

## **Campus parking Q & As**

August 24, 2015

### **Why is Lynn making changes to its parking and traffic flow?**

Campus Safety and Auxiliary Services teamed up to install a simpler campus parking program with a more efficient and controlled entryway traffic flow. In addition, the parking lot names and color designations increase clarity for all Lynn guests and ensures consistent maintenance of lots as our campus changes.

### **Why did we install automatic gate arms?**

Gate arms allow a more efficient flow of traffic and create a more controlled environment that increases safety measures by enabling Campus Safety officers to concentrate on guests entering campus instead of checking cars for valid stickers.

### **When will the gate arms be working?**

The gate arms at the two designated entrances will be operational by the start of the fall 2015 semester.

### **When are the parking stickers available? How do I get one?**

New parking stickers are available starting Aug. 24, 2015. Employees must fill out and sign this [vehicle registration form](#), scan and email a copy to [parkingdocs@lynn.edu](mailto:parkingdocs@lynn.edu). A new sticker will be sent interoffice. All student cars must be registered with the university. If you intend to park a car on campus, please fill out this [vehicle registration form](#). New students can get their sticker at registration. Returning students can pick up their stickers at the Campus Communication Center (across from E.M. Lynn).

### **How do I affix it to my car?**

Apply sticker to the outside of the bottom, rear driver's side window. (Windows that do not

open are preferable). See [instructions for affixing the sticker](#).



**Can I get an additional sticker for a second vehicle?**

Yes, you can register an additional vehicle and receive a separate sticker.

**Will the new sticker have the same number as my current sticker?**

No. You must re-register your vehicle(s).

**Do the stickers have an expiration date?**

No. The stickers will be valid until you are no longer a university student or employee at which point the barcode will be de-activated.

**What if I don't have my new sticker?**

All employees and students must obtain a parking sticker by Sept. 8. If you don't have a new sticker, you will not be able to access campus through the gate-arm lane. You will need to go through the manned lane and show your Lynn ID

**Do I need both stickers if I am an employee and a student?**

No. All employees receive an employee sticker even if they are enrolled in classes and must park in employee-designated lots; graduate assistants and student-workers employed by Lynn are considered students and receive a student sticker to park in student-designated lots.

**Why don't I have access to parking at the residence hall I live in?**

All students can now park in one of five lots on campus: H, I J, K and M (most of these are conveniently located near residence halls).

**Are alumni, vendors and other frequent guests able to register for a parking sticker?**

Special stickers will be issued on a case-by-case basis for visitors and vendors. Please contact Brian Siliquini, assistant chief of campus safety, at +1 561-237-7401.

**Why do the lots have new names? Are these official names?**

Parking lots are renamed in order to create a system that is clearer and more efficient to maintain as our campus changes. The letters are officially the new names of our parking lots. [Our campus map](#) and other materials will be updated to reflect the parking locations. Previously the names were associated with buildings which were subject to change over the years i.e. Pine Tree lot (Pine Tree Camps is no longer located in the lot adjacent to that building).

**Where do I park if I have a disabled parking permit?**

If you have a disabled parking permit, you may park in a disabled spot in any lot.

**Are there consequences for parking in the “wrong” lot or space?**

Parking citations will be issued to those (students and employees) who are not in a valid lot or space. The regular fine is \$50 and \$100 for parking in a disabled space. Note that disabled spaces are monitored by law enforcement agencies, which may issue other citations or impose additional fines payable directly to the agency.

**How do I pay a parking fine?**

Pay parking fines at the cashier's office in the Green Center within 30 days of the day of issuance. Cars inappropriately parked after 5 p.m. may be towed at the owner's expense.

**How do I appeal a parking citation?**

If you believe you were issued a parking citation in error, you may file an appeal via the [online appeals form](#). Appeals must be filed within five business days from the date of issuance. Campus Safety reviews all appeals and responds within five business days. See [Parking citation and appeals procedure](#).