



CANADA
PROVINCE OF QUEBEC
BROME MISSISQUOI MRC

TOWN OF BROME LAKE

Minutes of the Planning Advisory Committee meeting - Town of Brome Lake held Monday, February 24, 2025 at 7:00 p.m. at the Town Hall located at 122 Lakeside Road in Brome Lake.

Present: West Brome/Iron Hill district member [REDACTED], Knowlton/Lakeside district member [REDACTED], farming community member [REDACTED] and Foster district member [REDACTED].

All forming a quorum under the chairmanship of Councillor Lee Patterson.

Also present: the Director of Urban Planning, Camille Urli, and the Secretary, Justin Sultana.

Absent: East-Hill district member [REDACTED], Knowlton/Victoria district member [REDACTED] and business community member [REDACTED].

1. OPENING OF THE MEETING

The meeting was called to order at 7:13 p.m.

The members welcome Camille Urli.
She introduces herself by briefly describing her career path

CCU-25-005

2. ADOPTION OF THE AGENDA

*It is
Suggested by [REDACTED]
Seconded by [REDACTED]
And unanimously resolved by voice vote*

It was **RESOLVED THAT** the CCU adopt the agenda as presented.

ADOPTED

CCU-25-006

3. ADOPTION OF THE MINUTES

*It is
Suggested by [REDACTED]
Seconded by [REDACTED]
And unanimously resolved by voice vote*

It was **RESOLVED THAT** the CCU adopt the minutes of the meeting of January 20, 2025.

ADOPTED

4. FOLLOW-UP TO RECENT MEETINGS

The Chairman advised that, as recommended by the CCU, Council had refused the request for a minor exemption for the carport without a permit.

The Chairman also reports that two of the three candidates have been interviewed for the vacant position. The selected member is expected to attend the March meeting.

A follow-up is requested on the progress of the regulatory overhaul. Camille Urii informs us that an authority will be given to start this work during the year. The current priority is the architectural guide.

5. PIIA APPLICATIONS

CCU-25-007 5.1. 4-6, rue Gagné, lot #6 630 682, zone UMV-2-D16

Type of application: Construction of a two-family dwelling

WHEREAS a request for the construction of a two-family dwelling has been submitted;

WHEREAS said request is subject to By-law 601 respecting SPAIPs (site planning and architectural integration program);

all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;

the Service de l'urbanisme et de l'environnement forwarded the request to the members of the CCU within the prescribed time frame, after having ascertained that it was complete and in conformity;

the materials, colors and style harmonize with the surrounding materials, colors and styles;

WHEREAS all the work will be carried out in a remote wooded area, so that it will not be entirely visible from the street;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this request for a site planning program.

*It is
Suggested by [redacted]
Seconded by [redacted]
And unanimously resolved by voice vote*

ADOPTED

CCU-25-008 5.2. 4-6, rue Gagné, lot #6 630 682, zone UMV-2-D16

Type of application: Construction of two residential accessory buildings

- WHEREAS** a request has been submitted for the construction of a shed and a mechanical building associated with a swimming pool;
- WHEREAS** said request is subject to By-law 601 respecting SPAIPs (site planning and architectural integration program);
- all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;
- the Service de l'urbanisme et de l'environnement forwarded the request to the members of the CCU within the prescribed time frame, after having ascertained that it was complete and in conformity;
- the materials, colors and style harmonize with the surrounding materials, colors and styles;
- WHEREAS** all the work will be carried out in a remote wooded area, so that it will not be entirely visible from the street;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this request for a site planning program.

*It is
Suggested by [REDACTED]
Seconded by [REDACTED]
And unanimously resolved by voice vote*

ADOPTED

CCU-25-009 5.3. 17, Lakeside Road, lot #4 266 260, zone UCV-5-K15

Nature of request: Installation of a sign

- WHEREAS** a request to install a perpendicular sign for a real estate agency use has been submitted;
- WHEREAS** said request is subject to SPAIP-5 of By-law 601 respecting SPAIPs;
- all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;
- the Service de l'urbanisme et de l'environnement forwarded the request to the members of the CCU within the prescribed time frame, after having ascertained that it was complete and in conformity;
- WHEREAS** the materials and colors harmonize with the materials and colors of surrounding signs;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this request for a site planning program.

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

ADOPTED

CCU-25-010 5.4. 218, chemin Iron Hill, lot #3 939 802, zone ID-18-G6

Type of request: Renovations

WHEREAS a request to replace twelve windows and an entrance door has been submitted;

WHEREAS said request is subject to SPAIP-1 of By-law 601 respecting SPAIPs;

all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;

the Service de l'urbanisme et de l'environnement forwarded the request to the members of the CCU within the prescribed time frame, after having ascertained that it was complete and in conformity;

WHEREAS the entrance door is proposed with frosted glass windows on the lateral sides and a frosted glass arch on the top;

the building concerned is heritage and an opinion from the heritage consultant has been obtained;

the heritage consultant recommends that the frosted arch on top be rectangular in shape;

the members are not in favor of either the side bays or the arched bay;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this request for a site planning and architectural integration program (SPAIP), provided that the entrance door does not include a side opening. However, the door may have a rectangular opening at the top, if it retains the same dimensions as the existing door.

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And majority of votes cast

ADOPTED

CCU-25-011 5.5. 1109 Knowlton Road, lot #3 938 565, zone UC-1-M2

Type of application: Renovation and expansion of commercial building

WHEREAS a request to enlarge and renovate the commercial building has been submitted;

WHEREAS said request is subject to By-law 601, site planning and architectural integration program (SPAIP) 3;

all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;

the Service de l'urbanisme et de l'environnement forwarded the request to the members of the CCU within the prescribed time frame, after having ascertained that it was complete and in conformity;

the materials and colors harmonize with the surrounding materials and colors;

WHEREAS a request for additional vegetation has been obtained on the façade of the building;

WHEREAS the expansion work is to the rear and will therefore not be entirely visible from the road;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this request for a site planning program.

*It is
Suggested by [redacted]
Seconded by [redacted]
And unanimously resolved by voice vote*

ADOPTED

CCU-25-012 5.6. 110 Lakeside Road, lot #4 266 335, zone UCV-4-K15

Type of request: Renovation of commercial building

WHEREAS a request to replace the first floor windows has been submitted;

WHEREAS said request is subject to By-law 601, site planning and architectural integration program (SPAIP) 3;

all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;

the Service de l'urbanisme et de l'environnement forwarded the request to the members of the CCU

within the prescribed time frame, after having ascertained that it was complete and in conformity;

the plaintiff has already committed to having white window tiles, as opposed to the black color initially proposed;

the materials and colors harmonize with the surrounding materials and colors;

the building concerned is heritage and an opinion from the heritage consultant has been obtained;

the heritage consultant recommends that the window located under the gallery be reoriented horizontally, but that otherwise, it would not harm the heritage value of the building;

the members are in favour of the proposal as submitted;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this request for a site planning program.

*It is
Suggested by [REDACTED]
Seconded by [REDACTED]
And unanimously resolved by voice vote*

ADOPTED

6. MINOR EXEMPTION REQUESTS

CCU-25-013 6.1. 5, ch. du Mont-Écho, lot #4 265 930, zone UCV-6-L15

Nature of request: Number of parking spaces for businesses

- WHEREAS**

a request for a minor exemption has been submitted for the purpose of allowing a parking area with 8 spaces;
- WHEREAS**

the owner wishes to change the use of a premises comprising an apartment into a restaurant, which would require a total of 19 parking spaces;
- WHEREAS**

according to our calculations, the number of parking spaces was sufficient prior to this change of use request;

the CCU is in favour of the request since there is ample parking available nearby;

the CCU also stresses that the opening of a restaurant at this location is highly desirable;

the CCU deems that the request does not cause a loss of use to neighbouring properties;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council grant this exemption request.

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

ADOPTED

CCU-25-014 6.2. 188, rue de Bondville, lot #3 938 672, zone UV-13-I13

Nature of request: Generator and propane tanks in yard

WHEREAS

a request to allow the installation of a generator and three propane tanks in the front yard has been submitted;

section 31 of zoning by-law no. 596 strictly authorizes propane generators and tanks in side or rear yards;

a request of the same nature (without propane tanks) had been authorized in 2022, but the said installation was never carried out;

since then, the installation of a garden shed has been carried out by the owners following the issuance of a permit in 2023;

the present request would locate the generator at a distance of 15 m from the front property line, contrary to the 2022 request which authorized it at a distance of 21 metres;

locating the generator at this new site will distance the installation from the neighbouring residence;

the applicant specifies that three cylinders are required to supply all personal effects;

the new garden shed and existing vegetation create a visual barrier;

the CCU considers that the location does not cause a loss of enjoyment to neighbouring properties;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council grant this exemption request.

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

ADOPTED

7. VARIA

8. NEXT MEETING

The next meeting date is March 24, 2024.

CCU-25-015 9. END OF MEETING

It is

Suggested by

Seconded by

And unanimously resolved by voice vote

The meeting was adjourned at 8:13 p.m.

ADOPTED

Lee Patterson
Chairman

Justin Sultana
Secretary