

Planning & Zoning Commission
Work Study Session Meeting
Agenda

Tuesday, June 9, 2026

6:00 PM

Members of the Planning & Zoning Commission will attend by telephone or video conference call.
Zoom 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 - Accessory Structures

INFORMATION ONLY

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

Discussion related to the proposed Zoning Code Text Amendment regarding Section 31 for Accessory Structures

B. Zoning Code Text Amendment - Section 31 Accessory Structures

INFORMATION ONLY

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

Discussion related to the standards and setbacks of accessory structures ahead of City Council adoption.

V. Staff Report on Current Events

VI. 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.

VII. Executive Session

VIII. Adjournment

Michael Faith, Chair

Affidavit of Posting

I, Randy Proch, 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, June 9, 2026, in the following place in the City of Litchfield Park:

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

Randy Proch, Planning and Community Development Director



**PLANNING & ZONING
COMMISSION
COMMUNICATION**

**Business Item IV.A
Citizen Review - Accessory
Structures**

To: Planning & Zoning Commission Members
From: Randy Proch, Planning and Community Development Director
Meeting Date: 6/9/2026

**RECOMMENDED MOTION:
DISCUSSION ONLY**

BACKGROUND/DISCUSSION:

Discussion related to the proposed Zoning Code Text Amendment regarding Section 31 for Accessory Structures

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS:



**PLANNING & ZONING
COMMISSION
COMMUNICATION**

**Business Item IV.B
Zoning Code Text Amendment -
Section 31 Accessory Structures**

To: Planning & Zoning Commission Members
From: Randy Proch, Planning and Community Development Director
Meeting Date: 6/9/2026

**RECOMMENDED MOTION:
DISCUSSION ITEM ONLY**

BACKGROUND/DISCUSSION:

Discussion related to the proposed final amendments to the Accessory Structures section ahead of City Council adoption. Changes are indicated as ~~strickethrough~~ and ALL CAPS.

31.03 Accessory Uses and 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 may have a zero setback.
3. Accessory structures with a height greater than the height of an opaque perimeter fence but ten feet in height or less shall be set back from property lines at least five feet.
4. Accessory structures more than ten feet in height shall be set back from property lines five feet plus one foot for every foot of height over ten feet (step back).
5. For corner lots, accessory structures shall be set back the required side street setback distance.
6. Storage accessory structures used as a garage and located on an alley shall be set back not less than four feet from the rear property line and are not subject to step back requirements in subsection (d)(4) of this section.
7. Shade accessory structures other than tents may be located between the side setback line and the principal building and when located as such shall comply with the setback requirements for the principal building.
8. Guesthouses may be located in the area between the side yard setback line and the principal building and between the front yard setback line and the principal building and when located as such shall comply with the setback requirements for the principal building.
9. Rear setbacks on properties with side yard view fences shall be equal to or greater than

the length of the view fence portion of the side yard wall FOR ALL ACCESSORY STRUCTURES CONTAINING ONE OR MORE WALL.

f. Lot Coverage; Size

~~No accessory structure or combination of structures shall occupy more than twenty five percent of the area lying between the rear of the principal building and the rear property line or exceed five hundred square feet in area, whichever is less. No accessory structure shall cause the maximum lot coverage applicable to the lot to be exceeded. NO ACCESSORY STRUCTURE SHALL EXCEED THE SIZE OF THE PRINCIPAL BUILDING.~~

h. Building Permit

A building permit is required for all habitable accessory structures and all other accessory structures occupying ~~one hundred twenty~~TWO HUNDRED square feet or more.

STAFF RECOMMENDATION:

N/A

FINANCIAL IMPACT:

N/A

ATTACHMENTS: