

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, August 17, 2026, at 6:00 p.m., at the Centre Lac-Brome, located at 270 Victoria Street, Brome Lake.

Present: Ms. [REDACTED], member representing the West-Brome/Iron Hill district; Ms. [REDACTED], member representing the East-Hill district; Mr. [REDACTED], member representing the agricultural community; Mr. [REDACTED], member representing the Fulford/Bondville district; and Mr. Lee Patterson, Mayor.

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

Also present were: the Director of the Planning Department, Ms. Camille Urli; the Secretary, Mr. Justin Sultana; and Mr. Patrick Ouvrard, councilor and observer.

Absent: [REDACTED], member of the Knowlton/Victoria district; [REDACTED], member of the business community; and [REDACTED], member of the Foster district

1. OPENING OF THE MEETING

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

CCU-26-066

2. ADOPTION OF THE AGENDA

It was

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a show of hands

It is **RESOLVED THAT** the CCU adopt the agenda as presented, with the following addition under "MISCELLANEOUS":
- Spring Hill project

APPROVED

CCU-26-067

3. APPROVAL OF THE MINUTES

It is

Proposed by [REDACTED]

Seconded by [REDACTED]

And unanimously resolved by a vote

It is **RESOLVED THAT** the CCU adopt the minutes of the meeting held on July 20, 2026.

ADOPTED

4. FOLLOW-UP TO THE COUNCIL MEETING

The Chair announced that the public hearing for the SCAOPI application for 635 Lakeside will take place on Wednesday, August 19. He also reported that the application for 161 Knowlton was ultimately approved following the clarification provided, and that the application

for the new house on Mont-Écho was postponed pending further information.

5. MINOR EXEMPTION REQUESTS

CCU-26-068 5.1. 63 Dumont Street, Lot #4 267 363, URB-1-C16 zone

Nature of the request: Residential construction within the minimum front setback

- WHEREAS** an application seeking permission to construct a residence located within the minimum front setback has been filed;
- WHEREAS** the residence would be located 1.6 m from the front property line;
- WHEREAS** said structure would include a front porch projecting 1.18 m from the front property line;
- WHEREAS** Zoning By-law No. 596 stipulates that the minimum setback for a main building is 6 meters and that a front porch may extend a maximum of 2 meters into that same 6-meter setback;
- WHEREAS** the proposed structure also includes a garage on the right side and a covered balcony on the left side;
- WHEREAS** the presence of a watercourse and a wetland at the rear of the lot, which act as obstacles to construction, with an applicable riparian protection zone of 20 meters;
- WHEREAS** the developer notes that this third phase of development would include 3 lots, but based on the environmental assessment and constraints, proposes a single structure on these lots;
- WHEREAS** the CCU considers that the request constitutes a major exemption and that the regulations do not cause serious prejudice to the applicant;
- WHEREAS** the CCU also finds that the request could result in a loss of enjoyment for neighboring properties, specifically the neighbor to the right;

THEREFORE, it is **RESOLVED THAT** the CCU recommend that the Council deny the request for a minor exemption, based on the fact that other construction proposals requiring fewer exemptions could be considered.

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

REJECTED

CCU-26-069 5.2. 400 Lakeside Rd., Lot #4 267 929, Zone RB-8-G17

Nature of the request: Construction of 3 additional sheds

- WHEREAS** an application for the construction of three additional outbuildings without a main building on the same lot has been filed;
- WHEREAS** this same application concerns the construction of three outbuildings at a distance of 0.76 meters from the other outbuildings;
- WHEREAS** the application seeks to allow the addition of 3 outbuildings, for a total of 19 outbuildings on the lot in question, which corresponds to a 21.2% occupancy rate;
- WHEREAS** the three additional outbuildings will be located 6 meters from the front property line;
- WHEREAS** Paragraph 1 of Section 35 of Zoning By-law No. 596 stipulates that there must be a main building on the lot in order to construct an accessory building;
- WHEREAS** paragraph 2 of Section 35 of the same by-law stipulates that an accessory building must be located at a distance of 1.5 meters from any other building;
- WHEREAS** Paragraph 8 of Section 35 of the same by-law stipulates that a maximum of 3 accessory buildings are permitted per main building;
- WHEREAS** Appendix VII of the same by-law sets a maximum floor area ratio for accessory buildings in Zone RB-8-G17 at 4%;
- WHEREAS** the table in Article 31 of the same by-law specifies a minimum front setback of 10.5 meters for an accessory building in this zone;
- WHEREAS** the internal by-law for 400 Lakeside prohibits the construction of accessory buildings on lots that include residences;
- WHEREAS** the CCU considers the request to be a minor 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 vote*

ADOPTED

CCU-26-070 5.3. 494 Centre Street, Lot #3 940 455, Zone AF-3-K3

Nature of the request: Accessory building on the front property line

WHEREAS an application to expand an accessory building within the minimum front yard of the lot has been filed;

WHEREAS Note 28 of the table in Section 31 of Zoning By-law No. 596 stipulates that accessory buildings may be located in the minimum front yard only in zones ID-17-K9 and ID-23-N14, and must never be set back less from the front line than the main building (whose setback is granted by exception and protected by grandparent rights);

WHEREAS paragraph 1 of Article 26 of the same by-law stipulates that a building with a non-conforming setback that is protected by acquired rights may be expanded in floor area provided that the proposed expansion complies with the provisions of the urban planning by-law;

WHEREAS the location affected by the proposed expansion is behind a thick cedar hedge that obscures visibility;

WHEREAS the property in question includes steep slopes that pose a construction obstacle;

WHEREAS the CCU considers the request to be minor in terms of a minor 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 recommends that the Council approve the request for a minor exemption.

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

ADOPTED

CCU-26-071 5.4. 14 Davignon Street, Lot #4 266 419, Zone URA-15-K15

Nature of the request: Height and floor area of an accessory building

Present for deliberations: Mr. Lee Patterson

Recusing herself from deliberations: [REDACTED]

WHEREAS a request to allow the construction of an artist's studio with a floor area of 84.64 square meters has been filed;

WHEREAS this same outbuilding would be 6.41 meters high;

WHEREAS Zoning By-law No. 596 stipulates that the maximum area for an outbuilding on a lot of this size is 60 square meters;

WHEREAS the same by-law stipulates that the maximum height for an accessory building located within the urban area is 6 meters;

WHEREAS the accessory building in question replaces an existing garage that will be demolished and was located at the same site;

WHEREAS the proposed structure would be 3.05 meters from the property lines;

WHEREAS the height variance is strictly limited to the level of a gable that would be near the front door;

WHEREAS the CCU considers that the request constitutes a major variance of more than 30% (in terms of floor area) and that it has not been demonstrated that the applicable regulations cause serious prejudice to the applicant;

WHEREAS the CCU finds that this request would result in a loss of enjoyment for the immediate neighbors;

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

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

REJECTED

CCU-26-072 5.5. 753 Lakeside Rd., Lot #6 643 103, Zone UC-3-C15

Nature of the request: Sign height

WHEREAS an application seeking permission to install a flat sign located above the first-floor windows has been filed;

WHEREAS the zoning by-law stipulates that a flat sign must be located beneath the first-floor windows;

WHEREAS the regulatory requirements associated with this type of installation must be amended in order to bring the current issue into compliance with the applicable regulations;

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 vote*

ADOPTED

6. SPAIP APPLICATIONS

CCU-26-073 6.1. 753 Lakeside Rd., Lot #6 643 103, Zone UC-3-C15

Nature of the request: Sign

WHEREAS an application to install a flat sign has been submitted;

WHEREAS said application is subject to SPAIP-5 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;

WHEREAS the members evaluated the application and found it to be in compliance with the SPAIP-5 criteria;

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

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

ADOPTED

CCU-26-074 6.2. 14 Davignon Street, Lot #4 266 419, Zone URA-15-K15

Nature of the request: Construction of an accessory building

Present for deliberations: Mr. Lee Patterson
Recusing herself from deliberations: [REDACTED]

WHEREAS an application to construct an outbuilding to be used as an artist's studio 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 permit application is accompanied by a request for a minor exemption for which the recommendation is unfavorable;

THEREFORE, it is **RESOLVED THAT** the CCU recommend that the Council deny this SPAIP application.

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

REJECTED

CCU-26-075 6.3. 161 Foster Road, Lot #4 265 109, Zone UMV-2-D16

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 area covered by the application is a site of heritage interest;
- WHEREAS** the proposed residence would be a single-story structure and would include a double attached garage on the left side, which is set further back from the street;
- WHEREAS** The proposed exterior siding would be vinyl shingles, which do not blend in with that of neighboring residences;
- WHEREAS** the members have evaluated the application and determined that it requires revision with respect to criteria 1 and 2;

THEREFORE, it is **RESOLVED THAT** the CCU recommend that the Council deny this SPAIP application.

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

REJECTED

7. MISCELLANEOUS

7.1. Spring Hill Development Project

Director Camille Urli presented the document prepared by the architects, which outlines the various construction options to be prioritized.

Discussions took place regarding the documentation presented.

8. NEXT MEETING

The next meeting is scheduled for September 21, 2026.

CCU-26-076

9. ADJOURNMENT

*It is
Proposed by [REDACTED]
Seconded by [REDACTED]*

And unanimously resolved by a show of hands

The meeting is adjourned at 7:46 p.m.

APPROVED

Claude Rajotte
Councilor

Justin Sultana
Secretary