

**REGULAR CITY COUNCIL
WORK SESSION MEETING
February 13, 2023
9:00 AM
City Hall**



CITY OF MILLS
EST. 1921

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

AGENDA

CALL TO ORDER

AGENDA ITEMS

1. David Hulshizer:

Youth Crisis Center

2. Chris Navarro:

Sculptures

3. City Planner:

Maddox Rezone with Ordinance

4. Fire Chief:

Ambulance Lease from Anticline money

5. City Treasurer:

Line of Credit Payment Plan

6. City Clerk:

Budget Work Sessions

Council Pay Changes

Ordinance 785 First Reading of Franchise for 'Visionary Communications

Ordinance 786: First Reading, Maddox Rezone

Oregon Trail Bar

Liquor License Transfer

7. City Attorney:

AT & T

8. Mayor:

Review Agenda

ADJOURNMENT

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 #3.

Memorandum

TO: Mills City Council

FROM: Megan Nelms, AICP, City Planner

DATE: February 9, 2023

SUBJECT: Maddox Rezone

A portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb

Case Number: 22.03 COZ

Summary: The applicant is proposing to rezone a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb from DR (Developing Residential) to EB (Established Business) for the purposes of building a shop for storage.

Current Zoning: DR (Developing Residential)

Proposed Zoning: EB (Established Business)

Parcel Size: 13,068 sq. ft

Planning Commission Recommendation: At their February 2, 2023 meeting the Planning & Zoning Commission made a “DO PASS” recommendation on the rezoning request.

Staff Recommendation: Staff recommends APPROVAL of the rezoning request.



MINUTES OF THE 2nd of FEBRUARY 2023 MILLS PLANNING & ZONING BOARD MEETING

Board Members Present: Pattie Gould, Bob Greenley, Leon Norvell and Mike Roden were all present for this P&Z Meeting. Ed Greenwood arrived at 5:20 PM.

Others in Attendance: Megan Nelms, City Planner and Leo Maddox, applicant were also in attendance.

Chairman Pattie Gould called the Meeting to order at 5:16 PM on February 2, 2023, as a quorum was present.

Chairman Pattie Gould asked board members if they had read the minutes of the January 5, 2023 P&Z Board meeting. Board Member Leon Norvell made a motion to approve the minutes as presented and Board Member Mike Roden seconded the motion. Chairman Pattie Gould called for a vote to pass the minutes of the 5th of January 2023 P&Z meeting. All ayes, motion passed.

Pattie asked Megan to present the agenda item. Megan introduced case number 23.01 COZ, the Maddox Rezoning request.

Background:

The Maddox Family Trust, represented by Leo Maddox, Trustee owns a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb. The applicant is proposing to rezone the property from DR (Developing Residential) to EB (Established Business) for the purposes of building a shop for storage.

Notifications were sent to utility reviewers on December 28, 2022:

No comments were received from external and internal staff reviews. Megan provided an overview rezoning request:

Planning Considerations:

The 2017 Comprehensive Plan Future Land Use Map designates this area as Mixed Use and Medium Density Residential. The re-zoning request is in accordance with the future land use map.

There are no zoning considerations. All future development will be subject to the EB (Established Business) zoning district requirements.

MINUTES OF THE 5TH OF JANUARY 2023

MILLS PLANNING & ZONING BOARD MEETING

Staff Recommendation: Staff recommends the Planning and Zoning Board approve the rezoning request for a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb.

Chairman Gould thanked Megan and asked if there were any questions from the Board. There was general discussion about historic uses of the property. Board Member Greenley stated the shop should fit right in, as everything surrounding the property, except for two homes, is business or business related. Board Member Norvell asked about drainage conditions and if Mr. Maddox had thought about that. Mr. Maddox stated that the drainage on the property is pretty decent and that it is set up for underground drainage already. He said the previous owner had plans to put place a home there and had started work on over-lot drainage issues, so now it should be good to go.

Board Member Greenley asked if there was any grading that needed to be done or if there were any plans for a retaining wall. Mr. Maddox stated he was planning to bring in additional fill dirt, but he wasn't sure yet on the retaining wall, as they are still working on the site plan and where the building will sit on the property. He stated he was still getting bids on metal buildings and that they are about 2-3 months out on getting the structure built.

There was general discussion about plans for the building, including types of utilities and other infrastructure. Mr. Maddox said he wasn't planning for any interior floor drains, though he was going to have a bath and insulate the interior. The utilities are already to the lot line and accessible.

Mr. Maddox had general questions about the process and building permits. Megan explained the process and next steps with the City Council and said once he gets final approval for the rezoning, he will be able to work with Kevin to turn in building plans and receive his permit.

Chairman Gould then asked if there was any further discussion. There was none so she called for a motion. Board Member Bob Greenley made a motion to provide the City Council with a "Do Pass" recommendation for the rezoning of a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb. Board Member Leon Norvell seconded the motion. All voted in favor, motion carried.

After the applicant left, Megan discussed recent development inquiries she had received as well as upcoming cases for the March 2023 P&Z meeting.

With no further business, Chair Pattie Gould declared the meeting adjourned at 5:38 PM.

Pattie Gould, Chair

Attested: Christine Trumbull

Maddox Rezoning

Planning Commission Meeting
February 2, 2024

City Council Meeting
February 14, 2023

Applicants: Leo Maddox

Case Number: 23.01 COZ

Summary: The applicant is proposing to rezone a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb from DR (Developing Residential) to EB (Established Business) for the purposes of building a shop for storage.

Legal Description: A portion of Lot 1 & all of Lot 2, Block 21, Mountain View Suburb

Location: The property is located on the southeast corner of Gardner St. and Chalmers St., with a physical address of 111 Gardner.

Current Zoning: DR (Developing Residential)

Proposed Zoning: EB (Established Business)

Parcel Size: 13,068 sq. ft

Existing Land Use: The parcel is currently vacant.

Adjacent Land Use: North: Mountain View Suburb (ER)
South: Mountain View Suburb (EB)
East: Mountain View Suburb (DR)
West: Mountain View Suburb (ER & EB)

ZONING CONSIDERATIONS:

The 2017 Comprehensive Plan Future Land Use Map designates this area as Mixed Use and Medium Density Residential. The re-zoning request is in accordance with the future land use map.

There are no zoning considerations. All future development will be subject to the EB (Established Business) zoning district requirements.

Staff Recommendation:

Staff recommends APPROVAL of the rezoning request.



CITY OF MILLS PETITION FOR ZONE CHANGE



Item #3.

or APPLICATION FOR SPECIAL REVIEW PERMIT

Pursuant to the Mills City Code

City of Mills, Wyoming
704 4th Street (Physical address)
P.O. Box 789 (Mailing address)
Mills, Wyoming 82644

RECEIVED

DEC 12 2022

Date: _____

Return by: 12-14-22

(Submittal Deadline)

For Meeting on: 1-5-23

☒ **ZONE CHANGE**

☐ **SPECIAL REVIEW**

PLEASE PRINT

PRIMARY CONTACT: LEO MADDOX

APPLICANT/PROPERTY OWNER(S) INFORMATION:

Print Owner Name:

LEO MADDOX / MERLENE MADDOX

Owner Mailing Address:

3511 EAST 22ND

City, State, Zip: CASPER, WY. 82609

Owner Phone: 307-265-8375

Applicant Email: LEOS65VETTE@YAHOO.COM

AGENT INFORMATION:

Print Agent Name:

SAME

Agent Mailing Address:

City, State, Zip: _____

Agent Phone: _____

Agent Email: _____

PROPERTY INFORMATION:

Subject property legal description (attach separate page if long legal): PT LOT 1 AND 2, BLOCK 21,

MOUNTAIN VIEW MILLS, WY. 82604

Physical address of subject property if available: POSSIBLY 111 GARDNER

Size of lot(s) 100' x 135' sq. ft./acres.

Current zoning: RESIDENTIAL Current use: VACANT

Intended use of the property: INDUSTRIAL

Zoning within 300 feet: INDUSTRIAL/RESIDENTIAL Land use within 300 feet: INDUSTRIAL/RESIDENTIAL

ATTACHMENTS (REQUIRED):

- **Proof of ownership:** _____ (such as deed, title certification, attorney's title opinion)

SIGNATURE(S):

The following owner's signature signifies that all information on this petition/application is accurate and correct to the best of the owner's knowledge; and that the owner has thoroughly read and understands all petition/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 petition/make application to the City of Mills for:

ZONE CHANGE TO INDUSTRIAL
OWNER Signature Leo Maddox OWNER Signature Merlene Maddox

AGENT Signature _____

FEE: \$250.00 (non-refundable)

City of Mills
Rev: 05/2016

Petition for Zone Change or
Application for Special Review Permit

Page 1

November 21, 2022

By signing this document, I agree to the request to change the zoning of 4223 Chalmers

From residential to ~~industrial~~ ^{business}

Signed

Address

1. Cal Hill

4360 Highway

2. Rachael Bull

4333 Chalmers

3. Margaret Parker

4371 Chalmers

4. Roberto Taster

4380 Chalmers

5. _____

6. _____

Maddox Re-Zone – Developing Residential to Established Business

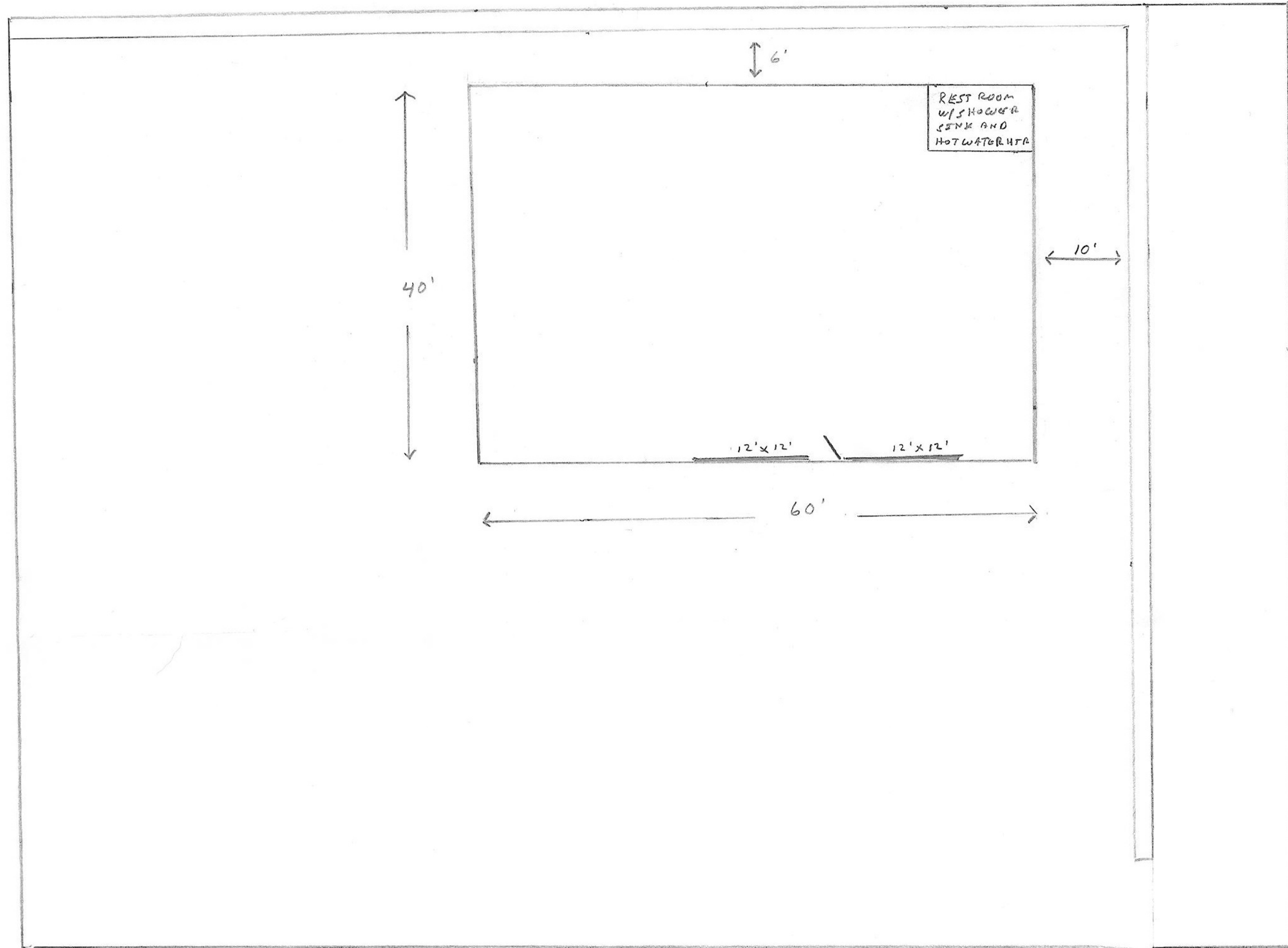


Mills Zoning Districts

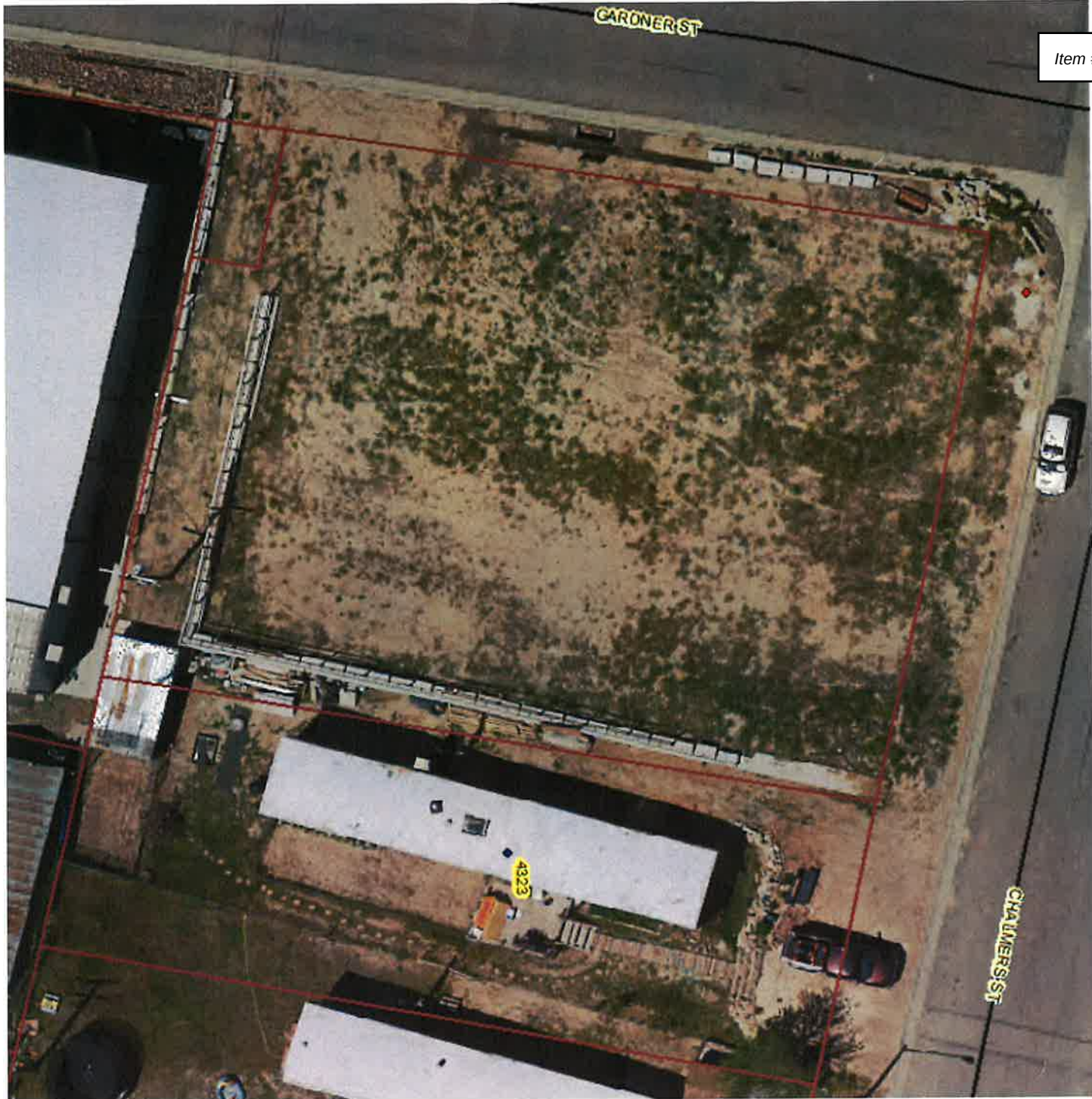
Mills, DB	Mills, ER: Established Residential
Mills, DI: Developing Industrial	Mills, PLI: Public Land Institutions
Mills, DMH: Developing Mobile Home	Mills, PUD: Planned Urban Development
Mills, DR: Developing Residential	Mills, MSR: Mixed Sized Residential
Mills, EB: Established Business	Mills, MU: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

Site Plan

CHANDLER



GARDNER



Surrounding Property Owner Notification

Item #3.

Name	Address	City	State	Zip
James Barton	145 Manly Rd	Casper	WY	82601
Rachel Bull	4333 Chalmers	Mills	WY	82604
Morgan Henry	4141 S Seneca St. Apt. 913	Witchita	KS	67217
Carl Hill	Box 1797	Mills	WY	82644
Donovan Robinson	4675 Boles Rd	Casper	WY	82604
Robert Selvey	4388 E Highway St	Casper	WY	82604
Buckley Parker	104 Gardner St	Casper	WY	82604

Customer Ad Proof

Item #3.

156-60002780

Town of Mills

Order Nbr 83977

Publication

Casper Star-Tribune

Contact

Town of Mills

Address 1

P.O. BOX 789

Address 2

City St Zip

MILLS WY 82644

Phone

3072346679

Fax

Section

Legal Notices

SubSection

Category

940 Public Meetings

Ad Key

83977-1

Keywords

NOTICE OF PUBLIC HEARING A pub

Notes

PO Number

Rate

Legal Notice

Order Price

163.32

Amount Paid

0.00

Amount Due

163.32

Start/End Dates

12/16/2022 - 01/13/2023

Insertions

3

Size

26

Salesperson(s)

Shawn Killinger

Taken By

Shawn Killinger

Ad Proof

NOTICE OF PUBLIC HEARING

A public hearing will be held by the Mills Planning & Zoning Board on February 2, 2023, at 5:00 p.m., and the Mills City Council will hold a public hearing on February 14, 2023, at 7:00 p.m., in the Council Chambers, located at 704 Fourth Street, Mills, WY, for the purpose of hearing a rezoning request for Lots 1 & 2, Block 21, Mountain View Suburb. The applicant has requested the property currently zoned D-R (Developing Residential) to be zoned E-B (Established Business).

Anyone having an interest in the property should attend the meetings. Comments may also be made in writing and given to the City Clerk before noon on January 27, 2023.

Published: December 16 & 30, 2022 & January 13, 2023
Legal No: 83977

ORDINANCE NO. _____

AN ORDINANCE TO REZONE A PORTION OF LOT 1 AND ALL OF LOT 2, BLOCK 21, MOUNTAIN VIEW SUBURB, CITY OF MILLS, NATRONA COUNTY, WYOMING FROM DEVELOPING RESIDENTIAL (D-R) TO ESTABLISHED BUSINESS (E-B)

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

WHEREAS, the Owner, Maddox Family Living Trust/Leo Maddox, Trustee, has petitioned to rezone of a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb from Developing Residential (D-R) to Established Business (E-B); and

WHEREAS, the rezone of a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb, will conform with the Mills Comprehensive Plan of 2017; and

WHEREAS, a public hearing notice was advertised in the 30 December 2022 edition of the Casper Star-Tribune, at least 15 days prior to the public hearing, as required by Mills Zoning Ordinance; and

WHEREAS, the City of Mills Planning and Zoning Board held a public hearing to consider the rezone on 2 February 2023 and forwarded a “Do Pass” recommendation to the City Council approving the zone change; and

WHEREAS, the Mills City Council held a public hearing on the rezoning at the 14 February 2023 Council Meeting; and

WHEREAS, the Mills City Council has determined that a zone change will be in the best interest of the Town, the Owner and adjacent property owners. .

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

SECTION 1:

The City of Mills hereby rezones a portion of Lot 1 and all of Lot 2, Block 21, Mountain View Suburb from Developing Residential (D-R) to Established Business (E-B).

SECTION 2:

City of Mills Corporate Limits, Additions and Environs Map shall be updated to show said property as Established Business.

PASSED ON FIRST READING the ____ day of _____ 2023

PASSED ON SECOND READING the ____ day of _____ 2023

PASSED, APPROVED AND ADOPTED ON THIRD AND

FINAL READING the ____ day of _____ 2023

CITY OF MILLS, WYOMING

Leah Juarez, Mayor

Sara McCarthy, Council

Tim Sutherland, Council

Cheri Butcher, Council

Brad Neumiller, Council

ATTEST:

Christine Trumbull, City Clerk



150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

PROPOSAL

January 6, 2023

Mills Fire Department
Attn: Jeremy Todd
300 Lakeview Dr.
Mills, WY 82604
jtodd@millswy.gov

RE: One (1) 2024 North Star 153-1 Ambulance

Braun Northwest is pleased to offer the following proposal:

One (1) 2024 North Star 153-1 Ambulance on a 2023 Ford F450 Super cab 4x4 ambulance prep diesel chassis per enclosed specifications dated 01/04/23 and drawings dated 6/27/22.

Total F.O.B. Chehalis, WA \$247,324.00
Sales tax not included

F.O.B.: Chehalis, Washington

Delivery: Approximately 500 - 530 days, based upon current manufacturing plan and receipt of chassis.

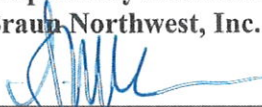
Terms: Ninety percent (90%) payment due upon receipt of vehicle. Balance due in thirty (30) days.

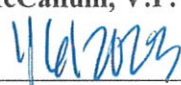
**Note: The above pricing is based upon estimated 2023 model year chassis and is subject to change when new pricing is released by Ford. In the event the 2023 model year cuts off before proposal is signed and returned, a 2024 model year will be offered with an adjustment in price.*

(Note: This bid is contingent on use of customer's Government Ford Fleet Identification Number.) Failure to secure a FIN will increase the price by the amount of the GPC chassis discount.

Braun Northwest, Inc. is a Washington dealer (0991-A) with insurance information available upon request.

Respectfully Submitted by:
Braun Northwest, Inc.


Tami McCallum, V.P. Sales

Date: 

We agree to accept the above proposal:
Mills Fire Department

Signature

Date

Printed Name

Title

TM
cc PB
Enclosures: Specifications, drawings.



EMERGENCY VEHICLES