



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Meeting Notice and Agenda Hillside Building Committee

*Chair Scott Jarson, Sue-Meng Lau, Blair Portigal*

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Wednesday, December 10, 2025

8:00 AM

Town Hall Boardroom

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### Committee Members

*Chair Scott Jarson, Sue-Meng Lau, Blair Portigal, Charles Covington, Craig Curtis, Jim Rose*

### 1. Call to Order

*Notice is hereby given that members of the Committee will attend either in person or by telephone conference call, pursuant to A.R.S. §38-431(4).*

### 2. Executive Session

*The Committee may convene into an executive session at one or more times during the meeting as needed to confer with the Town Attorney for legal advice regarding any of the items listed on the agenda as authorized by A.R.S. §38-431.03.A.3.*

### 3. Application Review

*The Committee may take action on these items.*

#### A. [25-265](#) Combined Review for a new detached garage at 5411 E Road Runner Road (APN 169-54-037A).

**Staff Contact:**

Jose Mendez, 480-348-3519

**Attachments:**

- [A. Staff Report](#)
- [B. Hillside & Vicinity Maps](#)
- [C. Application](#)
- [D. Plans](#)
- [E. Notification Materials](#)
- [F. Standard Approval Information](#)
- [G. Neighbor Comment Letter](#)

**B.     [25-266](#)            Concept Review for a New Single-Family Residence at  
5254 E Arroyo Road (APN 169-29-030).**

**Staff Contact:**     Jose Mendez, 480-348-3519  
Juan Gonzalez Jr., 480-348-3528

**Attachments:**     [A. Staff Report.docx](#)  
[B. Hillside & Vicinity Maps](#)  
[C.Application](#)  
[D. Notification Materials](#)  
[E. Plans](#)

**C.     [25-269](#)            Combined Review for a minor remodel at  
4698 E Foothill Drive (APN 169-11-144).**

**Staff Contact:**     Jose Mendez, 480-348-3519

**Attachments:**     [A. Staff Report](#)  
[B. Hillside & Vicinity Maps](#)  
[C. Application](#)  
[D. Plans](#)  
[E. Renderings](#)  
[F. Notification Materials](#)  
[G. Standard Approval Information](#)

**4. Staff Reports**

**5. Committee Reports**

**6. Next Meeting Date**

*The next Hillside Building Committee meeting dates are tentatively scheduled for  
Wednesday, January 14, 2025 at 8:00 a.m. and Wednesday, February 11, 2025 at 8:00  
a.m.*

## 7. Adjournment

### *AGENDA IS SUBJECT TO CHANGE*

*\*Notice is hereby given that pursuant to A.R.S. §1-602.A.9, subject to certain specified statutory exceptions, parents have a right to consent before the State or any of its political subdivisions make a video or audio recording of a minor child. Meetings of the Planning Commission are audio and/or video recorded, and, as a result, proceedings in which children are present may be subject to such recording. Parents in order to exercise their rights may either file written consent with the Town Clerk to such recording, or take personal action to ensure that their child or children are not present when a recording may be made. If a child is present at the time a recording is made, the Town will assume that the rights afforded parents pursuant to A.R.S. §1-602.A.9 have been waived.*

*The Town of Paradise Valley endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for disabled persons at public meetings. Please call 480-948-7411 (voice) or 480-483-1811 (TDD) to request accommodation to participate in the meeting.*