



# Town of Paradise Valley

6401 E Lincoln Dr  
Paradise Valley, AZ 85253

## Action Summary

### 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

**Present:** 5 - Chair Scott Jarson, Members Sue-Meng Lau, Blair Portigal, Charles Covington and James Rose

**Absent:** 1 - Member Craig Curtis

#### 1. Call to Order

#### 2. Executive Session

#### 3. Application Review

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

A motion was made by Chair Jarson, seconded by Member Rose, to approve item 25-265 with stipulations as presented and adding an additional stipulation for landscape screening. The motion carried by the following vote:

**Aye:** 5 - Chair Jarson, Members Lau, Portigal, Covington and Rose

**Absent:** 1 - Member Curtis

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

Presentation and Discussion only. No Reportable Action.

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

A motion was made by Chair Jarson, seconded by Member Portigal, to approve item 25-269 with stipulations as presented and adding additional stipulations to reduce and reposition patio lights, reduce the number of olive trees in the landscape plan, and remove the fan palm, to be submitted to the chair and staff for approval. The motion carried by the following vote:

**Aye:** 5 - Chair Jarson, Members Lau, Portigal, Covington and Rose

**Absent:** 1 - Member Curtis

**4. Staff Reports**

**5. Committee Reports**

**6. Next Meeting Date**

**7. Adjournment**

**A motion was made by Chair Jarson, seconded by Member Portigal, to adjourn the meeting at 9:55 AM. The motion carried by the following vote:**

**Aye:** 5 - Chair Jarson, Members Lau, Portigal, Covington and Rose

**Absent:** 1 - Member Curtis