

TOWN
Of
PARADISE VALLEY



STAFF REPORT

TO: Hillside Building Committee

FROM: Chad Weaver, Acting Community Development Director
Paul Michaud, Planning Manager
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DATE: April 15, 2026

DEPARTMENT: Community Development Department
Jose Mendez, (480)348-3519

AGENDA TITLE:
Concept Review
Major Remodel to an existing Single Family Residence
Jack Black Architect
4628 E Crystal Lane (APN 169-11-043)
#HILL-26-09

RECOMMENDATION:
No recommendation is provided for the Concept Review meeting. The Hillside Building Committee will discuss, review, and give guidance to the applicant for Case #HILL-26-09, a request by Jack Black, at 4628 E Crystal Lane, for a Major Remodel to the existing Single-Family Residence.

BACKGROUND/DISCUSSION/SUMMARY (PROVIDED BY APPLICANT)

The request is for a Major Remodel and addition to the existing Single-Family Residence. The applicant proposes to update and remodel the existing 4,537 SF home and add 2,969 SF for a new total of 7,506 SF.

Lot Data	
1. Area of Lot	0.95 ac or 41,525 SF
2. Area Under Roof	4,537 SF (existing) 7,506 SF (proposed)
3. Floor Area Ratio	18.08%
4. Building Site Slope	Approximately 12.5%
5. Allowable Disturbed Area	17,776 SF (42.81%)
6. Existing Gross Disturbed Area	21,321.8 SF (48.16%)
7. Proposed Gross Disturbed Area	22,512.9 (50.85%)

8. Maximum Building Height	Approximately 20 ft - 0 in
9. Overall Height	Approximately 22 ft - 0 in
10. Volume of Cut/Fill	TBD
11. Hillside Assurance	TBD

Single Family Residence

The request is to modify/remodel the existing Single-Family Residence with 3,536 SF livable and add 1,384 SF of new livable plus a garage and mechanical room addition for a new livable 4,920 SF and a total 7,506 SF.

Variance

N/A

Guesthouse and/or Accessory Structures

N/A

Driveway

Driveway entry to property will remain the same and is proposed to be expanded in the rear.

Pool

The existing pool towards the south of the home will remain.

Solar

N/A

Walls and Fences

The applicant is proposing to add entry gates and add additional walls and fences to surround the home that Town staff finds are not the minimum lengths necessary to secure the pool area or are in character for hillside. The proposed fence will enclose the auto-court, a portion of yard area to the east, and pool area. Walls and fences that are allowed on flat land are prohibited or limited on Hillside designated areas except for the following walls and fences: *Retaining Walls, pool barriers, walls used to screen mechanical equipment, Driveway columns and entry gates, and tennis/sport court fencing are allowed provided that they are of minimum lengths and heights, as further specified below, and are approved by the Hillside Building Committee.*

Article XXII - Hillside Development Regulations.

Section 2207 DEVELOPMENT STANDARDS VI. WALLS AND FENCES.

C. Walls that are otherwise permissible in Article XXIV are prohibited in the Hillside Development Area. Retaining Walls, pool barriers, walls used to screen mechanical equipment, Driveway columns and entry gates, and tennis/sport court fencing are allowed provided that they are of minimum lengths and heights, as further specified below, and are approved by the Hillside Building Committee.

A. Curbs 8 inches or less in height above Finished Grade are not considered walls.

B. No more than 300 total linear feet of wall shall be visible from any point on the property line. All pool barriers shall be View Fencing. View Fencing is not calculated in the 300 foot

maximum allowable wall length.

C. Walls that are otherwise permissible in Article XXIV are prohibited in the Hillside Development Area. Retaining Walls, pool barriers, walls used to screen mechanical equipment, Driveway columns and entry gates, and tennis/sport court fencing are allowed provided that they are of minimum lengths and heights, as further specified below, and are approved by the Hillside Building Committee.

1. Retaining Walls:

a. The intent of the Retaining Wall requirements is to mitigate the massing and impact of walls on the hillside and preserve the characteristics of the desert. The objective is to allow only the minimum amount of Retaining Walls needed to access the property, retain Cut and Fill, and screen mechanical equipment and windows of interior bathroom areas. b. Where Retaining Walls are provided, they shall meet the setback requirements of Article XXIV, Height and Setback Regulations, unless needed to access the property (such as Driveway Retaining Walls) or deemed necessary by the Town Engineer and the Community Development Director to prevent erosion or flooding. c. The maximum length of any continuous Retaining Wall shall not be more than 100 linear feet. The maximum height of any Retaining Wall shall not be more than 8 feet. The height of a Retaining Wall is measured from the low side of Natural Grade when retaining Fill slopes and from Finished Grade when retaining Cut slopes to the top of the wall; whether the top is retaining earth or not. d. Retaining Walls shall be used for the purpose of containing Fill material or for minimizing Cut or Fill slopes. The Retaining Wall may only extend six (6) inches above the material it is retaining. e. A terraced combination of Retaining Walls shall be measured as a single Retaining Wall provided the combined walls are: 1) no more than eight (8) feet total vertical height; 2) terraced with a minimum distance between of four (4) feet and a maximum separation of eight (8) feet; and 3) contain appropriate vegetation between the walls so as to soften the visual impact of the combined walls (see FIGURE 8). These separation requirements apply to any single Lot and do not apply to adjoining walls on neighboring properties. f. When a safety fence, on top of a Retaining Wall, is required by code it shall be a View Fence, with a minimum height per building code and a maximum height up to 42" (as determined by the Hillside Building Committee), and shall be painted to blend with surrounding natural colors. g. Where Retaining Walls are provided they shall be color treated, textured, or veneered to blend in with the surrounding natural colors and textures of the native rock and soils at the site.

2. Pool Barriers. All pool barriers shall be View Fencing. The pool barrier shall be the minimum amount that is needed to secure the pool and that is appropriate for the site.

3. Screen Walls: These walls may be solid walls provided they are of minimum height and length needed to screen the mechanical equipment, garbage cans, or windows of interior bathroom areas, and shall not exceed six (6) feet in height. Screen walls over 6 feet in height may be allowed, at the discretion of the Hillside Building Committee, to properly screen the mechanical equipment or windows of interior bathroom areas; provided, 1) such walls meet the allowable setbacks and height of an accessory structure, and 2) screening area surrounded by screen walls is calculated as part of the allowable floor area.

5. Driveway columns and entry gates may be located ten (10) feet or more from the property line. The columns and gate are limited to six (6) feet in

height and the columns may be a maximum size of two (2) feet by two (2) feet. Electrically controlled gates must be equipped with an approved key switch located as far as possible from the right-of-way

6. Driveway Retaining Walls. Driveway Retaining Walls may extend 18 inches above the driving surface provided the Retaining Wall does not exceed the 8-foot height limit. When a safety fence on top of a Driveway Retaining Wall is required by code, it shall be a View Fence with a minimum height per building code and a maximum height of 42” (as deemed appropriate by the Hillside Building Committee) and shall be painted to blend with surrounding natural colors. The Retaining Wall must comply with the 8-foot height limit; however, the view guard is not limited to the 8 foot Retaining Wall height limit..

Building Materials

The applicant has provided building materials for the Concept Review. Existing “adobe” block, light brown stucco, light bronze, and rusted panels. A dark brown roof, dark bronze window mullions, and a red accent for the fireplace and gates. All materials will be tested prior to Formal Review and are limited to a Light Reflective Value (LRV) of 38 or less, per Hillside Development Regulations.

Hardscape Materials

Applicant did not provide any hardscape materials for Concept Review.

Building Lighting

The applicant provided the following proposed light fixtures:

Exterior Light Fixtures				
Label	Type	Location/Application	Manufacturer/Model	Finish
F1	Recessed Wall sconce	Entry - Wall Mount	Svelte 60 inch	Bronze
F2	Recessed wall sconce	exterior Door and Patio	Svelte 48 inch	Bronze
F3	Path light	Driveway and Paths	BI Pin light	Bronze
F4	Path Light	Pool Deck and Yard	FX- MK Path light	Bronze
F5	Step Light	Stairs/ Wall Integrated	Sonic Step Light	Bronze

The two proposed building mounted light fixtures are F1 and F2 “Recessed wall sconce lights” Svelte 60” and 48” are not Hillside compliant lights as they light up the walls and architecture of the home. Both lights a dimmable but have lumen counts that exceed the maximum 750 lumen maximum. F1 60” has a lumen output of 2300 lumens and F2 48” has a lumen count of 1850 lumens. Per code: *Article XXII - Hillside Development Regulations.*

Section 2208 OUTDOOR LIGHTING

A. Purpose: The intent of these lighting requirements is to preserve the low light

level conditions that are inherently characteristic of the desert. The objective is to allow only the quantity and level of lighting necessary for safety, security and the enjoyment of outdoor living while protecting against direct glare and excessive lighting; protecting the ability to view the night sky; and preventing light trespass.

C. Design Standards:

1. All building mounted light fixtures shall be fully shielded. Recessed lights in exterior soffits, eaves, or ceilings shall have a 45° cutoff. At the main entry of the primary structure, a maximum of two (2) translucent fixtures may be permitted as long as the total lumens, per fixture, do not exceed a maximum of 750 lumens. All other entrances, excluding garage doors, shall be limited to no more than one (1) fixture.
2. All fixtures, unless otherwise allowed, shall be directed downward and properly aimed on the targeted areas to maximize their effectiveness and minimize the total number of lighting fixtures.
3. Building mounted lighting must be directed downward away from adjacent Lots, streets, undisturbed Areas, and open spaces, and may not be used to light walls or building elements for decorative purposes. Fixture F1 and F2 are wall mounted lights that light up the walls.

The applicant provided an alternative light fixture *Treva 29005DX-LL* with 500 lumens.

Landscape & Driveway Lighting

The applicant is proposing three types of landscape light fixtures **Alliance PL300** (250 maximum lumens), **FX luminaire M-PK** (152 lumens), Step lights **SONIC ER3005** (250 maximum lumens). The landscape lights will be required to be setback 10 feet from the property line and the lights leading up the driveway will need to be staggered per code: *Article XXII - Hillside Development Regulations*.

Section 2208 OUTDOOR LIGHTING:

6. A repetitive line up of lights along Driveways or walkways accessing public streets shall not be allowed. Some random lighting of Driveways or walkways accessing public streets may be allowed by the Hillside Building Committee. Driveway lights must be located on the "downhill" side and aimed toward the "uphill" side, must be fully shielded from below and only light the driveway surface. Driveway and walkway lights shall not exceed a maximum of 0.25fc at any point beyond 10 feet from the fixture.

7. Each lighting or illuminating device shall be set back from the nearest property line a minimum of ten (10) feet or a distance equal to or greater than the height of the device above natural or excavated grade, whichever is greater. As an exception a lighted entry marker may be placed on each side of the Driveway entrance. The entry marker shall not be placed within the Town right-of-way or private road areas and the total height of the marker and light shall not exceed four (4) feet above Finished Grade adjacent to the Driveway. The light source shall not exceed the equivalent projected brightness of 250 lumens.

Landscaping

The applicant provided a landscape plan with native Sonoran Desert plants per Sheet **L1**.

Mountain Profile Inviolate

At and above an elevation of 1,500 feet mean sea level, no development shall occur which will alter the mountain top ridge lines. Further, no structure may extend above a plane that originates on the Primary Ridge Line and angles downward from the Primary Ridge Line by twenty degrees. The property is not within the vicinity of a Primary Ridge Line and no further restrictions shall apply.

Land Disturbance

The building pad slope of 12.5% allows a Net disturbance of 17,776 SF (42.81%) on the lot. There has an existing gross disturbed area of 21,321.8 SF (48.16%) and a new gross disturbed area of 22,512.9 SF (50.85%) is proposed. The new net disturbance will be 16,438.9 (37.13%). The applicant will provide complete disturbance calculations prior to Formal Review.

Grading and Drainage

The applicant has provided a Grading and Drainage plan.

The proposed construction of the property shall be required to properly retain the greater of “pre vs post” or “first flush” storm water volumes for the 100-year, 2-hour rainfall event per the Town’s Storm Drainage Design Manual requirements. All historic flows shall be required to maintain the same entry and exit points on the property. The applicant has provided a preliminary grading and drainage plan, with surface basins for on-site retention. The applicant will be required to provide a more extensive grading and drainage plan prior to Formal Review, due to the size of the Major Remodel.

Sewer

No public sewer connection is available on E Crystal Lane and the applicant is proposing a septic system.

Fire Protection

Per the Fire Marshal, the site meets fire protection requirements.

Hillside Safety Improvement Plan

Safety Improvement Plan is required prior to Formal Review.

ANALYSIS:

The applicant has proposed a Major Remodel and addition to the existing Single-Family Residence that meets the minimum requirements of the Concept Review.

STIPULATIONS:

No stipulations are provided for the Concept Review.

REQUIRED ACTION:

The purpose of the Concept Plan Review Meeting is to discuss, review, and give suggestions and guidance to the applicant.

NOTICING:

Public notification was performed in accordance with the public hearing process. Staff received no comments.

NEXT STEPS:

A detailed set of plans will be submitted for the Formal Review in accordance with Article XXII, Section 2206.I.

ATTACHMENTS:

- A. Staff Report
- B. Hillside & Vicinity Maps
- C. Application
- D. Plans
- E. Notification Materials