

March 27, 2026

Arthur Piñon
Principal Planner
Planning Division
City of Wauwatosa
7725 W. North Avenue
Wauwatosa, WI 53213



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Re: Dunkin'
Conditional Use Application
151 N. Mayfair Road
Wauwatosa, WI 53226

Mr. Piñon:

Please accept this correspondence as the narrative required for the Conditional Use application requesting a drive-thru for the project referenced above.

The project consists of transforming the existing single tenant building, originally built as a Starbucks, into a Dunkin'. The building will receive minor exterior upgrades (mostly paint and signage), the interior will be completely redone to reflect the latest "Next Gen" design offering Dunkin' is currently promoting. Please refer to the attached Test Fit for the proposed layout.

The drive-thru will be used as it is currently designed for queueing with the addition of a Dunkin' menu board, height limitation bar and road graphics as shown on the attached Site Plan. The overall traffic pattern and parking layout will remain as it is now.

Dunkin' operates primarily as a franchise-based quick-service concern, focusing on coffee, espresso beverages, and baked goods. This location will operate between 4:00 AM and 10:00 PM seven days a week. The full staff will be approximately 15 employees with 4-5 on site during peak hours, scaling down to 2-3 during off-peak hours.

We respectfully request a Conditional Use approval allowing for the use of the drive-thru configuration for the Dunkin' as shown on the Site Plan.

If you've any questions or comments, please feel free to contact me directly.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'SK', with a long horizontal line extending to the right.

Steven Kolber
(Principal Architect)
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