

	<b>LANE COUNTY SHERIFF'S OFFICE POLICY</b>	Number: <b>G.O. 9.04</b>
		Issue Date: March 21, 2005
		Revision Date: November 2, 2005; December 22, 2009
<b>CHAPTER :</b> Traffic Operations		Related Policy: G.O. 9.01 (Traffic Safety Team), G.O. 9.03 (Issuance of Multiple UTCs), G.O. 9.08 (Tow/Impound), G.O. 9.09 (Abandoned Vehicles)
<b>SUBJECT: Issuing Parking Violation Citations</b>		Related Laws: ORS 810.425, ORS 811.5551b, ORS 811.5701b, ORS 811.5751b, ORS 811.5851b, Lane Code 6.425, 6.430, 6.435, 6.440

**POLICY:** The Traffic Safety Team has a primary mission of attempting to reduce injury and fatal traffic collisions on Lane County rural roadways through enforcement of traffic laws.

**RULE:** Those violations leading to injury and fatal crashes are targeted for strict enforcement.

**PROCEDURE:**

I. Issuing Parking Violation Citations

- A. When a vehicle is found in violation of ORS 811.555(1)(b), 811.570(1)(b), 811.575(1)(b), or 811.585(1)(b), or Lane Code 6.425, 6.430, 6.435, or 6.440, the deputy may issue a uniform traffic citation listing the following information and placing the citation in a conspicuous location on the vehicle or delivering a copy of the citation to the defendant.
1. The date, location, and charge.
  2. The time, date and place for defendant's appearance in court (30 days from date of issuance).
  3. The license number of the vehicle.
  4. Deputy's name and badge number.
  5. Bail for the charge.
  6. ORS or Lane Code number

7. To eliminate confusion in the wording of the violation the following shall be used. A review of the applicable ORS or Lane Code is necessary to ensure a violation exists.
  - a. "Illegal Stopping, Standing, or Parking." ORS 811.555
  - b. "Violation of posted parking restrictions on State Highway." ORS 811.575
  - c. "Failure to secure a Motor Vehicle." ORS 811.585.
  - d. "Method of parking." Lane Code 6.425
  - e. "Prohibited parking or standing." Lane Code 6.430
  - f. "Prohibited practices." Lane Code 6.435
  - g. "Use of loading zone." Lane Code 6.440

## II. Amending the Uniform Traffic Citation

- A. To issue a uniform traffic citation for a parking violation the citation must be amended as follows:
  1. Line out the sentence above the signature line that states:
    - a. "I certify under ORS 153.045 and 153.990 and under other applicable law and penalty to false swearing do swear affirm that I have sufficient grounds to and do believe that the above mentioned defendant/person committed the above offense(s) and I have served the defendant person with this complaint."
    - b. The ORS on parking violations states that an unsworn citation will be issued for parking violations. The current uniform traffic citation is a sworn complaint; however, by crossing out the sentence above the deputy's signature then the uniform traffic citation becomes an unsworn complaint.

## III. Placement of Citation on Vehicle

- A. The defendant's copy of the citation will be placed under the windshield wiper on the driver's side of the vehicle in violation.

## IV. Registered Letter

- A. It is the responsibility of the Police Records Section to send a letter to the registered owner of a vehicle issued a citation for a parking violation. This letter must be sent as follows:
  1. Certified or registered, return receipt requested to the registered owner of the vehicle in violation, no less than ten (10) days prior to the court date listed on citation.

- B. A copy of the return receipt of the certified letter sent to the registered owner will be attached to the citation and delivered to the court for prosecution.

