

STATE CAPITOL PARKING AND SNOW REMOVAL

Policy EC-03

PURPOSE

The purpose of this policy is to clearly specify all rules and restrictions for parking on the Capitol Complex during the winter inclement weather season to allow for the removal of snow in a safe and effective manner. Under this policy, the inclement weather season will be from October 1st through April 30th each year.

POLICY REQUIREMENTS

I. CAPITOL COMPLEX SNOW REMOVAL RULES

- A. Snow removal rules will be strictly enforced by Capitol Protection Services. Violators may be subject to towing.
- B. Snow removal normally begins between 3:00 a.m. and 5:00 a.m., depending on the amount of snow received. All snow removal is accomplished by Buildings and Grounds Maintenance staff.
- C. Employees who arrive early for work should park in areas which have already had snow removed, or in designated snow removal parking areas.
- D. Privately-owned vehicles parked overnight or for extended periods of time in Capitol Complex parking lots should be parked in areas identified for state vehicle parking.
- E. After all main parking lots, streets, and sidewalks have been cleared, Buildings and Grounds may contact agencies to move various state or privately-owned vehicles in order to complete snow removal. Your cooperation for the immediate removal of these vehicles will be appreciated.

II. RESTRICTIONS AND GUIDELINES

Please closely follow the restrictions for overnight and weekend parking.

- A. State Capitol Building – From October 1st through April 30, there is no overnight or weekend parking allowed for state-owned or personal vehicles in the Capitol building parking lots. Only assigned agency vehicles and maintenance vehicles may be parked in the designated area in the NE lot, see below note for restrictions to this rule during legislative session.

Note - To facilitate the need for additional parking during Legislative Session each year, the designated area for parking of assigned agency and maintenance vehicles will be relocated to the gravel lot behind and north of the Bureau of Administration facility on Nicollet Avenue.

Overflow to this lot will be the state vehicle parking island in the Becker-Hansen north parking lot.

Parking spaces are reserved for all Legislators from the first day of session in January through the end of session in March every year in the Capitol north lot NW section and north circle drive.

- B. Cultural Heritage Center – Overnight and weekend parking is restricted to the employee parking lot on the north side of the building.
- C. State Library – Overnight and weekend parking is restricted to the east end of the State Library parking lot.
- D. Kneip Building – Overnight and weekend parking for all state and privately-owned vehicles is restricted to the north Kneip parking lot with a parking permit only. Privately-owned vehicles without access to a parking permit are restricted to the east side of the parking lot facing the YMCA.
- E. Foss/Anderson Buildings – No over night or weekend parking is allowed for state or privately-owned vehicles. Overnight and weekend parking for state or privately-owned vehicles is available in the parking lot provided near the baseball field / Boy's and Girl's Club. Snow removal for this parking lot will be completed last on the Capitol Complex.
- F. Soldiers and Sailors Museum – Overnight or weekend parking is allowed for state or privately-owned vehicles in the designated area in the northeast corner of the parking lot on the south side of the building - overflow parking to be the northwest corner of the lot on the south side of the building. Please keep the south perimeter of the parking lot open for snow removal after hours.
- G. Becker-Hansen – Overnight and weekend parking is restricted to the first island on the west side of the DOT parking lot. No overnight parking on outer perimeter of parking lot is allowed. Overflow for overnight and weekend parking is designated to be the west side of the island adjacent to the state vehicle parking island.
- H. DCI/EOC/AG Facility – Overnight and weekend parking is restricted to the southwest area of the parking lot south of the building, see attached map.
- I. Public Safety Building – Because of limited parking, no overnight or weekend parking of privately-owned vehicles is allowed in the parking lots in and around the building. Parking is limited to state vehicles only.
- J. Health Lab – Overnight and weekend parking is restricted to the north side of the center island.
- K. Capitol Lake Plaza – Overnight and weekend parking is restricted to the south and southeast corners of the lower level parking lot.

POLICY INDEX

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REVISION LOG

August 2008	Editorial changes only
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