



CANADA
PROVINCE OF QUEBEC
BROME MISSISQUOI REGIONAL COUNTY MUNICIPALITY

TOWN OF BROME LAKE

Minutes of the regular meeting of the Town of Brome Lake Planning Advisory Committee (PAC) held on Monday, September 22, 2025, at 6:00 p.m., at the Centre Lac-Brome, located at 270 Victoria Street, Brome Lake.

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

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

Also present: Secretary Camille Urli and Secretary Justin Sultana.

Absent: [REDACTED], member of the Knowlton/Victoria district, and [REDACTED], member of the Foster district.

1. OPENING OF THE MEETING

The meeting was called to order at 6:02 p.m.

CCU-25-083 2. ADOPTION OF THE AGENDA

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

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

ADOPTED

CCU-25-084 3. ADOPTION OF THE MINUTES

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

BE IT **RESOLVED THAT** the CCU adopt the minutes of the meeting of August 25, 2025.

ADOPTED

4. FOLLOW-UP ON RECENT MEETINGS

The Chair reports that the Council has followed all of the CCU's recommendations regarding last month's files.

5. SPAIP REQUESTS

CCU-25-085 5.1. 18 Davignon Street, lot #4 266 420, zone URA-15-K15

Nature of the request: Renovations to the residence

WHEREAS a renovation request for the addition of a window has been submitted;

WHEREAS said request is subject to PIIA-2 of By-law 601 on SPAIPs;

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

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time limit after finding it to be complete and compliant;

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

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

**CCU-25-086 5.2. 21 to 31 Lakeside Road, lots #4 266 259 & #4 763 910,
zone UCV-5-K15**

Nature of the request: Commercial building renovations

WHEREAS an application for renovation of the commercial building has been submitted;

WHEREAS said application is subject to SPAIP-3 of By-law 601 on SPAIPs;

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

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the specified time frame after determining that it was complete and compliant;

WHEREAS the application specifically consists of replacing the exterior cladding on the main façade and changing the color to navy blue, in addition to refreshing the following components by painting them black: windows, molding, roofing sheet metal, and side staircase leading to the upper floor;

- WHEREAS** the applicant proposes Maibec, Canixel, or an approved equivalent as the exterior cladding on the facade;
- WHEREAS** the members of the CCU are in favor of a higher quality and more durable exterior cladding such as Maibec;
- WHEREAS** the members are opposed to the three proposed colors, which are too contrasting;
- WHEREAS** the members recommend opting for a solid color palette (shades of blue) or less vivid colors that will contrast less with each other;
- WHEREAS** a representation of the facades with the proposed colors would also, in the members' opinion, allow for a better evaluation of the proposal;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that the Council reject this SPAIP application.

*It is
Proposed by [REDACTED]
Seconded by [REDACTED]
And unanimously rejected by vote*

REJECTED

CCU-25-087 5.3. 56 Conference Street, lot #4 266 515, zone URA-18-K16

Nature of the request: Expansion of the residence

- WHEREAS** an application for an extension to the height of the residence has been submitted;
- WHEREAS** the request also consists of adding a front porch, replacing/adding windows, and replacing doors;
- WHEREAS** the said application is subject to PIIA-2 of By-law 601 on SPAIPs;
- WHEREAS** all plans, documents, and information required under this same by-law were submitted to the Urban Planning and Environment Department along with the application;
- WHEREAS** the Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time limit after finding it to be complete and compliant;
- WHEREAS** the materials and colors harmonize with the surrounding materials and colors;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

*It is
Proposed by [REDACTED]*

Seconded by [REDACTED]
And unanimously resolved by vote

ADOPTED

CCU-25-088 5.4. 60 Conférence Street, lot #4 266 516, zone URA-18-K16

Nature of the request: Construction of an accessory building - garage

WHEREAS an application has been submitted for the construction of an accessory building, specifically a detached residential garage;

WHEREAS said application is subject to SPAIP-2 of By-law 601 on SPAIPs;

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

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time limit after finding it to be complete and compliant;

WHEREAS the materials, colors, and style are in harmony with the surrounding materials, colors, and styles;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

CCU-25-089 5.5. 65 Davis Street, lot #3 938 756, zone UMV-4-C11

Nature of the request: Construction of an accessory building - garage

WHEREAS an application has been submitted for the construction of an accessory building, specifically a detached residential garage;

WHEREAS the building in question is replacing a shed located at the same site;

WHEREAS the said application is subject to PIIA-2 of By-law 601 on SPAIPs;

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

**CONSULTATION VERSION
IN CASE OF DISCREPANCY, THE FRENCH VERSION SHALL PREVAIL**

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time limit after finding it to be complete and compliant;

WHEREAS the materials, colors, and style are in harmony with the surrounding materials, colors, and styles;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

**CCU-25-090 5.6. 727 Lakeside Road, lots #4 264 712 & #5 820 588,
zones UC-3-C15 & AFB-4-D15**

Nature of the request: Renovations to the residence

WHEREAS an application to replace the roof has been submitted;

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

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

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time limit after finding it to be complete and compliant;

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

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

**CCU-25-091 5.7. 753 Lakeside Road, lot #6 643 103, zones UC-3-C15 &
AFB-4-D15**

Nature of the request: Commercial building construction

WHEREAS an application has been submitted for the construction of a main commercial building, including offices;

WHEREAS said application is subject to SPAIP-3 of By-law 601 on SPAIPs;

WHEREAS all plans, documents, and information required under the same bylaw were submitted to the Urban Planning and Environment Department along with the application;

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time frame after finding it to be complete and compliant;

WHEREAS the materials, colors, and style are in harmony with the surrounding materials, colors, and styles;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

CCU-25-092 5.8. 753 Lakeside Road, lot #6 643 103, zones UC-3-C15 & AFB-4-D15

Nature of the request: Construction of a commercial accessory building

WHEREAS an application has been submitted for the construction of an accessory building for commercial garages;

WHEREAS said application is subject to SPAIP-3 of By-law 601 on SPAIPs;

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

WHEREAS the Planning and Environment Department forwarded the application to the members of the CCU within the specified time frame after finding it to be complete and compliant;

WHEREAS the materials, colors, and style are in harmony with the surrounding materials, colors, and styles;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

CCU-25-093 5.9. 60 Foster Road, lot #4 266 358, zone UMV-2-D16

Nature of the request: Construction of a residence

- WHEREAS** an application for the construction of a residence has been submitted;
- WHEREAS** said application is subject to PIIA-2 of By-law 601 on SPAIPs;
- WHEREAS** the land in question was the subject of a renovation/repair application last March to make similar changes, but the old residence was demolished;
- WHEREAS** all plans, documents, and information required under the same by-law were submitted to the Planning and Environment Department along with the application;
- WHEREAS** the Planning and Environment Department forwarded the application to the members of the CCU within the specified time frame after finding it to be complete and compliant;
- WHEREAS** the materials, colors, and style are in harmony with the surrounding materials, colors, and styles;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve this SPAIP application.

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

ADOPTED

6. MINOR EXEMPTION REQUESTS

CCU-25-094 6.1. 60 Foster Road, Lot #4 266 358, Zone UMV-2-D16

Nature of request: Construction on side margin

- WHEREAS** an application to build a main residential building 4.8 meters from the side lot line has been submitted;
- WHEREAS** the minimum side margin is 5 meters in the zone concerned;
- WHEREAS** the context of the application is in the framework of a demolition/reconstruction project in which the existing foundation is to be retained;
- WHEREAS** the former residence was 4.82 meters from the side line of the lot;

WHEREAS the CCU considers the request to be minor in terms of the exemption;

WHEREAS the CCU considers that the request does not cause any loss of enjoyment to neighboring properties;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve the minor exemption request.

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

ADOPTED

CCU-25-095 6.2. 14 Rock Hill Street, lot #4 763 859, zone URA-10-L16

Nature of the request: Height of accessory building - garage

WHEREAS an application to construct an accessory building of the garage type has been submitted;

WHEREAS the said garage would be 7.23 meters high;

WHEREAS the regulations limit the height of an accessory building at this location to 6 meters;

WHEREAS the owner justifies the importance of a basement space by the fact that there is insufficient space elsewhere on the property for another accessory building such as a shed;

WHEREAS the CCU considers that the request is minor in terms of the exemption and does not cause any loss of enjoyment to neighboring properties;

CONSEQUENTLY, it is **RESOLVED THAT** the CCU recommend that Council approve the minor exemption request.

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

ADOPTED

CCU-25-096 6.3. 61-75 Birch Street, lot #6 422 146, zone UC-4-L13

Nature of the request: Regularize the encroachment of balconies on the front edge

WHEREAS a request to regularize the encroachment of balconies on the front setback has been submitted;

WHEREAS the encroachment is 2.55 meters, whereas the zoning by-law only allows a 2-meter encroachment for balconies in the minimum front setback of 10.5 m;

- WHEREAS** the exemption applies to two locations at distances of 7.95 m and 8.19 m, respectively;
- WHEREAS** the exempted balcony locations include three balconies (basement, ground floor, and first floor);
- WHEREAS** the CCU considers that an improvement to the landscaping plan by adding trees near the exempted balconies would be desirable in order to compensate for the visual impact of the encroachments concerned;

CONSEQUENTLY, it is RESOLVED THAT the CCU recommend that Council approve the minor exemption request, provided that large trees are added near the balconies to reduce the visual impact.

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

ADOPTED

7. MISCELLANEOUS

8. NEXT MEETING

The date of the next meeting is October 20, 2025 (to be confirmed if necessary).

CCU-25-097

9. CLOSING OF THE MEETING

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

The meeting is adjourned at 6:52 p.m.

ADOPTED

Lee Patterson
Councilor

Justin Sultana
Secretary