

# Minneapolis College of Art and Design Campus Parking & Transportation Guide

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## Who Can Park On Campus

All commuter students, college staff and faculty with a stored-value parking pass may utilize the hourly parking in Lot C, located at the intersection of 26<sup>th</sup> Street East and Second Avenue South, on a space-available basis. Resident students are **not** allowed to purchase a parking pass. Visitors with scheduled appointments may also park in Lot C.

## Where to Park On Campus – Parking Lots (see map).

### Lot A- Main-entrance Parking

There are three 15-minute parking spaces, two handicap-accessible spaces and one delivery vehicle parking space in this lot. This lot is located in front of the main entrance for quick loading and unloading of your vehicle.

Parking for loading and unloading of vehicles may also take place at the south end of Main building at the west loading dock, with permission of Public Safety.

### Lot B - Restricted/Assigned Parking

Each of the numbered spaces in the parking area on the south side of the Main building and east side of the 2537 Stevens apartment building are restricted and assigned to specific individuals and departments. Unauthorized vehicles parking in these spaces are subject to a ticket and tow.

### Lot C - Hourly Parking

There are 105 parking spaces available in this lot for commuter students, staff, and faculty who have purchased a stored-value card. This lot is located at the intersection of 26<sup>th</sup> Street East and Second Avenue South. Resident students are **not** allowed to park in this lot. There are five handicap-accessible spaces, three Admissions Office visitor spaces, two Institutional Advancement Office visitor spaces, and one President's Visitor parking space. The eastern section of the parking lot has been designated for compact car parking only; please look for these identified spaces if you're driving a compact car. During the first five days of each semester, parking in Lot C will be free to allow students, staff, and faculty time to purchase a stored-value parking pass. If you park in this lot from 11:00 p.m. – 6 a.m. and enter Main to sign in, please also register your vehicle with Public Safety. This will assist Public Safety in reaching vehicle owners for snow removal or other emergencies.

### Lots D and E – Restricted/Assigned Parking.

Unauthorized vehicles parking in these spaces are subject to a ticket and tow.

## Where to Purchase a Stored-Value Parking Pass, Day Pass and Exit Only Pass

### Stored Value Parking Pass

Commuter students, staff, and faculty may purchase a stored-value parking pass in the Art Cellar to use Lot C. A valid MCAD identification card must be shown in order to purchase a stored-value parking pass; Continuing Studies students may show a proof of registration. Stored-value cards are available in the following amounts: **\$5, \$10, \$20, and \$40.**

### MCAD Day Pass

A day pass can also be purchased for \$2.00 by designated administrators and faculty for their guests. This allows guests to enter and exit the parking lot (one time per day pass).

### MCAD Exit Only Pass

An exit only pass can be purchased for \$2.00 by designated administrators and faculty for their guests who have been gated in by Public Safety. This allows the guest to exit the lot. Public Safety should be notified in advance of any guests who will need to be gated in.

## **How to Use the Parking Pass System**

### Entering

Access to Lot C is given by inserting a stored-value card into the card receiver at the entrance just north of 26<sup>th</sup> Street East and Second Avenue. Remember to take your pass from the receiver before pulling forward into the lot. The display will show the remaining value on your card. After the gate arm rises, proceed to park in any open, designated space. If the gate display shows that the parking lot is “full”, drivers can still enter the lot then exit without incurring any charges as long as one exits within fifteen minutes. Please do not attempt to back up onto 26<sup>th</sup> Street.

### Exiting

When you leave the parking lot, pull up to the exit gate and insert a valid parking pass into the receiver. The display will show the amount of value left on your parking pass. If there were no parking spaces available you may immediately exit by inserting the same card at the exit gate and no value will be deducted from the card. Once a card has been depleted of value, the exit device will keep the card. If your card does not have enough value to cover your daily parking charge, the display will prompt you to enter another parking pass. If you do not have one, a valid credit card may be swiped at the exit and the amount will be charged to your credit card.

At both the entry and exit gate, a driver can press the “press for assistance” button to speak with a Public Safety Officer if they have any questions or problems passing through the gate(s).

### **Daily Hourly Rates:**

\$ 0.25 per hour from 7 a.m. – 9 p.m., Monday - Friday

\$ 0.15 per hour all other times

The first fifteen minutes is free then the hourly rate is applied for each hour or portion of an hour thereafter. MCAD is required by the City of Minneapolis to charge for parking. The College reserves the right to alter the parking rates at any time and without notice.

### **Continuing Education Parking**

Continuing Education students are encouraged to purchase a \$5 stored value parking pass (link to cart <http://mcad.edu/continuing-education/parking-pass>), at least a week prior to the start of their course, which will be valid for Lot C. Students who do not wish to park in this lot may also park in the limited street parking on adjacent streets.

### **Visitor/Guest Parking**

Invited visitors may pull up to the Lot C entrance gate and request access from Public Safety via the intercom. The visitors should then obtain an exit only pass from the department they are visiting in order to exit. Scheduled visitors may also receive a day pass in the mail from the department hosting their visit. If visitors forget or lose their pass, they may ask the hosting department for a replacement.

## Restricted/No Parking Areas

Unauthorized vehicles parked in the following areas may be ticketed and towed:

- Yellow striped zone next to a handicap space
- Parking next to a yellow curb
- Parking in a posted fire lane or no-parking zone
- Parking in the Admissions or Institutional Advancement reserved spaces without permission

Vehicles parked in other reserved spaces (those with numbers painted in the parking space) may be towed.

## Van/Carpool

MCAD has two van/car-pool spaces located in Lot B (spaces #21 and #22). To park in these spaces, students, faculty, and staff must enroll and be authorized by Metro Transit. To qualify, there must be a minimum of two drivers; all those in the car pool must work at MCAD and car pool together at least three days a week. Authorized users should then visit Public Safety and complete the <van-carpool request form>. A permit will then be issued for use of the designated space. This permit must be displayed when parking in the van/car-pool space. Spaces will be assigned on a first come, first served basis. For more information on registering with a car or van pool please visit:

<https://www.metrotransit.org/rideshare/forms/Registration.asp>.

More van pool information can be found at:

<http://www.metrocouncil.org/planning/transportation/vango/vango.htm>

## Low Emitting Vehicle

Low emitting vehicles, meeting the most current EPA Smartway *Elite* with a score 19 or higher (not the Smartway program) or with a green score 40 points or higher from the American Council for an Energy Efficient Economy (ACEEE) annual guide will be eligible to register for a low-emitting vehicle parking permit.

1. EPA Smart Elite information is available at:  
<http://www.epa.gov/smartway/vehicles/smartway-certified.htm>
2. ACEEE is available at: [www.greenercars.org/news.htm](http://www.greenercars.org/news.htm)

There will be a limited number of alternate low emitting or car/vanpool parking spaces available on campus. These spaces will have appropriate signage at each parking location. Vehicles displaying the this permit will be allowed priority parking in these designated spaces, if available, from Monday-Friday between the hours of 7:00 a.m. – 10:00 p.m., Saturday-Sunday 7:00 a.m. – 5:00 p.m.

The registration or display of the permit does not guarantee a parking space.

Owners of the low-emitting vehicles must meet the following criteria:

1. Register the vehicle at MCAD as a low-emitting vehicle by presenting proof of state vehicle registration documents and meeting the requirements noted in paragraph a.
2. Display the permit as required while parking in the posted spaces.
3. Must be an MCAD employee or a currently enrolled non-resident student.
4. Resident Students are not eligible for this permit.

## Electric Vehicle Parking (EV)

Parking for electric vehicle charging on the MCAD campus is limited. A monthly fee of \$21 plus tax and any additional monthly fees, as applicable, will be assessed to park in a space. This

monthly fee will grant access to a level 1 charge connection based on availability. Monthly fees will be deducted from the employee's pay check on an after-tax basis; if the EV permit holder is a student, the fees will be applied to their student account.

To qualify, current students, staff or faculty must complete the <EV request form>; and the EV owner must own and drive an electric vehicle any time they come to campus to work or attend class.

To cancel use of the electric charging station/permit, please send an email to [public\\_safety@mcad.edu](mailto:public_safety@mcad.edu), and [business\\_office@mcad.edu](mailto:business_office@mcad.edu). Please allow two weeks to process payment cancellations.

### **Handicap-accessible Parking**

Handicap-accessible parking is available for people with a state-issued handicap parking permit. Spaces are located in Lot A north of the Main building off of 25<sup>th</sup> Street and Stevens Avenue South and along the north side of Lot C. Vehicles that park in these spaces without a proper state-issued permit will be subject to towing and/or ticketing by Minneapolis parking enforcement.

### **Motorcycle/Scooter Parking**

MCAD community members who choose to ride a motorcycle or scooter to school may park in the designated areas in Lot A (see map).

Motorcycles and scooters may **not** use Lot C. The parking system is not designed to detect these types of vehicles.

### **HOURCAR**

For people who wish to temporarily "rent" a vehicle, HOURCAR.com may be a good solution. An HOURCAR Honda Element is parked in Lot B (#19); this car may be checked-out by members on a scheduled basis through <http://www.hourcar.org/mcad>. HOURCAR membership is open to anyone 18 years old and above who meets HOURCAR's safe driver criteria. Please visit the organization's website for more information about how to become a member. HOURCAR's website also includes information on rates and the location of other vehicles in the area.

### **Admissions**

There are three spaces in Lot C that are marked for "Admissions Parking Only." These are for invited guests of the Admissions Office.

### **Institutional Advancement**

The Institutional Advancement Office has two reserved parking spaces in Lot C for invited guests.

### **Resident Student Vehicles**

Due to limited parking, resident students are strongly urged not to bring a vehicle to campus and are not allowed to purchase a stored-value parking pass to park on campus.

The College has regularly scheduled trips to local grocery and art supply stores to assist resident students in obtaining supplies.

### **Contract Parking In MIA Ramp**

Month to month parking contracts are available to any student or staff. For rates and information please contact: [dbonderson@denisonparking.com](mailto:dbonderson@denisonparking.com) or call 612-367-8083; or visit their contract parking sign up form at [Mia- parking ramp contract](#).

### **Parking Services**

Parking areas on campus are under video surveillance. Cameras are monitored by MCAD Public Safety 24 hours per day. Additionally, Public Safety performs random patrols through all parking areas.

Public Safety offers free car battery jump-starts to any MCAD community member within a two-block radius of campus.

Escorts are available through the Public Safety Department 24 hours a day, 7 days a week (there may be a wait period due to other pending service calls). Escorts should only be used for rides between the MCAD Main campus and a person's residence, parked vehicle, or bus stop/HourCar. Please see the attached map for the specific boundaries within which escorts are offered ['escort boundary' link]. Escorts will be made on foot when the escort is on campus or near campus, otherwise the Public Safety patrol vehicle will be used.

Come to the Public Safety desk in the Main building or call 612-874-3801 from off campus (x1801 on campus) to request a jump-start or escort. Please be ready to show a MCAD identification card if the officer does not recognize you as a student, staff, or faculty member.

MCAD is not responsible for lost or stolen items left in vehicles parked on campus. The College is also not responsible for the theft of or damage to any vehicle while parked on campus.

### **Parking Safety Tips**

- Lock all doors and close all windows tightly.
- Do not leave valuable items in the vehicle, especially in plain sight.
- Park in well-lit areas.
- Do not leave your vehicle on city streets in one spot for several days without checking on it.
- Report crimes or suspicious individuals to Public Safety.
- Report ice or maintenance problems to the Facilities Office or Public Safety.
- Notify Public Safety when your vehicle becomes disabled and it will need to stay in any MCAD parking area overnight.
- Drive slowly through the parking lot and side streets, and watch for children!
- Look under, around and in the back seat of your vehicle as you approach it.
- Don't walk alone at night. Call Public Safety 612- 874-3801 (x1801 on campus) for an escort.
- Don't walk with headphones covering your ears! You can't hear stalkers/thieves approach.

### **Off-Street Parking & Snow Emergency Parking**

If you need to park on city streets, please pay close attention to the posted no-parking zones. MCAD Public Safety does not enforce parking rules on city streets and is not responsible for ticketed or towed vehicles.

During city snow emergencies, parking may be restricted to one side of the street. Visit [http://www.minneapolismn.gov/snow/snow\\_parking-info](http://www.minneapolismn.gov/snow/snow_parking-info) for more information or to sign up for alerts when snow emergencies are declared.

### **Accident Reporting Procedures**

If a motor vehicle accident causes damage to another vehicle or property in a college parking lot, immediately call MCAD Public Safety at 612-874-3555. If individuals have been injured as a result of the accident, call 911 and report the accident immediately, then call MCAD Public Safety at 612-874-3555. Per state statute, vehicle operators involved in the accident are responsible for making a motor vehicle accident report to the MN Department of Motor Vehicles. The report form is available on Minnesota Department of Motor Vehicles website at: <https://dps.mn.gov/divisions/dvs/forms-documents/Documents/MinnesotaMotorVehicleAccidentReport.pdf>

### **Bicycle Regulations Policies**

Registration of bicycles is not required, but MCAD recommends recording the make, model, serial number, and taking a picture of your bike for reference in case of a theft.

The College does not assume responsibility for bicycles, locks or other accessories when parked on campus property. It is suggested that bike riders use a “U” shaped kryptonite-type lock *and* a second lock to secure your bike while parked at a campus rack.

Bicycles may not be locked or attached to the following:

- Trees or bushes
- Light poles
- Fences
- Benches
- Parking-sign posts
- Stair railings
- Any location that would impede use of a designated fire or building exit, or obstruct a sidewalk or driveway.

Bicycles found in violation of any of the above will be removed at the owner’s expense.

Register your bike with the [city of Minneapolis](#). It may greatly improve your chances of recovering a stolen or lost bike.

### **Bicycle Rack Locations**

Bicycles must be parked and secured to bike racks while on campus. Racks are located

- North side of Main
- Just inside the entrance of lot C
- South of the Main building
- Between the east wing of lot C and the 144 E. 26<sup>th</sup> St. resident apartment building

Bicycles may not be left locked to the racks over the summer break. If you leave for the summer, please take your bike with you. During the winter, only the bike rack north of Main is kept clear of snow for daily use. Bikes not used over winter should be moved to the rack next to the 144 E. 26<sup>th</sup> St. resident apartment. Public Safety will remove abandoned bikes at the end of each summer. Bicycles not claimed by the owners will be donated to charity after 60 days.

**More Information**

For more information please visit the College Intranet site at <http://intranet.mcad.edu/> and click on [Transportation Information](#).