

Planning & Zoning Commission
Work Study Session
Agenda

Litchfield Park Branch Library
Community Room
101 W. Wigwam Blvd.
Litchfield Park, AZ 85340

Tuesday, April 14, 2026

6:00 PM

Members of the Planning & Zoning Commission will attend either in person, by telephone, or video conference call.
Physical access to the meeting room will be available 30 minutes prior to the meeting.

I. Call to Order

- A. The agenda and packet are available at: www.litchfieldpark.gov**
- B. A video recording of the meeting can be seen [here](#) the next business day.**

II. Pledge of Allegiance

III. Call to the Community

This is the time for citizens who would like to address the Commission on any non-agenda item. Action taken as a result of public comment will be limited to asking staff to review the matter, asking that the matter be put on a future agenda, or responding to criticism.

IV. Business

A. Citizen Review - Section 8 Violations, Section 27C City Center, and Section 31 General Provisions

Presenter: *Randy Proch, Planning and Community Development Director*

Public discussion related to the proposed Zoning Code Text Amendment regarding Section 8 Violations, Section 27C City Center, and Section 31 General Provisions.

B. Zoning Code Text Amendment related to Section 8 Violations, Section 27C City Center, and Section 31 General Provisions

Presenter: *Randy Proch, Planning and Community Development Director*

Discussion related to the violations procedures in Section 8; parking requirements in Section 27C; and, landscape screening definition in Section 31 of the Zoning Code

V. Adjournment

Michael Faith, Chair

Affidavit of Posting

I, Rena Dosch, do hereby certify that I caused to be posted a true and correct copy of this agenda for the Planning & Zoning Commission meeting of Tuesday, April 14, 2026, in the following place in the City of Litchfield Park:

1. City Hall, outside bulletin board
2. City Website

Rena Dosch, Planning Assistant

Persons with special accessibility needs should contact City Hall, (623) 935-5033, at least 48 hours prior to the meeting

Violations

8.07 Penalties

- a. A citation issued pursuant to Section 8.04 shall direct the person to whom the citation is issued to pay a fine in the amount set forth in the city of Litchfield Park magistrate court's adopted schedule of fines within ten days of the issuance of the citation or to appear before the city of Litchfield Park magistrate court. Payment of the fine shall constitute a finding of responsibility for the violation for purposes of Section 8.07.
- b. Upon a finding by the city of Litchfield Park magistrate court that a person is responsible for a civil violation of the zoning code, a zoning ordinance, a use permit, a variance or a design review approval, that person, corporation, or other legal entity shall be subject to a civil fine of not more than five hundred dollars for each violation imposed by the city magistrate court.
- c. Any judgment for civil fines or penalties may be collected as any other civil judgment, as provided for in the Arizona Revised Statutes. (Ord. 11-160 § 1 (part); Ord. 06-113 § 1 (part). Formerly 8.06.)
- d. WHENEVER IN THIS CODE OR IN ANY ORDINANCE OF THE CITY ANY ACT IS PROHIBITED OR IS MADE OR DECLARED TO BE UNLAWFUL OR AN OFFENSE OR A CIVIL VIOLATION, OR WHENEVER IN SUCH CODE OR ORDINANCE THE DOING OF ANY ACT IS REQUIRED OR THE FAILURE TO DO ANY ACT IS DECLARED TO BE UNLAWFUL OR A CIVIL VIOLATION, WHERE NO SPECIFIC PENALTY IS PROVIDED THEREFOR AND NO OTHER PENALTY PROVISION IS REFERENCED, THE VIOLATION OF ANY SUCH PROVISION OF THIS CODE OR ANY ORDINANCE SHALL BE A CIVIL VIOLATION SUBJECT TO THE PROCEDURES AND REMEDIES SET FORTH IN THIS CHAPTER.

Litchfield Square Parking

27C.03.a.4.

~~Parking requirements are set forth in Section 29, Parking and Loading Regulations, or as amended by city council through approval of a project's parking demand study.~~

27C.03.a.4.

THE CITY CENTER ZONING DISTRICT SHALL HAVE NO MINIMUM OFF-STREET PARKING REQUIREMENT. OFF-STREET PARKING SHALL BE INSTALLED ON ALL UNENCUMBERED AREAS OF A SITE, DEFINED AS AREAS NOT NECESSARY FOR BUILDINGS, LOADING AREAS, REFUSE AND RECYCLING FACILITIES, FIRE LANES, EMERGENCY ACCESS, OR OTHER CODE-REQUIRED SITE IMPROVEMENTS. PARKING PROVIDED PURSUANT TO THIS SECTION SHALL COMPLY WITH THE APPLICABLE DESIGN AND OPERATIONAL STANDARDS OF SECTION 29, PARKING AND LOADING REGULATIONS AND THE ASSOCIATED DEVELOPMENT AGREEMENTS FOR THE PROPERTIES.

31.04 Screening of Non-Principal Uses

- a. Except as provided in Litchfield Park City Code Section 9-5-5(H) for temporary parking of recreational vehicles on residential lots, recreational vehicles, boats, trucks, buses, utility trailers, or other non-building or landscaping equipment shall be stored only in the side or rear yard and only in accordance with the following:

1. Such items shall be completely screened from view of adjacent and nearby properties and the public rights-of-way and parks by a wall or fence not to exceed six feet in height and/or dense LIVING landscaping, to ensure the equipment is completely screened from view. Dense LIVING landscaping is not subject to height limitations.
2. Nothing in this section shall prohibit suburbans, vans, sport utility vehicles, and pickup trucks, excluding attached trailers, from parking on residential lots in a front driveway.

Violations

8.07 Penalties

- a. A citation issued pursuant to Section 8.04 shall direct the person to whom the citation is issued to pay a fine in the amount set forth in the city of Litchfield Park magistrate court's adopted schedule of fines within ten days of the issuance of the citation or to appear before the city of Litchfield Park magistrate court. Payment of the fine shall constitute a finding of responsibility for the violation for purposes of Section 8.07.
- b. Upon a finding by the city of Litchfield Park magistrate court that a person is responsible for a civil violation of the zoning code, a zoning ordinance, a use permit, a variance or a design review approval, that person, corporation, or other legal entity shall be subject to a civil fine of not more than five hundred dollars for each violation imposed by the city magistrate court.
- c. Any judgment for civil fines or penalties may be collected as any other civil judgment, as provided for in the Arizona Revised Statutes. (Ord. 11-160 § 1 (part); Ord. 06-113 § 1 (part). Formerly 8.06.)
- d. WHENEVER IN THIS CODE OR IN ANY ORDINANCE OF THE CITY ANY ACT IS PROHIBITED OR IS MADE OR DECLARED TO BE UNLAWFUL OR AN OFFENSE OR A CIVIL VIOLATION, OR WHENEVER IN SUCH CODE OR ORDINANCE THE DOING OF ANY ACT IS REQUIRED OR THE FAILURE TO DO ANY ACT IS DECLARED TO BE UNLAWFUL OR A CIVIL VIOLATION, WHERE NO SPECIFIC PENALTY IS PROVIDED THEREFOR AND NO OTHER PENALTY PROVISION IS REFERENCED, THE VIOLATION OF ANY SUCH PROVISION OF THIS CODE OR ANY ORDINANCE SHALL BE A CIVIL VIOLATION SUBJECT TO THE PROCEDURES AND REMEDIES SET FORTH IN THIS CHAPTER.

Litchfield Square Parking

27C.03.a.4.

~~Parking requirements are set forth in Section 29, Parking and Loading Regulations, or as amended by city council through approval of a project's parking demand study.~~

27C.03.a.4.

THE CITY CENTER ZONING DISTRICT SHALL HAVE NO MINIMUM OFF-STREET PARKING REQUIREMENT. OFF-STREET PARKING SHALL BE INSTALLED ON ALL UNENCUMBERED AREAS OF A SITE, DEFINED AS AREAS NOT NECESSARY FOR BUILDINGS, LOADING AREAS, REFUSE AND RECYCLING FACILITIES, FIRE LANES, EMERGENCY ACCESS, OR OTHER CODE-REQUIRED SITE IMPROVEMENTS. PARKING PROVIDED PURSUANT TO THIS SECTION SHALL COMPLY WITH THE APPLICABLE DESIGN AND OPERATIONAL STANDARDS OF SECTION 29, PARKING AND LOADING REGULATIONS AND THE ASSOCIATED DEVELOPMENT AGREEMENTS FOR THE PROPERTIES.

31.04 Screening of Non-Principal Uses

- a. Except as provided in Litchfield Park City Code Section 9-5-5(H) for temporary parking of recreational vehicles on residential lots, recreational vehicles, boats, trucks, buses, utility trailers, or other non-building or landscaping equipment shall be stored only in the side or rear yard and only in accordance with the following:

1. Such items shall be completely screened from view of adjacent and nearby properties and the public rights-of-way and parks by a wall or fence not to exceed six feet in height and/or dense LIVING landscaping, to ensure the equipment is completely screened from view. Dense LIVING landscaping is not subject to height limitations.
2. Nothing in this section shall prohibit suburbans, vans, sport utility vehicles, and pickup trucks, excluding attached trailers, from parking on residential lots in a front driveway.