

Tree Maintenance: The owners of property abutting streets other than arterial & collector streets in residential zoning districts with the City shall be responsible for the care & maintenance, including trimming, pruning & spraying of trees & shrubs or other landscaping located on the public right of way & for repairing damage done to a street, sidewalk or curb by the roots of any tree or shrub located on the public right of way adjacent to the private real property owned by the property owner. Maintenance required shall be done in accordance with the adopted standards & permit requirements. Call Parks Dept at 774-2400 for more information on tree requirements.

***Citizen Request Forms** are available at the following:

Public Works Engineering Division
200 S. Ivy St., Lausmann Annex, 2nd Floor
Medford, OR

On our web site @ www.ci.medford.or.us. Go to City Departments, Public Works and click on the Citizen Request Form on-line submittal on the left.

Street Sweeper Schedule

Medford streets are swept on a regular basis:

- *Arterial and Collector Streets: Twice a week
- *Central Business Districts: Twice a week
- *Residential Streets: every 4-6 weeks

The Public Works
Department is
responsible for
streets, sewer, street
lights and storm
drains. If you have
questions about any
of these services,

please call
541-774-2100.



***Everything you wanted
to know about:***

- *Sidewalks*
- *Street Lights*
- *Street Signs*
- *Street Sweepers*
- *Tree Maintenance*



Public Works

Engineering & Development Division

200 S. Ivy St., Lausmann Annex, 2nd Floor
Medford Oregon 97501
Phone 541-774-2100
Fax: 541-774-2552

Sidewalks

Residential Sidewalks: New sidewalks are typically constructed on both sides of streets as part of new developments and by the City in low and moderate income neighborhoods. The City Council has a goal to construct sidewalks in other portions of the City as well, with an emphasis on installing sidewalks near schools.

Typically, sidewalks are constructed on streets which have been “improved” with curbs and gutters. This is because the grade and alignment of the sidewalk should closely follow that of the curb to provide proper drainage and uniform appearance.

Sidewalk Maintenance: Property owners are responsible for maintenance of sidewalks abutting their property. They are also liable to any person injured due to failure to maintain abutting sidewalks. If the City determines that a sidewalk is unsafe, it may require the property owner to repair the sidewalk. If the property owner does not repair the sidewalk, it may be repaired by the City, and the costs will be assessed to the responsible property owner.

Street Lights

New street lights in my neighborhood: If you would like a new street light in your neighborhood call Public Works (774-2100). Staff will perform a field investigation to determine the need and availability of funds.

Street light Maintenance: Street lights in Medford are owned and maintained by either the City or Pacific Power. Before calling to report a street light that is out or malfunctioning, it will be necessary to determine who owns it.

Most City owned street lights are metal poles. They have a City of Medford pole tag located about 10’ above the ground on the side facing the street. If a City street light is out or malfunctioning call the Maintenance Division of Public Works (774-2600). They will need the location of the street light (e.g., in front of 505 Grape) and the pole tag number if possible.

Almost all wood poles with street lights attached are owned by Pacific Power. They also have a pole number usually a letter followed by 2-4 numbers, e.g. M3239. For Pacific Power street lights call 1-888-221-7070.

Citizen Requests

Stop Sign Request: If you would like a new stop sign in your neighborhood complete a Citizen Request Form* and turn it in to Public Works, Engineering Division.

This triggers a “stop sign warrant investigation,” which includes a review of intersection accident history, traffic counts, sight distance restrictions and any special features of the intersection. This request then goes to the Traffic Coordinating Committee (TCC) for a recommendation regarding the request. The TCC meets the 2nd Thursday of every month and is made up of five citizen representatives.

Speed Limit Sign Request: Speed limit signs are installed on City streets only at locations where there is a reduction in speed. For example, when leaving an arterial or collector street and entering a residential area a ‘Speed 25’ sign is posted. Additional ‘Speed 25’ signs are not posted within the subdivision or residential area. It is a State law that speeds not exceed 25 mph in residential area.

To make a request for a speed limit sign, fill out a Citizen Request Form* and turn it in to Public Works Engineering Division. This is forwarded to the TCC with a suggested speed. If the TCC concurs, a request is sent to Oregon Department of Transportation (ODOT) to do a Speed Zone Investigation. This can take between 6-12 months to accomplish. When the investigation has been completed, ODOT will make a recommendation. The TCC will meet again to consider the ODOT recommendation.