

# David DeChristofaro, PE, PS

## Trumbull County Engineer

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[www.co.trumbull.oh.us/engineer](http://www.co.trumbull.oh.us/engineer)

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**Gary W. Shaffer PE**

Deputy Engineer

**Ken Stassinis**

Highway Superintendent

### Standards for Rural Mailboxes

It is the duty of the County Engineer to provide the safest possible highway system for the traveling public of Trumbull County. Section 5547 of the Ohio Revised Code provides for the removal of obstructions within the county highway system right-of-way. The Federal Highway Administration has adopted the following standards for rural mailboxes. Mailboxes not in compliance with these standards are a safety hazard and obstruction to the safe use of the highway and should be removed.

#### Requirements for the Installation of Mailboxes

All mailbox units, attachments, decals, supports and installation thereof are to be in strict accordance with United States Postal regulations and in compliance with the following specifications and standard drawings.

1. The mailbox unit shall be constructed of lightweight galvanized steel attached to the support unit with sufficient strength to prevent the box from separating from the post top if struck by a vehicle.
2. The support structure (post) shall be either a wooden post (no larger than 4-inch x 4-inch square or 4-inch diameter round) or a metal post with strength no greater than a 2-inch diameter standard strength steel pipe (with a weight not in excess of 2.6 lbs. per foot). No support structure shall be embedded more than 24 inches into the ground. 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 support should not be set in concrete.
3. The unit shall be placed at and offset from the edge of the pavement so that the road-side face of the mailbox is no closer than 3 feet from the edge of the pavement. When a mailbox is installed in the vicinity of an existing guardrail, it shall be placed immediately behind the guardrail unless otherwise approved by the County Engineer.
4. Multiple mailbox units of more than two boxes shall not be mounted on one support. However, lightweight newspaper boxes may be mounted below the mailbox on the side of the mailbox support. Multiple posts shall be placed no less than 3 feet apart.
5. Designs not described in this brochure will be acceptable only if written approval is granted by the Trumbull County Engineer's Office.

The owner shall assume responsibility for and shall hold Trumbull County harmless and defend all claims for personal injury and property damage that might be brought as a result of this work.

## **Mailbox Damage Replacement Policy**

Mailboxes are sometimes struck by County Highway Vehicles such as snowplows and mowers. However, it is usually the snow coming off a plow that causes damage to the mailbox, sometimes making the box inaccessible to the Postal Service. If you believe your mailbox was damaged by a County Highway Vehicle, call the Engineer's Office at 330-674-2640. A Highway Department representative will take your address information and dispatch someone to visit your property to validate your claim. Our current policy regarding mailbox repair/replacement is:

When a mailbox is directly damaged during snow removal or mower operations, The County Highway Department will:

1.Repair if possible

OR

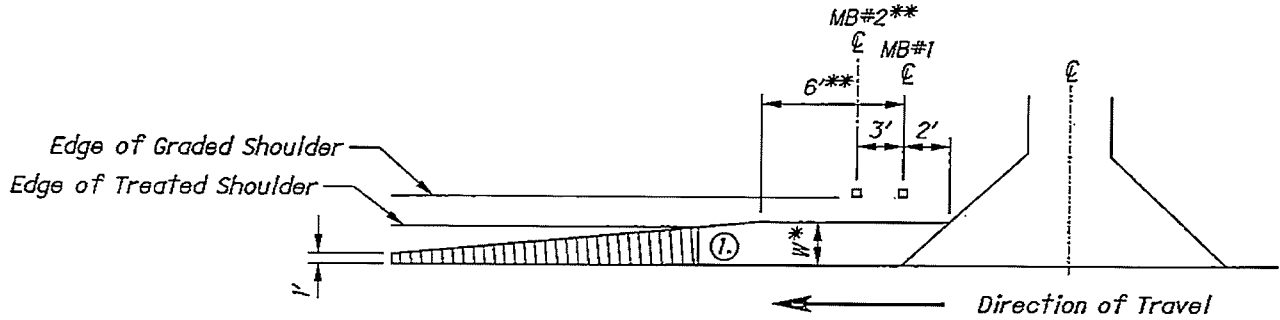
2. Replace with a standard mailbox and/or post. *We only replace it with a standard gray, lightweight galvanized steel, post mount mailbox regardless of what the damaged mailbox is.*

The repairs and/or replacement of a mailbox/post by the Highway Department may take several days depending on storm conditions and workload.

# MAILBOX FACILITIES

## 803-1

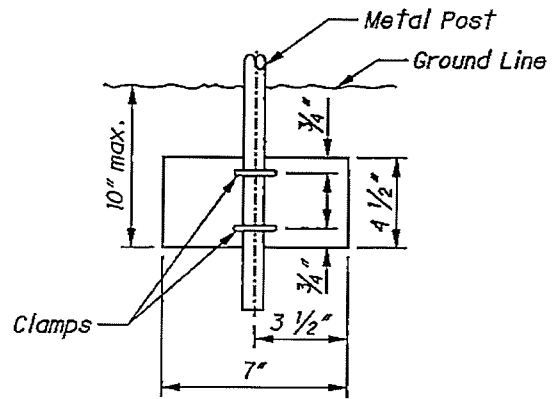
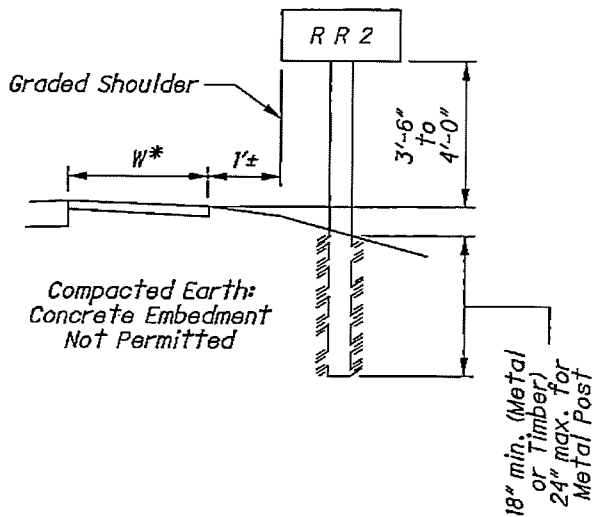
REFERENCE SECTION  
803.1



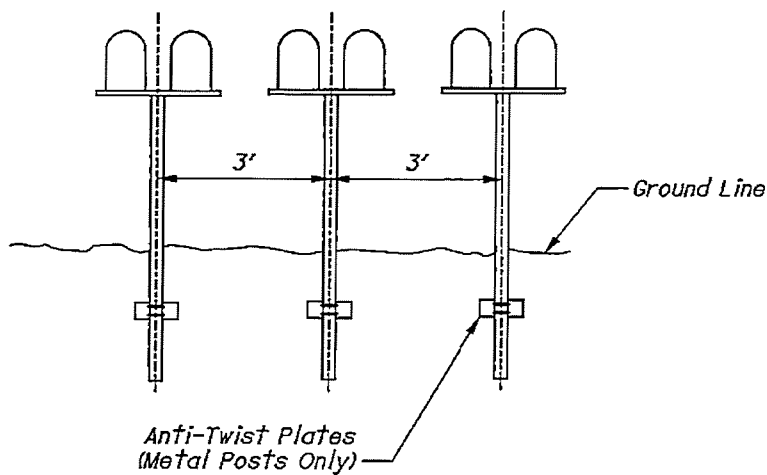
① End mailbox turnout at edge of treated shoulder or 1' which ever is greater

\* Where posts are behind guardrail, turnout shall extend to face of guardrail. Where no guardrail is required, turnout width shall be 6' minimum.

\*\* Add 3' for each additional mailbox



ANTI-TWIST PLATE



GROUP MAILBOX INSTALLATION