



City of Presque Isle, Maine

Planning Board Minutes

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Presque Isle City Hall- Council Chambers

May 4, 2023 @ 6:00 PM

Planning Board Members Present: Bruce Roope (Chairman), Ward Gerow (Vice-Chairman), Jayne Farrin, Sean Nordenhold, David Perry, Stacey Walton, & Richard Engels (Alternate)

Planning Board Members Absent: Rachel Murchison

Others Present: Galen Weibley, Director of Economic & Community Development; Tim St. Peter, Code Officer; Scott Braley, President of Plymouth Engineering; & Tanya Lyons with Dunkin' Donuts.

1. Call to Order

Chairman Roope called the meeting to order at 6:00 PM. Richard Engels was made a voting member for the meeting given the absence of Rachel Murchison. Total members present seven voting members.

2. Citizen Comments: None

3. Site Plan Review for Dunkin' Donuts Drive Through Establishment- 770 Main Street

Galen Weibley offered a summary of staff review of the project and the notes detailed on the plan. Mr. Scott Braley with Plymouth Engineering presented the overall project and function of how the development will be completed and operate after construction. The Plan calls for access onto the site using a revised Key Bank easement closer to US Route 1 and calls for a counter clockwise queuing lane that will comply with the City's standards. The establishment will be 1,052 sq. ft. with 11 parking spaces for employees and pick up orders. There will be no indoor seating allowed because of the limited footprint of the building and proposed operations. Additional minor revisions of yield triangles and signage at the exit to direct traffic left for southbound and right turn to head northbound on US Route 1 were suggested by Maine Department of Transportation as note 14 on the plan.

Dunkin' Donuts Site Plan Review (Continued)

Chairman Roope opened the floor for questions. **Richard Engels** inquired about the traffic flow leaving the drive-through order lane. Mr. Braley mentioned the note 10 on the plan that calls for a yield to on coming traffic and pedestrians and left turn only. **Ward Gerow** inquired about the number of parking spaces adequate for the site location. Mr. Braley responded that the operations on site are changing to meet market trends of most business being conducted via drive-through lanes. Ms. Tanya Lyons confirmed this trend with the other location in Presque Isle 95% of business is conducted by the drive-through order lane. Ms. Lyons stated that the donuts are baked on site instead of fried which reduces kitchen operations. Mr. Braley mentioned that there are two spots reserved for pick-up to go orders by patrons. **Richard Engels** inquired if Dunkin' plans to keep open the two current locations. Mr. Braley and Ms. Lyons confirmed both locations will remain open in addition to the new store. Ms. Lyons believes this location may reduce some of the congestion on Main Street from their other drive-through establishment. **Jayne Farrin** requested clarification regarding the drive-through signage that egress out of the property which was pointed out by Mr. Braley on the plans. **Sean Nordenhold** inquired about the ordering process onsite. Ms. Lyons stated the model is to accept mobile orders with cubbies for pick up with no public bathroom since everything is to go. She also mentioned if a person wants to order in person there will be the option.

Mr. Weibley shared with the Planning Board the results from the Preliminary Site Plan review by the Development Review Staff consisting of Code, Police, Fire, Public Works, PIUD, City Engineer, and Assessing. There was an outstanding comment regarding easement language for the Key Bank egress and utility lines before building permits may be issued. A memo was supplied to the board with the staff's recommended motion in support of the project as a good use for the site.

A motion by **Ward Gerow** and second by **Sean Nordenhold** to approve the site plan for Dunkin' Donut's Drive-Through Establishment Project located at 770 Main Street. **Vote-unanimous 7-0**

4. Adjournment of the Planning Board Meeting

A motion by **Jayne Farrin**, second by **Sean Nordenhold** to adjourn the Planning Board Meeting at 6:35 PM. **Vote – unanimous 7-0.**

Respectfully Submitted,

Galen Weibley

Planning Board Members
Bruce Roope (Chair), Ward Gerow (Vice-Chair),
Jayne Farrin, Rachel Murchison, Sean Nordenhold,
Dave Perry, Stacey Walton, & Richard Engels (Alternate)