

Planning & Zoning Commission
Regular Meeting
Agenda

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

Tuesday, April 14, 2026

IMMEDIATELY FOLLOWING THE WORK STUDY SESSION

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. 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.

III. Business

A. Election of Officers **ACTION/COMMENT**

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

Discussion and possible action to elect a Chairperson and Vice Chairperson for the Planning and Zoning Commission for the 2026/2027 term.

B. Approval of Minutes **ACTION/COMMENT**

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

Discussion and possible action to approve the January 13, 2026, regular meeting minutes.

C. Sun Health Comprehensive Sign Program Amendment **ACTION/COMMENT**

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

Discussion and possible action to approve an amendment to the Comprehensive Sign Program for Sun Health

D. Zoning Code Text Amendment - Section 31 General Provisions **ACTION/COMMENT**

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

Discussion and possible action to recommend approval to the City Council for the proposed Zoning Code Text Amendment related to Section 31.

IV. Staff Report on Current Events

V. Commissioners Report on Current Events

This is the time Commissioners may present a brief summary on current events. The Commission may not propose, discuss, deliberate or take any legal action on the information presented, pursuant to A.R.S. § 38-431.02.

VI. Adjournment

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.

I. Call to Order

The meeting was held in the Library Community Room and called to order by Chair Faith at 5:58 PM. A video recording of the meeting can be viewed [here](#).

Present: Chair Michael Faith; Board Member David Ledyard; Commissioner Brian O'Connor; Commissioner Vickilyn Alvey; Commissioner Bob Darre; Commissioner Cody Conklin; Commissioner Susan Fix

Staff: Randy Proch, Planning Director; Rena Dosch, Planning Assistant

II. Pledge of Allegiance

Chair Faith led the Pledge of Allegiance.

III. Call to the Community

There were no requests to speak

IV. Call to the Community

There were no requests to speak.

V. Business

A. Approval of Minutes

APPROVED

MOVE TO APPROVE THE NOVEMBER 4, 2025, REGULAR MEETING MINUTES AND THE DECEMBER 9, 2025, WORK STUDY SESSION MINUTES

MOVER Commissioner Alvey, **SECONDER** Commissioner Conklin

AYE: Chair Faith, Board Member Ledyard, Commissioner O'Connor, Commissioner Alvey
Commissioner Darre, Commissioner Conklin, Commissioner Fix
7 - 0 - 0 Passed

B. Heritage Place Comprehensive Sign Program

APPROVED

The proposal is to approve a Comprehensive Sign Program (CSP) document for the project known as Heritage Place, located at 250 W. Village Parkway and zoned City Center (CTR). The unique nature of the Litchfield Square development creates the option for businesses to apply for a CSP in order to best utilize advertising and identification of the uses within each area.

The Zoning Code permits certain allotments of sign square footage and types of signs that may not be fully comprehensive for the types of mixed-use development that is anticipated. The CSP provides a Commission-approved mechanism in order to supplement the Zoning Code as well as increase allowances on the types and sizes of the proposed signs.

Staff supports the modification of the maximum allowances in Section 35 (Signs) of the Zoning Code within the CSP document

MOVE TO APPROVE THE HERITAGE PLACE COMPREHENSIVE SIGN PROGRAM, FILE NO. PZ-25-107, LOCATED AT 250 W. VILLAGE PARKWAY, SUBJECT TO THE EXHIBIT PROVIDED

MOVER Chair Faith, **SECONDER** Board Member Ledyard

AYE: Chair Faith, Board Member Ledyard, Commissioner O'Connor, Commissioner Commissioner Darre, Commissioner Conklin, Commissioner Fix; Commissioner Alvey.
7 - 0 - 0 Passed

VI. Staff Report on Current Events

Mr. Proch spoke about the public information/input meeting regarding current/soon-to-be vacant City-owned buildings that is to be held the following day at St. Peter's church.

VII. Commissioners Report on Current Events

There were no reports provided.

VIII. Executive Session

This item was not held.

A. An Executive Session may be called during the public meeting on any item on this agenda pursuant to A.R.S. § 38-431.03(A)(3) for the purpose of receiving legal advice.

IX. Adjournment

MOVE TO ADJOURN THE REGULAR MEETING

MOVER Commissioner Conklin, **SECONDER** Commissioner Darre

AYE: Chair Faith, Board Member Ledyard, Commissioner O'Connor, Commissioner Alvey, Commissioner Darre, Commissioner Conklin, Commissioner Fix
7 - 0 - 0 Passed

The regular meeting adjourned at 6:13 PM.

APPROVED:

PLANNING AND ZONING COMMISSION

Michael Faith, Chair

\rd

CERTIFICATION

I, Rena Dosch do hereby certify that the foregoing minutes are a true and correct copy of the minutes of the meeting of the Planning & Zoning Commission of the City of Litchfield Park held on Tuesday, January 13, 2026. I further certify that the meeting was duly called and held and that a quorum was present.

Rena Dosch, Planning Assistant

MASTER SIGN PLAN



LA LOMA CAMPUS

LITCHFIELD PARK, ARIZONA

FINAL SUBMITTAL
DRAWINGS
7-1-05

APPROVED BY
PLANNING AND
ZONING COMMISSION
7-12-05

APPROVED BY
DESIGN REVIEW BOARD
8-30-05

LA LOMA CAMPUS

Sign Type Key Plan

- SIGN TYPE 1
Major Site Identification Sign

General Specifications

Base of sign to be constructed with 8" CMU block wall. Wall to be finished with EFIS coating and painted. Coating to be light sand texture. Cap detail to be foam carved and EFIS coated and painted.

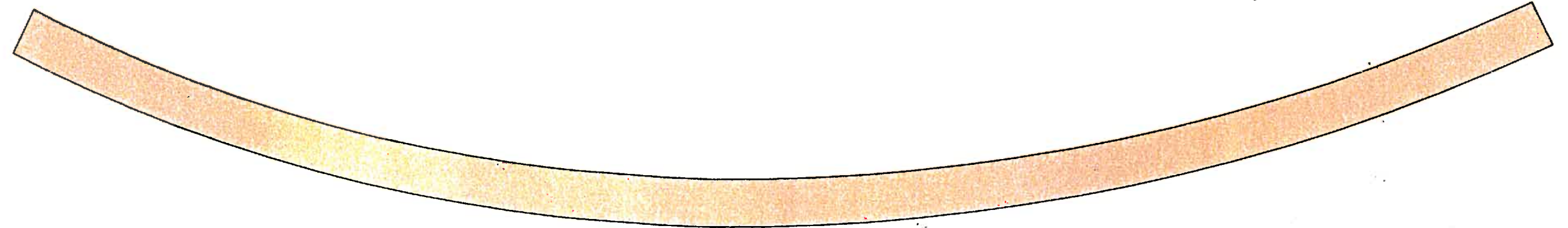
"LA LOMA CAMPUS"

Letters to be reverse pan channel aluminum letters with LED halo illumination. Finish to be faux rust. LED color to be Amber.

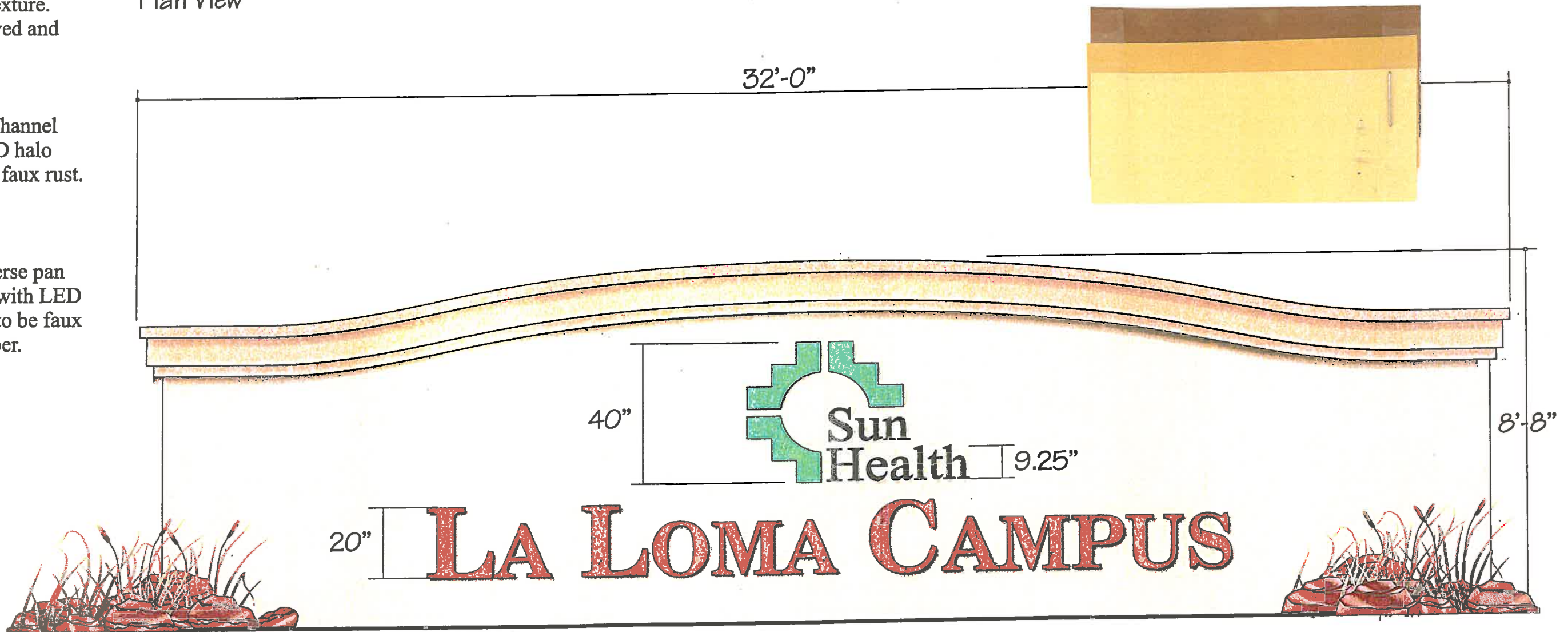
"SUN HEALTH"

Logo and letters to be reverse pan channel aluminum letters with LED halo illumination. Finish to be faux rust. LED color to be Amber.

Sign Type 1
Site Entry Wall Identification Sign



Plan View



LOCATION 1-1 & 1-2

Front Elevation
Scale: 3/8" = 1'-0"

Site Wall: 277 Sq. Ft. Logo: 12.27 Sq. Ft. Letters: 31.25 Sq. Ft.

LA LOMA VILLAGE

Sign Type Key Plan

- SIGN TYPE 2
Primary Entry Sign

General Specifications

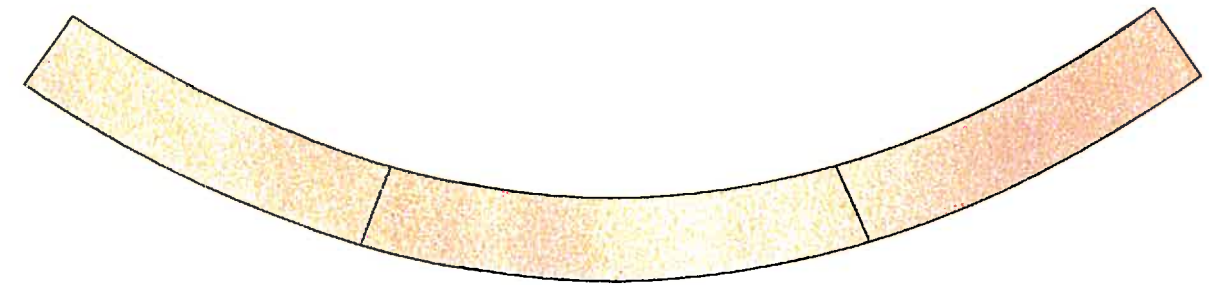
Base of sign to be constructed with 8" CMU block wall. Wall to be finished with EFIS coating and painted. Coating to be light sand texture. Cap detail to be foam carved and EFIS coated and painted.

"LA LOMA VILLAGE"

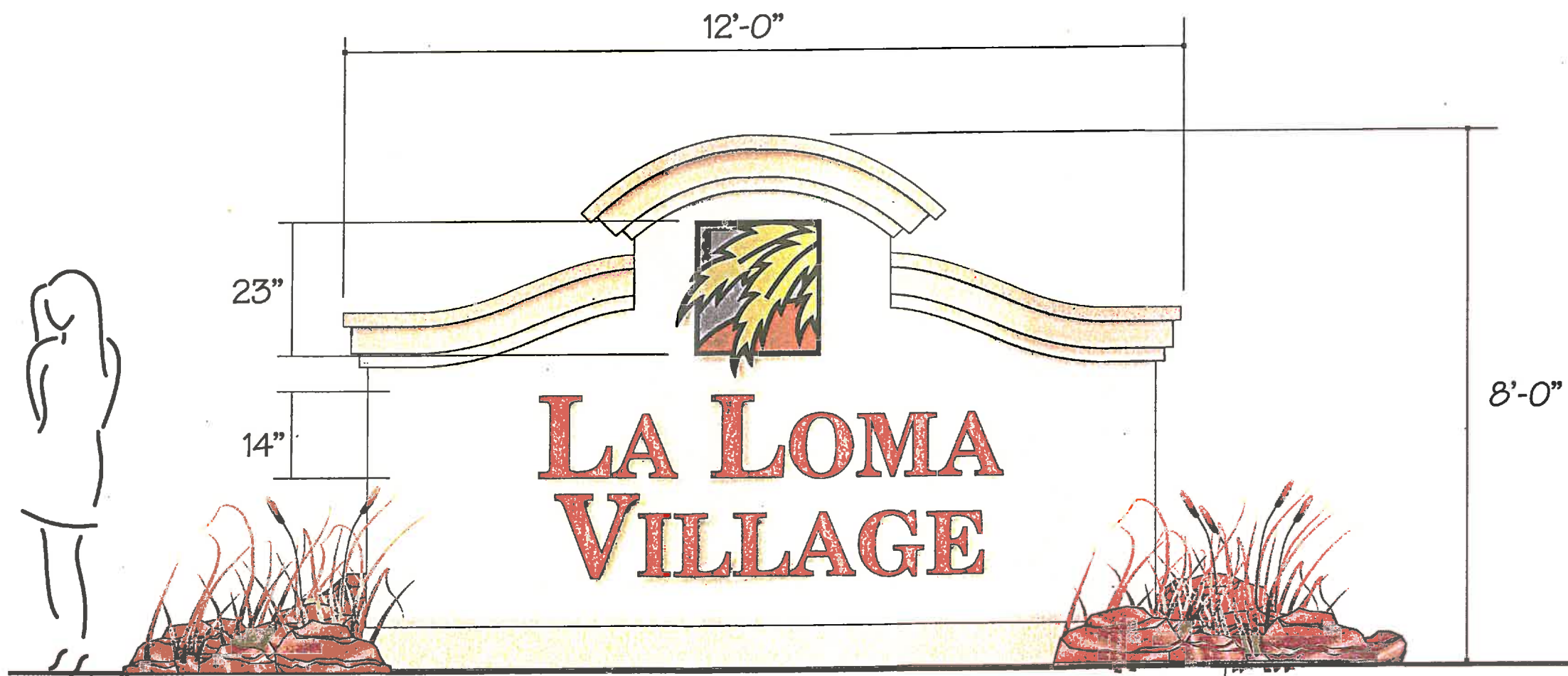
Letters to be reverse pan channel aluminum letters with LED halo illumination. Finish to be painted Faux Rust. LED color to be Amber.

"LOGO"

Logo can to be reverse pan channel aluminum letters with LED halo illumination. Finish to be painted Colors of Logo. LED color to be Amber.



Plan View



LOCATION 2-1

Front Elevation
Scale: 1/2" = 1'-0"

Entry Wall: 96 Sq. Ft. Logo: 3.67 Sq. Ft. Letters: 14.70 Sq. Ft.

LA LOMA MEDICAL PLAZA

Sign Type Key Plan

- SIGN TYPE 2
Primary Entry Sign

General Specifications

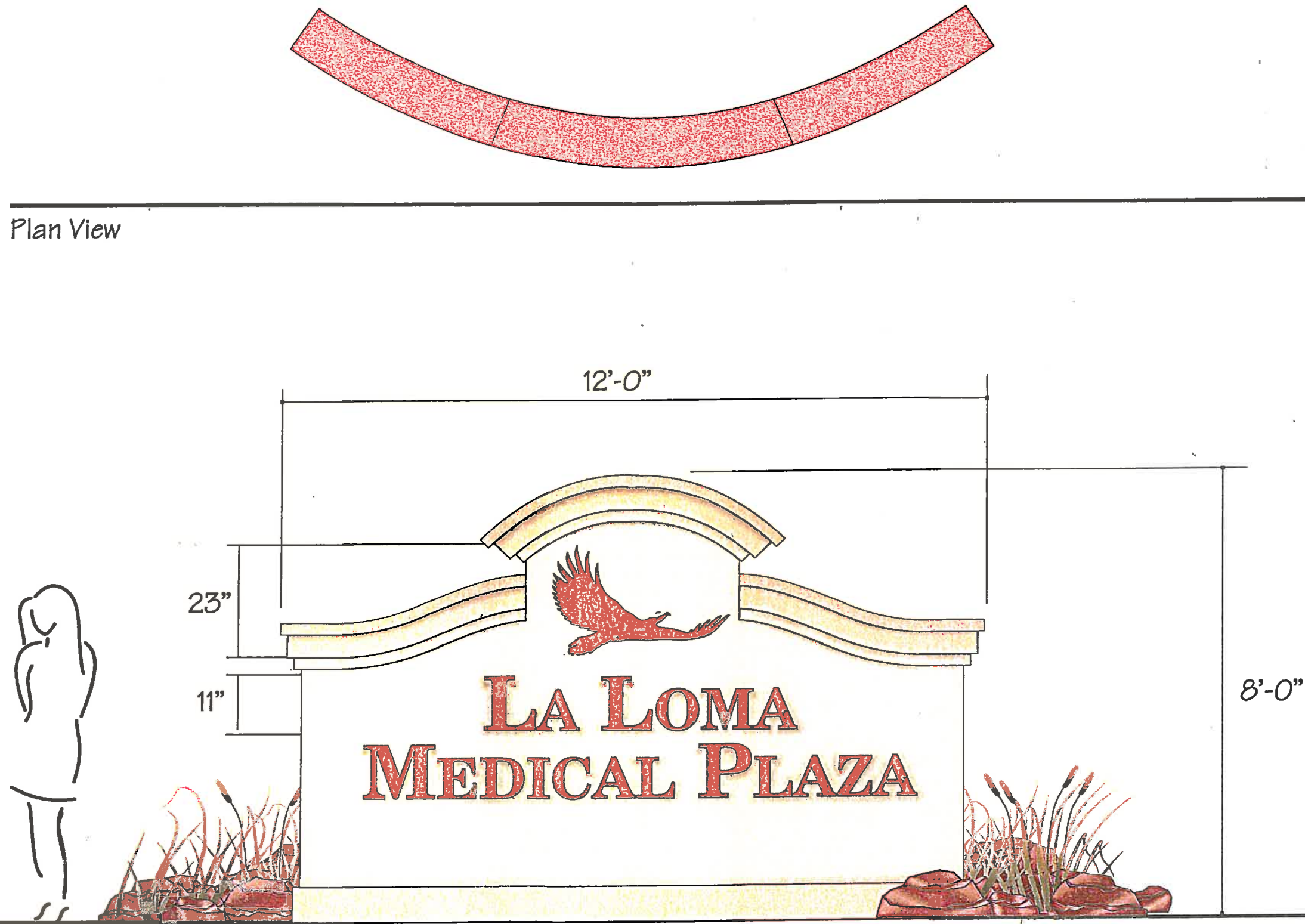
Base of sign to be constructed with 8" CMU block wall. Wall to be finished with EFIS coating and painted Coating to be light sand texture. Cap detail to be foam carved and EFIS coated and painted.

“LA LOMA MEDICAL PLAZA”
Letters to be reverse pan channel aluminum letters with LED halo illumination. Finish to be painted Faux Rust. LED color to be Amber.

“LOGO”
Logo can to be reverse pan channel aluminum letters with LED halo illumination. Finish to be painted Colors of Logo. LED color to be Amber.

Sign Type 2
Primary Entry Sign

Plan View



Front Elevation
Scale: 1/2" = 1'-0"

Entry Wall: 96 Sq. Ft. Logo: 3.67 Sq. Ft. Letters: 16.98 Sq. Ft.

LA LOMA VILLAGE

Sign Type Key Plan

● SIGN TYPE 3

Building Identification Sign

Sign Type 3

Building Identification Sign

General Specifications

Base of sign to be constructed with 8" CMU block wall. Wall to be finished with EFIS coating and painted. Coating to be light sand texture. Cap detail to be foam carved and EFIS coated and painted.

"LOGO"

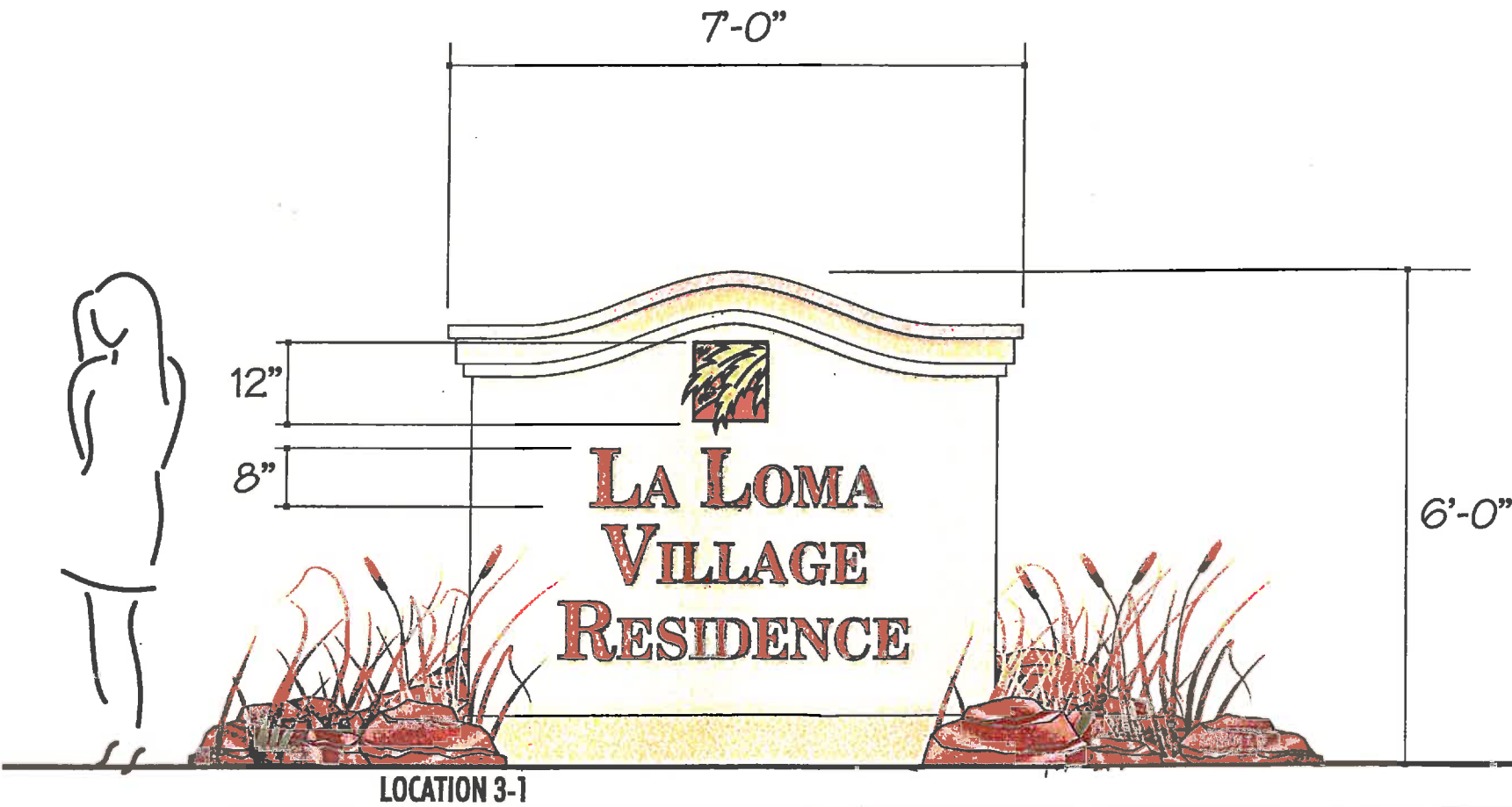
Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Logo to be painted Logo Colors.

"La Loma Village Residence"

Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Letters to be painted Faux Rust.

ILLUMINATION

Illumination to be ground illumination/low voltage lighting



Front Elevation
Scale: 1/2" = 1'-0"

Sign: 42.00 Sq. Ft. Logo: 2.04 Sq. Ft. Letters: 2.16 Sq. Ft.

LA LOMA CARE CENTER

Sign Type Key Plan

- SIGN TYPE 3
Building Identification Sign

General Specifications

Base of sign to be constructed with 8" CMU block wall. Wall to be finished with EFIS coating and painted. Coating to be light sand texture. Cap detail to be foam carved and EFIS coated and painted.

"LOGO"

Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Logo to be painted Logo Colors.

"La Loma Care Center"

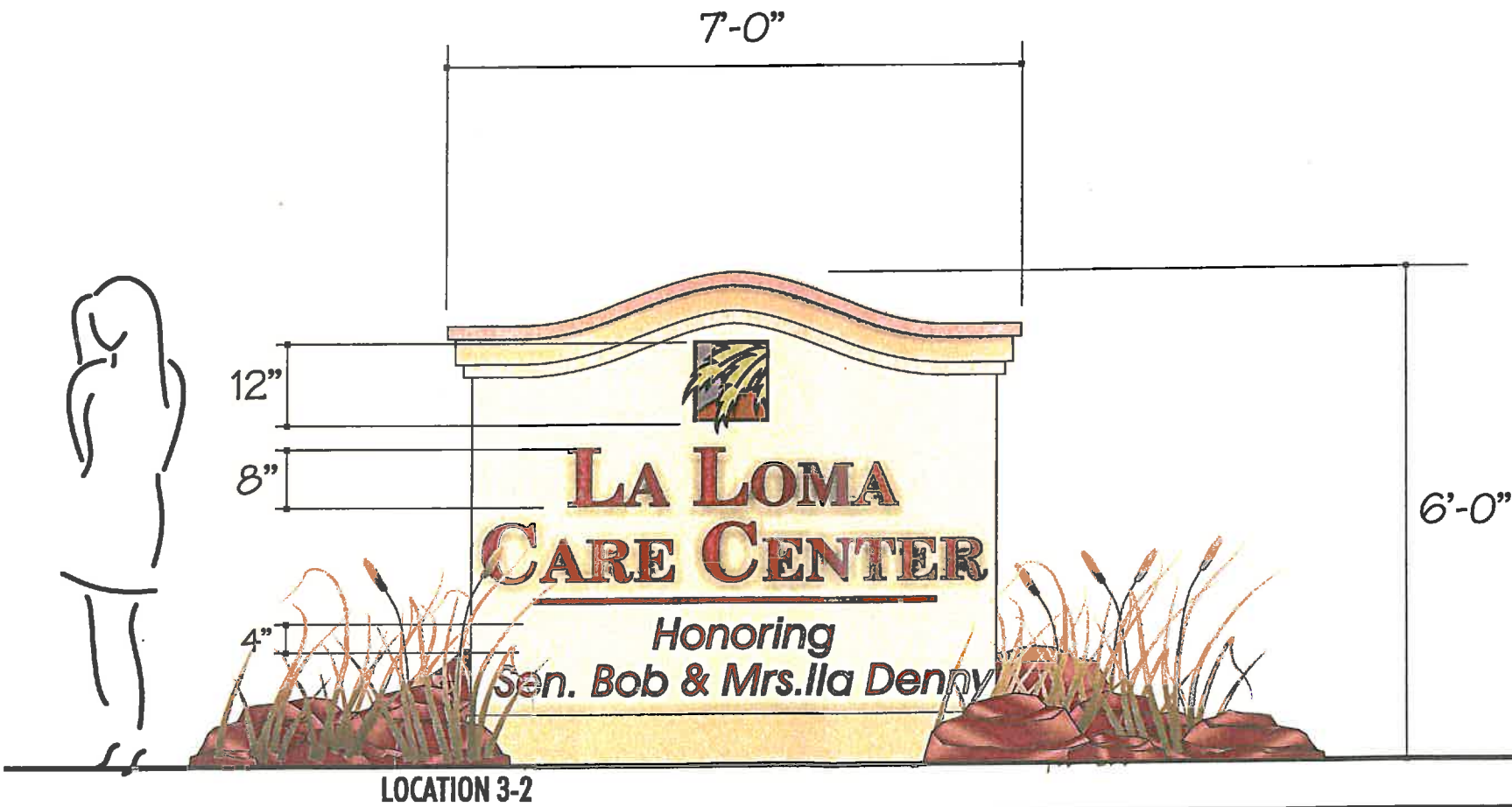
Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Letters to be painted Faux Rust.

"Honoring Sen. Bob & Mrs. Ila Denny"

Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Letters to be painted Faux Rust.

ILLUMINATION

Illumination to be ground illumination/low voltage lighting



Front Elevation Sign: 42.00 Sq. Ft. Logo: 1.00 Sq. Ft. Letters: 6.64 Sq. Ft.
Scale: 1/2" = 1'-0"

LA LOMA MEDICAL PLAZA

Sign Type Key Plan

● SIGN TYPE 3

Building Identification Sign

General Specifications

Base of sign to be constructed with 8" CMU block wall. Wall to be finished with EFIS coating and painted. Coating to be light sand texture. Cap detail to be foam carved and EFIS coated and painted.

“LOGO”

Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Logo to be painted Logo Colors.

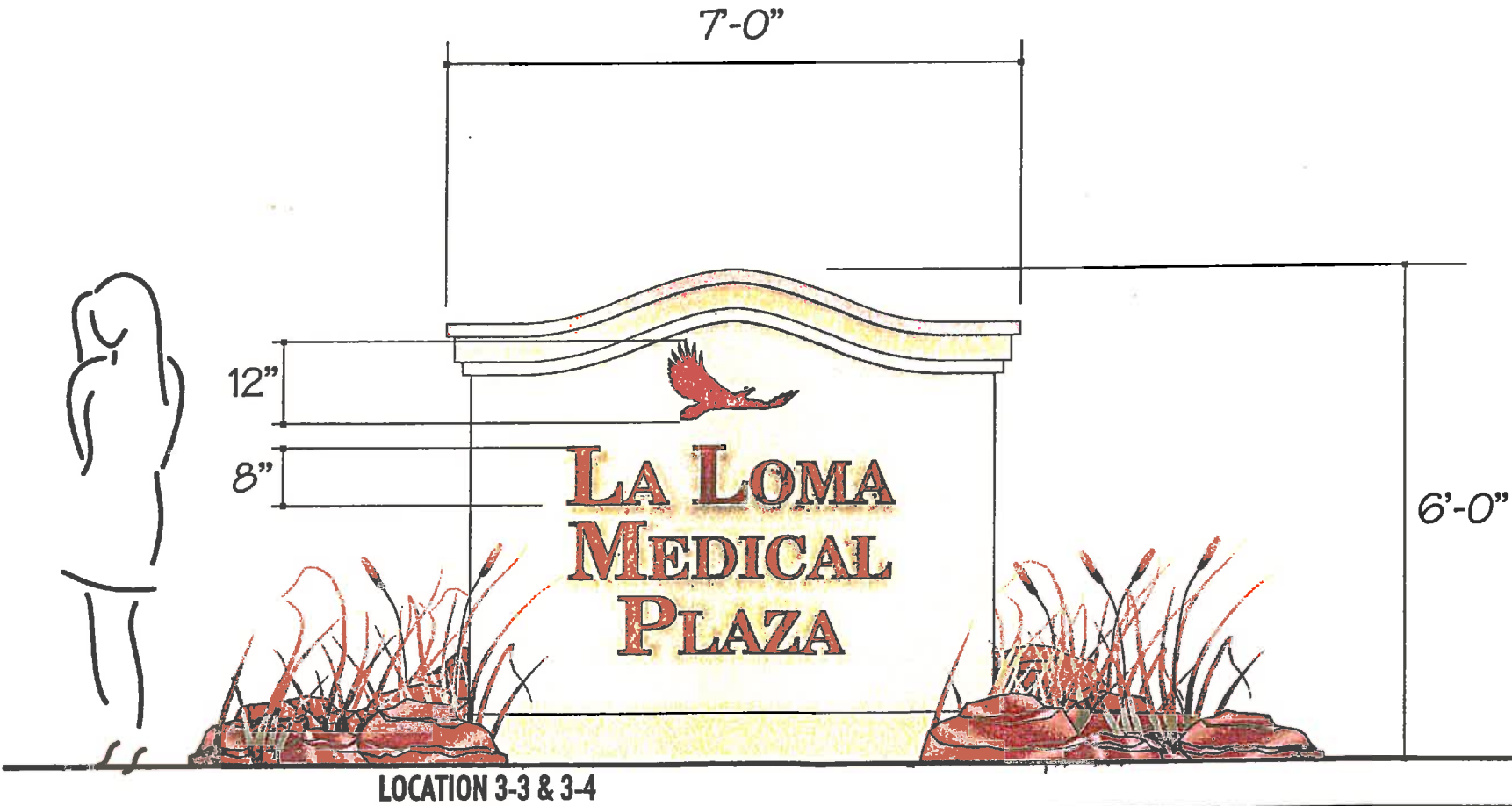
“La Loma Medical Plaza”

Letters to be 1/4" flat cut out aluminum mounted flush to wall face. Letters to be painted Faux Rust.

ILLUMINATION

Illumination to be ground illumination/low voltage lighting

Sign Type 3
Building Identification Sign



Front Elevation Sign: 42.00 Sq. Ft. Logo: 1.00 Sq. Ft. Letters: 8.38 Sq. Ft.
Scale: 1/2" = 1'-0"

LA LOMA CAMPUS

Sign Type Key Plan

- SIGN TYPE 4
Primary Directional Sign

Sign Type 4
Primary Directional Sign

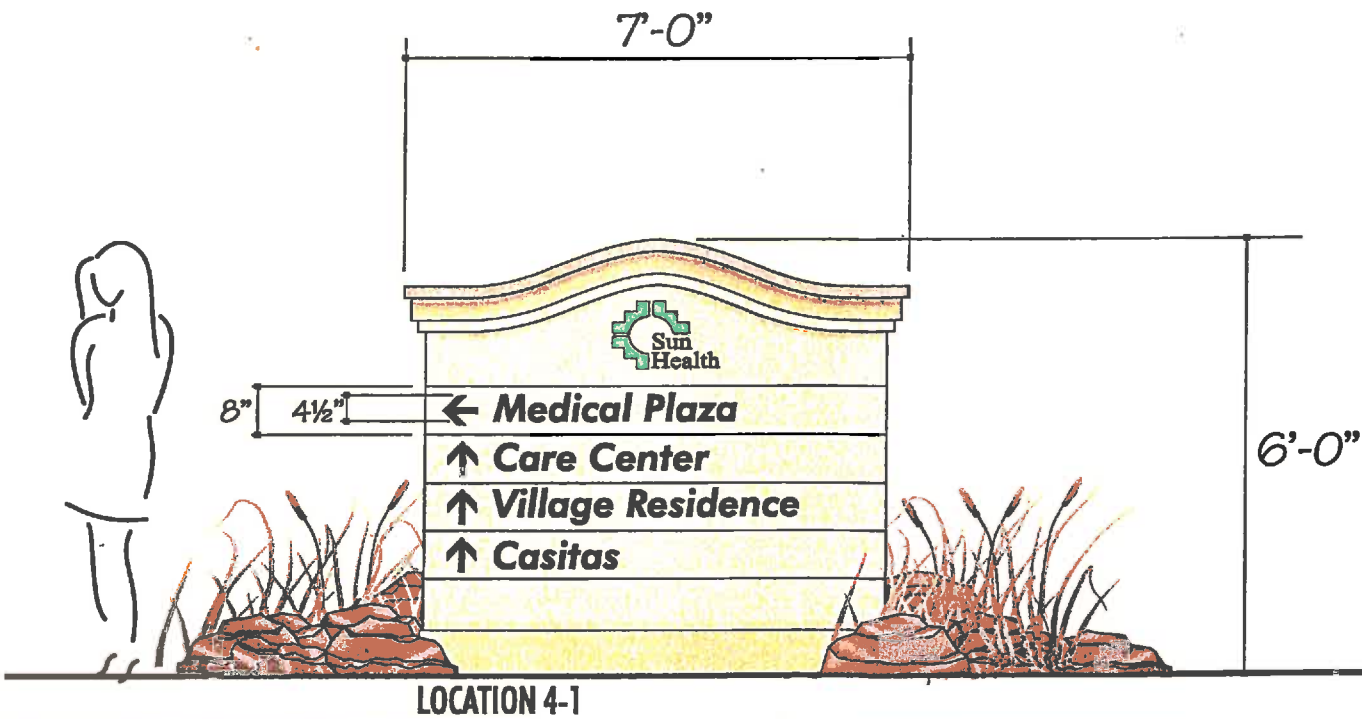
General Specifications

Sign to be aluminum fabricated sign can. Copy to be routed faces with black/white acrylic backup. Internal illumination with flourescent lamps' Sign can to be painted final color to match signs.

“SUN HEALTH LOGO”
Letters to be 1/8” flat cut out aluminum mounted flush to wall face. Letters and Logo to be painted Logo Colors.



Plan View



Front Elevation
Scale: 1/2"=1'-0"
Sign: 42.00 Square Feet

LA LOMA CAMPUS

Sign Type Key Plan

- SIGN TYPE 4
Primary Directional Sign

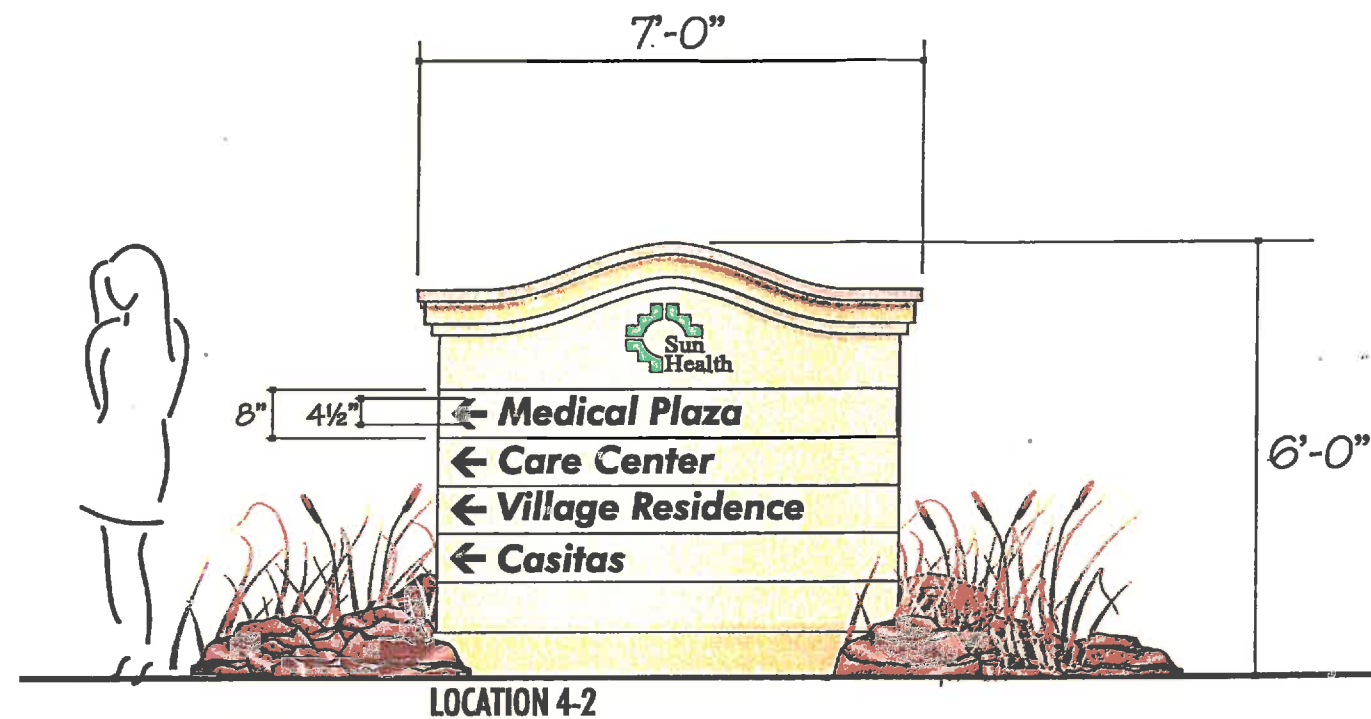
General Specifications

Sign to be aluminum fabricated sign can. Copy to be routed faces with black/white acrylic backup. Internal illumination with flourescent lamps' Sign can to be painted final color to match signs.

"SUN HEALTH LOGO"

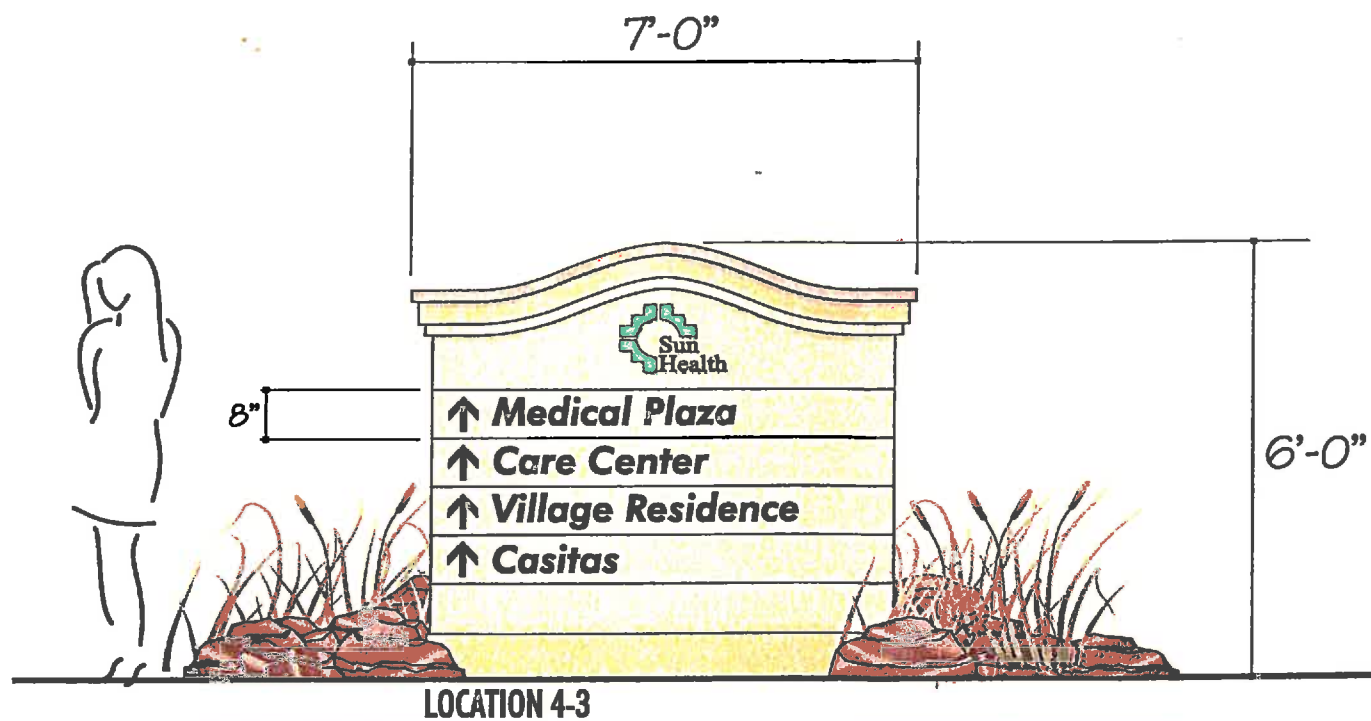
Letters to be 1/8" flat cut out aluminum mounted flush to wall face. Letters and Logo to be painted Logo Colors.

Sign Type 4
Primary Directional Sign



Front Elevation
Scale: 1/2"=1'-0"

Sign: 42.00 Square Feet



Front Elevation
Scale: 1/2"=1'-0"

Sign: 42.00 Square Feet

LA LOMA CAMPUS

Sign Type Key Plan

- SIGN TYPE 4
Primary Directional Sign

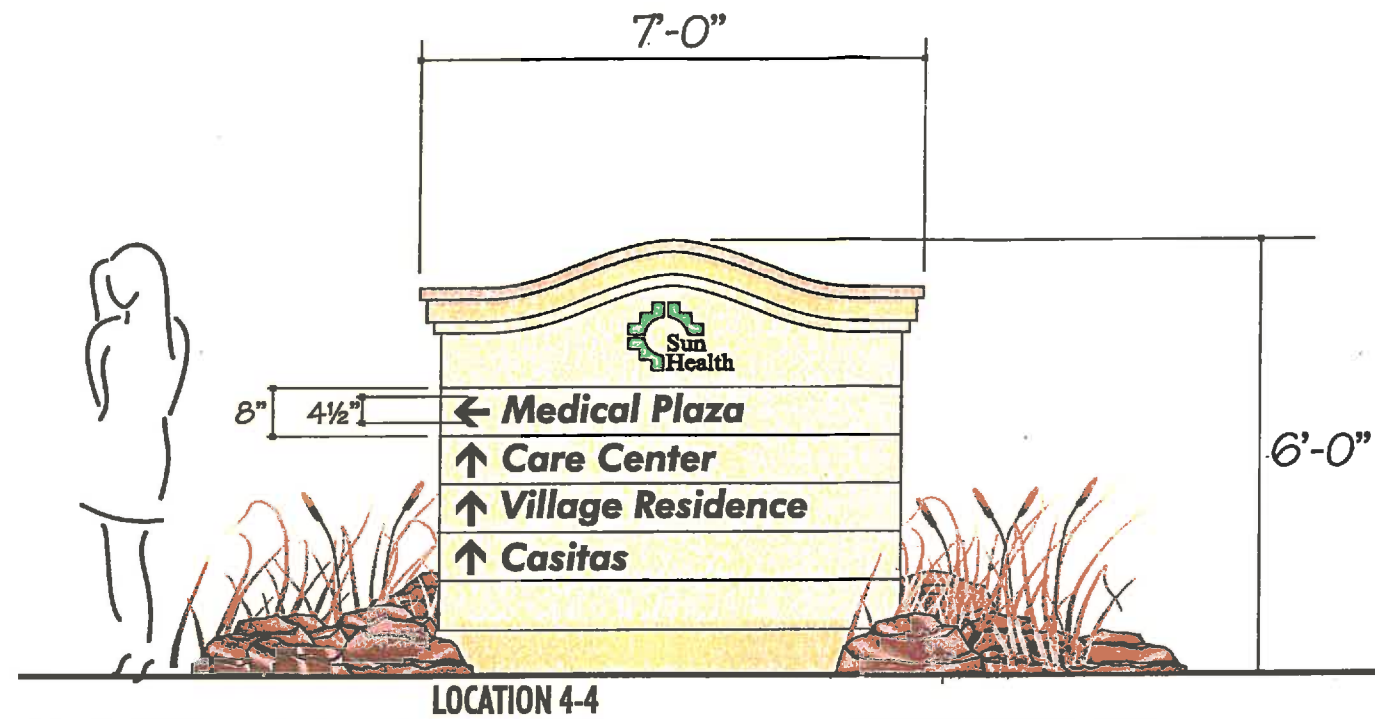
General Specifications

Sign to be aluminum fabricated sign can. Copy to be routed faces with black/white acrylic backup. Internal illumination with fluorescent lamps' Sign can to be painted final color to match signs.

"SUN HEALTH LOGO"

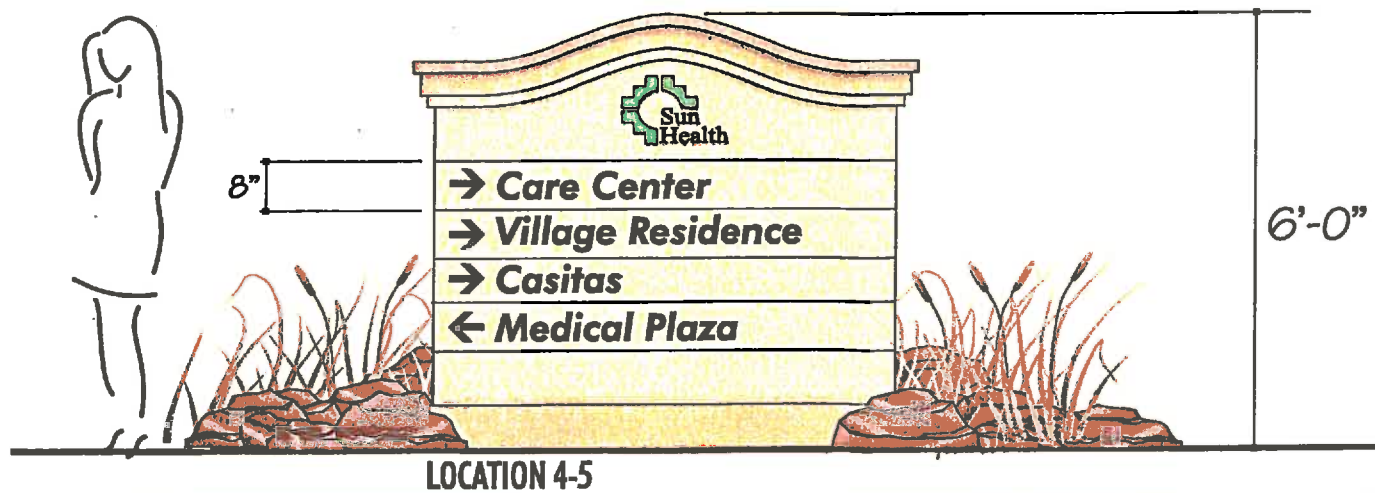
Letters to be 1/8" flat cut out aluminum mounted flush to wall face. Letters and Logo to be painted Logo Colors.

Sign Type 4
Primary Directional Sign



Front Elevation
Scale: 1/2"=1'-0"

Sign: 42.00 Square Feet



Front Elevation
Scale: 1/2"=1'-0"

Sign: 42.00 Square Feet

LA LOMA VILLAGE

Sign Type Key Plan

- SIGN TYPE 5
Secondary Directory Sign

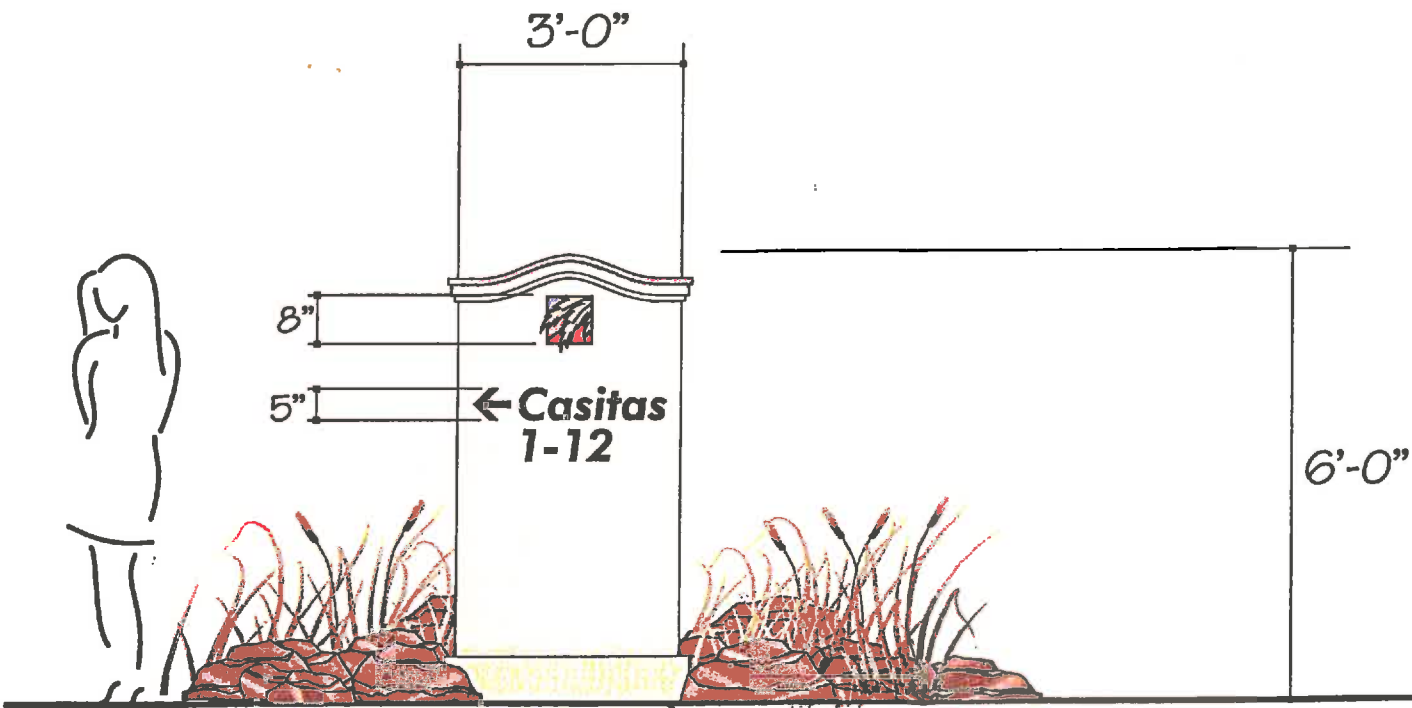
Sign Type 5
Secondary Directional Sign

General Specifications

Sign to be aluminum fabricated sign can. Copy to be vinyl applied “3M” Scotchlite reflective. Sign can to be painted final color to match signs.

“LA LOMA LOGO”
Letters to be 1/8” flat cut out aluminum mounted flush to wall face. Letters and Logo to be painted.

Plan View



Front Elevation
18 Square Feet

LA LOMA VILLAGE

Sign Type Key Plan

- SIGN TYPE 5
Secondary Directory Sign

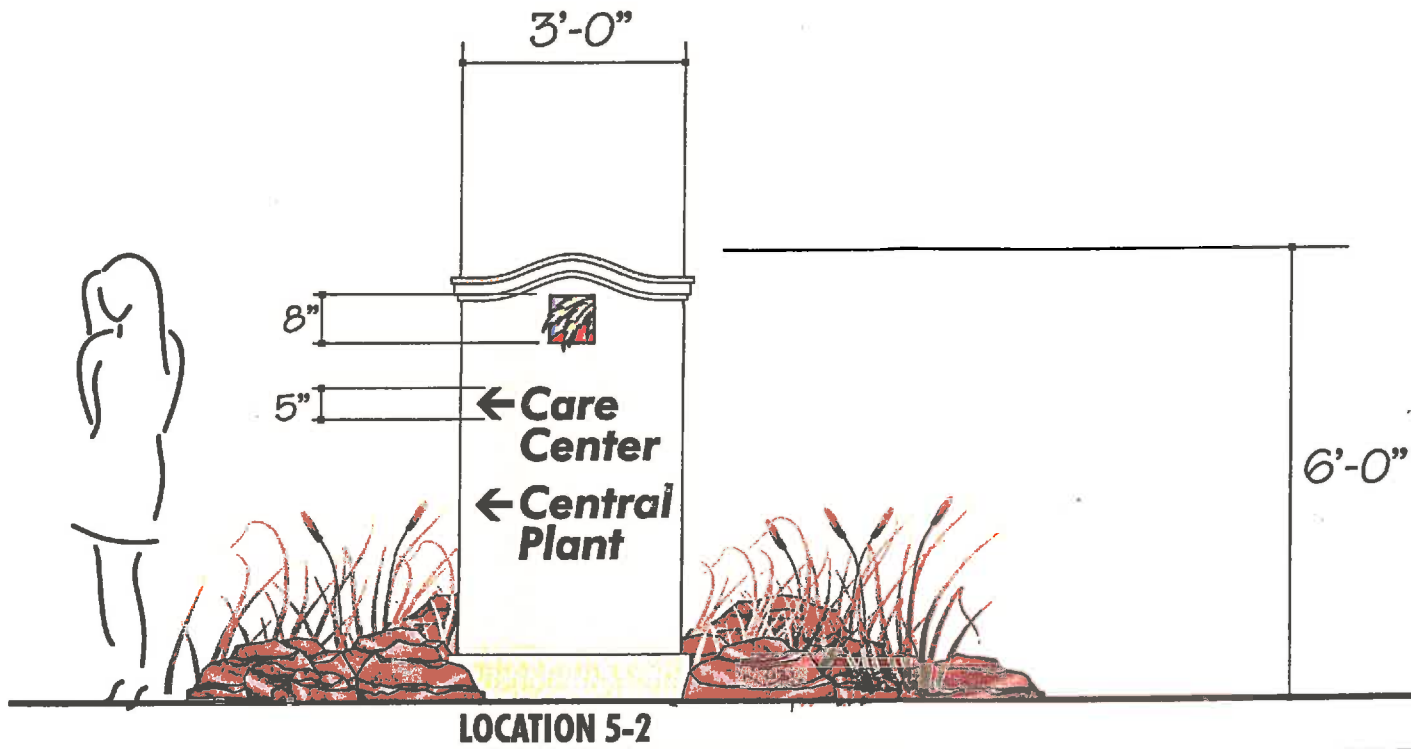
General Specifications

Sign to be aluminum fabricated sign can. Copy to be vinyl applied "3M" Scotchlite reflective. Sign can to be painted final color to match signs.

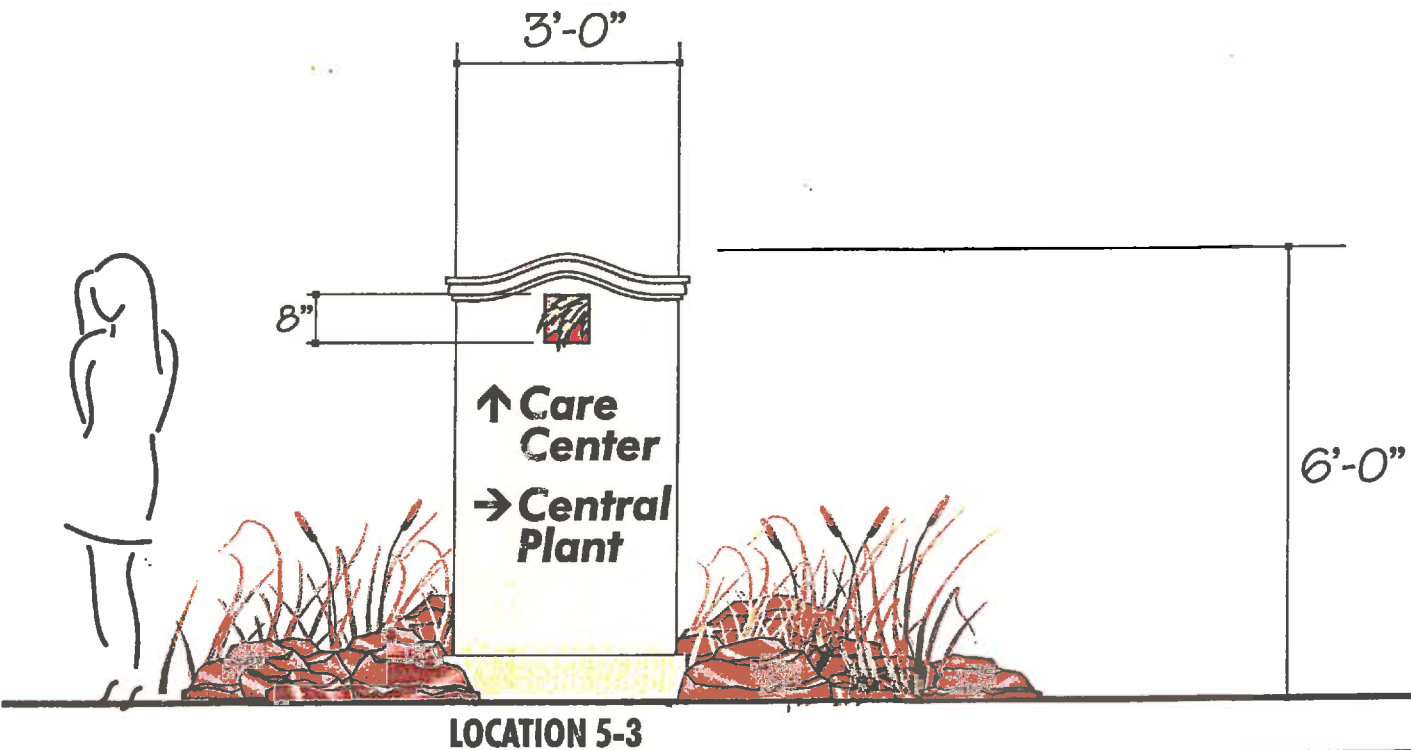
"LA LOMA LOGO"

Letters to be 1/8" flat cut out aluminum mounted flush to wall face. Letters and Logo to be painted.

Sign Type 5
Secondary Directional Sign



Front Elevation 18 Square Feet



Front Elevation 18 Square Feet

31'-5 3/8"

LA LOMA MEDICAL PLAZA 18"

Scale: 1/4" = 1'-0"

Fabricate and Install a Letter Set as per Drawing.

Letters to be aluminum construction reverse pan channels with 2" returns. All painted SP-354 Fendango. Stud mounted to wall as per drawing, 1" off elevation surface.



Building ID Sign



Fandango
SP 354

Canyonland
SP 2490

LA LOMA VILLAGE

Sign Type Key Plan

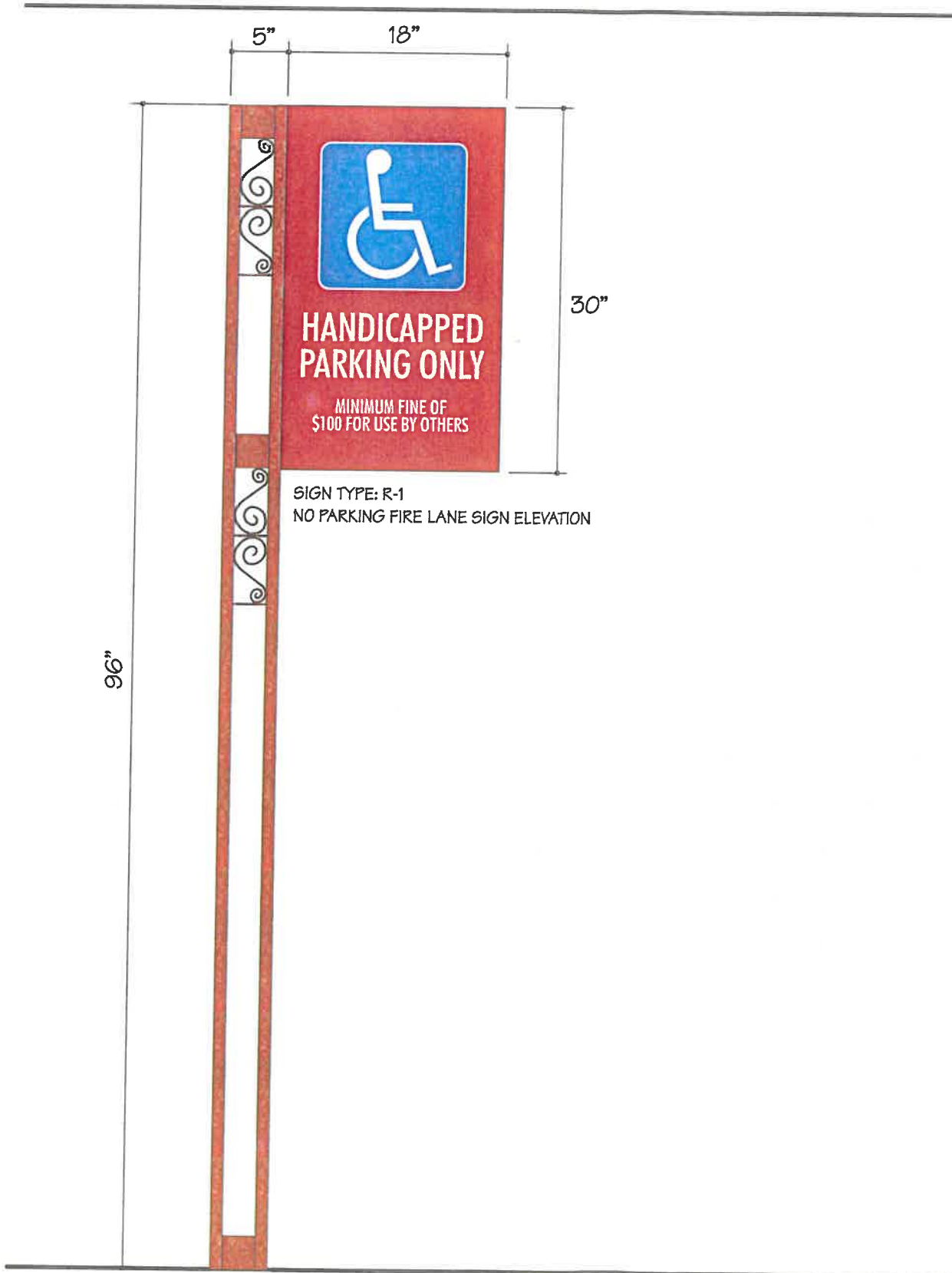
SIGN TYPE 6
Regulatory Sign

General Specifications

SIGN POST
4-1" x 1" aluminum tube with scroll
details to form a 5" x 5" sign post.
Finish to be faux rust.

SIGN FACE
.125" aluminum sign faces painted,
color to be determine. Graphics to
be "3M" Scotchlite reflective films.

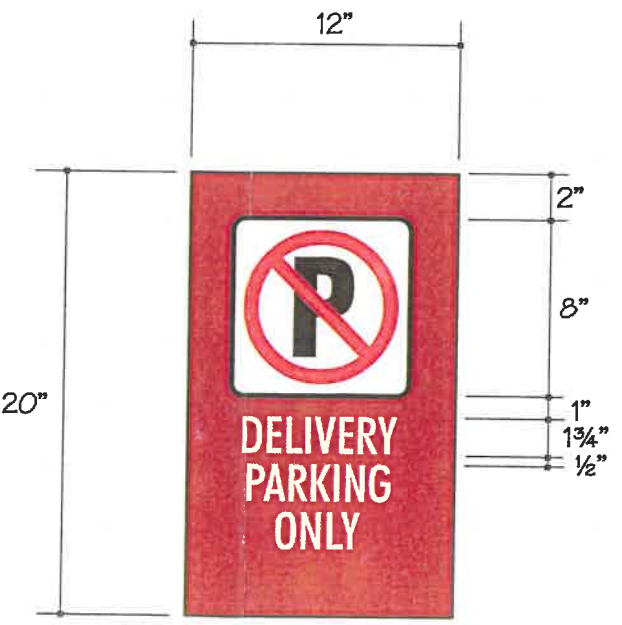
Sign Type 6
Regulatory Sign



Front Elevation



SIGN TYPE: R-2
NO PARKING FIRE LANE SIGN ELEVATION



SIGN TYPE: R-3
DELIVERY PARKING ONLY SIGN ELEVATION

LA LOMA VILLAGE

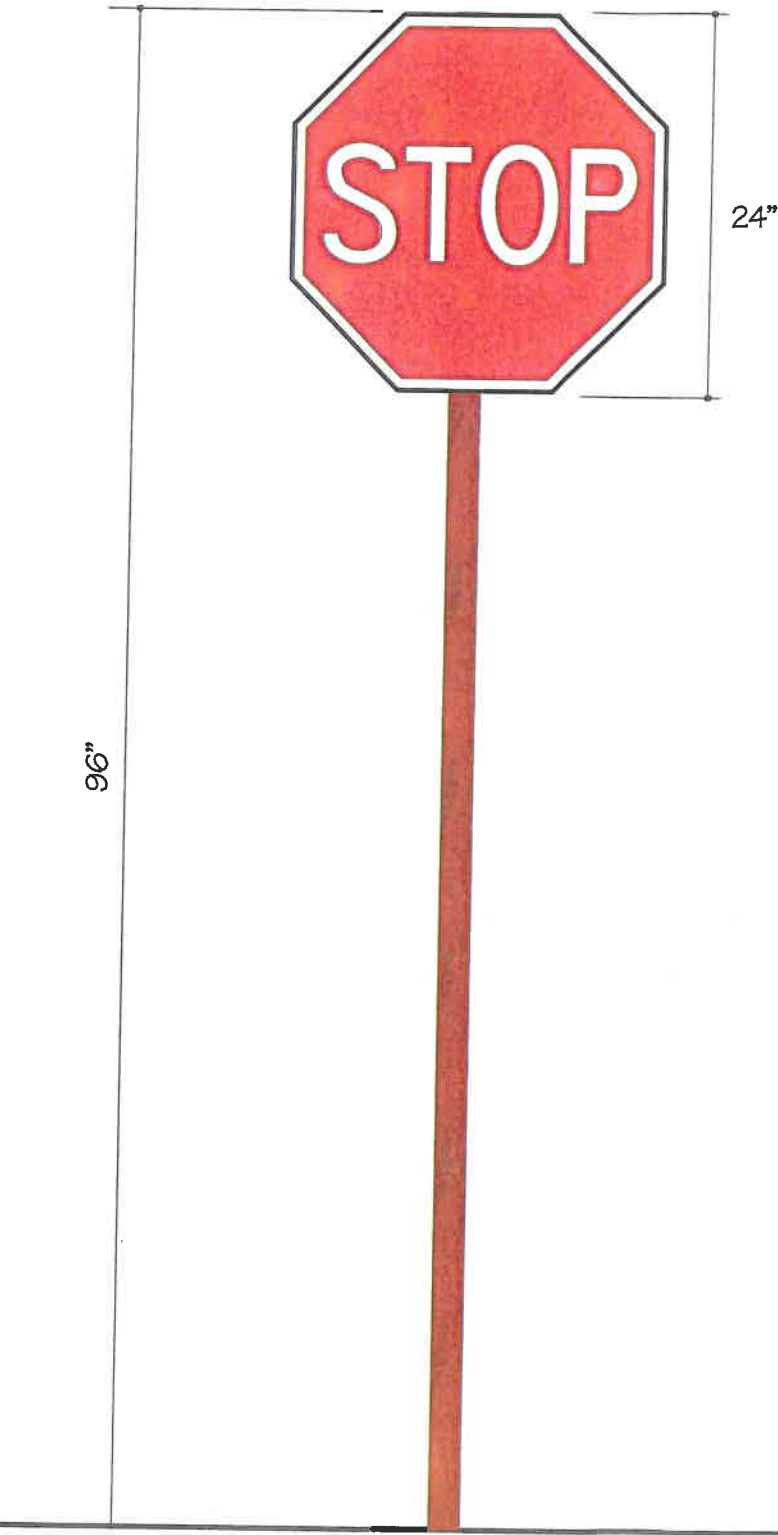
Sign Type Key Plan

SIGN TYPE 6
Regulatory Sign

General Specifications

SIGN POST
2" x 2" aluminum tube. Finish to be
faux rust.

SIGN FACE
Standard DOT sign faces with "3M"
Scotchlite reflective films.



SIGN TYPE: R-1 NO PARKING FIRE LANE SIGN ELEVATION



STANDARD DOT STOP

STANDARD DOT YEILD

STANDARD DOT SPEED LIMIT

STANDARD DOT ONE WAY

STANDARD DOT KEEP RIGHT

LA LOMA VILLAGE

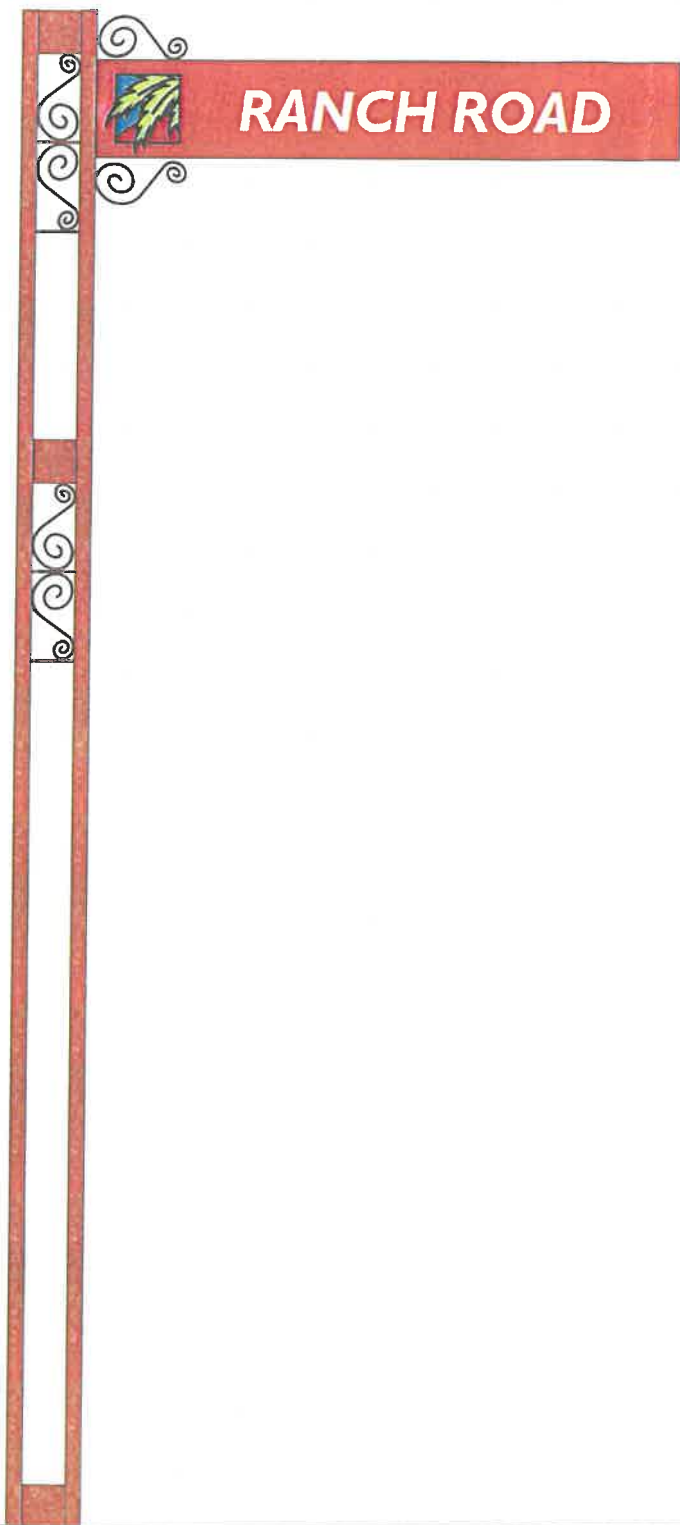
Sign Type Key Plan
SIGN TYPE 7
Street Name Sign Standard

Sign Type 7
Street Name Sign Standard

General Specifications

SIGN POST
4-1” x 1” aluminum tube with scroll
details to form a 5” x 5” sign post.
Finish to be faux rust.

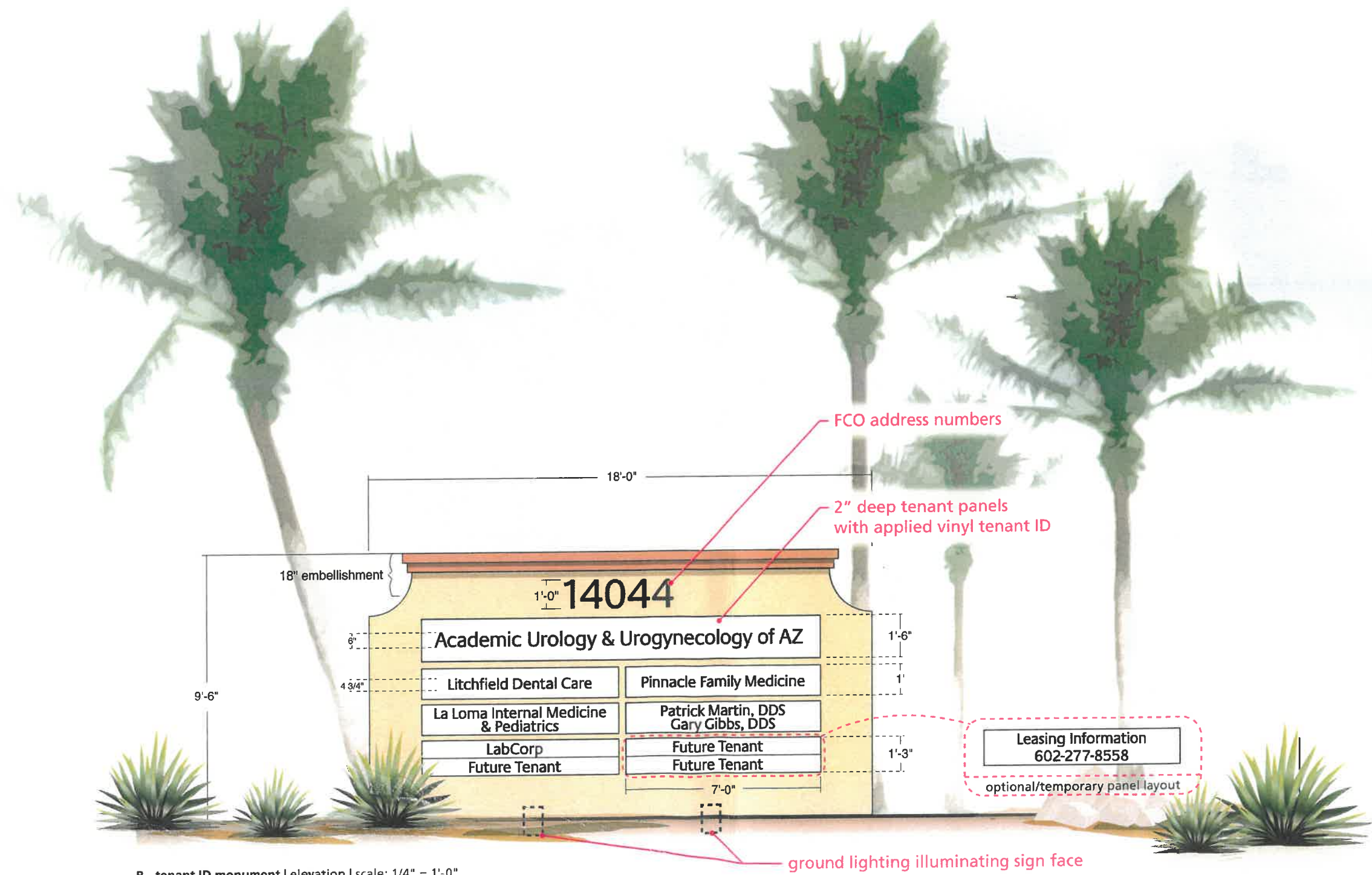
SIGN FACE
.125” aluminum sign faces painted,
color to be determine. Graphics to
be “3M” Scotchlite reflective films.



Front Elevation

SIGN B

APPROVED 12/3/2015
BY
DRB



B - tenant ID monument | elevation | scale: 1/4" = 1'-0"

SmithCraft
CUSTOM SIGNS & GRAPHICS

3643 South 7th Street
Phoenix, AZ 85040.1130
602.268.1349 Office
602.268.1369 Facsimile

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REP: B. McMillen
BY: K. Laber
DATE: 01/16/14
REV: 11/20/14

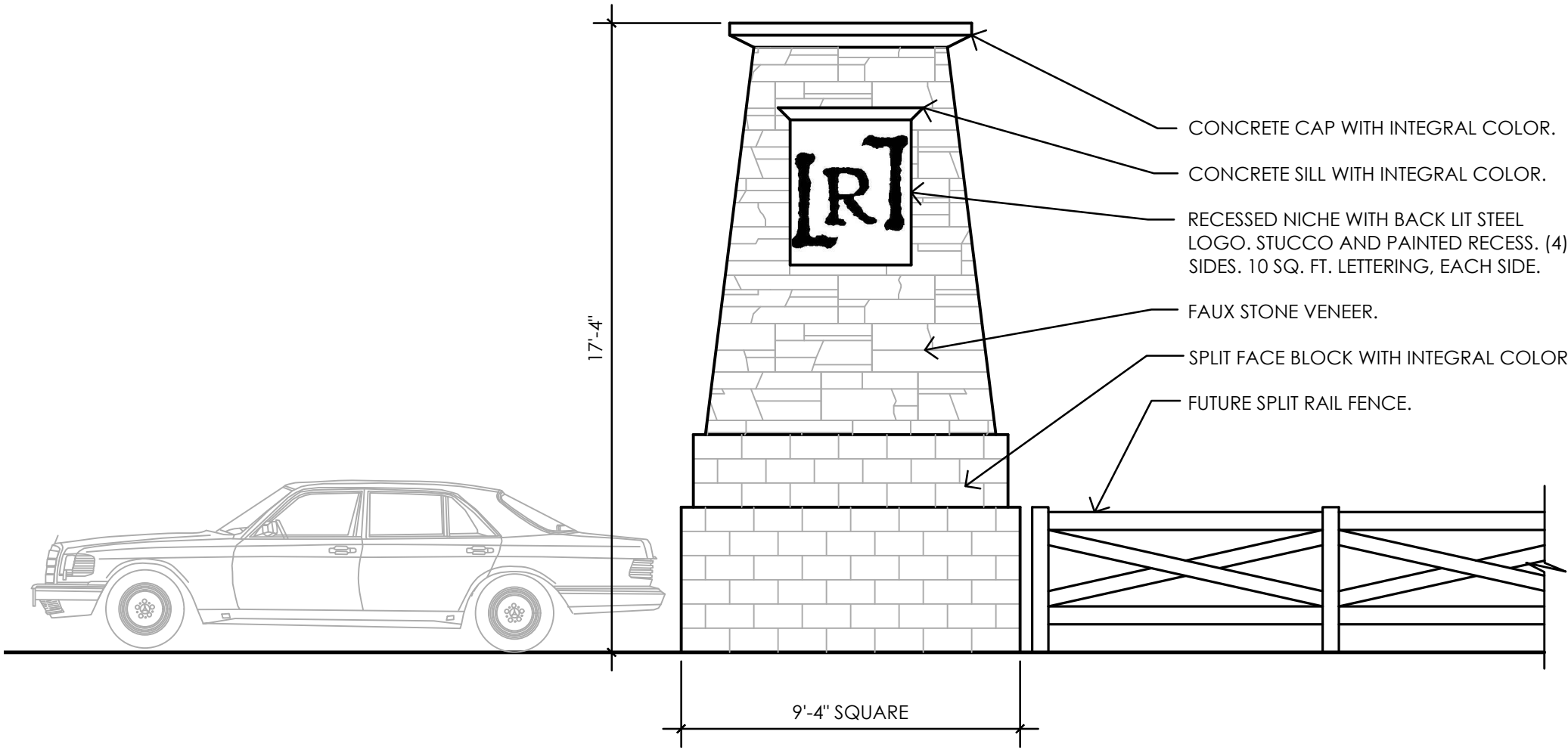
SPEC NO.
BM11904
JOB NO.
00-000000

SUN HEALTH - LA LOMA
Job Description
Install Address:

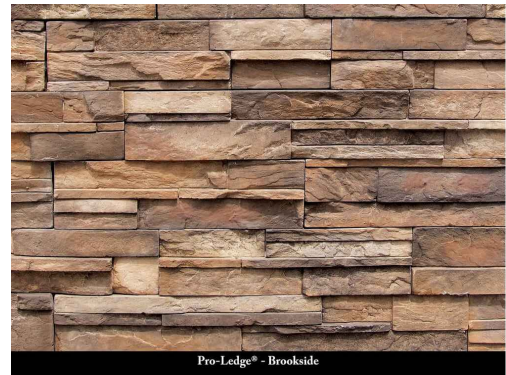
SIGN TYPE
TENANT ID
MONUMENT

SHEET
2.0

Proposed 4/14/2026
Planning & Zoning
Commission



1 Pedestal Monument Elevation
Scale: 1/4" = 1'-0"



STONE VENEER: CORONADO STONE, PRO-LEDGE, BROOKSIDE.



SPLIT FACE BLOCK: ECHELON MASONRY, CHOCOLATE COLOR.

PLANT MATERIALS LEGEND

Sym.	Plant Name	Size	Qty	Remarks
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Shrubs

	<i>Russelia equisetiformis</i> Coral Fountain	15 gal.	15	-
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Groundcovers

	<i>Lantana montevidensis</i> 'White' White Lantana	5 gal.	20	-
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INERTS

Sym.	Description
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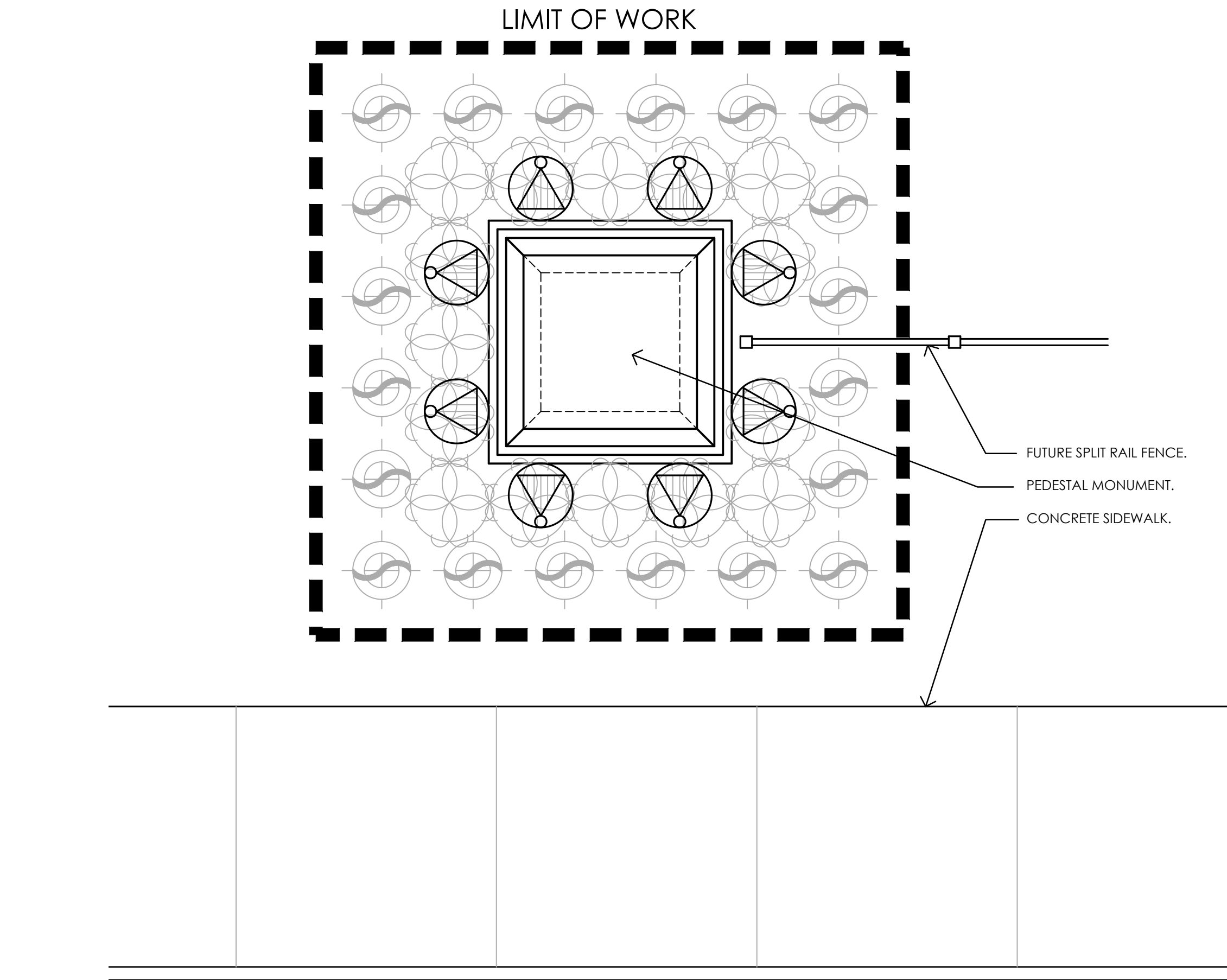
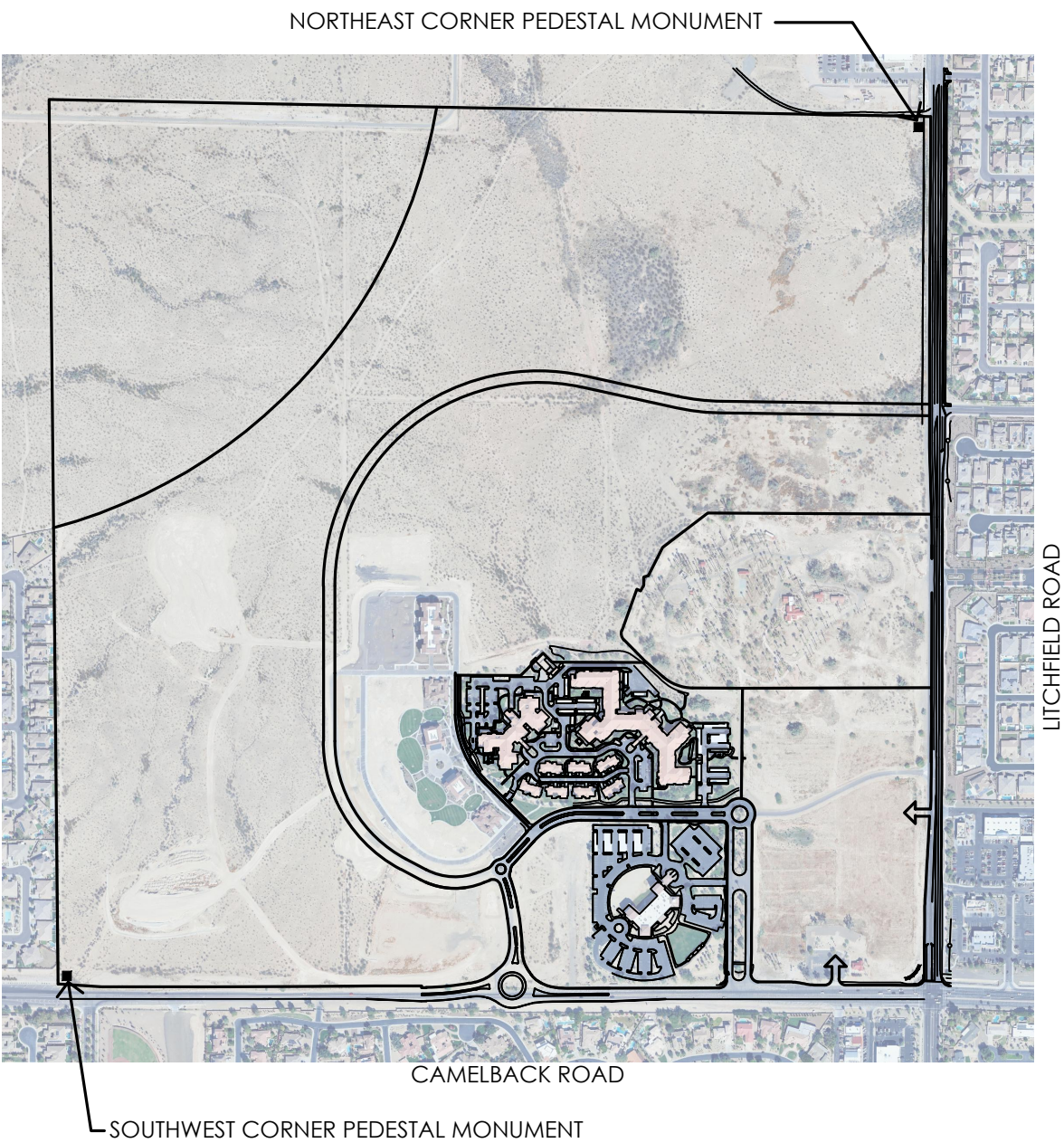
	3/4" SCREENED DECOMPOSED GRANITE, ROCK PROS USA, 'MAHOGANY' COLOR, 2" THICK MINIMUM.
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- NOTES:
- ALL PLANTS SHALL BE WATERED WITH AUTOMATIC DRIP IRRIGATION SYSTEM.
 - ALL LANDSCAPE AREAS EXCLUDING TURF TO BE COVERED WITH CRUSHED ROCK.
 - LANDSCAPE ARCHITECT TO APPROVE FINAL GRADING. PLANTING SHALL NOT OCCUR UNTIL FINAL GRADING IS APPROVED.
 - ALL SHRUBS TO BE PLANTED 3'-0" MINIMUM AWAY FROM EXISTING OR FUTURE WALLS.
 - ALL TREES TO BE PLANTED 5'-0" MINIMUM AWAY FROM EXISTING OR FUTURE WALLS.
 - WHERE POSSIBLE, ALL TREES AND SHRUBS TO BE PLANTED 2'-0" MINIMUM AWAY FROM WALKS AND CURBS.
 - PLANT MATERIAL SHALL BE ADJUSTED IN FIELD TO AVOID TREE ROOT BALLS.

LIGHTING FIXTURE SCHEDULE

SYMBOL	QTY	MANUFACTURER	MODEL #	COLOR	DESCRIPTION	LAMP
	8	FOCUS INDUSTRIES	LFL-01	BRONZE	LOW VOLTAGE WASH LIGHT	LED
	1	-	-	-	LOW VOLTAGE TRANSFORMER	-

NOTE: CONTRACTOR TO VERIFY LIGHTS SPECIFIED WITH OWNER FOR FINAL APPROVAL PRIOR TO PURCHASE OR INSTALLATION.



2 Pedestal Monument Plan
Scale: 1/4" = 1'-0"

Sun Health
Litchfield Park, Arizona

Pedestal Monuments

Accessory Structures

2.04 Definitions

Accessory Structure, Screened An accessory structure inside a perimeter, opaque fenced yard, with a height EIGHT FEET IN HEIGHT OR less than the height of the opaque perimeter fence and not visible from public areas or neighboring properties.

31.03 Accessory Structures

d. Setbacks

1. Except as otherwise provided in subsections (d)(2) through (8) of this section, accessory structures shall be located between the rear property line and the principal building and shall be set back at least five feet from the rear and side property lines and at least ten feet from the principal building.
2. Screened accessory structures one hundred twenty square feet or less in size AND EIGHT FEET IN HEIGHT OR LESS may have a zero setback.