



**PARADISE VALLEY
HILLSIDE BUILDING COMMITTEE MINUTES
December 12, 2018**

1. CALL TO ORDER

The Hillside Building Review Committee met on Wednesday, December 12, 2018, at Town Hall, 6401 East Lincoln Drive, Paradise Valley, Arizona 85253. Committee Members present: Chair Scott Jarson, Scott Tonn, Orme Lewis, Pamela Georgelos, James Anton. Staff present: Hillside Development Administrator Hugo Vasquez and Town Engineer Paul Mood. Scott Jarson called the meeting to order at 8:00 a.m.

2. EXECUTIVE SESSION

There was no Executive Session.

3. APPLICATION REVIEW

18-487 Concept review for a new single family residence at 4606 E Charles Drive (APN 168-69-002).

Bernie Fritz, Owner/Builder

Jennifer Lamoreaux, Architect, Fit Designs

Geoff Markowski, Civil Engineer, G-Mar

Chair Scott Jarson introduced the agenda item.

Hugo Vasquez, Hillside Development Administrator, stated the proposed plan for the site includes demolishing the existing home to build a new home with a pool and retaining wall. He noted since the application was submitted on October 31, 2018 it will be reviewed under the current Hillside Development Regulations.

Bernie Fritz, the applicant, shared more details of the plan such as raising the pad, elements of the soft contemporary architectural style, and plans to keep as much of the natural vegetation as possible.

Jennifer Lamoreaux, Architect for the project, overviewed the project. She stated that the existing home sits below the street and plans include bringing the land up to grade at the front side of the home. They will also be adding fill at the back corner to create a barrier, adding on-site retention in the northeast corner, and moving a saguaro from the back to the front of the house.

Chair Jarson commented that he likes the design plans but would like to see something to cover the foam roof. He indicated that Mr. Vasquez could point out options to them



after the meeting. He also pointed out that they need to be careful with the fill as well as with drainage and retention plans.

Ms. Lamoreaux pointed out the entire garage will be three feet below the house to limit fill amounts.

Member Orme Lewis commented the impact is not large since plans do not include a pitched roof.

Ms. Lamoreaux explained the goal is to be subtle, so they also do not have plans to light it up a lot.

Chair Jarson stated they should avoid any lighting that will light up the walls of the home.

Mr. Fritz shared that lighting plans are minimal, and the only landscape lighting would be on the saguaros at the front of the home.

Ms. Lamoreaux added that any lighting on the home would be a shielded down light. She then asked what their preferred lighting would be on the steps.

Chair Jarson answered anything as long as it is up to code. Shielded LED lights were suggested.

Member Scott Tonn inquired if they planned to have sconces around the front.

Ms. Lamoreaux responded only next to the garage and they will be projected downwards.

Chair Jarson recommended looking into the cost of permeable pavement for the driveway.

Member Lewis asked what the life expectancy is on permeable pavers.

Town Engineer Paul Mood mentioned it can be washed and vacuumed to help retain its efficiency and life expectancy.

Chair Jarson pointed out they may need to get a variance for the wall by the pool area.

Ms. Lamoreaux indicated it is a water feature to help frame the view and shield from the neighbor's roof.

Chair Jarson clarified that a variance may not be needed if it is a water feature. He then asked the committee how they feel about raising the pad up.



Member Pamela Georgelos commented that she is curious if raising the pad is necessary. She clarified that she is fine with it being built up to grade but not much higher.

Mr. Mood stated according to Town Code they can add up to two feet of fill above natural grade and the slab can be as thick as they want as long as the structure stays under 24 feet.

Ms. Lamoreaux asked if their current plans are in accordance with that rule.

Mr. Mood replied they are fine as long as they level things out by thickening the slab in some areas.

Mr. Vasquez added that it appears that the figures on the site plan sit closely with the topography of the land.

The Committee did not take action on the Concept Review.

18-488 Combined review for a remodel and addition to the residence at 7001 N 40th Street (APN 169-13-041).

Nick Firestone, Owner

Bruce Bender, Architect, Bruce Bender Design Studio

Chair Jarson introduced the agenda item.

Mr. Vasquez overviewed the site remodeling plans. He added that the application date was May 2, 2018, so it will be reviewed under the previous Hillside Development Regulations.

Bruce Bender, Architect, pointed out there are three new lights which are well hidden under the bottom of the deck.

Member Georgelos commented that plans seem consistent with the existing structure.

Chair Jarson called for any public comments and asked staff if they had any concerns about the existing stipulations.

Mr. Mood advised them that any changes they desire to make during construction need to be approved by staff first.

Mr. Bender stated that from the survey they found they are encroaching on the north end and so they are asking for a little bit of relief on the height. It was clarified that this was included in the current application.



Mr. Mood commented if they are talking about the open space, that it does not apply to Hillside.

Chair Jarson stated they need a detailed fence plan.

Mr. Bender responded that they do not have any new fences.

Member Tonn motioned to approve the application as submitted inclusive of the six stipulations from staff.

Member James Anton seconded the motion.

The motion passed 5-0.

18-489 Formal review for a new single family residence at 5429 E Solano Drive (APN 172-47-063).

Scott Tonn, Owner

Darren Petrucci, Architect, AIR

Nick Prodanov, Civil Engineer, Land Development Group

Chair Jarson noted that the applicant for this item is on the Committee, so he is recusing himself.

Member Tonn responded that is correct.

Chair Jarson shared that the applicant's architect is a personal friend, but nothing in their relationship would diminish his ability to be impartial.

Mr. Vasquez introduced the project, which is to demolish the existing home built in 1961 and build a new single-family residence. The application was submitted on July 3, 2018 and will be reviewed under the current Hillside Development Regulations.

Darren Petrucci, Architect, stated the project is keeping more or less the same footprint of the house. The existing house currently does not conform to the current setbacks, but the new home will fit within those limits. He then gave further plan details.

Chair Jarson asked if the septic system needed to be updated.

Mr. Petrucci responded it does not. He added that the house is low profile standing only 18 feet above the natural grade. He then shared details for the exterior design of the house.

Member Lewis asked if they are doing anything to mitigate the light from the glass frontage.



Mr. Petrucci answered that it helps that it is a low-profile home. There is also a large Ironwood tree that will block light from the window. He added that there is minimal outdoor lighting as well.

Chair Jarson asked if the glass has any tint to it.

Mr. Petrucci replied that they currently do not. He pointed out all the lighting inside the home will be fairly indirect and subdued.

Member Lewis asked about safety and lighting on the driveway.

Mr. Petrucci responded they have little bollards on the drive way that point down. He then shared that a new home was chosen over remodeling since remodeling would have required much of the building to be cropped so it was no longer encroaching on the back lot.

Member Lewis asked how they will handle insulation.

Mr. Petrucci replied the ceiling depth will be 14 inches deep even though it looks very thin, so it will be fully insulated.

They discussed materials being used for the garage and roof.

Chair Jarson asked if there was currently any retention on the property.

Mr. Petrucci replied there is not.

Chair Jarson asked how water will be handled.

Nick Prodanov, Civil Engineer, stated that the wash has the capacity of 196 cubic feet per second (CSF). They also intend to have a swale behind the retaining wall. During a major storm event he would expect water will flow out onto the street, but this would be no different than how it is now.

Member Georgelos asked if there is still good passage on the streets when they get this runoff.

Mr. Mood replied that he was there during a major storm in October and it was fine.

Mr. Prodanov stated they also have one dry well, and an underground stormwater retention system on the back and up front, which helps keep a controlled flow.



Chair Jarson commented that they are not making any major elevation changes, so they will largely see the same water issues they have today.

Mr. Petrucci indicated there is a trench drain at the end of the driveway as well.

Member Georgelos asked what the driveway material is.

Mr. Petrucci responded the plan is for exposed aggregate concrete, but currently it is asphalt.

Member Lewis asked about guest parking on the streets.

Mr. Petrucci replied that they can get about four cars on the property. He added that he does not feel parking will be an issue.

Chair Jarson asked if they are comfortable with only having four driveway lights.

Mr. Petrucci shared that they would like a couple on the east side as well. He noted they are well under their lighting count.

Chair Jarson asked if Committee was okay with the lighting being added in as a stipulation.

Member Tonn stated that he would rather have them have it in hand now than have to come back later.

Mr. Mood pointed out that they need to provide a sample of the copper material.

Member Anton asked about the path to the view area.

Mr. Petrucci indicated they will most likely not build that path, but it has been included as part of the disturbance area in the application.

Chair Jarson asked for any comments from the public or any further staff comments.

Mr. Mood stated that if they plan to make any changes in the field they need to work through Mr. Vasquez.

Member Anton noted that he has found that all on street parking should be on the same side of the street and he is happy that is included.

Member Anton motioned to approve application 18-489 as submitted with the stipulations 1-10 with the addition of two further stipulations, that the application may include up to three additional path lights to the east side of the driveway and the applicant should



provide final exterior metal sample for review by Chair and Staff approval prior to submitting for a final building permit.

Member Lewis seconded the motion.

The motion passed 4-0.

4. STAFF REPORTS

Mr. Mood stated that they need to be clear with applicants that any changes made after plans are approved need to go through Staff. There have been several instances where changes have happened and not been approved and that creates problems when they go in for final inspections. They are dealing with one case in particular right now where many things have been changed without approval such as landscaping, color palettes, lighting and more.

Member Anton shared he is concerned that a violator will cover something up only to uncover it or switch it back later. He feels there should be a system in place for them to check that this has not happened several months later and there should be consequences for someone who is not in compliance again.

Mr. Mood stated protocol is to send them notice of violation and give them time to get back in compliance. If it was not taken care of in the allotted time they would send them another notice, and it would be turned over to the court.

Member Anton indicated that was not a very effective method and feels they should talk to Council about putting a new system or consequence in place.

Chair Jarson stated that there is a lack of understanding of the necessity to comply with regulations and they do not have a mechanism to enforce it well either.

Member Anton suggested having a system in place to notify a new property owner when a property changes hands.

Member Georgelos stated it would be hard to monitor all the transfers of title. She pointed out that these things need to be pointed out by their real-estate agent or they need to take a closer look at their home title.

Member Lewis noted that sometimes people do not realize they are non-compliant, but when nobody informs or corrects them things do not change and can even become somewhat grandfathered in if they are left long enough.

Chair Jarson stated sometimes relators do not know what being Hillside really entails. He added that the Committee and the Chair could do more outreach on the topic.



Member Georgelos indicated she feels they all agree there needs to be more training and education and one way of doing that is through the newspaper or reaching out to realtors.

Chair Jarson suggested possibly doing an open house every year.

Member Tonn stated they could send an information sheet to every Hillside house.

Commissioner Georgelos inquired about having a general lookback for homes to see if they are still in compliance

Mr. Mood stated they would have to do it for every house. They also do not have a right to go check unless someone complains.

Member Georgelos asked if it would be possible to include it in the Hillside regulations.

Mr. Mood replied that they could add in a re-inspection, but it would be easy for someone to wait till after to change things back to being non-compliant.

Chair Jarson stated that he feels the best way to deal with this is by increasing knowledge and outreach.

Mr. Vasquez stated he could talk to the Town Manager about doing an information sheet to give to the newspaper.

Member Anton suggested doing that about once a year.

Mr. Mood suggested also sending a letter to every Hillside property. He then stated that they will gather the addresses for all the Hillside homes and try to come up with a brochure that they could send out.

Member Tonn stated this information may also be important to those non-Hillside homes, because it can affect them as well.

Mr. Mood pointed out that a person cannot get their Certificate of Occupancy until they have the Building Department, Gillside, and a Grading and Drainage final.

Member Georgelos commented that will give people some motivation to comply.

Mr. Mood stated that moving forward they will add a stipulation that any changes need to be brought back to the Hillside Development Administrator to determine if it is allowable or if it needs to go back to the Committee. He clarified that requesting changes would happen under the same application so there would not be an additional fee.



Member Anton asked if they could add a stipulation that any violations of what was approved would reserve them the right to come back to inspect for compliance later on.

Mr. Mood stated they would need to talk to the Town Attorney about that.

Chair Jarson stated that with the situation Mr. Mood referred to earlier and commented that there may be other ways around their lighting violation such as requiring them to use dimmer lights.

Member Georgelos suggested bringing the applicant back in to work something out.

Member Anton asked if they can require them to come back in.

Mr. Mood responded they will either have to make changes to be complaint or come back in to ask for a new request.

Member Tonn asked what happens if they move in without a Certificate of Occupancy.

Mr. Mood replied they will be notified that they have two to three weeks to move out. He re-emphasized that they need to make it extremely clear from the beginning that things need to come to them before any changes can be made to approved plans.

Chair Jarson stated that the neighbor to the north reached out to him in support of allowing these unapproved changes and he informed them that there are processes that need to be followed that were not.

Member Tonn pointed out the cost differences created when they made the Hillside update. Such as the cost for boulder studies and increase of cost for Hillside Assurance. He commented that with bigger costs it will require more people to get bonds which is something they should keep in mind as applicants come in.

Mr. Mood indicated that when they went through the Hillside update the Council was shown the cost differences. He also suggested that on the topic of increasing knowledge on Hillside rules and regulations that they might hold a group meeting with realtors where they can make presentations and address any issues.

Chair Jarson stated there is a group that meets twice a month that he could easily help them get scheduled to present at.

Mr. Mood responded they would be happy to put something together for that.

Chair Jarson asked if someone that came back into compliance after violating plans would have to put in a new application to be re-inspected.



Mr. Mood replied that in the situation he mentioned earlier they would technically have to get a new building permit to fix the lighting on the home and it would have to come back to the Hillside Committee to be reviewed.

5. COMMITTEE REPORTS

There were no committee reports.

6. NEXT MEETING DATE

Mr. Vasquez stated he is going to send them all the new calendar via email and the next meeting will be Wednesday, February 13, 2019 at 8:00 a.m.

7. ADJOURNMENT

Chair Jarson moved to adjourn the meeting.

Member Tonn seconded the motion.

The motion passed unanimously.