



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

Wednesday, September 17, 2025

8:00 AM

Town Hall Boardroom

Committee Members

Present: 4 - Members Sue-Meng Lau, Blair Portigal, Timothy Dickman and James Rose

Absent: 2 - Chair Scott Jarson and Member Robert Brown

1. Call to Order

2. Executive Session

3. Application Review

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

A motion was made by Member Portigal, seconded by Member Lau, to approve item 25-181 subject to the stipulations in the staff report. The motion carried by the following vote:

Aye: 4 - Members Lau, Portigal, Dickman and Rose

Absent: 2 - Chair Jarson and Member Brown

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

Presentation and Discussion only. No Reportable Action.

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

Presentation and Discussion only. No Reportable Action.

**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

A motion was made by Member Portigal, seconded by Member Rose, to approve item 25-198 subject to the stipulations in the staff report. The motion carried by the following vote:

Aye: 4 - Members Lau, Portigal, Dickman and Rose

Absent: 2 - Chair Jarson and Member Brown

**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

A motion was made by Member Portigal, seconded by Member Lau, to approve item 25-184 subject to the stipulations in the staff report and adding one additional stipulation that the lighting plan be reviewed by staff and Chair after reducing the count of lights or lumens. The motion carried by the following vote:

Aye: 4 - Members Lau, Boardmember Portigal, Dickman and Rose

Absent: 2 - Chair Jarson and Member Brown

**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

A motion was made by Member Portigal, seconded by Member Rose, to approve item 25-182 subject to the stipulations in the staff report. The motion carried by the following vote:

Aye: 4 - Members Lau, Portigal, Dickman and Rose

Absent: 2 - Chair Jarson and Member Brown

**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

A motion was made by Member Portigal, seconded by Member Lau, to approve item 25-183 subject to the stipulations in the staff report. The motion carried by the following vote:

Aye: 4 - Members Lau, Portigal, Dickman and Rose

Absent: 2 - Chair Jarson and Member Brown

4. Staff Reports

5. Committee Reports

6. Next Meeting Date

7. Adjournment

A motion was made by Member Portigal, seconded by Member Lau, to adjourn the meeting at 10:15 AM. The motion carried by the following vote:

Aye: 4 - Members Lau, Portigal, Dickman and Rose

Absent: 2 - Chair Jarson and Member Brown