

**FARIBAULT COUNTY PUBLIC WORKS DEPARTMENT
MAILBOX POLICY**

Background

State and Federal regulations require that all mailboxes meet safety standards on roads reconstructed with State and Federal Aid. For consistency, the mailbox standards will also be applied to county funded road construction projects. The safety standard applies only to roads with a speed limit over 40 mph.

Implementation of the mailbox standards on roads not being reconstructed is left to the discretion of the counties.

Essentially, the safety standards require that the mailbox support be no stronger than a 2" diameter steel pipe or 4" X 4" wooden post. No more than one mailbox and plastic newspaper receptacle can be mounted on a support. Supports for adjacent mailbox installations must be no closer than 30". Mailbox supports must be exterior to the road shoulder.

Implementation

Existing Hazardous Supports. The County will survey the county roads to identify existing mailbox supports which appear to be unlawful installations as defined in Minnesota Rules Chapter 8818. A letter informing the landowner that the installation appears to be unlawful will be sent. The County will address the most dangerous supports first and attempt to remove all hazardous supports within four years.

Reconstruction projects: Before construction is complete, the county will send each landowner a letter explaining the mailbox safety standards. The letter will include a drawing of the MN/DOT standard "swing away" pipe mailbox support. A sample letter is attached.

The county will drive a heavy steel flanged sign post into the ground at the appropriate mailbox location. The post will be marked by a lath bolted to the post with appropriate breakaway bolts.

The county will have kits for the "swing away" support. These kits will be sold for \$60.00. We can install them for an additional fee of \$35.00

The landowner will be responsible for purchasing and installing the mailbox support and mailbox. Supports do not have to be the "swing away" pipe design, but must meet Minnesota Rules Chapter 8818 criteria. The landowner will also be responsible for all future maintenance and repair of the mailbox and mailbox support.

If a mailbox is installed which does not comply with the standards, the county will notify the landowner by letter. We will also attempt to meet with the landowner. If the mailbox is not brought into compliance within 60 days, the county will remove the mailbox support and replace with one meeting standards. The landowner will be charged for the cost of this work, up to \$100.00.

MAILBOX

CONSTRUCTION PROJECTS RE: MAILBOX SUPPORTS

State and Federal regulations require that all mailboxes meet safety standards on roads reconstructed with State and/or Federal Aid. Research has shown that occupants are far less likely to be seriously injured if their vehicle runs off the road and hits a mailbox support meeting these standards. The standards require that a mailbox support be no stronger than a 2" steel pipe post or 4" X 4" wooden post. The mailbox must be exterior to the shoulder line. No more than one mailbox and plastic newspaper receptacle can be mounted on a support. Supports for adjacent mailbox installations must be no closer than 30" apart.

You are responsible for purchasing and installing the support and mailbox as well as future maintenance and repair. We recommend the use of MN/DOT's standard "swing away" pipe design of which a drawing is enclosed. We have found this design is not only relatively safe but also suffers less snow plow damage. We have kits for the "swing away" support available to you at cost, which should be about \$60.00. Please call our office if you would like to purchase one of these kits.

If you wish, the county will drive a heavy steel flanged sign post into the ground at the appropriate location to and mount a swing away pipe support. The cost will be \$35.00 to install and \$60.00 for the swing away.

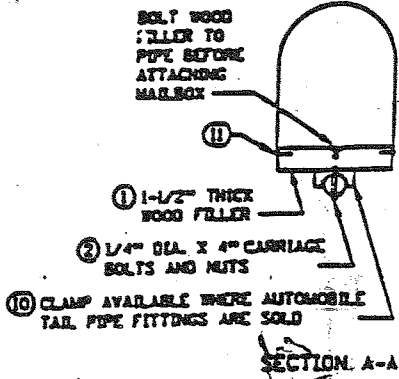
If a mailbox support is installed which does not meet the safety standards. We will notify you by letter and attempt to arrange a meeting. If the mailbox is not brought into compliance within 60 days, the mailbox will be replaced by one meeting standards and you will be charged for this work.

The mailbox support requirements will result in safer roads and reduced snow plow damage and I appreciate your cooperation. If you have any questions or need additional information, please call.

Sincerely,

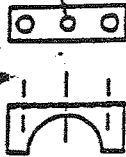
John McDonald, P.E.
Director/Engineer

GI:rp

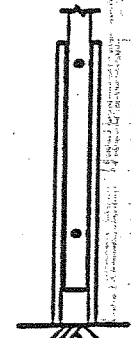


DRILL 5/16" DIA. HOLES FOR 1/4" DIA. CARRIAGE BOLTS

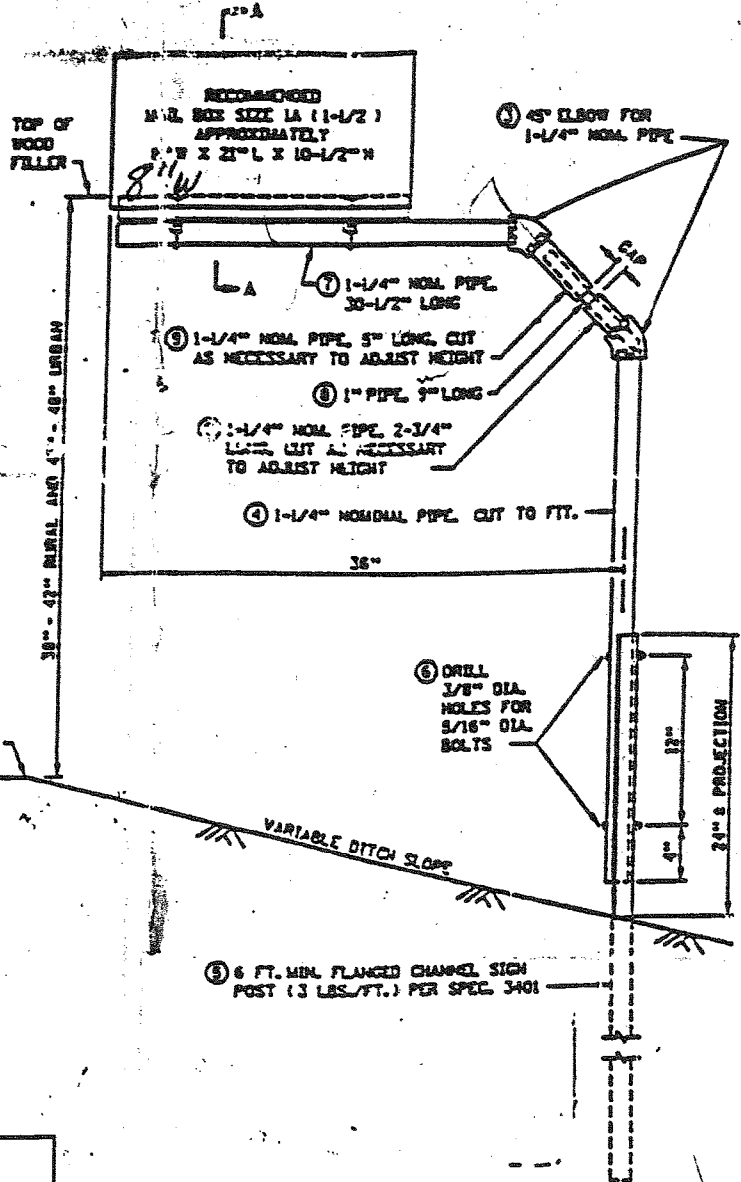
TOP VIEW



TAIL PIPE CLAMP DETAIL



ROADWAY VIEW
PIPE/POST CONNECTION



LIST OF MATERIALS FOR CONTRACTORS

ITEM NO.	NUMBER REQUIRED	DESCRIPTION
1	1	1-1/2" THICK WOOD FILLER CUT TO FIT SNUG UNDER MAIL BOX
2	2	1/4" DIA. X 4" LONG CARRIAGE BOLTS & NUTS
3	2	45° ELBOW FOR 1-1/4" NOMINAL PIPE
4	1	1-1/4" NOMINAL PIPE, CUT TO FIT
5	1	6 FT. MIN. SIGN POST (3 LBS./FT.)
6	2	5/16" DIA. BOLT, NUT & LOCKWASHER
7	1	1-1/4" NOMINAL PIPE, 30-1/2" LONG
8	1	1" PIPE, 9" LONG
9	1	1-1/4" NOMINAL PIPE, 5" LONG
10	1	1-1/4" NOMINAL PIPE, 2-3/4" LONG
10	2	1-1/2" TAIL PIPE CLAMP
11	9	NO. 10 X 1" SHEET METAL SCREWS

NOTES:

ALL PIPE AND PIPE FITTINGS SHALL CONFORM TO SPEC. 3362

ALL FASTENERS SHALL CONFORM TO SPEC. 3391

ALL MATERIALS SHALL BE GALVANIZED PER SPEC. 3332

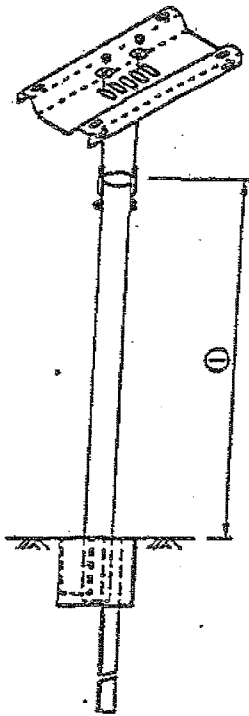
MAIL BOX LOCATIONS SHOULD BE STAKED BEFORE INSTALLATION FOR PROPER HEIGHT AND DISTANCE FROM THE ROADWAY. ONCE STAKED, THE INSTALLER MUST NOTIFY THE ENGINEER AND THE POST OFFICE. THE ENGINEER AND POSTMASTER/MAIL CARRIER WILL BE ALLOWED 48 HOURS TO REVIEW AND MODIFY THE STAKED LOCATIONS PRIOR TO FINAL INSTALLATION.

OTHER MAJOR APPROVED MAIL BOX SUPPORTS MAY ALSO BE USED.

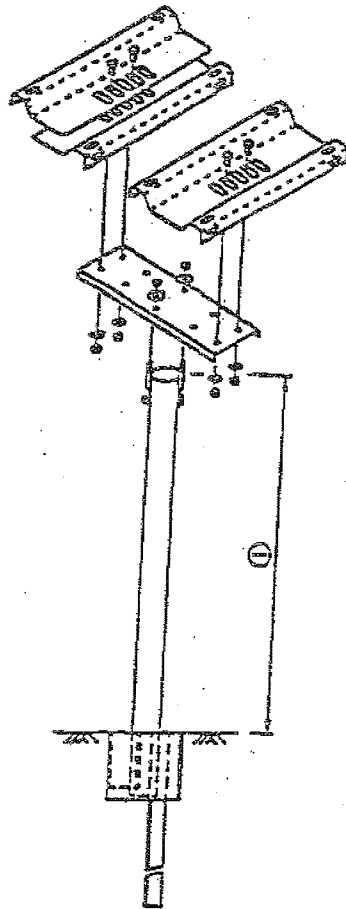
THE MAIL BOX TO BE 4 INCHES TO 12 INCHES OUTSIDE THE EDGE OF SHOULDER OR 6 INCHES TO 12 INCHES FROM FACE OF CURB.

MAILBOX SUPPORT
STEEL PIPE WITH FITTINGS AND STEEL FENCE POST
(Single Support)

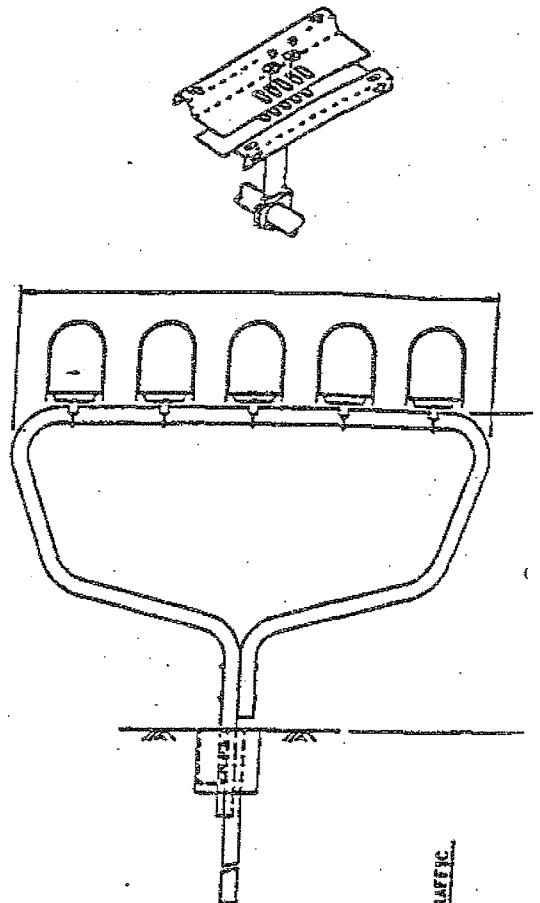
REFERENCE DATE: 3-17-94



SINGLE
MAILBOX
SUPPORT



DOUBLE
MAILBOX
SUPPORT



MUI
MAIL
SUPPORT

TRAFFIC

6" TO
1' 0"

FACE

0
01

LOCATION OF MAILBOX POST

APPROVED PROPRIETARY MAILBOX SUPPORT
MECHANICAL TUBING

REFERENCE DATE: T-5-9.4