



**Minutes – FINAL**

**Hillside Building Committee**

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Wednesday, March 11, 2026

8:00 AM

Town Hall Boardroom

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**Committee Members**

**1. CALL TO ORDER**

Chair Jarson called the meeting to order at 8:04 AM.

**Present 6 –** Chair Scott Jarson  
Member Sue-Meng Lau  
Member Blair Portigal  
Member Charles Covington  
Member Craig Curtis  
Member Bill Nassikass

**STAFF MEMBERS PRESENT**

Town Attorney Michael Goodman  
Community Development Director Chad Weaver  
Town Engineer Shar Johnson  
Hillside Associate Engineer Juan Gonzalez  
Hillside Planner II Jose Mendez  
Management Analyst Cherise Fullbright

**2. EXECUTIVE SESSION**

**A. 26-066 Discussion and consultation with the Town Attorney, authorized by A.R.S. §38-431.03(A)(3), for legal advice regarding Article 22 of the Hillside Ordinance and future construction at 5749 E Quartz Mountain Road (APN 169-02-012A).**

**A motion was made by Chair Jarson, seconded by Member Portigal, to enter into executive session at 8:06 AM. The motion carried with the following vote:**

**Aye:** 6 – Chair Jarson, Member Portigal, Member Lau, Member Covington, Member Curtis, Member Nassikas

**Discussion only. No Reportable Action.**

**A motion was made by Chair Jarson, seconded by Member Portigal, to come out of executive session at 8:20 AM. The motion carried with the following vote:**

**Aye:** 6 – Chair Jarson, Member Portigal, Member Lau, Member Covington, Member Curtis, Member Nassikas

### 3. APPLICATION REVIEW

#### A. 26-053 Concept Review for a New Single-Family Residence 6519 E Hummingbird Lane (APN 174-52-002G & 174-52-002H)

Mr. Gonzalez presented the project, noting it was a 10,945 square foot residence on a 1.59-acre lot. He explained site conditions, proposed layout, building heights, and that the project would significantly reduce existing site disturbance. He outlined drainage and grading plans, including basins, pipes, and sediment control measures, noting compliance with wall heights and setbacks. He added that further detailed plans, safety approvals, and fire marshal review would be required at the formal stage.

Nick Prodanov, civil engineer with Land Development Group, explained the design intent, including driveway access, garage placement, and compliance with height requirements. He noted the drainage approach was conservative, accounting for worst-case storm scenarios, and emphasized efforts to manage runoff and retain sediment on-site while incorporating vegetation to reduce grading impact.

Chair Jarson emphasized the importance of preserving existing vegetation. He questioned the necessity of a second driveway due to potential disturbance and highlighted concerns around lighting, roof treatment, and balancing landscape preservation with stormwater management. He asked about downstream drainage impacts.

Mr. Prodanov responded that the design accounted for extreme storm scenarios and acknowledged the sensitivity of the area, noting conservative modeling assumptions.

Member Lau suggested enhancing vegetation along roadways to help slow water flow and improve visual integration. She emphasized minimizing visible infrastructure and being careful with lighting to avoid excessive brightness.

Mr. Prodanov asked about lighting requirements for long driveways.

Chair Jarson explained that lighting should prioritize safety while remaining minimal and aesthetically appropriate, recommending shielded and strategically placed fixtures.

Mr. Gonzalez clarified that lighting must be offset and remain within allowed limits.

Member Covington asked if Mr. Prodanov had worked on the upstream lot.

Mr. Prodanov confirmed.

Chair Jarson concluded that the project appeared strong but emphasized future considerations, including roof reflectivity, exterior lighting, non-reflective pool materials, and potential noise from water features. He reiterated the importance of preserving the native landscape and noted that no formal action was taken at the concept stage.

**Presentation and Discussion only. No Reportable Action.**

#### B. 26-056 Solar Combined Review for new rooftop solar panels 7150 N 64th Place (APN 174-52-010).

Mr. Mendez presented the proposal, stating that the applicant planned to install 23 solar panels on a flat roof portion of a 9,800 square foot home. He explained that the panels would be placed behind a parapet to remain screened from view and must not exceed the height of the parapet.

He added that the parapet appeared consistent and that the panels would not be visible due to their placement. He noted that the applicant was unable to attend due to an emergency and confirmed that no roof modifications were required, as the existing roof predated the current code and could not be mandated to change.

Chair Jarson asked about enforcement regarding non-compliant roof colors in relation to solar installations.

Mr. Mendez stated that while staff reviewed aerial imagery to determine if roof conditions were recent, they could not require changes if the roof predated code, though they typically recommended updates for compliance.

Member Covington noted the roof appeared aged and recommended resurfacing it prior to installing panels to avoid future complications and meet compliance with roof color standards.

Chair Jarson agreed, stating it would be practical to update the roof before installing solar equipment, though no applicant was present to discuss the matter. He raised concerns about panel angle and reflectivity, noting that lower angles were generally preferred but could not be discussed without the applicant.

Mr. Mendez stated that a standard stipulation could be added to ensure panels were angled to minimize visibility and reflectivity, adding that in this case, the panels would face toward the hillside and home, reducing impact.

Chair Jarson discussed options with the Committee, suggesting either continuing the item or approving it with stipulations, including recommending roof resurfacing with compliant materials.

Member Covington agreed with adding such a stipulation and briefly discussed system capacity and panel type.

Mr. Mendez clarified system specifications and confirmed that inverters and related equipment would be screened and required to match the home's color.

**A motion was made by Chair Jarson to approve item 26-056 subject to stipulations in the staff report and adding additional stipulations that the flat roof surface be recoated with a Light Reflection Value (LRV) compliant color prior to installation submitted to staff and chair for approval and the panels be mounted at the lowest possible angle.**

Member Curtis noted that since the requirement for roof compliance was not codified, the committee could only request, not require, such a change, and stated that adding it as a stipulation might not be appropriate.

Mr. Mendez clarified that staff could request updated plans if roof changes were made but confirmed the project did not meet the threshold of 50% that would require compliance.

Chair Jarson acknowledged the ambiguity and expressed concern that approval without clarity created a situation where compliance was unclear.

Mr. Weaver suggested a practical approach, recommending the committee include a stipulation for recoating the roof in a compliant color while allowing the applicant to return for further discussion if needed.

Member Curtis disagreed, reiterating that the Committee could not enforce compliance without code backing and opposed burdening the applicant with a continuance when the project met

current requirements.

Chair Jarson responded that aesthetic considerations fell within the committee's purview but acknowledged the difficulty of making such decisions without the applicant present. He suggested continuing the item to allow proper discussion.

Mr. Weaver stated he was not fully confident in the calculations regarding compliance thresholds and suggested further staff review, noting there could be justification for requiring compliance depending on interpretation.

Member Curtis maintained that the project was compliant and that continuation was unnecessary. He reiterated that the project did not meet the 50% threshold and therefore could not be required to comply.

Chair Jarson expressed broader concern with the code framework, stating it allowed ongoing non-compliance and should be revisited by the Planning Commission. He emphasized that while he supported solar installations, it was reasonable to expect roof compliance to maintain hillside aesthetics.

Member Curtis agreed with the need for code changes but emphasized that current decisions must follow existing code.

**Chair Jarson withdrew his motion.**

Mr. Mendez noted that the applicant, Tim Willsley, had joined via Zoom.

Mr. Mendez informed the applicant of the discussion and the proposed stipulation to bring the roof into Light Reflection Value (LRV) compliance.

Mr. Willsey stated he would need to discuss the request with the homeowner and determine their willingness to proceed, noting that roof updates were the homeowner's responsibility and not required for the solar installation itself.

**A motion was made by Chair Jarson, seconded by Member Nassikas, to continue item 26-056 to the next scheduled meeting. The motion carried with the following vote:**

**Aye:** 5 – Chair Jarson, Member Portigal, Member Lau, Member Covington, Member Nassikas

**Nay:** 1 – Member Curtis

**C. 26-057 Solar Combined Review for new rooftop solar panels 7026 N 66TH Street (APN 174-52-008).**

Mr. Mendez presented the proposal, stating the project included 16 solar panels on a 6,097 square foot home built in 1984. He explained the panels would be mounted on the main home's flat roof, screened by parapets, and limited to a height of 1 foot 2 inches to remain hidden. He added that utility equipment would be painted to match the home and screened from view, and that no other modifications were proposed.

Tim Willsey stated that the project was straightforward, emphasizing the roof was in good condition and that the panels were designed to be simple, properly aligned, and not visible.

Chair Jarson suggested reviewing historical aerial imagery to assess roof color changes and noted the current roof appeared closer to a compliant desert tone.

Mr. Mendez reviewed aerial images and indicated the roof appeared compliant, though it may have been lighter in the past.

Chair Jarson acknowledged that the roof now appeared more compliant and confirmed that panel height restrictions ensured they would remain hidden.  
Member Curtis noted similarities to the prior discussion but did not raise strong concerns.

Chair Jarson distinguished this case from the previous one, stating the roof was not highly reflective and appeared more appropriate.

Member Covington asked about how reflectivity compliance was measured.

Mr. Mendez explained inspections could involve visual checks from surrounding elevations or climbing onto the roof.

Mr. Gonzalez added that staff sometimes requested material samples for testing.

Chair Jarson asked for opinions on the roof and noted it appeared reasonably compliant and visually acceptable.

Member Lau agreed, noting the panels were located at the back and not visible.

**A motion was made by Member Lau, seconded by Member Curtis, to approve item 26-057 subject to stipulations in the staff report. The motion carried with the following vote:**

**Aye:** 6 – Chair Jarson, Member Portugal, Member Lau, Member Covington, Member Curtis, Member Nassikas

**D. 26-055 Formal Review for a New Single-Family Residence  
5212 E Arroyo Road (APN 169-29-037A).**

Mr. Mendez presented the proposal, stating the project was a 12,019 square foot home on a 1.106-acre lot. He explained that while the site had significant existing disturbance, the proposed development reduced disturbance below allowable limits. He detailed the site plan, dual driveway access, building heights within code limits, and inclusion of an underground garage with partial above-grade volume accounted for in total square footage. He noted the lighting plan was minimal and compliant, landscaping emphasized native vegetation, and all materials had been tested and met Light Reflection (LRV) requirements. He added that retaining walls complied with height and visibility limits, drainage plans included basins and conveyance systems, and the project had passed safety and fire reviews.

Dean Ciofani, principal architect, confirmed the roof would be a foam system with compliant topcoat. He stated willingness to consider additional treatments such as ballast for improved appearance.

Chair Jarson praised the project, noting it improved upon the existing property and particularly commended the shift toward native landscaping and the thoughtful, minimal lighting design.

Mr. Ciofani stated the design incorporated feedback from the prior concept review and emphasized efforts to avoid excessive lighting impact.

Member Lau asked about the wood accent placement and whether lighting would interact with those surfaces.

Mr. Ciofani explained that the wood accents were located on fascia and soffit areas and acknowledged lighting considerations, expressing openness to using alternative materials or tones to reduce reflectivity.

Member Lau expressed concern that lighting combined with lighter materials could amplify brightness and suggested toning down the accent.

Mr. Ciofani agreed and noted that wood material options tested within compliance could improve the design.

Member Covington asked for clarification on materials and the extent of wood usage, as well as details on a water feature near the driveway.

Mr. Ciofani explained the wood extended across soffit areas and described the water feature as a shallow basin with a small waterfall element. He presented physical material samples, noting variations in tone and confirming compliance with Light Reflection Value (LRV) requirements.

Mr. Mendez observed that materials appeared darker in person than in the submitted boards.

Member Lau questioned discrepancies in reported Light Reflection Value (LRV) values. She stated no objections if compliance was verified.

Mr. Ciofani clarified that all materials had been tested and confirmed compliant, offering to retest if needed.

Chair Jarson and Member Covington discussed material appearance and heat considerations, expressing general approval.

Member Covington requested to review the drainage plan.

Mr. Mendez reiterated that the project had completed a safety review and presented the drainage plan.

**A motion was made by Chair Jarson, seconded by Member Portigal, to approve item 26-055 subject to stipulations in the staff report with one additional stipulation that the roof be sand casted, ballasted, or otherwise coated to reduce reflectivity to be approved by staff and chair.**

Lance Yates, project builder, asked for clarification regarding roof material expectations, expressing concern that without clear, objective language in the hillside ordinance, designers and builders could not reliably predict what would be approved. He noted that late-stage changes to materials could impact project budgets and sought guidance on how to navigate subjective expectations.

Chair Jarson explained that hillside review inherently involved subjective evaluation, particularly around achieving harmony with natural surroundings. He stated that while certain elements like Light Reflection Value (LRV) compliance were codified, aesthetic considerations required interpretation, especially as building materials and trends evolved. He clarified that the intent behind roof treatment recommendations was to reduce reflectivity and blend structures into the hillside, often through simple topcoat or sand applications rather than elastomeric.

Mr. Ciofani responded that clearer articulation in the code would be helpful for all applicants in the future.

Chair Jarson agreed and noted that revisions to the code were likely needed but emphasized

that current flexibility allowed for design variation while still meeting overarching aesthetic goals.

Member Lau added that the committee was not evaluating taste but rather adherence to principles such as reflectivity and integration with natural surroundings. She explained that while Light Reflection Value (LRV) requirements were objective, blending with the environment required interpretation, particularly for materials like foam roofing that did not naturally align with hillside aesthetics.

Mr. Ciofani acknowledged the balance required and pointed out practical considerations, including heat retention and material durability, noting that darker roofs could increase energy costs and maintenance over time.

**The motion carried with the following vote:**

**Aye:** 6 – Chair Jarson, Member Portugal, Member Lau, Member Covington, Member Curtis, Member Nassikas

**E. 26-054 Formal Review for a New Single-Family Residence  
6519 E Hummingbird Lane (APN 174-52-014).**

Mr. Mendez presented the proposal, stating the project was a 16,474 square foot home with a detached casita on a 3.87-acre lot that had been combined from two parcels. He explained that the project remained within allowable disturbance limits and included dual driveway access from both the north and south. He detailed building heights complying with code, materials meeting Light Reflection Value (LRV) requirements, and a landscape plan that used a zoned approach with native vegetation at the perimeter and non-native plantings closer to the home. He noted lighting was generally compliant but recommended minor adjustments, particularly reducing certain tree-mounted lights. He added that drainage, walls, and gates met all requirements, and that plantings in sensitive areas were screened or limited in visibility.

Meredith Thompson, project architect, clarified that flat roof areas had been updated to a granular built-up roofing material in a weathered wood tone instead of foam, following coordination with staff. She explained the design with the intent to create a layered landscape transitioning from native desert edges to a lush private estate feel near the home.

Member Lau asked about drainage easements and potential conflicts with landscaping.

Ms. Thompson confirmed that easements would remain clear and unobstructed, with landscaping designed to resemble a natural wash without impacting drainage.

Mr. Gonzalez added that riprap would be installed for additional protection in those areas.

Chair Jarson praised the zoned landscape approach and asked staff about whether lighting adjustments needed formal stipulations.

Ms. Thompson explained the intent behind the tree lighting design, emphasizing a softer, staggered glow effect rather than more intrusive ground lighting.

Mr. Mendez expressed concern about having multiple lights per tree, noting their limited visual effect and suggesting a reduction. He confirmed that gate lighting requirements were already included as stipulations.

Chair Jarson acknowledged the lighting approach as subtle and acceptable, then opened the discussion to the committee.

Member Covington asked about plant selections, particularly hedges.

Chair Jarson responded humorously about plant growth in Arizona and clarified that the hedged areas would be screened and not visible from the hillside.

Mr. Gonzalez and Ms. Thompson confirmed that the hedge areas were screened by grade and walls.

Chair Jarson noted minor concern about non-native trees near the approach but concluded they would not obstruct mountain views and were appropriately placed.

Member Covington noted the absence of excessive grasses as a positive.

Chair Jarson commended the project as a strong example of integrating a large estate into a desert hillside context.

Member Covington asked about the lot history and access points, which staff clarified.

Jesse Robbins, a neighboring resident, stated he supported the project and had no concerns, particularly regarding drainage, noting it had been properly addressed. He shared personal observations about the site's history and praised the overall quality of hillside developments in the area.

Mr. Mendez noted that material samples were available for review.

Member Covington disclosed a personal acquaintance with the homeowners but stated he could remain objective.

**A motion was made by Chair Jarson, seconded by Member Portigal, to approve item 26-054 subject to stipulations in the staff report. The motion carried with the following vote:**

**Aye:** 6 – Chair Jarson, Member Portigal, Member Lau, Member Covington, Member Curtis, Member Nassikas

#### **4. STAFF REPORTS**

Mr. Gonzalez requested that the committee provide availability to schedule a meeting with staff to review and discuss updates to the hillside ordinance. He indicated Thursday afternoons worked best for staff.

Chair Jarson suggested mid-May as a suitable timeframe and proposed coordinating the meeting during the same week as a regular session. He discussed potential dates and coordination with the town council schedule.

Member Covington asked about the purpose of the meeting.

Chair Jarson explained that the intent was to hold a collaborative discussion with staff to review the hillside ordinance, identify areas for revision, and align on policies and procedures based on feedback from builders and recent applications.

Member Lau supported the idea, noting recurring interpretation issues and the need to clarify key areas for both the community and builders.

Mr. Gonzalez suggested potential time windows in early or late May, indicating availability

between 1:30 and 4:00 PM.

Chair Jarson and the committee discussed scheduling options and agreed to tentatively set the meeting for May 21<sup>st</sup>, 2026 at 2:00 PM.

Mr. Gonzalez confirmed that a calendar invite would be sent.

## 5. COMMITTEE REPORTS

## 6. NEXT MEETING DATE

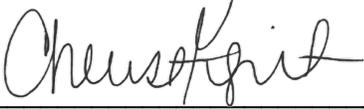
The next Hillside Building Committee meeting dates are tentatively scheduled for Wednesday, April 15, 2026, at 8:00 AM and Wednesday, May 13, 2026, at 8:00 AM.

## 7. ADJOURNMENT

**A motion was made by Chair Jarson, seconded by Member Covington, to adjourn the meeting at 10:27 AM. The motion carried with the following vote:**

**Aye:** 6 – Chair Jarson, Member Portigal, Member Lau, Member Covington, Member Curtis, Member Nassikas

### Paradise Valley Hillside Building Committee

By:   
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Cherise Fullbright, Secretary