

# **M CAD**

**MINNEAPOLIS  
COLLEGE of ART and DESIGN**

## **Campus Parking & Transportation Policy**

## **Purpose**

The purpose of this policy is to outline the rules and regulations for the use of motor vehicles on the MCAD campus. These rules and regulations are designed for the safety, welfare, and health of students, employees, and visitors; the protection and maintenance of college property; and governing traffic on the campus. Cooperation and compliance with these rules and regulations by all members of this community are essential. Failure to comply may result in a citation being issued or suspension/revocation of parking privileges on campus.

## **Scope**

This policy applies to all individuals seeking to operate/park a motorized vehicle on the MCAD campus.

## **Policy**

MCAD is a private college; therefore, the parking lots and other areas of the college are private property. The operation and/or parking of any motor vehicle on campus is a privilege, not a right. MCAD has the right to regulate the use of any motor vehicle on campus property for the good and the safety of the campus community. Campus parking lots are provided for the convenience of permit holders and commuters in conducting MCAD business and for only that purpose.

## **Who Can Park On Campus**

All commuter students, college staff, faculty, and guests may utilize the hourly parking in Lot C, located at the intersection of 26th Street East and Second Avenue South. Lot C is not meant for overnight parking.

## **Where to Park On Campus–Parking Lots ([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 Campus 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 Web (2537 Stevens) 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. This lot is located at the intersection of 26th Street East and Second Avenue South. Overnight parking is not permitted and 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 new students, staff, and faculty to familiarize themselves with the campus. Please also register your vehicle with Campus Safety. This will assist Campus 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.

#### **The Hive Indoor and Surface–Restricted/Assigned Parking.**

A limited number of contract parking spaces are available at the Hive. Unauthorized vehicles parking in these spaces are subject to a ticket and tow.

MCAD housing residents may submit a request for a parking permit in The Hive garage or outdoor lot space. A lottery is conducted to determine who will receive a parking assignment. Residents receive priority in parking assignments. The Hive Parking Lottery Sign Up form can be found on the Student Life Tab of my.MCAD.edu. More information can be found on [The Hive Parking Permit Agreement](#)

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

#### **Commuter**

Anyone with a MCAD ID can use their ID to access the parking in lot C at a rate of .25 cents an hour. You will need to associate your ID to a credit or debit card. Follow these [instructions](#).

#### **Guest/General Public**

##### ***Entering:***

You will need to use your credit or debit card at the entry and exit gate at a flat rate of \$6 with a 15-minute grace period. 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 26th Street.

##### ***Exiting***

When you leave the parking lot. Tap or insert credit or debit used at the exit tower. The display will show the amount you will be charged.

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

## **Cost**

### **Daily Hourly Rates:**

\$0.25 per hour for MCAD Commuters with ID

\$6 flat rate for Guest and General Public.

\*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.

## **Visitor/Guest/ Special Event Parking**

MCAD is a unique campus environment as the surrounding neighborhood blends with our campus. You will find parking opportunities both on MCAD property and on Minneapolis city streets. Unannounced admissions visitors or other visitors who drop in without an appointment will be allowed into Lot C and will be responsible for paying for lot fees; validation is not an option.

Departments with scheduled guests will need to contact [parking@mcad.edu](mailto:parking@mcad.edu) to arrange parking. Email shall include: Date(s), First and last name, vehicle make/model/plate, and owner contact info.

Special Event Parking is defined as parking accommodations that are required for major campus events or any event that will need extra measures by Campus Safety to monitor and control campus parking. Special Event Parking is recommended for occasions when campus visitor parking is inadequate, or guaranteed parking is desired.

Lot C gate arms will be open for the following:

- Art Auction
- Art Sale
- Commencement
- Elections
- Large Admissions events
- Student Orientation
- Move In
- Move Out

Exceptions must be pre-approved by the President’s Office. Any group arranging an event on campus should contact the Campus Safety office in order to reserve parking spots. This includes all college-wide, departmental, and external events.

Having the parking lot gate arm down is important for several reasons:

- ★ **Security:** The gate arm serves as a physical barrier that restricts unauthorized access to the parking lot. By keeping the gate arm down, it prevents unauthorized vehicles from entering, reducing the risk of theft, vandalism, or other security incidents.
- ★ **Traffic control:** When the gate arm is down, it helps regulate the flow of traffic within the parking lot. It ensures that vehicles enter and exit in an orderly manner, preventing congestion and potential accidents.
- ★ **Revenue management:** If the parking lot is managed by a parking authority or a business, keeping the gate arm down allows for effective control over parking fees. It ensures that only paying customers or authorized vehicles can access the parking lot, helping to maintain proper revenue streams.
- ★ **Safety:** By keeping the gate arm down, it minimizes the chances of pedestrians or cyclists accidentally entering the path of oncoming vehicles. This promotes a safer environment for all users of the parking lot.

### **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.

### **Towing**

Campus Safety will make every effort to contact vehicle owners prior to towing or relocating vehicles. However, any vehicle that is deemed to meet one of the following criteria by the college will be removed at the owner's expense prior to notification:

- Creates a safety hazard or risk (i.e. leaking fuel, oil, fluids, etc.)
- Is or appears to be inoperable or in questionable condition
- Attracts vandalism
- Interferes with parking activities
- Expired or no state registration
- Confirmed abandon
- Continued parking offenses (with or without owner notification)

### **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 park in a designated space, if available.

1. EPA Smart Elite information is available at: [EPA.gov/SmartWayVehicle](https://www.epa.gov/smartwayvehicle)

2. ACEEE is available at: [GreenCars](https://www.green-cars.com/)

There are 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. Low-emitting vehicles 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.

### **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 25th 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 [HOURCAR](https://www.hourcar.com/). 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.

### **General Parking**

#### **Parking for students overnight**

All residents of MCAD can enter the parking lottery by using this [form](#). Deadline for the lottery is every August 7th. If selected you will be assigned a numbered parking space with permit at the Hive.

Contract Parking is available for student parking at the 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 Campus Safety 24 hours per day. Additionally, Campus Safety performs random patrols through all parking areas. Campus Safety offers free, battery jump starts to any MCAD community member within a two-block radius of campus. Escorts are available through the Campus 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 [map](#) for the specific boundaries within which escorts are offered. Escorts will be made on foot when the escort is on campus or near campus, otherwise the Campus Safety patrol vehicle will be used.

Come to the Campus 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 Campus Safety.
- Report ice or maintenance problems to the Facilities Office or Campus Safety.
- Notify Campus 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 backseat of your vehicle as you approach it.
- Don't walk alone at night. Call Campus 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. Campus 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.

### **Battery Jump-Start Service**

If your car isn't starting and you need a jump-start, we can help. This free service is available on a "first-come, first-served" basis as time or weather permits. We require proof of ownership and proper identification and will ask you to sign a [waiver](#) releasing the university from liability.

### **Accident Reporting Procedures**

If a motor vehicle accident causes damage to another vehicle or property in a college parking lot, immediately call Campus 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 Campus 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: [Vehicle Crash/Damage Notice form](#)

## **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 should 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 [311 Self Service](#). 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. 26th 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. 26th St. resident apartment. Campus 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.

*Policy valid as of 08/06/2024*