

**REGULAR CITY COUNCIL
WORK SESSION MEETING**
November 14, 2023
6:00 PM
City Hall



CITY OF MILLS
EST. 1921

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

AGENDA

CALL TO ORDER

AGENDA ITEMS

1. City Planner:

Resolution 2023-43: A Resolution for Midway Subdivision, An Addition to the City of Mills

Resolution 2023-44: A Resolution for Approval of A Site Plan for Phase 1 of a Proposed 82,220 SQ FT Public K-12 School Building.

2. Police Chief/Fire Chief: Beacon Calls

3. Fire Chief:

EMS Billing

4. City Attorney:

Ordinance 807: First Reading: An Ordinance Providing for Certain Fines for Violations By Liquor License Holders

Ordinance 808: First Reading: An Ordinance Amending 5.04.180 to Be 5.08.180

Ordinance 809: First Reading: An Ordinance Amending Title 2

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.



CITY OF MILLS
EST. 1921

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

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

Item #1.

Memorandum

TO: Mills City Council

FROM: Megan Nelms, AICP, City Planner

DATE: November 14, 2023

SUBJECT: Midway Subdivision
Final Plat

Case Number: 23.07 FSP

Summary: The applicants are proposing to subdivide approximately 39.69-acres into an 18-lot industrial subdivision. Each lot averages approximately 1.50-acres in size.

Current Zoning: EI (Established Industrial) *no change of zoning is requested or required.

Planning Commission Recommendation: At their October 5, 2023, meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the subdivision request.

Staff Recommendation: Staff recommends APPROVAL of the final subdivision plat.

Midway Subdivision

Final Plat

Planning Commission Meeting
October 5, 2023

City Council Meeting

Applicants: Tetral Corporation of Casper

Case Number: 23.07 FSP

Agent: Lewis James, JKC Engineering

Summary: The applicants are proposing to subdivide approximately 39.69-acres into an 18-lot industrial subdivision. Each lot averages approximately 1.50-acres in size.

Legal Description: SE $\frac{1}{4}$ NW $\frac{1}{4}$, Section 6, T33N, R79W

Location: The property is located at the west end of Midway Road, approximately $\frac{1}{4}$ mile from the intersection of Midway Rd and Salt Creek Highway.

Zoning: EI (Established Industrial)

Proposed Zoning: EI (Established Industrial)

Existing Land Use: Vacant grasslands & various storage

Adjacent Land Use: North: Large acre industrial parcels (EI)
South: B & B Subdivision (EI & DI)
East: Tank Farm Industrial Park (EI)
West: Large acre industrial parcels (EI)

PRELIMINARY PLAT:

1. Access must be provided to Lot 8 and Tract A
 - a. 60' of publicly dedicated ROW is required
 - b. The access must be constructed
 - c. Only have the 30' on the southern part touching the subdivision, the unplatted portion of land to the north may need to be included to dedicate the needed right-of-way for access.
 - d. There is a power structure that may need to be relocated in order to construct the right of way

- 2. Provide plans for construction of subdivision infrastructure, including roads and water & sewer infrastructure.
 - a. Are there plans for phasing of the subdivision?
 - b. Timeline for Permit to Construct
- 3. All cul-de-sacs shall have a radius of no less than 96' in diameter.
- 4. Add 5' general utility easements on the interior of Lots 1-6 and 13-17.
- 5. Add the following as a notes section on the plat face with regard to the WAPA easement:

The United States Government (US) holds an access and a 75-foot-wide Casper-Glendo N transmission line easement (37.5 feet on either side of centerline) for the right to operate, patrol, repair, maintain, use, construct, and reconstruct an electrical transmission line across Tract A and Lots 4, 5, 6, 7, 12 and 13. The following activities are prohibited within the transmission line easement:

- a. *Structures are not allowed on the easement. Structures, by way of example, not by limitation, shall mean buildings, sheds, mobile homes, signs, storage tanks, septic systems, swimming pools, tennis courts, basketball courts, gazebos or similar facilities.*
- b. *All vegetation on the easement shall not exceed a maximum height of 3 feet at maturity.*
- c. *Excavation is not permitted within 27 feet of any tower footings. A minimum of 30 feet of ground to conductor clearance must be maintained at all times.*
- d. *Wells and mining operations are not allowed within the easement.*
- e. *WAPA shall review fence plans affecting the easement area prior to installation. If fences are placed across the easement, 14-foot-wide gates are required for access along the easement.*
- f. *All improvement plans affecting the easement must be reviewed and approved by WAPA prior to development. Requests for permission to use the transmission line easement should be submitted to: Western Area Power Administration, Attn: Lands Department, 5555 East Crossroads Boulevard, Loveland, Colorado 80538.*
- 6. Survey Review:
 - a. The majority of the interior measurements are missing on the lots
 - b. There is no interior monumentation shown on the plat. All lot corner monuments shall be set now or after construction of infrastructure. Set and label or add a note to the plat face showing otherwise.

7. Cosmetic Revisions to the Plat:
 - a. There is no lot line shown between Lots 12 & 13
 - b. Label the 30' access easement instrument number.
 - c. The word foregoing is spelled wrong gin the last paragraph of the dedication statement
 - d. Remove the signature line that says, "Inspected and approved this date" with the Mayor's signature line.
 - e. In the notary statement, it needs to state "Steve Loftin, Vice President of Tetral Corporation"
 - f. In the title block, the Sheet Title should be Final Plat, not Record of Survey

 8. Submit a Subdivision Improvements Agreement providing for the construction and payment of all, or part of, required public improvements for review and approval by the City Engineer and/or appropriate state agency, if applicable.

 9. Provide an irrevocable letter of credit, or other financial guarantee acceptable to the City in an amount no less than 125% of the estimated cost of the unfinished improvements, if applicable.
-

Staff Recommendation:

Staff recommends APPROVAL of the final plat upon all planning considerations being completed.

Planning Commission Recommendation:

City Council Decision:



CITY OF MILLS

APPLICATION FOR PLAT/REPLAT

Pursuant to the City of Mills Zoning Ordinance



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: Lewis James - JKC Engineering

APPLICANT/PROPERTY OWNER(S) INFORMATION:	AGENT INFORMATION:
Print Owner Name: <u>Tetral Corporation of Casper</u>	Print Agent Name: <u>JKC Engineering</u>
Owner Mailing Address: <u>P.O. Box 4600</u>	Agent Mailing Address: <u>111 W. 2nd Street Suite 420</u>
City, State, Zip: <u>Casper, WY 82604</u>	City, State, Zip: <u>Casper, WY 82601</u>
Owner Phone: <u>(307)235-2922</u>	Agent Phone: <u>(307)265-4601</u>
Applicant Email: <u>steve@71construction.com</u>	Agent Email: <u>lewis@jkcengineering.com</u>

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): SE1/4NW1/4, Section 5, T32N R79W

Physical address of subject property if available: _____

Size of lot(s) 0.36 AC to 14.08 AC sq. ft/acres: _____

Current zoning: E-I Established Industrial Current use: E-I Established Industrial

Intended use of the property: Industrial Usage

Zoning within 300 feet: E-I Established Industrial Land use within 300 feet: Industrial

ATTACHMENTS (REQUIRED):

1. **Proof of ownership:** _____ (such as deed, title certification, attorney's title opinion)
2. **Seven (7) full sized copies 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: _____
(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:

OWNER Signature John Lofgren TETRAL CORP U-PROP OWNER Signature _____

AGENT Signature John JKE Engineering

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: \$ _____

2023

Profit Corporation Annual Report

Due on or Before: February 1, 2023
ID: 1987-000240382
State of Formation: Wyoming
License Tax Due: \$446.33
AR Number: 08102556



ID: 1987-000240382
Filed: 01/31/2023 03:15 PM
AR Number: 08102556

The Tetral Corporation

1: Mailing Address

7072 Barton Dr
Casper, WY 82604

Current Registered Agent:

Steve Loftin
7072 Barton
Casper, WY 82604

2: Principal Office Address

7072 Barton Dr
Casper, WY 82604

Please review the current Registered Agent information and, if it needs to be changed or updated, complete the appropriate form available from the Secretary of State's website at https://sos.wyo.gov

Phone: (307) 235-2922
Email: sandy@71construction.com

3: Officers and Directors

President: Thomas L Davenport - 118 Valley Circle Riverton, WY 82501
Vice President: Steve L Loftin - 6471 White Deer Trail Casper, WY 82604
Secretary: Kenneth L Schulte - 1555 S. Center Casper, WY 82601

I hereby certify under the penalty of perjury that the information I am submitting is true and correct to the best of my knowledge.

Handwritten signature of Steve Loftin

STEVE LOFTIN V-PREZ

January 25, 2023

Signature of Treasurer or Fiscal Agent

Printed Name of Treasurer or Fiscal Agent

Date

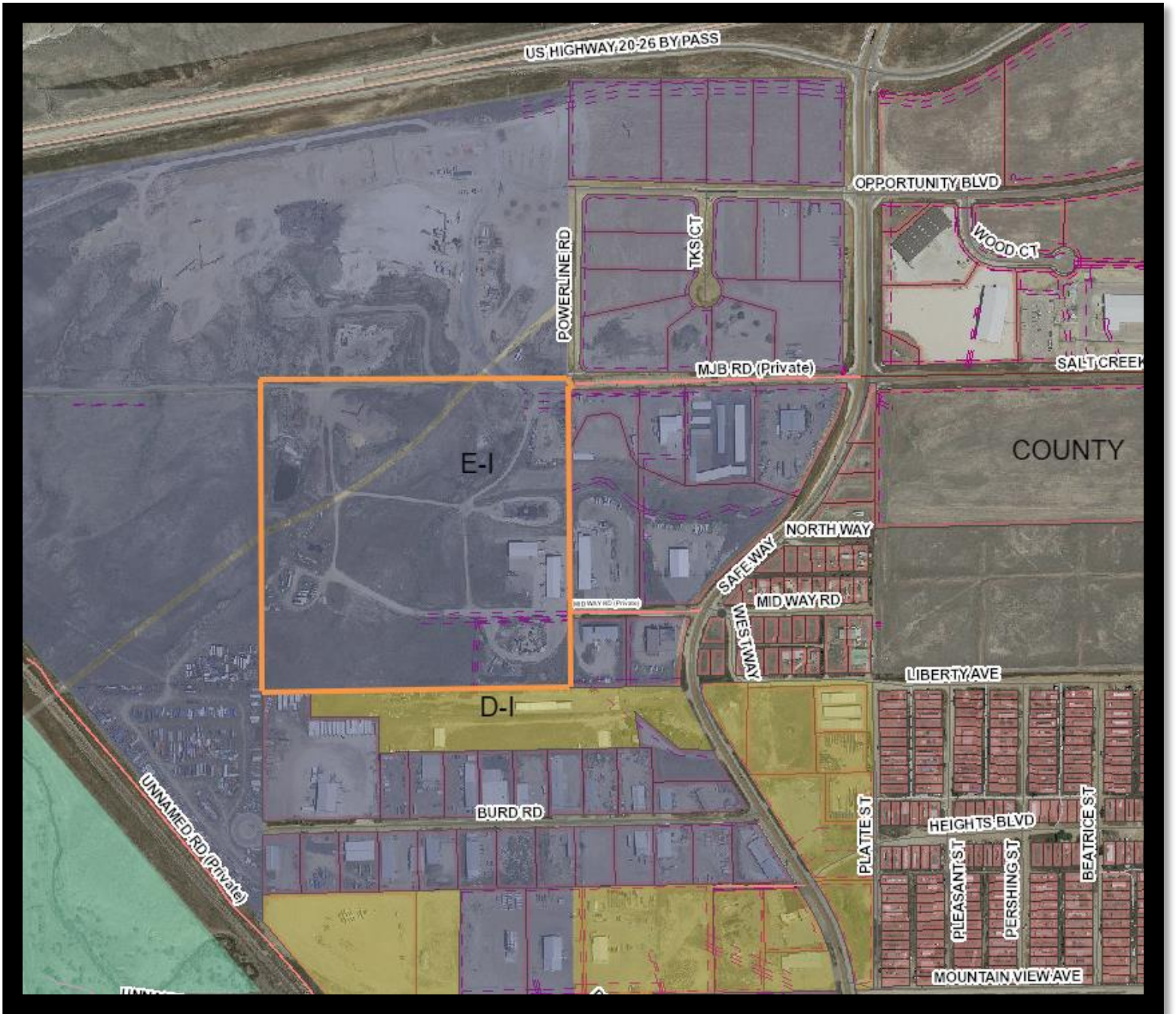
The fee is \$60 or two-tenths of one mill on the dollar (\$.0002), whichever is greater.

Instructions:

- 1. Complete the required worksheet;
2. Sign and date this form; and
3. Return both the form and worksheet to the Secretary of State at the address provided above.



Midway Subdivision – Preliminary Plat



Mills Zoning Districts

- Mills, DB
- Mills, ER: Established Residential
- Mills, DI: Developing Industrial
- Mills, PLI: Public Land Institutions
- Mills, DMH: Developing Mobile Home
- Mills, PUD: Planned Urban Development
- Mills, DR: Developing Residential
- Mills, MSR: Mixed Sized Residential
- Mills, EB: Established Buisness
- Mills, MU: Mixed Use
- Mills, EI: Established Industrial
- Mills, UA: Urban Agriculture
- Mills, UR: Urban Agriculture Residential

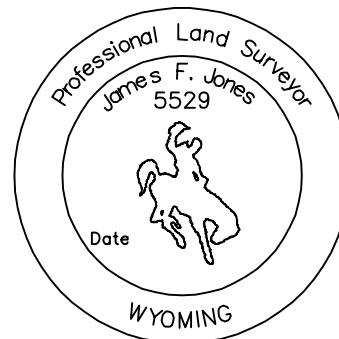
CERTIFICATE OF SURVEYOR

I, James F. Jones, do hereby certify that I am a professional land surveyor licensed under the laws of the State of Wyoming, that this plat is a true, correct, and complete plat of "MIDWAY SUBDIVISION" as laid out, plotted, dedicated, and shown hereon, that such plat was made from an accurate survey of said property by me or under my supervision during October, 2022, and correctly shows the location and dimensions of the lots, easements, and streets of said subdivision as the same are staked upon the ground in compliance with the City of Mills regulations governing the subdivision of land.

STATE OF WYOMING)
SS
NATRONA COUNTY)

The foregoing instrument was acknowledged before me this
_____ day of _____, 2023, by:
James F. Jones, P.L.S.

as a free and voluntary act and deed. Witness my hand and
official seal. My commission expires:



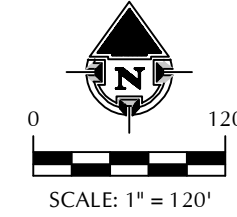
NOTARY PUBLIC

NOTES

- 1. ERROR OF CLOSURE = 1:499,292
2. BASIS OF BEARING: WYOMING STATE PLANE COORDINATE SYSTEM, EAST CENTRAL ZONE, NAD 1983
3. DISTANCES: U.S. SURVEY FOOT - GROUND
4. COORDINATES LISTED ARE NAD83/2011 GRID VALUES.
5. ELEVATIONS LISTED REFERENCE NAVD88 AND NOT INTENDED FOR USE AS BENCHMARKS.
6. ALL LOT CORNERS TO BE MARKED WITH SET ALUMINUM CAP.
7. THE UNITED STATES GOVERNMENT (US) HOLDS AN ACCESS AND 75-FOOT-WIDE CASPER-GLENDO TRANSMISSION LINE EASEMENT (37.5 FEET ON EITHER SIDE OF CENTERLINE) FOR THE RIGHT TO OPERATE, PATROL, REPAIR, MAINTAIN, USE, CONSTRUCT, AND RECONSTRUCT AN ELECTRICAL TRANSMISSION LINE ACROSS TRACT A AND LOTS 4, 5, 7, 8 AND 13.

LEGEND

- RECOVERED BRASS CAP
RECOVERED CORNER AS NOTED
SET BRASS CAP
SET 5/8" REBAR W/ALUMINUM CAP
PLAT BOUNDARY
LOT LINES
EASEMENT LINES
MEASURED
RECORD



PLAT OF
" MIDWAY SUBDIVISION "

AN ADDITION TO THE CITY OF MILLS
BEING ALL OF THE SE1/4NW1/4, SECTION 6,
TOWNSHIP 33 NORTH, RANGE 79 WEST OF THE 6TH PRINCIPAL MERIDIAN,
NATRONA COUNTY, WYOMING

SCALE: 1"=120'

CERTIFICATE OF DEDICATION

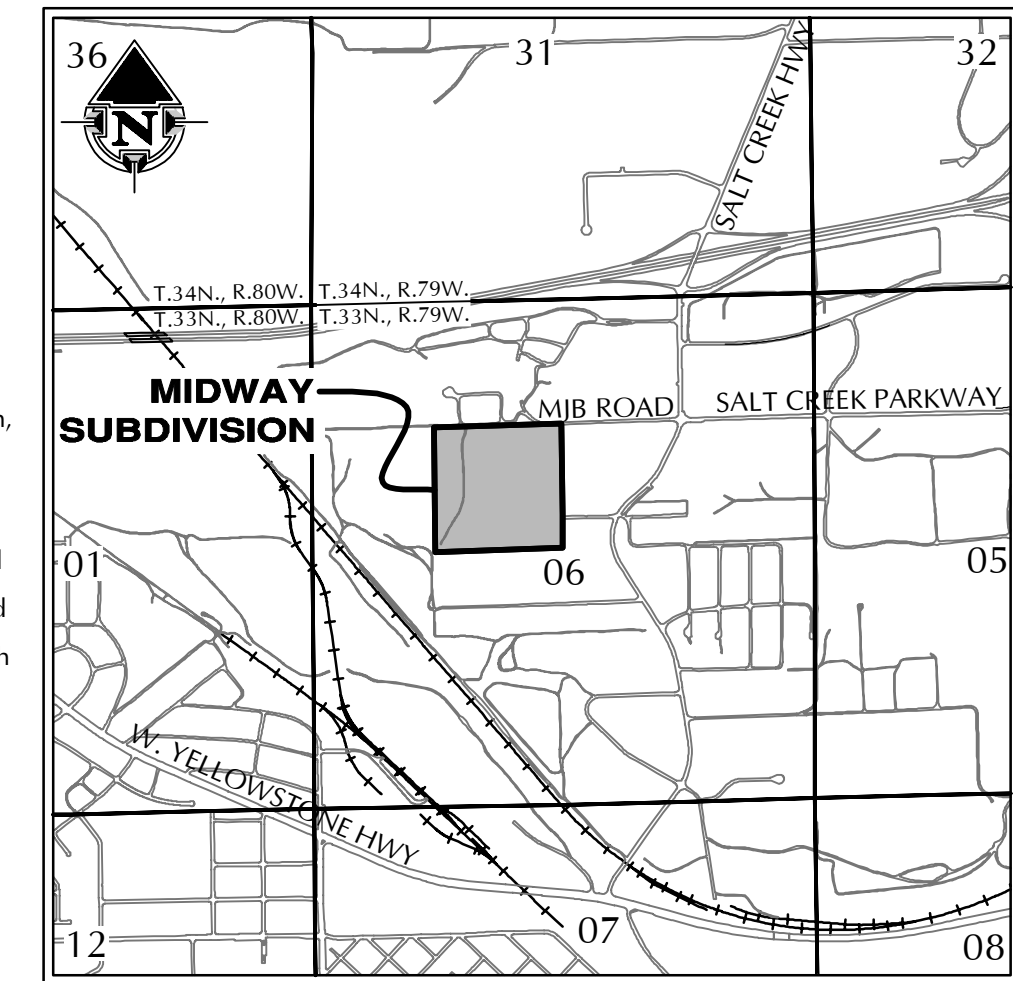
Tetral Corporation of Casper hereby certifies that they are the owner and proprietor of the foregoing Parcel being all of the SE1/4NW1/4, Section 6, Township 33 North, Range 79 West of the Sixth Principal Meridian, Natrona County, Wyoming, being more particularly described by metes and bounds as follows:

Beginning at a brass cap being the southeast corner of said SE1/4NW1/4; thence along the south line of said SE1/4NW1/4, 587'59'21"W, 1332.02 feet to a brass cap being the southwest corner of said SE1/4NW1/4; thence along the west line of said SE1/4NW1/4, N0°28'07"W, 1305.03 feet to a brass cap being the northwest corner of said SE1/4NW1/4; thence along the north line of said SE1/4NW1/4, N88°13'15"E, 1324.75 feet to a brass cap at the location of a found sprocket being the northeast corner of said SE1/4NW1/4; thence along the east line of said SE1/4NW1/4 for the next two calls, S0°46'47"E, 949.72 feet to a brass cap at the intersection of the SE1/4NW1/4 and the north line of Midway Road; thence continuing along the east line of said SE1/4NW1/4, S0°47'36"E, 349.77 feet to the Point of Beginning.

The above described Parcel contains 39.69 acres, more or less, and is subject to any and all rights-of-way, easements, reservations, and encumbrances which have been legally acquired.

The subdivision of the forgoing described land as it appears on this plat is with the free consent and in accordance with the desire of the above named owner and proprietor. The name of said subdivision shall be known as "Midway Subdivision", an addition to the City of Mills, Wyoming. The above named owner and proprietor does hereby dedicate all streets and roads shown hereon to the use of the public and grants to the public and private utility companies an easement and license to locate, construct, use and maintain conduits, lines, wires and pipes, any or all of them, under, along or across the strips of land marked as utility easements as shown on this plat.

AFFIX RECORDING LABEL HERE



VICINITY MAP
1" = 2000'

OWNER

Tetral Corporation of Casper
7072 Barton Drive
Casper, Wyoming 82604

Steve Loftin - Vice President

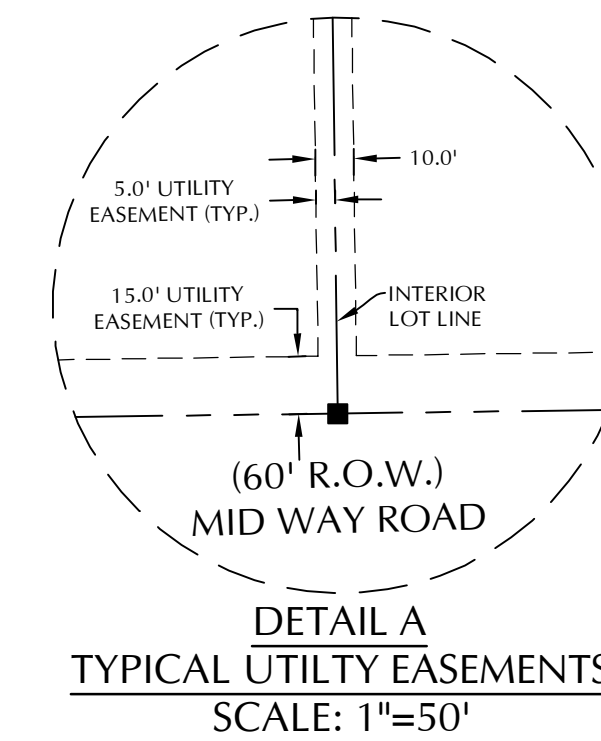
STATE OF WYOMING)
SS
NATRONA COUNTY)

The foregoing instrument was acknowledged before me this
_____ day of _____, 2023, by:
Steve Loftin - Vice President

as a free and voluntary act and deed. Witness my hand and
official seal. My commission expires:

NOTARY PUBLIC

Table with 5 columns: Curve #, Delta, Radius, Length, Chord. Lists curves C1 through C13 with their respective measurements.



APPROVALS

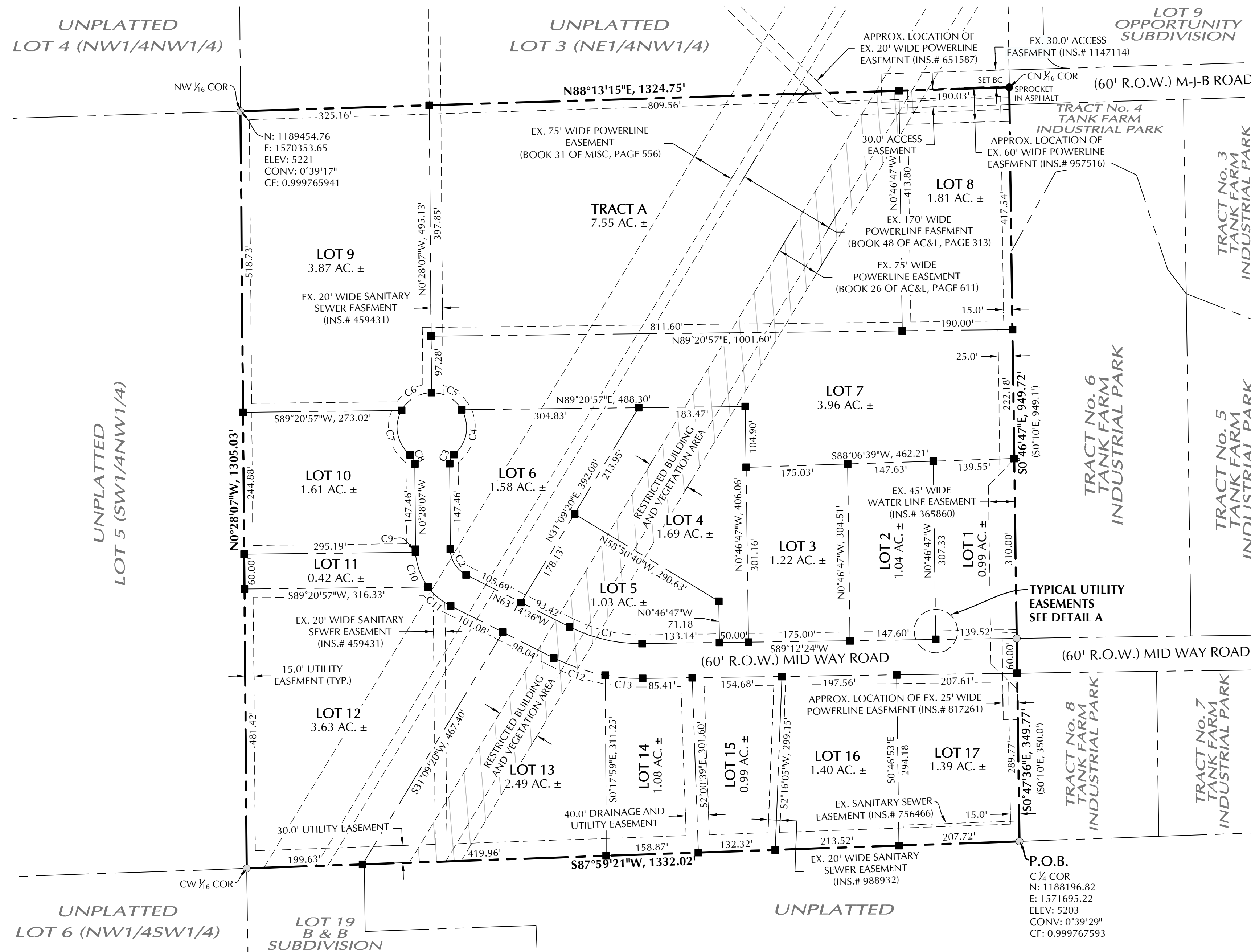
APPROVED BY THE CITY COUNCIL OF MILLS, WYOMING BY RESOLUTION No. _____, DULY PASSED, ADOPTED
AND APPROVED THIS _____ DAY OF _____, 2023.

MAYOR

ATTEST: CITY CLERK

INSPECTED AND APPROVED THIS _____ DAY OF _____, 2023.

CITY ENGINEER

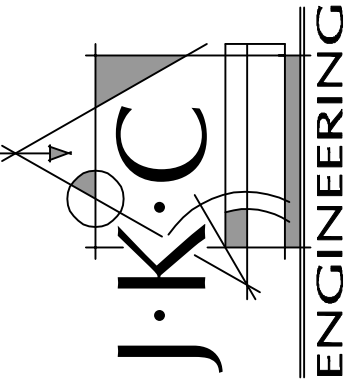


PLAT OF
" MIDWAY SUBDIVISION "

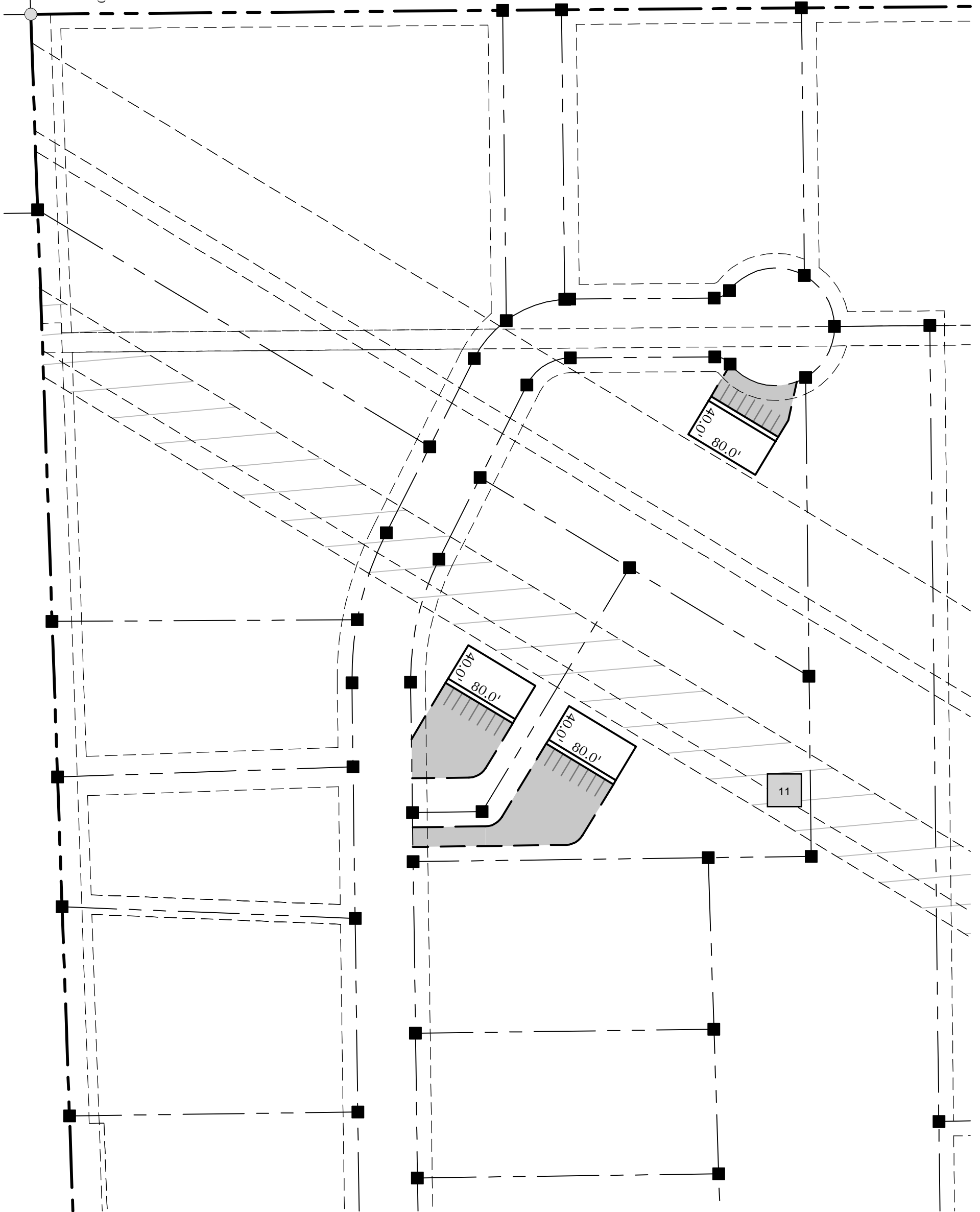
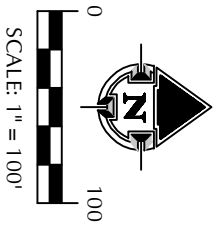
AN ADDITION TO THE CITY OF MILLS
BEING ALL OF THE SE1/4NW1/4, SECTION 6, TOWNSHIP 33 NORTH,
RANGE 79 WEST OF THE 6TH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING

DATE: 11/9/2023
PROJECT #: 22-26
DRAWN BY: JRB/SAG
SHEET TITLE:
RECORD OF
SURVEY

SHEET NUMBER
1 OF 1



ENGINEERING • SURVEYING • GIS MAPPING
CONSTRUCTION MANAGEMENT
1111 W. 2nd St., Ste 420 • Casper, Wyoming 82601
Ph: 307-265-4601 • Fax: 307-265-4672

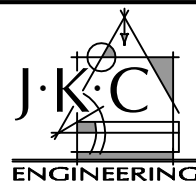


REVISION TABLE

NUMBER	DATE	DESCRIPTION	NUMBER	DATE	DESCRIPTION

DATE: 8/8/2023
 PROJECT #: 22-26
 DRAWN BY: JRB/SAG
 SHEET TITLE:
 BUILDABLE
 AREA
 SHEET NUMBER
 1 OF 1

SITE PLAN
"MIDWAY SUBDIVISION"
 AN ADDITION TO THE CITY OF MILLS
 BEING ALL OF THE SE1/4NW1/4, SECTION 6, TOWNSHIP 33 NORTH,
 RANGE 79 WEST OF THE 6TH PRINCIPAL MERIDIAN, NATRONA COUNTY, WYOMING



ENGINEERING • SURVEYING • GIS MAPPING
 CONSTRUCTION MANAGEMENT
 111 W. 2nd St., Ste 420 • Casper, Wyoming 82601
 Ph: 307-265-4601 • Fax: 307-265-4672



MINUTES OF THE 5TH OF OCTOBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Board Members Present: Bob Greenley, Leon Norvell, Dale Smith, John Gudger and Chris Volzke were all present for this P&Z Meeting.

City Staff in Attendance: Megan Nelms, City Planner, Kevin O’Hearn, Building Official

Others in Attendance: Steve Loftin, Applicant & Lewis James, JKC Engineering

Chairman Leon Norvell called the meeting to order at 5:09 PM on October 5, 2023, as a quorum was present.

Megan made an announcement that case number 23.08 FSP, the 257 Business Park Preliminary Plat, had been pulled from the agenda for the evening.

Chairman Norvell asked board members if everyone had read the minutes of the September 7, 2023, P&Z Board meeting and if there were any noted changes. There were none. Board Member John Gudger made a motion to approve the minutes. Chris Volzke seconded the motion. Chairman Norvell called for a vote to pass the minutes of the September 7, 2023, P&Z meeting. All ayes, motion passed.

Chairman Norvell asked Megan to present the first agenda item. Megan introduced case number 23.07 FSP, the Final Plat for Midway Subdivision.

Background:

The applicants are proposing to subdivide approximately 39.69-acres into an 18-lot industrial subdivision. Each lot averages approximately 1.50-acres in size

Planning Considerations:

1. Provide plans for construction of subdivision infrastructure, including roads and water & sewer infrastructure.
 - a. Are there plans for phasing of the subdivision?
 - b. Timeline for Permit to Construct
2. All cul-de-sacs shall have a radius of no less than 96’ in diameter.
3. Add 5’ general utility easements on the interior of Lots 1-6 and 13-17.
4. Add the following as a notes section on the plat face with regard to the WAPA easement:

MINUTES OF THE 5th OF OCTOBER 2023

MILLS PLANNING & ZONING BOARD MEETING

The United States Government (US) holds an access and a 75-foot-wide Casper-Glendo N transmission line easement (37.5 feet on either side of centerline) for the right to operate, patrol, repair, maintain, use, construct, and reconstruct an electrical transmission line across Tract A and Lots 4, 5, 6, 7, 12 and 13. The following activities are prohibited within the transmission line easement:

- a. *Structures are not allowed on the easement. Structures, by way of example, not by limitation, shall mean buildings, sheds, mobile homes, signs, storage tanks, septic systems, swimming pools, tennis courts, basketball courts, gazebos or similar facilities.*
 - b. *All vegetation on the easement shall not exceed a maximum height of 3 feet at maturity.*
 - c. *Excavation is not permitted within 27 feet of any tower footings. A minimum of 30 feet of ground to conductor clearance must be maintained at all times.*
 - d. *Wells and mining operations are not allowed within the easement.*
 - e. *WAPA shall review fence plans affecting the easement area prior to installation. If fences are placed across the easement, 14-foot-wide gates are required for access along the easement.*
 - f. *All improvement plans affecting the easement must be reviewed and approved by WAPA prior to development. Requests for permission to use the transmission line easement should be submitted to: Western Area Power Administration, Attn: Lands Department, 5555 East Crossroads Boulevard, Loveland, Colorado 80538.*
5. Survey Review:
- a. The majority of the interior measurements are missing on the lots
 - b. There is no interior monumentation shown on the plat. All lot corner monuments shall be set now or after construction of infrastructure. Set and label or add a note to the plat face stating otherwise.
6. Cosmetic Revisions to the Plat:
- a. There is no lot line shown between Lots 12 & 13
 - b. Label the 30' access easement instrument number.
 - c. The word foregoing is spelled wrong gin the last paragraph of the dedication statement
 - d. Remove the signature line that says, "Inspected and approved this date" with the Mayor's signature line.
 - e. In the notary statement, it needs to state "Steve Loftin, Vice President of Tetral Corporation"
 - f. In the title block, the Sheet Title should be Final Plat, not Record of Survey

MINUTES OF THE 5th OF OCTOBER 2023

MILLS PLANNING & ZONING BOARD MEETING

7. Submit a Subdivision Improvements Agreement providing for the construction and payment of all, or part of, required public improvements for review and approval by the City Engineer and/or appropriate state agency, if applicable.
8. Provide an irrevocable letter of credit, or other financial guarantee acceptable to the City in an amount no less than 125% of the estimated cost of the unfinished improvements, if applicable.

Staff Recommendation: Staff recommends the Planning and Zoning Board approve the final plat for Midway Subdivision, pending completion of all planning considerations.

Chairman Norvell thanked Megan and asked if there were any questions from the Board. There were none. Lewis James, agent for the applicant noted that planning consideration number one had been addressed as they are planning on recording a 30' right-of-way by separate instrument that will provide the required 60' of access in that corner. Megan reviewed the plat and noted that it was there and stated the staff report would be modified to ensure the recorded instrument number was placed on the final plat, but that it should suffice for access to Tract A and Lot 8.

Mr. James then stated that the permit to construct for water was currently being held by DEQ at the request of the City of Casper. They have stated that the dissolution of Wardwell should occur before any additional infrastructure is constructed.

Megan inquired about their timeline for construction of the infrastructure. Steve Loftin, the applicant, stated that once they receive the permits to construct from DEQ, the water and sewer will go in first, followed by electricity and streets. It was agreed that they would work with the City on deadlines for when infrastructure would be installed.

Chairman Norvell asked if there was any further discussion on the plat. There was none so he called for a motion. Board Member John Gudger made a motion to provide the City Council with a "Do Pass" recommendation for the Midway Subdivision Final Plat. Board Member Dale Smith seconded the motion. All voted in favor, motion carried.

Megan then inquired about the City's past processes to ensure that required infrastructure improvements are installed in new subdivisions. Kevin O'Hearn, Building Official, provided an overview of the process and described how the city had done it in the past.

Megan gave a brief update on upcoming applications for the next meeting and proposed amendments to Title 17 that the commission will be reviewing in the near future.

MINUTES OF THE 5th OF OCTOBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Board Member Gudger asked Kevin about the lights on the parcel on Freden Blvd and if anything had been able to be addressed yet. Kevin stated that he would inquire with Public Works about whether the property owner had been approached about the lights.

With no further business, Chairman Norvell declared the meeting adjourned at 5:42 PM.

Leon Norvell, Chairman

Attested: Christine Trumbull



CITY OF MILLS
EST. 1921

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

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

Item #1.

Memorandum

TO: Mills City Council

FROM: Megan Nelms, AICP, City Planner

DATE: November 14, 2023

SUBJECT: Wyoming Classical Academy – Commercial Site Plan
Lot 1, Mountain Meadows No. 2, Town of Mills

Case Number: 23.01 SKC

Summary: The applicant’s proposed to construct a new K-12 school on Lot 1, Mountain Meadows No. 2. It is a phased development, with Phase I consisting of a two-story classroom building for grades K-6.

Planning Commission Recommendation: At their November 2, 2023, meeting the Planning & Zoning Board made a “DO PASS” recommendation on Site Plan application.

Staff Recommendation: Staff recommends APPROVAL of the Site Plan, pending completion of all planning considerations.

WYO Classical Academy
Site Plan/Development Plan

Internal Staff Review
April 27, 2023
October 14, 2023

Planning Commission
November 2, 2023

Applicants: Ethos Three Architecture

Case Number: 23.01 SKC

Agent: Kip Barton

Summary: The applicants propose to construct a new K-12 school on Lot 1, Mountain Meadows No. 2. It is a phased development, with Phase I consisting of a two-story classroom building for grades K-6.

Legal Description: Lot 1, Mountain Meadows No. 2

Location: The property is located at the intersection of Poison Spider Lane and Robertson Rd.

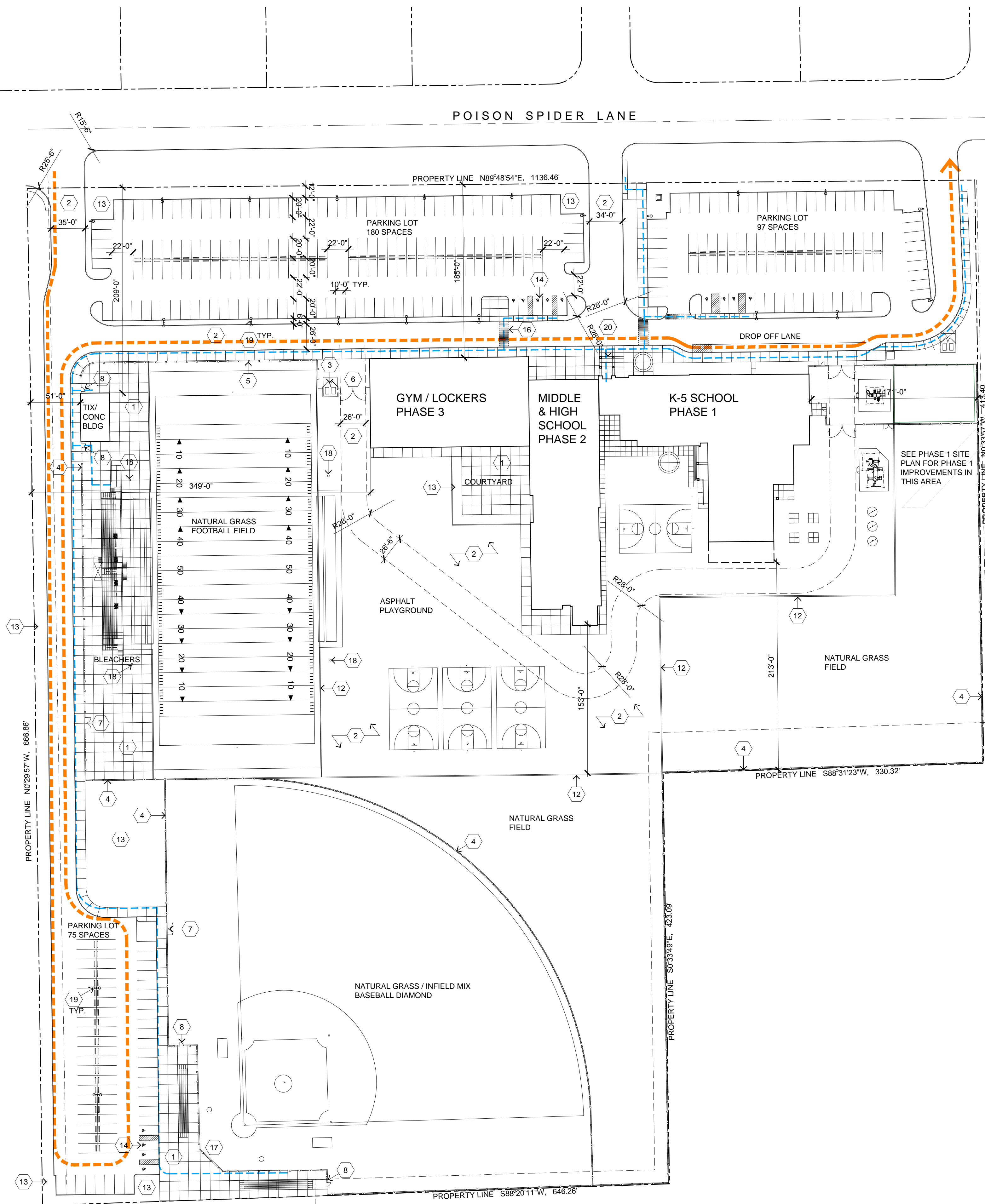
Zoning: UA (Urban Agriculture)

Planning Considerations:

1. Final approval by staff will be for the Master Site Plan and the Phase I site plan.
2. Submit a signed Site Plan Agreement
 - a. The agreement will include a provision that the Traffic Study, along with current traffic control measures and conditions, be reviewed and updated, if necessary, at the time of Phase II construction. All recommendations of the updated traffic analysis shall be met at that time.
 - b. The City will supply a final agreement to be signed by the applicant and City Council.
3. Final Drainage Plan approval by the City Engineer

Staff Recommendation: Staff recommends approval of the site plan, pending completion of all planning considerations.

Planning Commission Recommendation:



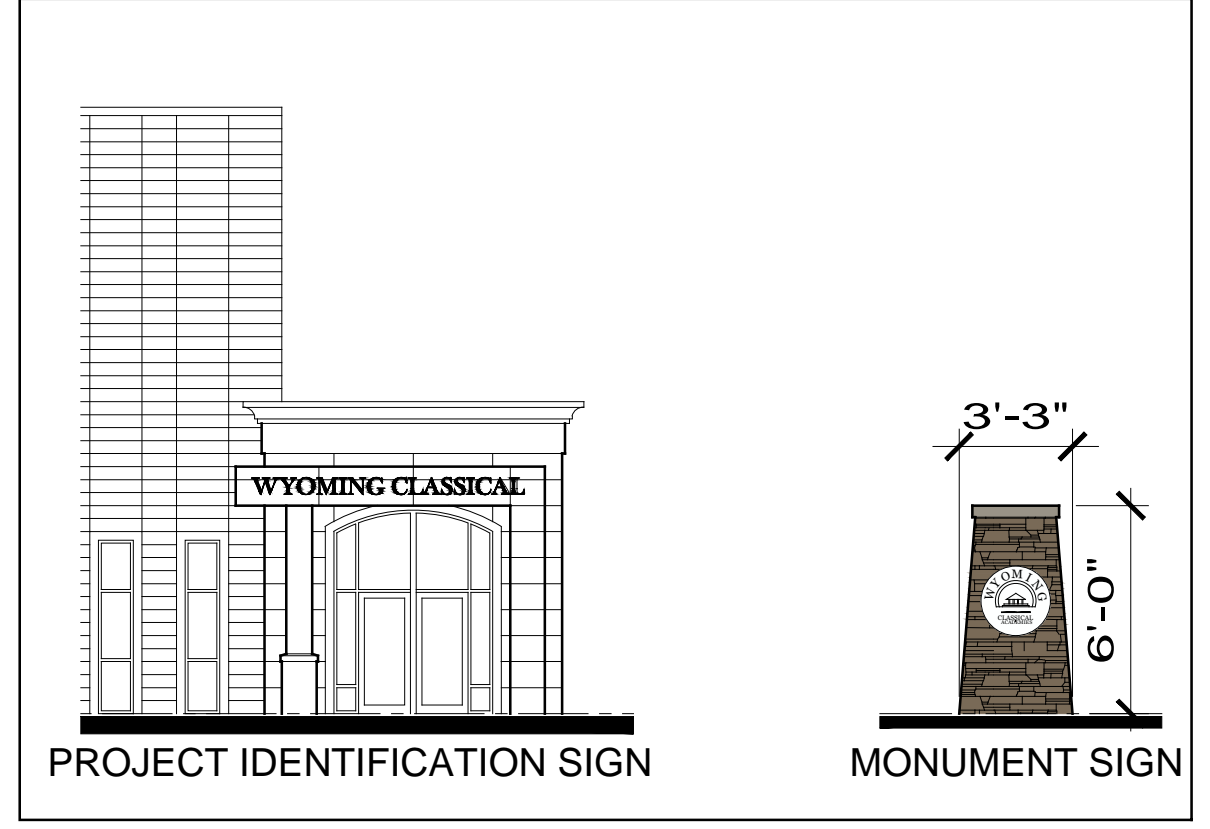
SITE DATA:

JURISDICTION:	CITY OF MILLS
PARCEL NO.:	338010600100
CURRENT ZONE:	UA URBAN AGRICULTURE
NET AREA LOT SIZE:	20 ACRES = 871,200 SF
BUILDING AREA:	
PHASE 1 (ELEMENTARY/MIDDLE)	37,920 SF
PHASE 2 (HIGH SCHOOL)	29,800 SF
GYMNASIUM	14,500 SF
TOTAL	82,220 SF
FLOOR AREA RATIO:	82,220 / 871,200 = 9%
LOT COVERAGE:	54,200 / 871,200 = 6%
LANDSCAPE AREA:	54,900 SF 6.3% OF SITE
REQUIRED / PROVIDED SETBACKS:	
BUILDING 'A' SETBACKS	
ORIENTATION	SETBACK
NORTH	30'-0"
SOUTH	30'-0"
EAST	7.5'-0"
WEST	7.5'-0"
ALLOWED BUILDING HEIGHT:	40'-0"
PROPOSED BUILDING HEIGHT:	35'-0" (2 STORY)
PARKING REQUIREMENTS:	
PARKING AREA:	2.83 ACRES (14.1% OF SITE)
ELEMENTARY REQUIRED:	1 SPACE PER 1,000 SF + 1 PER EMPLOYEE
ELEMENTARY SCHOOL BUILDING	36,658 SF
	37 SPACES + 28 EMPLOYEES = 65 SPACES
JUNIOR HIGH REQUIRED:	1 SPACE PER 1,000 SF + 1 PER EMPLOYEE
JUNIOR HIGH BUILDING	14,700 SF
	15 SPACES + 9 EMPLOYEES = 24 SPACES
HIGH SCHOOL REQUIRED:	1 SPACE PER 200 SF + 1 PER EMPLOYEE
HIGH SCHOOL BUILDING	15,000 SF
GYMNASIUM	14,500 SF
	148 SPACES + 25 EMPLOYEES = 173 SPACES
TOTAL REQUIRED PARKING SPACES =	65 + 24 + 173 = 262 SPACES
7 ACCESSIBLE SPACES REQUIRED INCLUDING 1 VAN ACCESSIBLE SPACE	
TOTAL STANDARD SPACES PROVIDED =	339
TOTAL ACCESSIBLE SPACES PROVIDED =	13
TOTAL SPACES PROVIDED =	352

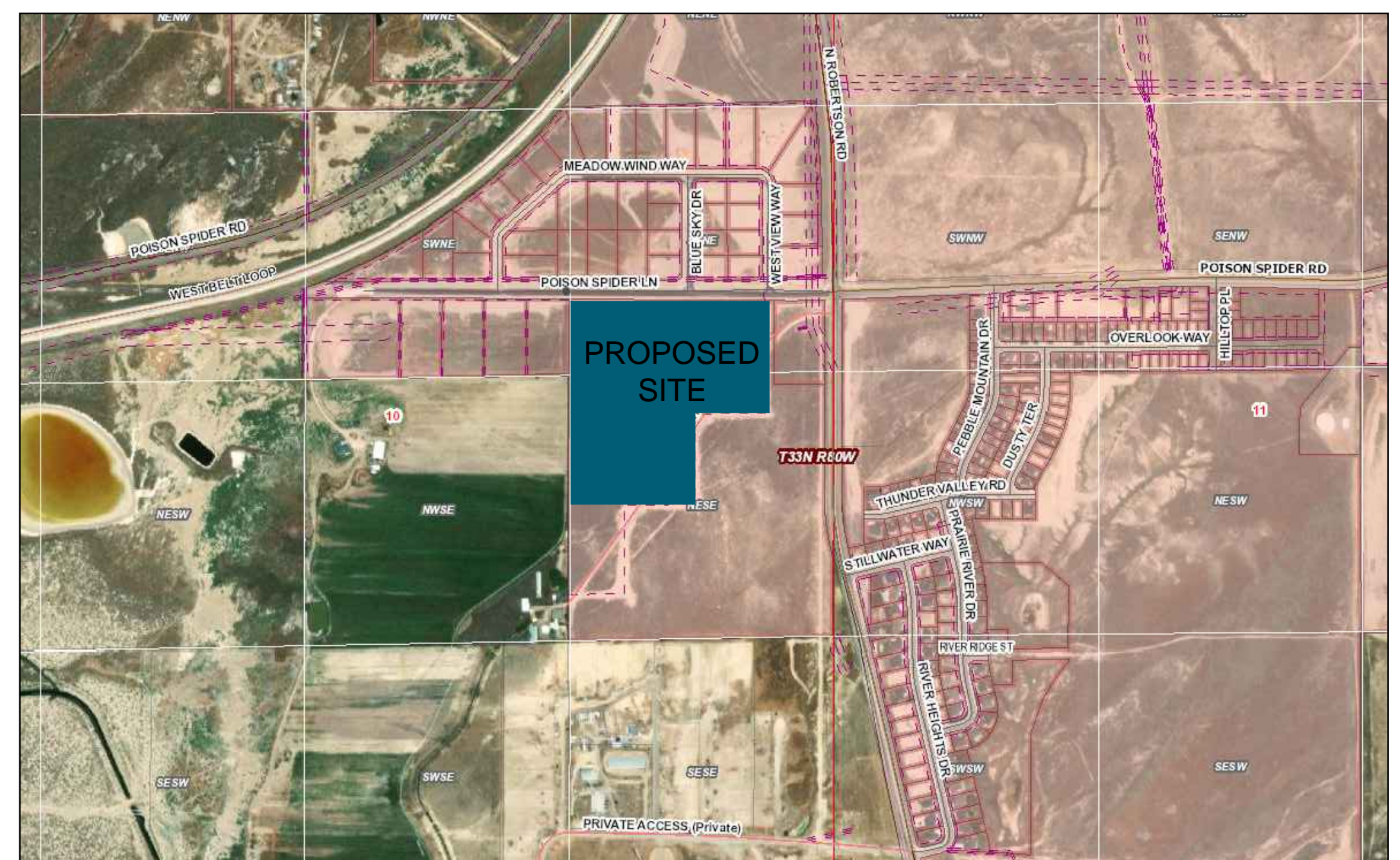
KEY NOTES:

- 1 CONCRETE PAVING
- 2 ASPHALT PAVING
- 3 2 - BIN TRASH ENCLOSURE WITH ROOF
- 4 6' HIGH CHAIN LINK FENCE
- 5 6' HIGH DECORATIVE METAL FENCE
- 6 26" WIDE DOUBLE LEAF GATE WITH FIRE DEPT. KNOX BOX
- 7 12" WIDE DOUBLE LEAF GATE
- 8 4' WIDE GATE
- 9 NOT USED
- 10 NOT USED
- 11 NOT USED
- 12 8" WIDE MOW CURB
- 13 LANDSCAPED PLANTER
- 14 ACCESSIBLE PARKING SPACES
- 15 ACCESSIBLE ROUTE
- 16 CROSS WALK
- 17 CHAIN LINK BASEBALL BACKSTOP
- 18 SPORTS FIELD LIGHT POLE
- 19 PARKING LOT LIGHT POLE
- 20 PROJECT IDENTIFICATION SIGN (WALL SIGN)

--- DROP OFF / PICK UP VEHICULAR CIRCULATION
 --- ACCESSIBLE ROUTE



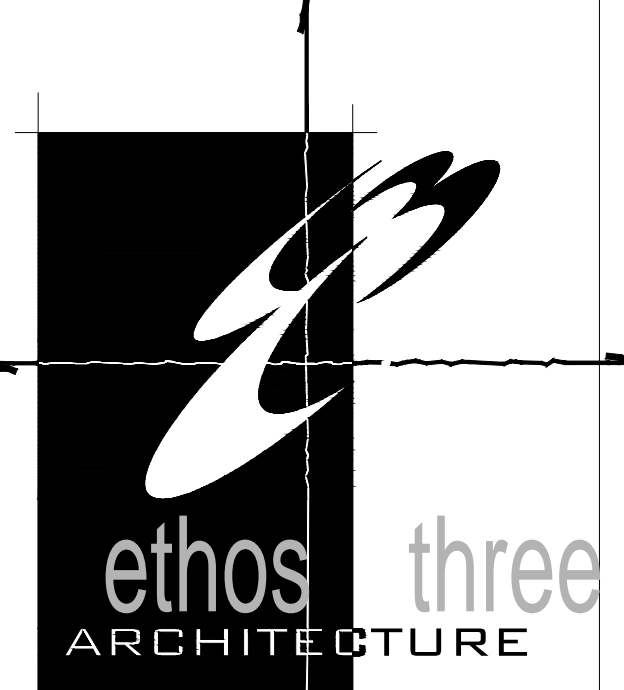
VICINITY MAP



SCALE : 1"=600'-0"

8985 s. eastern
 suite 220
 las vegas, nv 89123
 p 702.456.1070
 f 702.456.7020

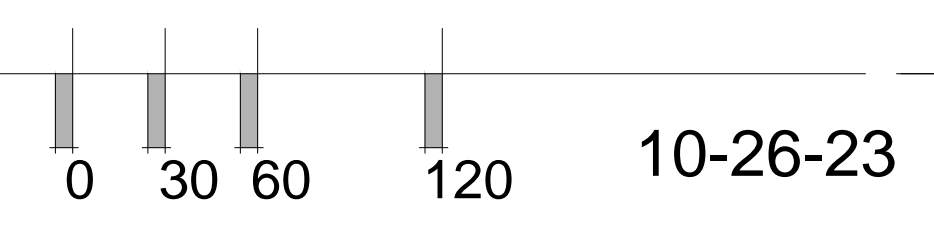
JOB NUMBER - 000000



SITE MASTERPLAN
 Wyoming Classical Academy
 Mills, Wyoming

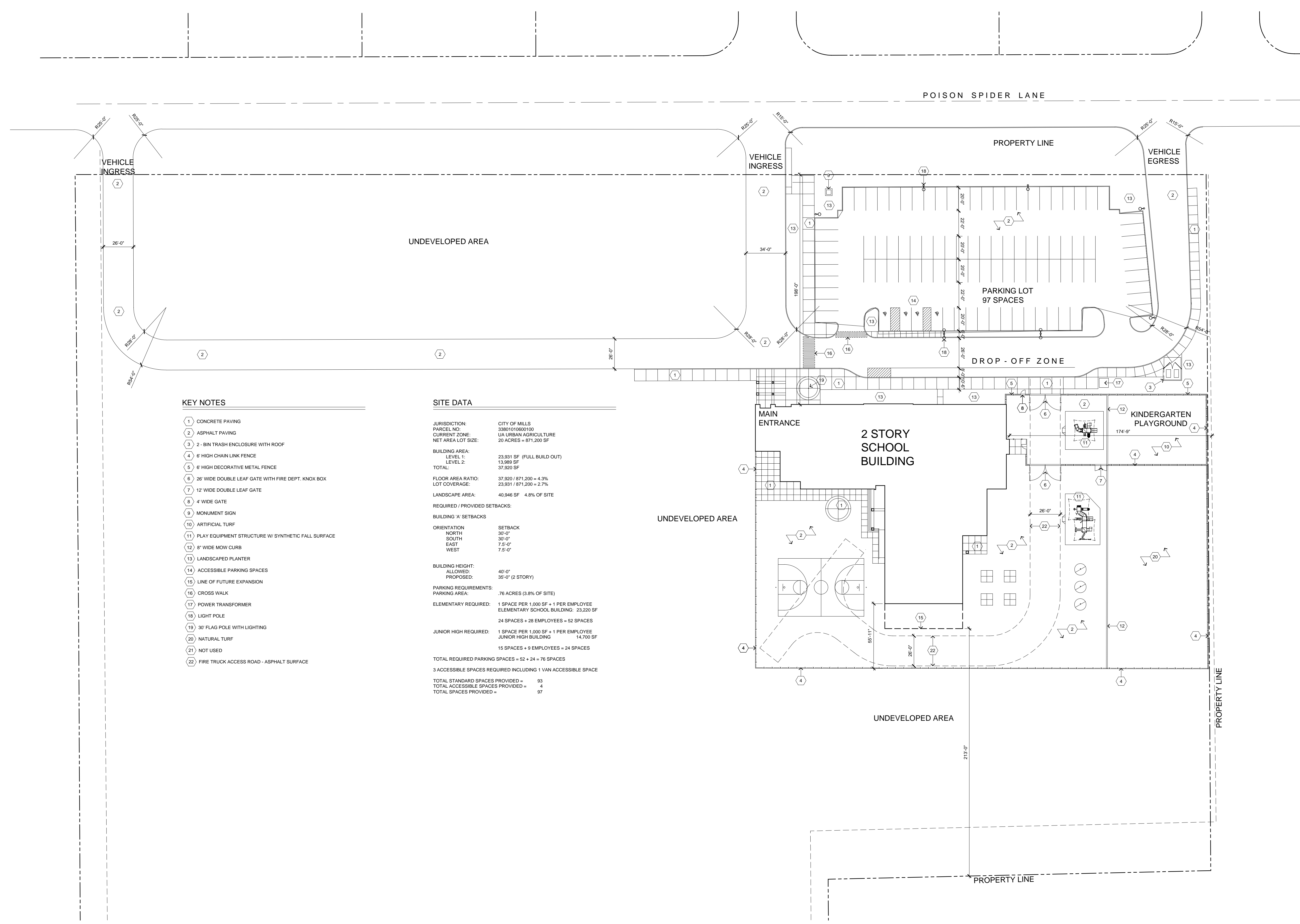
site masterplan

SCALE : 1"=60'-0"



8985 s. eastern
suite 220
las vegas, nv 89123
p 702.456.1070
f 702.456.7020

JOB NUMBER - 2022132



KEY NOTES

- 1 CONCRETE PAVING
- 2 ASPHALT PAVING
- 3 2-BIN TRASH ENCLOSURE WITH ROOF
- 4 6' HIGH CHAIN LINK FENCE
- 5 6' HIGH DECORATIVE METAL FENCE
- 6 26' WIDE DOUBLE LEAF GATE WITH FIRE DEPT. KNOX BOX
- 7 12' WIDE DOUBLE LEAF GATE
- 8 4' WIDE GATE
- 9 MONUMENT SIGN
- 10 ARTIFICIAL TURF
- 11 PLAY EQUIPMENT STRUCTURE W/ SYNTHETIC FALL SURFACE
- 12 8" WIDE MOW CURB
- 13 LANDSCAPED PLANTER
- 14 ACCESSIBLE PARKING SPACES
- 15 LINE OF FUTURE EXPANSION
- 16 CROSS WALK
- 17 POWER TRANSFORMER
- 18 LIGHT POLE
- 19 30' FLAG POLE WITH LIGHTING
- 20 NATURAL TURF
- 21 NOT USED
- 22 FIRE TRUCK ACCESS ROAD - ASPHALT SURFACE

SITE DATA

JURISDICTION: CITY OF MILLS
 PARCEL NO: 53801010600100
 CURRENT ZONE: UA URBAN AGRICULTURE
 NET AREA LOT SIZE: 20 ACRES = 871,200 SF

BUILDING AREA:
 LEVEL 1: 23,931 SF (FULL BUILD OUT)
 LEVEL 2: 13,989 SF
 TOTAL: 37,920 SF

FLOOR AREA RATIO: 37,920 / 871,200 = 4.3%
 LOT COVERAGE: 23,931 / 871,200 = 2.7%

LANDSCAPE AREA: 40,946 SF 4.6% OF SITE

REQUIRED / PROVIDED SETBACKS:
 BUILDING 'A' SETBACKS

ORIENTATION: SETBACK
 NORTH: 30'-0"
 SOUTH: 30'-0"
 EAST: 7.5'-0"
 WEST: 7.5'-0"

BUILDING HEIGHT:
 ALLOWED: 40'-0"
 PROPOSED: 35'-0" (2 STORY)

PARKING REQUIREMENTS:
 PARKING AREA: 76 ACRES (3.8% OF SITE)

ELEMENTARY REQUIRED: 1 SPACE PER 1,000 SF + 1 PER EMPLOYEE
 ELEMENTARY SCHOOL BUILDING: 23,220 SF
 24 SPACES + 28 EMPLOYEES = 52 SPACES

JUNIOR HIGH REQUIRED: 1 SPACE PER 1,000 SF + 1 PER EMPLOYEE
 JUNIOR HIGH BUILDING: 14,700 SF
 15 SPACES + 9 EMPLOYEES = 24 SPACES

TOTAL REQUIRED PARKING SPACES = 52 + 24 = 76 SPACES
 3 ACCESSIBLE SPACES REQUIRED INCLUDING 1 VAN ACCESSIBLE SPACE

TOTAL STANDARD SPACES PROVIDED = 93
 TOTAL ACCESSIBLE SPACES PROVIDED = 4
 TOTAL SPACES PROVIDED = 97

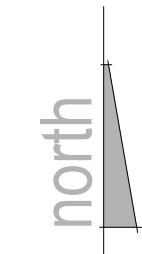
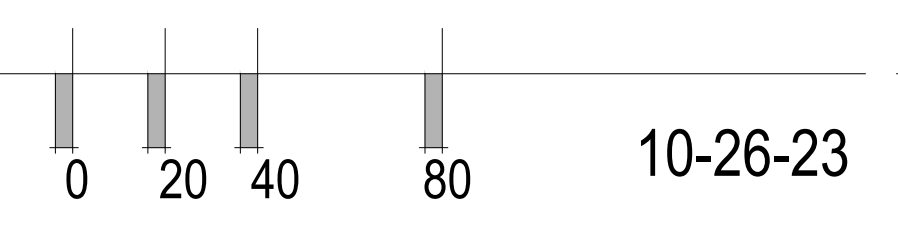


site plan - phase 1

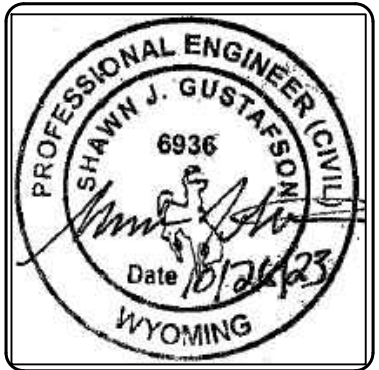
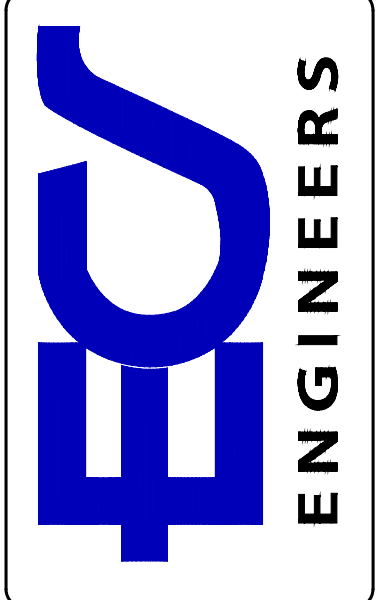
WYOMING
CLASSICAL ACADEMY
Mills, Wyoming

site plan - phase 1

SCALE : 1"=40'-0"



SHT A1.2



FOR: ethos three Architecture
8995 South Eastern, Suite 220
Chester, WY 82801
702.456.1070

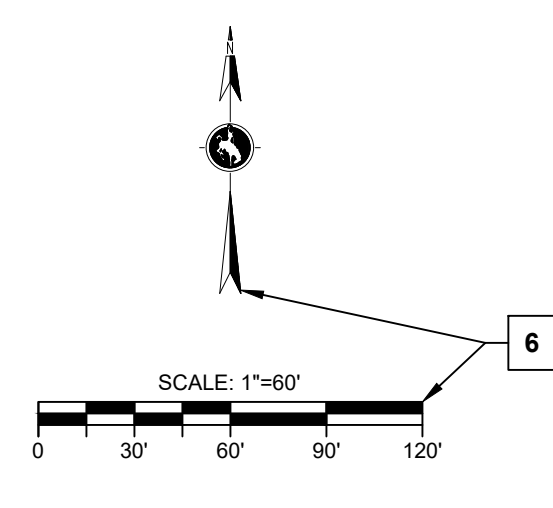
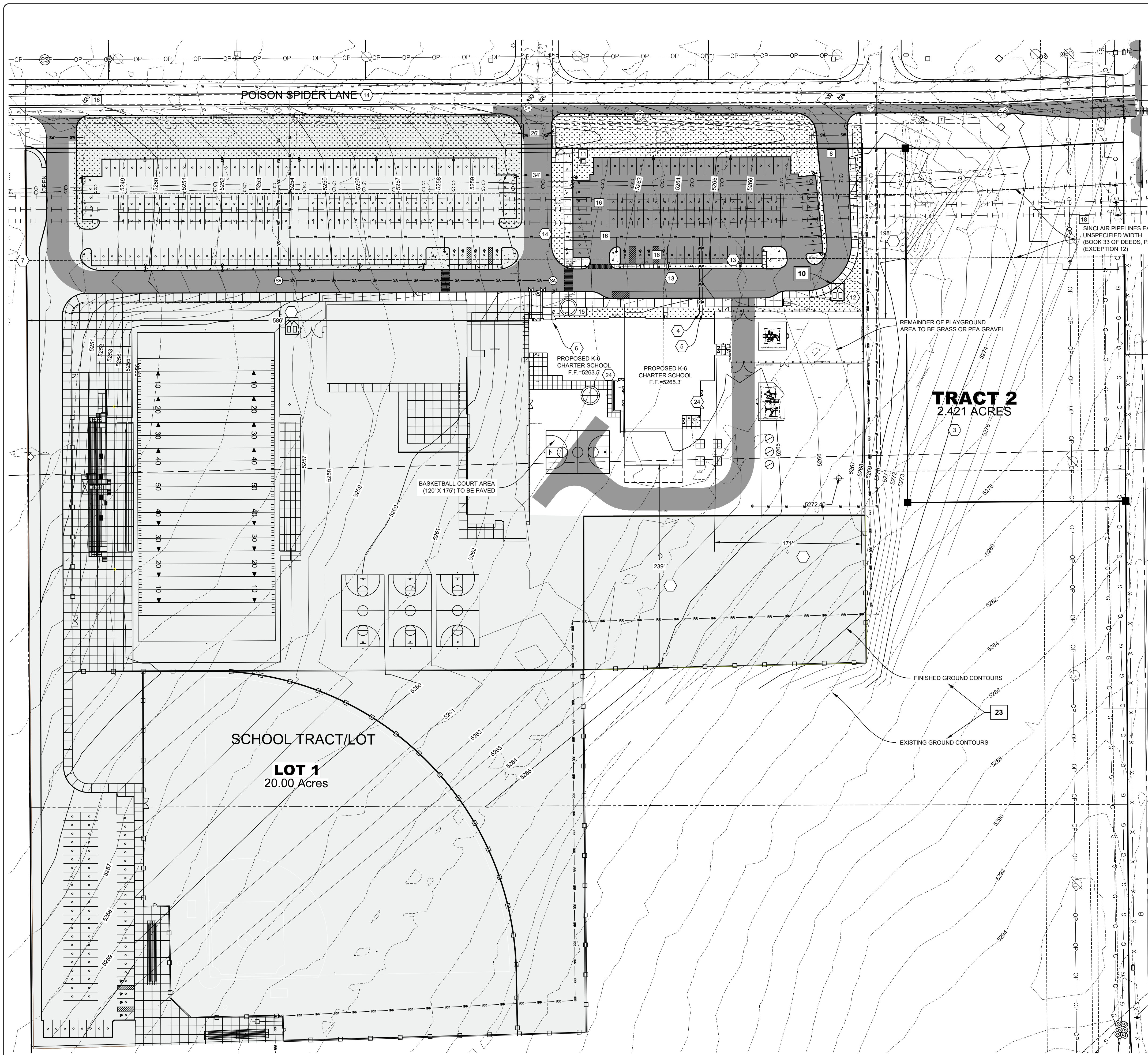
BY: ECS ENGINEERS
111 W. 2nd Street, Suite 600
Chester, WY 82801
307.337.2863

Scale: SEE DRAWING
Date: 10/26/2023
Project No.: 230026
File Name: 230026_CharterSchool_Site_REVISED.rvt
PAGE: 1/8

MILLS CHARTER SCHOOL SITE PLAN

REV	DATE	REVISIONS	BY	CHK

C1.0



SYMBOLS

- ✱ TREE
- ▲ ECS CONTROL POINT
- ELECTRICAL VAULT
- FIBER OPTIC PEDESTAL
- ⊕ FIRE HYDRANT
- ⊕ PROFILE FIRE HYDRANT
- ⊕ FLARED END SECTION
- ⊕ GAS METER
- ⊕ CATCH BASIN
- ⊕ GUY WIRE ANCHOR
- ⊕ POWER POLE
- ⊕ SANITARY SEWER MAHOLE
- ⊕ SANITARY SEWER CLEANOUT
- ⊕ IRRIGATION VALVE BOX
- ⊕ STORM SEWER MANHOLE
- ⊕ STREET LAMP
- ⊕ TELEPHONE MANHOLE
- ⊕ TELEPHONE PEDESTAL
- ⊕ BORE HOLE LOCATION
- ⊕ WATER TEE
- ⊕ WATER CROSS
- ⊕ WATER VALVE
- ⊕ CURB STOP
- ⊕ ELECTRICAL METER CABINET
- ⊕ SINGLE SIGN POST
- ⊕ BOLLARD
- ⊕ PROPERTY CORNER

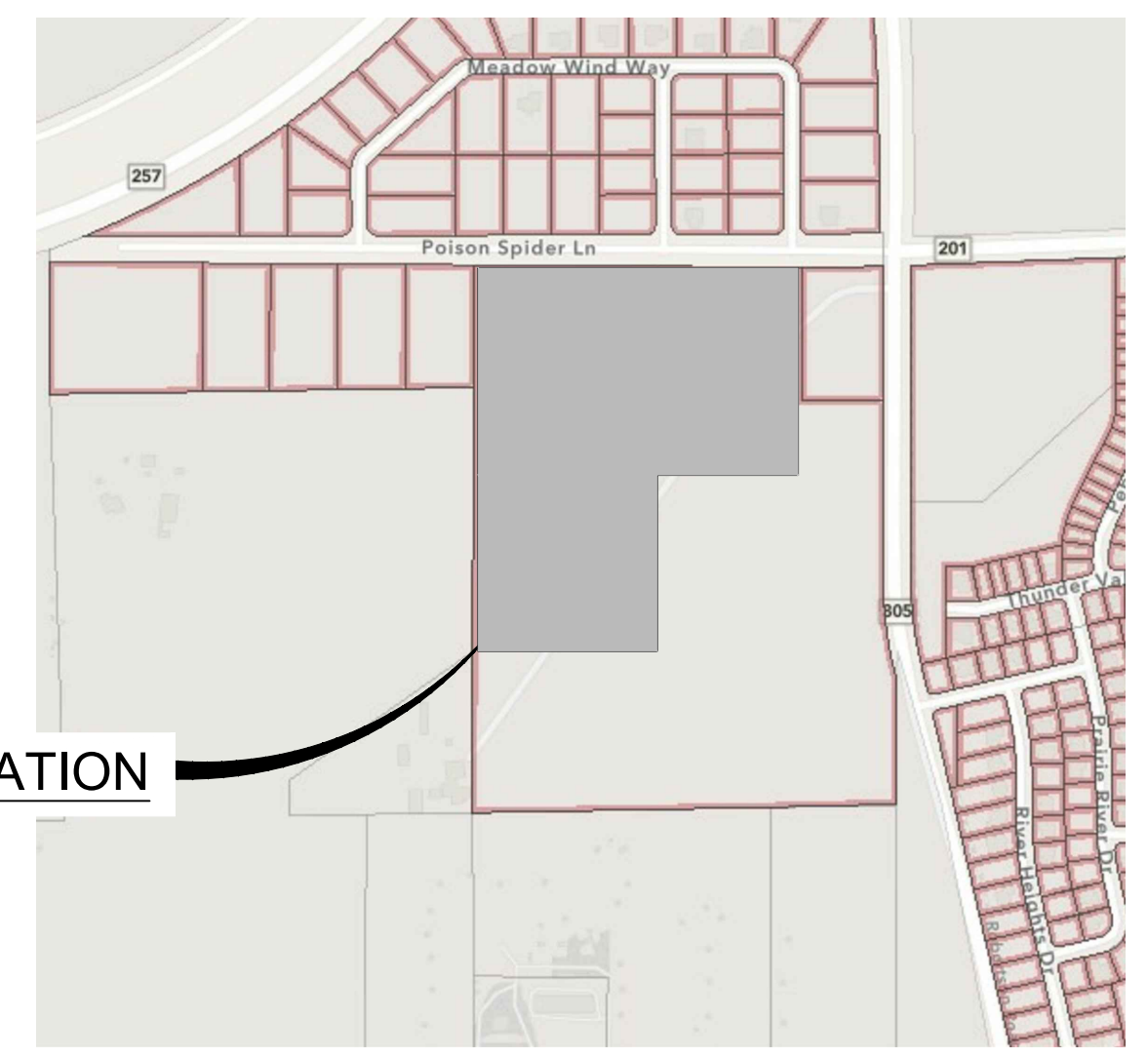
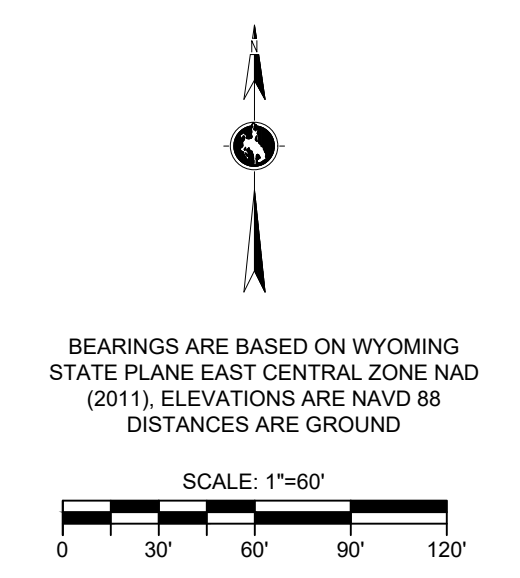
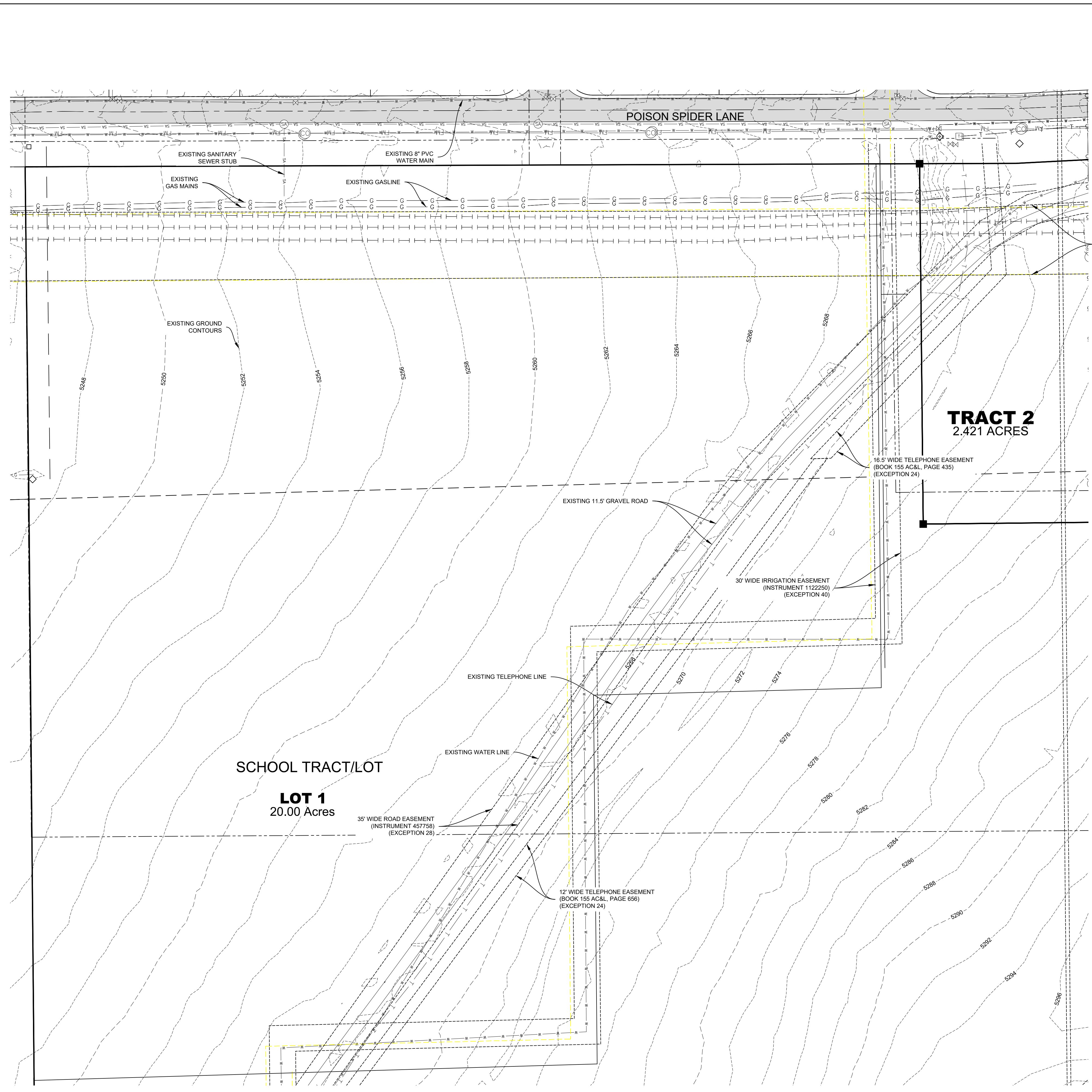
LEGEND

- FIRE RIGHT OF WAY
- PROPERTY LINES
- EASEMENT LINES
- EXISTING CENTERLINE
- PROPOSED CENTERLINE
- EDGE EXISTING ASPHALT
- EXISTING WOOD FENCE
- EXISTING CHAIN LINK FENCE
- PROPOSED CHAIN LINK FENCE
- EXISTING GAS LINE
- EXISTING IRRIGATION LINE
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING SANITARY LINE
- PROPOSED SANITARY LINE
- EXISTING STORM PIPE
- PROPOSED STORM PIPE
- OP--- OVERHEAD POWER LINE
- T--- TELEPHONE LINE
- P--- UNDERGROUND POWER
- F--- FIBEROPTIC LINE
- C--- CABLE TV LINE
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- EXISTING MAJOR CONTOURS
- EXISTING MINOR CONTOURS
- PROPOSED PHASE II FIRE LANE
- EXISTING CONCRETE SURFACING
- PROPOSED CONCRETE SURFACING
- EXISTING ASPHALT SURFACING
- PROPOSED ASPHALT SURFACING
- PROPOSED PHASE 2
- LS PLANTER
- PROPOSED GRAVEL SURFACING

VICINITY MAP CASPER, WYOMING 1" = 600'

SITE PLAN CHECKLIST

1. LEGAL DESCRIPTION: TRACT 1, MOUNTAIN MEADOWS POISON SPIDER LANE, CASPER, WYOMING 82601
2. TITLE BLOCK: AS SHOWN
3. NAMES OF ALL ADJACENT PROPERTIES: AS PLATTED
4. SURROUNDING LAND USES - UR, URBAN AG RESIDENTIAL, UA URBAN AG, LI LIGHT INDUSTRIAL
5. CURRENT ZONING: UA, URBAN AG
6. NORTH ARROW, PLAN SCALE, AND DATE: AS SHOWN
7. LOT DIMENSIONS: AS PLATTED
8. SETBACKS: NORTH 30'-0" - SOUTH 30'-0" - EAST 7'-6" - WEST 7'-6" BUILDING HEIGHT: 35'-0"
9. LOCATION AND DIMENSIONS OF ALL PROPOSED OFF-STREET LOADING DOCK AREAS - NA
10. TRASH RECEPTACLES: AS SHOWN
11. ADVERTISING AND SIGNS - NA
12. SCREENING DEVICES: NEW BLOCK FENCE AROUND TRASH RECEPTACLES
13. EXTERIOR LIGHTING: AS NOTED ON PLANS AND LEGEND
14. ADJACENT STREETS: AS SHOWN
POISON SPIDER LANE: 26'
ROBERTSON ROAD: 40'
15. EXISTING AND PROPOSED CURB CUTS AND SIDEWALKS: AS SHOWN
16. OFF STREET PARKING LAYOUT AND TRAFFIC CONTROL: AS SHOWN
PARKING SPACE: 10'X20'
17. CURBING LOCATION: AS SHOWN
18. GROUND SURFACING: SEE SURFACING PLAN
19. EXISTING AND PROPOSED EASEMENTS:
EXISTING: SEE EXISTING CONDITIONS
PROPOSED: AS PLATTED
20. VICINITY MAP: AS SHOWN
21. GENERAL NOTES:
A. TOTAL LAND AREA: LOT 1 = 20 ACRES
B. TOTAL BUILDING FOOTPRINT: 52,900 SQFT TOTAL
ELEMENTARY SCHOOL BUILDING: 23,400 SQFT
H.S./J.R. HIGH SCHOOL BUILDING: 15,000 SQFT
GYMNASIUM: 14,500 SQFT
C. BUILDING ADDITION: NOT APPLICABLE
D. LAND COVERED BY BUILDINGS: 6.1%
E. BUILDING HEIGHT: 35' FEET
F. 2 STORY
G. PARKING SPACES PROPOSED: 310 TOTAL (4 ADA ACCESSIBLE)
H. SQUARE FOOTAGE OF PARKING SPACES: 130,680 SQUARE FEET
I. LAND COVERED BY PARKING: 15%
J. SITE COVERED BY LANDSCAPING: 48,939 SQUARE FEET
K. LAND COVERED BY LANDSCAPING: 5.6%
22. NUMBERING ITEMS PER CHECKLIST: AS SHOWN
23. EXISTING CONTOURS: AS SHOWN
24. BUILDING ELEVATION: AS SHOWN
25. SURFACE DRAINAGE: SEE DRAINAGE PLAN
26. PAVEMENT DESIGN REPORT: PER GEOLOGICAL EVALUATION BY ATLAS 3.17.2023
27. TRAFFIC STUDY: PREVIOUSLY SUBMITTED

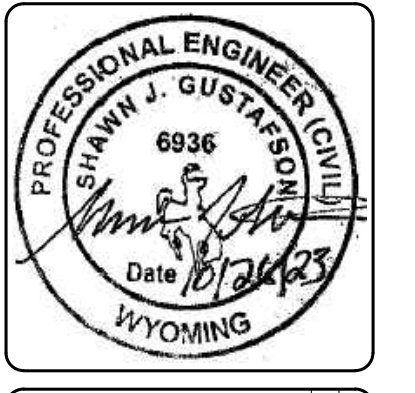
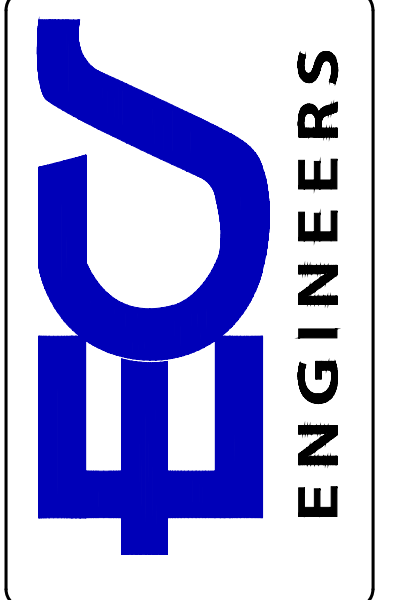


VICINITY MAP
CASPER, WYOMING
1" = 600'
SYMBOLS

SINCLAIR PIPELINES EASEMENT
UNSPECIFIED WIDTH
(BOOK 33 OF DEEDS, PAGE 21)
(EXCEPTION 12)

- SYMBOLS**
- ✱ TREE
 - ▲ ECS CONTROL POINT
 - ELECTRICAL VAULT
 - ▣ FIBER OPTIC PEDESTAL
 - ⊙ FIRE HYDRANT
 - ⊙ PROFILE FIRE HYDRANT
 - ▭ FLARED END SECTION
 - ⊠ GAS METER
 - ▩ CATCH BASIN
 - ↳ GUY WIRE ANCHOR
 - ⊗ POWER POLE
 - ⊙ SANITARY SEWER MAHOLE
 - ⊙ SANITARY SEWER CLEANOUT
 - ▩ IRRIGATION VALVE BOX
 - ⊙ STORM SEWER MANHOLE
 - ⊙ STREET LAMP
 - ⊙ TELEPHONE MANHOLE
 - TELEPHONE PEDESTAL
 - ⊙ BORE HOLE LOCATION
 - WATER TEE
 - WATER CROSS
 - ⊙ WATER VALVE
 - ⊙ CURB STOP
 - ▩ ELECTRICAL METER CABINET
 - ⊙ SINGLE SIGN POST
 - ⊙ BOLLARD
 - ◇ PROPERTY CORNER

- LEGEND**
- RIGHT OF WAY
 - PROPERTY LINES
 - EASEMENT LINES
 - EXISTING CENTERLINE
 - EDGE EXISTING ASPHALT
 - EXISTING WOOD FENCE
 - EXISTING CHAIN LINK FENCE
 - G G G EXISTING GAS LINE
 - W W W W EXISTING WATER LINE
 - SA SA SA SA EXISTING SANITARY LINE
 - SW SW SW SW EXISTING STORM PIPE
 - OP OP OP EXISTING OVERHEAD POWER LINE
 - T T T TELEPHONE LINE
 - P P P UNDERGROUND POWER
 - FIBEROPTIC LINE
 - C C C CABLE TV LINE
 - EXISTING MAJOR CONTOURS
 - EXISTING MINOR CONTOURS
 - ▨ EXISTING CONCRETE SURFACING
 - ▩ EXISTING ASPHALT SURFACING



FOR: ethos three Architecture
8980 South Eastern, Suite 220
Casper, WY 82401
702-456-1070

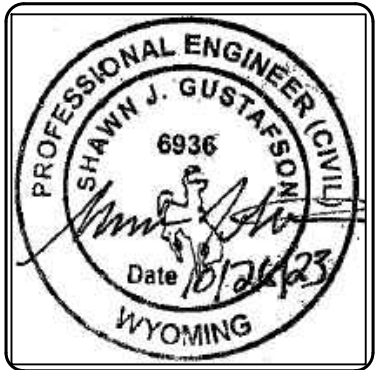
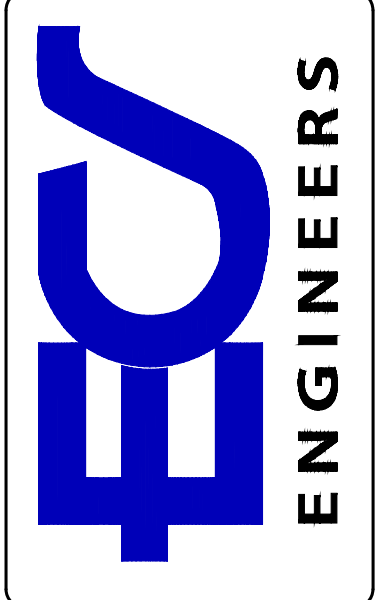
BY: ECS ENGINEERS
111 W. 2nd Street, Suite 600
Casper, WY 82401
307-337-2883

Date: 10/26/23
Project No.: 230026
Scale: SEE DRAWING
Page: 2/8
File Name: 230026_CharterSchool_EXISTCOND.dwg

**MILLS CHARTER SCHOOL
EXISTING CONDITIONS**

REV	DATE	REVISIONS	BY	CHK

C2.0



FOR: ethos three Architecture
8995 South Eastern, Suite 220
Casper, WY 82401
702.456.1070

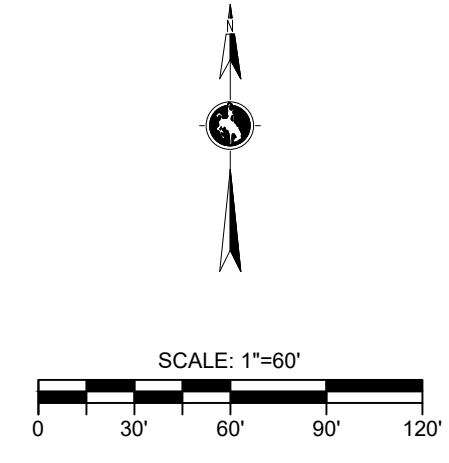
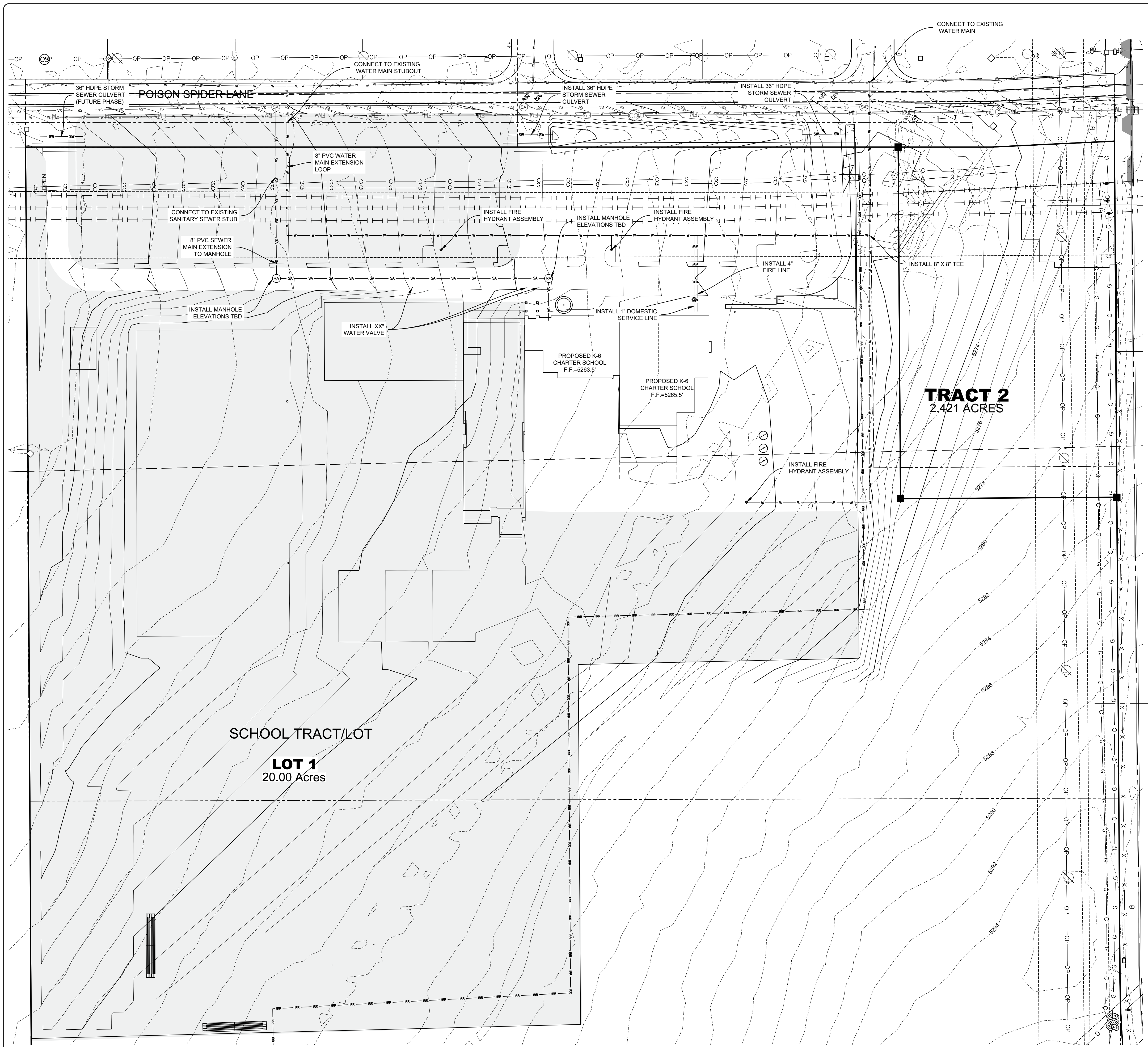
BY: ECS ENGINEERS
111 W. 2nd Street, Suite 600
Casper, WY 82401
307.337.2863

Date: 10/26/2023
Project No.: 230026
Scale: SEE DRAWING
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PAGE: 3/9

MILLS CHARTER SCHOOL UTILITY PLAN

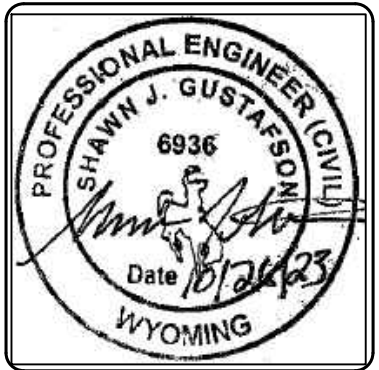
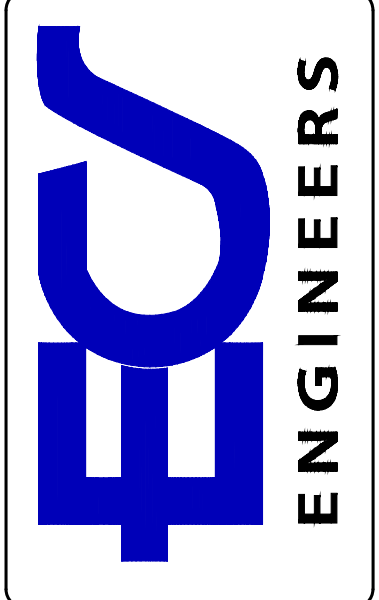
REV	DATE	DESCRIPTION

C3.0



**VICINITY MAP
CASPER, WYOMING
1" = 600'**

- | SYMBOLS | | LEGEND | |
|---------|--------------------------|--------|-----------------------------|
| | TREE | | FIRE RIGHT OF WAY |
| | ECS CONTROL POINT | | PROPERTY LINES |
| | ELECTRICAL VAULT | | EASEMENT LINES |
| | FIBER OPTIC PEDESTAL | | EXISTING CENTERLINE |
| | FIRE HYDRANT | | PROPOSED CENTERLINE |
| | PROFILE FIRE HYDRANT | | EDGE EXISTING ASPHALT |
| | FLARED END SECTION | | EXISTING WOOD FENCE |
| | GAS METER | | EXISTING CHAIN LINK FENCE |
| | CATCH BASIN | | PROPOSED CHAIN LINK FENCE |
| | GUY WIRE ANCHOR | | EXISTING GAS LINE |
| | POWER POLE | | EXISTING IRRIGATION LINE |
| | SANITARY SEWER MAHOLE | | EXISTING WATER LINE |
| | SANITARY SEWER CLEANOUT | | PROPOSED WATER LINE |
| | IRRIGATION VALVE BOX | | EXISTING SANITARY LINE |
| | STORM SEWER MANHOLE | | PROPOSED SANITARY LINE |
| | STREET LAMP | | EXISTING STORM PIPE |
| | TELEPHONE MANHOLE | | PROPOSED STORM PIPE |
| | TELEPHONE PEDESTAL | | OVERHEAD POWER LINE |
| | BORE HOLE LOCATION | | TELEPHONE LINE |
| | WATER TEE | | UNDERGROUND POWER |
| | WATER CROSS | | FIBEROPTIC LINE |
| | WATER VALVE | | CABLE TV LINE |
| | CURB STOP | | PROPOSED MAJOR CONTOUR |
| | ELECTRICAL METER CABINET | | PROPOSED MINOR CONTOUR |
| | SINGLE SIGN POST | | EXISTING MAJOR CONTOURS |
| | BOLLARD | | EXISTING MINOR COUNTOURS |
| | PROPERTY CORNER | | PROPOSED PHASE II FIRE LANE |
| | | | EXISTING CONCRETE SURFACING |
| | | | PROPOSED CONCRETE SURFACING |
| | | | EXISTING ASPHALT SURFACING |
| | | | PROPOSED ASPHALT SURFACING |
| | | | PROPOSED PHASE 2 |
| | | | LS PLANTER |
| | | | PROPOSED GRAVEL SURFACING |



FOR: ethos three Architecture
8995 South Eastern, Suite 220
Casper, WY 82401
702.456.1070

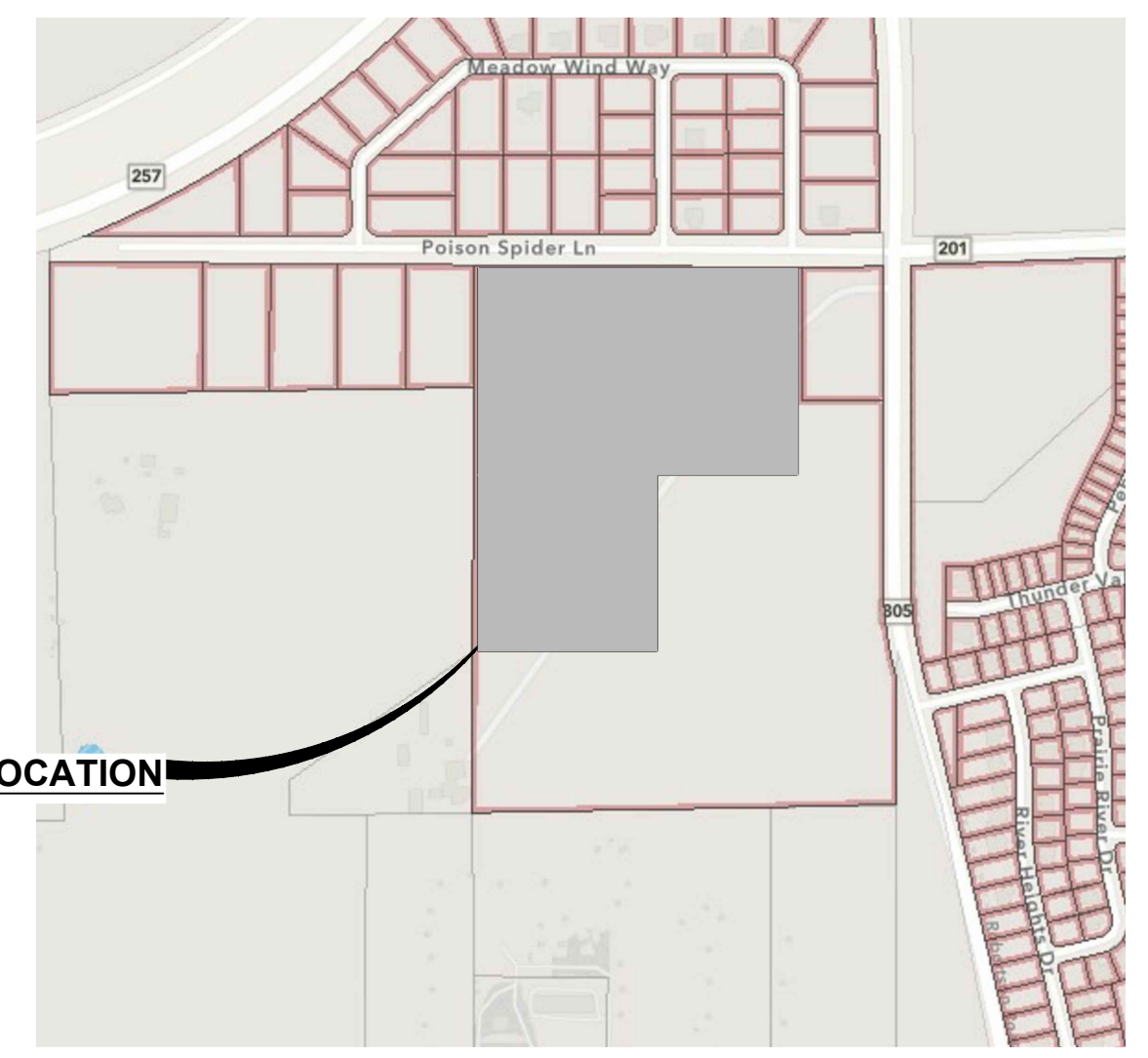
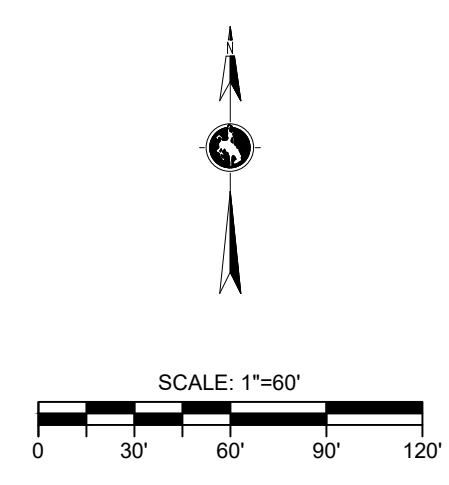
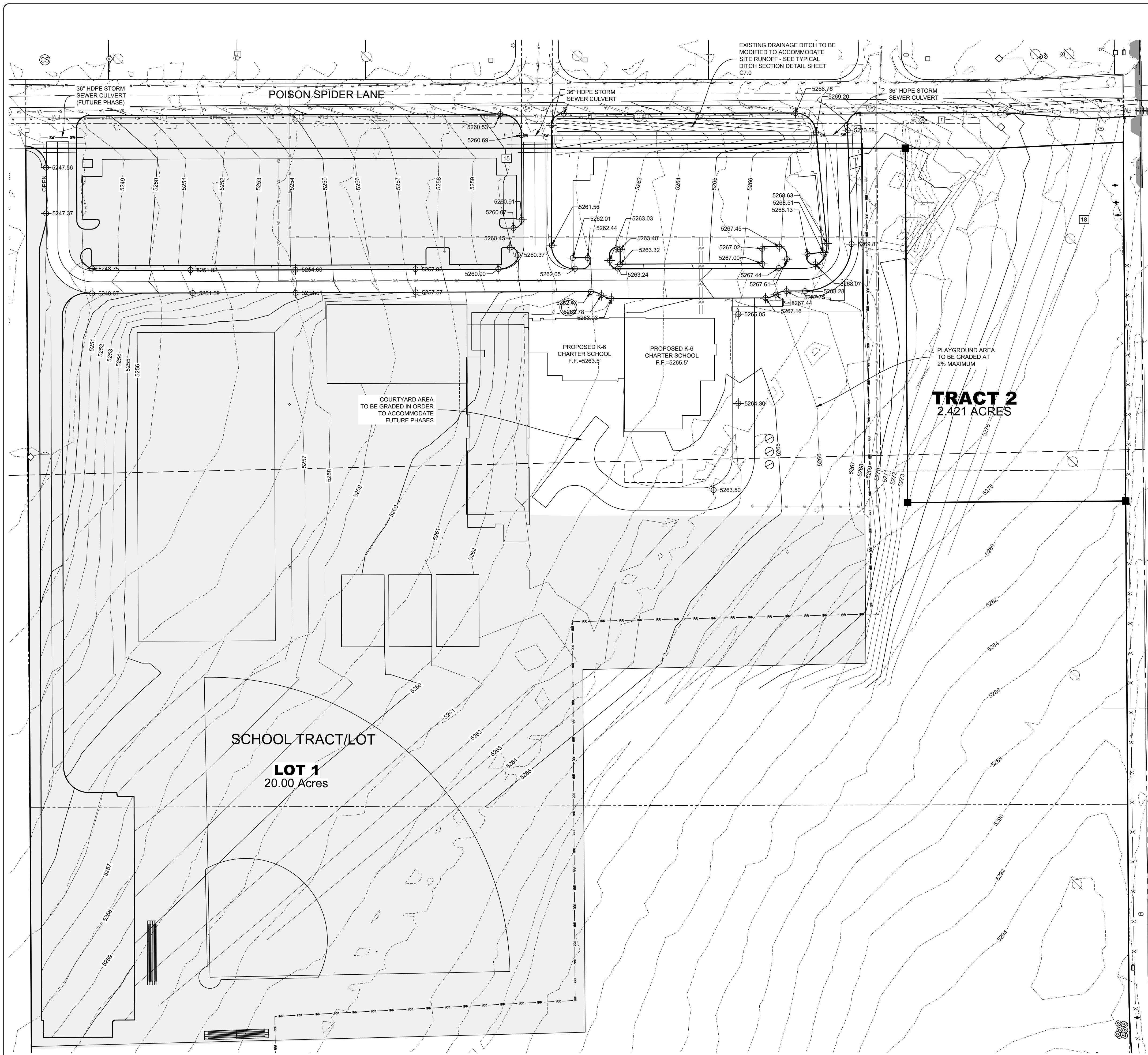
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Casper, WY 82401
307.337.2863

Date: 10/26/2023
Scale: SEE DRAWING
Project No.: 230026
File Name: 230026_CharterSchool_SITL_REVISED.rvt
PAGE: 4/9

MILLS CHARTER SCHOOL GRADING PLAN

REV	DATE	REVISIONS

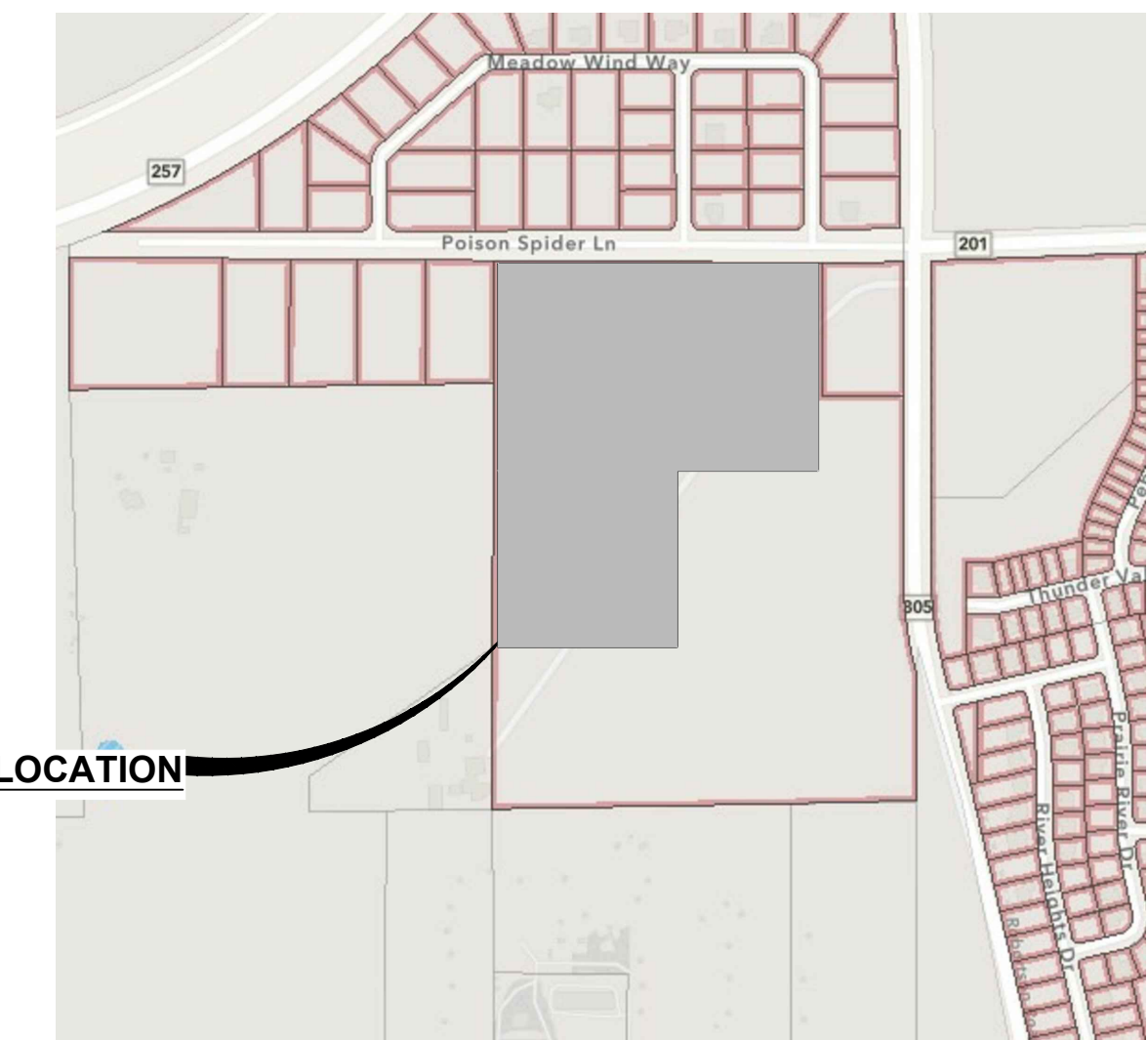
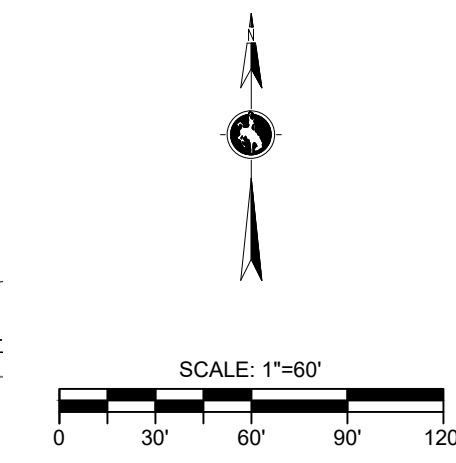
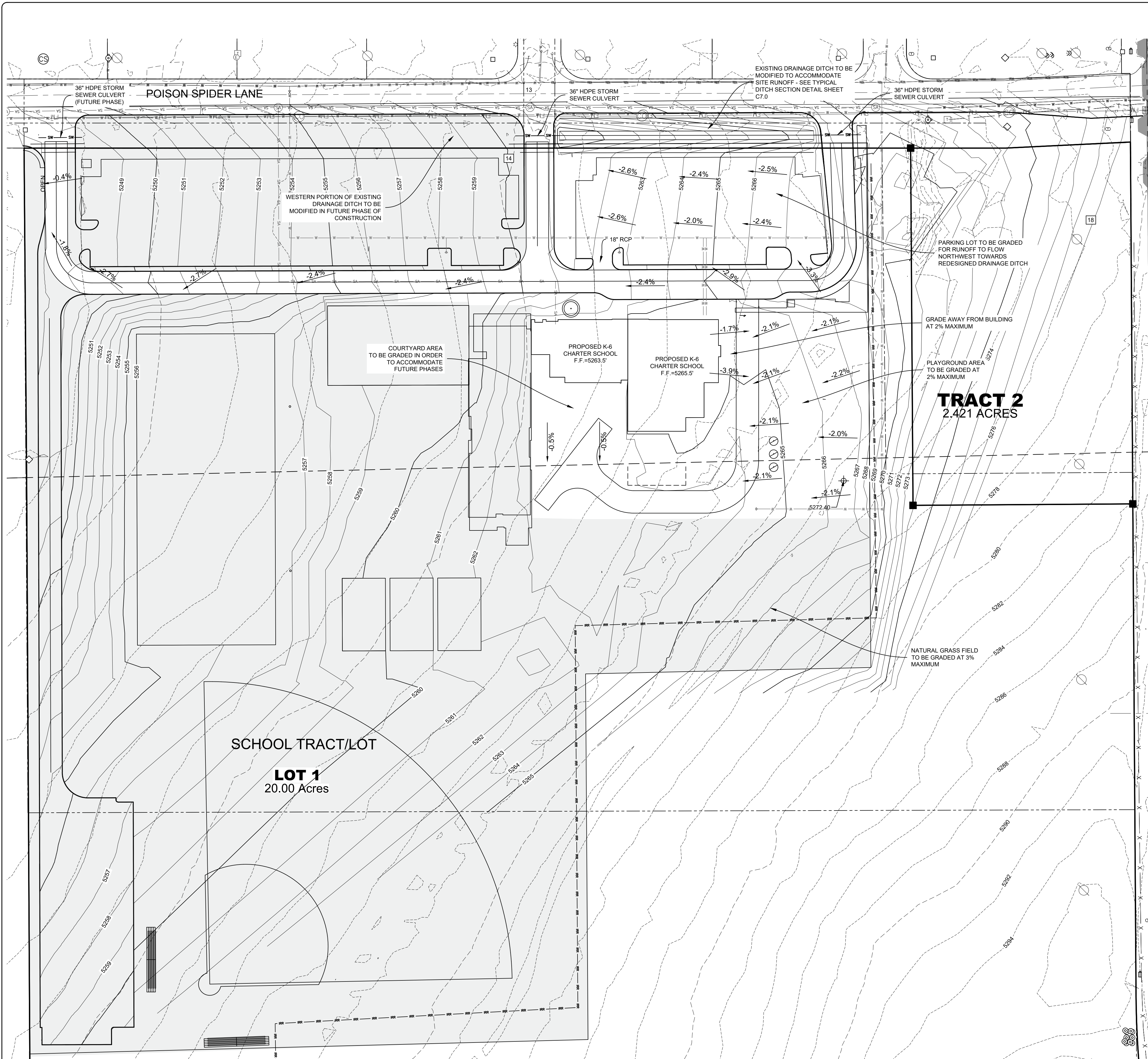
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PROJECT LOCATION

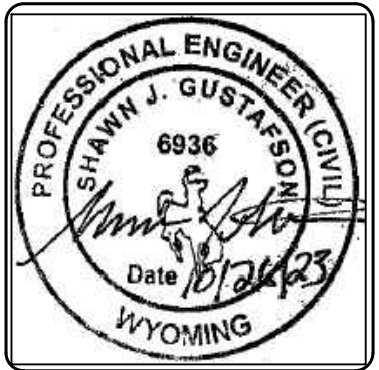
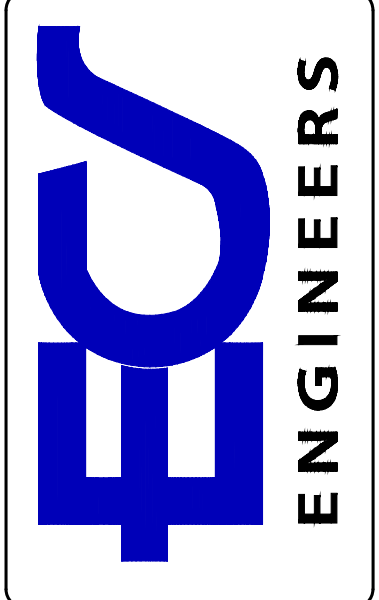
VICINITY MAP
CASPER, WYOMING
1" = 600'

SYMBOLS		LEGEND	
	TREE		FIRE RIGHT OF WAY
	ECS CONTROL POINT		PROPERTY LINES
	ELECTRICAL VAULT		EASEMENT LINES
	FIBER OPTIC PEDESTAL		EXISTING CENTERLINE
	FIRE HYDRANT		PROPOSED CENTERLINE
	PROFILE FIRE HYDRANT		EDGE EXISTING ASPHALT
	FLARED END SECTION		EXISTING WOOD FENCE
	GAS METER		EXISTING CHAIN LINK FENCE
	CATCH BASIN		PROPOSED CHAIN LINK FENCE
	GUY WIRE ANCHOR		EXISTING GAS LINE
	POWER POLE		EXISTING IRRIGATION LINE
	SANITARY SEWER MAHOLE		EXISTING WATER LINE
	SANITARY SEWER CLEANOUT		PROPOSED WATER LINE
	IRRIGATION VALVE BOX		EXISTING SANITARY LINE
	STORM SEWER MANHOLE		PROPOSED SANITARY LINE
	STREET LAMP		EXISTING STORM PIPE
	TELEPHONE MANHOLE		PROPOSED STORM PIPE
	TELEPHONE PEDESTAL		OVERHEAD POWER LINE
	BORE HOLE LOCATION		TELEPHONE LINE
	WATER TEE		UNDERGROUND POWER
	WATER CROSS		FIBEROPTIC LINE
	WATER VALVE		CABLE TV LINE
	CURB STOP		PROPOSED MAJOR CONTOUR
	ELECTRICAL METER CABINET		PROPOSED MINOR CONTOUR
	SINGLE SIGN POST		EXISTING MAJOR CONTOURS
	BOLLARD		EXISTING MINOR COUNTOURS
	PROPERTY CORNER		PROPOSED PHASE II FIRE LANE
			EXISTING CONCRETE SURFACING
			PROPOSED CONCRETE SURFACING
			EXISTING ASPHALT SURFACING
			PROPOSED ASPHALT SURFACING
			PROPOSED PHASE 2
			LS PLANTER
			PROPOSED GRAVEL SURFACING



PROJECT LOCATION

VICINITY MAP
CASPER, WYOMING
1" = 600'



FOR: ethos three Architecture
8995 South Eastern, Suite 220
Casper, WY 82401
702.456.1070

BY: ECS ENGINEERS
111 W. 2nd Street, Suite 600
Casper, WY 82401
307.337.2883

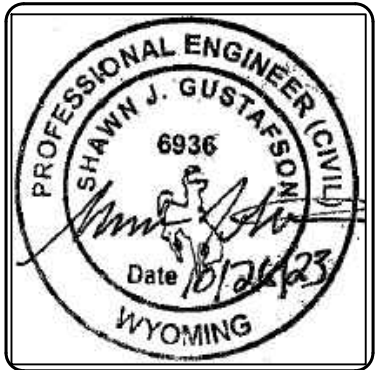
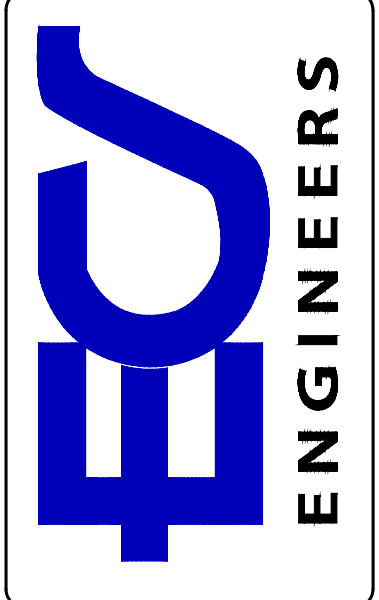
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File Name: 230026_Mills Charter School_DTL_REVISED.rvt
PAGE: 5/8

SYMBOLS		LEGEND	
✱	TREE	---	FIRE RIGHT OF WAY
△	ECS CONTROL POINT	---	PROPERTY LINES
□	ELECTRICAL VAULT	---	EASEMENT LINES
□	FIBER OPTIC PEDESTAL	---	EXISTING CENTERLINE
⊕	FIRE HYDRANT	---	PROPOSED CENTERLINE
⊕	PROFILE FIRE HYDRANT	---	EDGE EXISTING ASPHALT
⊕	FLARED END SECTION	---	EXISTING WOOD FENCE
⊕	GAS METER	---	EXISTING CHAIN LINK FENCE
⊕	CATCH BASIN	---	PROPOSED CHAIN LINK FENCE
⊕	GUY WIRE ANCHOR	---	EXISTING GAS LINE
⊕	POWER POLE	---	EXISTING IRRIGATION LINE
⊕	SANITARY SEWER MAHOLE	---	EXISTING WATER LINE
⊕	SANITARY SEWER CLEANOUT	---	PROPOSED WATER LINE
⊕	IRRIGATION VALVE BOX	---	EXISTING SANITARY LINE
⊕	STORM SEWER MANHOLE	---	PROPOSED SANITARY LINE
⊕	STREET LAMP	---	EXISTING STORM PIPE
⊕	TELEPHONE MANHOLE	---	PROPOSED STORM PIPE
⊕	TELEPHONE PEDESTAL	---	OVERHEAD POWER LINE
⊕	BORE HOLE LOCATION	---	TELEPHONE LINE
⊕	WATER TEE	---	UNDERGROUND POWER
⊕	WATER CROSS	---	FIBEROPTIC LINE
⊕	WATER VALVE	---	CABLE TV LINE
⊕	CURB STOP	---	PROPOSED MAJOR CONTOUR
⊕	ELECTRICAL METER CABINET	---	PROPOSED MINOR CONTOUR
⊕	SINGLE SIGN POST	---	EXISTING MAJOR CONTOURS
⊕	BOLLARD	---	EXISTING MINOR COUNTOURS
⊕	PROPERTY CORNER	---	PROPOSED PHASE II FIRE LANE
		---	EXISTING CONCRETE SURFACING
		---	PROPOSED CONCRETE SURFACING
		---	EXISTING ASPHALT SURFACING
		---	PROPOSED ASPHALT SURFACING
		---	PROPOSED PHASE 2
		---	LS PLANTER
		---	PROPOSED GRAVEL SURFACING

**MILLS CHARTER SCHOOL
DRAINAGE PLAN**

REV	DATE	REVISIONS

C5.0



FOR: ethos three Architecture
8985 South Eastern, Suite 220
Casper, WY 82401
702.456.1070

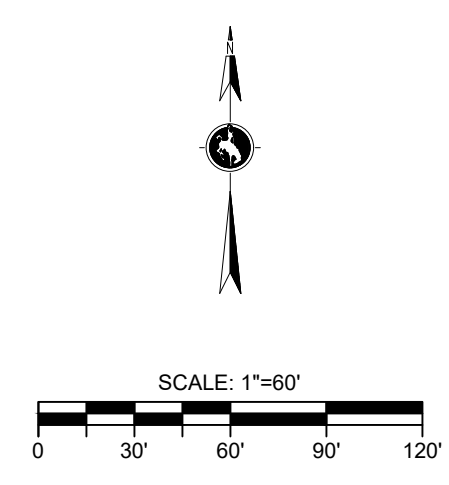
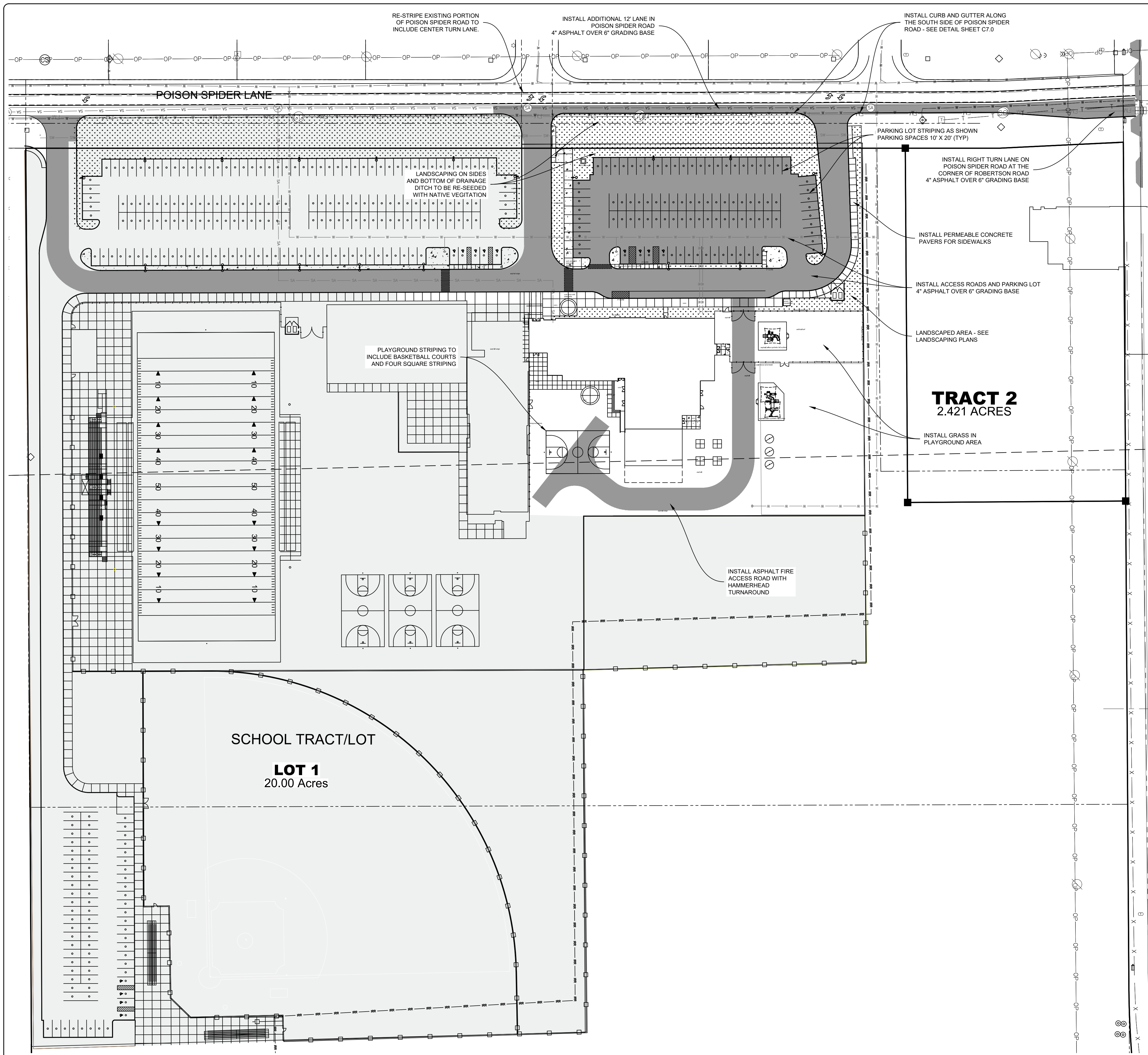
BY: ECS ENGINEERS
111 W. 2nd Street, Suite 600
Casper, WY 82401
307.337.2863

Date: 10/26/2023
Scale: SEE DRAWING
Project No.: 230026
File Name: 230026_CharterSchool_SITL_REVISED.dwg
PAGE: 6/8

MILLS CHARTER SCHOOL SURFACING PLAN

REV	DATE	DESCRIPTION

C6.0



PROJECT LOCATION

VICINITY MAP
CASPER, WYOMING
1" = 600'

TRACT 2
2.421 ACRES

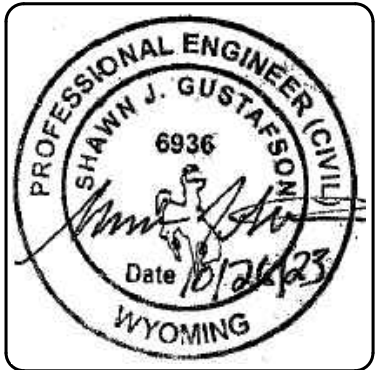
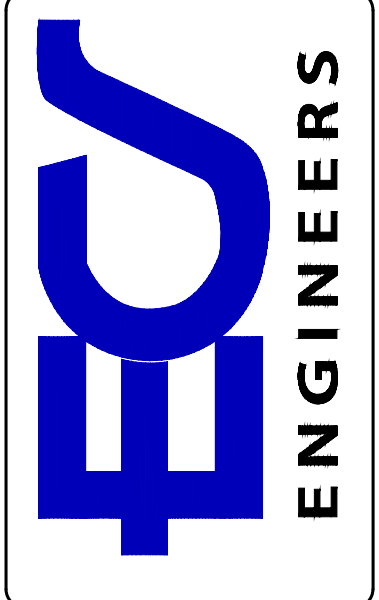
SCHOOL TRACT/LOT
LOT 1
20.00 Acres

SYMBOLS

- * TREE
- ▲ ECS CONTROL POINT
- ELECTRICAL VAULT
- FIBER OPTIC PEDESTAL
- ⊕ FIRE HYDRANT
- ⊕ PROFILE FIRE HYDRANT
- ⊕ FLARED END SECTION
- ⊕ GAS METER
- ⊕ CATCH BASIN
- ⊕ GUY WIRE ANCHOR
- ⊕ POWER POLE
- ⊕ SANITARY SEWER MAHOLE
- ⊕ SANITARY SEWER CLEANOUT
- ⊕ IRRIGATION VALVE BOX
- ⊕ STORM SEWER MANHOLE
- ⊕ STREET LAMP
- ⊕ TELEPHONE MANHOLE
- ⊕ TELEPHONE PEDESTAL
- ⊕ BORE HOLE LOCATION
- ⊕ WATER TEE
- ⊕ WATER CROSS
- ⊕ WATER VALVE
- ⊕ CURB STOP
- ⊕ ELECTRICAL METER CABINET
- ⊕ SINGLE SIGN POST
- ⊕ BOLLARD
- ◇ PROPERTY CORNER

LEGEND

- FIRE RIGHT OF WAY
- PROPERTY LINES
- EASEMENT LINES
- EXISTING CENTERLINE
- PROPOSED CENTERLINE
- EDGE EXISTING ASPHALT
- EXISTING WOOD FENCE
- EXISTING CHAIN LINK FENCE
- PROPOSED CHAIN LINK FENCE
- EXISTING GAS LINE
- EXISTING IRRIGATION LINE
- EXISTING WATER LINE
- PROPOSED WATER LINE
- EXISTING SANITARY LINE
- PROPOSED SANITARY LINE
- EXISTING STORM PIPE
- PROPOSED STORM PIPE
- OVERHEAD POWER LINE
- TELEPHONE LINE
- UNDERGROUND POWER
- FIBEROPTIC LINE
- CABLE TV LINE
- PROPOSED MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- EXISTING MAJOR CONTOURS
- EXISTING MINOR COUNTOURS
- PROPOSED PHASE II FIRE LANE
- EXISTING CONCRETE SURFACING
- PROPOSED CONCRETE SURFACING
- EXISTING ASPHALT SURFACING
- PROPOSED ASPHALT SURFACING
- PROPOSED PHASE 2
- LS PLANTER
- PROPOSED GRAVEL SURFACING



FOR: ebon three Architecture
8980 South Eastern, Suite 220
Chester, WY 82401
702.456.1070

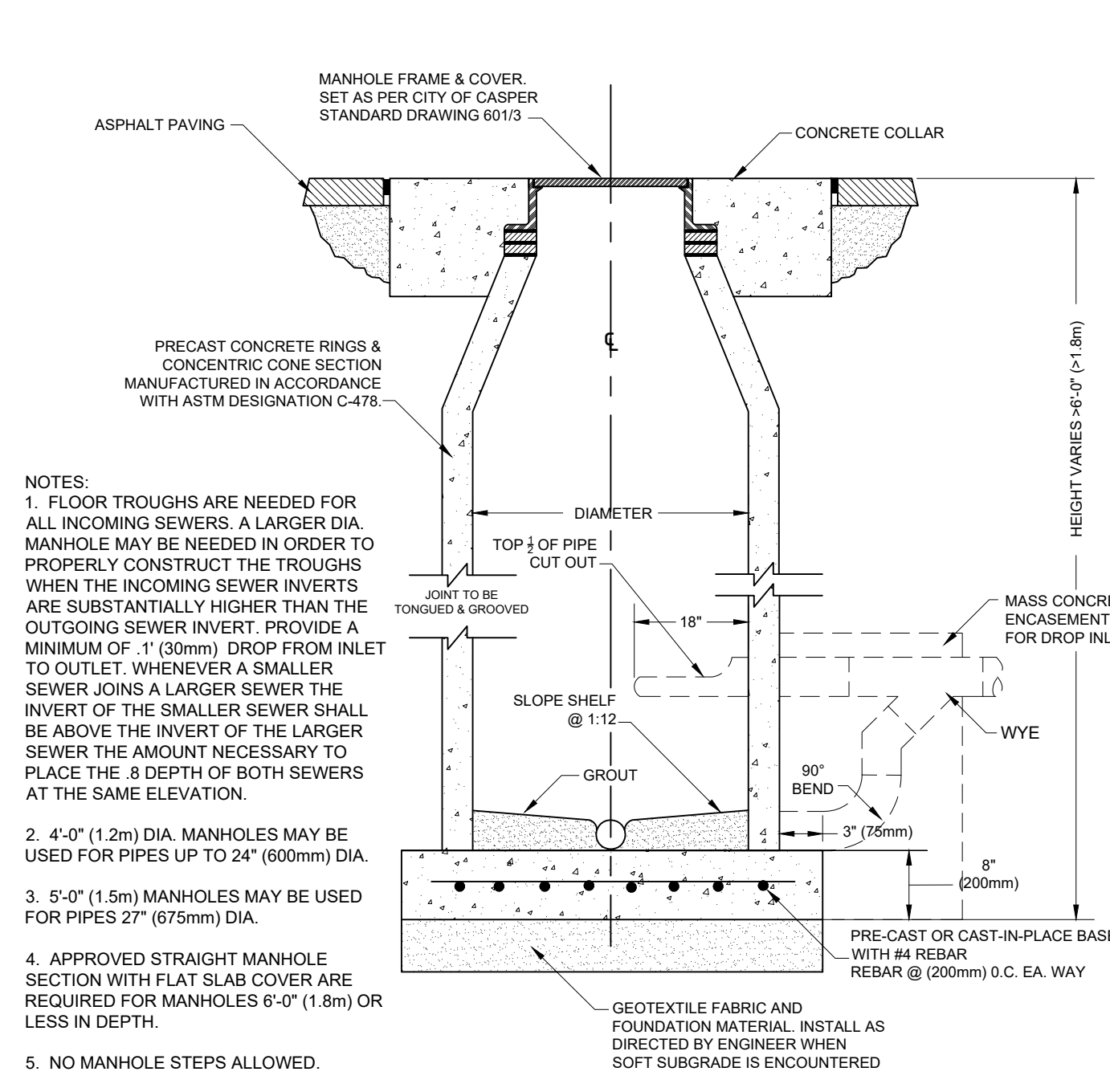
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Chester, WY 82401
307.337.2863

Date: 10/26/2023
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Project No.: 230006
File Name: 230006_CoverDetail.dwg
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**MILLS CHARTER SCHOOL
DETAILS**

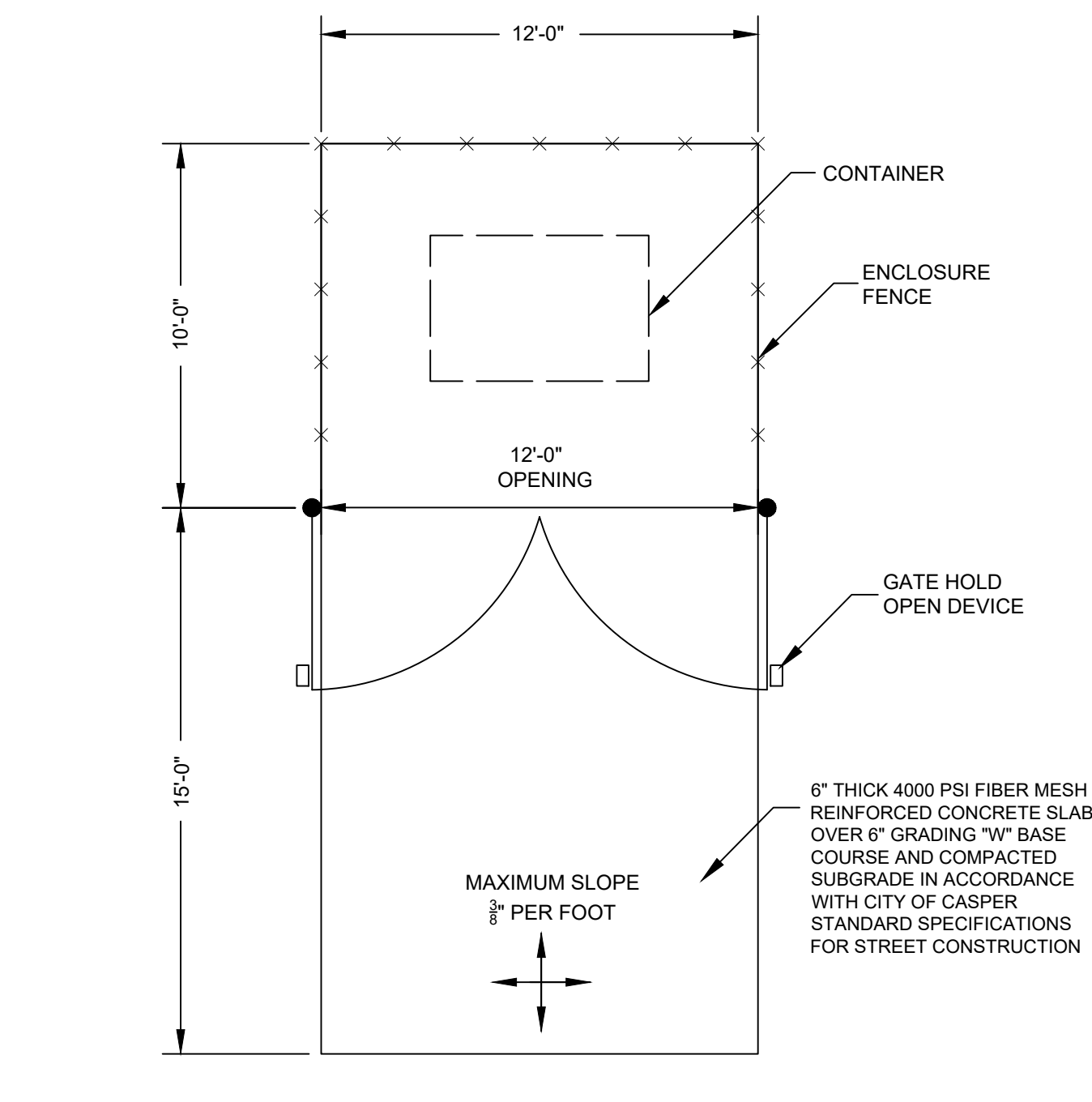
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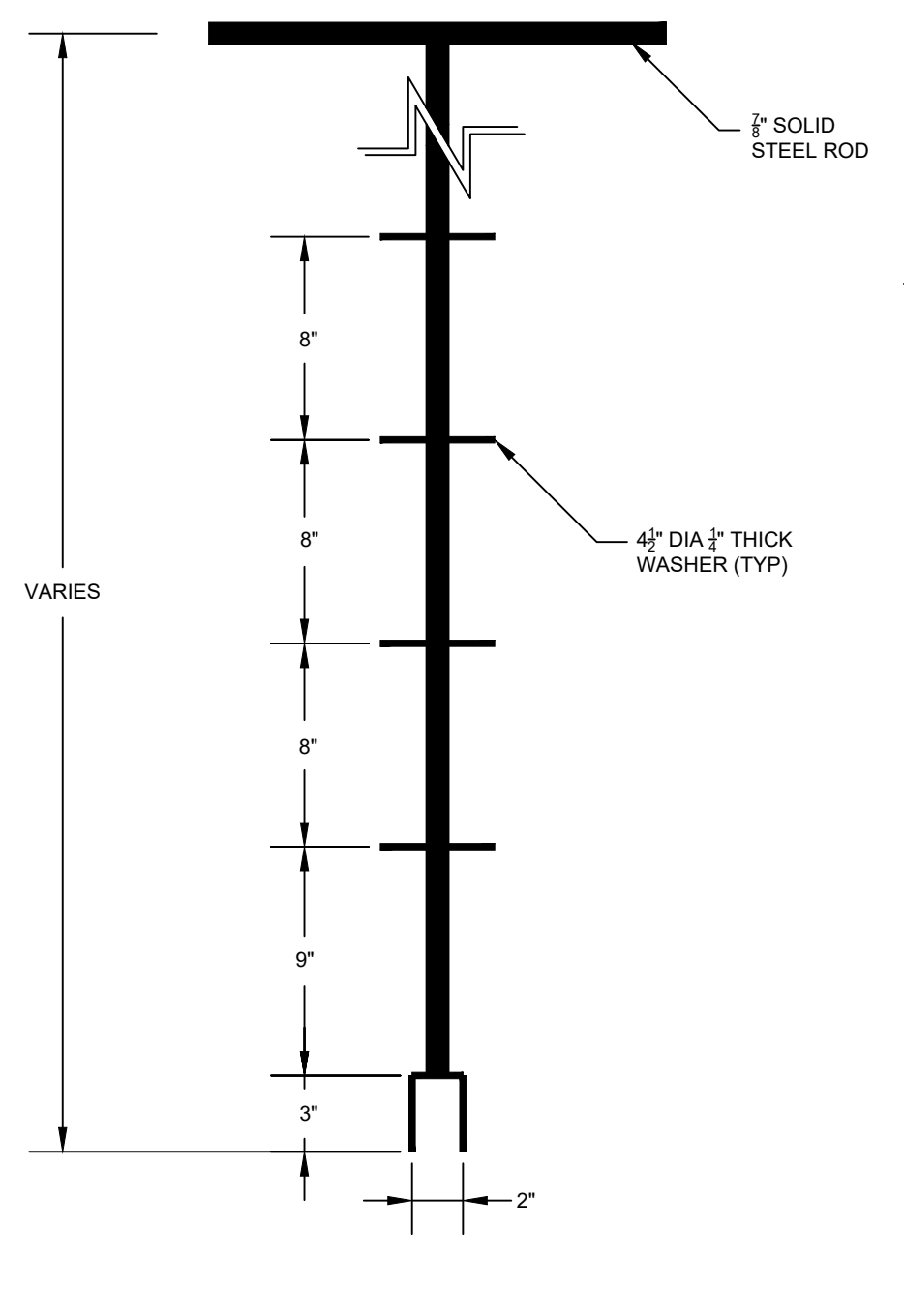
- NOTES:**
- FLOOR TROUGHS ARE NEEDED FOR ALL INCOMING SEWERS. A LARGER DIA. MANHOLE MAY BE NEEDED IN ORDER TO PROPERLY CONSTRUCT THE TROUGHS WHEN THE INCOMING SEWER INVERTS ARE SUBSTANTIALLY HIGHER THAN THE OUTGOING SEWER INVERT. PROVIDE A MINIMUM OF 1" (25mm) DROP FROM INLET TO OUTLET. WHENEVER A SMALLER SEWER JOINS A LARGER SEWER THE INVERT OF THE SMALLER SEWER SHALL BE ABOVE THE INVERT OF THE LARGER SEWER THE AMOUNT NECESSARY TO PLACE THE 8" DEPTH OF BOTH SEWERS AT THE SAME ELEVATION.
 - 4'-0" (1.2m) DIA. MANHOLES MAY BE USED FOR PIPES UP TO 24" (600mm) DIA.
 - 5'-0" (1.5m) MANHOLES MAY BE USED FOR PIPES 27" (675mm) DIA.
 - APPROVED STRAIGHT MANHOLE SECTION WITH FLAT SLAB COVER ARE REQUIRED FOR MANHOLES 6'-0" (1.8m) OR LESS IN DEPTH.
 - NO MANHOLE STEPS ALLOWED.
 - MANHOLES WITH THE BASE POURED MONOLITHICALLY WITH THE BOTTOM BARREL ARE ALSO ACCEPTABLE.
 - SEAL JOINTS WATER TIGHT WITH APPROVED MATERIAL. GROUT HOISTING HOLES WATER WITH NONMETALLIC, NON-SHRINK GROUT.
 - INVERTS SHALL BE U-SHAPED TO THE I.D. PIPE DIA. POINT (PIPE CROWN).
 - THE ENGINEER SHALL DETERMINE THE MANHOLE SIZE BASED ON THE ANGLE, NUMBER AND SIZE OF PIPE PENETRATIONS. THE MINIMUM DISTANCE BETWEEN KNOCKOUTS IS 12" (300mm).
 - THE UPPER PIPE AT DROP INLETS SHALL EXTEND INTO THE MANHOLE 12" (300mm) WITH THE TOP HALF CUT OUT.

STANDARD SANITARY SEWER MANHOLE DETAIL
(FOR MANHOLE DEPTH > 6' BASE TO LID)
NOT TO SCALE

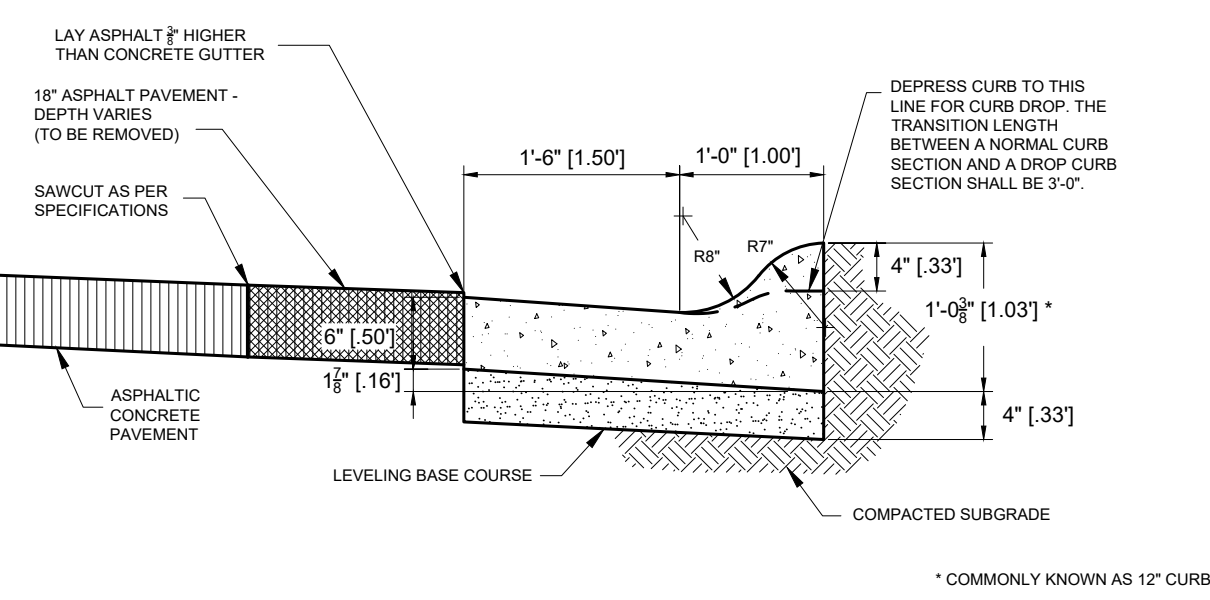


- NOTES:**
- PROVIDE FOR STRAIGHT APPROACH TO CONTAINER BY SERVICE VEHICLE.
 - PROVIDE FOR A MINIMUM OVERHEAD CLEARANCE OF 15' ABOVE GRADE.
 - ORIENT TO MINIMIZE BACKING MOVEMENTS REQUIRED BY SERVICE VEHICLE.

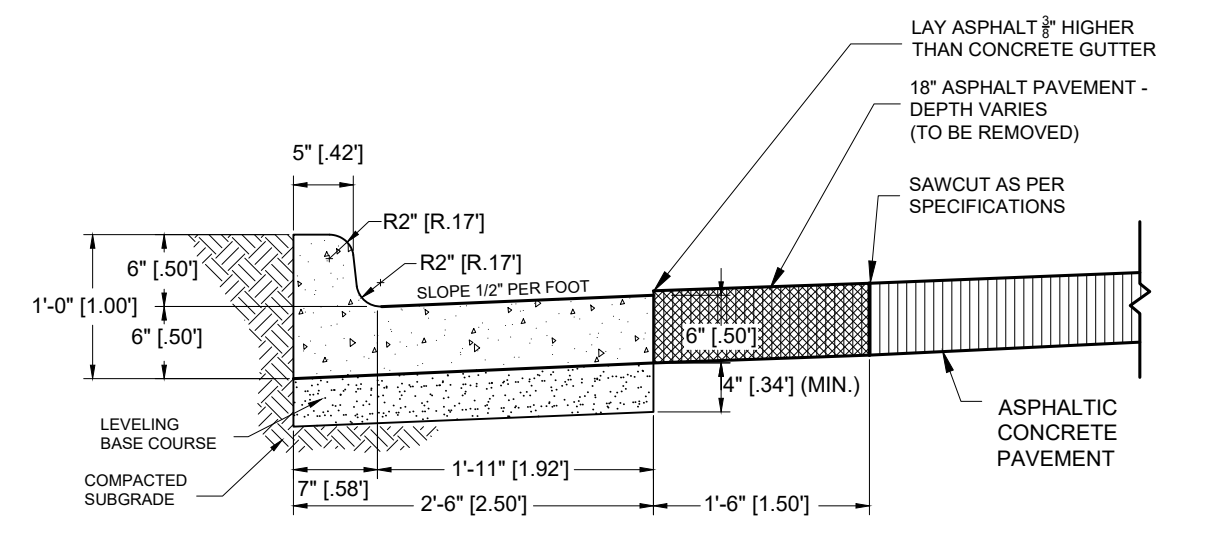
MINIMUM STANDARDS FOR COMMERCIAL SANITATION CONTAINER FACILITY
NOT TO SCALE



VALVE BOX ACCEPTANCE KEY DETAIL
NOT TO SCALE

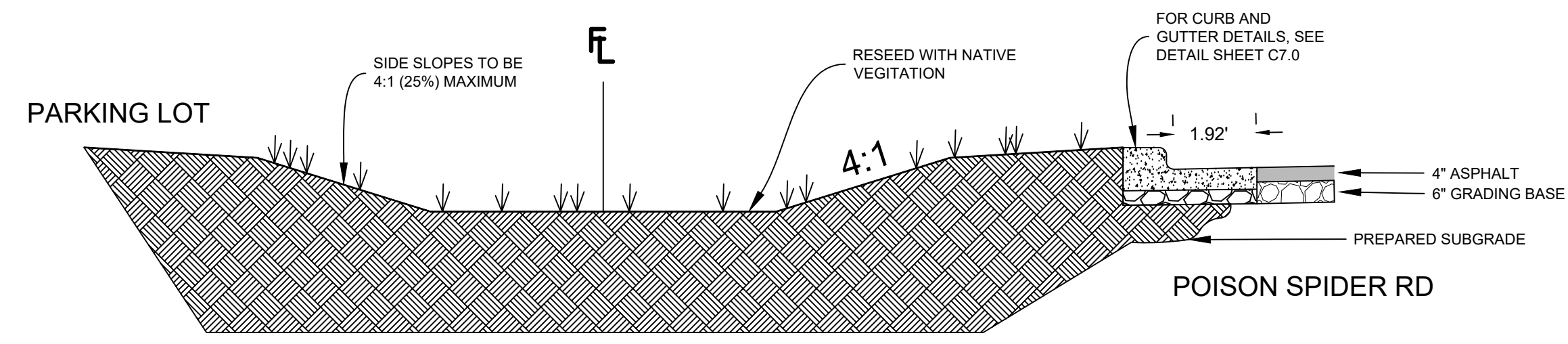


30" CONCRETE CURB & GUTTER TYPE A

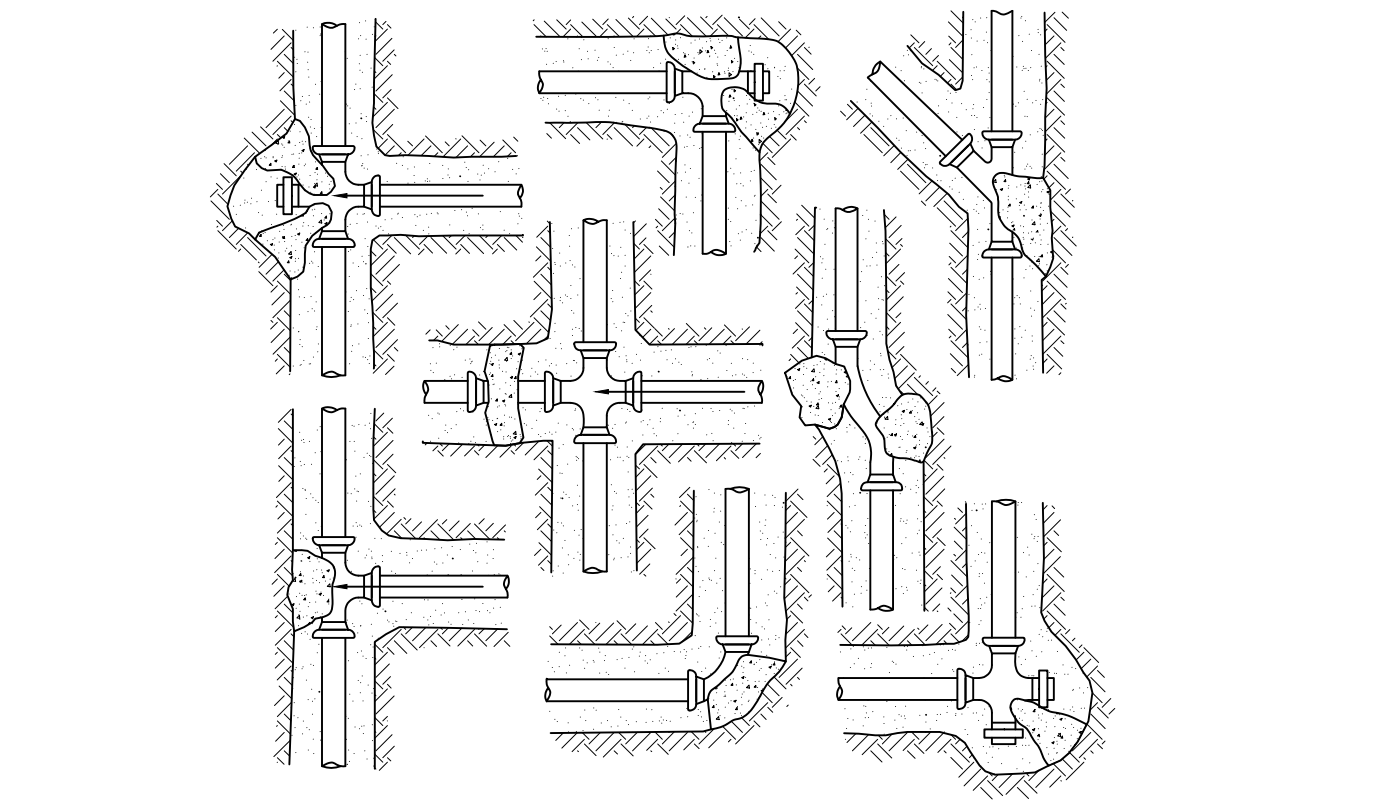


30" CONCRETE CURB & GUTTER TYPE B

TYPICAL CONCRETE CURB & GUTTER SECTIONS
NOT TO SCALE



DITCH TYPICAL SECTION
NOT TO SCALE

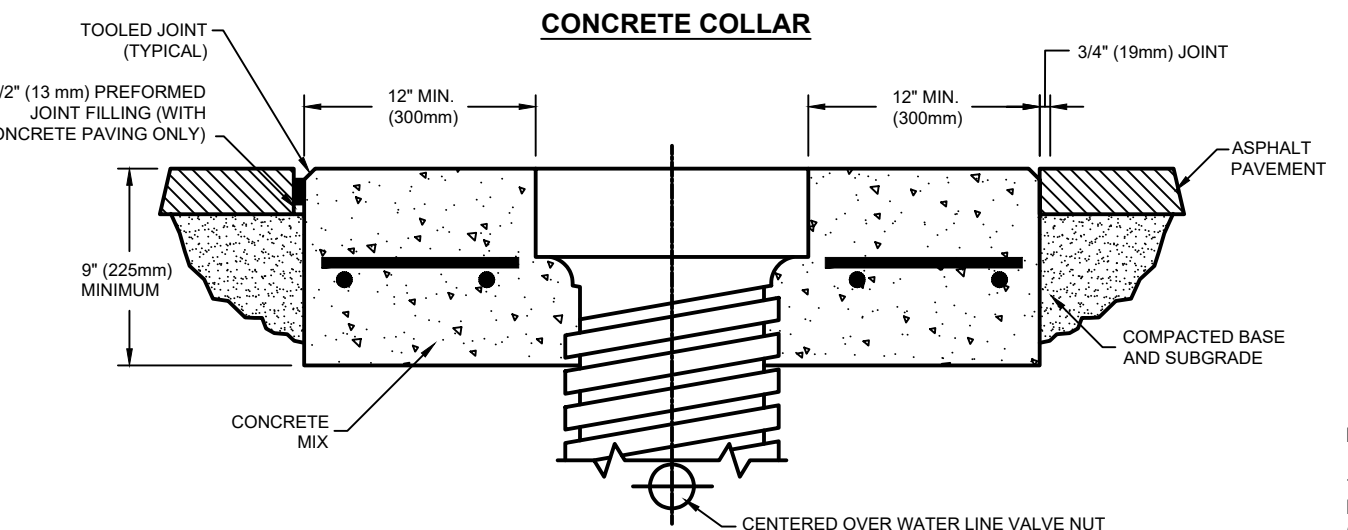
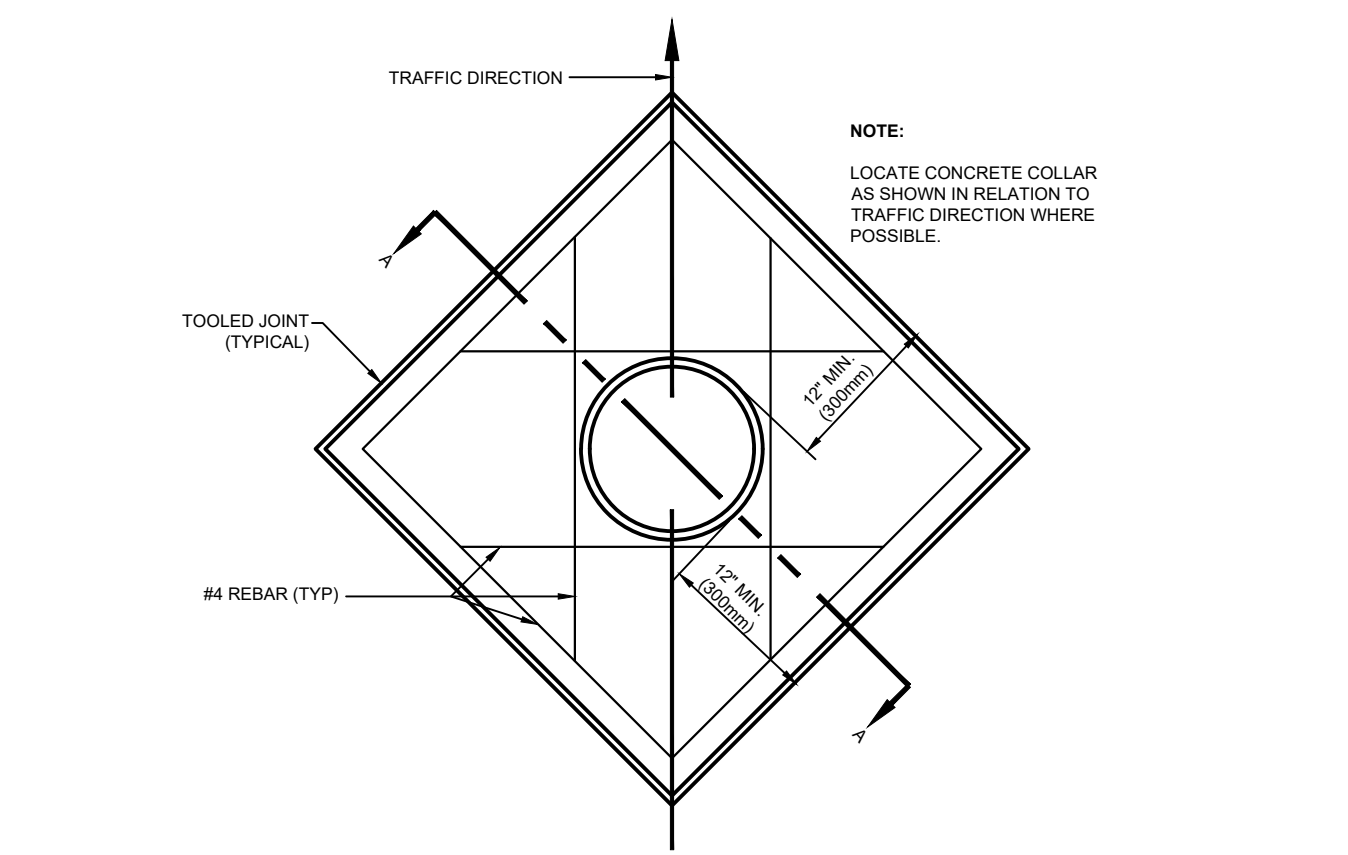


CONCRETE AREA REQUIRED FOR THRUST BLOCKS (IN CUBIC FEET)					
FITTING SIZE	TEE & PLUG	90° BEND & FIRE HYDRANT	45° BEND	22 1/2° BENDS & REDUCERS	11 1/4° BEND
4" (100mm)	1.50	2.00	1.00	1.00	0.50
6" (150mm)	3.00	4.00	2.50	1.50	1.00
8" (200mm)	5.00	7.00	4.00	2.00	1.00
10" (250mm)	7.50	10.50	6.00	3.00	1.50
12" (300mm)	10.50	14.50	8.00	4.00	2.00
14" (350mm)	14.00	19.50	11.00	5.50	3.00
16" (400mm)	18.00	25.50	14.00	7.00	3.50

THIS TABLE IS BASED ON 150 PSI TEST PRESSURE AND 2000PSF SOIL BEARING PRESSURE. CONTRACTOR SHALL ADJUST SIZE IF NECESSARY TO CONFORM TO EXISTING CONDITIONS.

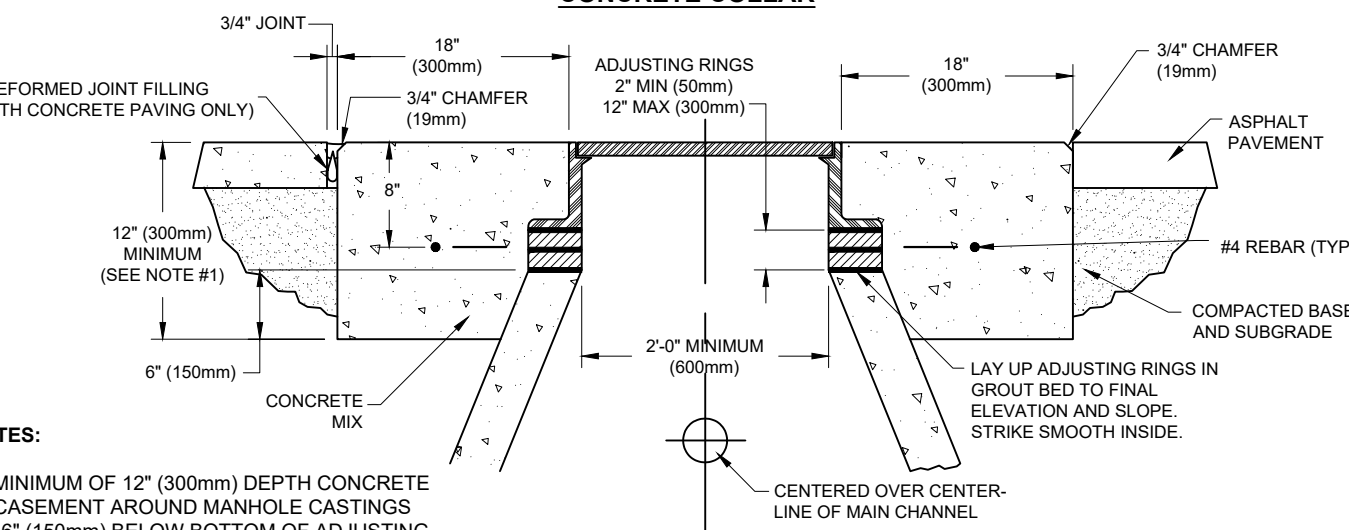
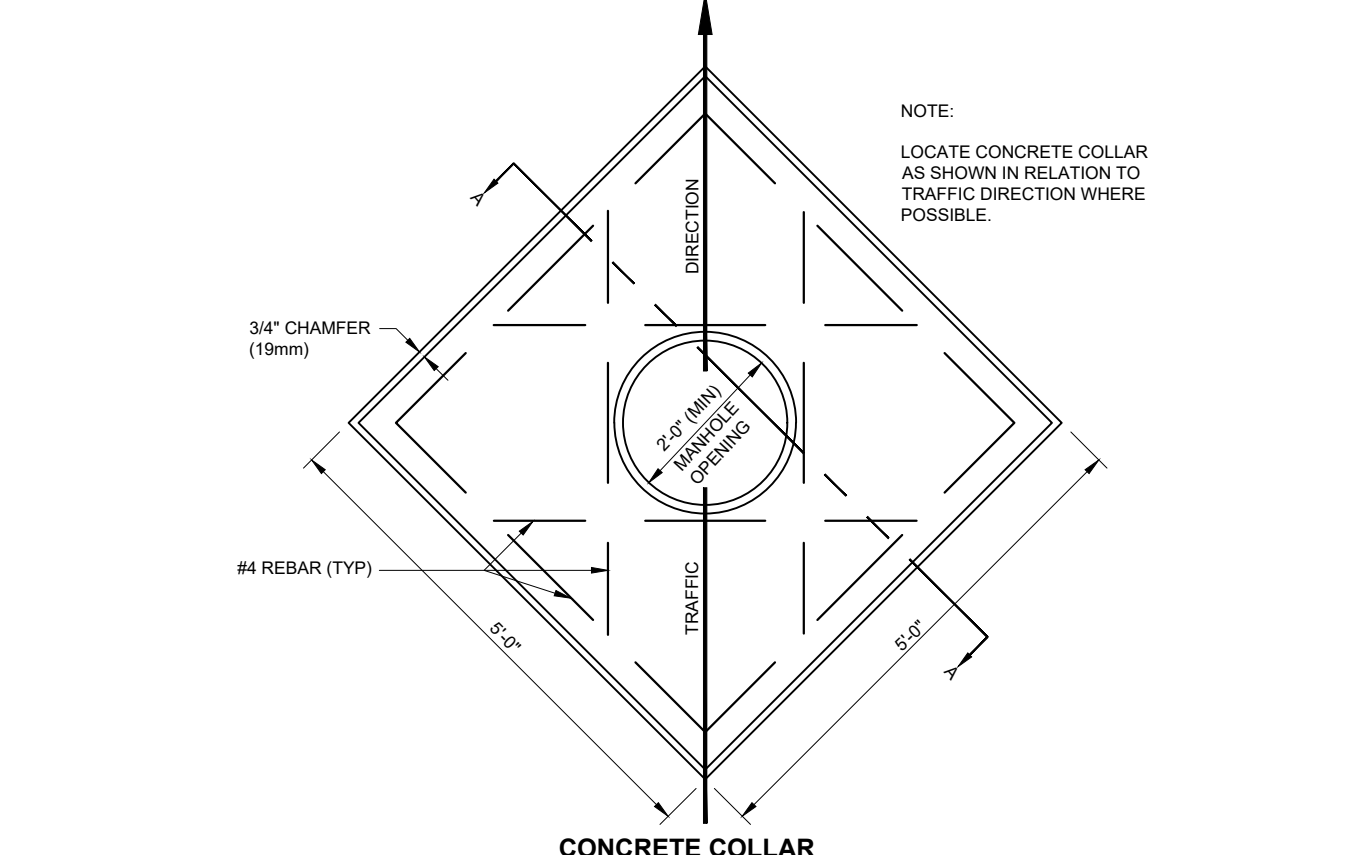
- NOTES:**
- WRAP ALL METALLIC FITTINGS WITH POLYETHYLENE.
 - KEEP CONCRETE AWAY FROM MY BOLTS.
 - THRUST BLOCKS SHALL BE PLACED AGAINST UNDISTURBED SOIL.
 - THRUST BLOCKS FOR FITTINGS OVER 16" (400mm) SHALL BE SPECIALLY DESIGNED.
 - THRUST BLOCKS FOR REDUCERS FOR PIPES WITH MORE THAN 2" (50mm) DIA DIFFERENCE SHALL BE SPECIALLY DESIGNED.

STANDARD THRUST BLOCK DETAIL
NOT TO SCALE



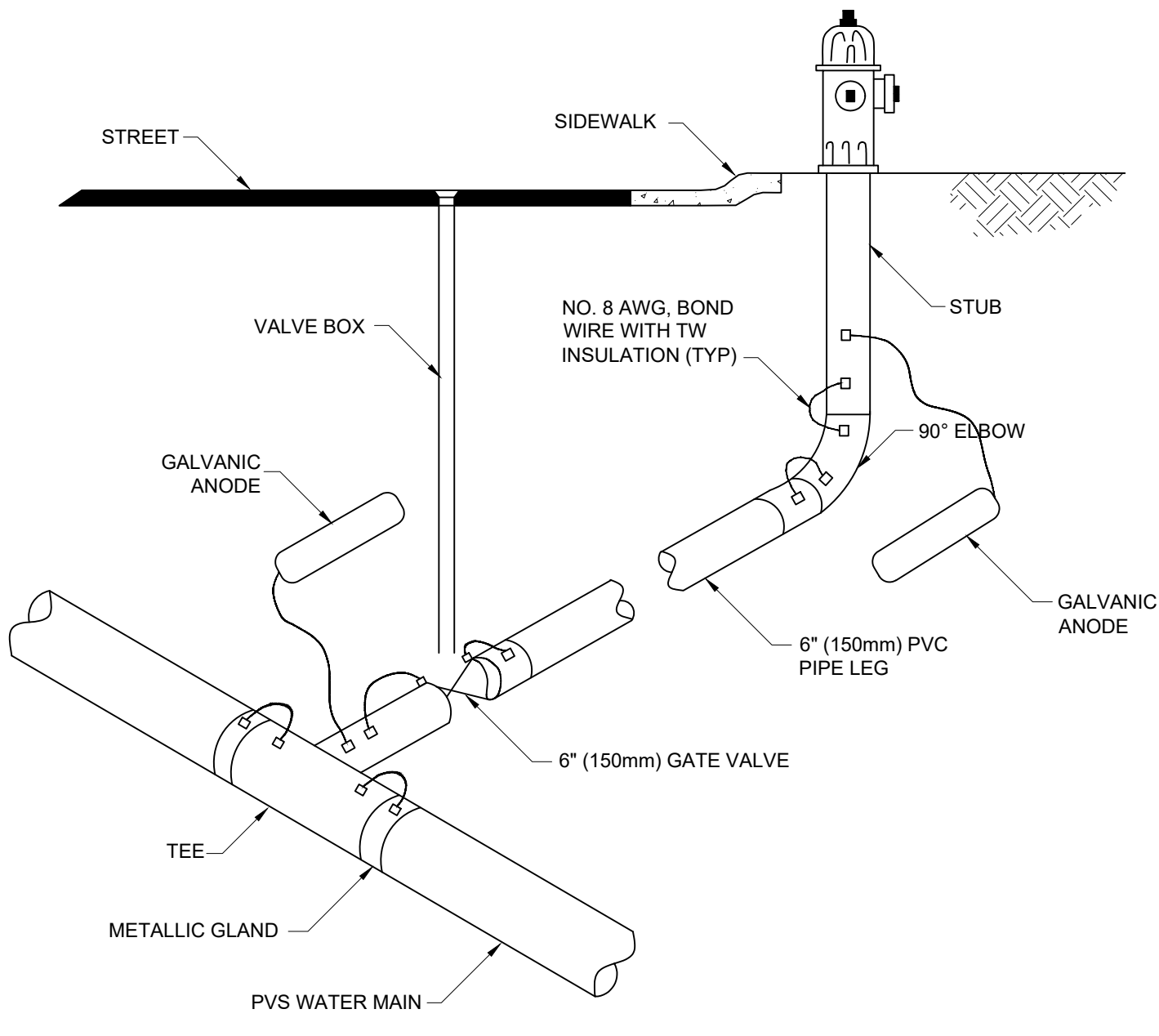
SECTION A-A CONCRETE VALVE BOX COLLAR
NOT TO SCALE

- NOTES:**
- SEE DIVISION 600, SECTION 601.07 OF THE CITY OF CASPER STANDARD SPECIFICATIONS
 - SLOPE VALVE BOX COLLAR AS REQUIRED TO MATCH LONGITUDINAL AND TRANSVERSE GRADE ON STREET.
 - FINAL VALVE BOX ADJUSTMENT WILL BE MADE AFTER PAVING.
 - NO PAYMENT SHALL BE MADE FOR ADJUSTMENT OF NEW VALVE BOXES TO FINAL GRADE.

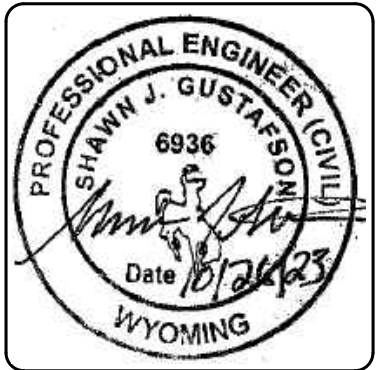
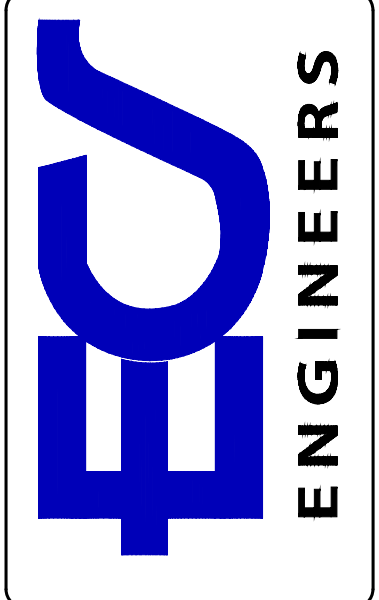


SECTION A-A MANHOLE FRAME & COVER AND GRADE ADJUSTMENT DETAIL
NOT TO SCALE

- NOTES:**
- MINIMUM OF 12" (300mm) DEPTH CONCRETE ENCASUREMENT AROUND MANHOLE CASTINGS OR 6" (150mm) BELOW BOTTOM OF ADJUSTING RING, WHICHEVER IS GREATER.
 - ADJUST MANHOLE UPWARD WITH ADJUSTING RINGS UNDER FRAME. ADJUST MANHOLE DOWNWARD BY REMOVING A PORTION OF THE MANHOLE RISER AND REBUILDING TO PROPER DIAMETER.
 - SLOPE MANHOLE RING AS REQUIRED TO MATCH LONGITUDINAL AND TRANSVERSE GRADE ON STREET.
 - FINAL MANHOLE ADJUSTMENT WILL BE MADE AFTER PAVING AND BEFORE SEAL COATING.
 - NO PAYMENT SHALL BE MADE FOR ADJUSTMENT OF NEW MANHOLES TO FINAL GRADE.
 - FRAME AND COVER TO BE D&L SUPPLY 1-1040, DETTER FOUNDRY 1257, NEENAH 1726-A OR APPROVED EQUAL.



TYPICAL GALVANIC ANODE INSTALLATION AT IRON FITTINGS ON PVC WATER MAINS DETAIL
NOT TO SCALE



FOR: **elton three Architecture**
 8990 South Eastern, Suite 220
 80123
 702-456-1070

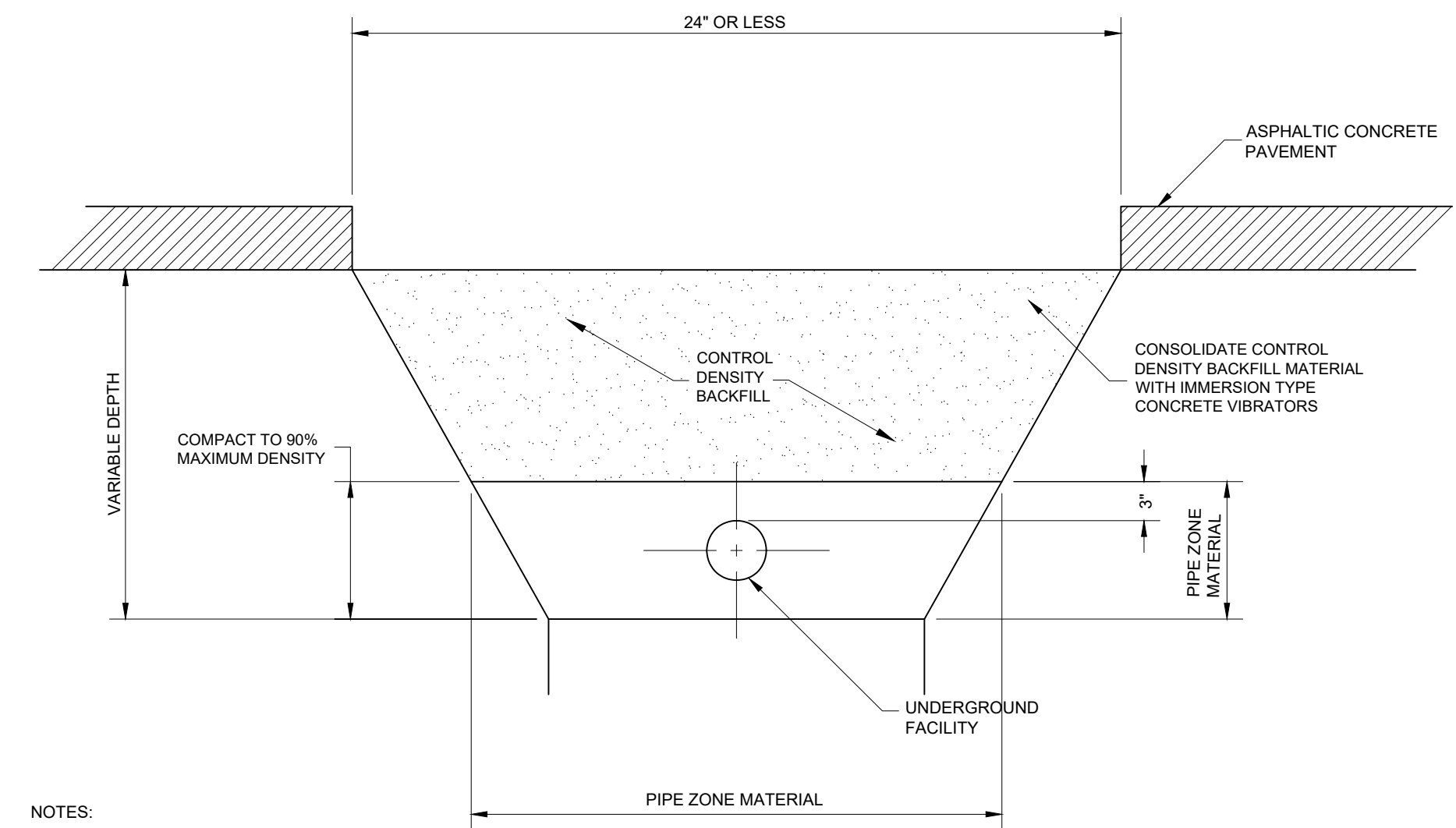
BY: **ECS ENGINEERS**
 111 W. 2nd Street, Suite 600
 Cheyenne, WY 82001
 307-337-2883

Scale: SEE DRAWING PAZE 9/9
 Date: 10/26/2023
 Project No.: 230026
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MILLS CHARTER SCHOOL DETAILS

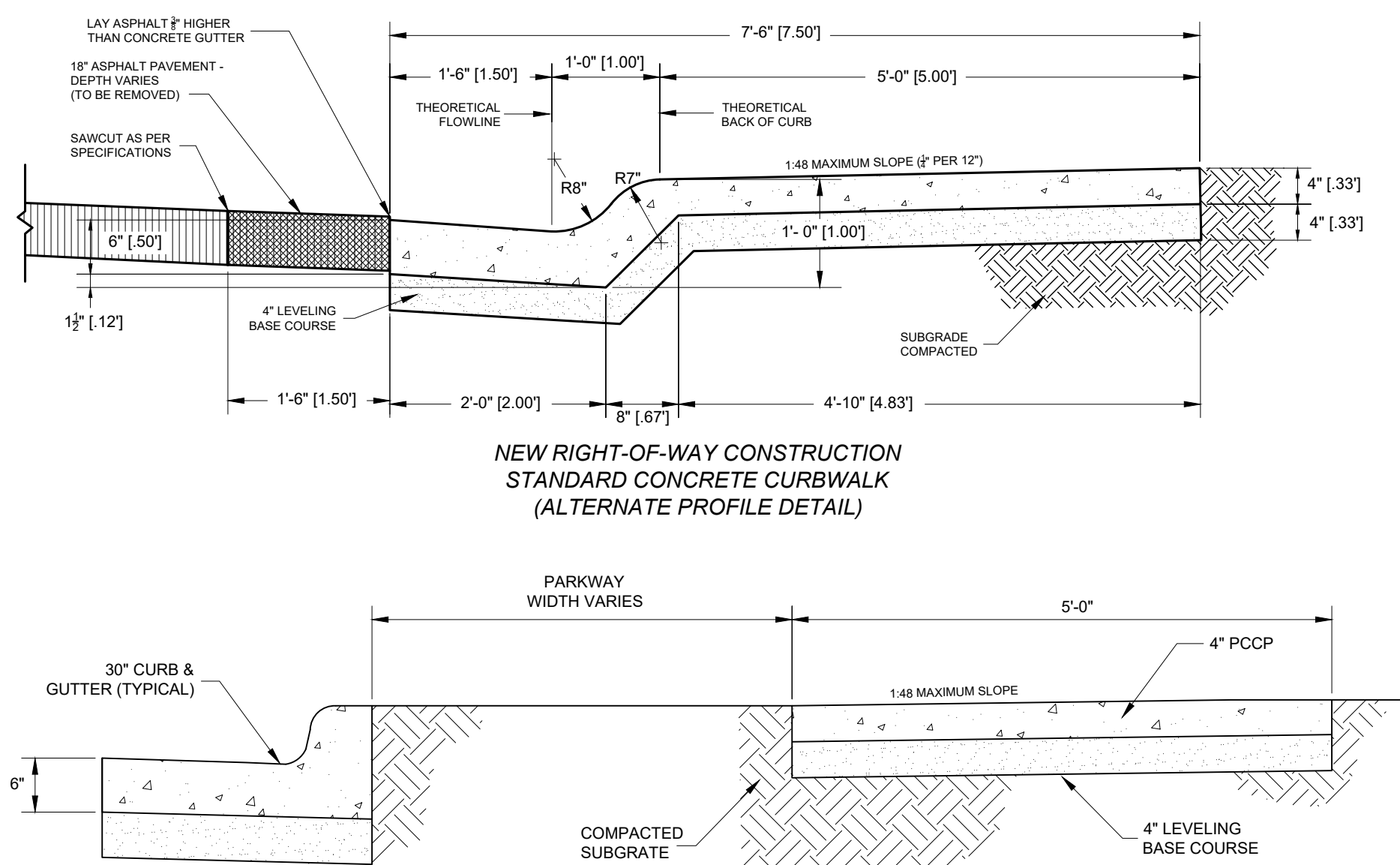
REV	DATE	REVISIONS

C7.1

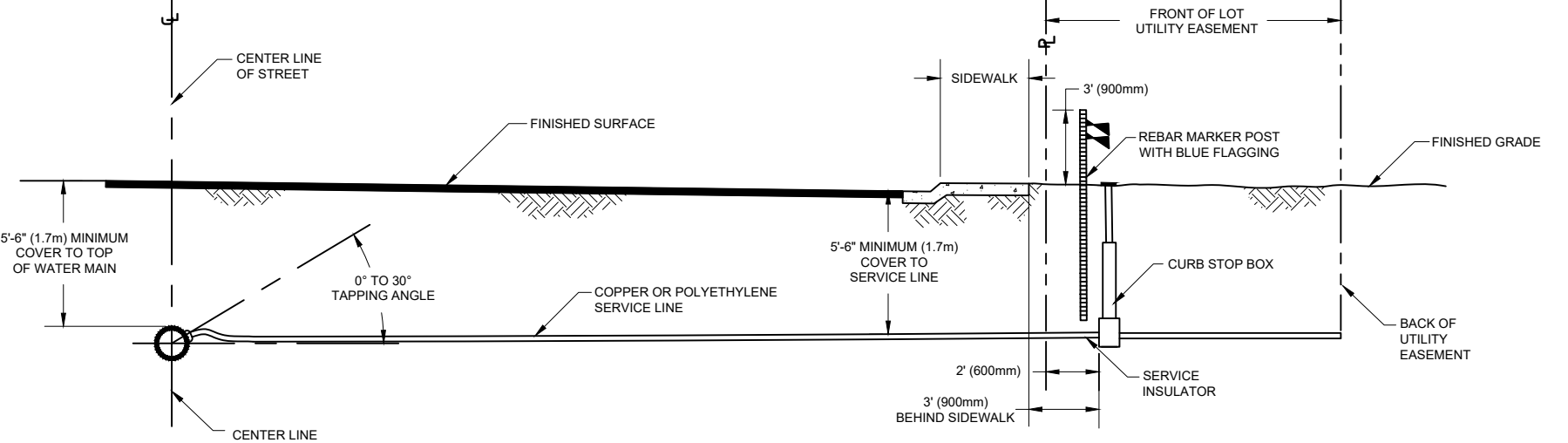


- NOTES:**
1. THIS TRENCH DETAIL IS ONLY APPLICABLE TO UNDERGROUND FACILITIES AS DEFINED BY ARTICLE 13 STANDARD SPECIFICATION FOR STREET CONSTRUCTION.
 2. TRIM EDGES OF ASPHALT PAVEMENT TO A VERTICAL EDGE.
 3. BITUMINOUS TAC COAT ALL EXPOSED EDGES OF CURB, GUTTER, MANHOLES, AND EDGES OF ASPHALT PAVEMENT.

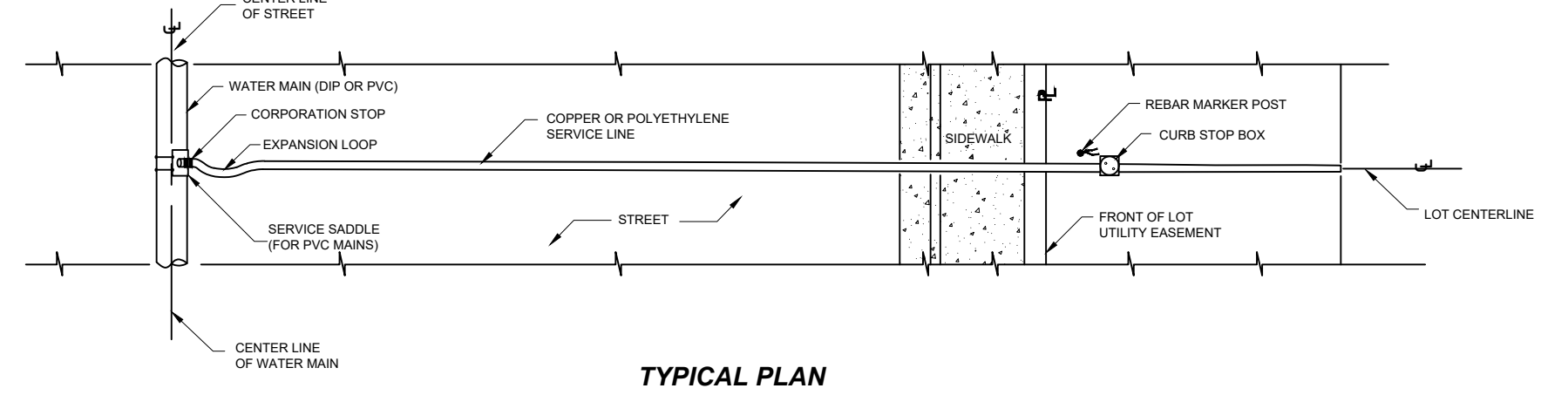
STANDARD TRENCH DETAIL FOR UTILITY CUTS
 NOT TO SCALE



NEW RIGHT-OF-WAY CONSTRUCTION STANDARD CONCRETE CURB AND SIDEWALK
 NOT TO SCALE



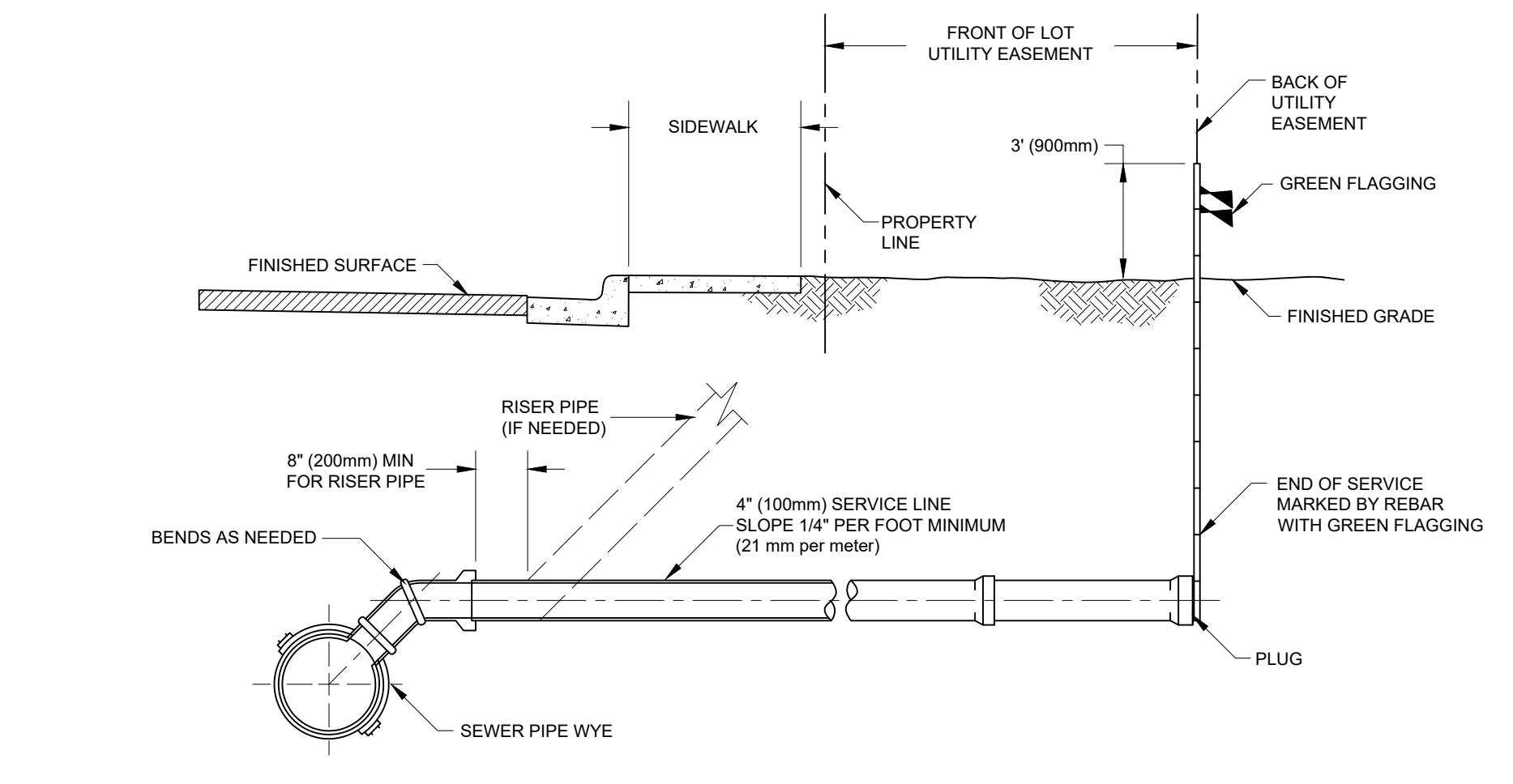
TYPICAL SECTION



TYPICAL PLAN

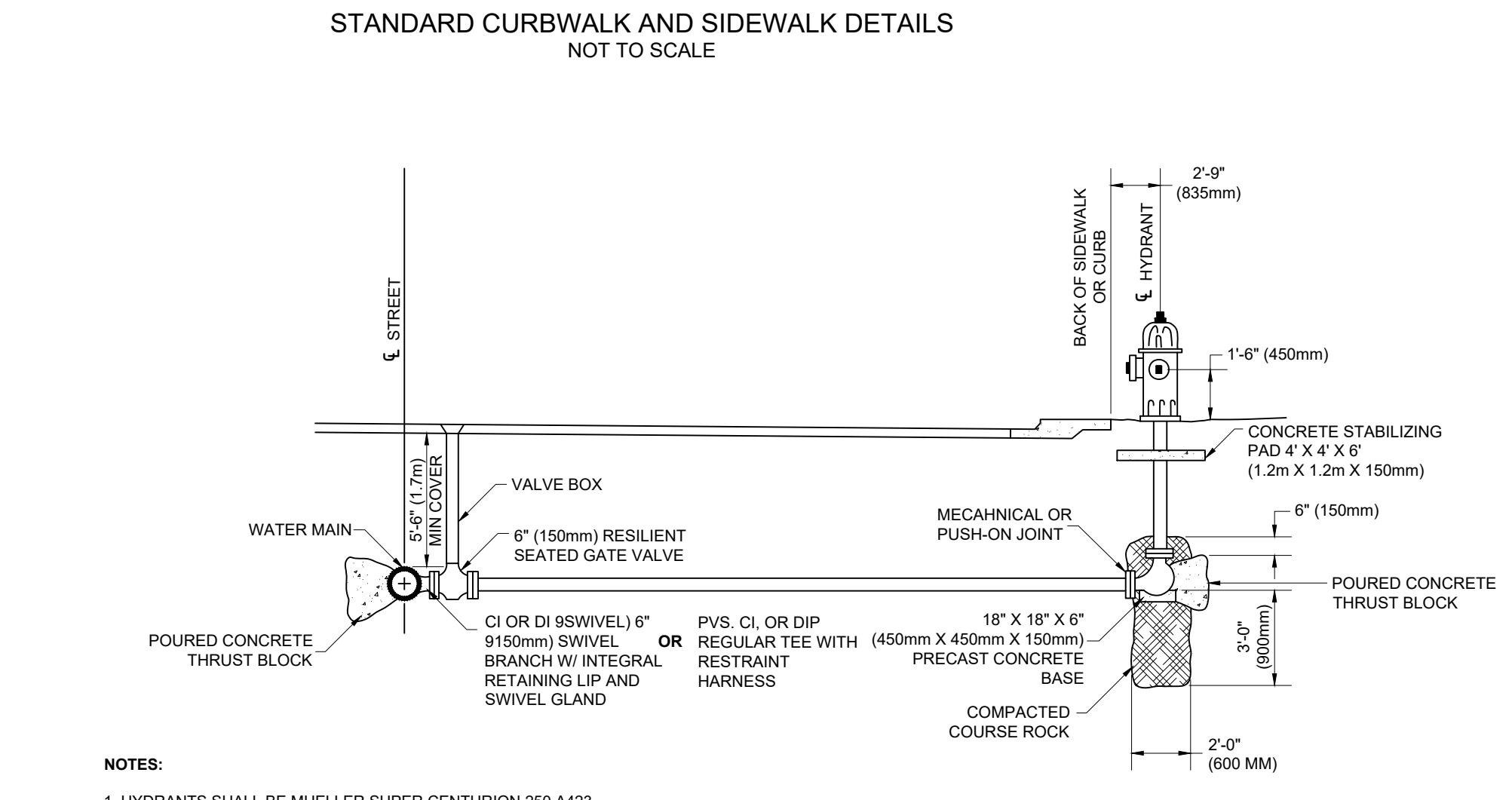
- NOTES:**
1. WATER SERVICE TO BE LOCATED ON LOT CENTERLINE.
 2. SEWER SERVICE TO BE LOCATED AT LEAST 10 FEET (3m) FROM WATER SERVICE LINE ON THE DOWNHILL FLOW SIDE OF SEWER MAIN.
 3. A GROUNDWATER BARRIER SHALL BE INSTALLED IN THE SERVICE LINE TRENCH ON THE PROPERTY LINE.

WATER SERVICE LINE DETAIL
 NOT TO SCALE



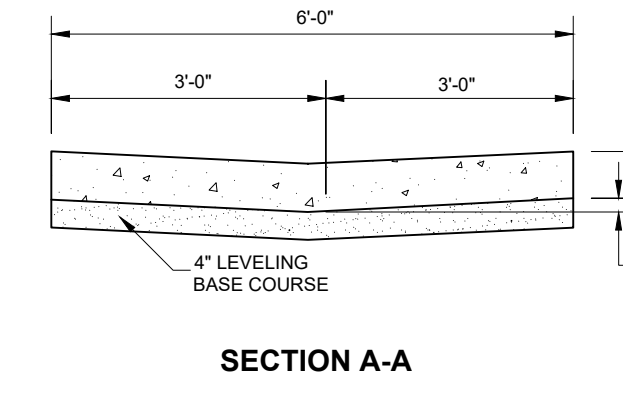
- NOTES:**
1. THE ENDS OF SERVICE LINES SHALL END ABOVE THE GROUNDWATER TABLE.
 2. SEWER SERVICE TO BE LOCATED AT 10 FEET (3m) FROM WATER SERVICE ON THE DOWNHILL FLOW SIDE OF SEWER MAIN.
 3. A GROUNDWATER BARRIER SHALL BE INSTALLED IN THE SERVICE LINE TRENCH ON THE PROPERTY LINE.
 4. SEWER SERVICE LINES WITH RISER PIPES SHALL MEET THE REQUIREMENTS OF SECTION 601.07. C.

SEWER SERVICE LINE DETAIL
 NOT TO SCALE

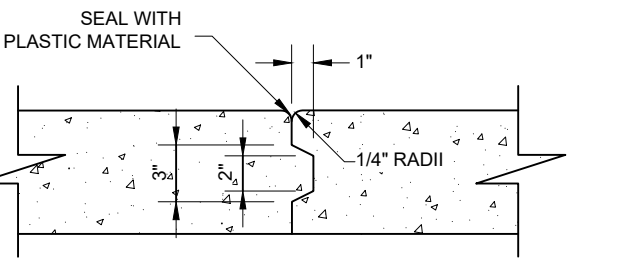


- NOTES:**
1. HYDRANTS SHALL BE MUELLER SUPER CENTURION 250 A423 OR WATEROUS PACER W867 WITH PENTAGON NUT CAPS. HYDRANT CAPS SHALL BE PRIMED WITH GRAY PRIMER.
 2. HYDRANTS SHALL BE PAINTED OFF WHITE ENAMEL. HYDRANT CAPS SHALL BE PRIMED WITH GRAY PRIMER.
 3. HYDRANTS SHALL HAVE TWO (2) 2-1/2" (63.5mm) DIA HOSE NOZZLES AND ONE (1) 4-1/2" (112.5mm) DIA PUMPER NOZZLE TO FIT NATIONAL STANDARD THREADS.
 4. ALL DUCTILE IRON PIPE AND ALL FITTINGS (INCLUDING HYDRANT PARTS BELOW GROUND) TO BE WRAPPED WITH POLYETHYLENE ENCASEING MATERIAL WHICH SHALL MEET AWWA C105 SPECIFICATIONS.
 5. VALVE BOX TO BE TYLER 6850 SERIES 'S' OR APPROVED EQUAL.
 6. GATE VALVE TO MEET AWWA C509 SPECIFICATIONS.
 7. CENTER OF NOZZLES MUST BE A MINIMUM OF 18" (450mm) ABOVE BACK OF SIDEWALK, CURB, OR UNFINISHED GRADE - WHICH EVER IS HIGHER.

STANDARD FIRE HYDRANT INSTALLATION DETAIL
 NOT TO SCALE



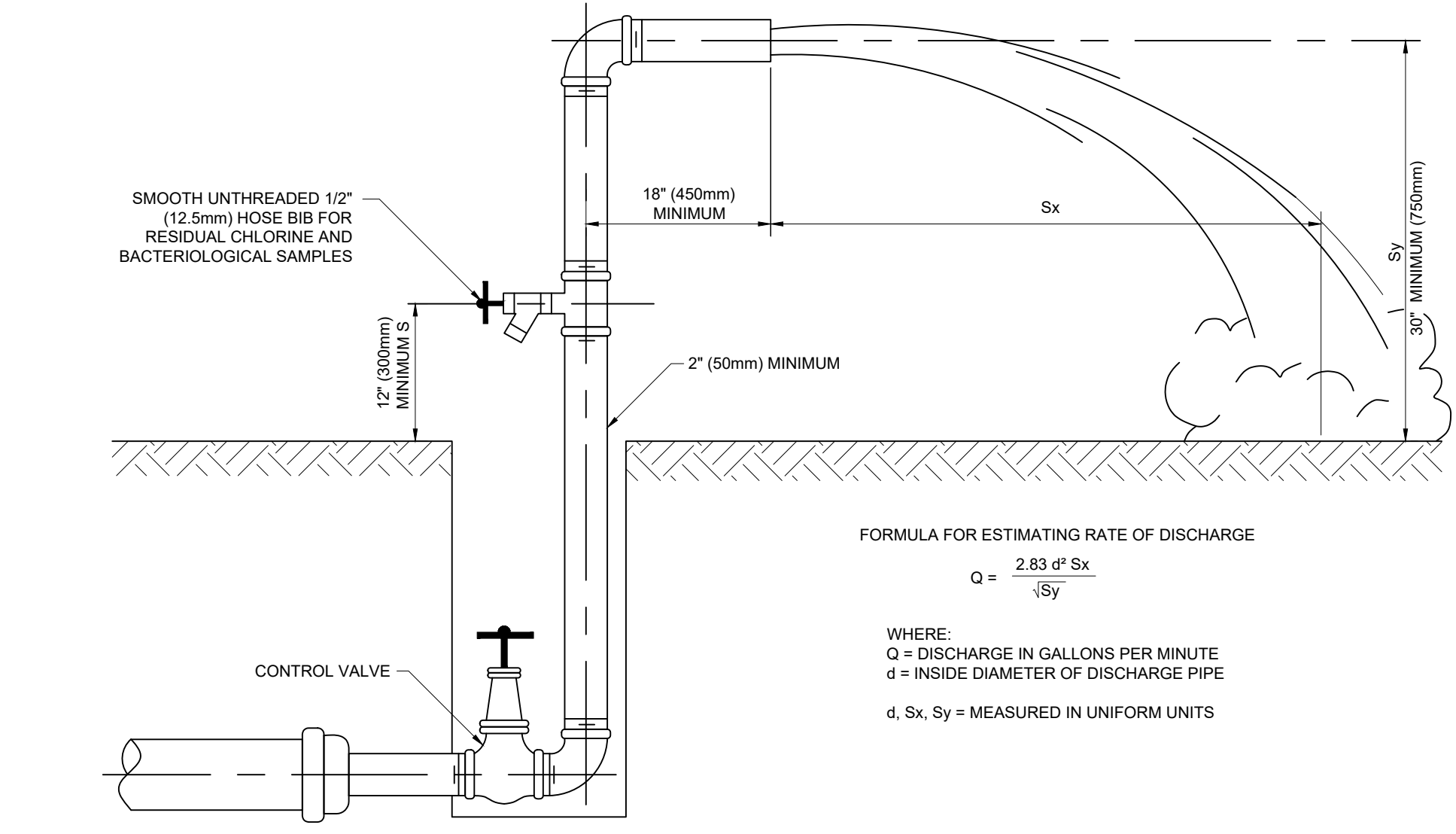
SECTION A-A



TYPICAL KEYED CONSTRUCTION JOINT

- NOTES:**
1. RADIUS LENGTH SHALL BE AS SPECIFIED IN SUBDIVISION ORDINANCE.
 2. VALLEY GUTTERS SHALL BE REINFORCED WITH WWP 4 X 4 X W4 OR POLYPROPYLENE FIBERS OR #3 REBAR AT 18" ON CENTER EACH WAY.

STANDARD VALLEY GUTTER SECTIONS
 NOT TO SCALE



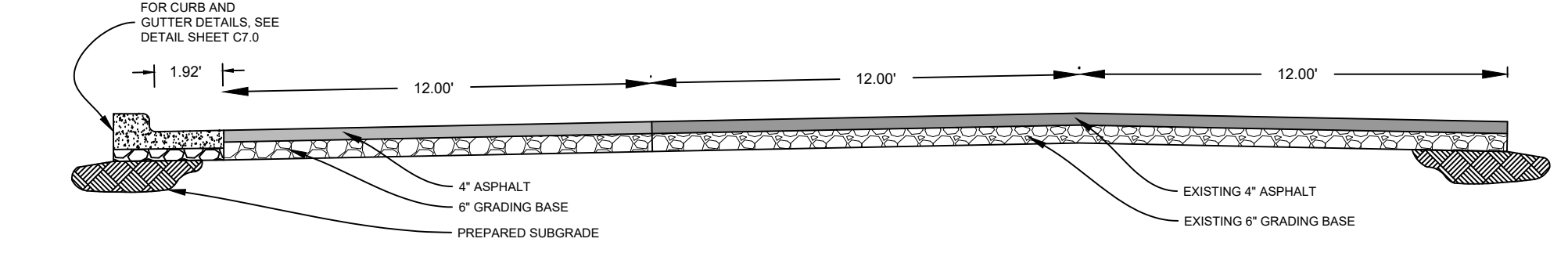
FORMULA FOR ESTIMATING RATE OF DISCHARGE

$$Q = \frac{2.83 d^2 S_x}{\sqrt{S_y}}$$

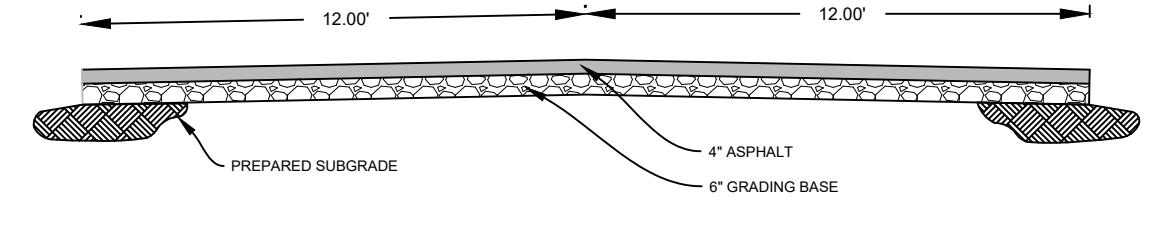
WHERE:
 Q = DISCHARGE IN GALLONS PER MINUTE
 d = INSIDE DIAMETER OF DISCHARGE PIPE
 d, Sx, Sy = MEASURED IN UNIFORM UNITS

TEMPORARY COMBINATION FLUSHING AND SAMPLING TAP DETAIL
 NOT TO SCALE

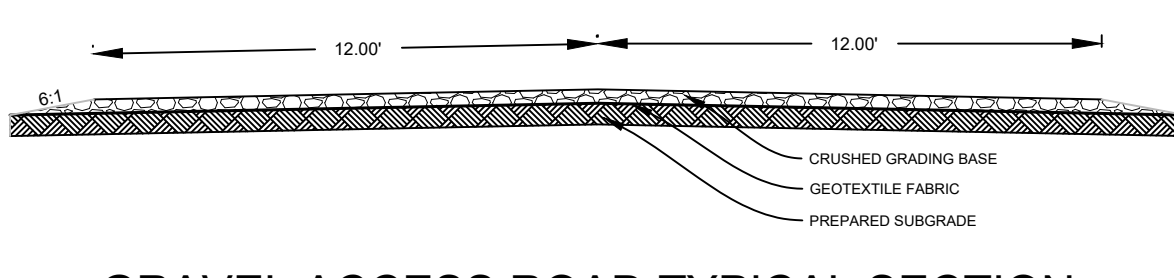
- NOTE:**
1. THIS FIGURE APPLIES TO MAINS UP TO AND INCLUDING 8" (200mm) DIAMETER.



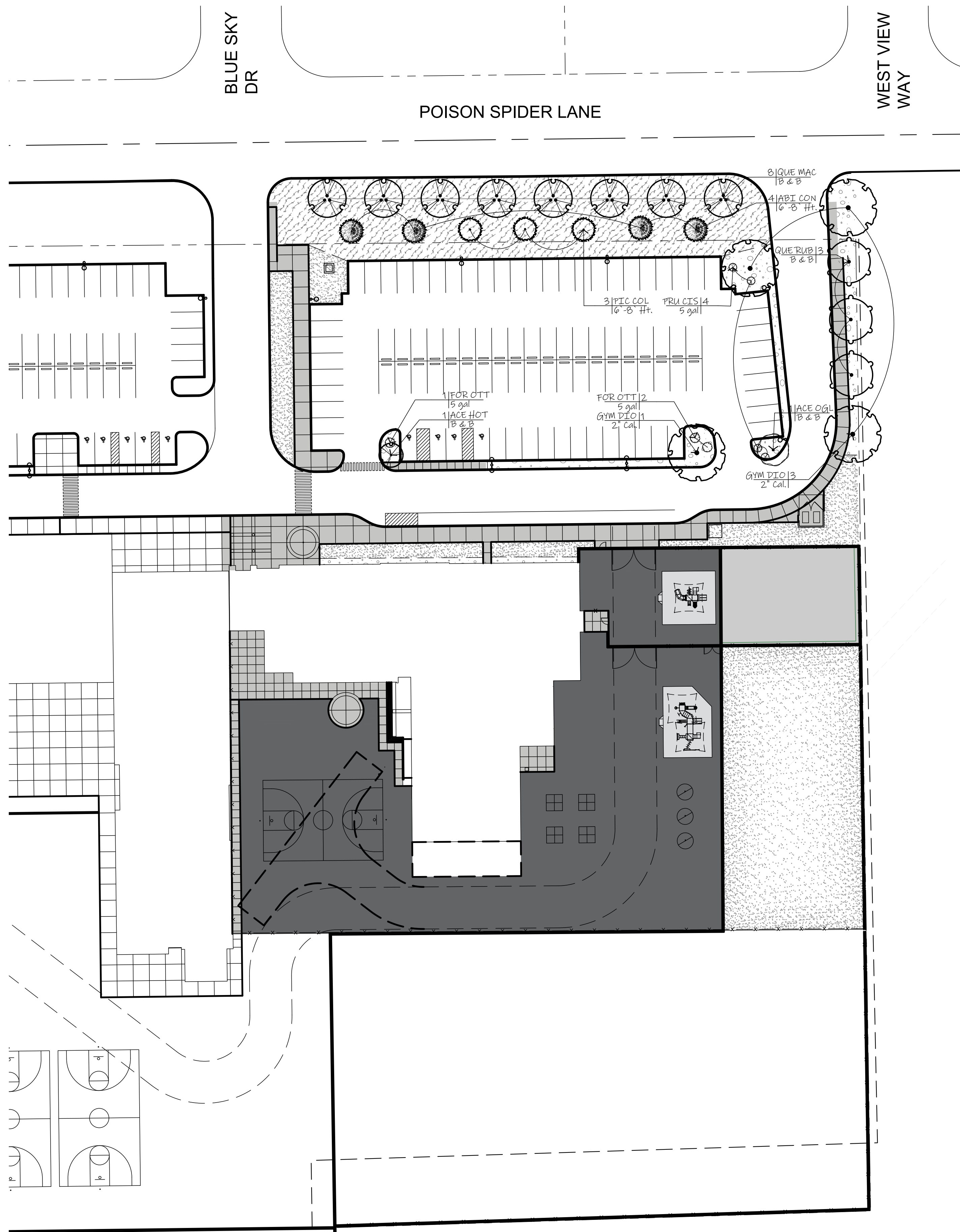
POISON SPIDER ROAD TYPICAL SECTION



TEMPORARY TURNAROUND TYPICAL SECTION



GRAVEL ACCESS ROAD TYPICAL SECTION



PLANT SCHEDULE

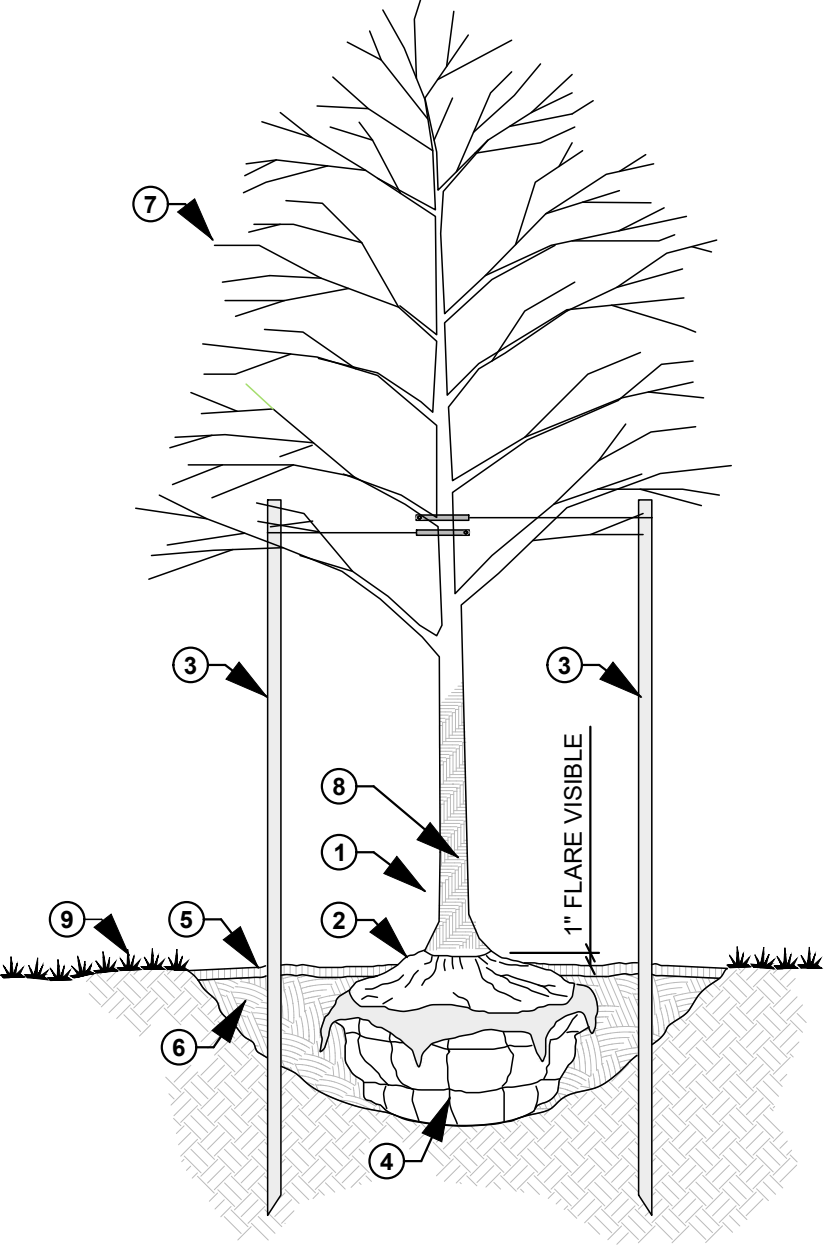
TREES	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	ROOT
	ABI CON	4	ABIES CONCOLOR WHITE FIR	6'-8" HT.	B&B
	ACE OGL	1	ACER RUBRUM 'OCTOBER GLORY' OCTOBER GLORY RED MAPLE	B & B	2" CAL
	ACE HOT	1	ACER TATARICUM 'HOT WINGS' HOT WINGS TATARIAN MAPLE	B & B	2" CAL
	GYM DIO	4	GYMNOCLADUS DIOICA 'ESPRESSO' KENTUCKY COFFEETREE	2' CAL	B&B
	PIC COL	3	PICEA PUNGENS COLORADO SPRUCE	6'-8" HT.	B&B
	QUE MAC	8	QUERCUS MACROCARPA BURR OAK	B & B	2" CAL
	QUE RUB	3	QUERCUS RUBRA NORTHERN RED OAK	B & B	2" CAL
SHRUBS	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	ROOT
	EUO ALA	3	EUONYMUS ALATUS BURNING BUSH	5 GAL	
	FOR OTT	3	FORSYTHIA OVATA 'OTTAWA' EARLY FORSYTHIA	5 GAL	
	PRU CIS	4	PRUNUS X CISTENA PURPLE LEAF SAND CHERRY	5 GAL	POT

REFERENCE NOTES SCHEDULE

SYMBOL	DESCRIPTION	QTY
	4" MIN POWDER COATED STEEL LANDSCAPE EDGING	220 LF
	2-3" RIVER ROCK MULCH AT 3" THICK OVER LANDSCAPE FABRIC	4,818 SF
	TYPE 2 NATIVE GRASS SEED CASPER, WY	14,970 SF
	RTF FESCUE SOD	21,078 SF

LANDSCAPING NOTES

- CONTRACTOR TO VERIFY LOCATION OF ALL UTILITIES PRIOR TO INSTALLATION, EXCAVATION, OR PLANTING OPERATIONS. ANY DAMAGE TO EXISTING UTILITIES ON SITE OR ADJACENT PROPERTY SHALL BE CONTRACTORS RESPONSIBILITIES.
- ALL PLANT MATERIAL SHALL CONFORM TO THE CURRENT AMERICAN ASSOCIATION OF NURSERYMAN'S NATIONAL STANDARD SPECIFICATIONS.
- ALL AREAS DISTURBED BY CONSTRUCTION ACTIVITIES SHALL BE PREPARED AND SEEDED OR SODDED AS SPECIFIED. A DISTURBED AREA SHALL BE WHERE CONSTRUCTION ACTIVITIES INCLUDING TRENCHING, DEMOLITION, EARTHWORK, MATERIAL STORAGE, STAGING AND PARKING OR ANY OTHER FORM OF EXCAVATION, COMPACTION, OR TRAFFIC THAT RESULTS IN THE REMOVAL OR DISPLACEMENT OF EXISTING GROUND COVER OR GRADE. IT IS THE CONTRACTORS RESPONSIBILITY TO REVIEW ALL OTHER CONTRACT DOCUMENTS TO DETERMINE FULL SCOPE OF POTENTIAL SITE DISTURBANCE TO BE RECLAIMED.
- THE INSTALLATION OF LAWNS, PLANT MATERIAL AND IRRIGATION SYSTEM SHALL BE PERFORMED BY ONE CONTRACTOR.
- CONTRACTOR SHALL FURNISH REQUIRED PLANT MATERIALS, INCLUDING TREES, SHRUBS, GRASSES, AND PERENNIALS OF ALL DESCRIPTIONS, FOR THE PROJECT IN ACCORDANCE WITH THE PLANS AND SPECIFICATION.
- IN THE EVENT OF A DISCREPANCY, NOTIFY THE LANDSCAPE ARCHITECT IMMEDIATELY.
- NO TREES SHALL BE PLANTED CLOSER THAN 10' TO A FIRE HYDRANT. ADJUST LAYOUT IF NECESSARY.
- NO TREE OR SHRUB SHALL BE PLANTED OVER OR WITHIN 5' Laterally FROM ANY UNDERGROUND UTILITIES.
- NO SUBSTITUTIONS WILL BE ALLOWED WITHOUT WRITTEN CONSENT FROM THE LANDSCAPE ARCHITECT.
- CONTRACTOR SHALL PROVIDE PLANTS FREE FROM INSECTS AND DISEASES, SUN-SCALD INJURIES, ABRASIONS OF THE BARK, OR OTHER OBJECTIONABLE BLEMISHES. WEAK AND/OR DISFIGURED PLANTS WILL NOT BE ACCEPTED.
- CONTRACTOR SHALL PROVIDE FIELD GROWN NURSERY TREES, DUG WITH A BALL OF EARTH STILL INTACT IN WHICH THEY ARE GROWING, WRAPPED IN BURLAP OR OTHER SUITABLE MATERIAL TO COMPLETELY COVER THE ROOT BALL WITH A LACING OR OTHER BALL SUPPORTING DEVICE ON THE OUTSIDE TO HOLD THE BALL IN A FIRM, RIGID CONDITION.
- CONTAINER GROWN PLANTS SHALL BE HEALTHY, VIGOROUS, AND ESTABLISHED IN THE CONTAINER IN WHICH THEY ARE GROWN. THEY SHALL HAVE TOPS OF GOOD QUALITY AND BE IN A HEALTHY GROWING CONDITION. THE PLANTS SHALL HAVE A WELL-ESTABLISHED ROOT SYSTEM REACHING THE SIDES OF THE CONTAINER TO MAINTAIN A FIRM ROOT BALL.
- ALL 1.5-2" CALIPER DECIDUOUS TREE SHALL HAVE A SINGLE LEADER, 12-14" HEIGHT, BRANCHING AT 6-7 FT HEIGHT WITH A UNIFORM CANOPY BRANCHING. BRANCH ANGLES SHALL BE NO LESS THAN 30°.
- ALL 6-8" TALL EVERGREEN TREES SHALL HAVE A HEIGHT TO SPREAD RATIO OF 5:3, WITH A SINGLE LEADER.
- CONTRACTOR SHALL PROVIDE PLANT MATERIAL IN CONFORMANCE WITH STATE AND FEDERAL LAWS WITH RESPECT TO INSPECTION FOR PLANT DISEASE AND INFECTIONS.
- CONTRACTOR SHALL PROVIDE INSPECTION CERTIFICATES REQUIRED BY LAW WITH EACH SHIPMENT, INVOICE, OR ORDER OF STOCK TO THE OWNER.
- PLANT MATERIALS FOR THIS PROJECT ARE SUBJECT TO INSPECTION BEFORE, DURING, AND POST PLANTING. DAMAGED PLANT MATERIAL, CONTAINERS, OR LOOSE, TORN, AND BROKEN ROOT BALLS WILL NOT BE APPROVED BY THE OWNER AND WILL BE REPLACED AT THE CONTRACTORS EXPENSE AND MUST BE REMOVED FROM THE STORAGE AREA OR PROJECT.
- MAINTENANCE SERVICES TO BE PERFORMED BY THE CONTRACTOR. THE CONTRACTOR WILL BE EXPECTED TO FURNISH SERVICE AND MAINTENANCE OF ALL PLANTED AREAS THROUGH FINAL COMPLETION OR PROJECT OR AS REQUIRED PER THE REQUIREMENTS OF THE PROJECT WARRANTY PERIOD.
- ALL PLANT MATERIALS SHALL BE CERTIFIED BY THE STATE DEPARTMENT OF AGRICULTURE TO ASSURE THEM TO BE FREE OF DISEASE OR HAZARDOUS INSECTS.
- ALL FERTILIZER SHALL BE DELIVERED IN WATERPROOF BAGS SHOWING WEIGHT, CHEMICAL ANALYSIS, AND THE NAME OF THE MANUFACTURER.
- ALL PLANT MATERIAL SHALL BE DELIVERED TO THE SITE IN THEIR ORIGINAL CONTAINERS WITH ALL LABELS INTACT AND LEGIBLE.
- CONTRACTOR WILL BE RESPONSIBLE TO PROTECT AND MAINTAIN PLANT LIFE DURING THE STORAGE PERIOD PRIOR TO PLANTING.
- INSTALLATION OF PLANT LIFE WILL NOT BE PERMITTED WHEN THE AMBIENT TEMPERATURES MAY DROP BELOW 35°F OR RISE ABOVE 90°F.
- CONTRACTOR TO PROVIDE A ONE YEAR WARRANTY. WARRANTY TO INCLUDE COVERAGE FOR ONE ENTIRE GROWING SEASON FOR ALL DEAD OR UNHEALTHY PLANTINGS. ALL REPLACEMENT PLANTS SHALL BE REQUIRED TO BE OF THE SAME SIZE AND SPECIES AS SPECIFIED IN THE PLANT SCHEDULE, PLANTED IN THE FOLLOWING GROWING SEASON, WITH A NEW WARRANTY COMMENCING ON THE DATE OF PLACEMENT.
- SOIL MATERIALS:
 - ALL SOIL BACKFILL WILL BE FREE OF ROCKS LARGER THAN 1.5", STICKS, ROOTS AND OTHER DEBRIS.
 - TOPSOIL TO BE STERILE, WEED FREE, PROCESSED, AND PASSED THROUGH A 3/4" SCREEN.
 - TOPSOIL TO BE INSTALLED IN ALL NEW SITE LANDSCAPE AREAS, NATIVE GRASS PLANTINGS, AND PLANTING RINGS OR IN ANY AREAS DESIGNATED IN THE PLANS FOR CONSTRUCTION.
- SOIL AMENDMENT MATERIALS:
 - COMPOST SHALL BE GLACIER GOLD, 'SOIL PREP' OR AN APPROVED EQUAL.
 - FERTILIZER SHALL BE 100% ORGANIC, TRANSPLANT ROOT STIMULATOR: 'BIOPLEX TRANSPLANT CONCENTRATE' OR APPROVED EQUAL.
- BOULDERS ENCOUNTERED DURING EXCAVATION FOR THE PROJECT SHALL BE HANDLED TO PREVENT SCARRING AND USED AS PART OF THE LANDSCAPING SCHEME. PLACE AS DIRECTED BY THE OWNER.
- WEED BARRIER FABRIC SHALL BE WOVEN POLYPROPYLENE FABRIC, 4.75OZ. SQ. YD. OR HEAVIER WITH METAL LANDSCAPE PINS. DO NOT INSTALL WEED BARRIER UNDER PERENNIALS AND GRASSES.
- CONTRACTOR SHALL USE 1.5" DIA. ROUND POSTS WITH TAPERED END, 8.0' IN LENGTH OR DUCKBILL ANCHORS FOR TREE ANCHORING.
- CONTRACTOR SHALL USE 3 ANCHORS FOR DECIDUOUS TREES, 3 ANCHORS FOR CONIFEROUS TREES WITH WEBBING OR RUBBER TREE TIES MANUFACTURED SPECIFICALLY FOR USE ON TREES.
- CONTRACTOR WILL BE RESPONSIBLE TO REMOVE ALL ANCHORING AT THE END OF ONE CONTINUOUS GROWING SEASON.
- CONTRACTOR SHALL COORDINATE IRRIGATION SYSTEM LAYOUT WITH PLANTINGS.
- AREAS THAT ARE TOO SMALL TO BE DRILL SEEDED SHALL BE BROADCAST, RAKED IN, AND ROLLED.
- REFER TO DETAILS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION.



LEGEND

- GRAFT UNION TYP. 4-6" ABOVE ROOT FLARE.
- ROOT FLARE VISIBLE ABOVE FINISH GRADE. REMOVE EXCESS SOIL FROM BALL AS NEEDED.
- TWO (2) 6" STEEL TEE POSTS PER TREE, 14 GA. SOFT WIRE AND 1/2"x18" NYLON STRAP WITH BRASS GROMMET TIES ON TRUNK. STAKES SHALL NOT PENETRATE ROOT BALL. DO NOT OVER-TIGHTEN AROUND TREE. TIES SHOULD BE SNUG ENOUGH TO PROVIDE SUPPORT WHILE ALLOWING TREE TO SWAY. CONTRACTOR TO REMOVE STAKES & TIES AT END OF WARRANTY PERIOD.
- REMOVE WIRE BASKET & ALL BURLAP. INSPECT ROOT BALL AND PRUNE OFF AND GIRDLING ROOTS. PRESS ALL HAIR ROOTS DOWN UNDER STRUCTURAL ROOT FLARE TO LEAVE TRUNK & ROOT FLARE RADIALY.
- 3" MULCH IN TREE'S DRIP RING AREA. NO WEED BARRIER. END MULCH 3" FROM TRUNK.
- DIG HOLE MIN. 2x WIDTH OF BALL. ROUGHEN SIDES TO BREAK GLAZING. ROOT BALL TO REST ON UNDISTURBED SOIL. BACKFILL HOLE WITH EXISTING SOIL (IN SANDY TO SANDY LOAM SOILS. ADD 20% MAX. BY VOLUME ORGANIC MATERIAL) IN LAYERS. SETTLE WITH WATER. WATER IN THOROUGHLY AFTER INSTALLATION TO ELIMINATE AIR POCKETS.
- PRUNE AS NEEDED TO RETAIN NATURAL FORM.
- ASPHALT COATED PAPER TREE WRAP TO BOTTOM OF FIRST BRANCH. SECURE WITH ELECTRICAL TAPE. DO NOT WRAP TIGHTLY. CONTRACTOR TO REMOVE PAPER AT END OF WARRANTY PERIOD.
- FINISH GRADE - SLOPE AWAY FROM TREES WHEREVER POSSIBLE.

NOTES:

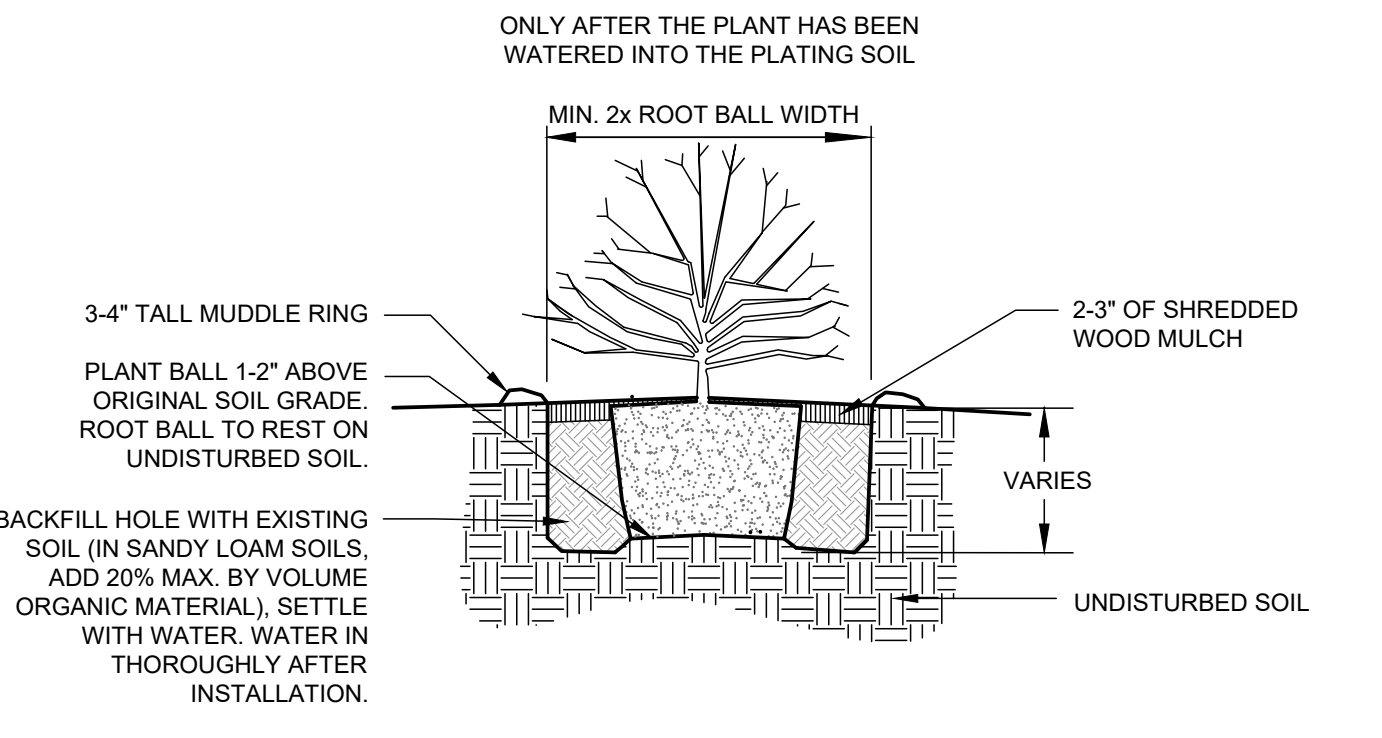
- STAKING IS NOT MANDATORY, HOWEVER, THE CONTRACTOR SHALL REPLACE ANY UNSTAKED TREE WITHOUT QUESTION IF DIRECTED TO DO SO AT ANY TIME THROUGH COMPLETION OF THE WARRANTY PERIOD.

1 TYPICAL TREE PLANTING

NOT TO SCALE

2 TYPICAL SHRUB PLANTING

NOT TO SCALE



NOTES:

- PRUNE PLANT AS NEEDED TO RETAIN NATURAL FORM.

Landscape plan - phase 1

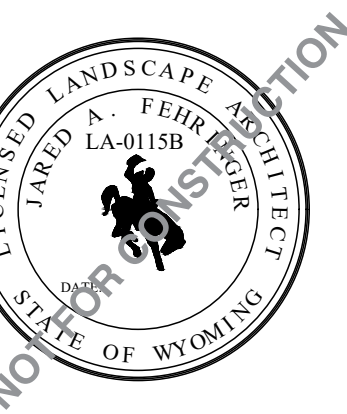
SCALE : 1"=40'-0"

329343.39-01

10-26-23

LANDSCAPE PLAN

WYOMING CLASSICAL ACADEMY Mills, Wyoming



JOB NUMBER - 2022132

SHT L1.0



MINUTES OF THE 2ND OF NOVEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Board Members Present: Bob Greenley, Leon Norvell, Dale Smith, John Gudger and Chris Volzke were all present for this P&Z Meeting.

City Staff in Attendance: Megan Nelms, City Planner, Sabrina Kemper, Community Development Director

Others in Attendance: Ron McMurry, Applicant, Shawn Gustafson, ECS Engineering, Clayton Howell, Applicant

Chairman Leon Norvell called the meeting to order at 5:02 PM on November 2, 2023, as a quorum was present.

Chairman Norvell asked board members if everyone had read the minutes of the October 5, 2023, P&Z Board meeting and if there were any noted changes. There were none. Board Member Chris Volzke made a motion to approve the minutes. Bob Greenley seconded the motion. Chairman Norvell called for a vote to pass the minutes of the October 5, 2023, P&Z meeting. All ayes, motion passed.

Chairman Norvell asked Megan to present the first agenda item. Megan introduced case number 23.01 SKC, the Wyoming Classical Academy Site Plan.

Background:

The applicants propose to construct a new K-12 school on Lot 1, Mountain Meadows No 2. Subdivision. It is a phased development, with Phase I consisting of a two-story classroom building for grades K-6.

Planning Considerations:

1. Final approval by staff will be for the Master Site Plan and the Phase I site plan.
2. Submit a signed Site Plan Agreement
 - a. The agreement will include a provision that the Traffic Study, along with current traffic control measures and conditions, be reviewed and updated, if necessary, at the time of Phase II construction. All recommendations of the updated traffic analysis shall be met at that time.
 - b. The City will supply a final agreement to be signed by the applicant and City Council.

MINUTES OF THE 2ND OF NOVEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

3. Final Drainage Plan approval by the City Engineer

Staff Recommendation: Staff recommends the Planning and Zoning Board approve the site plan for Wyoming Classical Academy, pending completion of all planning considerations.

Chairman Norvell thanked Megan and asked if there were any questions from the Board. Board Member John Gudger inquired about the parking lot lighting, as well as the wall pack lighting that will be placed on the building. He wants to ensure that any lighting elements are pointing downward, away from the neighboring residential areas. Clayton Howell, the applicant's representative, stated that they are more than willing to ensure that the lighting does not shine off site, and that is not an unusual request that they could easily comply with.

Megan recommended that the Planning Commission could add a consideration to the planning considerations that they be required to provide a lighting plan at the time of construction.

Board Member Greenley stated that now would be a good time to start thinking about the traffic signal at Robertson Road and Poison Spider Lane and getting ahead of that project. Shawn Gustafson, the applicant's agent stated that a Traffic Impact Study had been completed for this property and indicated that a signal would be needed at the intersection at full-buildout. Megan noted to Mr. Gustafson that the language on the case sheet had been slightly modified and that it now stated that the TIS will be reviewed, along with current traffic conditions, at the time of full build out and updated as necessary and that all requirements of the TIS would need to be met at that time. Megan explained to the Commission that the city wanted to ensure that costs for installation of the traffic signal are shared if other areas around the school and intersection develop in the future, prior to full build out of the school.

There was general discussion about where any crosswalks would be located on Roberston Road, or if there would be one. There was discussion about the lack of sidewalks on the other side of Roberston Road. Board Member Volzke then inquired about the narrow width of Poison Spider Lane and if there would be any widening or turn lanes added? Megan responded that yes, Poison Spider Lane will be widened, and a left turn lane added at the far western end of the property, near the student drop off entrance.

Board Member Volzke then asked about the adjacent neighborhood and its lack of curbs, gutter, and sidewalks. He inquired if anyone had considered impacts to those homeowners and if any no parking signs or regulations had been considered for that neighborhood, as there is no parking on the side of the streets within the subdivision. There was general discussion about the number of parking spaces required. Megan stated that the school plans on installing all required parking spaces on site, within the designated parking lot.

MINUTES OF THE 2ND OF NOVEMBER 2023

MILLS PLANNING & ZONING BOARD MEETING

Member Volzke then inquired about drainage on the site was going to work, as he is very familiar with the area and knows that some of the homes on the same side of the road as the school cannot have basements because of the level of ground water in the area. He wondered what the plan was to address this.

Mr. Gustafson stated that a full drainage study was done for the drainage basin when the Platte View Estates subdivision was constructed. The ditching system in place takes all the water to the west and dumps it into a detention pond that is currently oversized. With the school being added to other elements included in the study, there is still enough room within the drainage system to accommodate the impact of the school. The detention pond was sized adequately so that future development could occur without the need to expand the drainage pond.

Chairman Norvell asked if there was any further discussion on the site plan. There was none so he called for a motion. Board Member Bob Greenley made a motion to approve the Wyoming Classical Academy Site Plan, pending completion of all planning considerations. Board Member Dale Smith seconded the motion. Board Member John Gudger abstained from the vote. All others voted in favor; motion carried 4/0.

Chairman Norvell asked Megan to present the next agenda item. Megan introduced case number 23.08 FSP, the 257 Business Park Preliminary Plat.

Background:

The applicants are proposing to subdivide approximately 23-acres into a 4-lot commercial/industrial subdivision, with lots ranging in size from 2.30 to 13.88 acres in size.

Planning Considerations:

1. All roads within the subdivision must be dedicated as 60' public rights-of-way.
2. Receive an approved Access Permit from WYDOT for the approaches off HWY 20/26 and HWY 257
 - a. Comply with all requirements of the WYDOT access permits
3. Add road names to all streets within the subdivision
 - a. The access between Lots 1 & 3 should be named Chapman
 - b. Provide a name for the access road between Lots 1 & 2
4. Submit infrastructure plans, including:
 - a. Water distribution system plans
 - b. Sewage collection system plans
 - c. Road plan, profile and construction drawings
 - d. Drainage plan

MINUTES OF THE 2ND OF NOVEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

- 5. Discuss plans for construction of subdivision infrastructure, including roads and water & sewer infrastructure.
 - a. Timeline for Permit to Construct
- 6. All cul-de-sacs shall have a radius of no less than 96' in diameter.
- 7. Add 5' general utility easements on the interior of all lots
- 8. Delineate the drainage easement/retention area on one of the lots.
- 9. Submit organizational documents for 2R Investments, LLC, showing who is authorized to sign on behalf of the corporation.
- 10. Survey Review:
 - a. The bar scale needs to read 1"=100'
 - b. Add State Plane Coordinates, northing, easting, elevation, Convergence and Combined Factor to two (2) of the exterior corners.
 - c. The coordinates are in grid but the distances are in ground
 - d. The measured bearings and distances need to be bolded, as indicated in the legend.
 - e. Verify the north corner(s) of the plat and Lot 1. Review Instrument #866007 as excepted in Instrument #1143765, with regard to the WYDOT parcel.
 - f. There is a mis-closure of Lot 4 by 1.63 feet
 - g. There are not bearings on the north line of Tract A
 - h. Provide the distance for the portion of the northern lot line of Lot 5 that is east of the Lot 3/Lot 4 divide.
 - i. Provide a curve table
- 11. Cosmetic Revisions to the Plat:
 - a. Add TO THE CITY OF MILLS under "Plat of 257 Business Park" in the title block on both plat sheets.
 - b. In the legal description, 3rd paragraph, the word reservation should be reservationS
 - c. Make the adjacent subdivision and road names gray
 - d. Add a line above the City Engineer's signature for "Inspected and approved this ___ day of ____ 20__.

Staff Recommendation: Staff recommends DENIAL of the final plat. Section 17.18.020(e)(10)(c) requires dedication of streets, alleys, public sites, and easements to the public.

The proposed subdivision is zoned Established Industrial with parcels of adequate size for a variety of commercial and industrial businesses. Public traffic on the streets will occur and is allowed, and the streets should be of adequate size and properly dedicated for future vehicular traffic, installation of utilities and future maintenance by the City of Mills.

MINUTES OF THE 2ND OF NOVEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Chairman Norvell thanked Megan and asked if there were any questions from the Board. There were none at the time.

The applicant's representative, Shawn Gustafson first spoke to the request for the shared access easements. He put forth an example from the area in Casper around Wyoming Blvd and 2nd Street, stating that all the roads highlighted on the map were in-fact, public access easements that he says are encouraged by the City of Casper and WYDOT. He explained that the access between businesses is maintained by the businesses through cross access agreements. That is what Mr. McMurry envisions with this development.

Board Member Bob Greenley first asked about snow removal. People are going to utilize the roads to go through to other sites. Who is going to ensure the roads are clear and stay maintained? He stated that the area in front of the west side Wal-Mart to in front of Sutherlands comes to mind, and what poor condition that road is in. Ron McMurry, the applicant, stated that is because they don't have the proper cross access agreements in place to ensure maintenance. Mr. McMurry stated that the landowners will be the ones responsible for clearing the snow and maintaining the accesses.

Board Member Volzke said that he appreciates the example from Casper, but wonders if they is anything similar existing in Mills currently, or is this something new that we would be trying to look at doing in Mills?

Megan stated staff's recommendation comes from the fact that when residents move into city limits, they expect a certain level of service, which is why the city requires publicly dedicated streets. Residents expect roads within city limits to be maintained by the city.

There was then general discussion about the existing approaches and the proposed subdivision access and WYDOT's recommendations for the development. WYDOT has stated that the change of use of the existing approaches from residential and field to commercial will necessitate them being re-permitted. WYDOT has said they are willing to permit the subdivision access proposed to be installed at less than the required 660' from the intersection of Highways 257 and 20/26 if the existing approaches are removed. There are currently five (5) approaches across the frontage of this property onto Highway 20/26.

Mr. Gustafson comments that from his viewpoint, it is a busy intersection already and that by making the subdivision roads public, city streets, that will encourage more traffic onto them and encourage more traffic onto the already busy highway. Megan then commented that if the roads were city streets and connectivity was provided to the south and east, that would work to keep traffic from having to return to the highways to move to other businesses to the east. Mr. Gustafson and Mr. McMurry both then stated that they were opposed to providing connection to other lands to the east and south of the proposed subdivision property.

MINUTES OF THE 2ND OF NOVEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Board member Greenley inquired about where infrastructure was going to be placed within the easements if they were only 35' feet wide and who would take responsibility for the infrastructure lines going onto properties. If it would be from a water valve in the easement onto the property, or how that would work? There was then general discussion about city infrastructure, its maintenance and where it could be located within the easements.

Board Member Volzke then asked if the streets were going to be private, how will it be dealt with in the future as landowners change? What will happen when the road is deteriorating and needs maintenance? If they are anticipating a gas station on Lot 1, which will obviously generate traffic on the streets, what will they do to ensure the roads are maintained? What enforcement mechanisms are there?

Mr. McMurry stated that with the cross-access agreements, the landowners in the subdivision will be required to complete the maintenance and if they don't, then the city would go in and shut down the road into the subdivision until it is completed.

Megan then noted that in the dedication statement on plat sheet 1, it states that the shared access easements, as shown on the plat, are being dedicated to the public. She stated that she still recommends that they be shown as dedicated right-of-way, with the acreage taken out of the lot size. Mr. McMurry said he objects to this because of the reduction in his lot sizes and it makes them unmarketable in Casper. With an easement, he has more land to market because he can still include the land covered by the easement in the acreage of the lot, where he cannot do that with right-of-way. He can still say it is a 3.23-acre lot, even though the access easement covers a portion.

There was general discussion about easement/right-of-way size. Mr. McMurry stated he could live with 30' or 40' public easements, but 50' or 60' are too large. Megan then stated that the driving surface of the road is not going to be 50', just the right of way. The driving surface is typically a 22' wide road with ditches.

Board Member Volzke stated there is going to be traffic in this subdivision, especially with the proposed gas station. He is not comfortable with the private ownership of roads. He then made a motion to deny the subdivision application. The motion died for lack of a second.

Mr. McMurry then asked Board Member Volzke if he would be comfortable with a 40' wide public right of way. Board Member Volzke stated no.

Board Member John Gudger asked Mr. Volzke why he would not be for granting an exception when they had just granted special exceptions to the SIPS coffee hut? Megan then stated that the Commission did not grant any special exceptions to the SIPS site plan. Mr. Volzke then withdrew his motion and offered a point of discussion of a 50' right of way.

MINUTES OF THE 2ND OF NOVEMBER 2023 MILLS PLANNING & ZONING BOARD MEETING

Megan stated that the Mills regulations currently state that the city follows the City of Casper design guidelines, which currently call for a 50’ public right of way. Staff’s recommendation for a 60’ right-of-way is being provided, as that is what is currently included in the draft amendments to Title 17. She stated that both the Commission, the Council and the public would have the opportunity to comment on the draft amendments, but that is where the 60’ is coming from. Mr. Gustafson noted that the 50’ that Casper uses in their design guidelines comes straight from the AASHTO manual.

Board Member Greenly then stated that the applicant could leave things just the way they are currently and there is nothing that would stop him from building a road and structure wherever they want. Megan stated that was not entirely accurate, as a change of use to the existing approaches on the property would still require a new access permit from WYDOT.

Mr. Gustafson reiterated that if the roads are allowed to be private access easements, Mills will not be responsible for the maintenance of them. There was more general discussion regarding street maintenance and city infrastructure in relation to easements and road rights-of-way.

Board Member Volzke then made a motion to allow a 50’ right-of-way and to deny the subdivision until the revisions are made to the plat. The motion died for lack of a second.

Megan stated that if anything less than a 50’ wide public right of way is contemplated, then the applicant would need to apply for a variance from the City Council.

Board Member Gudger then made a motion to direct the applicant to apply for an exception for a 40’ wide roadway easement. That motion died for lack of a second.

Megan stated that staff’s recommendation at this point would be to table the case until next month. She will then invite City Engineer Williams and City Attorney Holscher to the December meeting as they can more informatively answer questions related to city infrastructure needs and legal questions.

Chairman Norvell then asked for a motion. Board Member Bob Greenley made a motion to table case number 23.08 FSP, 257 Business Park until the next regular meeting. Board John Gudger seconded the motion. All voted in favor, motion carried.

With no further business, Chairman Norvell declared the meeting adjourned at 6:22 PM.

Leon Norvell, Chairman

Attested: Christine Trumbull

Resolution No. 2023-44

A RESOLUTION FOR APPROVAL OF A SITE PLAN FOR PHASE I (37,920 SQ. FT.) OF A PROPOSED 82,220 SQ. FT. PUBLIC K-12 SCHOOL BUILDING, LOCATED ON LOT 1, MOUNTAIN MEADOWS NO. 2, CITY OF MILLS, WYOMING

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

WHEREAS, an application was submitted to the City for Phase I (37,920 sq. ft.) of a 82,8220 sq. ft. K-12 public school building, located on Lot 1, Mountain Meadows No. 2; and

WHEREAS, the property is zoned Urban Agriculture (UA); and

WHEREAS, the City Staff and Utility Providers have reviewed the information submitted and found the Site Plan complies with the City of Mills Zoning Regulations and requirements; and

WHEREAS, at a meeting on November 2, 2023, the Mills Planning and Zoning Commission forwarded a “Do Pass” recommendation to the City Council for approval of the site plan; and

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning & Zoning Commission at a Council meeting held on November 14, 2023, and approved a request to allow the proposed Phase I (37,920 sq. ft.) of an 82,220 sq. ft. Public K-12 school on Lot 1, Mountain Meadows No. 2, City of Mills, Wyoming with the following conditions:

1. All planning consideration shall be met.
2. Prior to obtaining building permits to construct, the Owner will comply with all design provisions as shown on the Site Plan and any other improvements required by the City of Mills.
3. The Owner obtains all required building permits and complies with all Mills Code and inspection requirements and State and Federal regulations.
4. Prior to the issuance of certificates of occupancy, all requirements shall be completed to the satisfaction of the City Planner, City Engineer, Public Works Director, Fire Inspector and Building Inspector.

PASSED, APPROVED AND ADOPTED THIS 14TH DAY OF NOVEMBER 2023.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

Resolution No. 2023-43

A RESOLUTION FOR MIDWAY SUBDIVISION, AN ADDITION TO THE CITY OF MILLS, BEING ALL OF THE SE¼NW¼, SECTION 6, TOWNSHIP 33 NORTH, RANGE 79 WEST, NATRONA COUNTY, WYOMING

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

WHEREAS, Tetral Corporation of Casper is the owner of the SE¼NW¼, Section 6, Township 33 North, Range 79 West; and

WHEREAS, said owner has petitioned the City of Mills to plat said property as Midway Subdivision, An Addition to the City of Mills; and

WHEREAS, said plat was modified to satisfactorily address requests and requirements made by City Staff and Utility Providers; and

WHEREAS, said plat complies with City of Mills subdivision standards; and

WHEREAS, said plat complies with the minimum lot size and lot width requirements for the Established Industrial Zoning District; and

WHEREAS, the Planning & Zoning Board met on October 5, 2023, and forwarded a “Do Pass upon completion of all planning considerations” recommendation for said plat to the City Council.

THEREFORE, BE IT RESOLVED, the Mills City Council considered the application and recommendations of staff and the Planning & Zoning Board at a Council meeting held on 14 November 2023 and approved Midway Subdivision, An Addition to the City of Mills, Wyoming.

1. All planning consideration shall be met.
2. Upon City Council approval, a “Final Plat” will be provided to the City of Mills for recordation with the Natrona County Clerk’s Office.

PASSED, APPROVED AND ADOPTED THIS 14TH Day of November 2023.

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Cherie Butcher, Council

Tim Sutherland, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk

Beacon

Wyo downs

TOTAL NUMBER OF INCIDENTS FROM THE BEACON CLUB FROM 08/01/2022 to 08/01/2023

TOTAL NUMBER OF INCIDENTS FROM THE BEACON CLUB FROM 08/01/2023 to 11/10/2023

83

45

NOTE: total for mills

THIS DOES NOT INCLUDED ANY CALLS OR ARRESTS MADE AFTER 11:59 PM on 11/10/2023. THIS DOES NOT INCLUDE ARRESTS FOR DUI, PUBLIC INTOXICATION, ETC. AT OTHER LOCATIONS, WHERE THE SUSPECT IS KNOWN TO HAVE COME FROM THE BEACON CLUB

TOTAL NUMBER OF INCIDENTS FROM August 1, 2022 TO August 1, 2023

TOTAL NUMBER OF CALLS	83
TYPE OF INCIDENTS	
Traffic Stop	37
Assault	4
Fight	4
911-Welfare	3
Citizen Assist	3
Citizen Comp	3
Hit and Run	3
Theft	3
Wanted Person	3
Welfare Check	3
Alarm Security	2
Burglary Auto	2
Disturbance	2
EMS Assist	2
Stray Animal	2
Suspicious	2
Fire assist	1
Property Damage	1
Reddi	1
Telephone Ord	1
Unconsciousness	1
Public Intox	0

**Total Number of incidents from August 1, 2023
to November 11, 2023**

TOTAL NUMBER OF CALLS **45**

TYPES OF INCIDENTS

Traffic Stop	16
Fight	6
Reddi	4
911-Welfare	2
Disturbance	2
Public Intox	2
Wanted Person	2
Accident PD	1
Alarm Security	1
Animal Bite	1
Citizen Assist	1
Drugs	1
EMS Assist	1
Missing Person	1
Shots Fired	1
Stray Animal	1
Suspicious	1
Trespassing	1

Beacons

Wyo downs

TOTAL NUMBER OF ARRESTS FROM THE BEACON CLUB FROM 08/01/2022 TO 08/01/2023

TOTAL NUMBER OF ARRESTS FROM THE BEACON CLUB FROM 08/01/2023 TO 11/10/2023

13

12

NOTE:

THIS DOES NOT INCLUDED ANY CALLS OR ARRESTS MADE AFTER 11:59 PM on 11/10/2023. THIS DOES NOT INCLUDE ARRESTS FOR DUI, PUBLIC INTOXICATION, ETC. AT OTHER LOCATIONS, WHERE THE SUSPECT IS KNOWN TO HAVE COME FROM THE BEACON CLUB

**TOTAL NUMBER OF ARRESTS MADE AT THE
BEACON CLUB FROM
8/1/2023 to 11/10/2023**

TOTAL
12

wyo downs

CHARGES RELATED TO ARRESTS

Warrant	9
Public Intoxication	2
DUI	1
Possession CS	1
Hold for P&P	1
Interference	0
Trespass	0

**TOTAL NUMBER OF ARRESTS MADE AT THE
BEACON CLUB FROM
8/1/2023 to 11/10/2023**

TOTAL *Beacon*
13

CHARGES RELATED TO ARRESTS

Public Intoxication	5
Warrant	5
DUI	2
Interference	2
Possession CS	1
Trespass	1
Aggravated Assault	1



Wyoming Downs at the Beacon Club - July 1st, 2023 thru November 12th, 2023

	Date	Dispatch Time	Type of call
1	7/4/2023	2:37 PM	Medical
2	7/23/2023	2:56 AM	Medical
3	8/5/2023	1:58 AM	Medical
4	8/12/2023	11:56 PM	Medical
5	10/28/2023	10:16 PM	Medical
6	10/29/2023	12:49 AM	Medical
7	11/10/2023	10:17 PM	Medical

The Beacon Club - July 1st, 2022 thru June 30th, 2023

	Date	Dispatch Time	Type of call
1	10/2/2022	2:24 AM	Fire Alarm
2	11/24/2022	1:03 AM	Crash
3	12/16/2022	11:33 PM	Medical
4	12/17/2022	2:55 AM	Fire Alarm
5	3/12/2023	4:04 AM	Medical
6	3/26/2023	4:08 PM	Medical
7	4/1/2023	10:35 PM	Medical
8	4/2/2023	12:07 AM	Medical

ORDINANCE NO. 807

AN ORDINANCE PROVIDING FOR CERTAIN FINES FOR VIOLATIONS BY LIQUOR LICENSE HOLDERS

WHEREAS, The Governing Body of the City of Mills desires to have an effective means of enforcing its provisions concerning liquor licenses; and

WHEREAS, Providing for the safety and welfare of the residents of Mills and those who visit Mills is an important consideration of the Governing Body; and

WHEREAS, Providing for the safety of emergency responders is likewise a responsibility of the Governing Body,

NOW THEREFORE, The City Council of the City of Mills hereby amend Title 5 of the Mills Code to amend Chapter 5.08 of the Mills City Code to add the following Section 5.08.190.

5.08.190 - Over-serving and intoxicated agents.

A. All employees and agents of any business operating with a city-issued liquor license, who are engaged in the selling (including door person, ID checkers, and bouncers) or serving of alcoholic or malt beverages or the managing thereof, hereinafter "alcohol server staff," shall successfully complete an alcohol server training program as approved by Wyoming Statutes Section 12-2-402, within ninety days of the start of their employment. All alcohol server staff shall complete any additional or further training to maintain their server training certification. Every license holder shall maintain a server training record for all alcohol server staff, including their date of hire, and proof that each has successfully completed the alcohol server training required by this section, and any additional or further training to maintain their server training certification. The city shall furnish an appropriate server training record log to maintain the records required in this section. In addition, every license holder shall keep their server training records available for review by police officials, at any time when the premises is open for business, to ensure compliance with the server training requirements of this section.

B. Violations of this section are subject to a graduated fine schedule, based on a calendar year. For the first violation, a fine of up to one hundred fifty dollars shall be imposed; for violation two a fine of up to two hundred dollars shall be imposed; for violation three a fine of up to two hundred fifty dollars shall be imposed. All violations thereafter in that same calendar year shall result in a fine of two hundred fifty dollars. All violations after the first two in each calendar year shall require a representative of the licensee/permittee to appear at a regular meeting of the city council. After the third violation in a calendar year (the fourth violation and each one thereafter) shall result in a seven-day suspension of the license/permit in question; the suspension may be imposed in either the calendar year of the violations and depending upon the timing of the violations (some may not get to court or be decided during the year of violation) in the subsequent calendar year. No more than one violation per licensee/permittee may be issued

per inspection and not more than one failed inspection can be conducted per week per licensee/permittee.

C. It shall be unlawful for any employee or agent of a licensed establishment, other than stated herein, to be present on the licensed premises while intoxicated and while acting in any capacity, or purporting to act, as an agent of the licensee or permit holder; an employee or agent for purposes of this section shall not mean or include: a proprietor, a general partnership's partners, a corporation's president, a limited liability company's member(s) or a limited general partner.

5.08.200 - Licensure considerations and administrative fees.

Violations of the Mills Municipal Code and/or Wyoming State Statutes may also be factors in the consideration of suspensions, revocations, nonrenewals or conditional renewals of licenses and permits.

In recognition of the fact that license holders who repeatedly violate the provisions of this code create an undue burden of the city in administering liquor licenses, in addition to any other penalties or remedies, licensees shall be subject to administrative fees of one thousand dollars for the third violation of this chapter within any consecutive twenty-four-month period, and five thousand dollars for a fourth or subsequent violation within a consecutive twenty-four-month period. Any violation relating to the license holder or licensed premises shall apply to this subsection, regardless of whether separate individual employees or agents of the licensee committed the individual violations. The violations need not be of the same section or subsection of this chapter to be counted in this total.

A notice to pay said fee shall be issued by the city clerk to the licensee upon notification by the court of licensee's convictions for the relevant offenses. The time frame for accumulation of the violations shall be the date of violations, not the dates of conviction. If such fee is not paid, or an appeal hearing before council requested in writing to the city clerk and accompanied by a bond in the amount of the fee at issue within ten days of the notice being given by the clerk, the license shall be suspended until such time as the fee is paid to the city clerk. If an appeal hearing is requested, it shall be in council's sole discretion, after hearing all the relevant facts in the matter, whether to suspend part or all of the fee. The hearing shall not be a contested case hearing, and the Wyoming Administrative Procedure Act shall not apply to such hearing.

PASSED on 1st reading the _____ day of _____, 2023.

PASSED on 2nd reading the _____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherei Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE NO. 808

AN ORDINANCE AMENDING 5.04.180 TO BE 5.08.180

WHEREAS, The Mills City Code contains an Ordinance 5.04.180 which is entitled:

5.04.180 Revocations/suspension of license or permit, violations, penalties

and:

WHEREAS, Said provision is in the section of the City Code dealing with liquor licenses and is organized such that it is placed after 5.08.170, and

WHEREAS, Said codification reflects an error such that said section should be 5.08.180.

NOW THEREFORE, The City Council of the City of Mills hereby amend Title 5 of the Mills Code to amend 5.04.180 to be 5.08.180, such that it will now read:

5.08.180 Revocations/Suspension of license or permit, violations, penalties

PASSED on 1st reading the _____ day of _____, 2023.

PASSED on 2nd reading the _____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this _____ day of _____, 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk

ORDINANCE NO. 809

AN ORDINANCE AMENDING TITLE 2

WHEREAS, The City of Mills has contractual employees and non-contractual employees, all of whom are subject to the then current City of Mills handbook; and

WHEREAS, There are provisions that apply to the termination of employees by way of ordinance and in contracts which do not contain identical text; and a uniform procedure would be easier for the City to administer and the employees to operate under;

NOW THEREFORE, The City Council of the City of Mills hereby amends Title 2 of the Mills Code to amend so that Title 2.04.060 and 2.88.040 shall read as follows:

2.04.60 - Appointment of city officials.

a. The Mayor shall appoint a city administrator, city clerk, city treasurer, city judge, chief of police, fire chief, assistant fire chief, city engineer, city attorney, community development director, and fix their salaries or compensation. The Mayor shall also appoint members of the Planning and Zoning Committee, and all members of all other boards and committees created in code, who shall not be deemed to be employees of the City of Mills. The City Council shall vote to confirm or reject any said appointment, with a majority of the City Council being required in order to approve the appointment. Nothing shall preclude those appointed as engineers, judges and attorneys from being contractors, and not employees of the City of Mills.

b. Unless otherwise provided for, all appointments shall be for four (4) year terms.

c. The salary or compensation of any city official who is an employee of the city may be changed from year to year. The compensation of appointees to committees and boards, if allowed by law, if any, shall be fixed annually, based upon the city's fiscal year.

d. Appointed city officials may be discharged, and their employment terminated at any time at the discretion of the Mayor subject to the provisions of section h below.

e. Members of boards and committees may be discharged from their appointment at any time by the Mayor or the Mayor's designee. Such discharges shall be without recourse or appeal.

f. All other City positions shall be made by the Mayor or the Mayor's designee. Said positions may be terminated at any time at the discretion of the Mayor or his designee, subject to the provisions of section h below.

g. Department heads shall have presumptive authority under this section to act as the Mayor's designee to hire and fire, unless presented with a conflict regarding the same, or a specific instruction from the Mayor reserving to the Mayor this authority in any one particular instance.

h. All employees, whether a city official as referenced in section a above, or at will employee otherwise employed by the city, shall have a right to a hearing in any instance in which their termination is for wrongful conduct or incompetency, including but not limited to that conduct listed at Section 2.88.040. This provision shall not apply in instances of workforce reduction, or budget shortfalls or other reason for termination which fall outside of the category of wrongful conduct or incompetency. Where employees who are subject to collective bargaining agreements have a provision in those agreements which governs such a hearing, that agreement shall control where it is inconsistent with these provisions, provided however that such agreements shall be read to be consistent with these provisions where possible.

i. All rights to a hearing provided for in this section shall be conducted under the provisions of Section 2.88.040 of the Mills City Code.

2.88.040 – Right to a hearing upon termination.

a. Any employee of the City of Mills, including, but not limited to, appointees under Section 2.04.060(a) or hired under Section 2.04.060(f) who is terminated from their employment for incompetency, neglect of duty or otherwise for cause, shall have the charges against them be specified and the person removed shall be provided an opportunity for a hearing on the charges under procedures set forth under the Administrative Procedures Act, Wyo. Stat. 16-3-107 et seq, where applicable, including the right of appeal to the District Court. An employee may additionally invoke this provision where the employee asserts that the employee's termination was for incompetency, neglect of duty or otherwise for cause even though not so stated, or where the employee asserts that the termination was otherwise made for an improper reason recognized by law or statute.

b. In all such hearings the City Council of the City of Mills, Wyoming, shall act as the hearing panel, except where two or more members shall be conflicted and recused, except as otherwise set forth below, in which case the parties shall agree to the appointment City of Mills Department heads in their place or panel members otherwise stipulated to by the parties.

c. It is further provided for such hearings that:

i. The city may elect to appoint a hearing officer, but is not obligated to do so, to preside over the hearing.

ii. In the event that a council member may not serve due to a conflict and the parties are unable to agree to department heads to take their place within seven days of a hearing being requested, the Mayor, or if the Mayor is conflicted, the City Administrator shall

appoint Department Heads to serve on the panel. Such appointments shall not be subject to objection.

d. In all such instances in which a right to a hearing has been afforded to an employee appointed under Section 2.04.060 by way of a separate contract with said employee, any objections to a council member must be made at the time of objecting to termination and a hearing being requested, provided however that such objections may not have the effect of depriving the ability of the Council to obtain at least four (4) members in deliberations. Should such a challenge be made, the Council and employee may stipulate to a Department Head to serve in a challenged council member’s place and waive any defenses based upon the same in writing or stipulate to an alternative procedure. Should the parties not be able to stipulate as set forth above, all challenged members shall remain on the panel and the conflicts be deemed waived.

e. All hearing afforded by contract as referenced in section d above shall be as close to hearings otherwise afforded under this section as practicably possible.

f. Nothing in the provisions set forth above shall preclude the parties in any such hearing to stipulating to an alternative procedure provided, however, that any such stipulation shall be regarded as waiving any alternative form of hearing.

PASSED on 1st reading the ____ day of _____, 2023.

PASSED on 2nd reading the ____ day of _____, 2023.

PASSED, APPROVED AND ADOPTED on 3rd and final reading this ____ day of _____, 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Brad Neumiller, Council

Cherie Butcher, Council

Tim Sutherland, Council

ATTESTED:

Christine Trumbull, City Clerk