



**CANADA
PROVINCE OF QUEBEC
BROME MISSISQUOI REGIONAL COUNCIL**

TOWN OF BROME LAKE

Minutes of the regular meeting of the Brome Lake Town Urban Planning Advisory Committee (CCU) held on Monday, July 20, 2026, at 6:00 p.m., at the Centre Lac-Brome, located at 270 Victoria Street, Brome Lake.

Present: Ms. [REDACTED], member of the East-Hill district, as well as Mr. [REDACTED], member of the Knowlton/Victoria district, Mr. [REDACTED], member of the agricultural community, and Mr. [REDACTED], member of the Foster district.

All present constituted a quorum under the chairmanship of Councilor Claude Rajotte.

Also present were: the secretary, Ms. Camille Urli; the municipal inspector, Mr. Marc-Olivier Lapointe; and Mr. Patrick Ouvrard, council member.

Absent: Ms. [REDACTED], member of the West-Brome/Iron Hill district, as well as Mr. [REDACTED], member of the business community, and Mr. [REDACTED], member of the Fulford/Bondville district

1. OPENING OF THE MEETING

The meeting was called to order at 6:06 p.m.

CCU-26-059

2. ADOPTION OF THE AGENDA

It is

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a vote

It is **RESOLVED THAT** the CCU amend the agenda as presented and add, prior to the presentation of items, a follow-up on the items presented to the July 2026 council meeting by Claude Rajotte.

ADOPTED

CCU-26-060

3. APPROVAL OF THE MINUTES

It is

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a show of hands

It is **RESOLVED THAT** the CCU adopt the minutes of the meetings held on June 15, 2026, and June 22, 2026.

ADOPTED

4. FOLLOW-UP ON RECENT MEETINGS

5. MINOR EXEMPTION REQUESTS

CCU-26-061 5.1. 2 Panorama Street, Lot #6 259 459, Zones UMV-2-D16 & RBE-1-E16

Nature of the request: Regularization of the front setback

WHEREAS an application to regularize the front setback of a residence to 5.91 meters from the property line with Rue du Panorama has been filed;

WHEREAS Appendix VII of Zoning By-law No. 596 stipulates that the required setback from the property line abutting the public road in this zone is 10.5 meters.

WHEREAS an initial variance (DM 643) was granted in 2024 to allow a setback of 6.3 meters instead of the regulatory 10.5 meters (RBE-1-E16 zone), and that the additional error is due to the surveyor's incorrect placement of the stakes;

WHEREAS the applicant has demonstrated good faith, since an exemption had been requested at the time prior to the permit application;

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

WHEREAS the CCU finds that the request does not cause any loss of enjoyment for neighboring properties;

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

It is

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a show of hands

ADOPTED

6. SPAIP APPLICATIONS

CCU-26-062 6.1. 161 Knowlton Road, Lot #4 265 823, Zone URA-25-K16

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

WHEREAS an application for the construction of a garage-type outbuilding has been filed;

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

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Urban Planning and Environment Department
along with the application;

WHEREAS the Urban Planning and Environment Department forwarded the application to the members of the CCU with ly within the prescribed time limits after verifying that it was complete and in compliance;

WHEREAS the plans and documents submitted in support of the application contain inconsistencies, particularly regarding the building’s dimensions, the configuration of the garage doors, and the absence of an elevation view from the street;

WHEREAS The proposed design is deemed to blend well with the surroundings, particularly due to the front facade made of reclaimed wood from the old garage, the sides and rear clad in chocolate-colored cedar shingles, the brown metal roof, and the white doors identical to those of the residence;

WHEREAS the members deem it necessary for the applicant to complete and harmonize the submitted documents, notably by providing an elevation showing the residence and the garage in a single view;

THEREFORE, it is **RESOLVED THAT** the CCU recommend to the Council that this SPAIP application be denied so that the applicant may complete and correct it, allowing for a reassessment of the file as a whole.

*It is
Proposed by [REDACTED]
Seconded by [REDACTED]
And unanimously resolved by a show of hands*

ADOPTED

CCU-26-063 6.2. Chemin du Mont-Écho, Lot #6 608 908, Zone URB-5-L15

Nature of the request: Construction of a residence

WHEREAS an application for the construction of a primary residential building has been filed;

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 Urban Planning and Environment Department along with the application;

WHEREAS the Urban Planning and Environment Department forwarded the application to the members of the CCU within the prescribed time limits after verifying that it was complete and in compliance;

WHEREAS the members found the application to be incomplete, specifically due to the absence of a landscaping plan (existing and proposed) and a view of the building from Chemin du Mont-Écho;

WHEREAS the committee took note of the proposed architectural concept and found it unique;

WHEREAS the committee wishes to obtain further details regarding the landscaping and the trees to be preserved or planted in , as well as a view of the project from the road in order to assess compliance with the SPAIP criteria;

THEREFORE, it is **RESOLVED THAT** the CCU recommend to Council that this SPAIP application be denied so that the applicant may provide the required information to allow for a comprehensive review of the file.

It is

Proposed by

Seconded by

And unanimously resolved by a show of hands

ADOPTED

7. SCAOPI REQUESTS

CCU-26-064 7.1. 635 Lakeside Rd., Lot #6 491 995, URB-2-L14 zone

Nature of the request: Construction of a residence on the shore of the Quilliams wetland

WHEREAS a revised application for a specific project involving the construction, modification, or occupancy of a building (SCAOPI) has been filed to allow for the construction of a single-family residence within the riparian zone of the Quilliams wetland;

WHEREAS The Town of Brome Lake has adopted By-law No. 406 concerning specific projects for the construction, modification, or occupancy of a building (SCAOPI), which is currently in effect;

WHEREAS all plans, documents, and information required under By-law No. 406 have been filed with the Urban Planning and Environment Department in support of the application;

WHEREAS the lot covered by the application is currently vacant;

WHEREAS the project involves exemptions from applicable regulatory provisions, including:

- the construction of a residence within the 45-meter riparian zone of the Quilliams wetland;

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- a front setback reduced to 3 meters for the residence, rather than 6 meters;
- a building coverage ratio of 21.3%, rather than 20%;
- more than 60 cm of fill in the area outside the lake’s riparian zone, rather than a maximum fill height of 60 cm above the average ground level.

WHEREAS that the application was reviewed in accordance with the criteria applicable to the SCAOPI and that the following findings were made:

Criteria deemed met or applicable

- Compliance with the objectives of the land use plan: met;
- Compatibility of planned land uses: met;
- Enhancement of outdoor spaces: met;
- Quality of the project’s integration: met, since it was noted that the built environment in this sector lacks uniformity and that the proposal, with its black wood siding and double-sloped roof, remains understated and unobtrusive despite its contemporary character;
- Integration into the historic environment: unobstructed views of the lake are now available;
- Project feasibility: met;
- Quality of integration, demolition, and enhancement of existing structures: not applicable;
- Cultural or social components: not applicable;

WHEREAS changes have been made since the previous version, notably the addition of wood to the side and rear facades, the inclusion of more specific details regarding the dormers, and the reduction of the access driveway to a single-car garage;

WHEREAS the committee discussed the architectural composition of the project, particularly the treatment of the metal roofing that extends onto the walls, which raises certain concerns regarding its integration with the character of neighboring buildings;

WHEREAS the committee took into account the built environment of the area, which includes buildings of various styles and a diversity of cladding materials;

WHEREAS the committee members noted that a consensus has emerged in favor of the proposed version with black wood siding;

THEREFORE, it is **RESOLVED THAT** the Urban Planning Advisory Committee recommend that Council approve the application as submitted.

THEREFORE, it is **RESOLVED THAT** the Urban Planning Advisory Committee (CCU) recommend that Council accept this SCAOP application.

It is

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a vote

ADOPTED

8. MISCELLANEOUS

9. NEXT MEETING

The date of the next meeting is August 17, 2026.

CCU-26-065

10. ADJOURNMENT OF THE MEETING

It is

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a show of hands

The meeting is adjourned at 7:24 p.m.

APPROVED

Claude Rajotte
Council Member

Camille Urli
Secretary