



CANADA
PROVINCE OF QUEBEC
BROME MISSISQUOI MRC

TOWN OF BROME LAKE

Minutes of the Planning Advisory Committee meeting - Town of Brome Lake held Tuesday, April 22, 2025 at 7:00 p.m. at the Centre Lac-Brome, 270 Victoria Street, in Brome Lake.

Present: West-Brome/Iron Hill district member [REDACTED] and East-Hill district member [REDACTED], as well as Fulford/Bondville district member [REDACTED], Knowlton/Lakeside district member [REDACTED], farming community member [REDACTED], business community member [REDACTED] and Foster district member [REDACTED].

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

Also present: the secretary, Mr Justin Sultana.

Absent: Mr. [REDACTED], district member Knowlton/Victoria

1. OPENING OF THE MEETING

The meeting was called to order at 7:05 p.m.

CCU-25-033

2. ADOPTION OF THE AGENDA

It was **RESOLVED THAT** the CCU adopt the agenda with the addition of the following item:

- VARIA - mandatory training for members

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

ADOPTED

CCU-25-034

3. ADOPTION OF THE MINUTES

It was **RESOLVED THAT** the CCU adopt the minutes of the meeting of March 24, 2025.

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

RESOLVED THAT the CCU adopt the minutes of the meeting of March 24, 2025.

ADOPTED

4. FOLLOW-UP TO RECENT MEETINGS

The Chairman reported that the Council had accepted the Bondville multi-housing proposal following receipt of the 3D representation.

Modifications to the commercial building at 39, rue Victoria were also approved, subject to corrections by the architect.

The Chairman reported that the Council had followed all the CCU's recommendations concerning the other files.

5. PIIA APPLICATIONS

CCU-25-035 5.1. 9, rue Frank-Santerre, lot #6 129 412, zone UC-2-N3

Nature of request: Construction of a residence

WHEREAS a request for the construction of a residence 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;

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-25-036 5.2. 27, Lakeside Road, lots #4 266 259 & #4 763 910, zone UCV-5-K15

Type of request: Renovations to commercial building

WHEREAS a request to modify the exterior of a commercial building has been submitted;

WHEREAS this request consists specifically of adding a staircase, guardrail and door to access a dwelling from the exterior;

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;

the work in question will not be entirely visible from the public thoroughfare;

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-25-037 5.3. 42, rue Saint-Paul, lot #4 266 340, zone URA-23-K15

Type of application: Residential extension

WHEREAS a request for a residential extension has been submitted;

WHEREAS this request consists specifically of demolishing the detached garage on the left side and rebuilding a garage attached to the existing residence;

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 and colors harmonize with the surrounding materials and colors;

the work in question will not be entirely visible from the public thoroughfare;

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-25-038 5.4. 51 Lakeside Road, lot #4 266 243, zone UCV-5-K15

Nature of request: Installation of a sign

WHEREAS a request to install two identical perpendicular signs for a new café commercial use has been submitted;

WHEREAS said request is subject to SPAIP-5 of By-law 601 respecting SPAIPs;

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

WHEREAS 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 compliant;

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

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-25-039 5.5. 315, chemin de Knowlton, lot #4 471 081, zone UI-3-L15

Nature of request: Installation of a sign

WHEREAS a request for the installation of a flat sign and a post sign attached to an industrial use has been submitted;

WHEREAS said request is subject to SPAIP-5 of By-law 601 respecting SPAIPs;

- WHEREAS** all plans, documents and information required under this by-law were submitted to the Planning and Environment Department with the application;
- WHEREAS** 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;
- WHEREAS** the present request follows a notice issued by the Office québécois de la langue française (OQLF), enjoining the company to reduce the presence of English content on the building's signage;
- WHEREAS** the proposed white lettering, to be affixed directly to the exterior siding, is considered to have too significant a visual contrast;
- WHEREAS** with respect to the modification of the existing sign on posts, the materials and colors harmonize with the surrounding materials and colors;
- WHEREAS** the two proposals submitted have already been approved by the OQLF;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council approve this SPAIP request for the modification of the existing sign on posts, but refuse the proposal for the lettering on the exterior cladding.

*It is
Suggested by [REDACTED]
Seconded by [REDACTED]
And unanimously rejected by the votes cast*

REJECTED

CCU-25-040 5.6. 8, rue Gagné, lot #6 630 681, zone UMV-2-D16 & URB-1-C16

Type of application: Construction of an accessory building - pavilion

- WHEREAS** a request for the construction of a pavilion-type accessory building 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;

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

the work in question will not be entirely visible from the public thoroughfare;

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-25-041

6.1. 8, rue Gagné, lot #6 630 681, zone UMV-2-D16 & URB-1-C16

Type of application: Accessory building height - pavilion

WHEREAS

a request to authorize the construction of a 28.75-foot-high pavilion-type accessory building to accompany a 23-foot-high main building has been submitted;

applicable regulations stipulate that the height of an accessory building may not exceed that of a main building, for a lot with a surface area greater than 5,000 square metres;

the applicant specifies that a new residence with an approximate height of 32 feet will be requested in approximately 2026;

the applicant justifies the height requested by the fact that he wishes to store equipment, notably an excavator, on the first floor;

the CCU considers that the request is minor in terms of derogation;

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

the work will not be visible from the public thoroughfare;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council grant the request for a minor exemption.

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

ADOPTED

CCU-25-042 6.2. 315, chemin de Knowlton, lot #4 471 081, zone UI-3-L15

Nature of request: number of signs

- WHEREAS**
a request to allow the installation of an eighth flat sign on the property concerned has been submitted;
- WHEREAS**
the sign in question also corresponds to the third flat sign and has a surface area of 2.08 square metres;

the by-law limits the number of signs per establishment to two (2) while authorizing one flat sign with a maximum surface area of 4 square metres and a second flat sign with a maximum surface area of 2 square metres;
- WHEREAS**
the present request follows a notice issued by the Office québécois de la langue française (OQLF), enjoining the company to reduce the presence of English content on the building's signage;
- WHEREAS**
the proposed white lettering, to be affixed directly to the exterior siding, is considered to have too significant a visual contrast;
- WHEREAS**
the members also consider that the *beauty and personal care* message is contradictory to the company's vocation;

the CCU deems that an eighth sign on the property in question is a major exemption;

IT IS THEREFORE RESOLVED THAT the CCU recommends that Council deny the request for a minor exemption.

*It is
Suggested by [REDACTED]
Seconded by [REDACTED]
And unanimously rejected by the votes cast*

REJECTED

7. VARIA

Mandatory training for members

The Chairman informs us that distance learning is available at the following date:

June 5, 2025 at 8:30 a.m.

The two members who did not attend the training course are: [REDACTED]
[REDACTED] and [REDACTED]

8. NEXT MEETING

The next meeting date is Tuesday, May 20, 2025.

CCU-25-043

9. END OF MEETING

It is

Suggested by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by voice vote

The meeting was adjourned at 7:42 p.m.

ADOPTED

Lee Patterson
Council

Justin Sultana
Secretary