

SHIAWASSEE COUNTY ROAD COMMISSION
BOARD POLICY
FOR
MAILBOXES AND NEWS PAPER BOXES
ON COUNTY ROAD RIGHT OF WAY

It is the policy of the Board of Shiawassee County Road Commissioners to require mailboxes and newspaper boxes (hereinafter referred to as mailbox) located in the county road public right of way to be constructed in a manner which does not interfere with the safety of the traveling public or the maintenance and operation of the road system. A mailbox installed that does not conform to the provisions of this policy will be considered an unauthorized encroachment on the road right-of-way.

Removal of said encroachment shall be administered in accordance with State of Michigan Act 368, Public Acts of 1925, as amended (MCL 247.171). This policy is in accordance with the rules and regulations of the U.S. Postal Service.

The mailbox and its support will be considered hazardous to motorist when traffic speed limits are greater than 25 MPH and the box and support exceed the following limitations:

LOCATION:

- No mailbox will be permitted where access is from the lanes of a freeway or where access is otherwise prohibited by law or regulation.
- Mailboxes shall be located on the right-hand side of the roadway in the direction of the delivery route except on one-way streets where they may be placed on the left-hand side.
- The bottom of the box shall be set at an elevation, established by the U.S. Postal Service, usually between 42 inches and 48 inches above the roadway surface. The road side face of the mailbox shall be offset 8 inches to 12 inches from the outside edge of the road shoulder.
- Where a mailbox is located at an intersecting road, it shall be no closer than 100 feet from the intersecting road.
- Mailboxes should always be located away from areas prone to snow drifting.
- Newspaper boxes must be located on the same side of the road and adjacent to the mailbox installation.

STRUCTURE:

- Mailboxes shall be constructed of plastic, aluminum and/or lightweight galvanized steel and conforming to requirements of the U.S. Postal Service. Newspaper delivery boxes shall be of lightweight steel or plastic construction of minimum dimensions suitable for holding a newspaper.
- Mailboxes constructed of plastic although attractive do not stand up well to winter snow plowing operations. During the winter period it is recommended that these boxes be replaced with standard metal mailboxes.

- No more than two mailboxes may be mounted on a support structure unless the support structure and mailbox arrangement have been shown to be safe by crash testing. However, lightweight newspaper boxes may be mounted below the mailbox on the side of the mailbox support.
- Mailbox posts shall be 4-inch x 4-inch square or 4½-inch round diameter wooden post or a metal post with strength no greater than 2-inch diameter standard strength steel pipe. A metal post shall not be fitted with an anchor plate, but may have an anti-twist device that extends no more than 10 inches below the ground surface.
- Mailbox posts shall be embedded no greater than 24 inches into the ground.
- Mailbox supports shall not be set in concrete.
- The post-to-box attachment details should be of sufficient strength to prevent the box from separating from the post top if the installation is struck by a vehicle.

REMOVAL OF NONCONFORMING OR HAZARDOUS MAILBOXES:

Any mailbox that is found to violate these standards is an unauthorized encroachment in the county road right-of-way and is hazardous to the motoring public. Non-conforming, hazardous mailboxes shall be removed by the postal patron upon notification via first class mail by the Shiawassee County Road Commission. At the discretion of the Shiawassee County Road Commission, based on an assessment of the hazard to the public, the patron will be granted no less than 7 days nor more than 30 days to remove an unacceptable mailbox. After the removal period has expired, the unacceptable mailbox will be removed by the Shiawassee County Road Commission at the postal patron's expense in accordance with MCL 247.171.

DAMAGED MAILBOXES:

A mailbox is personal property and thus is placed in the public right-of-way at its own risk. Mailbox owners are encouraged to regularly inspect and perform routine maintenance on their mailbox just as they would for other parts of their property. Mailboxes should withstand wet heavy snow and slush coming off from a plow.

The Board regrets any damage to mailboxes and/or supports that occurs as a result of road maintenance activities. The Board will provide a gift card from Home Depot in the amount of \$ 25.00. The Board offers this even though, by law, is not legally responsible for personal property claims while in the course of its governmental function.

Damaged newspaper boxes and/or theft supports will not be replaced by the Board.

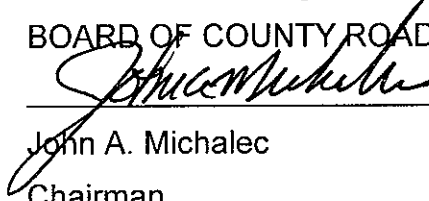
Removal of the snow in the area around the mailbox is the patron's responsibility, as this is not possible with the road commission's equipment. Large piles and/or drifts of snow accumulating at the mailbox contribute to mailbox damage during plowing operations.

Mailboxes and/or supports that are defective (for example, wood dry rot or severely rusted metal), or not installed correctly (for example, too close to the outside edge of the road shoulder) or do not conform to the provisions of this policy will not be eligible for the Board's replacement policy.

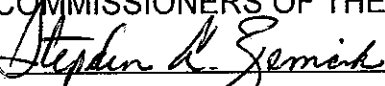
ADOPTION:

Said policy on the accommodation of mailboxes on county road right-of-way supersedes and replaces all previous policies on mailboxes, to be effective immediately, and said policy is hereby adopted by the Board of County Road Commissioners of the County of Shiawassee at a regular meeting held on the September 23, 2014.

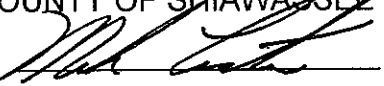
BOARD OF COUNTY ROAD COMMISSIONERS OF THE COUNTY OF SHIAWASSEE



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Chairman



Stephen A. Zencik



Mike Constine