



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

Wednesday, September 17, 2025

8:00 AM

Town Hall Boardroom

Committee Members

*Chair Scott Jarson, Sue-Meng Lau, Blair Portigal, Robert Brown, Timothy Dickman,
James 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. [25-181](#) Combined Review for a new shade structure 5937 N La Colina Drive (APN: 164-05-065)

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](#)

**B. [25-138](#) Concept Review for a New Single Family Residence
3924 E Bethany Home Road (APN 170-01-006)**

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

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

**C. [25-185](#) Concept Review for a New Single-Family Residence
5712 E Glenn Drive (APN 169-55-026A)**

Staff Contact: Jose Mendez, 480-348-3519

Attachments: [A. Staff Report](#)
 [B. Hillside & Vicinity Maps](#)
 [C. Application](#)
 [D. Plans](#)
 [E. Minutes BA-16-6](#)
 [F. Minutes BA-21-11](#)
 [E. Notification Materials](#)

**D. [25-198](#) Combined Review for a new detached guesthouse
5001 E Cottontail Run Road (APN: 169-08-053)**

Staff Contact: Jose Mendez, 480-348-3519

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

E. [25-184](#) Combined Review for a Re-design to a previously approved Major Remodel

5228 E Solano Drive (APN 172-47-021)

Staff Contact: Jose Mendez, 480-348-3519

Attachments: [A. Staff Report](#)
 [B. Hillside & Vicinity Maps](#)
 [C. Application & Narrative](#)
 [D. Plans](#)
 [E. 3D Renderings](#)
 [F. Previous Approved Plans](#)
 [G. Notification Materials](#)
 [H. Standard Approval Information](#)

F. [25-182](#) Formal Review for a Single Family Residence
6041 E Foothill Drive (APN 169-03-055A)

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

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

G. [25-183](#) Formal Review for a New Single Family Residence
5301 E Palo Verde Drive (APN 172-47-016)

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

Attachments: [A. Staff Report](#)
 [B. Hillside & Vicinity Maps](#)
 [C. Application](#)
 [D. Notification Materials](#)
 [E. Plans](#)
 [F. 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, October 15, 2025 at 8:00 a.m. and Wednesday, November 12, 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.