

Effective: 3/22/2022

Red Lake County 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. Red Lake County 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 County difficult and renders the boxes susceptible to damage as a result of such activity. It is the County'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, County equipment will hit and damage the mail box.


We believe most of the mailbox damage which occurs during a typical winter would be eliminated if postal patrons were to install a swing away style mailbox support. Attached is a steel post mailbox support diagram which 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 Red Lake County.

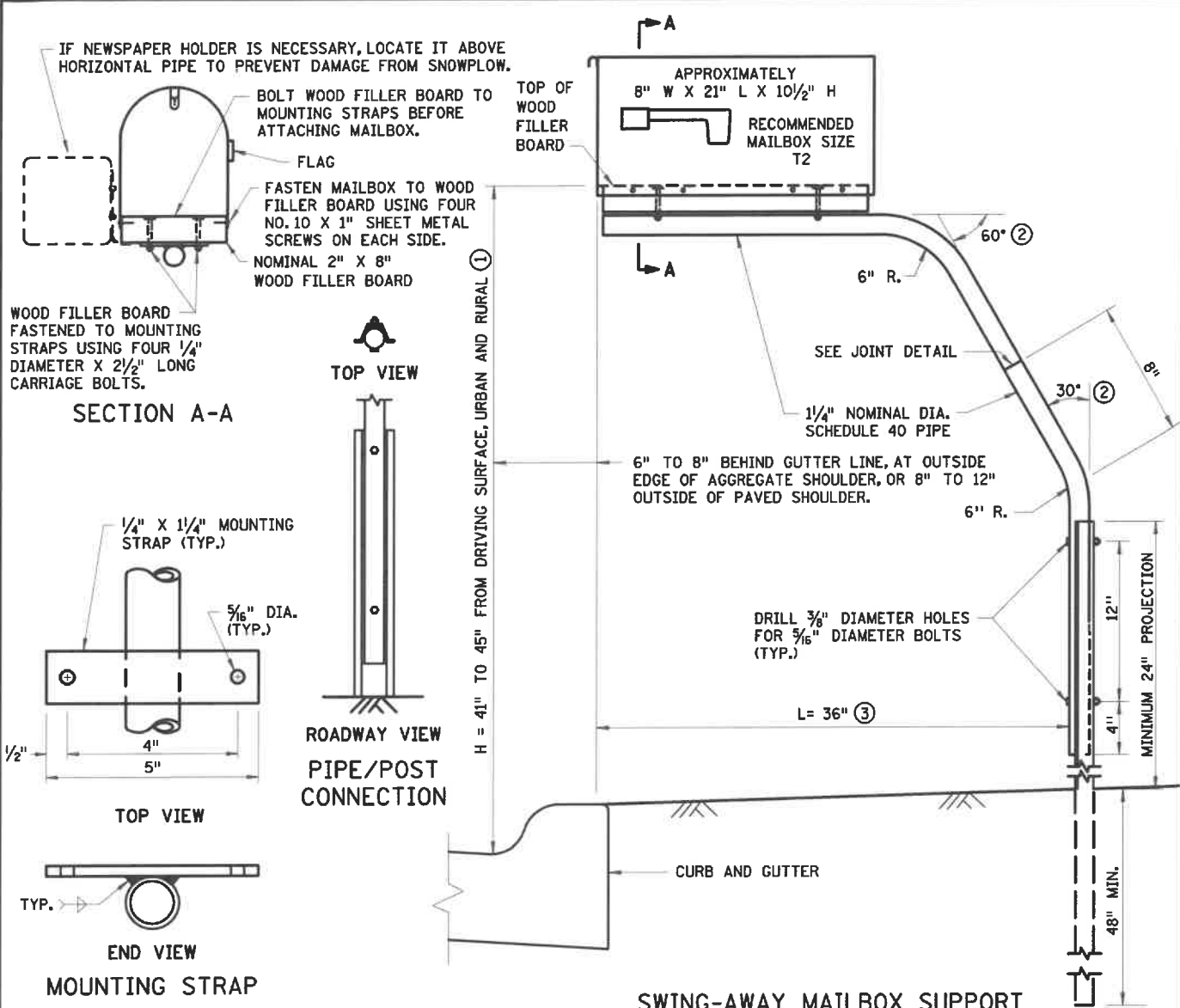
The use of this approved mailbox support provides a much safer driving environment for all motorists. It also makes the job of snow removal much easier and reduces costs and irritation to the mail patron when boxes are destroyed due to flying snow and occasional accidental impacts. Consequently, Red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

If a properly placed mailbox support conforming to the approved swing away style design is hit by County equipment, the County will repair or replace the mailbox and/or support. Any other non-conforming mailbox support configurations will be evaluated by County Personnel on a case by case basis, and any replacement will only be with an approved swing away style support. Any damage caused by flying snow is the responsibility of the mailbox owner.

Erik Hove, P.E.
Red Lake County Highway Engineer

Adopted this 22nd day of March, 2022


Chair
Red Lake County Board of Commissioners



IF NEWSPAPER HOLDER IS NECESSARY, LOCATE IT ABOVE HORIZONTAL PIPE TO PREVENT DAMAGE FROM SNOWPLOW.

BOLT WOOD FILLER BOARD TO MOUNTING STRAPS BEFORE ATTACHING MAILBOX.

FLAG

FASTEN MAILBOX TO WOOD FILLER BOARD USING FOUR NO. 10 X 1" SHEET METAL SCREWS ON EACH SIDE.

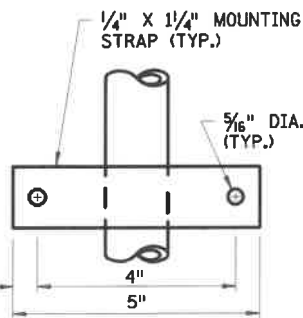
NOMINAL 2" X 8" WOOD FILLER BOARD

WOOD FILLER BOARD FASTENED TO MOUNTING STRAPS USING FOUR 1/4" DIAMETER X 2 1/2" LONG CARRIAGE BOLTS.

SECTION A-A

TOP VIEW

ROADWAY VIEW
PIPE/POST CONNECTION

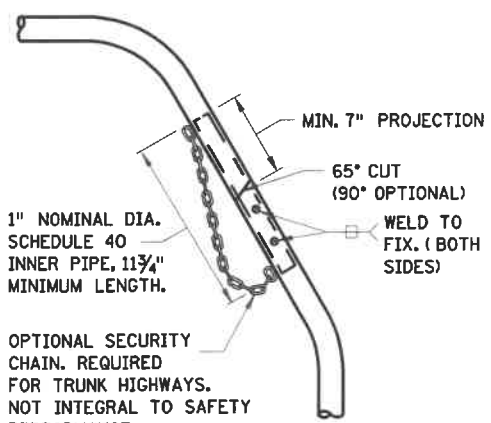


TOP VIEW



END VIEW

MOUNTING STRAP



JOINT DETAIL

SWING-AWAY MAILBOX SUPPORT

NOTES:

STAKE MAILBOX LOCATIONS 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 OR MASH CRITERIA IN ACCORDANCE WITH FHWA ACCEPTANCE LETTER, MEET MINNESOTA RULES 8818 AND U.S. POST OFFICE RECOMMENDATIONS AND ARE IN COMPLIANCE WITH MNDOT 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 HEIGHT OUTSIDE THIS RANGE (H) MUST BE APPROVED BY LOCAL POSTMASTER.
- ② 45-DEGREE 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 07-16-2021

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STATE DESIGN ENGINEER

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

MAILBOX SUPPORT
SWING-AWAY TYPE

SPECIFICATION
REFERENCE
3362 3391
3392 3401

STANDARD
PLATE
NO.
9350B