

CORONADO CAYS HOMEOWNERS ASSOCIATION
Architectural and Environmental Control Committee
March 11, 2025

MINUTES

I. CALL TO ORDER

After establishing a quorum was present, Chair Kevin Brenden called the meeting to order at 5:06 p.m.

II. ROLL CALL

Committee Members Present: (4)

Kevin Brenden, Chair (Port Royale Village)

Todd Dick, (Jamaica Village)

Lynda Pippenger, (Antigua Village)

Vernon Gorman, (Antigua Village)

Committee Members Absent: (2)

Tom Schibler, Board Liaison (Trinidad Village)

Sig Kupka, (Blue Anchor Cay)

Staff in Attendance: (3)

Henry Angelino, General Manager

Mike Gaylord, Assistant Manager

Renee Stavros, AECC/Code Enforcement Coordinator

Guests in Attendance: (0)

III. APPROVAL OF MINUTES

MSUC¹ to Approve the February 11, 2025 meeting minutes.

IV. NEW BUSINESS

1. **8 BLUE ANCHOR** – Dock & Gangway Replacement

Proposing to remove & replace an existing dock and gangway like for like. Piles remain in place. Wharfage area is in City waters; MTS will monitor installation. The confirmed square footage of dock & gangway combined is 368 square feet. After careful consideration, the Committee recommends to approve plan as submitted.

¹ MSUC = Motion, Second, Unanimously Carried

² MSMC = Motion, Second, Majority Carried

MSUC: The Committee recommends to approve plan as submitted.

2. 29 PORT OF SPAIN – New Fence

Proposing to install a new white vinyl fence that is twelve (12) feet long and six (6) feet in height. This subject property is in the Village Town Home Zone. After careful consideration, the Committee recommends to deny plan as submitted, based on the Coronado Cays Specific Plan, Chapter 90.12 Village Townhome Zone, Section 90.12.050 Yard Setback (B) Fences and Walls which states, “Fences and Walls may not be located in the required front yard. Fences or walls not exceeding four (4) feet in may be located in the required rear yard of homes in Trinidad Village.” The Committee will consider a revised plan that reduces the fence height to a maximum four (4) feet in height. A modified plan was received on 03/12/25 reducing fence height to four (4) feet and sent to Committee for review via email. The Committee recommends to approve the modified plan as submitted.

MSUC: The Committee recommends to approve the modified plan received on 03/12/25 as submitted, reducing the fence height to a maximum four (4) feet in height.

3. 107 ANTIGUA COURT – Remodel

Proposing a minor remodel to a lower unit condominium of kitchen & baths, new flooring, remove fireplace and remove kitchen load-bearing wall, a new window, a tub conversion and a mini-split air conditioning system installed on the ground in enclosed patio area. The Board requested an engineer’s analysis of the kitchen wall for review and update architectural plans for review by AECC. Structural calculations have been submitted. Indemnity Agreement has been completed.

After careful consideration, the Committee recommends to reclassify this project to a “major” remodel and additional fees/deposit are due. The Committee, recommends to approve plan as submitted.

MSUC: The Committee recommends to approve plan as submitted and reclassify project as a “major” remodel and collect additional fees/deposit.

4. 77 TRINIDAD BEND – Major Remodel/Addition

Proposing a revised plan, dated 02/23/25, a second-story addition to include a new master bath, new closet, and new balcony, a new Jack & Jill bathroom, and remodel of existing home throughout. Increasing the square footage 401 square feet and 96 square feet for new balcony. After careful consideration, the Committee recommends to approve plan with condition that the south elevation on the 2nd floor be reduced to stay within the outer most exterior wall and cannot extend outside original footprint.

MSMC: The Committee recommends to approve plan with condition that the south elevation on the 2nd floor be reduced to stay within the outer most exterior wall of the ground floor, excluding the garage, as constructed by the original developer.

V. DISCUSSION

VI. ANNOUNCEMENTS

The next meeting of the Architectural & Environmental Control Committee is scheduled for Tuesday, April 8, 2025 at 5:00 p.m. in the Grand Caribe Room. The Board will vote on Thursday, April 24, 2025 at 2:00 p.m. in the Grand Caribe Room.

VII. ADJOURNMENT

The meeting was adjourned at 6:05 p.m.

A handwritten signature in blue ink, appearing to read "Kevin Brenden", written over a horizontal line.

Kevin Brenden, Architectural & Environmental Control Committee Chair