

MAILBOX POLICY NO. P07-03

No mailbox will be allowed to exist within the City's rights-of-way if it interferes with the traveling public or the function, maintenance or operation of the City street system.

The following is the City's policy in allowing the mailboxes within the City rights-of-way:

1. The City crew is conscientious in performing their duties but cannot avoid occasional damage to mailboxes.
2. The City is not responsible for damage to mailboxes hit by snow or ice thrown by snowblowing equipment.
3. The City is not responsible for damage to mailboxes that are not installed to the standards as established by the City.
4. The City will replace a mailbox (cost not to exceed \$40.00) that has been damaged by being hit by plowing equipment as indicated by being cut, bent or having paint on it from the snow plow.
5. The City will plow the snow the best it can, but it is the owner's responsibility to make the mailbox accessible for the delivery person.

The location and construction of mailboxes shall conform to the rules and regulations of the U.S. Postal Service and the following standards established by the City of Coldwater.

1. The face of the mailbox shall be a minimum of six inches back from the back of the curb.
2. The bottom of the mailbox shall not be less than 32" and not exceeding 38" from the top of the curb.
3. The support for the mailbox shall be a maximum of 4" x 4" treated wood or 2" diameter standard steel or aluminum pipe.
4. The support shall be located a minimum of 18" from the back of the curb.
5. The support should not be buried any deeper than 24" and should safely break away if struck by a vehicle.

