

## TECHNICAL MEMORANDUM

TO: Adam Arvidson, FASLA  
Project Manager  
Willmar Design Center

FROM: Lance Bernard, Associate

DATE: February 25, 2013

SUBJECT: WILLMAR DOWNTOWN PARKING ASSESSMENT – EXISTING CONDITIONS

### INTRODUCTION

As requested, SRF is conducting an assessment of the parking in downtown Willmar. The first phase of this project is to establish a baseline for the existing parking supply and demand for the defined study area (see Figure 1). The study area is bound by 1st Street to the east, 7th Street to the west (5th Street between Trott Avenue and Minnesota Avenue), Pacific Avenue to the north, and Minnesota Avenue to the south. Furthermore, the study area was broken into 26 blocks (see Attachment A) to provide a more detailed analysis of capacity issues and needs within the study area.

The existing conditions analysis includes an inventory of existing parking (on-street and off-street) spaces and a utilization survey for the entire study area during peak parking conditions. Findings from this assessment will help inform later phases of the project. More importantly, the study results will provide a new baseline on parking needs for the Willmar downtown area as it redevelops and intensifies over the next 20 years.

### EXISTING PARKING SUPPLY

An inventory of the existing parking supply was completed to establish a baseline for the parking study. The parking supply for each block was inventoried in a digital format using a Geographic Information System (GIS) (software used: ESRI ArcGIS version 10.1). Collecting data in this format will give the city the ability to easily maintain an inventory in the future.

Field visits were conducted to inventory the parking supply, in addition to using 2012 Minnesota Geospatial Aerials. As part of this effort, attribute information was assigned to each parking space. The digital inventory defines parking spaces by public or private, what time restrictions, if any, were imposed on the parking spots, and if the spots were angled, 90-degrees, or parallel. General observations were also completed to identify spaces covered in snow, dumpsters, etc. Private spots included leased spots, contract lots, lots specified for a company use, and reserved spots. Public spots included public parking lots and on-street parking.

It is also important to recognize the inventory only is comprised of parking stalls that have been striped or signed for such use. However, field observations indicated areas where cars may be parking illegally or the parking space is not adequately marked. In this case, the spaces were not included in the inventory to ensure a more conservative approach in assessing the existing supply. A summary of the downtown's parking supply is listed in Table 1 and displayed in Figure 1.

**Table 1 - Existing Parking Supply**

Block	Off-Street	On-Street	Total
1	31	13	44
2	53	13	66
3	2	10	12
4	172	5	177
5	66	5	71
6	28	0	28
7	44	0	44
8	95	11	106
9	8	27	35
10	8	33	41
11	27	14	41
12	71	20	91
13	115	13	128
14	29	47	76
15	50	41	91
16	134	40	174
17	104	21	125
18	175	8	183
19	119	34	153
20	218	25	243
21	58	34	92
22	33	32	65
23	87	26	113
24	207	26	233
25	156	14	170
26	76	10	86
<b>Total:</b>	<b>2,166</b>	<b>522</b>	<b>2,688</b>

## EXISTING PARKING UTILIZATION

To determine current usage patterns a parking utilization survey was conducted on Wednesday, January 30, 2013 during the 9:00 a.m., 2:00 p.m., and 7:00 p.m. hour. These hours represent the morning peak period (9:00 a.m.), the afternoon peak period (2:00 a.m.) and the period after most employees have returned home (7:00 p.m.). The utilization survey was completed for all on-street areas within the study area and the majority of off-street parking lots (lots used for storage and alleys were excluded). Results from the utilization survey are presented in Table 2 (off-street parking) (see Figures 2-4) and Table 3 (on-street parking) (see Figures 5-7). Tabular results from the utilization survey are also included in Attachment A.

**Table 2 - Parking Utilization Results (Off-Street Parking)**

Block	Supply Total	Wednesday @ 9:00 a.m.		Wednesday @ 2:00 p.m.		Wednesday @ 7:00 p.m.	
		Demand	Percent	Demand	Percent	Demand	Percent
1	31	2	6%	4	13%	9	29%
2	53	15	28%	18	34%	17	32%
3	2	1	50%	1	50%	0	0%
4	172	101	59%	100	58%	26	15%
5	66	26	39%	22	33%	14	21%
6	28	1	4%	1	4%	15	54%
7	44	9	20%	3	7%	0	0%
8	95	0	0%	0	0%	0	0%
9	8	5	63%	6	75%	3	38%
10	8	3	38%	5	63%	5	63%
11	27	15	56%	11	41%	3	11%
12	71	23	32%	19	27%	13	18%
13	115	75	65%	69	60%	20	17%
14	29	16	55%	13	45%	7	24%
15	50	22	44%	17	34%	7	14%
16	134	76	57%	68	51%	19	14%
17	104	58	56%	62	60%	8	8%
18	175	119	68%	98	56%	40	23%
19	119	75	63%	67	56%	45	38%
20	218	138	63%	143	66%	6	3%
21	58	55	95%	43	74%	6	10%
22	33	17	52%	20	61%	8	24%
23	87	36	41%	31	36%	9	10%
24	207	150	72%	150	72%	23	15%
25	156	73	47%	91	58%	11	7%
26	76	10	13%	10	13%	5	6%
<b>Total:</b>	<b>2,166</b>	<b>1,121</b>	<b>52%</b>	<b>1,072</b>	<b>49%</b>	<b>319</b>	<b>15%</b>

**Table 3 - Parking Utilization Results (On-Street Parking)**

Block	Supply Total	Wednesday @ 9:00 a.m.		Wednesday @ 2:00 p.m.		Wednesday @ 7:00 p.m.	
		Demand	Percent	Demand	Percent	Demand	Percent
1	13	0	0%	1	8%	7	54%
2	13	1	8%	1	8%	1	8%
3	10	4	40%	3	30%	5	50%
4	5	0	0%	1	20%	0	0%
5	5	0	0%	1	20%	0	0%
8	11	5	45%	7	64%	2	18%
9	27	16	59%	18	67%	7	26%
10	33	20	61%	24	73%	25	76%
11	14	3	21%	8	57%	2	14%
12	20	9	45%	3	15%	2	10%
13	31	28	90%	16	52%	5	16%
14	47	33	70%	35	74%	23	49%
15	41	36	88%	34	83%	10	24%
16	40	14	35%	17	43%	11	28%
17	21	13	62%	11	52%	0	0%
18	8	1	13%	6	75%	2	25%
19	34	10	29%	17	50%	9	26%
20	25	8	32%	19	76%	4	16%
21	34	22	65%	14	41%	3	9%
22	32	7	22%	9	28%	2	6%
23	26	6	23%	1	4%	0	0%
24	26	10	38%	10	38%	0	0%
25	14	5	36%	5	36%	0	0%
26	10	4	40%	2	20%	0	0%
<b>Total:</b>	<b>540</b>	<b>255</b>	<b>47%</b>	<b>263</b>	<b>49%</b>	<b>120</b>	<b>22%</b>

*Please Note: There is no on-street parking for blocks 6 and 7.*

Throughout the utilization survey, special attention was given to blocks containing land uses that may generate heavy parking usage. These blocks include parking spaces near Rice Memorial Hospital and the medical facilities (blocks 18 – 20, 24, and 25), the Kandiyohi County Recorder (blocks 4 and 5), and Heritage Bank (block 17). Special attention was also given to on-street parking in the downtown urban core (blocks 14 - 16).

## UTILIZATION SURVEY FINDINGS

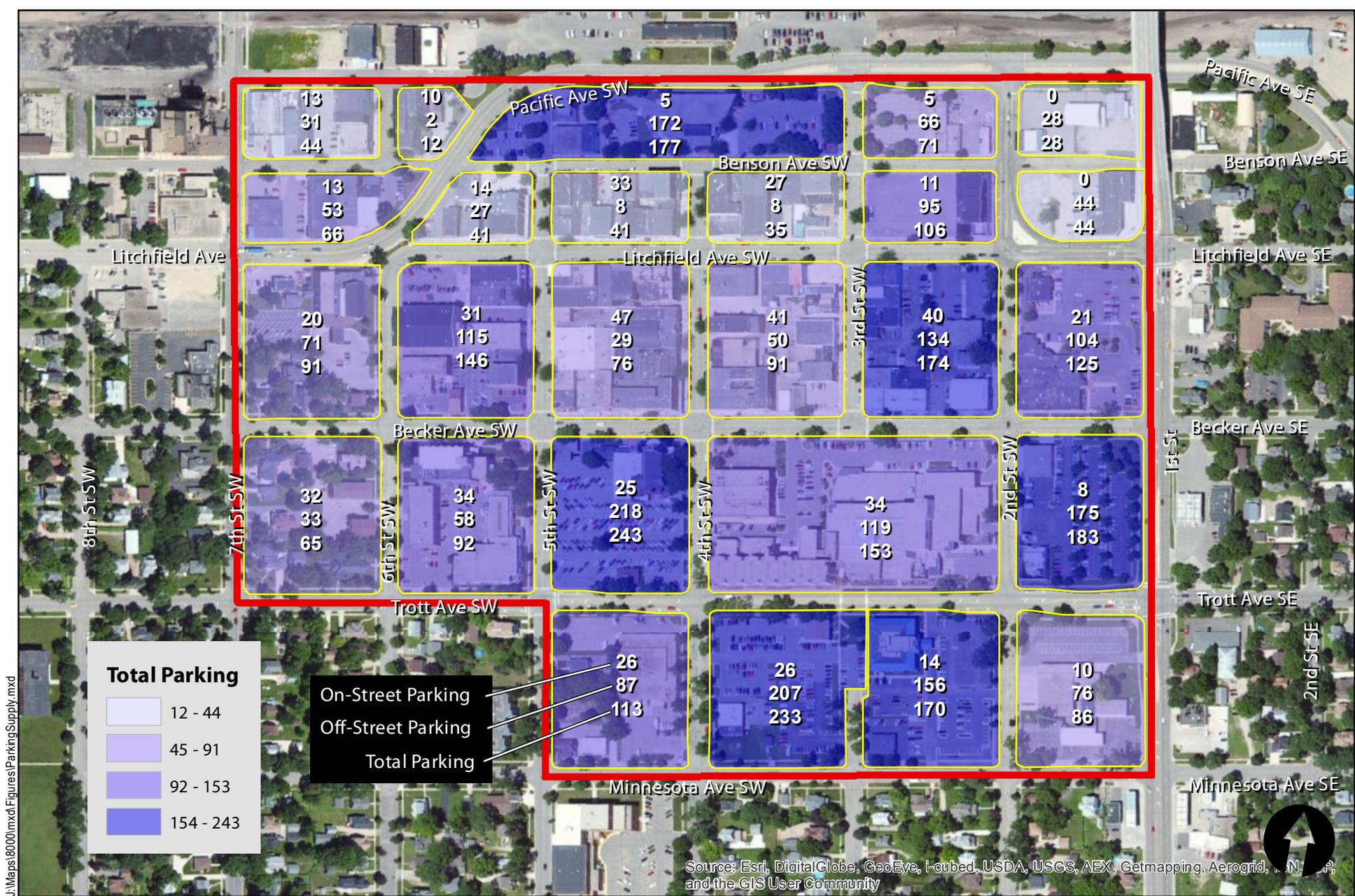
General observations from the utilization survey indicate high utilization rates near Rice Memorial Hospital in the morning and afternoon survey times for both on-street and off-street supply. In particular, the main lot in block 19, the west lot in block 24, and the central lot in block 25 had high utilization rates. However, in the evening, the utilization decreased sharply. This can be attributed to the fact that most employees at the hospital work approximately 7:00 a.m. to 5:00 p.m. Furthermore, on-street utilization in the urban core (blocks 10, 14 and 15) experienced high-demand throughout the day, but drop significantly after the 5:00 p.m. hour. In fact, observations made during the utilization survey discovered there are no areas of concern after the 5:00 p.m. hour throughout the entire study area, which is verified by the 7:00 p.m. utilization survey.

Additional observations were collected that indicated some parking was covered with piles of snow in the larger surface lots, especially near Rice Memorial Hospital. A field visit was also made on February 12, 2013 and observed all lots in block 19, 24 & 25 to be at full capacity due to snow storage from a recent weather event. Heavy snow falls can impact and influence parking capacity needs if snow removal is not addressed appropriately.

Overall, the utilization survey discovered potential areas of concern that will need to be explored in greater detail throughout the study process. An area of concern is when the parking reaches a parking utilization of more than 85%. When this occurs, parking becomes a challenge within that area. For instance, drivers will find themselves waiting longer periods of time for an available space and circulation within the parking area becomes problematic.

Detailed information about each block's parking utilization numbers can be found in Attachment C. A summary of potential areas of concern that will require further investigation includes:

- Blocks 10, 14, and 15: On-street parking in the downtown urban core
- Block 13: North Lot (Auditorium)
- Block 21: Off-street parking at the court house/library
- Block 19: Main Lot (Rice Memorial Hospital)
- Block 24: West Lot (Rice Memorial Hospital)
- Block 25: Central Lot (Rice Memorial Hospital)



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Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, and the GIS User Community

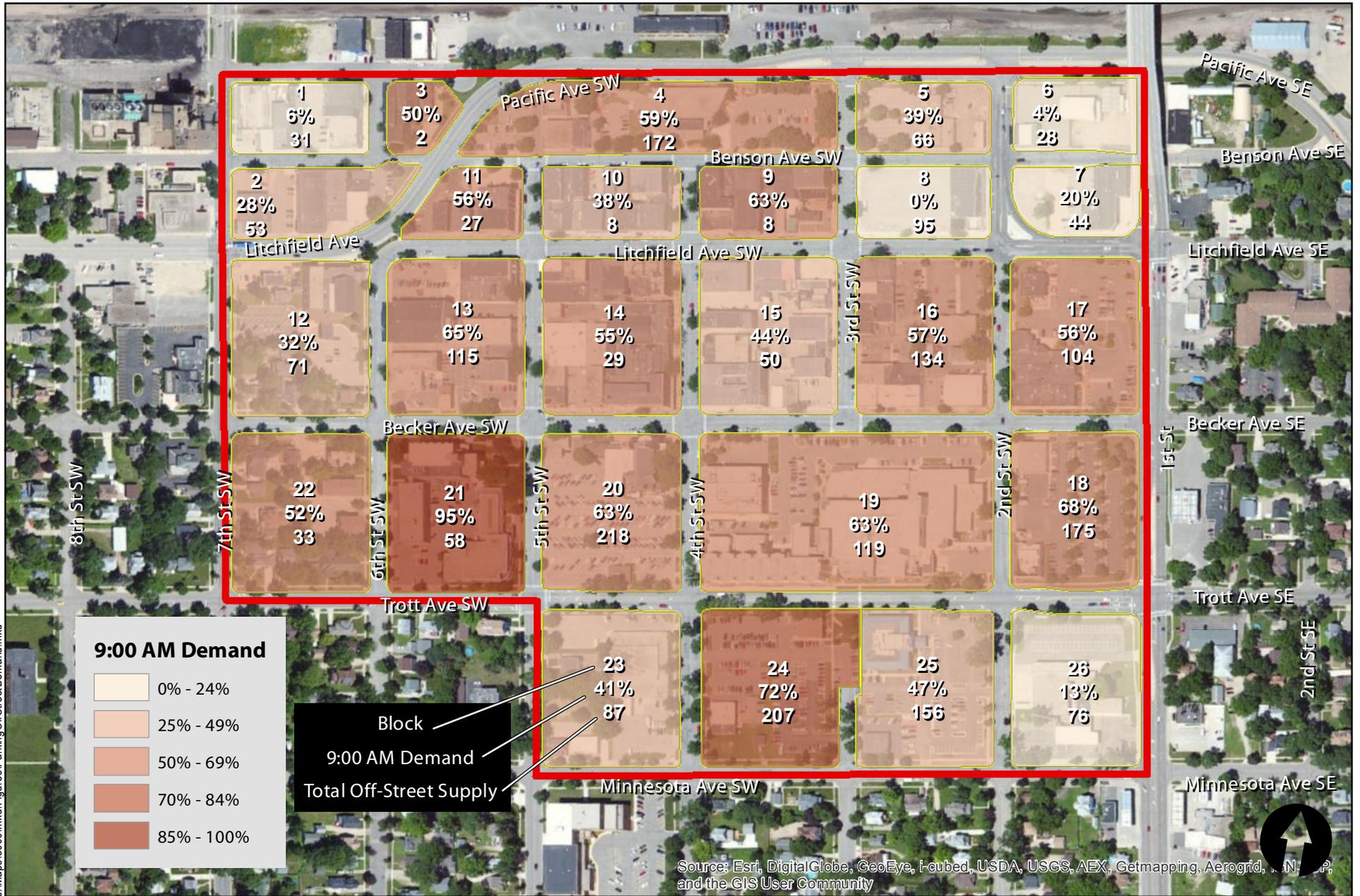


### Study Area & Existing Parking Supply

Willmar Downtown Parking Assessment  
Willmar Design Center

Figure 1

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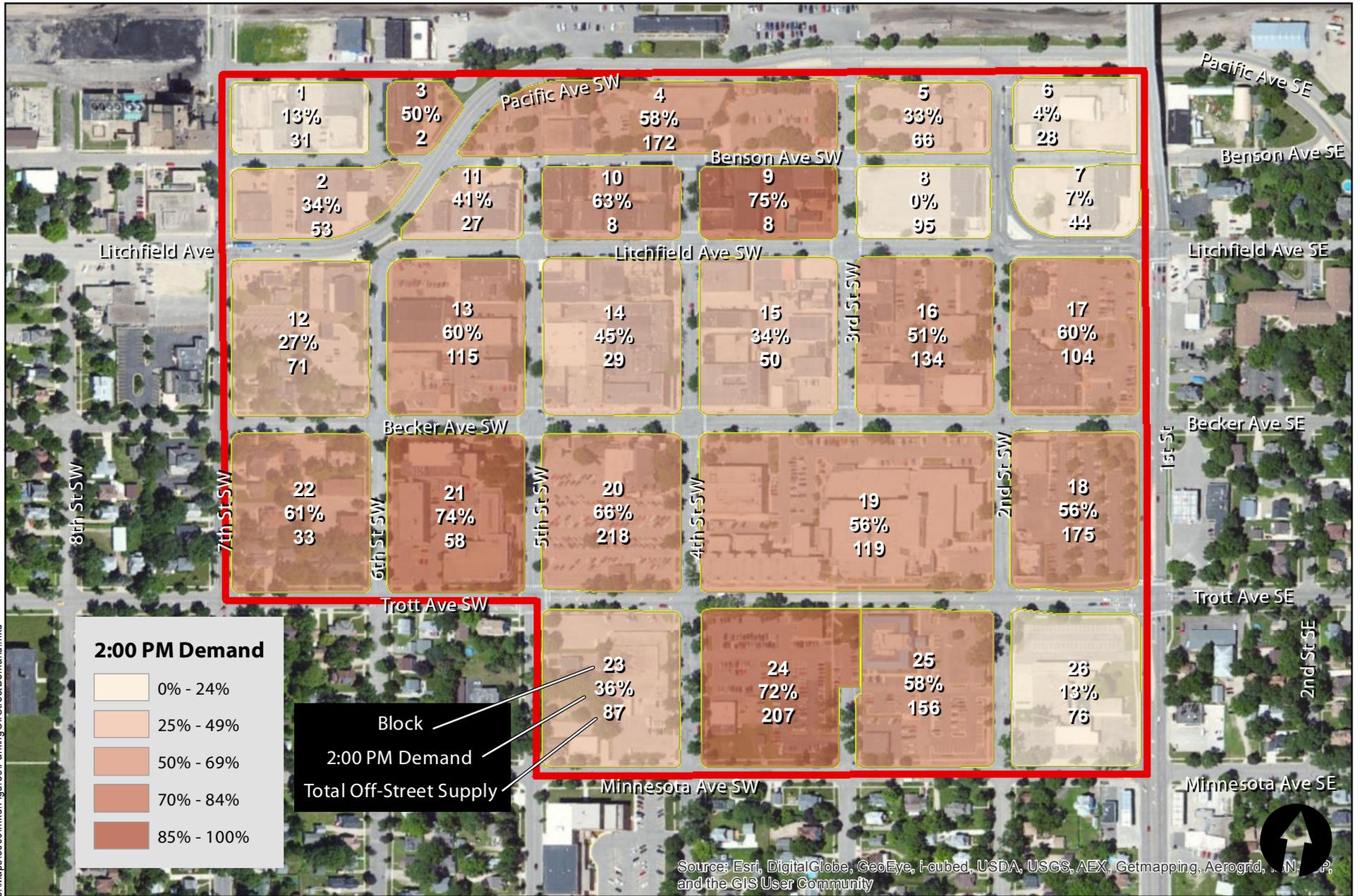


### Off-Street Parking Demand (9:00 AM)

Willmar Downtown Parking Assessment  
Willmar Design Center

Figure 2

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Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, SPP, and the GIS User Community

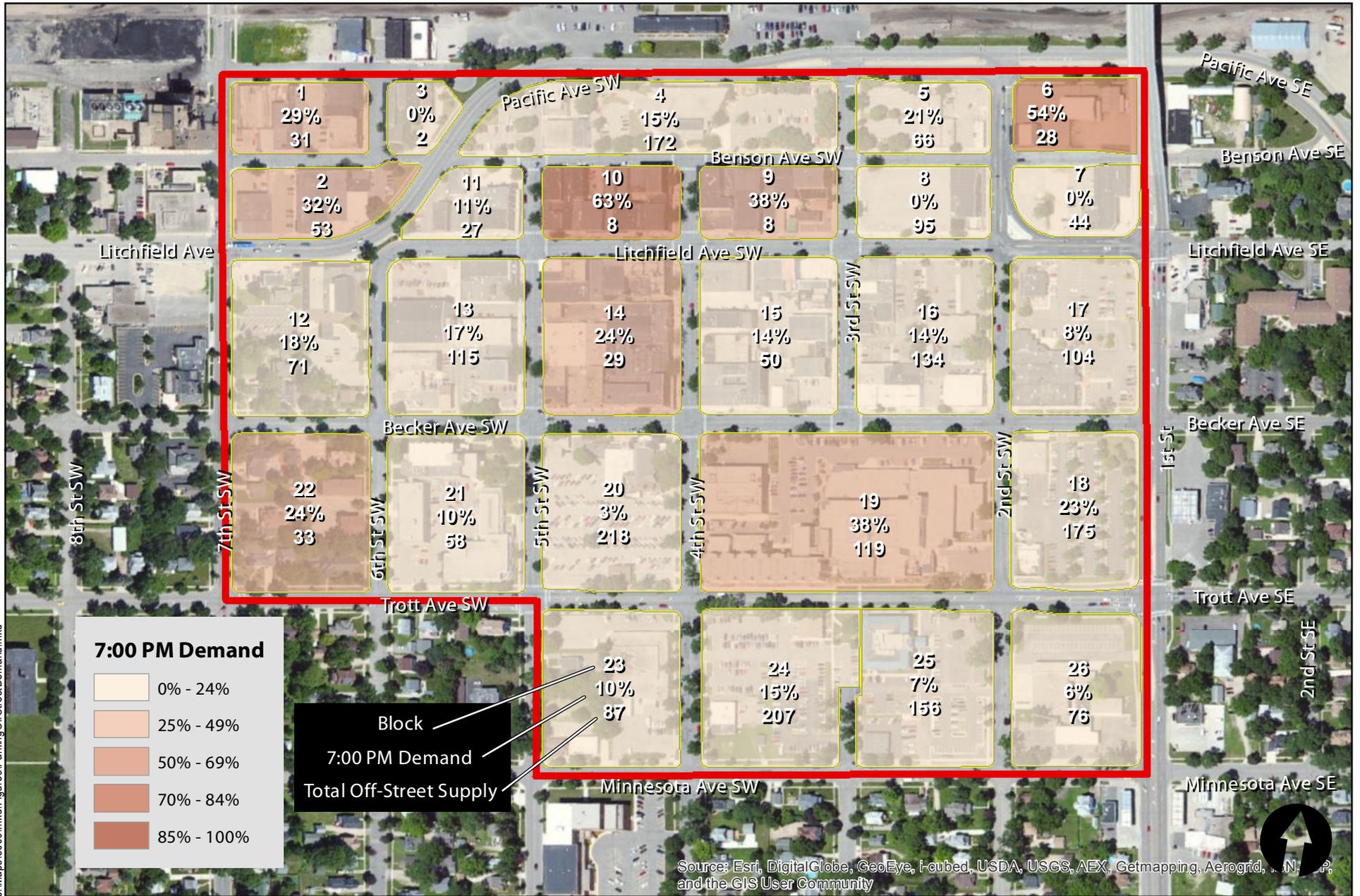


### Off-Street Parking Demand (2:00 PM)

Willmar Downtown Parking Assessment  
Willmar Design Center

Figure 3

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Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, and the GIS User Community



### Off-Street Parking Demand (7:00 PM)

Willmar Downtown Parking Assessment  
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Figure 4





Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, SPP, and the GIS User Community



# Attachment A

## Utilization Survey Results by Blocks in Tabular Form

Downtown Willmar Parking Utilization Survey Results

Utilization Survey Conducted on Wednesday, January 30, 2013  
 Weather Conditions: Morning: light flurries. Average temperature mid 20 degrees throughout the day.

Key   = Highlighted rows in red indicate potential areas of concern reaching capacity thresholds greater than 85%.

Location (Zone)	Block	Parking Inventory				9:00 AM				2:00 PM				7:00 PM			
		Uses	Quantity	Handicap	Total	ADA	Regular	Utilization %	Total	ADA	Regular	Utilization %	Total	ADA	Regular	Utilization %	
NW Quad. (north of Hwy. 12)	1	Surface Lot	31		0	2	0	2	6%	4	0	4	13%	9	0	9	29%
	1	On Street	13		0	0	0	0	0%	1	0	1	8%	7	0	7	54%
	2	NW Lot	8	1	4	0	4	50%	4	0	4	50%	1	0	1	13%	
	2	Central Lot	31		0	2	0	2	6%	4	0	4	13%	7	0	7	23%
	2	East Lot	14		0	9	0	9	64%	10	0	10	71%	9	0	9	64%
	2	On Street	13		0	1	0	1	8%	1	0	1	8%	1	0	1	8%
	3	Back Lot	2		0	1	0	1	50%	1	0	1	50%	0	0	0	0%
	3	On Street	10		0	4	0	4	40%	3	0	3	30%	5	0	5	50%
County Offices	4	West Lot	39	2	21	0	21	54%	13	0	13	33%	8	0	8	21%	
	4	Unknown Lot	7		0	1	0	1	14%	3	0	3	43%	1	0	1	14%
	4	Central Lot	45		0	30	0	30	67%	23	0	23	51%	2	0	2	4%
	4	East Lot	81	4	49	0	49	60%	61	1	60	75%	15	0	15	19%	
	4	Off Street	5		0	0	0	0	0%	1	0	1	20%	0	0	0	0%
	5	West Lot	50		0	20	0	20	40%	16	0	16	32%	12	0	12	24%
	5	On Street	16		0	6	0	6	38%	6	0	6	38%	2	0	2	13%
NE Quad.	6	Surface Lot	28		0	1	0	1	4%	1	0	1	4%	15	0	15	54%
	7	West Lot	26		0	0	0	0	0%	0	0	0	0%	0	0	0	0%
	7	East Lot	18		0	9	0	9	50%	3	0	3	17%	0	0	0	0%
	8	On Street	11		0	5	0	5	45%	7	0	7	64%	2	0	2	18%
West Quad. (Auditorium)	8	Off Street	95		0	0	0	0	0%	0	0	0	0%	0	0	0	0%
	11	West Lot	16		0	8	0	8	50%	4	0	4	25%	3	0	3	19%
	11	East Lot	11		0	7	0	7	64%	7	0	7	64%	0	0	0	0%
	11	On Street	14		0	3	0	3	21%	8	0	8	57%	2	0	2	14%
	12	NW Lot	xx		0	Storage	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx	xx
	12	West Lot	36		0	10	0	10	28%	6	0	6	17%	6	0	6	17%
	12	East Lot	35	2	13	0	13	37%	13	0	13	37%	7	0	7	20%	
	12	On Street	20		0	9	0	9	45%	3	0	3	15%	2	0	2	10%
	13	North Lot (Auditorium)	38		0	31	0	31	82%	28	0	28	74%	15	0	15	39%
	13	Central Lot	14		0	8	0	8	57%	5	0	5	36%	1	0	1	7%
Court House/ Library	13	SW Lot	25	1	13	0	13	52%	8	0	8	32%	0	0	0	0%	
	13	SE Lot	38	3	23	0	23	61%	28	0	28	74%	4	0	4	11%	
	13	On Street	31		0	28	0	28	90%	16	0	16	52%	5	0	5	16%
West Quad. (Mixed Use)	21	Off Street	58		0	55	0	55	95%	43	0	43	74%	6	0	6	10%
	21	On Street	34	1	22	0	22	65%	14	1	13	41%	3	0	3	9%	
	22	In Between Homes	26		0	14	0	14	54%	15	0	15	58%	6	0	6	23%
Downtown Core	22	Private Business	7	2	3	0	3	43%	5	0	5	71%	2	0	2	29%	
	22	On Street	32		0	7	0	7	22%	9	0	9	28%	2	0	2	6%
	9	SE Lot	8	1	5	1	4	63%	6	1	5	75%	3	1	2	38%	
	9	On Street	27		0	16	0	16	59%	18	0	18	67%	7	0	7	26%
	10	West Lot	5		0	2	0	2	40%	3	0	3	60%	3	0	3	60%
	10	East Lot	3		0	1	0	1	33%	2	0	2	67%	2	0	2	67%
	10	On Street	33		0	20	0	20	61%	24	1	23	73%	25	0	25	76%
	14	North Lot	12		0	10	0	10	83%	7	0	7	58%	3	0	3	25%
	14	SW Lot	17		0	6	0	6	35%	6	0	6	35%	4	0	4	24%
	14	On Street	47	2	33	0	33	70%	35	0	35	74%	23	0	23	49%	
	15	NW Lot	16		0	9	0	9	56%	5	0	5	31%	2	0	2	13%
	15	Central Lot	12		0	10	0	10	83%	8	0	8	67%	1	0	1	8%
	15	SW Lot	16		0	2	0	2	13%	3	0	3	19%	4	0	4	25%
East Downtown	15	Loading Area	6		0	1	0	1	17%	1	0	1	17%	0	0	0	0%
	15	On Street	41	1	36	0	36	88%	34	0	34	83%	10	0	10	24%	
	16	West Lot	65	4	49	1	48	75%	43	1	42	66%	13	0	13	20%	
	16	East Lot	39	2	12	0	12	31%	10	0	10	26%	1	0	1	3%	
	16	Central Lot	14		0	8	0	8	57%	7	0	7	50%	1	0	1	7%
Bank	16	South Lot	16		0	7	0	7	44%	8	0	8	50%	4	0	4	25%
	16	On Street	40	2	14	0	14	35%	17	1	16	43%	11	0	11	28%	
	17	North Lot	82	4	45	0	45	55%	48	0	48	59%	8	0	8	10%	
Hospital/Clinic	17	South Lot	22	2	13	0	13	59%	14	1	13	64%	0	0	0	0%	
	17	On Street	21		0	13	0	13	62%	11	0	11	52%	0	0	0	0%
	18	West Lot	5		5	0	5	100%	5	0	5	100%	5	0	5	100%	
	18	Main Lot	170		0	114	0	114	67%	93	0	93	55%	35	0	35	21%
	18	On Street	8		0	1	0	1	13%	6	0	6	75%	2	0	2	25%
	19	NW Lot	19		0	3	0	3	16%	3	0	3	16%	1	0	1	5%
	19	Main Lot	98	13	71	7	64	72%	62	1	61	63%	43	0	43	44%	
	19	SE Lot	2		0	1	0	1	50%	2	0	2	100%	1	0	1	50%
	19	On Street	34	1	10	0	10	29%	17	0	17	50%	9	0	9	26%	
	20	North Lot	5		0	3	0	3	60%	4	0	4	80%	2	0	2	40%
	20	Main Lot	213	8	135	0	135	63%	139	1	138	65%	4	0	4	2%	
	20	On Street	25		0	8	0	8	32%	19	0	19	76%	4	0	4	16%
	24	SW Lot	10		0	1	0	1	10%	5	0	5	50%	3	0	3	30%
	24	West Lot	207	9	149	0	149	72%	145	1	144	70%	20	0	20	10%	
	24	On Street	26		0	10	0	10	38%	10	0	10	38%	0	0	0	0%
Post Office	25	Central Lot	34		0	25	0	25	74%	30	0	30	88%	3	0	3	9%
	25	South Central Lot	16	1	7	0	7	44%	9	0	9	56%	0	0	0	0%	
	25	East Lot	106	4	41	1	40	39%	52	1	51	49%	8	0	8	8%	
	25	On Street	14		0	5	0	5	36%	5	0	5	36%	0	0	0	0%
	23	North Lot	35	2	14	0	14	40%	13	0	13	37%	2	0	2	6%	
Fire Station	23	Central Lot	11		0	10	0	10	91%	8	0	8	73%	0	0	0	0%
	23	SW Lot	11	2	0	0	0	0	0%	0	0	0	0%	0	0	0	0%
	23	SE Lot	30		0	12	0	12	40%	10	0	10	33%	7	0	7	23%
	23	On Street	26		0	6	0	6	23%	1	0	1	4%	0	0	0	0%
Fire Station	26	North Lot	41		0	0	0	0	0%	0	0	0	0%	0	0	0	0%
	26	SW Lot	16		0	2	0	2	13%	2	0	2	13%	2	0	2	13%
	26	SE Lot	20	1	8	0	8	40%	8	0	8	40%	3	0	3	15%	
	26	On Street	10		0	4	0	4	40%	2	0	2	20%	0	0	0	0%