire chief, or his designee, to check compliance with this code and the International Fire Code, shall be set by resolution of the governing body. Non-payment of service fees is a violation of this chapter and the city may pursue any available legal remedies.

3. All violations or deficiencies identified on a property from the self-inspection shall be corrected by occupant within thirty days. If correction(s) cannot feasibly be made within thirty days, the occupant shall provide written notice of impracticability and the reasons therefor to the fire chief for review. Then, if approved, the occupant shall proceed with corrections within a timeframe determined by the fire chief or his designee. The fire chief, or his designee, also has the right to shorten any timeframe to complete corrections when serious public health, safety and welfare concerns exist.

15.40.110 - Penalties.

Any person who shall violate any of the provisions of this code or fail to comply herewith or who shall violate or fail to comply with any order made thereunder, or who shall build in violation of any detailed statement of specifications as plans submitted and approved hereunder, and from which no appeal has been taken, or who shall fail to comply with such an order as affirmed or modified by the Wyoming Council on Fire Prevention and Electrical Safety, or by a court of competent jurisdiction within the time fixed herein shall be severally, for each and every such violation and non-compliance, respectively, be guilty of a misdemeanor and the penalty for violation hereof shall be that set forth in [Chapter 1.28](#) of this code.

For reference only:

1. No appendix A – It establishes a board of appeal. 15.04.090 allows an appeal of the fire chief to the State Fire Marshal
2. Appendix B – Fire flows required
3. Appendix C – Hydrant locations and distributions
4. Appendix D – Fire apparatus access roads
5. Appendix E – Hazard categories
6. Appendix F – Hazard rankings, for labeling NFPA 704 placard
7. Appendix G – Cryogenic fluids
8. Appendix H – Hazardous Material Mgmt. plan and Hazardous Materials Inventory Statement
9. Appendix I – Fire protection Systems, Non-compliant conditions
10. No appendix J – Building information sign
11. No appendix K – Construction requirements for existing ambulatory Care Facilities
12. No appendix L – Req. for Firefighter Air Replenishment Systems
13. No appendix M – High-Rise buildings, Retroactive Automatic Sprinkler Requirements
14. No appendix N – Indoor trade shows and exhibitions
15. No appendix O – Valet trash and recycling collection in Group R2 occupancies

ORDINANCE NO. 829

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL ENERGY CONSERVATION CODE

WHEREAS, The City of Mills, Wyoming has in the past adopted the International Energy Conservation Code, and:

WHEREAS, A new version of the International Energy Conservation Code has been issued since the variant which was last adopted by the City of Mills; and

WHEREAS, The City of Mills has reviewed the 2024 International Energy Conservation Code and found that it wishes to adopt the same

NOW THEREFORE, The City Council of the Town of Mills hereby adopts the 2024 International Energy Conservation Code, and replaces the existing version of the International Energy Conservation Code with the same, with the text of the version being adopted attached hereto.

PASSED on 1st reading the ____ day of _____, 2025.

PASSED on 2nd reading the ____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk

ORDINANCE NO. 830

AN ORDINANCE ADOPTING THE 2024 INTERNATIONAL EXISTING BUILDING CODE

WHEREAS, The City of Mills, Wyoming has in the past adopted the International Existing Building Code, and:

WHEREAS, A new version of the International Existing Building Code has been issued since the variant which was last adopted by the City of Mills; and

WHEREAS, The City of Mills has reviewed the 2024 International Existing Building Code and found that it wishes to adopt the same

NOW THEREFORE, The City Council of the Town of Mills hereby adopts the 2024 International Existing Building Code, and replaces the existing version of the International Existing Building Code with the same, with the text of the version being adopted attached hereto.

PASSED on 1st reading the ____ day of_____, 2025.

PASSED on 2nd reading the ____ day of _____, 2025.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2025

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Sarah Osborn, City Clerk