

**ST. TIMOTHY CATHOLIC SCHOOL
COMPREHENSIVE SIGN PLAN
PROJECT NARRATIVE**

City of Mesa Record Number: BOA25-00813, PRS25-00733
Date: October 29, 2025

Property Information

- **Institution:** St. Timothy Catholic School
 - **Address:** 2520 S. Alma School Road, Mesa, AZ 85210
 - **Maricopa County Assessor Parcel Numbers:** 305-07-563A, 305-07-563B
 - **Zoning:** RS-6 (Single Residence 6 District)
 - **General Plan Land Use Designation:** Traditional Residential (Placetype) / Sustain Growth Strategy
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Request

This Comprehensive Sign Plan (CSP) request seeks Special Use Permit (SUP) approval by the City of Mesa Board of Adjustment to establish site-specific sign standards for St. Timothy Catholic School, a long-standing private K–8 school located within the RS-6 (Single Residence 6) zoning district.

The CSP is being submitted in conjunction with the school’s campus expansion, which includes a newly approved two-story multi-purpose and classroom building positioned along Alma School Road. This new building was approved in 2023 under Case Nos. ZON23-00376 / DRB23-00267 / BOA23-00269, designed by Adaptive Architects, Inc. The new signage proposed under this CSP will provide proper identification and wayfinding for the expanded building and updated campus layout.

The RS-6 zoning standards allow only one non-illuminated sign per lot, with a maximum of 32 square feet in area. Because the proposed signage program includes multiple building-mounted signs, limited halo illumination, and an aggregate sign area exceeding the RS-6 standards, a Comprehensive Sign Plan with a Special Use Permit is required to establish coordinated and context-sensitive sign criteria for the campus.

Summary of Proposed Signage

Standard	Code Requirement (RS-6 District)	Proposed Standard (CSP Request)
Number of Signs	1 sign per lot (attached or detached)	3 total signs (1 existing monument + 2 wall signs)
Maximum Aggregate Area	32 sq. ft. total (all signs combined)	32 sq. ft. (monument) + 58 sq. ft. (east wall) + 18 sq. ft. (north wall) = 108 sq. ft. total
Illumination	Non-illuminated only	Halo / indirect illumination for east wall sign only; others non-illuminated

Note on Sign Height Compliance

No modifications to the height standards for attached or detached signs are being requested under this Comprehensive Sign Plan. Per Mesa Zoning Ordinance Section 11-43-3(A)(1), non-residential land uses within RS zoning districts (such as private schools) may have detached signs up to eight (8) feet in height, and wall-mounted signs may extend up to but not above the top of the parapet or eave. The existing monument sign, measuring approximately five (5) feet in height, and both proposed wall signs (located below the building parapet) fully comply with these height provisions. Therefore, no deviations from height standards are included in this request.

Project Context and Need for CSP

The St. Timothy Catholic School property is located mid-block on the west side of Alma School Road, approximately one-third mile north of Guadalupe Road. The surrounding area is predominantly single-family residential, with lot sizes ranging from approximately 6,000 to 10,000 square feet. The site’s RS-6 zoning reflects this residential setting, though the school has lawfully operated as a private educational institution since the early 1980s.

In 2023, the City of Mesa approved the school's new two-story multi-purpose and classroom building, replacing an older structure along the Alma School Road frontage. The new building contains administrative offices, classrooms, a media center, and multi-use facilities. It enhances the educational experience without expanding student capacity.

The proposed signage under this CSP serves to identify the new two-story facility, improve campus legibility, and maintain architectural balance across the updated façade. Because the site is located mid-block rather than at a major intersection, the signage design intentionally avoids monument-style gateway treatments. Instead, it emphasizes subdued, architecturally integrated signage compatible with the surrounding residential environment.

Justification and Review Criteria (Mesa Zoning Ordinance Section 11-46-3.D)

Per Section 11-46-3.D of the Mesa Zoning Ordinance, the following justifications address the review criteria for this Comprehensive Sign Plan (CSP) application. Section 11-46-3.D requires that only one (1) of the three (3) criteria be met in order for the Board of Adjustment to approve a new Comprehensive Sign Plan.

- 1. Criteria #1: The development site contains unique or unusual physical conditions, such as topography, proportion, size, or relation to a public street that would limit or restrict normal sign visibility.***

Criteria #1 Response:

The St. Timothy Catholic School campus exhibits unique physical conditions that restrict normal sign visibility within the RS-6 district. The property is located mid-block along Alma School Road and is buffered on three sides by residential lots, creating limited opportunities for sign placement. The new two-story building is set back from the public right-of-way, and a six-foot-tall perimeter wall and mature landscaping further reduce visibility from the street.

Given these site conditions, the proposed wall signs—particularly the east elevation identification sign—are necessary to achieve visibility and legibility from Alma School Road while maintaining a proportional and context-appropriate appearance.

- 2. Criteria #2: The proposed or existing development exhibits unique characteristics of land use, architectural style, site location, physical scale, historical interest, or other distinguishing features that represent a clear variation from conventional development.***

Criteria #2 Response:

The St. Timothy Catholic School campus possesses distinguishing land-use and architectural characteristics that vary from typical single-family residential development. The new two-story classroom and multi-purpose building—constructed with masonry block and EIFS finishes—establishes a more substantial architectural presence along Alma School Road.

The signage proposed under this CSP is designed to complement that architecture, utilizing proportionate scale, coordinated colors, and halo illumination that reinforce the building's quality and craftsmanship. The signage program reflects the institutional and educational nature of the site, setting it apart from surrounding residential uses while maintaining compatibility through restrained design and appropriate materials.

- 3. Criteria #3: The proposed signage incorporates special design features such as lighting, materials and craftsmanship, murals, or statuary that reinforce or are integrated with the building architecture.***

Criteria #3 Response:

The proposed signage incorporates several high-quality design features consistent with the intent of Section 11-46-3.D. The primary east elevation sign features halo-illuminated, reverse-pan channel letters that provide subtle, indirect lighting at night, eliminating glare and ensuring visibility without visual intrusion into neighboring properties.

The materials and finishes—aluminum, acrylic push-thru lettering, and architecturally coordinated colors—create a refined and cohesive appearance. The design reinforces the modernized architectural vocabulary of the new two-story building, achieving a unified aesthetic across the façade.

Required Findings (Mesa Zoning Ordinance Section 11-70-5)

In addition to the review criteria, the proposed Comprehensive Sign Plan (CSP) must meet the Required Findings for a Special Use Permit (SUP) per Section 11-70-5. The following justifications demonstrate compliance with these findings:

1. ***Finding #1: Approval of the proposed project will advance the goals and objectives of and is consistent with the policies of the General Plan and any other applicable City plan and/or policies.***

Finding #1 Response:

Approval of this CSP advances the goals and objectives of the Mesa 2050 General Plan, which identifies the site within the Traditional Residential Placetype and the Sustain Growth Strategy. These designations encourage the integration of compatible public and semi-public uses, such as schools, that enhance neighborhood character and walkability.

The proposed signage represents a modest, context-sensitive improvement that supports a long-standing educational institution. It aligns with the Plan's goals for high-quality, people-oriented, and functionally understandable design, while ensuring that signage remains compatible with the surrounding residential area. The halo illumination and proportional scale of the signs exemplify the City's vision for elevated design quality in community-serving uses.

2. ***Finding #2: The location, size, design, and operating characteristics of the proposed project are consistent with the purposes of the district where it is located and conform with the General Plan and any other applicable City plan or policies.***

Finding #2 Response:

The RS-6 (Single Residence 6) District primarily accommodates residential uses but allows private schools through the Special Use Permit process. The proposed CSP maintains consistency with the purpose of the district by providing low-impact, architecturally integrated signage that respects the character of adjacent homes.

The east elevation sign and north elevation "School Office" sign are proportionate to the new two-story building and assist in wayfinding without introducing excessive brightness or visual clutter. Illumination is limited to soft halo lighting, designed to minimize spillover and maintain the tranquility of the surrounding residential setting.

3. ***Finding #3: The proposed project will not be injurious or detrimental to the adjacent or surrounding properties in the area, nor will the proposed project or improvements be injurious or detrimental to the neighborhood or to the general welfare of the City.***

Finding #3 Response:

The signage program will not be injurious or detrimental to neighboring properties. The signs are modest in scale, utilize high-quality materials, and employ halo illumination that reduces brightness and glare. No electronic message centers, flashing, or animated elements are proposed.

The signs are carefully positioned on building façades facing Alma School Road and the internal campus, away from direct residential views. The result is a tasteful and contextually appropriate signage package that enhances the school's visibility and identity without compromising neighborhood aesthetics or public welfare.

4. ***Finding #4: Adequate public services, public facilities, and public infrastructure are available to serve the proposed project.***

Finding #4 Response:

All necessary public services and infrastructure already exist to serve the St. Timothy Catholic School campus. The proposed signage will connect to existing electrical service and will not necessitate additional infrastructure, excavations, or alterations to site circulation. The improvements are limited in scope and do not place any additional demands on City utilities or public resources.

Conclusion

St. Timothy Catholic School, in partnership with Airpark Signs & Graphics and Andrew Chi Planning, respectfully requests approval of this Comprehensive Sign Plan (CSP) and associated Special Use Permit (SUP) by the City of Mesa Board of Adjustment.

The proposed signage establishes a coordinated, architecturally integrated program that identifies the school's new two-story multi-purpose building, enhances wayfinding and visibility, and maintains sensitivity to the surrounding residential neighborhood. The CSP fulfills the intent of Mesa's Sign Ordinance and General Plan by promoting superior design quality and context-appropriate implementation for a long-standing community educational use.

Narrative Author

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On Behalf Of: Airpark Signs & Graphics

Attachments

1. Sign Drawings
2. Site Plan
3. Photos of Existing Conditions



Photo Date: June 24, 2025



Photo Date: June 24, 2025



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