

Snowplow Damaged Mailbox Replacement

The most often heard complaint made to us when someone is asked to remove a hazardous mailbox installation is, "I have that telephone pole there because the snowplow hit my mailbox." If you feel that your mailbox is damaged by a Road Commission Snowplow striking it, please call the Road Commission office and someone will come out and inspect the damage, verify that it was done by our truck and replace it for you with a **standard type mailbox**. It should be noted that this whole process may take time, depending on the weather conditions and the work load of all involved. **It is suggested that arrangements be made with your local post office for your mail delivery.**

The County Road Commission is not responsible for mailboxes that are poorly mounted, have rotted posts or are damaged by the impact of snow.



**Better Highways:
Save Lives, Save Time, Save Money**

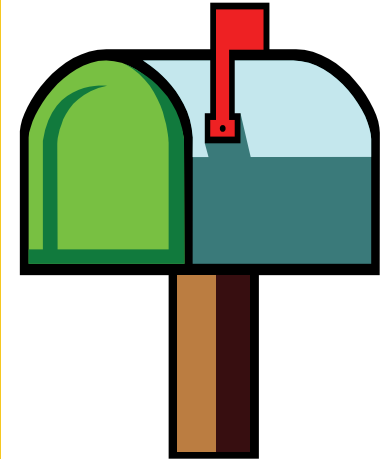
VAN BUREN COUNTY ROAD COMMISSION

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** Special Operations *
As A Service To The Public*

VAN BUREN COUNTY ROAD COMMISSION



***WHAT YOU
NEED TO
KNOW ABOUT
YOUR
MAILBOX***

Tel: 269-674-8011

Mailbox Placement & Reinstallation after construction

Are you getting ready to install a new mailbox or newspaper delivery box along a county road? Here are some things you should know:



The location and construction of mailboxes shall conform to the rules and regulations of the U.S. Postal Service and the following standards established by the Van Buren County Road Commission. These standards were based on *A Guide for Erecting Mailboxes on Highways*, published by the American Association of State Highway and Transportation Officials, 1994.

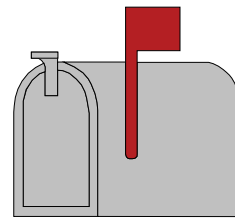
Contact your local Post Office for instructions on the height (normally 42-46") and side of the road where your mailbox should be located.

Location

- On paved roads, the roadside face of the box must be offset the width of the shoulder **plus 8 inches**.
- On curbed streets, the roadside face of the box must be 8 inches from the **face of the curb**.
- On gravel roads, the roadside face of the box must be 2 feet from the edge of the **graveled portion** of the roadway.
- When a mailbox is installed in the vicinity of a guard-rail, the box should be placed **behind the guardrail** when possible with the face of the box **even with the back of the rail**.
- When a mailbox is located at an intersection, the box must be a minimum of 100 feet on secondary roads or 200 feet on primary roads beyond the center of the intersection in the direction of the postal route.

Reinstallation

In the course of road reconstruction or utilities installation, it may become necessary to remove the mailboxes along a roadway. In this case, the Road Commission or contractor will reinstall mailboxes and posts to the standards specified by the Road Commission. Nonstandard mailboxes (i.e. multiple mailboxes, metal cylinders,



Standard Galvanized Mailbox

structures made of brick, stone or other similar materials) and non-standard posts (i.e. large steel post, railroad ties, telephone poles, etc.) will be replaced with a standard sheet metal mailbox and post. In the cases where the post or mounting system is in violation, then just the post will be replaced. This must be done because of the increased liability involved when an automobile leaves the road and strikes a nonstandard mailbox in the Right-of-Way.

Permitted Types of Mailboxes and Installations

- Mailboxes must be constructed of sheet metal, plastic or similar weight materials, with weight not to exceed 11 lbs.
- Newspaper boxes may be mounted below the mailbox on the side of the mailbox support or on their own post alongside.
- No more than two mailboxes can be mounted on a support structure unless the configuration has met U.S. Department of Transportation crash test standards.
- Multiple installations must meet the same criteria as single mailbox installations.
- A single 4x4 inch square or 4 inch diameter wooden post, or light gage pipe with a strength no greater than 2 inch standard steel pipe, must be embedded no more than 24 inches in the ground.
- The mailbox and its support will be considered **hazardous to motorists** when the support exceeds the described structural limitations.

Violations

Any mailbox that is in violation of these Regulations shall be immediately removed by the owner upon notification by the Road Commission. If the owner has not removed the mailbox, the Road Commission, in accordance with **M.S. A. 9.251**, will issue the owner an **Encroachment Removal Order**, whereupon the owner will be granted **30 days to remove** the unacceptable mailbox. Thereafter, the mailbox will be removed by the Road Commission **at the owner's expense**.