

**ADMINISTRATIVE ORDER NO. 58-23-36**  
**of the**  
**Traffic Engineer of Public Works Maintenance's Traffic Operations Team**  
**of the City of Eugene**

**CONCERNING ON-STREET PARKING ON ELEMENTARY LANE**

**The Traffic Engineer of Public Works Maintenance's Traffic Operations Team of the City of Eugene finds that:**

**A.** Under the provisions of Chapter IV, Section 16 of the Eugene Charter of 2002, the City Manager is designated as the administrative head of the City and is specifically authorized to enforce all ordinances of the City. In addition, EC 5.040 authorizes the City Manager or the Manager's designee to "establish, maintain, remove, or alter . . . parking areas and time limitations, including the form of permissible parking" and to "impose conditions upon which the streets and other public property may be used for parking." EC 5.055 sets forth the criteria the City Manager or the City Manager's designee should consider when taking administrative action authorized by EC 5.040.

**B.** On August 5, 2020, the City Manager issued Administrative Order No. 58-20-17 granting the Executive Director of the Public Works Department the authority to exercise all of the duties and responsibilities specifically defined as those of the City Manager in Sections 5.040, 5.045 and 5.050 of the Eugene Code, 1971. That Order also granted the Executive Director of the Public Works Department the authority to further delegate those duties and responsibilities to such person or persons qualified to perform the delegated duties.

**C.** On August 6, 2020, the Executive Director of the Public Works Department issued Administrative Order No. 58-20-18 granting the City Engineer the authority to perform the duties and responsibilities specifically defined as those of the City Manager in Sections 5.040, 5.045 and 5.050 of the Eugene Code, 1971. That Order also granted the City Engineer the authority to further delegate those duties and responsibilities to such person or persons qualified to perform the delegated duties.

**D.** On August 11, 2020, the City Engineer issued Administrative Order No. 58-20-19 granting the Traffic Engineer of Public Works Maintenance's Traffic Operations Team the authority to perform the duties and responsibilities specifically defined as those of the City Manager in Sections 5.040, 5.045 and 5.050 of the Eugene Code, 1971.

**E.** For purposes of public health, safety, and welfare, it is necessary to remove and modify parking on a portion of Elementary Lane.

**F.** In making the decision, I have considered all the applicable criteria set forth in EC 5.055. The following findings support my decision to remove parking on Elementary Lane.

*(a) Traffic engineering principles and traffic investigations.*

- i. Classification - Elementary Lane north of Green Lane as shown in Exhibit A is classified as a local street with a speed limit of 20 miles per hour. The street segment is approximately 38 feet wide with parking both sides of the street, allowing approximately 24 feet of roadway for two-way travel in a mixed commercial and residential area. Sidewalks are present on the west side of the street segment. There are no bike lanes.
- ii. Vehicle Crashes - There were no motor vehicle crashes reported between 2007 and 2021 on the portion of Elementary Lane north of Green Lane.

*(b) Standards, limitations, and rules promulgated by the Oregon Transportation Commission or the Oregon Public Utility Commission or their successors.*

There are no such standards, limitations or rules that apply.

*(c) Other recognized traffic control standards.*

The City will apply the Manual on Uniform Traffic Control Devices for size, type and location for sign installation.

*(d) The city's adopted transportation-related plans and policies.*

The City's 2035 Transportation System Plan does not include any policies that specifically relate to the provision or removal of on-street parking in commercial / industrial areas. Roadway and Parking Policy No. 1 a "Complete Streets Policy," is to "Design, construct, maintain, and operate all streets to provide comprehensive and integrated transportation networks that serve people of all ages and abilities, promote commerce, and support the comprehensive land use plan's vision for growth and development in a responsible and efficient manner. A "complete street" allows safe travel for automobiles and emergency responders, bicycles, walking, transit, and freight. In addition to fulfilling a street's basic transportation functions and providing access to properties, streets and sidewalks should be designed to be attractive, safe, accessible, sustainable, and healthy components of the City's environment." Limiting parking to only the parking needed to ensure a transportation network that allows safe travel for automobiles and emergency responders, bicycles, walking, transit, and freight is consistent with this policy.

*(e) Existing state and local laws regulating use of public ways.*

The use of the City's public ways for parking is regulated at the local level. EC 5.040(1)(h)(5) and EC 5.040(1)(p) establish authority to manage parking.

*(f) The efficient use of the public way by the public.*

Removal of parking allowances on Elementary Lane is needed to enhance public safety for residents and community members accessing the public bus station and neighboring residences.

*(g) The use of abutting property.*

The abutting land use is a mix of commercial and residential. On the east side of the street, there is one private residence. On the west side of the street, there is a public bus terminal.

*(h) The intensity of use of the street by vehicles and pedestrians.*

- i. By Ordinance No. 20181, the City Council adopted the Street Classification Map that designated Elementary Lane as a [insert street classification] street. By Resolution 4608, the City Council adopted the Design Standards and Guidelines for Eugene Streets, Sidewalks, Bikeways and Access Ways. Parking is an optional feature on streets.
- ii. There are sidewalks on the west side of the street segment. This order will not impact, and may improve, accessibility of use by pedestrians.

*(i) The physical condition and characteristics of the street and abutting property.*

- i. Elementary Lane north of Green Lane as shown in Exhibit A is classified as a local street with a speed limit of 20 miles per hour. The street segment is approximately 38 feet wide with parking both sides of the street, allowing approximately 24 feet of roadway for two-way travel in a mixed commercial and residential area. Sidewalks are present on the west side of the street segment. There are no bike lanes.
- ii. The abutting property on the west side of the street segment is a public bus terminal with an asphalt surface parking lot. The abutting properties on the east side of the street segment are homes with no driveway accesses.

*(j) Emergencies.*

- i. Emergency service vehicles are accommodated through bi-directional travel on Elementary Lane. Removal of parking will provide additional room for travel and deployment of emergency vehicles.
- ii. Elementary Lane is not designated as an emergency ice or snow removal route.

*(k) The public health, safety and welfare.*

Extended on-street parking taking place in this area has resulted in public safety reports to the City of Eugene's public safety dispatch system and dispatch of law enforcement and parking enforcement personnel.

*(l) Special events of community interest including parades and public gatherings.*

There are no special events of community interest that occur on the portion of Elementary Lane as shown in Exhibit A.

*(m) Construction within or adjacent to the street.*

No construction is currently taking place on the portion of Elementary Lane as shown in Exhibit A. The order will not impede, and may improve, access for the purpose of construction.

*(n) When establishing conditions upon the use of parking in the public way and city-owned parking facilities:*

*(1) Applicable and appropriate time limits;*

EC 5.135(1) prohibits the storage of a motor vehicle or personal property on the street for more than 72 hours. There are no additional time limits proposed for this area where parking is to be allowed (except as described at the end of this order and noted in Exhibit A).

EC 5.040 authorizes the City Manager or the Manager's designee to take administrative action establishing parking area time limitations, including the form of permissible parking, and imposing conditions upon which the streets and other public property may be used for parking. Notwithstanding any other administrative action to the contrary, the portions of the street described below and depicted on the map attached as Exhibit A to this Order shall be removed.

*(2) The vehicle type and purpose;*

Extended on-street parking taking place in this area has resulted in public safety reports to the City of Eugene's public safety dispatch system and dispatch of law enforcement and parking enforcement personnel.

*(3) The relative, seasonal and special event demands for parking spaces within the areas of the requested parking;*

This Order is not a response to a request for new / additional parking spaces.

*(4) The other public uses for the property;*

The area is zoned Community Commercial and Medium-Density Residential and the public parking areas are intended to serve those uses.

*(5) The location and physical characteristics of the parking area or facility;*

Existing parking includes one surface lot belonging to the adjacent bus terminal on the west side of the street with two driveways. There is on-street parking on both sides of the street.

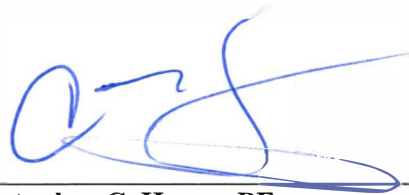
*(6) The demand for operating revenues, the costs of operations and enforcement;*

- i. Removal of parking is not anticipated to significantly impact operating revenues.

- ii. The City of Eugene's 23/25 Biennium Budget provides ongoing resources to fund enforcement services. If resources are not available for enforcement, then the parking restrictions may be revisited.
  
- (7) *The use of parking regulations to promote city adopted goals and policies;*  
Removal of parking is consistent with City-adopted goals and policies.
  
- (8) *Abuse by applicants of any parking-related permits;*  
Not applicable.
  
- (9) *The impact on nearby commercial uses;*  
Removal of parking supports adjacent commercial and residential uses, increases public safety in the area, and ensures the adjacent parking lot is accessible for residents to access the public bus system.
  
- (10) *The ease of enforcing the provisions of this chapter; and*  
The City of Eugene's 23/25 Biennium Budget provides ongoing resources to fund enforcement services. If resources are not available for enforcement, then the parking restrictions may be revisited.
  
- (11) *The availability of other parking spaces.*  
Parking is available on adjacent private property.

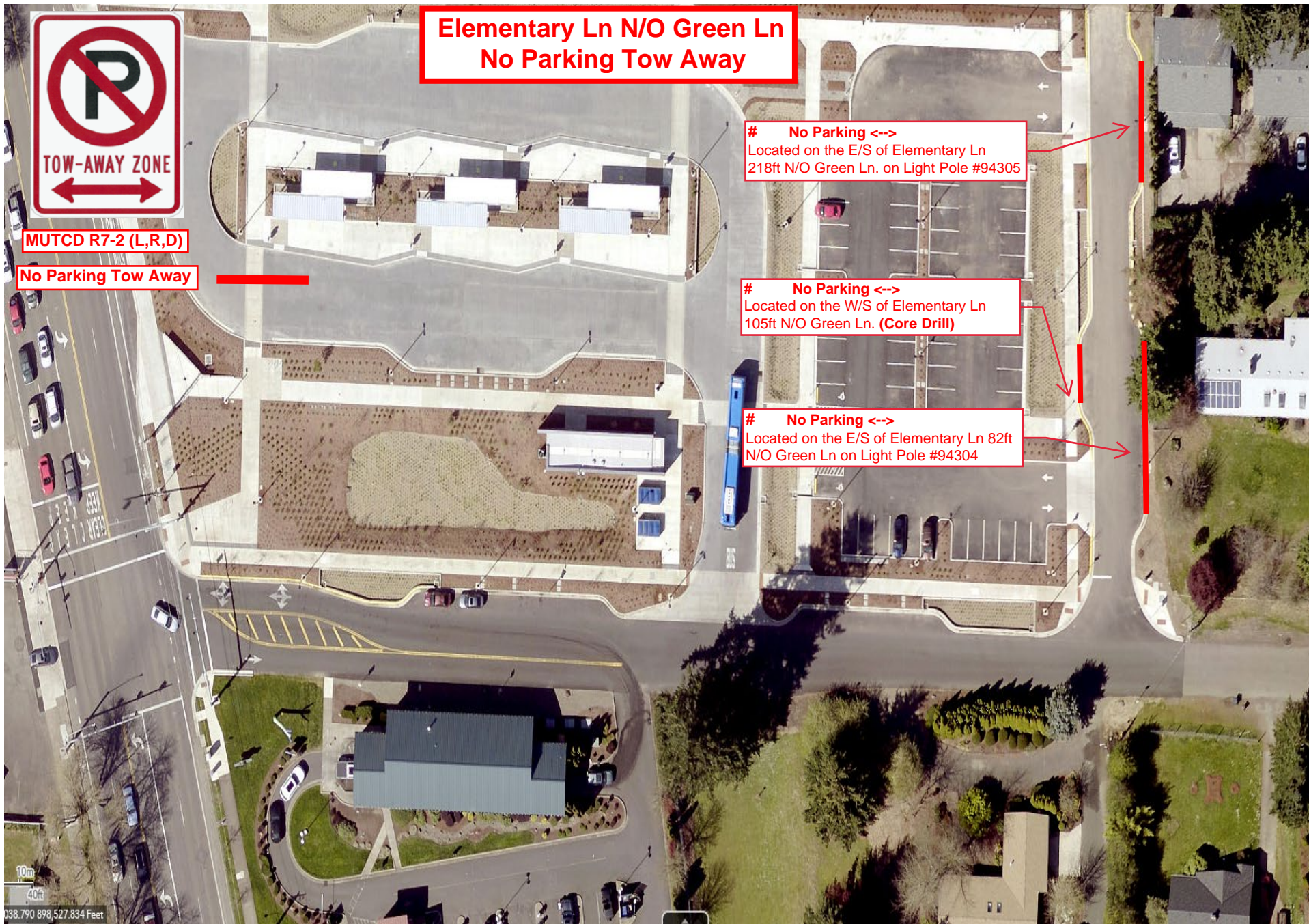
**On the basis of these findings, I order that:** Parking on Elementary Lane north of Green Lane shall be removed as indicated by the red areas shown in Exhibit A to this Order. No parking of any kind shall be permitted on areas of Elementary Lane not addressed above.

Dated and effective this 6<sup>th</sup> day of July, 2023.



---

**Christopher C. Henry, PE**  
**Traffic Engineer of Public Works Maintenance's**  
**Traffic Operations Team**



Elementary Ln N/O Green Ln  
No Parking Tow Away



MUTCD R7-2 (L,R,D)

No Parking Tow Away

# No Parking <-->  
Located on the E/S of Elementary Ln  
218ft N/O Green Ln. on Light Pole #94305

# No Parking <-->  
Located on the W/S of Elementary Ln  
105ft N/O Green Ln. (Core Drill)

# No Parking <-->  
Located on the E/S of Elementary Ln 82ft  
N/O Green Ln on Light Pole #94304

10m  
40ft  
038.790 890,527.834 Feet