

POLICY FOR THE ACCOMMODATION OF MAILBOXES AND NEWSPAPER DELIVERY BOXES ON BAY COUNTY RIGHTS-OF-WAY

Rural mailboxes are permitted to be installed within the county road right-of-way for the sole purpose of mail delivery by the U.S. Postal Service. The county road right-of-way is under the jurisdiction of the County Road Commission, and we are concerned that these installations do not create a hazard for the motoring public. No mailbox or newspaper delivery box (hereafter referred to as mailbox) will be allowed to exist on the county rights-of-way if it interferes with the safety of the traveling public or the function, maintenance, or operation of the road system. A mailbox installation that does not conform to the provisions of this policy shall be considered an unauthorized encroachment.

The location and construction of mailboxes shall conform to the rules and regulations of the U.S. Postal Service as well as to standards established by the Bay County Road Commission.

LOCATION:

No mailbox will be permitted where access is obtained 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 3'6" and 4'0" above the roadway surface. The roadside face of the box shall be offset from the edge of the shoulder or behind the face of the curb 8" to 12".

Where a mailbox is located at a driveway entrance, it shall be placed on the far side of the driveway in the direction of the delivery route.

Where a mailbox is located at an intersecting road, it shall be located a minimum of 100 feet beyond the center of the intersecting road in the direction of the delivery route.

STRUCTURE:

Mailboxes shall be of light sheet metal or plastic construction conforming to the requirements of the U.S. Postal Service. Newspaper delivery boxes shall be of light sheet metal or plastic construction of the minimum dimensions suitable for holding a newspaper, and must be placed on the same side of the road as the mailbox.

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.

A single 4-inch x 4-inch or 4 1/2-inch diameter wooden post or a metal post with a strength no greater than a 2-inch diameter standard strength steel pipe and embedded no more than 24 inches into the ground will be acceptable as a mailbox support. A metal post shall not be fitted with an anchor plate, but it may have an anti-twist device that extends no more than 10 inches below the ground surface.

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 UNSAFE MAILBOXES:

The placement of mailboxes in the road right-of-way is a "permitted" installation, which means it is there because the Road Commission allows it to be there.

During the winter months, snow removal operations may cause damage to a mailbox, and, as the mailbox is in the right-of-way at the discretion of the Road Commission, it is the policy of the Road Commission not to pay for damage caused by snow removal operations.

If our equipment (ie. snow plow blade) hits a mailbox during snow removal, and the mailbox was in its proper location, the Road Commission, on an individual basis, may consider payment or replacement of the damaged mailbox according to the guidelines set forth in this document.

A mailbox installation that conforms to the aforementioned criteria will be considered acceptable unless in the judgment of the engineer of the Bay County Road Commission, the installation interferes with the safety of the traveling public or the function, maintenance, or operation of the highway system. Any mailbox that is found to violate the intent of this regulation shall be removed by the postal patron upon notification by the Bay County Road Commission. The patron shall remove an unacceptable mailbox within 30 days of notification. After the specified removal period has expired, the unacceptable mailbox will be removed by the Bay County Road Commission at the postal patron's expense.

Dear Homeowner,

Mailboxes can be attractive, functional and safe. You determine its attractiveness and beauty. The U.S. Postal Service determines the regulations for mail delivery. The Bay County Road Commission, out of concern for the increasing number of injuries and deaths nationwide from improperly placed mailboxes, has adopted the attached policy which sets forth standards for the physical location of mailboxes. The policy was adopted in order to improve roadside safety for vehicles that might inadvertently leave the roadway. Mailboxes and mailbox supports contributed to more than 120 deaths and 4,600 injuries in Michigan during a recent five-year period. Why? Often because the posts were so strong or massive, they did not yield when hit. Many of these accidents resulted in lawsuits against the owner.

We're concerned about this problem and hope that by increasing awareness of it, we can avoid such death and injury in Bay County.

We hope you'll review the policy and check the guidelines to make sure your mailbox does not pose a hazard to the motoring public or a liability risk to you.

If your mailbox location or structure is not in compliance with the regulations, make adjustments now. Don't let your mailbox or post be an accident waiting to happen. If you have questions, call your local post office or the Bay County Road Commission.

The Road Commission is authorized to remove mailboxes or posts that do not meet requirements. If unacceptable installations are not removed within the specified time, the Road Commission will handle removal at the owner's expense, as provided by Act 368, Public Acts of 1925, as amended.

Sincerely,

BAY COUNTY ROAD COMMISSION