

Wabasha County Highway Mailbox Policy

Wabasha County hereby implements this Policy in accordance with and authorization under Minnesota Statute 169.072, and Minnesota Rules Chapter 8818.

I. Replacement of Mailbox Installations and Supports under County Highway Projects

The County will remove existing mailbox installations in highway reconstruction or resurfacing (paving) project locations when affected by the highway project, impede project progress as determined by the County, as determined to be Unlawful as defined by Minnesota Rules, and/or for typical rural design areas determined to not meet the approximate the County's standard mailbox support minimum vertical clearance and horizontal distance to support. Owners will be notified in writing approximately 30 days prior to the date mailboxes are planned to be removed. Where deemed necessary and feasible, the County will relocate and temporarily install mailboxes in order to prevent disruption of mail service during construction. After construction is complete and as a replacement to existing and US postal serviced properties, the County will install a standard swing-away type mailbox support for Owner use at no cost to the Owner. Owners are responsible for the cost and installation of the mailbox itself.

II. Replacement of Unlawful Mailbox Installations and Supports

If any mailbox installation is deemed Unlawful by the County, as defined by Minnesota Rules 8818, the Owner will be notified in writing that the Owner shall remove the Unlawful installation within 60 days. Replacement mailbox installations shall be in conformance with Minnesota Rules 8818. An Unlawful mailbox installation remaining after the expiration of the 60-day time period may be removed and replaced by the County with standard swing-away type mailbox supports at the Owner's expense up to the maximum defined by Minnesota Statute 169.072. Owners may purchase standard swing-away type mailbox supports from the County in an amount as stated on the County's Annual Fee Schedule.

III. Replacement of Damaged Mailbox Installations and Supports by County

The County will repair or replace all lawful mailbox installations and supports damaged by County equipment making contact with the installation provided the installation was properly installed according to the U.S. Postal and County standards. Replacement mailboxes and mailbox supports will be standard swing-away type mailbox supports and mailboxes. Unless determined reasonable by the County Engineer, the County will not repair or replace supports damaged by snow or ice pressure from snow plowing operations without physical contact with the equipment, or damage from third parties.

IV. Miscellaneous Attachments and Supports

Newspaper delivery boxes, advertisement delivery boxes, nameplates, address plates, etc, shall not be installed below the height of the mailbox, whether attached to the mailbox support or on a separate post within the minimum clearance areas cited above. The area underneath the mailbox shall remain free of obstructions.

V. Ownership and Risk of Mailbox Installations and Supports

The County does not issue permits for the placement of mailboxes within the road right-of-way. All mailboxes placed within the road right-of-way are placed there at the Owner's risk. Replacement or installation of mailboxes or mailbox supports by the County does not signify any change of ownership. The mailbox installation remains the Owner's responsibility to maintain or replace to conformance standards.

VI. Mail Delivery During Replacement

When the County removes and replaces a mailbox installation, it shall be done in such a manner as to prevent interruption of mail delivery if at all possible.

8818.0300 PROHIBITED MAILBOX STRUCTURES; EXCEPTIONS.

Subpart 1. **Unlawful installations and supports.** The following mailbox installations and supports are declared to be a public nuisance, a road hazard, and a danger to the health and safety of the traveling public if located along a street or highway having a speed limit of 40 miles per hour or greater:

- A. an installation that contains more than one vertical support;
- B. a single support containing more than two mailboxes;
- C. a wooden support with a cross-sectional area greater than 16 square inches at any above-ground point along the support (for example, the maximum allowable square and round support dimensions are four inches by four inches and 4.5 inches in diameter, respectively), except that larger wooden supports are acceptable if, at a height four inches above the ground, the support cross-sectional area is altered in some fashion so as to reduce the cross-sectional area at that point to 16 square inches or less;
- D. a metal support of a weight of four pounds per foot or more for any one foot of vertical measurement above ground (for example, a standard steel pipe of up to two inches inner diameter would be acceptable), except that larger metal supports are acceptable if, within the first three inches above ground the metal support is less than four pounds per foot (less than one pound for the three-inch length);
- E. a mailbox that is not acceptable for delivery of mail by the United States Postal Service;
- F. adjacent mailbox installations whose respective supports are spaced closer than 30 inches, as measured from center of support to center of support;
- G. neighborhood delivery and collection box units, whether or not United States Postal Service approved;
- H. a support comprised of material other than solely wood or metal that either exceeds 16 square inches in total cross-sectional area at a height four inches above ground or is of a weight of four pounds per foot or more for any one foot of vertical measurement above ground, unless within the first three inches above ground the support is less than four pounds per foot (less than one pound over the three-inch distance). Examples of such nonconforming supports could include supports such as filled milk cans, brick structures, plows, and concrete-filled pipe; and
- I. an installation, whether a support or closed mailbox, that encroaches the usable roadway or its airspace.

§ Subp. 2. **Exceptions.** Notwithstanding subpart 1, mailbox installations that are documented to have passed an accredited crash test are acceptable. An accredited crash test is considered to be a test conducted in accordance with procedures described in the most recent National Cooperative Highway Research Program report, "Recommended Procedures for the Safety Performance Evaluation of Highway Appurtenances," published by the Transportation Research Board, National Academy of Sciences, 2101 Constitution Avenue N.W., Washington, D.C. 20418. This report and future revisions of this report are incorporated by reference. The report is not subject to frequent change and is available to the public at the State Law Library, Judicial Center, 25 Rev. Dr. Martin Luther King Jr. Blvd., St. Paul, Minnesota 55155, and through the Minitex interlibrary loan system.

Statutory Authority: *MS s 169.072*

History: *19 SR 344*

Published Electronically: *January 31, 2000*

169.072 UNAUTHORIZED MAILBOX INSTALLATION.

Subdivision 1. **Public hazard.** A mailbox installation or support on a public highway that does not meet the breakaway and location standards contained in rules adopted under subdivision 2 is declared to be a public nuisance, a road hazard, and a danger to the health and safety of the traveling public.

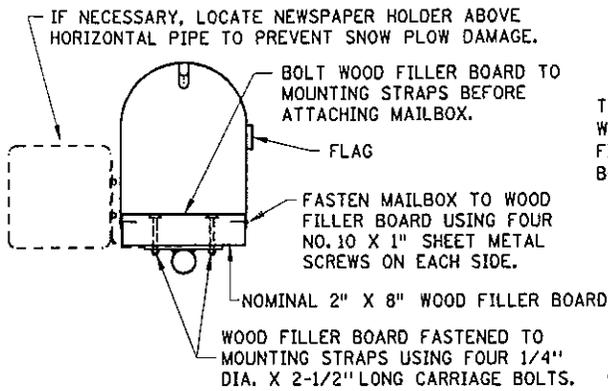
Subd. 2. **Standards; rulemaking.** The commissioner shall by January 1, 1993, adopt rules that provide for standards and permissible locations of mailbox installations and supports on a street or highway. The commissioner shall base the rules substantially on federal highway administration regulations or recommendations, or other national standards or recommendations regarding the location and construction of safe, breakaway mailbox installations or supports. In adopting the rules, the commissioner shall consider the safety of the traveling public relative to the convenience and expense of owners of nonconforming mailbox installations or supports. The commissioner may provide for alternative standards to allow variances from the rules.

§ Subd. 3. **Removal, notice.** (a) After adoption of the rules authorized under subdivision 2, the commissioner or a road authority as defined in section 160.02, subdivision 25, may remove and replace a mailbox installation or support that is (1) located on a street or highway under the jurisdiction of the commissioner or road authority, and (2) does not conform to the rules adopted under subdivision 2. The commissioner or road authority may remove and replace a nonconforming mailbox installation or support not less than 60 days after giving notice, by personal notice or certified mail to the owner or the resident at the address served by the mailbox, of its intent to remove and replace the installation or support. The commissioner or road authority may charge the owner or resident not more than \$75 for the cost of the removal and replacement.

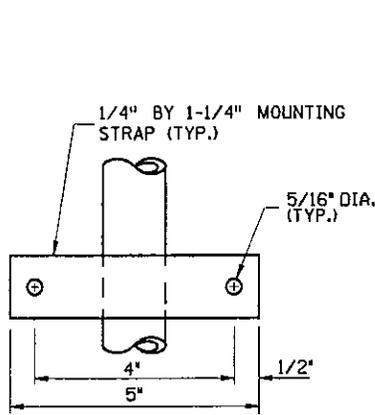
(b) The notice must at a minimum:

- (1) inform the owner of the nonconforming installation or support;
- (2) inform the owner or resident of the applicable law and rules, including the rules that contain the standards for mailbox installations and supports on public streets and highways;
- (3) inform the owner or resident that the owner or resident must remove the installation or support or bring it into compliance with the rules within 60 days of the date of the notice;
- (4) inform the owner or resident of the applicable laws and rules and the standards for mailbox installations and supports on public streets and highways, and provide plans or diagrams of examples of conforming installations or supports;
- (5) inform the owner or resident that if the nonconforming installation or support is not removed or replaced within 60 days of the date of the notice, the commissioner or road authority may remove and replace the installation or support at a cost of up to \$75 to the owner or resident; and
- (6) inform the owner or resident that where the replacement is made in conjunction with certain federally aided highway construction projects the replacement may be made at partial or no cost to the owner or resident.

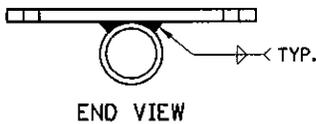
History: 1991 c 339 s 6



SECTION A-A

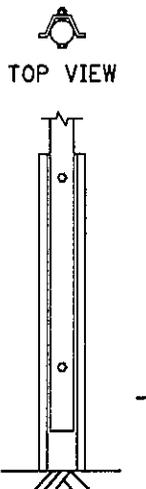


TOP VIEW



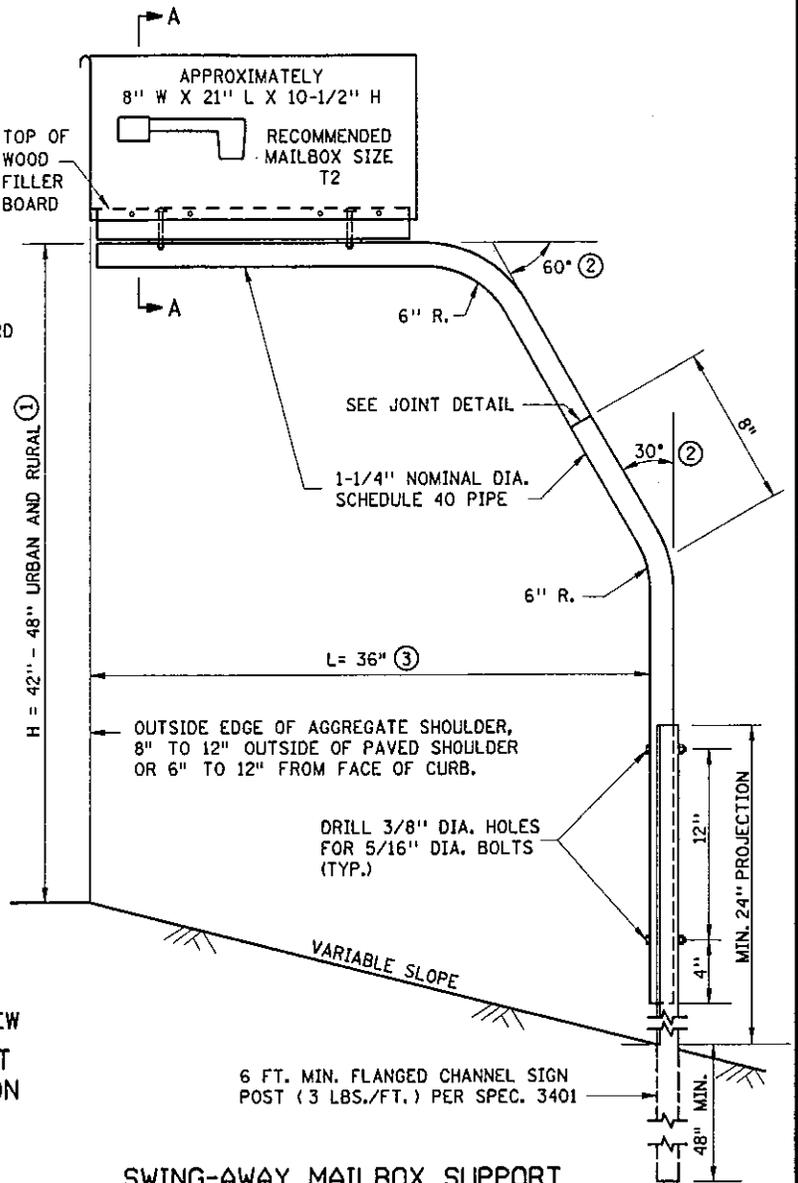
END VIEW

MOUNTING STRAP DETAIL

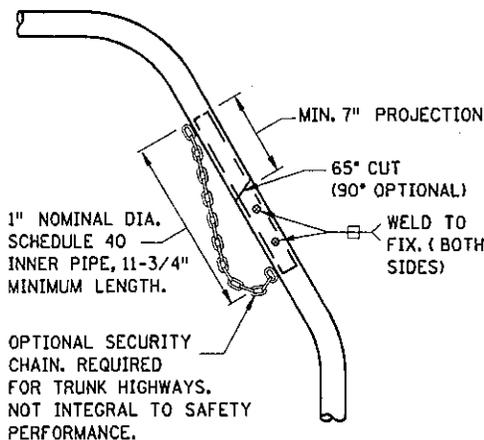


TOP VIEW

ROADWAY VIEW
PIPE/POST
CONNECTION



SWING-AWAY MAILBOX SUPPORT



JOINT DETAIL

NOTES:

MAILBOX 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 THE POSTMASTER SHALL APPROVE THE STAKED LOCATIONS PRIOR TO FINAL INSTALLATION.

THE MINIMUM SPACING (CENTER TO CENTER) BETWEEN MULTIPLE MAILBOX SUPPORTS SHALL BE EQUAL TO THE HEIGHT OF THE MAILBOX SUPPORT.

OTHER MAILBOX SUPPORT DESIGNS MAY BE USED IF THEY SATISFY NCHRP REPORT 350 CRITERIA IN ACCORDANCE WITH FHWA ACCEPTANCE LETTER, MEET MINNESOTA RULES 8818 AND U.S. POST OFFICE RECOMMENDATIONS AND ARE IN COMPLIANCE WITH MN/DOT REQUIREMENTS WHICH MAY INCLUDE THE FOLLOWING (REQUIRED ON TRUNK HIGHWAYS):

- PIPE SHALL CONFORM TO SPEC. 3362, SCHEDULE 40 OF ASTM A53/A53M.
- ALL FASTENERS SHALL CONFORM TO SPEC. 3391.
- PIPES, POST AND OTHER STEEL COMPONENTS SHALL BE GALVANIZED PER SPEC. 3392.

THE CONTRACTOR SHALL SEND THE SHOP DRAWINGS TO THE ENGINEER FOR APPROVAL. FOR QUESTIONS REGARDING DESIGN ELEMENTS AND BREAKAWAY FEATURES, CONTACT THE DESIGN STANDARDS UNIT.

- ① ANY CHANGE IN HEIGHT (H) MUST BE APPROVED BY LOCAL POSTMASTER.
- ② 45° BENDS MAY BE USED AS AN OPTION.
- ③ A 48" OR 53" CANTILEVER LENGTH (L) MAY BE USED AS AN OPTION FOR NON-TRUNK HIGHWAY USE.

APPROVED JUNE 1, 2007

M. Rakus

STATE DESIGN ENGINEER

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

MAILBOX SUPPORT
SWING-AWAY TYPE

SPECIFICATION
REFERENCE

3362
3391
3392
3401

STANDARD
PLATE
NO.

9350A