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**APPENDIX A – FOCUS GROUP MEETINGS SUMMARY AND  
LIST OF PAC MEMBERS**

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**Highway 12 Corridor Study**  
**March 26th Focus Groups Summary**  
**Willmar Convention Center**

**Meeting Description**

A series of 4 focus groups were held to identify issues and opportunities along the Highway 12 Corridor.

1. East Businesses (7:30 – 9:00 a.m.)
2. Emergency Services Personnel (10:00 – 11:00 a.m.)
3. Downtown/West Businesses (12:30 – 2:00 p.m.)
4. Residents & Neighbors (5:00 – 6:30 p.m.)

Attendance

- **~50 People** participated in the four Focus Groups
  1. East Businesses (19 individuals signed in)
    - Dooley Petro
    - Westside Liquor
    - Bolton & Menk, Inc.
    - Duininck Inc.
    - Kum & Go
    - Willmar Overhead Door
    - West Central Electric Supply
    - Midwest Motors
    - Willmar Lakes Area Chamber of Commerce
  2. Emergency Services Personnel (4 individuals signed in)
    - Willmar Ambulance
    - Willmar Fire Department
    - Willmar Police Department
    - Kandiyohi County Sherriff
  3. Downtown/West Businesses (7 individuals signed in)
    - Habitat for Humanity of West Central
    - Haug Implement Co.
    - Peterson Brothers F.H.
    - Manz Auto Inc.
    - West Central Printing
    - West Central Steel
  4. Residents & Neighbors (11 individuals signed in)
    - Litchfield Avenue SE
    - East Highway 12
    - Anthony Street SE
    - Becker Avenue

## Comment Format

- **Comments Received Via**
  - a) Four (4) written comment cards submitted at meetings
  - b) Comments, concerns, and issues noted on corridor mapping
  - c) East business small group issues identification exercise summary matrix
  - d) East Business Focus Group priorities reporting
  - e) Emergency Service personnel verbal comments
  - f) Downtown/West Businesses and Residents/Neighbors verbal comments

## **Common Themes from Community Feedback**

The common themes heard from the community feedback are listed below:

- Aesthetic improvements needed along the corridor
- Need to create a standard roadway section/urban section throughout the corridor
- Bike and pedestrian facilities/amenities needed in eastern segment of corridor
- Conflicts between turning traffic and through traffic
- Intersection safety is a concern in several locations
- Speed transition areas have safety concerns
- High level of access (frequent driveways and intersections)
- At-grade crossing of BNSF RR tracks creates long delays
- Need wayfinding signage to downtown and other destination sites

## **East Business Focus Group Priorities Reporting**

### **Group 1 Priorities**

- Corridor needs aesthetic enhancements
- Improves safety & access management (reduce total # of access points)
- Need Trail/Ped/Bike Access to supports Economic Development opportunities
- Improved drainage along Highway 12 corridor (need ponding and/or infiltration areas)
- Need land use and transportation tied together in a consistent Long Range Vision

### **Group 2 Priorities**

- Frontage roads need intersection control at access points to/from Highway 12
- Greater speed limit enforcement needed in transition area east Highway 71 bypass
- Heavy commercial trucks need improved access points (may mean fewer access points)
- Conflicts between turning traffic and through traffic affect safety and mobility along the corridor
- Need urban section that includes defined turn lanes and accommodates pedestrian facilities

### **Group 3 Priorities**

- High number of access points where no frontage roads exist
- Need access management (consolidation, expanded frontage/backage roads)

- Safety concerns at Highway 12/County Road 9 intersection
- Need to convert corridor to urban section for many reasons (aesthetics, safety, proximity to other intersections, drainage/WQ treatment)

### **Other East Business Focus Group Notes**

- Signage/Wayfinding (Important for Visitors)
- Improved Lighting (currently sufficient but lacks character/aesthetics)
- Corridor zoned commercial, but industrial and residential land uses remains
- Several vacant parcels are primed for development and other under-utilized sites are likely to experience redevelopment
- Highway 23/71 Bypass Changed the Highway 12 corridor
  - Travel patterns
  - Land uses
  - Community access/Downtown Gateway

### **Emergency Services Personnel Summary**

- Highway 12/County Road 9 intersection is biggest safety concern. Concerns are primarily associated with teen drives during morning and afternoon school related traffic
- Tight curves on Highway 12 in downtown are difficult for drivers that have not slowed down properly; heavy truck tipped on side due to speed and roadway curvature
- 7<sup>th</sup> Street/Highway 12 intersection experiences frequent crashes due to poor sight lines (blind intersection for westbound travelers on Highway 12)
- The Highway 12 overpass of the BNSF railroad (west of downtown) has a narrow bridge that makes it difficult for fire truck to pass vehicles pulling over to let them through.
- School buses stopping on Highway 12 to pick-up/drop-off students has been a slight issue, especially in areas where the roadway transitions from 4-lane down to 2-lane
- Speed transitions need to better match development transitions because some drivers don't slow until they feel their speed needs to be reduced due to more densely developed areas
- Frontage/service roads in east segment sometimes serve as slip ramps and the lack of intersection control has caused crashes to occur
- Faded pavement stripping makes it difficult to distinguish between single or multiple lanes
- Kum-n-Go truck stop access is difficult to large trucks to get up to speed quickly. Future improvements with median restriction should resolve this issue
- From the east side of downtown to Highway 71 there are areas with limited room to pull vehicles over and sometimes they need to be directed to pull over on to a side street
- BNSF at-grade crossings create frequent and extended blockage (sometime >10 minutes)
- Some tight turns for larger emergency service vehicles through downtown streets
- Opticon flashes needed on Highway 12 signals – green through and left versus green thru and green thru. Better if opposing traffic is stopped with EVP.

## **Summary of Issues identified at Downtown & West Business and Residential/Neighborhood Focus Group Meetings**

- Need turn lanes and/or wider shoulders
- Making left turns off Highway 12 to residential driveways is unsafe
- BNSF at-grade crossing at 7<sup>th</sup> Street creates extended blockage
- Some larger commercial vehicles have a difficult time maneuvering through downtown streets
- Need improved aesthetics/streetscaping through the downtown area
- Need Way Finding signage along the corridor highlighting downtown and other destinations
- There are limited bicycle/pedestrian facilities in downtown
- Some cut through traffic occurs on Becker Avenue where drivers are trying to get to 1<sup>st</sup> Street
- Icy conditions on Highway 12 curves in downtown create unsafe conditions
- Limited snow storage areas along Highway 12 in residential land use areas

## **Summary of Issues Identified in Comments Cards (4 submitted)**

1. Chris Duininck (Duininck Inc., Prinsburg, MN)
  - Access Points/Frontage Road needs improvement
  - CR 9 intersection – proximity to bypass; young drivers going to the high school
2. John Teshlisscka (Spicer, MN)
  - Reroute heavy truck traffic – 71 bypass continue around SW of city
3. Don Boom
  - Hwy 12 between Highway 71 and Lakeland Drive needs greater speed enforcement
  - Check semi trucks for proper load/weight limits
  - From Lakeland Drive to Hwy 23 turn lanes need more definition (add curbing)
4. West Central Steel, Inc.
  - Keep and improve access at 19<sup>th</sup> Street for trucks destined eastbound
  - Consider control device at 19<sup>th</sup> St NW and Highway 12
  - Avoid routing heavy trucks through downtown Willmar on Highway 12
  - Extend 4 lane road from 11<sup>th</sup> Street west to County Road 5
  - Add turn lanes through downtown
  - Good roads equal good access
  - West Central Steel is pleased with the changes and improvements that have been made over the past years and look forward to a continued partnership with the City and MnDOT



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

(East Business Corridor 1/5)

## COMMENTS & FEEDBACK

\*NAME: CHRIS DUININCK

\*BUSINESS/AFFILIATION DUININCK INC

\*PHONE 320-978-6011

\*EMAIL chrisd@duinck.com

\*ADDRESS PO BOX 208 PRINSBURG MN 56281

(\* indicates optional)

COMMENTS: Access Points / Frontage Road needs improvement

- CR 9 intersection - proximity to Bypass; young drivers going to the High School.

Please feel free to fill out this comment form and leave in the comment box or with project staff today. You may also submit comments to:

Patrick Weidemann  
MnDOT Project Manager  
[pat.weidemann@state.mn.us](mailto:pat.weidemann@state.mn.us)  
Phone (320) 214-6365

Bruce Peterson  
City of Willmar  
[bpeterson@willmarmn.gov](mailto:bpeterson@willmarmn.gov)  
Phone (320) 235-8311

Your feedback will be shared with project staff and included in the project record.



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

## COMMENTS & FEEDBACK

\*NAME: John Teskiewicz  
 \*BUSINESS/AFFILIATION Retired - Former construction  
 \*PHONE \_\_\_\_\_  
 \*EMAIL jte1931@gmail.com  
 \*ADDRESS Spice, MN  
 (\* indicates optional)

COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Reroute heavy truck traffic - 71 Bypass continue around S. side of city

5.1 mile corridor

Please feel free to fill out this comment form and leave in the comment box or with project staff today. You may also submit comments to:

Patrick Weidemann  
 MnDOT Project Manager  
[pat.weidemann@state.mn.us](mailto:pat.weidemann@state.mn.us)  
 Phone (320) 214-6365

Bruce Peterson  
 City of Willmar  
[bpeterson@willmarmn.gov](mailto:bpeterson@willmarmn.gov)  
 Phone (320) 235-8311

Your feedback will be shared with project staff and included in the project record.



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

## COMMENTS & FEEDBACK

\*NAME: Don Boom

\*BUSINESS/AFFILIATION \_\_\_\_\_

\*PHONE 320 262 5257

\*EMAIL 6000collingwood16@attmain.com

\*ADDRESS 518 WITCHFIELD AVE. S.E.

(\* indicates optional)

COMMENTS: Hy 12 BETWEEN THE BRIDGE TO LAKELAND DR. NEEDS SPEED LIMIT WATCHED MORE CLOSELY.

CHX, 18 WHEELERS FOR PROPER LOAD LIMITS IN SAME AREA.

FROM LAKELAND DR. TO Hy 23 TURN-INS NEED MORE DEFINITION AS TO GUARDING.

Please feel free to fill out this comment form and leave in the comment box or with project staff today. You may also submit comments to:

Patrick Weidemann  
MnDOT Project Manager  
[pat.weidemann@state.mn.us](mailto:pat.weidemann@state.mn.us)  
Phone (320) 214-6365

Bruce Peterson  
City of Willmar  
[bpeterson@willmarmn.gov](mailto:bpeterson@willmarmn.gov)  
Phone (320) 235-8311

Your feedback will be shared with project staff and included in the project record.

West Central Steel, Inc.

Highway 12 Willmar Corridor Study

March 26, 2014

To: Bruce Peterson

City of Willmar

Keep access at 19<sup>th</sup> Street NW

Improve access for Semi Trucks from 19<sup>th</sup> St NW to US Highway 12, east bound.

Consider Control device at 19<sup>th</sup> St NW and US Highway 12

Control speeds at 19<sup>th</sup> St NW

Avoid routing US Highway 12 through downtown Willmar

Extend 4 lane road from 11<sup>th</sup> st west to County Road 5

Add turn lanes through downtown

Good roads and good access

West Central Steel is very satisfied with the changes and improvements that have been made over the past years and look forward to continued partnership with the City of Willmar and the Minnesota Department of Transportation.

- Add Traffic light
- = Waiting time
- Expansion on 19<sup>th</sup>
- Mornings, noon,
- = Reducing access
- 45 → 30 mph



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>East Business</i>	Date: <i>3/26/14</i>
Location:	Time: <i>7:30 - 9:00</i>

Name: <i>John Petlinich</i>	Business/Affiliation:
Email: <i>jt1931@gmail.com</i>	
Phone: <i>320 444-3234</i>	Address:

Name: <i>Tom Dooley</i>	Business/Affiliation:
Email: <i>tdooley@dooley-petro.com</i>	
Phone: <i>320-235-5200</i>	Address:

Name: <i>Steve Wright</i>	Business/Affiliation: <i>Westside Logans</i>
Email: <i>StWright13@gmail.com</i>	
Phone: <i>320-214-1848</i>	Address: <i>1600 E. Hwy 12 Willmar</i>

Name: <i>Bruce Peterson</i>	Business/Affiliation: <i>City of Willmar</i>
Email: <i>brpeterson@willmarma.gov</i>	
Phone: <i>320-214-5184</i>	Address:

Name: <i>Jared Vogt</i>	Business/Affiliation: <i>Bolton+Mank, Inc.</i>
Email: <i>jaredvogt@bolton-mank.com</i>	
Phone: <i>612-756-0326</i>	Address: <i>2040 Hwy 12 E</i>

Name: <i>CHRIS DUININCK</i>	Business/Affiliation: <i>DUININCK INC</i>
Email: <i>chrisd@duinick.com</i>	
Phone: <i>320-978-6011</i>	Address: <i>BRINSBURG</i>

Name: <i>Dou DOKKAN</i>	Business/Affiliation:
Email:	
Phone: <i>214 75 95</i>	Address: <i>WILLMAR</i>



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>East Business</i>	Date: <i>3/26/14</i>
Location:	Time: <i>7:30-9:00</i>

Name: <i>KEN WARNER</i>	Business/Affiliation: <i>Willmar Lakes Area Chamber</i>
Email: <i>KWARNER@WILLMARVILLAGECHAMBER.COM</i>	
Phone: <i>320-235-0300</i>	Address: <i>2104 E. Hwy 12 Willmar</i>

Name: <i>DENNIS A CASSEMAN</i>	Business/Affiliation: <i>Kum + Go</i>
Email:	
Phone: <i>320-214-7813</i>	Address: <i>2550 Hwy 12 E Willmar</i>

Name: <i>Larry Kleindl</i>	Business/Affiliation: <i>Handydyke Co.</i>
Email:	
Phone: <i>231-6215 ext 2108</i>	Address: <i>2200 23<sup>rd</sup> St NE Willmar</i>

Name: <i>Todd Mattison</i>	Business/Affiliation: <i>Willmar Overhead Door</i>
Email:	
Phone: <i>235-7688</i>	Address: <i>1301 E Hwy 12</i>

Name: <i>MARK SUEDBECK</i>	Business/Affiliation:
Email:	
Phone: <i>235-5223</i>	Address:

Name: <i>Ryan Long</i>	Business/Affiliation:
Email:	
Phone: <i>605 376 2185</i>	Address:

Name: <i>Charlene Stevens</i>	Business/Affiliation:
Email: <i>cstevens@willmar.mn.gov</i>	
Phone: <i>235-4913</i>	Address:



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>East Business</i>	Date: <i>3/26/14</i>
Location:	Time: <i>7:30-9:00</i>

Name: <i>Jonas Jonson</i>	Business/Affiliation: <i>West Central Electric Supply</i>
Email:	
Phone: <i>235-6670</i>	Address:

Name: <i>SEAN CHRISTENSEN</i>	Business/Affiliation: <i>CITY OF WILLMAR</i>
Email: <i>SCCHRISTENSEN@WILLMARMN.GOV</i>	
Phone:	Address: <i>333 6TH ST SW</i>

Name: <i>Mung Nettland</i>	Business/Affiliation: <i>Midwest Motors</i>
Email: <i>blnetland@yahoo.com</i>	
Phone:	Address: <i>1706 E Hwy 12</i>

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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- PLEASE SIGN IN -

Meeting Description: <i>East Business</i>	Date: <i>3/26/14</i>
Location:	Time: <i>7:30 - 9:00</i>

Name: <i>D/UV WARNE</i>	Business/Affiliation:
Email: <i>dwarne@hshdmm.com</i>	
Phone: <i>324-222-0050</i>	Address:

Name: <i>Andrey Nelson</i>	Business/Affiliation:
Email: <i>anelson@willmar.mn.gov</i>	
Phone: <i>320-919-4927</i>	Address:

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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Email:	
Phone:	Address:



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>Emergency Services Focus Group</i>	Date: <i>3/26/14</i>
Location:	Time: <i>10:00 - 11:00</i>

Name: <i>Brad Hanson</i>	Business/Affiliation: <i>Willmar Ambulance</i>
Email: <i>BHNS@Rice-willmar-mn.us</i>	
Phone: <i>320-231-4017</i>	Address: <i>301 SW Becker Ave</i>

Name: <i>Dan Harbo</i>	Business/Affiliation: <i>Kandiyohi County Sheriff</i>
Email: <i>3301@co.kandiyohi.mn.us</i>	
Phone: <i>320-214-6700 Ext. 3301</i>	Address: <i>2201 NE 23rd St. Suite 101 Willmar, MN 56201</i>

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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Phone:	Address:



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>Emergency Services Focus Group</i>	Date: <i>10:00 - 11:00</i>
Location:	Time: <i>3/26/14</i>

Name: <i>GARY HENDRICKSON</i>	Business/Affiliation:
Email: <i>ghendrickson@willmar.mn.gov</i>	
Phone: <i>300-235-1354</i>	Address:

Name: <i>Jim FOLT</i>	Business/Affiliation: <i>Willmar PD</i>
Email: <i>j.folt@willmar.mn.gov</i>	
Phone: <i>320-285-2244</i>	Address:

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>Downtown / West Businesses</i>	Date: <i>3/26/14</i>
Location:	Time: <i>12:30-2:00</i>

Name: <i>Joline Hovland</i>	Business/Affiliation: <i>Habitat for Humanity of West Central MN</i>
Email: <i>joline@habitatwcm.org</i>	
Phone: <i>320-231-2704</i>	Address: <i>2424 S 1st St Willmar (off 619 Benson Ave)</i>

Name:	Business/Affiliation:
Email:	
Phone:	Address:

Name:	Business/Affiliation:
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# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <i>Downtown / West Businesses</i>	Date: <i>3/26/14</i>
Location:	Time: <i>12:30-2:00</i>

Name: <i>Donald Hagg Jr.</i>	Business/Affiliation: <i>Haug Supplement Co.</i>
Email: <i>mail@haugimp.com</i>	
Phone: <i>320-225-8115</i>	Address: <i>3593 Hwy 12 SE, P.O. Box 1055</i>

Name:	Business/Affiliation:
Email:	
Phone:	Address:

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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Phone:	Address:



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: <u>Downtown / West Businesses</u>	Date: <u>3/26/14</u>
Location:	Time: <u>12:30 - 2:00</u>

Name: <u>Jance Peterson</u>	Business/Affiliation: <u>Peterson Bros. F.H.</u>
Email: <u>jance@petersonbrothers.com</u>	
Phone: <u>235-1651</u>	Address: <u>700 Becker Ave SW</u>

Name: <u>Tim Manz</u>	Business/Affiliation: <u>MANZ AUTO Inc.</u>
Email: <u>tmanz@manzautoinc.com</u>	
Phone: <u>320-235-5591</u>	Address: <u>224 Benson Ave SE</u>

Name: <u>Stephen Deleski</u>	Business/Affiliation: <u>West Central Printing</u>
Email: <u>StephenDeleski@charter.net</u>	
Phone: <u>235-7949</u>	Address: <u>101 5th St SW</u>

Name: <u>Paul Hong</u>	Business/Affiliation: <u>Hong Implement Co.</u>
Email: <u>paalhong@hongimp.com</u>	
Phone: <u>320-235-8115</u>	Address: <u>3593 Hwy 12 E</u>

Name: <u>DAVID Runkle</u>	Business/Affiliation: <u>West Central Steel</u>
Email: <u>drunkle@wcsteel.com</u>	
Phone: <u>320-<del>2</del> 214-5230</u>	Address: <u>110 19th St NW</u>

Name:	Business/Affiliation:
Email:	
Phone:	Address:

Name:	Business/Affiliation:
Email:	
Phone:	Address:



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: Residents / Neighbors Focus Group	Date: 3/26/14
Location:	Time: 5:00 - 6:30

Name: OSCAR L. OVERCASH	Business/Affiliation:
Email: Overcashk@yahoo.com	Mailing - 208 BECKER AVE SE.
Phone: 320-899-2806	Address: 205 Litchfield Ave SE.

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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Email:	
Phone:	Address:

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# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: Residents + Neighbors Focus Group	Date: 3/26/14
Location:	Time: 5:00 - 6:30

Name: Jason van der Hegen	Business/Affiliation: Resident
Email: jwvdh7@hotmail.com	
Phone: 651-269-9412	Address: 216 Litchfield Ave. SE Willmar

Name: Stephanie Young	Business/Affiliation: Resident
Email: cocacola9girl16@hotmail.com	
Phone: 320-262-5257	Address: 518 Litchfield Ave. SE Willmar

Name: Dou Boon	Business/Affiliation:
Email: SAME AS ABOVE	SAME AS ABOVE
Phone:	Address:

Name:	Business/Affiliation:
Email:	
Phone:	Address:

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Phone:	Address:



# HIGHWAY 12 WILLMAR CORRIDOR STUDY

- PLEASE SIGN IN -

Meeting Description: Residents / Neighbors Focus Group	Date: 3/26/14
Location:	Time: 5:00 - 6:30

Name: Harold H. Asche	Business/Affiliation:
Email:	
Phone: 320-262-2332	Address: 3343 East Hwy 12

Name: Kyle & Vera Ehrenberg	Business/Affiliation:
Email:	
Phone: 320-231-1006	Address: 1018 SW Litchfield Ave.

Name: Sally M <sup>E</sup> Adams	Business/Affiliation:
Email: sjlmdme@yahoo.com	
Phone: 320-231-1979	Address:

Name: LeRoy Ekstrom	Business/Affiliation:
Email:	
Phone:	Address: 1125 9 <sup>th</sup> St SE #105

Name: GINA PERMAR	Business/Affiliation:
Email:	
Phone: 320-212-1889	Address: Litchfield Ave SE (417)

Name: Aaron Larson	Business/Affiliation:
Email: alarson94@gmail.com	
Phone: 320-214-9279	Address: 219 Anthony St. SE, Willmar, MN

Name:	Business/Affiliation:
Email:	
Phone:	Address:

## Highway 12 Corridor Study Project Advisory Committee

	Area	Organization	Name
1	Chamber	Willmar Area Chamber of Commerce	Ken Warner
2	City	Willmar City Council	Rick Fagerlie
3	City	City of Willmar	Sean Christensen
4	City	City of Willmar	Bruce Peterson
5	East	Haug Implement Co., Haug Properties LLC	Donald Butch Haug
6	East	Lange Agri Systems	Lyle Lange
7	East	Westside Liquor	Steve Wright
8	DT	Heritage Bancshares Group, Inc.	Gary Geiger
9	West	Peterson Brothers Funeral Home	Lance Peterson
10	West	West Central Steel	David Runke
11	County	Kandiyohi County Board	Doug Reese
12	County	Kandiyohi County	Mel Odens*
13	County	Kandiyohi County	Gary Danielson*
14	Region	Mid-Minnesota Development Commission	Donn Winckler
15	State	MnDOT	Susann Karnowski*
16	State	MnDOT	Chris Moates*
C	Consult	Short Elliott Hendrickson	Bob Rogers*
C	Consult	Short Elliott Hendrickson	John Rodeberg*
C	Consult	Short Elliott Hendrickson	Kristin Peterson*

\*Also member of the Technical Advisory Team (TAT)

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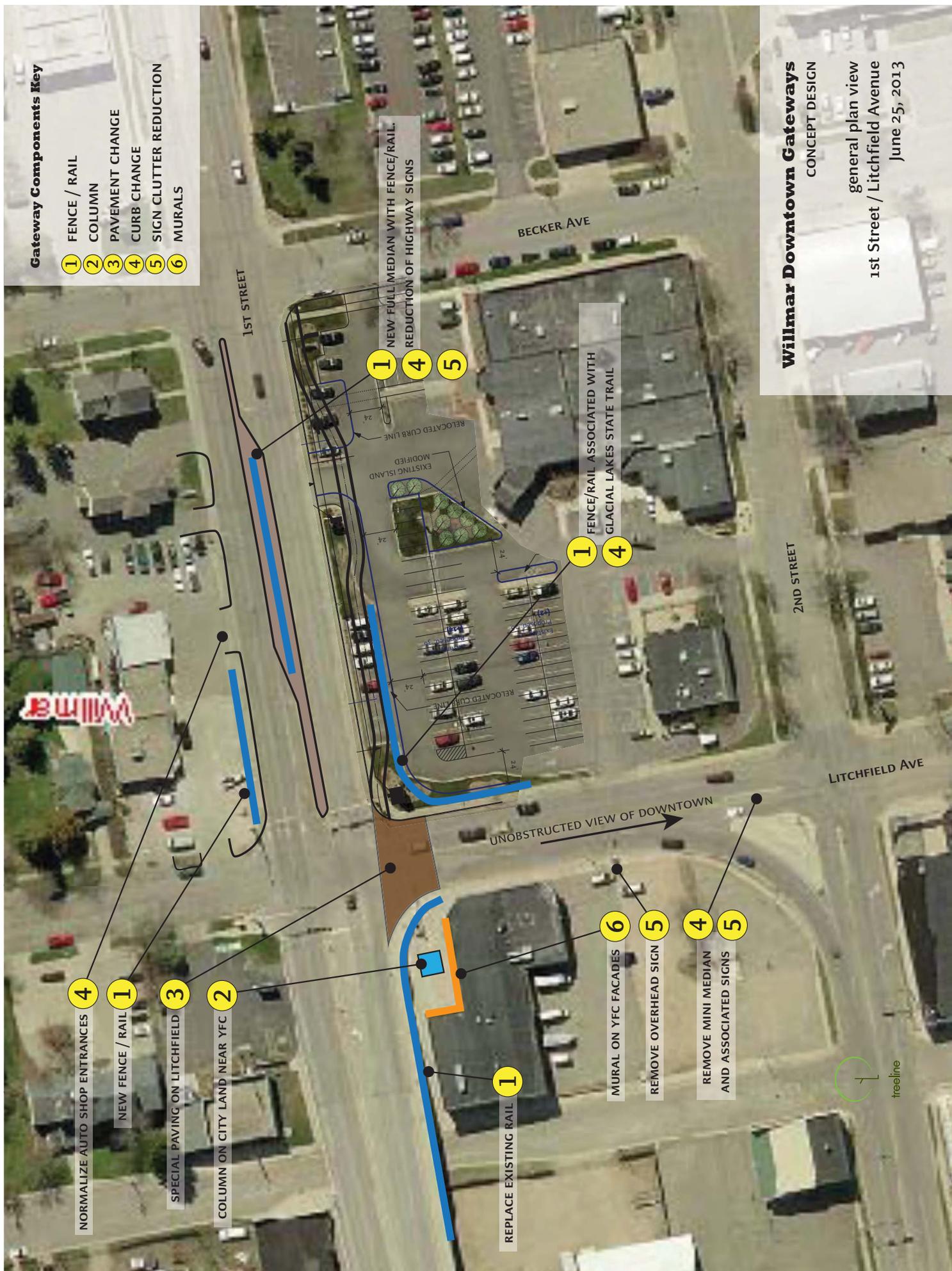
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**APPENDIX B – DOWNTOWN WILLMAR PLAN: GATEWAY  
CONCEPTS**

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**Gateway Components Key**

- 1 FENCE / RAIL
- 2 COLUMN
- 3 PAVEMENT CHANGE
- 4 CURB CHANGE
- 5 SIGN CLUTTER REDUCTION
- 6 MURALS



**Willmar Downtown Gateways**

CONCEPT DESIGN  
 general plan view  
 1st Street / Litchfield Avenue  
 June 25, 2013

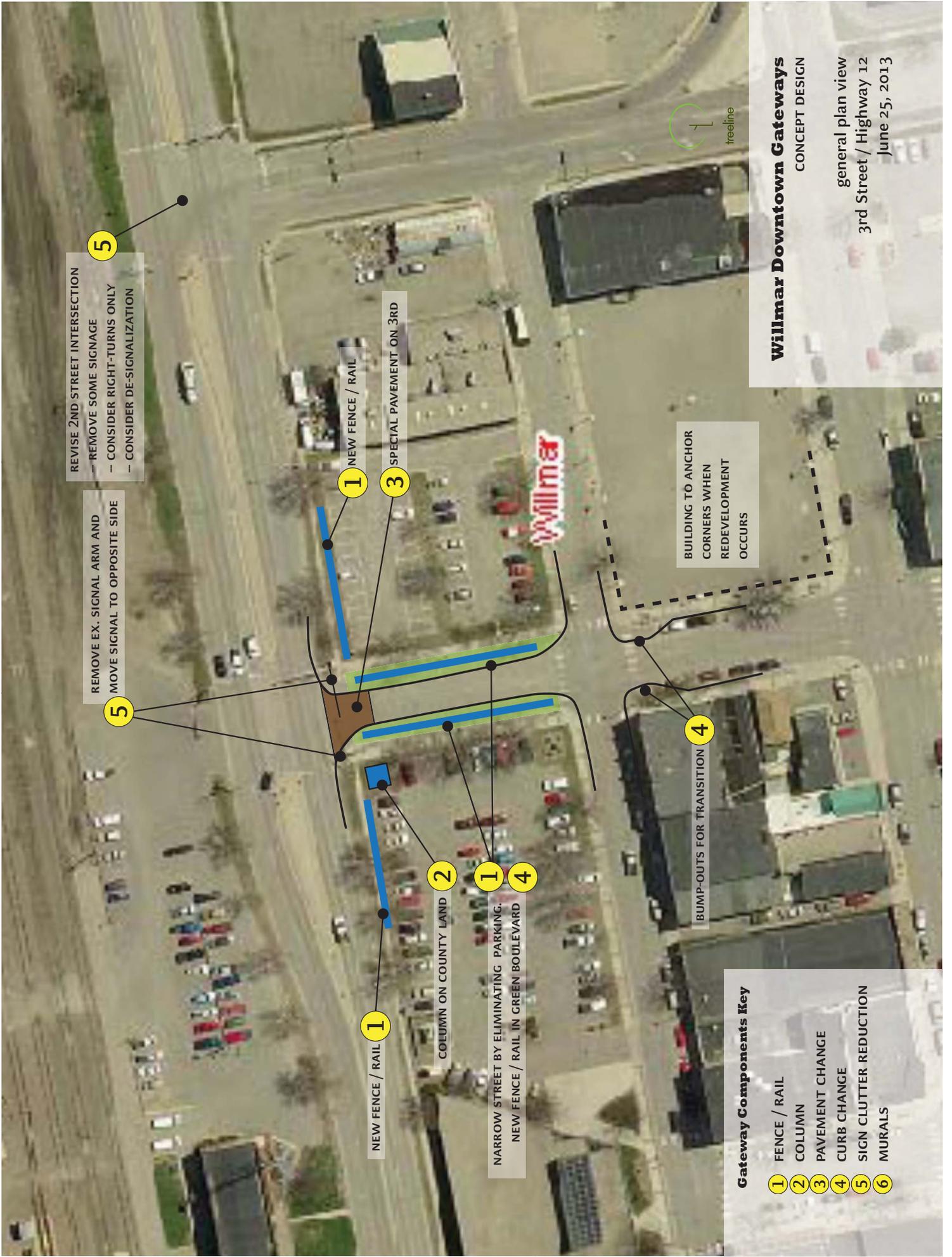
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**Willmar Downtown Gateways**  
CONCEPT DESIGN

illustrative view  
1st Street / Litchfield Avenue  
June 25, 2013

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REVISE 2ND STREET INTERSECTION  
 - REMOVE SOME SIGNAGE  
 - CONSIDER RIGHT-TURNS ONLY  
 - CONSIDER DE-SIGNALIZATION

5

REMOVE EX. SIGNAL ARM AND  
 MOVE SIGNAL TO OPPOSITE SIDE

5

1 NEW FENCE / RAIL

3 SPECIAL PAVEMENT ON 3RD

BUILDING TO ANCHOR  
 CORNERS WHEN  
 REDEVELOPMENT  
 OCCURS

BUMP-OUTS FOR TRANSITION

4

1 NEW FENCE / RAIL

2 COLUMN ON COUNTY LAND

1 NARROW STREET BY ELIMINATING PARKING.  
 NEW FENCE / RAIL IN GREEN BOULEVARD

4

**Gateway Components Key**

- 1 FENCE / RAIL
- 2 COLUMN
- 3 PAVEMENT CHANGE
- 4 CURB CHANGE
- 5 SIGN CLUTTER REDUCTION
- 6 MURALS

**Willmar Downtown Gateways**

CONCEPT DESIGN

general plan view  
 3rd Street / Highway 12  
 June 25, 2013



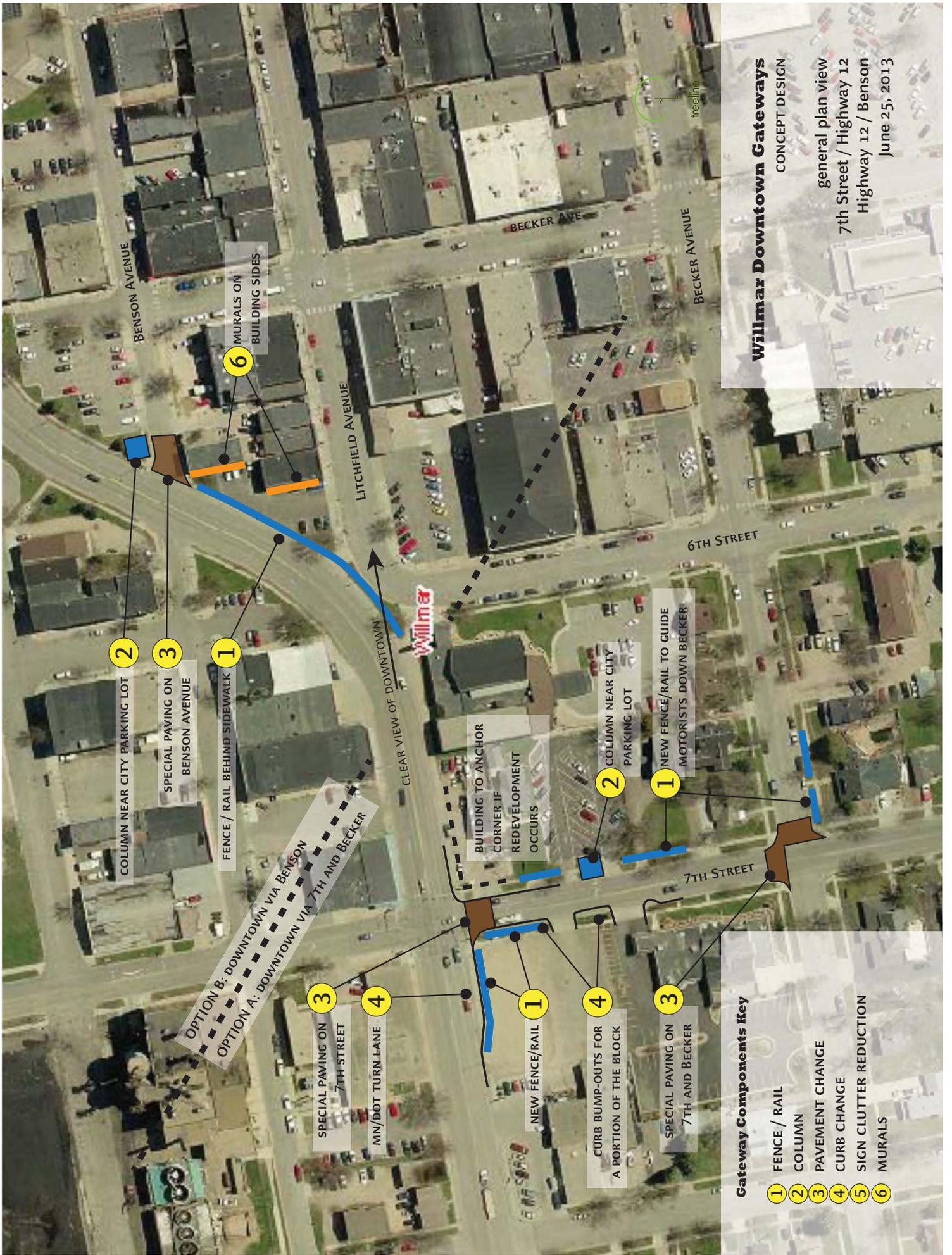
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**Willmar Downtown Gateways**  
CONCEPT DESIGN

illustrative view  
3rd Street / Highway 12  
June 25, 2013

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**Willmar Downtown Gateways**  
CONCEPT DESIGN

general plan view  
7th Street / Highway 12  
Highway 12 / Benson  
June 25, 2013

2 COLUMN NEAR CITY PARKING LOT

3 SPECIAL PAVING ON BENSON AVENUE

1 FENCE / RAIL BEHIND SIDEWALK

6 MURALS ON BUILDING SIDES

OPTION B: DOWNTOWN VIA BENSON  
OPTION A: DOWNTOWN VIA 7TH AND BECKER

3 SPECIAL PAVING ON 7TH STREET

4 MN/DOT TURN LANE

1 NEW FENCE/RAIL

4 CURB BUMP-OUTS FOR A PORTION OF THE BLOCK

3 SPECIAL PAVING ON 7TH AND BECKER

BUILDING TO ANCHOR CORNER IF REDEVELOPMENT OCCURS

2 COLUMN NEAR CITY PARKING LOT

1 NEW FENCE/RAIL TO GUIDE MOTORISTS DOWN BECKER

- Gateway Components Key**
- 1 FENCE / RAIL
  - 2 COLUMN
  - 3 PAVEMENT CHANGE
  - 4 CURB CHANGE
  - 5 SIGN CLUTTER REDUCTION
  - 6 MURALS

6TH STREET

7TH STREET

BENSON AVENUE

LITCHFIELD AVENUE

BECKER AVE

BECKER AVENUE

treeline

Willmar

CLEAR VIEW OF DOWNTOWN

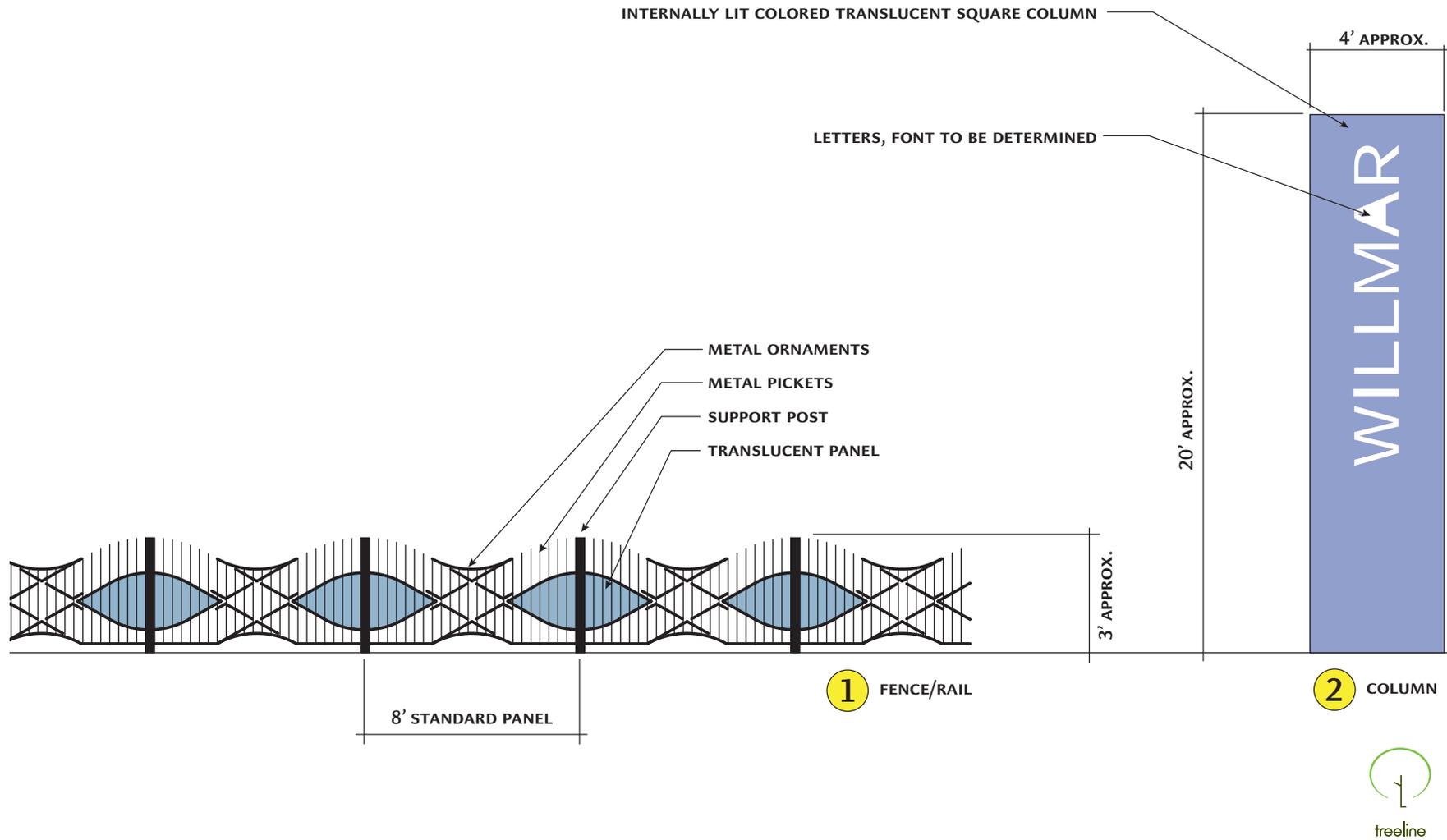
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**Willmar Downtown Gateways**  
CONCEPT DESIGN

illustrative view  
7th Street / Highway 12  
June 25, 2013

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**Willmar Downtown Gateways**  
 CONCEPT DESIGN

element details  
 June 25, 2013

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**APPENDIX C – WILLMAR HIGHWAY 12 CORRIDOR VISION  
CONCEPTUAL LAYOUTS**

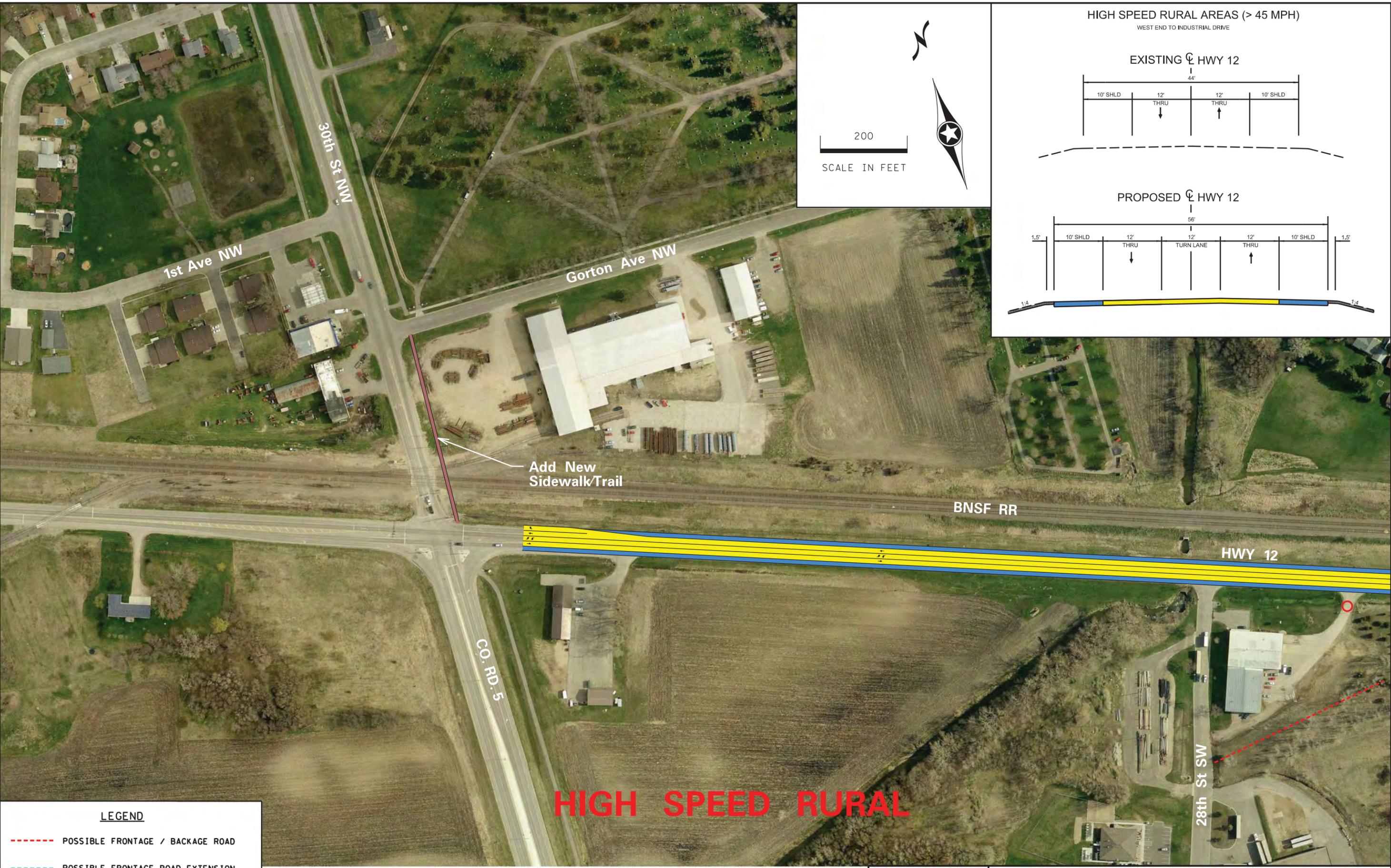
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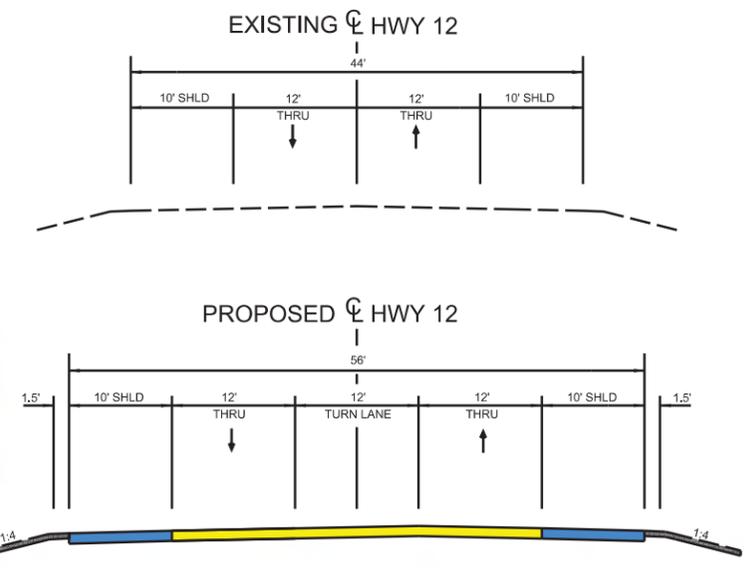
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**HIGH SPEED RURAL AREAS (> 45 MPH)**  
WEST END TO INDUSTRIAL DRIVE



**LEGEND**

- - - POSSIBLE FRONTAGE / BACKAGE ROAD
- - - POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION

**HIGH SPEED RURAL**



**HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN**

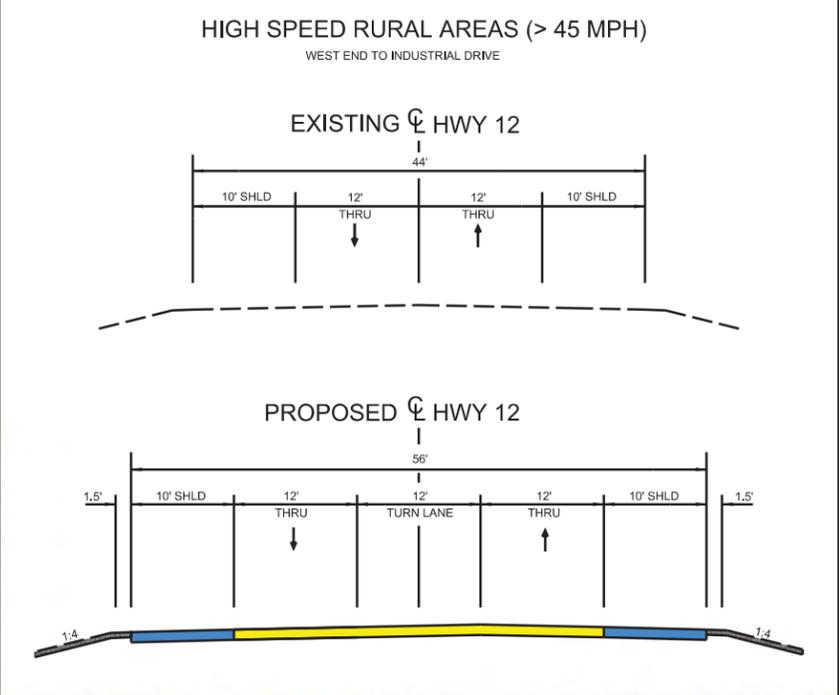
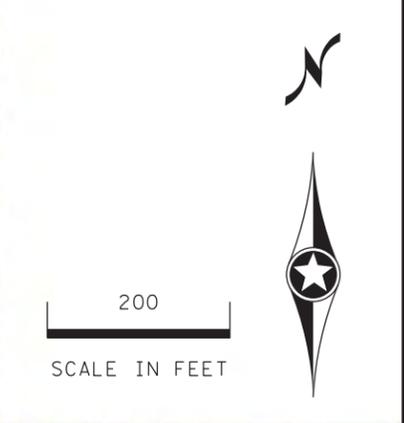
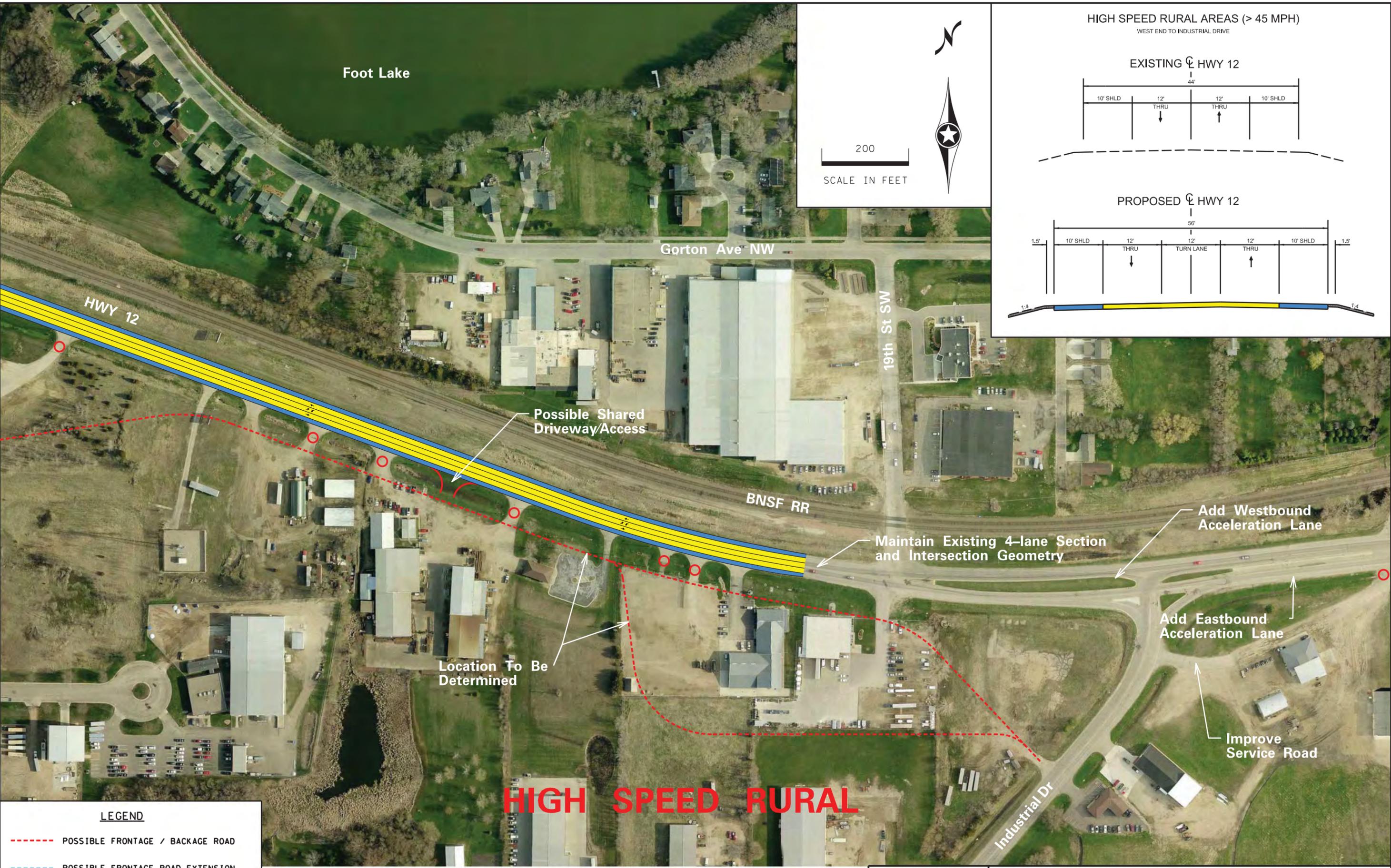


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**LEGEND**

- - - POSSIBLE FRONTAGE / BACKAGE ROAD
- - - POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION



HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



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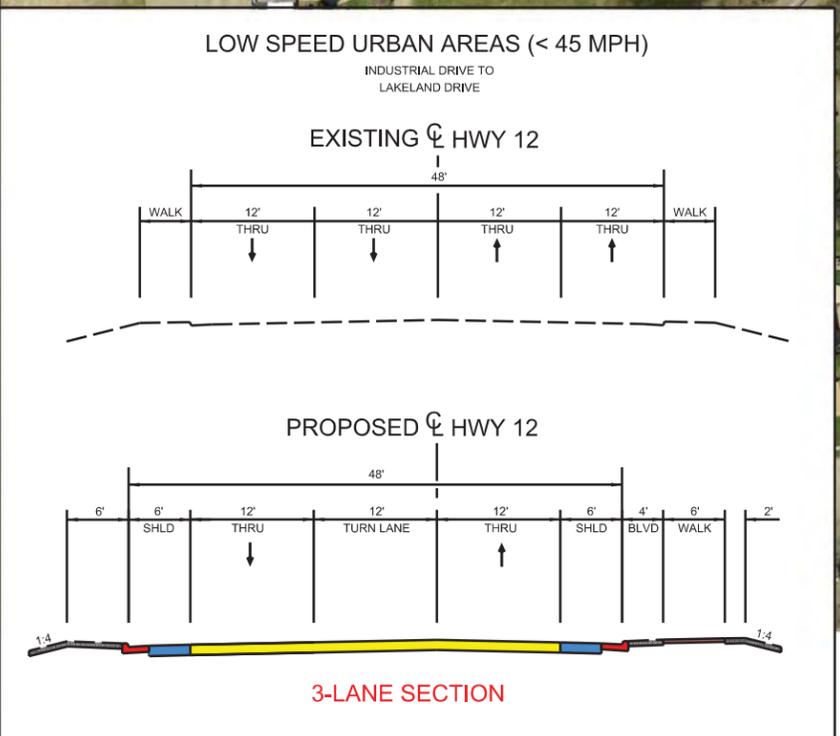
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SCALE IN FEET

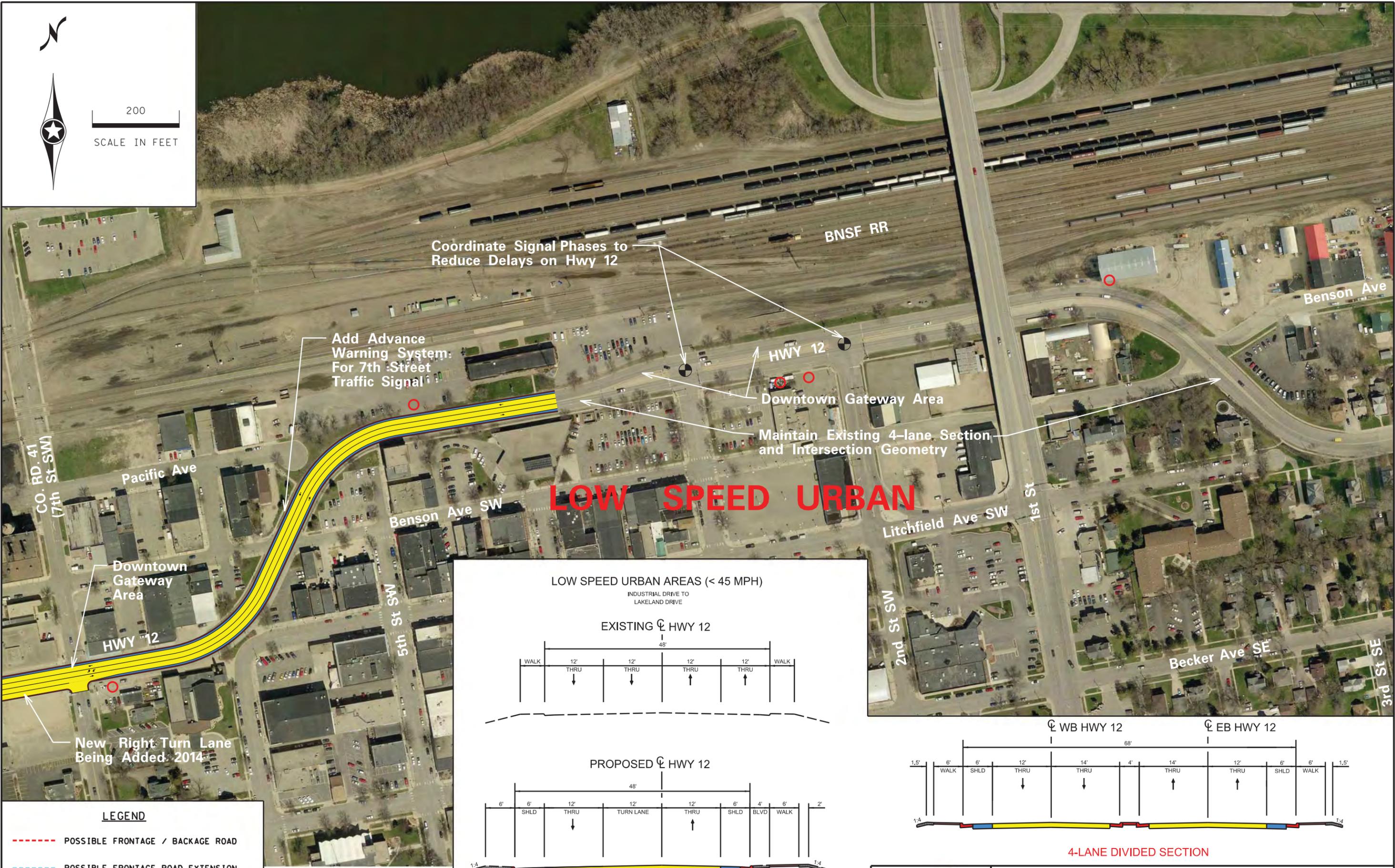
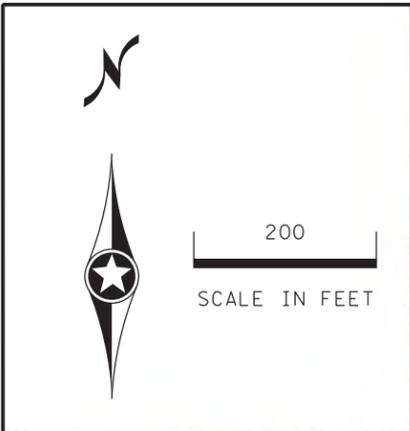
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- - - POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION



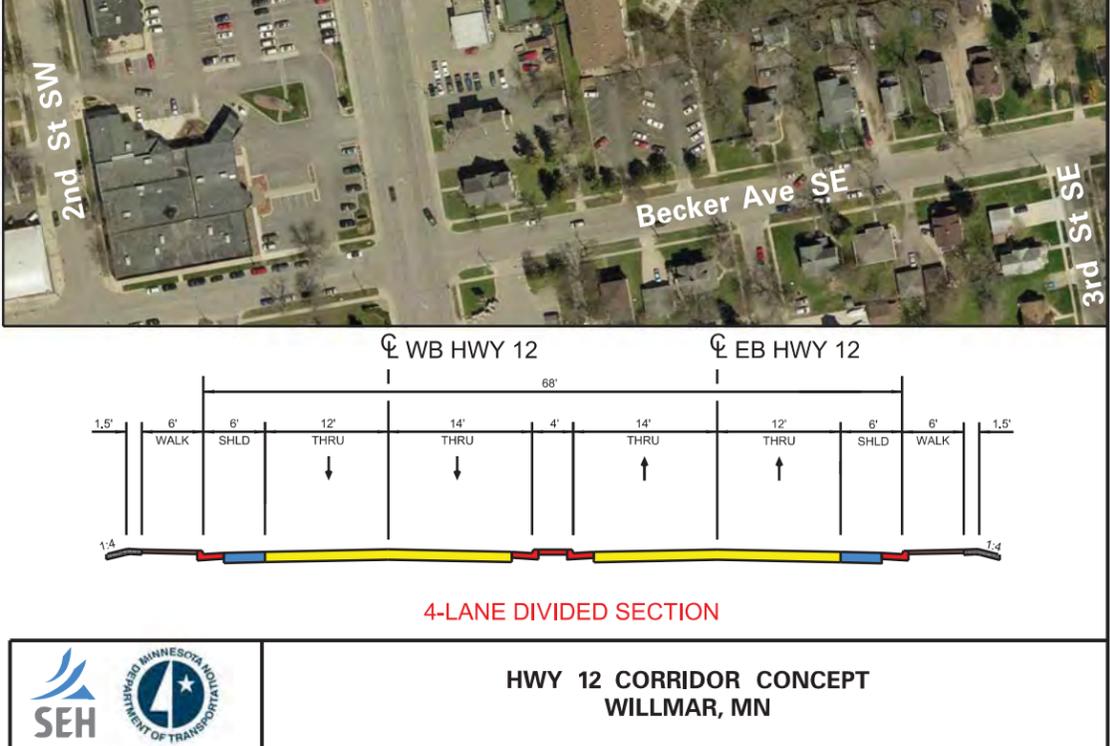
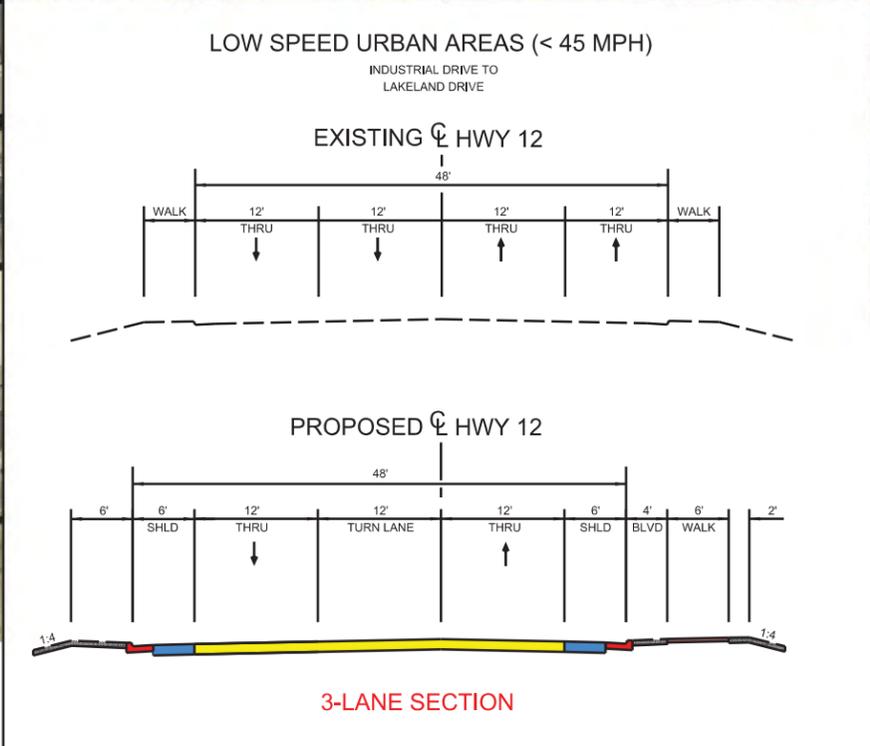
HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN





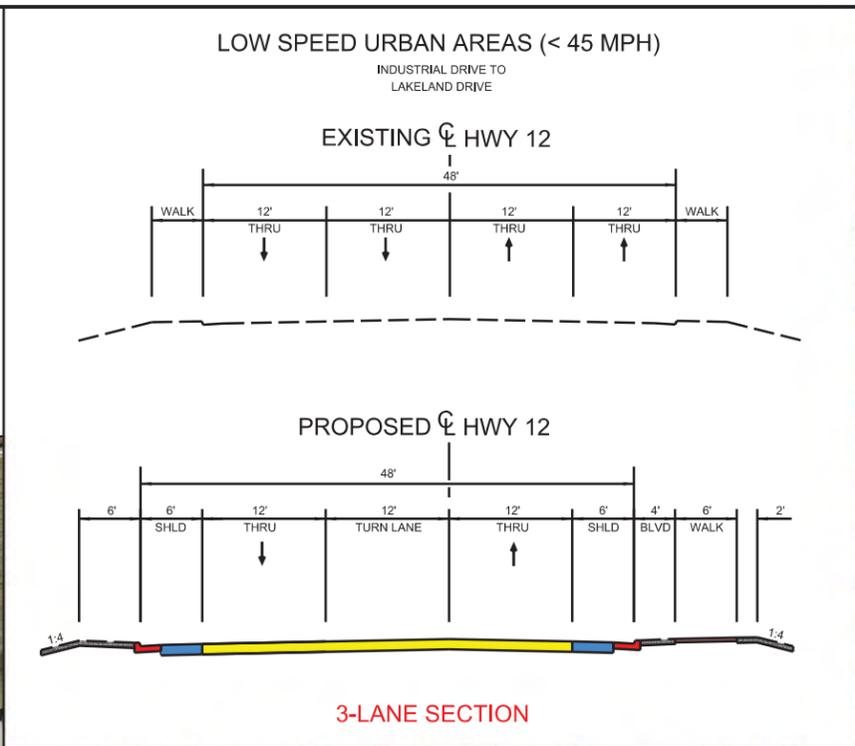
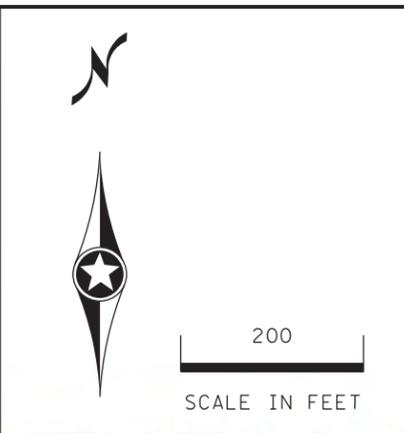
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- POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION





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LOW SPEED URBAN

**LEGEND**

- POSSIBLE FRONTAGE / BACKAGE ROAD
- POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION



HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



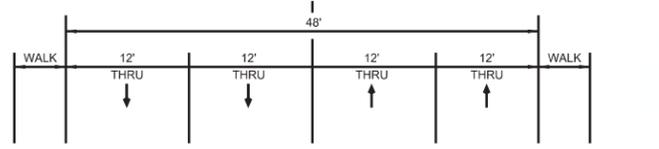


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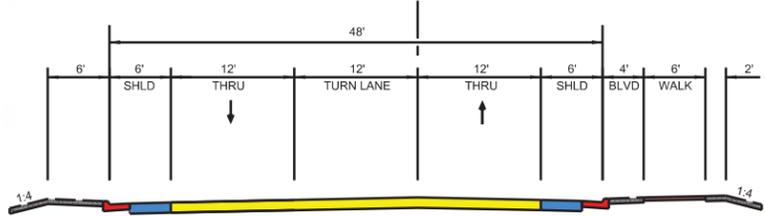
LOW SPEED URBAN AREAS (< 45 MPH)

INDUSTRIAL DRIVE TO  
LAKELAND DRIVE

EXISTING HWY 12



PROPOSED HWY 12



LEGEND

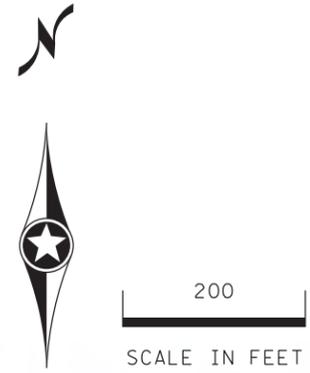
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- POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION



HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



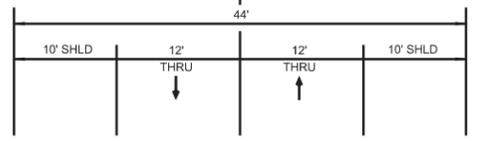
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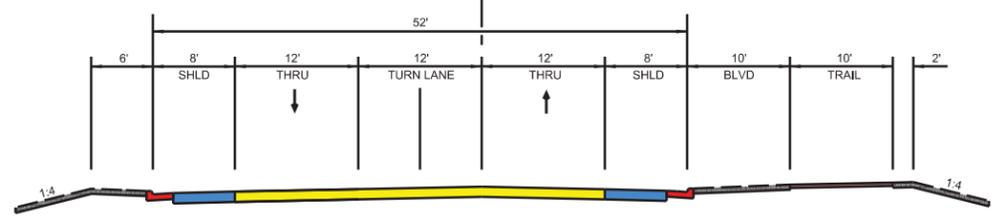
### HIGH SPEED URBAN AREAS (> 45 MPH)

LAKELAND DRIVE TO COUNTY 9

#### EXISTING HWY 12



#### PROPOSED HWY 12



3-LANE SECTION

## HIGH SPEED URBAN

11/13/2014

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20th St SE

Location To Be Determined

HWY 12

Add New Trail Along South Side of Hwy 12

23rd St SE

24th St SE

2014 Highway 12 Bridge Rehab & Improvement Project - Maintain Existing 4-lane Divided Section (With No Access Changes)

Oxford Dr SE

25th St SE

PROPOSED 2014 PROJECT

28th St SE

**LEGEND**

- POSSIBLE FRONTAGE / BACKAGE ROAD
- - - POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION

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HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



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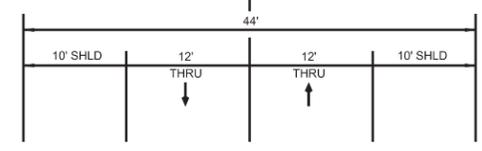
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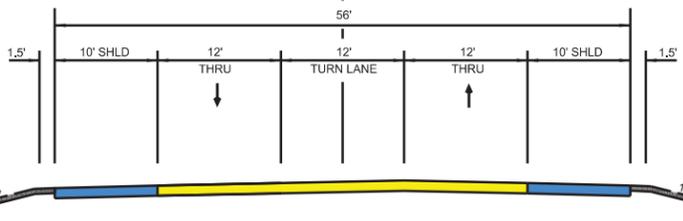
**HIGH SPEED RURAL AREAS (> 45 MPH)**

WEST END TO INDUSTRIAL DRIVE  
EAST OF COUNTY 9

**EXISTING HWY 12**



**PROPOSED HWY 12**



North arrow pointing up and a scale bar indicating 200 feet. Text below the scale bar reads "SCALE IN FEET".

CO. RD. 9

Location to be Determined During Site Development

HWY 12

PROPOSED 2014 PROJECT

2014 Highway 12 Bridge Rehab & Improvement Project - Maintain Existing 4-lane Divided Section (With No Access Changes)

Comprehensive Drainage Analysis Needed

**HIGH SPEED RURAL**

**LEGEND**

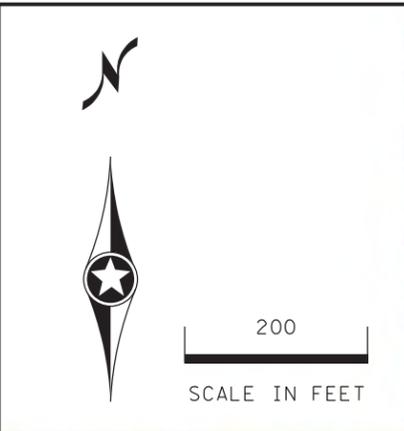
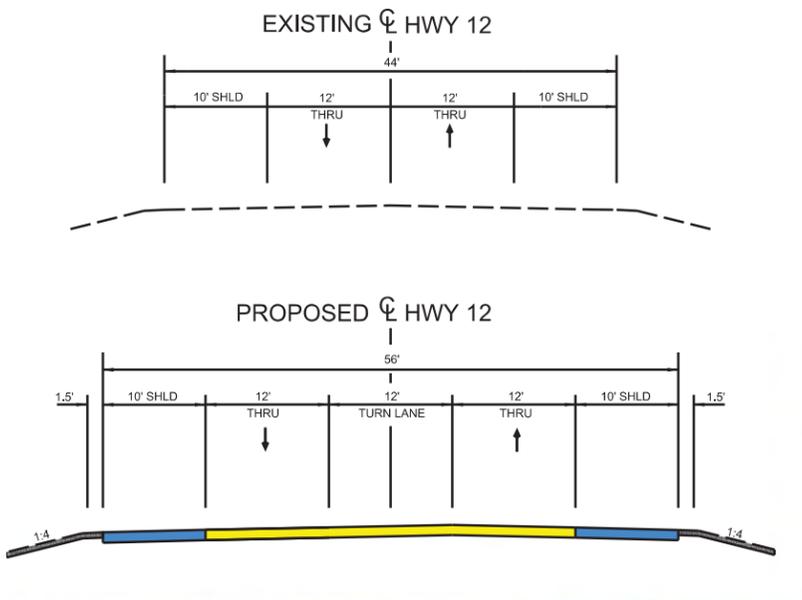
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- CANDIDATE ACCESS MODIFICATION



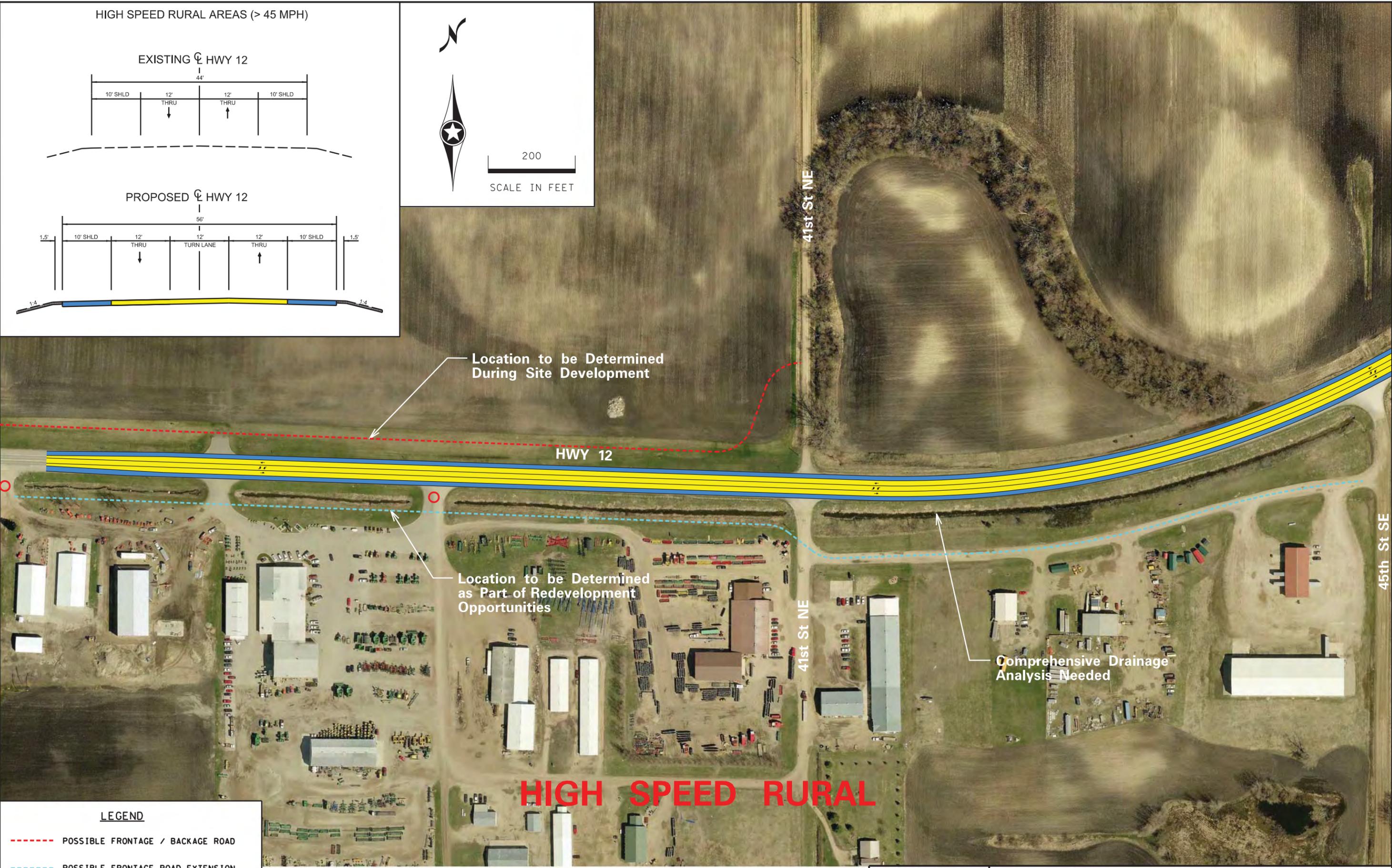
HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



HIGH SPEED RURAL AREAS (> 45 MPH)



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**HIGH SPEED RURAL**

**LEGEND**

- - - POSSIBLE FRONTAGE / BACKAGE ROAD
- - - POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION



HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



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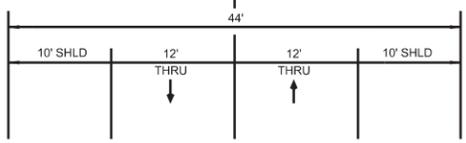
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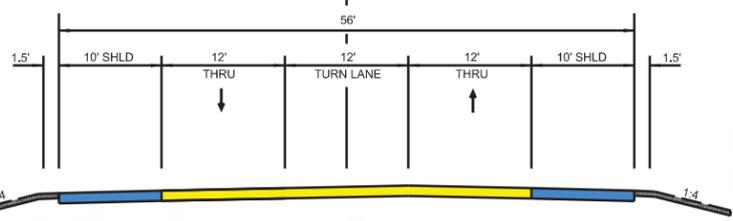
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HIGH SPEED RURAL AREAS (> 45 MPH)

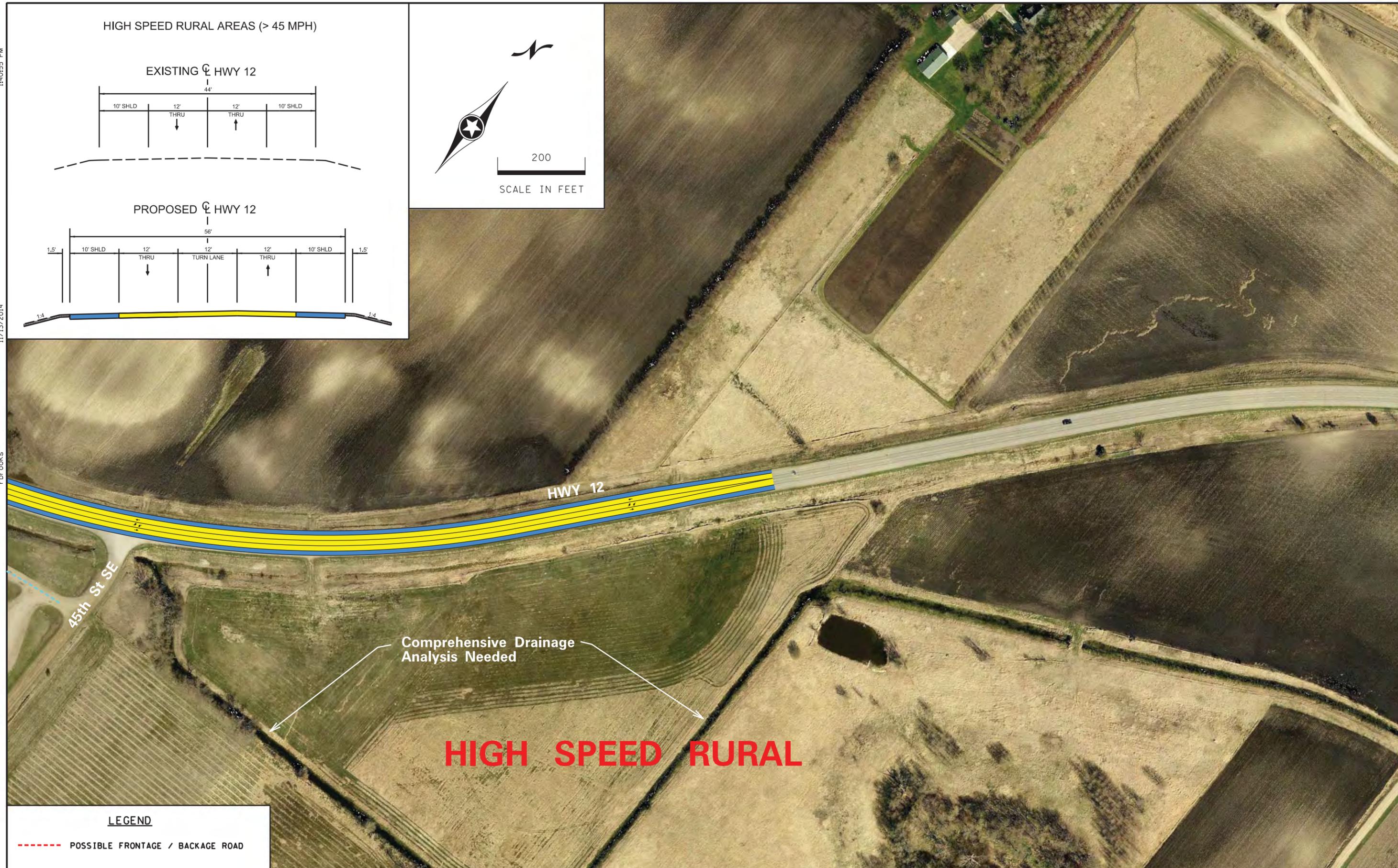
EXISTING  $\odot$  HWY 12



PROPOSED  $\odot$  HWY 12



200  
SCALE IN FEET



LEGEND

- - - POSSIBLE FRONTAGE / BACKAGE ROAD
- - - POSSIBLE FRONTAGE ROAD EXTENSION
- CANDIDATE ACCESS MODIFICATION



HWY 12 CORRIDOR CONCEPT  
WILLMAR, MN



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## **APPENDIX D – WILLMAR HIGHWAY 12 OVERLAY ORDINANCE**

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**Transportation & Land Use Management Overlay Ordinance for Trunk Highway 12  
Between 30<sup>th</sup> Street SW (County Road 5) and Highway 23/71  
City of Willmar, Kandiyohi County, Minnesota**

**Section 1. Title.**

This Ordinance, included as **Section \_\_\_\_\_ of the \_\_\_\_\_ Code** of the City of Willmar, Minnesota, will be known and referred to as the Transportation and Land Use *Management Overlay Ordinance for Highway 12*. When referred to hereafter, it will be known as “this Ordinance”

**Section 2. Purpose and Relationship to Other Ordinances.**

**Section 2.1 Purpose.**

The purpose of this Ordinance is to plan, manage, and regulate the location and general design of public and private developments, including direct access to Highway 12 in order to:

- 1) Promote the safety and mobility of the traveling public;
- 2) Provide safe and convenient travel between Highway 12 and the surrounding area, consistent with the highway’s functional classification as a(n) Minor Arterial and state Trunk Highway access category assignment as a Regional Corridor;
- 3) Ensure that all property is provided reasonably convenient and suitable access;
- 4) Support orderly economic development/redevelopment of the surrounding area; and
- 5) Support the development of a coordinated state and local road network.

**Section 2.2 Conformance with Comprehensive Plan and State Transportation Guidelines.**

This ordinance implements the goals and policies of the Highway 12 Corridor Study Report and the Willmar *Comprehensive Plan*. In addition, this Ordinance conforms with the policies and guidelines of the Minnesota Department of Transportation (MnDOT).

**Section 2.3 Transportation & Land Use Management Overlay Zone Established.**

This ordinance establishes an Overlay Zone for areas lying adjacent to the Highway 12 corridor between 30<sup>th</sup> Street SW (County Road 5) and Highway 23/71. The requirements of this Ordinance apply within the Overlay Zone and supplement the requirements of the City of Willmar’s zoning, subdivision, and other regulations that govern the use and development of property within the City. Therefore, all standards and requirements of this Ordinance are in addition to the requirements of the City’s Zoning and Subdivision ordinances.

- 1) Any parcel of land located within the Overlay Zone is subject to all requirements of the underlying zoning district.
- 2) If there is a conflict between any provision of this Ordinance and any provision of the City of Willmar’s zoning, subdivision, or other regulation, the more restrictive provision will apply.

**Section 3 Definitions.**

For the purpose of this Ordinance, certain phrases, terms and words are defined as follows:

- Access                                      An entrance, driveway, street, road, or other way or means of approach that provides a vehicular entrance or exit to a property from an abutting property or public road.
- Access, commercial:                      A private access serving more than three residential units; one or more commercial, industrial, institutional or multiple family uses; or an agricultural business.

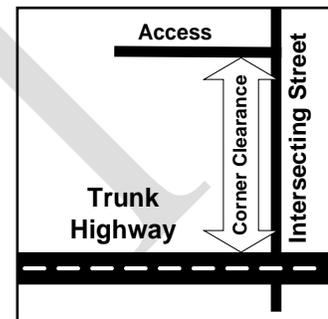
**Access, field:** An access to an agricultural field used for the movement of farm vehicles and equipment. However, an access to a farmstead or farm-related structures is not a field access.

**Access, residential:** A private access serving three or fewer residential units, which may be either individual detached units or attached units within a single structure, a farmstead, or farm-related structures.

**Access connection:** Any entrance, driveway, street, road, turnout, or other means of providing for the movement of vehicles to or from the public road system.

**Build-out plan:** A plan or concept that depicts full development of property in accordance with the requirements of the existing underlying zoning district, the Subdivision Ordinance, and/or the Comprehensive Plan.

**Figure 1**



**Corner clearance:** The distance from an intersection to the nearest access connection. It is measured along the edge of the traveled way, from the nearest pavement edge of the primary roadway to the nearest pavement edge of the access on the connecting street. **Figure 1** illustrates corner clearance.

**Driveway, shared:** A single driveway or other entrance that is shared by two or more uses on one or more properties.

**Highway 12 Transportation & Land Use Management Administrator:**

An administrative officer, such as the planning/zoning director or city engineer, as designated by the City Council to administer this Ordinance.

**Intersection, Minor:** An intersection that does not meet the spacing standards for a Primary or Secondary Intersection with Highway 12, but is necessary to provide reasonable connectivity to an area otherwise isolated from the local street network due to historic development patterns or topography. Minor Intersections are not intended for signalization and turning movements may be restricted.

**Intersection, Primary:** An intersection planned and designed to serve as a major connection between Highway 12 and the local road network. Primary Intersections generally allow turning movements in all directions and may be signalized if warranted.

**Intersection, Secondary:** An intersection planned and designed to supplement Primary Intersections as needed to provide adequate connectivity between the local road system and Highway 12. Secondary Intersections are generally located midway between Primary Intersections and not intended for signalization. To maintain safe traffic flow on the trunk highway and signal progression through Primary Intersections, turning movements may be restricted.

**Modification of Access Standards:**

A procedure used to consider approval of an Access Plan that would not otherwise meet the standards of this Ordinance when deemed necessary to allow reasonable economic use of the property as permitted by the underlying zoning and to ensure reasonably convenient and suitable access to a legal lot or parcel of record.

**MnDOT:** The Minnesota Department of Transportation.

**Related application:** An application for a zoning permit or subdivision approval that also requires approval of an Access Plan under the provisions of this Ordinance.

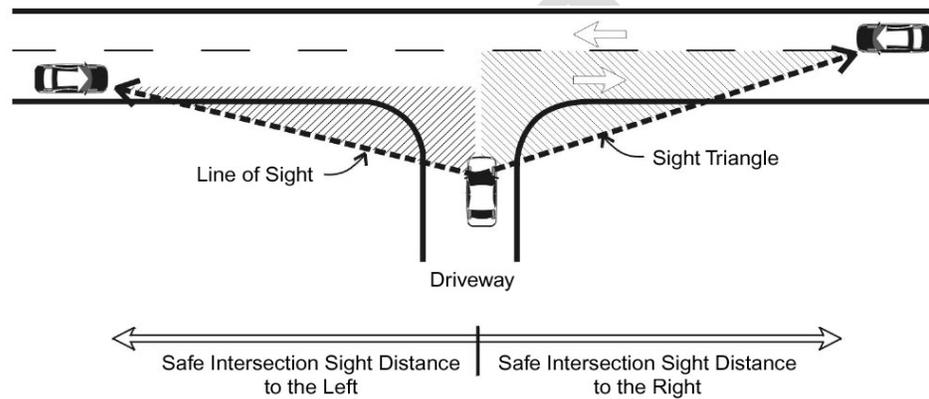
Restricted turning movement:

A restricted turning movement occurs when a physical barrier (such as a raised median), signage, or pavement markings prevent a vehicle from making a specific maneuver when entering or exiting an access point. This may include restrictions on right turns, left turns, or through movements across a street.

Sight distance, intersection:

The distance visible to the driver of a stopped vehicle, as measured along the normal path of the roadway. This ensures that a driver can see far enough down the roadway to safely cross or pull out into traffic. In some cases, there may be another access within an intersection sight distance. Intersection sight distance is illustrated in **Figure 2**.

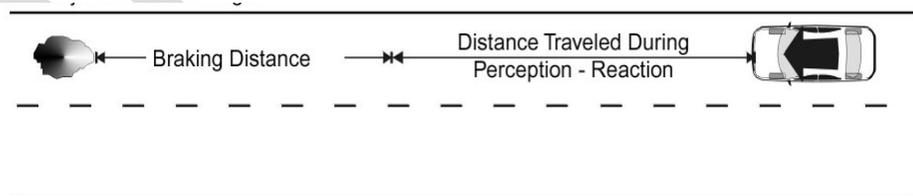
**Figure 2**



Sight distance, stopping:

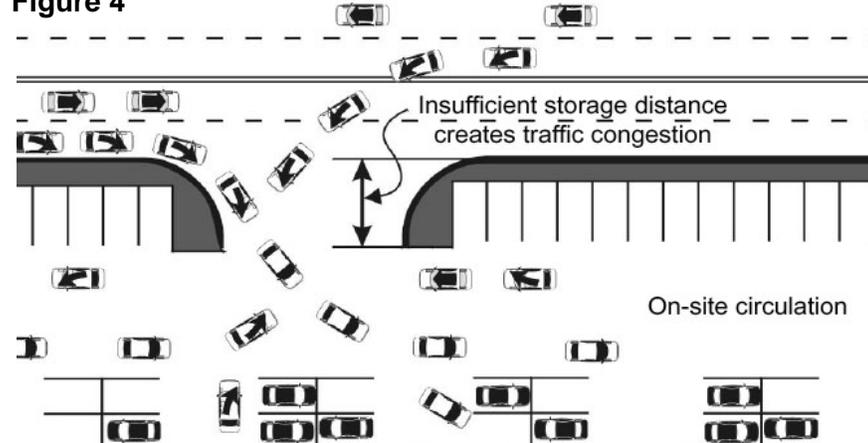
The distance required by the driver of a vehicle, traveling at a given speed, to bring their vehicle to a stop once an object on the roadway becomes visible. Stopping sight distance is measured from the nearest edges of two adjacent entrances, which may be on opposite sides of a two-lane roadway. Stopping Sight Distance is illustrated in **Figure 3**.

**Figure 3**



Throat length: The distance from the shoulder of the roadway to the first on-site location where a driver can make a right or left turn. Throat length is illustrated in **Figure 4**.

**Figure 4**



Zoning Ordinance: The Willmar Zoning Ordinance No. 1060 (adopted 1994), regulates land use within the city limits. It stipulates permitted uses, building setbacks, parking regulations, sign code, exterior storage, and accessory structures for each parcel within the Ordinance. The Zoning Ordinance may be amended from time to time.

## **Section 4 Applicability.**

### **Section 4.1 Location.**

All land within ¼ mile (1,320 feet) of the centerline of Highway 12 in the Urban/Urbanizing and Rural MnDOT Access Management classifications and within one block in the Urban Core MnDOT Access Management Classification in the City of Willmar is located within the Highway 12 Transportation & Land Use Management Overlay Zone and subject to this Ordinance.

### **Section 4.2 Scope.**

From the effective date of this Ordinance, the provisions of this Ordinance apply to the general location and design of the public street network and access to property within the Management Overlay Zone. Any access that was legally established, but is not in conformance with the standards of this Ordinance, is considered a non-conforming access and may continue under the conditions established in Section 4.4 below.

### **Section 4.3 Exemption.**

The provisions of this Ordinance do not apply to any field access.

### **Section 4.4 Non-conforming Access.**

#### **4.4.1 Purpose.**

The purpose of this subdivision is to recognize the existence of access connections to Highway 12 which were lawful when established, but do not meet the requirements of this Ordinance; discourage the expansion and/or intensification in the use of such access; and encourage the elimination of non-conforming accesses or reduce their negative impacts on Highway 12 and the surrounding area.

#### **4.4.2 Continuation of Non-conforming Access.**

Any access connection in place as of the date of adoption of this Ordinance that does not conform with the standards herein is a non-conforming feature that will be allowed to continue as long as the access or the land use it serves is not expanded or discontinued.

#### **4.4.3 Expansion of Non-conforming Access or Use.**

If there is an expansion of a non-conforming access or the land use served by a non-conforming access, the non-conforming access must either be eliminated or brought into conformance with the standards of this Ordinance unless approved under the provisions of Section 5 of this Ordinance.

#### **4.4.4 Discontinuation of Non-conforming Access or Use.**

If a non-conforming access or the use or structures of the property served by a non-conforming access is discontinued for more than one year, use of the access must not be re-established unless approved under the provisions of Section 5 of this Ordinance.

#### **4.4.5 Destruction of a Non-conforming Use.**

If the use or structures of the property served by a non-conforming access is a legal non-conformity according to the Zoning Ordinance and is destroyed, subsequent access to the property may be required to conform to the provisions of this Ordinance as allowed by law.

### **Section 4.5 Conditional Uses.**

In addition to the findings and review criteria established in Section 6: Zoning Districts and District Regulations of Zoning Ordinance No. 1060, approval of a conditional use requires full compliance with the standards of this Ordinance. A Modification of Access Standards will not be approved for a conditional use.

## **Section 5 Administration.**

### **Section 5.1 Development Site Plan Approval Required.**

Approval of a Development Site Plan is required prior to any one of the following events:

- 1) The approval of any land subdivision, conditional use permit, interim use permit, site plan, access permit, or zoning-related permit for any property located within the Access Management Overlay Zone;
- 2) The construction of any new public or private access to Highway 12 or to a public street that intersects directly with Highway 12;
- 3) The reconstruction or relocation of any existing public or private access to Highway 12 or to a public street that intersects directly with Highway 12;
- 4) A change in the primary use of land (which may include, but is not limited to, a change from agricultural to industrial, residential to commercial, or office to retail) that may change the amount of traffic using any existing private access to Highway 12; or
- 5) A change in the intensity of the land use served by a commercial access to Highway 12, defined as either a.) an increase in the gross floor area of a primary or accessory structure by 25% or a minimum of 1,000 square feet, whichever is greater, or b.) an increase in the number of parking stalls by 25% or a minimum of 10 stalls.

### **Section 5.2 Development Site Plan Application Requirements.**

A Development Site Plan consisting of a sketch plan of the property and the surrounding area, drawn to scale, must be submitted to the Highway 12 Transportation & Land Use Management Administrator. The Development Site Plan must provide the following information:

- 1) The dimensions of the property and the location of public rights-of-way and property lines;
- 2) The existing and proposed land use. For residential uses, indicate the number of units. For all other uses, indicate the specific type of use, square footage of existing and proposed structures, estimated number of employees, and number of parking spaces;

- 3) The location and dimensions of existing and proposed structures, accesses, parking, drive aisles, and internal circulation patterns;
- 4) The location of local streets and roads serving the surrounding area, the land use on adjacent parcels, and the location of and distance to public or private access serving adjacent parcels;
- 5) If the property is planned to be developed in phases or could be further subdivided in conformance with the underlying zoning, a full build-out site plan specifying location, size, and timing of additional parcels and/or structures and parking;
- 6) A traffic impact study if requested by MnDOT, any other affected road authority, or the Highway 12 Transportation & Land Use Management Administrator;
- 7) An intersection control evaluation, if a traffic signal is proposed as part of the plan; and
- 8) Any other information reasonably required by the City.

### **Section 5.3 Development Site Plan Review and Approval.**

#### **5.3.1 Approving Authority.**

If the proposed development requires any additional approval according to the underlying Zoning or Subdivision Ordinance, the Development Site Plan must be reviewed and acted upon as a supplement to those requirements and according to the procedures established for the related application.

If the proposed development does not require additional review and approval, the Highway 12 Transportation and Land Use Management Administrator must review and approve or deny the Development Site Plan.

#### **5.3.2 Coordination With Affected Road Authorities.**

The Highway 12 Transportation & Land Use Management Administrator must notify and consult with MnDOT and any other affected road authority (Kandiyohi County or surrounding townships) regarding the proposed development and must consider their comments and recommendations in the review of the Development Site Plan. Review and approval of a Development Site Plan required under this Ordinance does not substitute for compliance with the access permit regulations of MnDOT or any other affected road authority.

#### **5.3.3 General Considerations.**

To determine whether the proposed Development Site Plan meets the standards of this Ordinance, the Approving Authority must consider all of the following factors:

- 1) The relationship to the existing and proposed land use for the City; the transportation and road network plans of the City, County, and State; and the *Highway 12 Corridor Study Report*;
- 2) The potential for future subdivision and development of the property and other properties in the vicinity of the proposed development;
- 3) The adequacy of existing or planned roadways to accommodate the proposed development in a safe and cost effective manner;
- 4) Environmental conditions affecting the area such as wetlands, drainage features, floodplains, contamination, and cultural resources;
- 5) Existing, planned, and potential future access to and circulation on adjacent properties;
- 6) Comments from MnDOT or any other affected road authority;
- 7) If a signal is proposed, review and comments from the affected road authority pertaining to an intersection control evaluation; and
- 8) The findings and conclusions of any related studies such as an environmental documentation, traffic impact analysis, or intersection control evaluation.

#### **5.3.4 Measurements.**

The spacing between public and/or private access points will be measured as follows:

- 1) Public intersections must be measured from the centerline of the intersection under review to the centerline of the next intersection or the nearest edge of the next driveway.
- 2) Private driveways must be measured from the nearest edge of the driveway under review to the nearest edge of the next driveway or the centerline of the next intersection.
- 3) An access will be considered in compliance with spacing requirements if it does not deviate more than **5 percent** from the spacing standards established in this Ordinance.

#### **5.3.5 Findings of Approval.**

A Development Site Plan must be approved by the designated authority as provided in Section 5.3.1 if the plan:

- 1) Complies with the standards and conditions set forth in Sections 7 and 8 of this Ordinance; or
- 2) Satisfies the findings of approval for a Modification of Access Standards as set forth in Section 9 of this Ordinance.

#### **5.3.6 Conditions of Approval.**

The Highway 12 Transportation & Land Use Management Administrator or other designated authority may add conditions to the approval of the Development Site Plan to ensure compliance with the spirit and intent of this Ordinance.

### **Section 5.4 Construction Responsibilities and Security Deposit.**

#### **5.4.1 Responsibilities.**

The applicant is responsible for all costs associated with implementation of the Development Site Plan, including the construction of improvements required to meet any conditions of approval. Improvements may include the construction of the access or intersection, turn lanes, medians, connecting roadways or driveways, drainage devices and structures, associated grading and site restoration, and the acquisition and/or dedication of necessary right-of-way as permitted by law.

#### **5.4.2 Security deposit.**

The applicant must provide a security deposit of **\$** to guarantee provision of any required improvements associated with the approved Development Site Plan.

#### **5.4.3 Compliance.**

In the case when an intersection, roadway modification, or access must be constructed, it must be completed in compliance with the approved Development Site Plan. If the Transportation & Land Use Management Administrator finds that the construction has not been completed as approved, the security deposit provided in Section 5.4.2 may be used by the City to complete or repair the access and/or any required intersection of roadway improvements in compliance with the approved Development Site Plan.

### **Section 5.5 Duration of Approval.**

If the land use development (including property access) has not been constructed or utilized within one year after approval of the Development Site Plan, the approval expires unless a time extension is granted by the original Approving Authority. To request an extension, a written request explaining the need for the extension must be submitted to the Transportation & Land Use Management Administrator at least **30 days** before the expiration of the original approval. The original Approving Authority must determine whether to grant the extension or require a new application.

## Section 6 Highway 12 Transportation & Land Use Management Overlay Districts Established and Assigned.

### Section 6.1 Highway 12 Districts Established.

Two separate Highway 12 Transportation & Land Use Management Overlay Districts are established within the Overlay Zone to recognize variations in the existing and planned land use of the surrounding area.

#### 6.1.1 Urban Core Access Management District.

The Urban Core District extends through the fully developed Willmar Downtown Area (1<sup>st</sup> Street to 11<sup>th</sup> Street SW) where the road network is generally characterized by short blocks and a grid system of intersecting streets. Individual lots are typically small and buildings may be located close to streets. Highway 12 is planned to operate at lower speeds, typically 30-35 mph, compared to the speeds for the overall corridor.

#### 6.1.2 Urban/Urbanizing Access Management District.

The Urban/Urbanizing District is established to guide the location and design of access in areas beyond the Urban Core that are currently urbanized or planned for future urbanization with a full range of urban services, including a local supporting road network. There are two zones where this district applies including: 1) 1<sup>st</sup> Street to 45<sup>th</sup> Street SE on the east, and 2) 11<sup>th</sup> Street SW to County Road 5 (30<sup>th</sup> Street SW) on the west. In portions of this district Highway 12 is planned to operate at a somewhat reduced speed, typically 35-45 mph, while other less developed areas in this district will continue to operate at 50-55 mph.

## Section 7 Highway 12 District Access Standards.

All access to Highway 12 must conform to the spacing and design standards provided in Table 2 and as follows.

**Table 2.**  
**District Access Spacing and Allowance Standards**

Access Type	Urban Core	Urbanizing
<b>Public Street Connection Spacing</b>		
Primary Intersections	<i>Block length</i>	<i>1/4 mile</i>
Secondary Intersections	<i>Block length</i>	<i>1/8 mile</i>
<b>Private Access Allowance</b>		
Residential driveways	<i>If alternate access is not available, permitted one per parcel</i>	<i>If alternate access is not available, permitted one per parcel</i>
Commercial driveways	<i>Subject to conditions</i>	<i>If alternate access is not available, permitted one per parcel and subject to conditions</i>

### Section 7.1 Public Street Connections

All streets proposed to connect to Highway 12 must meet the spacing standards of the applicable district as provided in Table 2 and below.

**7.1.1 Standards for Primary Intersections**

- 1) A Primary Intersection is permitted according to the spacing standards of the applicable Highway 12 District, as provided in Table 2 above and Figure(s) 1 through 10 of the *Willmar Highway 12 Corridor Study Report*.
- 2) Any new street connecting to Highway 12 at a Primary Intersection must be functionally planned and designed as an arterial or collector street, unless otherwise approved by the City Engineer.
- 3) A Primary Intersection may be designed as a full movement intersection.
- 4) A Primary Intersection may be signalized if determined necessary to facilitate the safe flow of traffic between the highway and the supporting street network. Signalization is subject to approval of a Intersection Control Evaluation by MnDOT and any other affected road authority.

**7.1.2 Standards for Secondary Street Intersections**

- 1) A Secondary Intersection is permitted midway between and one-half the spacing of Primary Intersections, as provided in Table 2 above.
- 2) Any street connecting to Highway 12 at a Secondary Intersection must be functionally planned and designed as a collector or arterial street, unless otherwise approved by the City Engineer;
- 3) Based on recommendations from MnDOT, turning movements at a Secondary Intersection may be restricted to ensure the safety and mobility of Highway 12; and
- 4) Secondary Intersections are not intended to be signalized.

**7.1.3 Standards for All Street Intersections.**

- 1) A street intersection must not be located within a turn lane to another public street or a private driveway;
- 2) The intersection must be located to provide adequate intersection sight distance, as provided in Table 3 below:

**Table 3  
Stopping and Intersection Sight Distances**

Posted Speed (mph)	Stopping Sight Distance (ft) *	Intersection Sight Distance (ft) **	
		Right-turning vehicles	Left-turning vehicles
25	155	240	280
30	200	290	335
35	250	335	390
40	305	385	445
45	360	430	500
50	425	480	555
55	495	530	610

Source: AASHTO *Green Book* 2001

\* Stopping sight distance is based on a level roadway without horizontal curvature. It is measured from the nearest edges of two adjacent entrances. On two-lane undivided roadways, adjacent entrances may be on opposite sides of the road.

\*\* The intersection sight distance shown is for a stopped passenger car to cross or turn onto a two-lane highway with no median and a grade of 3% or less.

- 3) The minimum spacing between a street intersection and the next street intersection or commercial access to Highway 12 must conform to the stopping sight distance associated with the posted speed limit, as provided in Table 3 above;

- 4) Turn lanes must be provided in accordance with MnDOT guidelines or as recommended by the affected road authority;
- 5) On undivided roadways, street connections on opposing sides of Highway 12 must be aligned with one another to the greatest extent practicable; and
- 6) To ensure adequate corner clearance, any public or private access to a street that intersects with Highway 12 must be located away from the edge of the travel lane of Highway 12 by the minimum distance indicated in **Table 4** or greater if required by the City Engineer.

**Table 4  
Spacing for Streets Connecting to Highway 12**

Intersecting Street Type	Connecting Street Type	
	Two-Lane	Four-Lane
Primary	500'	660'
Secondary	125'	125'
Minor	75'	75'

**Section 7.2 Private Access.**

**7.2.1 Access Allowance in Urban Core and Urban/Urbanizing Districts.**

- 1) A parcel will be permitted one private access to Highway 12 only if reasonably convenient and suitable alternative access is not available or attainable from the local road network or by a shared driveway with an adjacent parcel.
- 2) A private access designed to serve four or more residential lots or a single parcel with the potential for future subdivision into four or more lots must be considered under the requirements for a public street connection.

**7.2.2 Access Standards for all Private Access.**

In addition to the requirements of Sections 7.2.1 above, private access to Highway 12 is subject to the standards below. If any of these standards cannot be met, the access may only be approved as a Modification of Access Standards as set forth in Section 9 of this Ordinance.

- 1) A private access connection must not be located within a turn lane to a public street or another private driveway;
- 2) A private access must be located on the property to provide adequate intersection sight distance as provided in Table 3;
- 3) The minimum spacing between commercial access connections or between a commercial access and a public street connection must conform to the stopping sight distance requirements in Table 3 above:
  - a. If lot frontage is inadequate to provide the required minimum spacing, access must be provided via a shared entrance or cross access easement with an adjacent property, unless a Modification of Access Standards is granted under Section 9;
  - b. To maintain minimum safe spacing between commercial accesses as future development occurs, a commercial access may be required to serve adjacent property via a shared entrance located on the common property line or a cross access easement; and
  - c. When required to provide a shared entrance or cross access easement, the property owners must record an easement allowing cross access to and from the properties served by the shared driveway or cross access. The easement must include a joint maintenance agreement defining the responsibilities of the property owners;

- 4) Turn lanes for a private access must be provided as recommended by MnDOT or the affected road authority; and
- 5) Turning movements to and from a private access may be restricted at the time of construction or at a future date based upon existing or anticipated safety and mobility conditions of Highway 12.

## **Section 8 Site Design Standards For All Districts.**

### **Section 8.1 Subdivision Standards.**

All subdivisions in the Highway 12 Transportation & Land Use Management Overlay Zone must meet all of the following design standards:

- 1) The street system of a proposed subdivision shall be designed to meet the public street spacing provided in Section 7 of this Ordinance and to coordinate with existing, proposed, and planned streets serving the surrounding area.
- 2) All access to individual lots shall be provided from the internal street system. A prohibition of access to Highway 12 shall be recorded in the chain of title of each lot within the subdivision.
- 3) Where a proposed development abuts undeveloped land or a future phase of the same development, street stubs shall be provided as deemed necessary by the Approval Authority to provide access to abutting properties or to logically extend the street system into the surrounding area. All street stubs shall be provided with a temporary turn-around or cul-de-sac and shall be signed to indicate that future extension is planned.

### **Section 8.2 Commercial Site Design Standards.**

To ensure safe vehicular movement, property with commercial access must meet all of the following site design standards:

- 1) Sites must be designed to promote safe internal access between parking areas, buildings, and future development areas on the property and on adjacent properties;
- 2) Backing, loading, unloading, or other maneuvers must be accommodated entirely on the site;
- 3) The design of any access to Highway 12, including the width, grade, and radii shall conform with MnDOT guidelines and standards; and
- 4) The driveway's throat length must be sufficient to prevent vehicles using the access from interfering with traffic movements on Highway 12.

### **Section 8.3 Residential Access.**

Residential access must be designed to provide adequate space on the property for vehicles to turn around without backing on to Highway 12.

## **Section 9 Modification of Access and/or Site Design Standards.**

### **Section 9.1 Purpose.**

The City recognizes that the complete and interconnected supporting local street network necessary for full compliance with this Ordinance may not be available due to conditions beyond the control of the individual property owner. The following procedure has been established to consider modifications of the access and site design standards when necessary to allow reasonable economic use of property as permitted by the underlying zoning and to provide reasonably convenient and suitable access to every legal lot or parcel of record.

## **Section 9.2 Application Requirements.**

An application for a Modification of Access and/or Site Design Standards shall include:

- 1) A complete Development Site Plan as required in Section 5 of this Ordinance;
- 2) Additional information as may be required by the Highway 12 Transportation & Land Use Management Administrator or recommended by Mn/DOT or another affected road authority, such as a traffic impact study or an intersection control evaluation.

## **Section 9.3 Procedures for Review and Approval.**

The procedures for the review and approval of a Modification of Access and/or Site Design Standards shall be the same as for a Development Site Plan as specified in Section 5 of this Ordinance.

## **Section 9.4 Findings for Approval of Modification of Access and/or Site Design Standards.**

### **9.4.1 Public Street Connections.**

The approving authority may approve a public street connection as a Modification of Access and/or Site Design Standards when the proposed street connection meets all of the following findings:

- 1) The proposed street connection is necessary to provide reasonable connectivity to the supporting road network or to provide access to an area that is otherwise isolated due to topography, unique natural features, or existing land use and street patterns;
- 2) The proposed street connection is necessary for the property to be put to reasonable economic use as permitted by the underlying zoning; and
- 3) The proposed street connection conforms to the greatest extent practicable with the access spacing, location, and design standards in Sections 7 and 8 of this Ordinance.

### **9.4.2 Private Access.**

The Approving Authority may approve a private access as a Modification of Access and/or Site Design Standards when the proposed access meets **all** of the following findings:

- 1) The property retains access rights;
- 2) Reasonably convenient and suitable alternative access is not available or attainable from the local road network or by shared access and/or cross access agreement to adjacent properties due to one or more of the following circumstances:
  - a. Use of the alternative access would disrupt a protected wetland under the Wetland Conservation Act, a protected shoreland under the Shoreline Zoning Act, or a steep slope (greater than 12%);
  - b. The affected road authority will not authorize the necessary extension of the connecting road system;
  - c. The adjacent property owner will not authorize the necessary shared access or cross-access agreement; or
  - d. The affected road authority will not authorize use of the local connecting road system due to the projected impacts of anticipated traffic on the structural or geometric capacity of the roadway or the safety and livability of the surrounding area;
- 3) The proposed private access connection is necessary for the property to be put to reasonable economic use as permitted by the underlying zoning; and
- 4) The proposed private access conforms to the greatest extent practicable with the access spacing, location and design standards in Sections 7 and 8 of this Ordinance.

### **Section 9.5 Conditions of Approval.**

The Approving Authority may attach conditions to the approval of a Modification of Access and/or Site Design Standards as deemed necessary to promote the spirit and intent of this ordinance.

- 1) An access may be approved as an interim access to be phased out at a future time or condition;
- 2) Turning movement to and from an access may be restricted at the time of construction or at a future date, based upon existing or anticipated traffic volumes;
- 3) The access may be required to serve existing or future adjacent property by a shared entrance or cross access easement as provided in Section 7.2.2 of this Ordinance; or
- 4) Other conditions may be required based on the conclusions and recommendations of a traffic impact study and/or the review by MnDOT or another affected road authority.

## **Section 10 Appeals.**

### **Section 10.1 Applicant may Appeal Decision.**

An applicant whose Development Site Plan is not approved, or is approved with conditions not agreed to by the applicant, shall have 30 days to appeal the decision in writing, stating the reasons for which an appeal should be approved. Appeals of decisions approved by the Transportation & Land Use Management Administrator must be considered according to the procedures set forth for variances under the City Zoning Ordinance. Appeals of decisions on Development Site Plans incorporated in related applications must be considered according to the procedures for appeals set forth in the Zoning and Subdivision ordinances.

### **Section 10.2 Notice to Road Authorities.**

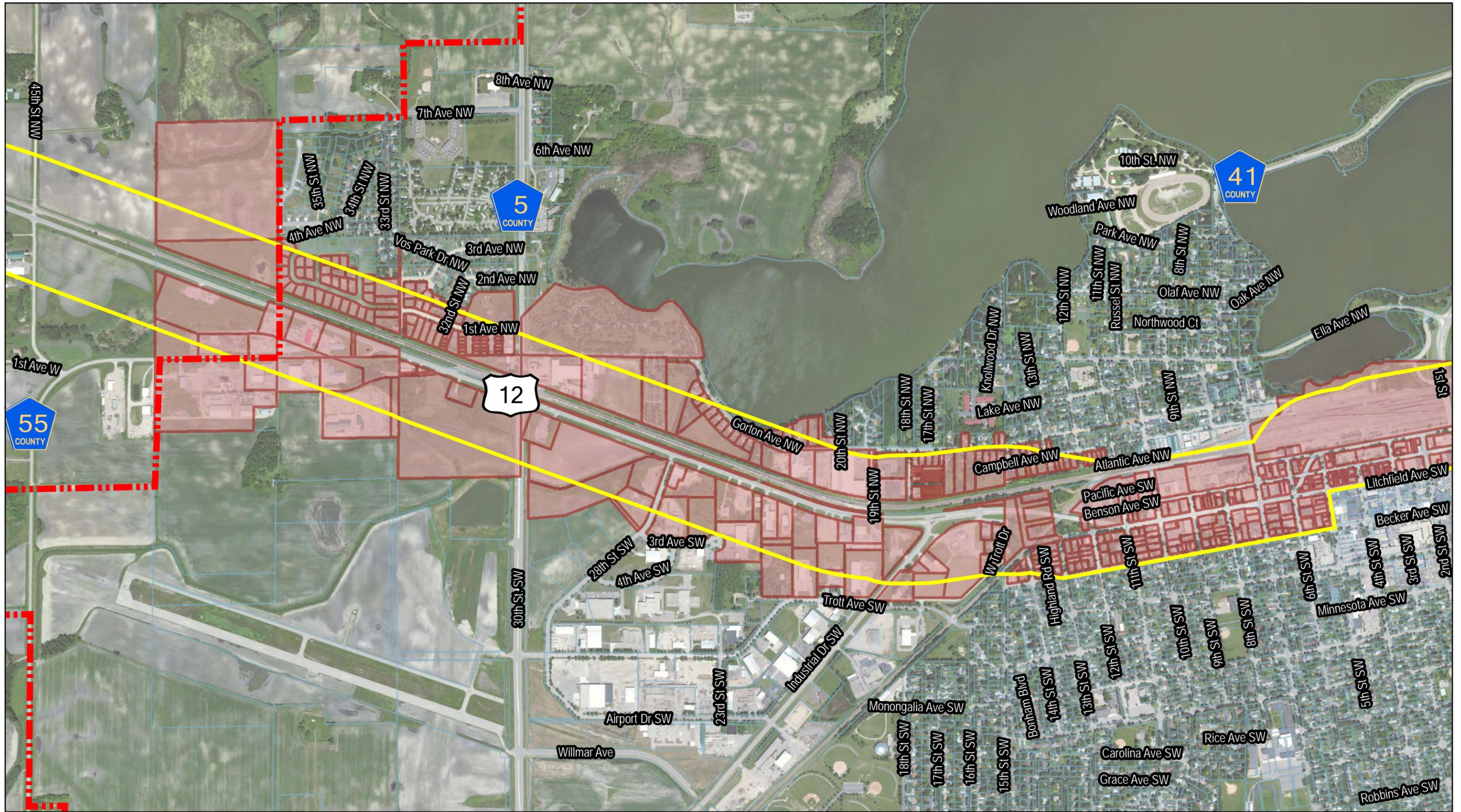
The Transportation & Land Use Management Administrator must notify any affected road authority, including MnDOT, Kandiyohi County, and surrounding townships a minimum of 10 days prior to the scheduled public hearing for the appeal.

### **Section 10.3 Conditions.**

The City may impose conditions on the approval of any appeal as necessary to effect compliance with the spirit and intent of this ordinance.

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Print Date: 10/10/2014

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Source: SEH, City of Willmar,  
ESRI, Kandiyohi Co.

**Legend**

 Willmar City Limits  Overlay District  Parcels of Interest

0 1,000 2,000 4,000 Feet

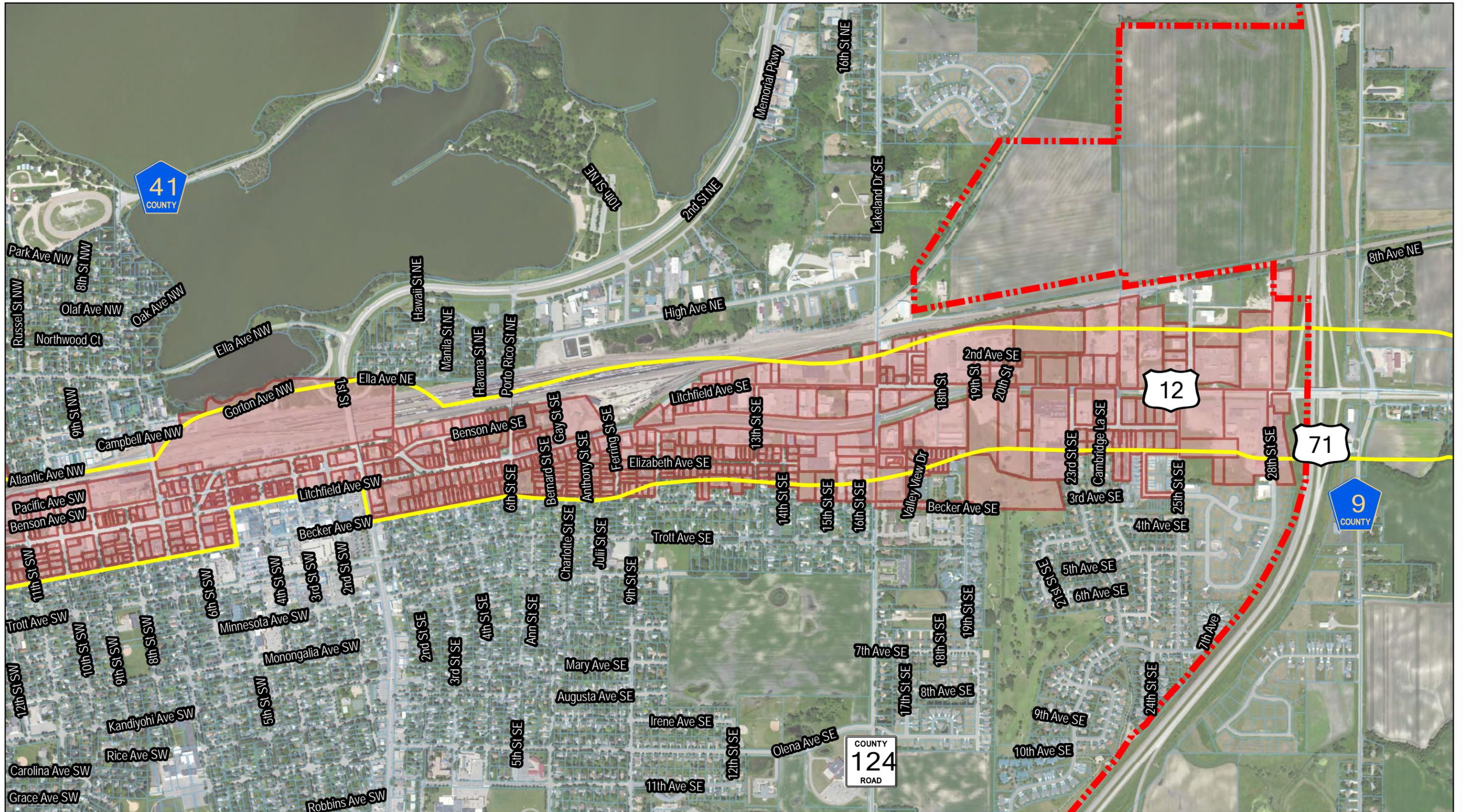
**Highway 12 Corridor**  
Willmar, Minnesota  
Project Location

Figure  
1

This map is neither a legally recorded map nor a survey map and is not intended to be used as one. This map is a compilation of records, information, and data gathered from various sources listed on this map and is to be used for reference purposes only. SEH does not warrant that the Geographic Information System (GIS) Data used to prepare this map are error free, and SEH does not represent that the GIS Data can be used for navigational, tracking, or any other purpose requiring exacting measurement of distance or direction or precision in the depiction of geographic features. The user of this map acknowledges that SEH shall not be liable for any damages which arise out of the user's access or use of data provided.



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**Legend**

 Willmar City Limits  Overlay District  Parcels of Interest

0 1,000 2,000 4,000 Feet



**Highway 12 Corridor**  
Willmar, Minnesota  
Project Location

Figure  
2

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