AGENDA COVER MEMORANDUM

Memorandum Date: October 3, 2025
Order Date: October 21, 2025

TO: Board of County Commissioners

DEPARTMENT: Public Works/Engineering and Construction Services/Surveyors

PRESENTED BY: Trevor J. Ross, Deputy Lane County Surveyor

AGENDA ITEM TITLE: ORDER / IN THE MATTER OF NAMING A PRIVATE ROAD, SUZANNE ARLIE PARKWAY, WITHOUT A PUBLIC HEARING. (18-03-15-00).

I. MOTION

TO APPROVE THE ORDER TO NAME A PRIVATE ROAD, SUZANNE ARLIE PARKWAY, WITHOUT A PUBLIC HEARING, LOCATED IN SECTION 15, TOWNSHIP 18 SOUTH, RANGE 3 WEST OF THE WILLAMETTE MERIDIAN.

II. AGENDA ITEM SUMMARY

The Board is being asked to approve the Order to name a private road Suzanne Arlie Parkway. The existing private access road and easements are part of a Type II Special Use Permit for a public park approval set by the Lane County Land Management Division under 509-PA23-05595.

III. BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

The Lane County Surveyor's Office of the Department of Public Works has received a valid application, signed by 100% of the landowners adjoining the private road, herein proposed to be named Suzanne Arlie Parkway.

The applicants received approval for a Type II Special Use Permit for a public park. The subject private road is described on those certain Access Easement Agreements and Easement Amendments recorded on Instrument Numbers 2011-001717, 2021-060105, 2023-033355, 2024-032425, and a Quit Claim Deed recorded on Instrument Number 2024-001011, Lane County Oregon Deeds and Records. The right of way width for the road easements are 60 feet.

The subject road is located at the end of, and extending southeasterly from, Gonyea Road over private property. The road is approximately 0.80 miles in length and will serve up to seven properties.

Notice of this proposed name, Suzanne Arlie Parkway, was sent to the Regional Road Names Group, Lane Council of Governments, U.S. Postal Service, "911" Communication Service Center, and various County and other public agencies, having an interest in road names, including Lane County Transportation Planning, and the Lane County Planning and Rural Addressing sections of the Lane County Department of Public Works, and to the adjoining landowners. No objections were received on the proposed name.

In response to the landowners' application, the Surveyor's Office is presenting an Order with the requested name of Suzanne Arlie Parkway, to the Board of Commissioners for their consideration, and approval or denial. In accordance with Lane Manual 15.010, this naming is being processed without a public hearing, since the application to name the road was signed by 100% of the owners of the adjoining property.

B. Policy Issues

Lane Manual 15.010.015 states the Board of County Commissioners shall review and take appropriate action on a road naming, when any private road or private road easement requires a name in order to promote the health, safety and welfare of the public.

C. Board Goals

Strategic Priority 3 of the 2022-2024 Strategic Plan, in part, is to invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success. By naming this private road, it will indicate access to the proposed park for the traveling public and provide quicker service if there is a need for an emergency response to this location.

D. Financial and/or Resource Considerations

The applicant has paid a $1700 fee for a road naming without a public hearing. There are no further financial or resource considerations associated with this action.

E. Health Implications

Naming the road will provide a defined location and will likely enable a quicker response time in the event of an emergency.

F. Analysis

Chapter 15 of the Lane Manual provides a process for the naming and renaming of roads within the County. An application for naming or renaming of a road may be made by the property owner(s), or persons living along the road, by any public or semi-public agency whose function is affected by road names, or by the Board of County Commissioners.

It is expected the road will serve as access to a City of Eugene Park in the near future. Approving the road name request will facilitate and assist the public, emergency vehicles and other service carriers in locating the City of Eugene Park served by the road.

The proposed name meets all the naming criteria listed in Chapter 15 of the Lane Manual, and the applicant has met all requirements to name this road. Requirements for legal notice have been met, and the Board has the authority to name this private road.

G. Alternatives/Options

The Board of County Commissioners has the option to:

1. Adopt the naming of Suzanne Arlie Parkway.

2. Discontinue the naming proceedings, or direct staff otherwise.

IV. RECOMMENDATION

It is recommended the Board support Option Number 1, the naming of Suzanne Arlie Parkway.

No objections to the proposed road name have been received from any of the various County and public agencies who received notification. The general public will benefit by this action in that emergency and mail delivery vehicles, as well as the public, will be able to locate and access the City of Eugene Park property by a distinct road name.

V. TIMING/IMPLEMENTATION

Naming the road Suzanne Arlie Parkway will provide for the establishment of access to the City of Eugene Park.

VI. FOLLOW-UP

If the Board of County Commissioners approves the Order to name, it is to be forwarded to the Lane County Clerk for filing and recording, after which copies are to be forwarded to the County Surveyor, County Assessor, and the Rural Addressing section of the Land Management Division for appropriate action. If the Order is denied, an Order to Deny will be presented to the Board at a later regularly scheduled meeting.

VII. ATTACHMENTS

Order
Vicinity Map – Exhibit A

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO.:	IN THE MATTER OF NAMING A PRIVATE ROAD, SUZANNE ARLIE PARKWAY, WITHOUT A PUBLIC HEARING. (18-03-15-00).

WHEREAS, the Lane County Surveyor's Office has received a valid application signed by the owners of the properties adjoining this private road, requesting that said roadway be named Suzanne Arlie Parkway; and

WHEREAS, the private road is shown on Exhibit A as to certain Access Easement Agreements and Amendments recorded on Instrument Numbers 2011-00171, 2021-060105, 2023-033355, 2024-032425, and a Quit Claim Deed recorded on Instrument Number 2024-001011, Lane County Oregon Deeds and Records; and

WHEREAS, it is in the public interest to name the road at this time, as it will provide for and facilitate public access and emergency services to the park that will be served by the road; and

WHEREAS, the naming of this road is being proposed in anticipation of a City of Eugene Park that will be served by the road; and

WHEREAS, Lane County has jurisdiction for the naming of this private road; and

WHEREAS, the private road proposed to be named Suzanne Arlie Parkway is located at the end of, and extending southeasterly from, Gonyea Road over private property, ending approximately 0.80 miles east of Gonyea Road, in Section 15, Township 18 South, Range 03 West of the Willamette Meridian; and

WHEREAS, the private road is expected to serve up to seven rural properties; and

WHEREAS, Chapter 15 of the Lane Manual provides a process for the naming and renaming of roads within the County, and the proposed name, Suzanne Arlie Parkway, meets all the criteria to name the private road; and

WHEREAS, in accordance with Lane Manual 15.010, this naming is being processed without a public hearing, since the application to name the road was signed by 100% of the adjoining properties, and no objections were raised by affected departments or agencies; and

WHEREAS, legal notice has been provided in accordance with Lane Manual 15.010; and

WHEREAS, the Regional Road Names Group, Lane Council of Governments, U.S. Postal Service, "911" Communication Service Center, and various County and other public agencies having an interest in road names, including Lane County Transportation Planning, and the Lane

County Planning and Rural Addressing sections of the Lane County Department of Public Works, and the adjacent landowners were notified either by U.S. mail or e-mail regarding the proposed road naming; and

WHEREAS, these and other agencies, and nearby landowners, either had no objection or did not comment on the proposed name; and

WHEREAS, the applicant has paid a road naming fee of $1700; and

WHEREAS, all procedures under the provisions of Lane Manual Chapter 15 related to road naming and renaming have been complied with; and

WHEREAS, the application complies with the provisions of Lane Manual 15.010 in that 100% of the adjoining property owners of the subject road request the road be named as proposed; and

WHEREAS, the Board is of the opinion approving the naming as applied for, is in the best interest of the public.

NOW THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows:

1. The above-described private road is hereby named Suzanne Arlie Parkway.

2. This Order shall be entered into the Lane County Board of Commissioners Journal of Administration.

ADOPTED this _____ day of _____, 2025.

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David Loveall, Chair
Lane County Board of Commissioners

Attachment:
Vicinity Map – Exhibit A
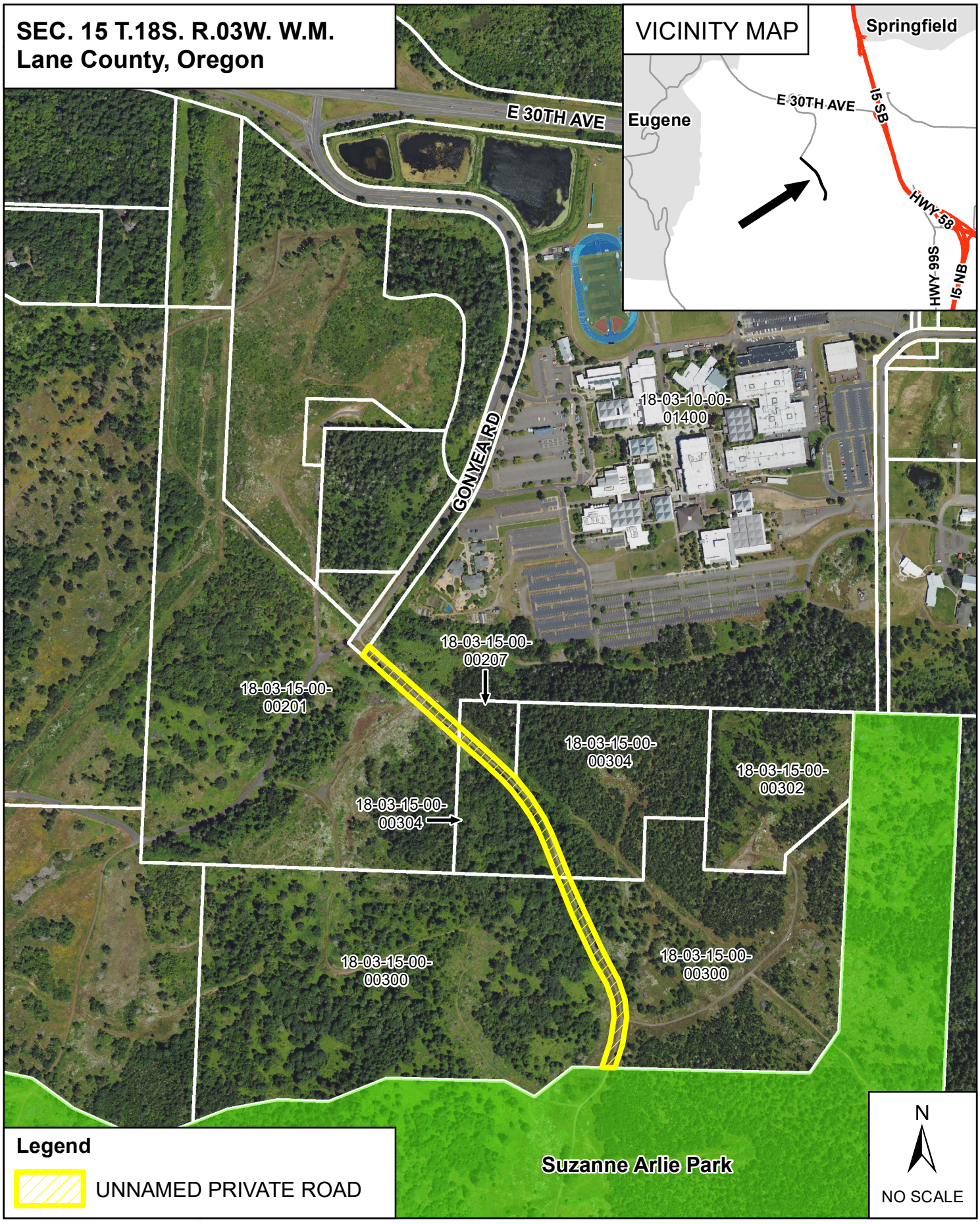
EXHIBIT A
UNNAMED PRIVATE ROAD
- PROPOSED TO BE NAMED SUZANNE ARLIE PARKWAY -