

CITY OF MARSHALL – MAILBOX POLICY

PURPOSE

The City of Marshall snow removal program is designed to keep city streets clear and safe in the most efficient manner possible. While plow trucks typically work at a speed of 15 to 25 miles per hour, the weight of the snow coming off the plow can easily damage mailboxes and posts. The weight of the snow, not the actual truck, causes this damage in most cases.

The purpose of this policy is to establish a uniform requirement for the installation of curbside mailboxes along street right-of-ways that provide for efficient and adequate snow clearance and right-of-way maintenance, enhance traffic safety, and establish standards for reimbursing property owners for damage to curbside mailboxes.

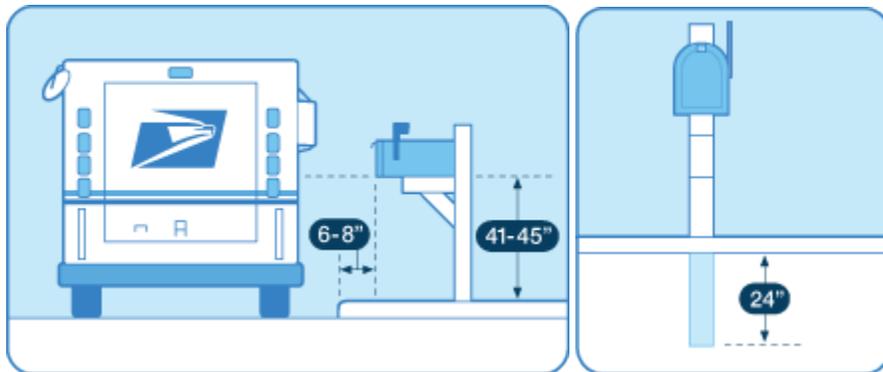
INSTALLATION REQUIREMENTS

If you're mounting a curbside mailbox on a post near the street, the support should be secure and safe. The best supports are designed to bend or fall away if a car hits them.

The USPS requirements are:

- A wooden mailbox support no bigger than 4" x 4".
- A 2"-diameter standard steel or aluminum pipe.

Bury your post no more than 24" deep, so it can give way in an accident. See detail below.



In areas with lots of snow, we suggest moving the extended arm-type support to the top and hanging the mailbox. That way, snowplows will be able to sweep under without knocking it down.

Mailboxes not conforming to the requirements of this policy that were located within the street right-of-way before the effective date of this policy are permitted subject to the following conditions:

- A. No alteration or addition to a non-conforming mailbox is permitted except in conformity with this ordinance.

- B. If any non-conforming mailbox is damaged or destroyed by any means, or if a nonconforming mailbox is removed due to street or utility construction or similar work, repair or reconstruction will be permitted only in conformity with this policy.

MAILBOX REPLACEMENT

The City will replace curbside mailboxes only when it has been determined that all of the following apply:

1. The damage was caused by actual physical contact with City equipment.
2. The mailbox is of standard design and placed in conformance with this policy.
3. The mailbox and post were in good condition.

The City will not replace curbside mailboxes when the City has determined that any of the following apply:

1. The mailbox was not of standard design or not placed in conformance with this policy.
2. The mailbox and post were not in good condition.
3. The weight of plowed snow resulted in the damage to the mailbox and/or support structure.

When a resident believes that damage to a mailbox or post has occurred, the resident should call the Public Services Building at 781-3985 as soon as possible during the hours of 7:30am to 4:00pm. Someone from the city will assess the damage as soon as practical to determine if repair or replacement is warranted.

The replacement of mailboxes by the City shall be limited to a minimum standard metal USPS mailbox with a standard 4 inch by 4 inch treated wood post. Special decorative mailboxes and/or support structures will not be provided. If a resident wishes to install a decorative mailbox and/or post meeting standards referenced in this policy, the City will reimburse the resident up to \$50.00 for the cost of materials only upon receipt of a paid invoice.