

Alexandria Township
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Mailbox Placement & Maintenance Policy

Mailboxes and mailbox supports are the property of the mail route patron and must be placed and maintained by the patron. The township does not issue permits for the placement of mailboxes within the road right-of-way, nor do our easements provide for mailbox construction. All mailboxes placed within the road right-of-way are placed there at the owner's risk.

When there is an accumulation of snow, the location of mailboxes close to the highway makes the plowing operations of the township difficult and renders the boxes susceptible to damage as a result of such activity. It is the township's policy to use special care and consideration when plowing snow in their vicinity. Despite this care and consideration, some mailboxes will be knocked down or destroyed during the snow removal season. In the vast majority of cases it is the weight of snow coming off a snowplow or wing which destroys a mailbox. On occasion, however, the plow's wings will hit and damage them.

We believe most of the mailbox damage, which occurs during a typical winter, would be eliminated if postal patrons would install a mailbox that swings away when hit by snow or snowplow equipment. Attached is a steel post mailbox support diagram that we recommend. This mailbox configuration has been crash-tested and is acceptable in terms of nationally tested safety criteria. It is the **only** support approved by the township.

The use of this approved mailbox support provides a much safer driving environment for all motorists. It also makes the job of snow removal much easier and reduces costs and irritation to the mail patron when boxes are destroyed due to flying snow and occasional accidental impacts. Consequently, the township's policy encourages the use of this recommended support.

If a properly placed mailbox support conforming to the approved design is hit by snow or a plow wing and is damaged or destroyed, the township will repair or replace the support. Other mailbox support configurations, not conforming to the recommended mailbox support, are not eligible for repair or replacement by the township.

A diagram of a mailbox support with attached shopper bracket is depicted under the Driveway Permit application under the Applications tab on the township website.

MAILBOXES

1. If a mailbox is suspected of being damaged due to the snowplow, residents are to contact the township office. A township supervisor **MUST** make a site visit and confirm the plow hit. If confirmed, the township will either repair or replace the mailbox with a standard issue black mailbox. If a resident desires something other than the standard issue, it is their responsibility to replace it.
2. If a homeowner chooses to do the repair / replacement themselves, the township is under no obligation to reimburse for any labor or materials.