



CANADA  
PROVINCE OF QUEBEC  
BROME MISSISQUOI MRC

TOWN OF BROME LAKE

**Minutes of the regular meeting of the Town of Brome Lake Planning Advisory Committee - CCU held Tuesday, May 20, 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 7:03 pm

**CCU-25-044 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-25-045 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 April 22, 2025 with the deletion of the following WHEREAS from resolution CCU-25-039:

**WHEREAS** *the members also consider that the beauty and personal care message is contradictory to the company's vocation;*

*ADOPTED*

**4. FOLLOW-UP TO RECENT MEETINGS**

The Chairman informs that the Council has postponed KDC's request for a flat sign on the facade, pending a new proposal from them.

It is also specified that the training required for both members will be held in the autumn (date to be confirmed).

The Chairman reports that the Council has followed all the CCU's recommendations concerning the other files.

## **5. SPAIP APPLICATIONS**

**CCU-25-046      5.1.      60, chemin Foster, lot #4 265 358, zone UMV-2-D16**

**Type of request: Residential modifications**

**WHEREAS**      a request has been submitted for the replacement of the exterior siding, windows and doors, the reconstruction of the entrance stoop and rear balcony, and the construction of a new roof;

**WHEREAS**      said request is subject to SPAIP-2 of By-law 601 respecting SPAIPs;

**WHEREAS**      all plans, documents and information required under this same 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 in conformity;

**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-25-047      5.2.      596, Knowlton Road, lot #4 266 744, zone UC-4-L13**

**Type of request: Sign**

**WHEREAS**      a request to replace a post sign attached to a plumbing business use has been submitted;

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

**Consultation version**  
**In case of discrepancy, the French version shall prevail**

- WHEREAS** all plans, documents and information required under this by-law were submitted to the Urban Planning and Environment Department at ;
- 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-25-048      5.3.          221, Iron Hill Road, lot #3 938 557, zone ID-18-D6**

**Type of request: Addition to a residence**

- WHEREAS** a request to enlarge the main building has been submitted;
- WHEREAS** this request specifically consists in enlarging the building by adding a vestibule on the right side and a section for a living room with a covered balcony on the left side, while replacing all the windows and building a new roof;
- WHEREAS** said request is subject to SPAIP-2 of By-law 601 respecting SPAIPs;
- WHEREAS** all plans, documents and information required under this same 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 in conformity;
- 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

## 6. MINOR EXEMPTION REQUESTS

CCU-25-049      6.1.      221, Iron Hill Road, lot #3 938 557, zone ID-18-D6

**Type of request: Front setback extension**

**WHEREAS**      a request to extend the existing residence to 9.18 m from the front lot line has been submitted;

**WHEREAS**      this request specifically consists in enlarging the building by adding a vestibule on the right side and a section for a living room with a covered balcony on the left side, while replacing all the windows and building a new roof;

**WHEREAS**      appendix VII of zoning by-law no. 596 stipulates that the front setback is 10.5 metres in zone ID-18-G16;

**WHEREAS**      the existing residence is already non-conforming (distance of 6.7 m) and the proposed extension on the right side would be at a distance of 9.18 m from the front property line;

**WHEREAS**      the members consider that the proposed expansion will not cause any loss of use to neighbouring properties;

**IT IS THEREFORE RESOLVED** THAT the CCU recommends that Council grant this request for a minor exemption to allow an extension to the minimum front setback.

*It is*

*Suggested by* [REDACTED]

*Seconded by* [REDACTED]

*And unanimously resolved by voice vote*

ADOPTED

## 7. VARIA

The Chairman makes the following notations following Town Council decisions:

- The mandates for the architectural guide and the regulatory overhaul have been approved;
- The guide for the town centre development is also in preparation, including questions about parking and the burying of electrical wires;
- The Réseau bon voisinage will conduct an analysis of Excelsoins buildings currently for sale;

- The SPAIP resolution for 472, chemin de Knowlton (Benoit Laliberté), previously adopted, has been cancelled by Council (resolution 2025-05-143).

8.      **NEXT MEETING**

Next meeting date is June 16, 2025

CCU-25-050      9.      **END OF MEETING**

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

The meeting was adjourned at 7:35 p.m.

*ADOPTED*

<hr/>	<hr/>
Lee Patterson	Justin Sultana
Advisor	Secretary