

TOWN

Welcome *of*

PARADISE VALLEY



STAFF REPORT

TO: Hillside Building Committee

FROM: Chad Weaver, Community Development Director
Shar Johnson, Town Engineer
Paul Michaud, Planning Manager
George Burton, Senior Planner

DATE: June 10, 2026

DEPARTMENT: Community Development Department
George Burton, (480) 348-3525

AGENDA TITLE:
Discussion & Possible Action on a Combined Review for a Remodel & Site Improvements
Mathew Thomas - Matthew Thomas Architecture, L.L.C.
4541 E. Foothills Drive (APN 169-11-067)
HILL-26-17

RECOMMENDATION:
Staff recommends the Hillside Building Committee **approve** Case HILL-26-17, a request by Mr. & Mrs. Edwards, to remodel the existing Single-Family Residence, remodel the existing Guest House, replace the existing pool and spa with new pool and spa, remove the existing tennis court, add new retaining walls, and relandscape the property located at 4541 E. Foothills Drive.

BACKGROUND/DISCUSSION/SUMMARY (PROVIDED BY APPLICANT)

Scope of Request

House Remodel. The applicant is proposing to remodel the existing home. The entire exterior of the house will be updated with new roofing material, new windows, and repainted. The eaves on the home will be cut back, the existing covered patio at the back of the house will be remodeled, and two portions of the existing patio will be enclosed and converted to livable space. An existing storage area in the garage will also be converted into conditioned space.

Guest House Remodel. The applicant is proposing to remodel the existing guest house. The entire exterior of the house will be updated with new windows and repainted. Also, a small nook in the front of the guest house will be enclosed and converted to livable space (matching the height and architecture of the existing structure).

Site Improvements. The entire property will be renovated. The existing tennis court and the existing palm trees will be removed. The existing pool and spa will be replaced

with a new pool and spa in a similar location. The existing driveway will be resurfaced, new hardscape placed around the property, and new landscaping added. The table below lists the pertinent development information:

Lot Data*		
1.	Area of Lot	1.07 ac or 46,718 S.F.
2.	Footprint	7,974 S.F.
3.	Floor Area Ratio	21.22% (9,913 S.F.)
4.	Building Site Slope	28.1 %
5.	Allowable Disturbed Area	19,999.98 S.F. (42.81%)
6.	Existing Gross Disturbed Area	46,718 S.F. (86.5%)
7.	Existing Net Disturbed Area	40,388 S.F. (45.40%)
8.	Proposed Net Disturbed Area	38,744 S.F. (77.4%)
9.	Maximum Building Height	23'-5"
10.	Overall Height	29'-8"
11.	Volume of Cut/Fill	995 CY
12.	Hillside Assurance	\$36,120.00

Single Family Residence

The applicant is remodeling the existing home and enclosing/converting two areas of the existing covered patio into livable space (to enlarge the master bathroom and kitchen) and converting a part of the storage area in the existing garage to conditioned space. The applicant is also reducing the size of the existing overhangs to update the aesthetics of the home.

The improvements to the house do not alter the setbacks (which are compliant with the Town's setback requirements of 40-feet from the front/west property line, 40-feet from the rear/east property line, and 20-feet from the north and south side property lines) nor increase height of the house (which is below the 24-foot height limit from natural grade and below the overall 40-foot height limit). The exterior of the house will be updated with a new tile roof, new windows and doors, new smooth stucco finish with paint, new stone accents, new exterior lights, and new chimney caps. The improvements are compliant with the hillside code and zoning requirements.

Guesthouse and/or Accessory Structures

The applicant is remodeling the existing guest house. An existing nook on the north side will be enclosed and converted into livable space. The guesthouse will be updated with new stucco and paint, new windows and doors, new exterior lights, and new accent features to match the house. The improvements do not change the setback or height of the guesthouse.

Driveway

The slope, size, and shape of the driveway will remain the same. The applicant will update the driveway with new driveway pavers. The driveway has an approximate slope of 16% (which is below the maximum allowable slope of 30%). It also has a compliant color with a tumbled Sierra blend finish/color and LRV of 30% (38% maximum LRV with earthtone colors is allowed).

Pool

The existing pool and spa will be removed and replaced with a new pool and spa. The new pool and spa will be placed in existing disturbed area, the pool is rectangular in shape and the spa is square in shape, and are setback approximately 25-feet from the north property line, approximately 60-feet from the east property line, approximately 100-feet from the south property line, and approximately 140-feet from the west property line (the minimum pool/spa setbacks are 40-feet from the front property line and 20-feet from the side and rear property lines).

The pool and spa abut a dark beige Saint Ambrose tile hardscape/deck to the west (which has a light reflective value (LRV) of 35% and is compliant with the maximum LRV limit of 38%) and new lawn to the east. A 6-foot-tall retaining wall will also adjoin the pool and spa to support the new structure due to the slope of the lot. The pool and spa retaining wall will have the same stucco and paint finish to match the house and guest house. Also, there is an existing 6-foot-tall wall around the backyard of the house which will remain and provides the pool barrier.

Solar

N/A. No solar panels are proposed with these improvements.

Walls and Fences

The applicant will be adding 17 new retaining walls around the property. The majority of the new retaining walls are located near the front/west part of the house and the rear/east part of the house (between the new pool area and the house's covered patio).

The retaining walls vary in height between 2 feet tall and 6-foot tall and meet setback and height requirements. Retaining walls have a maximum height limit of 8-feet tall and have a minimum setback of 10-feet from the front property line for walls up to 3-feet tall and a 40-foot front yard setback for walls over 3-feet tall. The Town Code also allows driveway retaining walls to go up to the front property line to accommodate driveways and the applicant will be adding a 2.5-foot-tall retaining wall at the west property line to support the driveway. The retaining walls will have the same stucco and paint finish to match the house and guesthouse.

Building Materials

The house, guest house, and retaining walls will have smooth stucco finish with a dark beige color (called Stone Lion) which has a LRV of 38%. The roof of the main house will be re-tiled with a rusty brown colored concrete tile that has a LRV of 23%. The house and guest house will also have brown and beige stone and tile accents with a LRV of 19% and dark brown and bronze colored window frames and doors (with LRVs varying from 7% to 15%).

The proposed color palette is compliant with the Hillside code, which limits the light reflective value (LRV) to a maximum of 38%, encourages the use of earth tone colors, and limits the use of accent colors.

Hardscape Materials

New hardscape will be placed around the front entry of the home and around the pool and rear of the house. It consists of Saint Ambrose tumbled tile, which has a dark beige

color with a LRV of 25%. The existing driveway will also be resurfaced with a tumbled Sierra blend paver which has a LRV of 30%.

Building Lighting

The applicant will be replacing and adding new lights to the house and guest house (for a total of 38 light fixtures). Nine wall sconces, two entry sconces, twenty-one recessed can lights, and three security lights will be placed on the house. One wall sconce and one security light will be placed on the guest house. The recessed can lights will be placed under the covered patio areas and the security lights will be placed near the outer corners of the buildings. The new light fixtures are compliant with the hillside code and meet lumen output, color temperature and direction. The table below provides pertinent lighting information:

Fixture	Quantity	Lumens	Color Temp	Direction
Wall Sconce	10	400 lm	3000K	Downward
Entry Sconce	2	400 lm	3000K	Downward
Recessed Cans	21	200 lm	3000K	Downward
Security Lights	4	612	3000K	None
Town Code	No Limit Except at Entry – 2 Translucent Lights (partial visible bulb)	750 (Max.)	3000K (Max.)	Downward – Bldg Security - None

Driveway Lighting

N/A. There is no existing or new driveway lighting associated with these improvements.

Landscaping & Landscape Lighting

New landscaping and landscape lighting will be placed around the entire property. The entire property is disturbed, and the code encourages the use of native desert plants in disturbed areas. To accommodate this request, the applicant replaced Dwarf Olive with Texas Ranger and added Green Hopseed plants. The other dominate plant consists of Stokes Dwarf Yaupon Holly. Also, the existing tennis court will be removed and replaced with natural lawn and the existing stairs that abut the street will be removed and regraded and landscaped to blend in with the existing streetscape.

14 landscape lights will be placed around the property (3 in the front yard and 11 in the rear yard). The landscaping lighting consists of a well up-lights that have a color temperature of 2700K and output of 186 lumens. The light source is recessed within the fixture and meets the code requirements of a maximum of 250 lumens and 3000K color temperature.

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 above 1,500 feet in elevation and the existing home and proposed improvements do not alter the mountain top ridge line.

Land Disturbance

These improvements do not create additional disturbance to the hillside. The lot has an existing gross disturbance of 46,718 S.F. (100%) and the applicant has proposed a net disturbance of approximately 38,744 S.F. (77.4%).

Grading and Drainage

The preliminary grading and drainage plan has been reviewed and approved by the Town Engineering Division for code compliance. The improvements result in 529 cubic yards of net fill and require a hillside assurance of \$36,120.00. This hillside assurance will be collected prior to release of the building permit.

Sewer

The existing home is connected to Paradise Valley sewer.

Fire Protection

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

Hillside Safety Improvement Plan

The applicant was not required to submit a Safety Improvement Plan.

ANALYSIS:

The proposed improvements meet the requirements of the Town Code, the Town Zoning Ordinance, and approved variance BA-25-04.

STIPULATIONS:

1.) All improvements shall be in compliance with the enclosed Standard Approval Information.

REQUIRED ACTION:

The Hillside Building Committee must consider the facts and determine if the application is in compliance with Article XXII - Hillside Development Regulations. The Hillside Building Committee may take the following actions:

1. Approve the application requests, subject to the stipulations noted by Staff and/or Hillside Building Committee.
2. Deny the application request if not compliant with Article XXII or if further information is needed.
3. Continue the application for further review.

NOTICING:

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

NEXT STEPS:

If approved, the applicant shall acquire all required permits to complete the proposed scope of work. Plans submitted to the Town for permits shall be in compliance with the plans, stipulations, and documents approved by the Hillside Building Committee.

ATTACHMENTS:

- A. Staff Report
- B. Standard Stipulations Approval Information
- C. Hillside & Vicinity Maps
- D. Application
- E. Narrative & Plans
- F. Notification Materials