

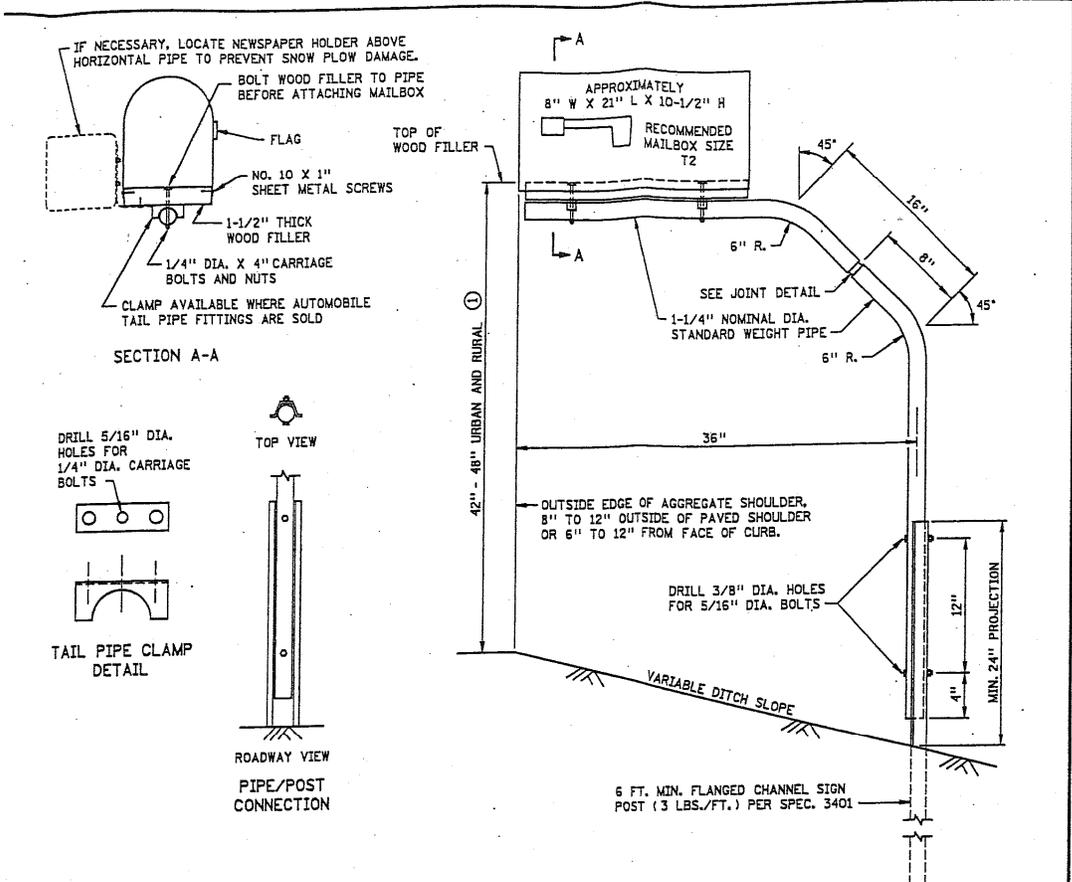


MAILBOX POLICY

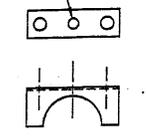
Adopted by Council February 4, 2008

Individual mailboxes and supports installed within the right-of-ways of city streets in the City of Pequot Lakes shall be to proper specifications set forth by the Minnesota Department of Transportation and the United States Postal Service.

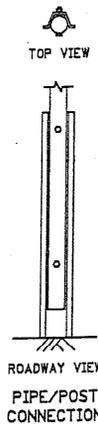
1. Any claim of damage to a ***properly installed and conforming mailbox or support*** by an employee or vehicle of the City of Pequot Lakes will be repaired or replaced by the City after being verified by the Maintenance Supervisor.
2. Any claim of damage done by an employee or vehicle of the City of Pequot Lakes to a ***non-conforming mailbox or support*** will be the responsibility of the mailbox or support owner.
3. The City of Pequot Lakes will clear snow from its roadways according to normal practices, but will not be responsible for clearing snow from individual mailboxes for continuance of mail delivery.



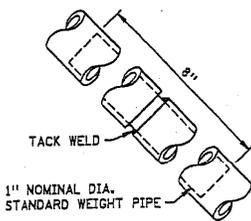
DRILL 5/16" DIA. HOLES FOR 1/4" DIA. CARRIAGE BOLTS



TAIL PIPE CLAMP DETAIL



ROADWAY VIEW PIPE/POST CONNECTION



JOINT DETAIL

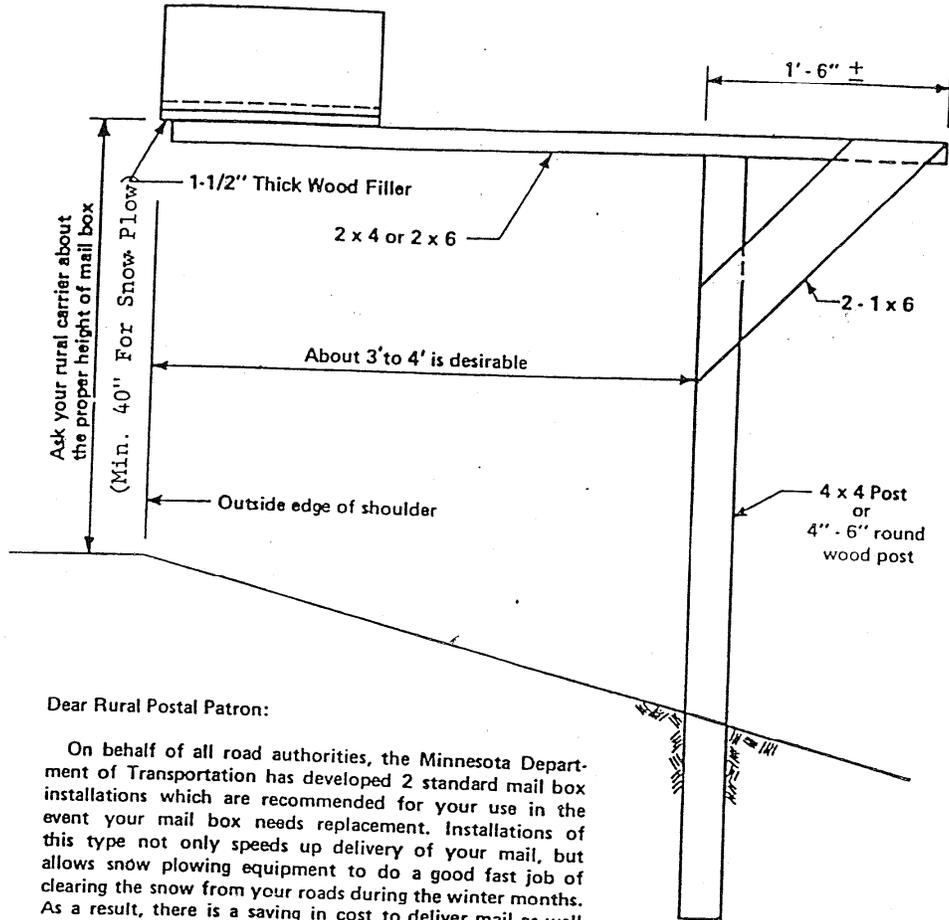
NOTES:
 NO MORE THAN THREE MAILBOXES SPACED 30" CENTER TO CENTER ARE TO BE USED IN ONE LOCATION.
 PIPE SHALL CONFORM TO SPEC. 3362
 ALL FASTENERS SHALL CONFORM TO SPEC. 3391
 PIPES AND POST SHALL BE GALVANIZED PER SPEC. 3392
 MAILBOX LOCATIONS SHOULD BE STAKED BEFORE INSTALLATION FOR PROPER HEIGHT AND 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.
 OTHER MAILBOX SUPPORT DESIGNS MAY BE USED. THE CONTRACTOR SHALL SEND THE PROJECT ENGINEER SHOP DRAWINGS FOR APPROVAL. FOR QUESTIONS, REGARDING DESIGN ELEMENTS AND BREAKAWAY FEATURES, CONTACT THE DESIGN STANDARDS UNIT.
 ALL MAILBOX SUPPORTS MUST BE CRASHWORTHY AND MEET MINNESOTA RULES, 8818, U.S. POST OFFICE AND FEDERAL HIGHWAY ADMINISTRATION (FHWA) STANDARDS AND RECOMMENDATIONS.
 FOR MAILBOX SUPPORTS SUBMITTED FOR APPROVAL THE BASIC DESIGN DIMENSIONS SHALL BE AS SHOWN ON THIS DETAIL DRAWING
 ① ANY CHANGE IN HEIGHT MUST BE APPROVED BY LOCAL POSTMASTER.

MAILBOX SUPPORT
 BENT STEEL PIPE AND STEEL FENCE POST

MEETS NCHRP 350
 CRASH TESTING FOR SPEEDS
 40 MPH OR GREATER

MAILBOX SUPPORT DETAILS

DATE _____ REFERENCE DATE 11-26-02 STATE PROJ. NO. _____ SHEET NO. _____ OF _____ SHEETS



Dear Rural Postal Patron:

On behalf of all road authorities, the Minnesota Department of Transportation has developed 2 standard mail box installations which are recommended for your use in the event your mail box needs replacement. Installations of this type not only speeds up delivery of your mail, but allows snow plowing equipment to do a good fast job of clearing the snow from your roads during the winter months. As a result, there is a saving in cost to deliver mail as well as a saving in road maintenance cost. This all adds up to a saving in taxpayers' dollars.

**RECOMMENDED MAIL BOX SUPPORT
(WOOD POST)**