



### Standards for Installing Mailboxes on County Roads

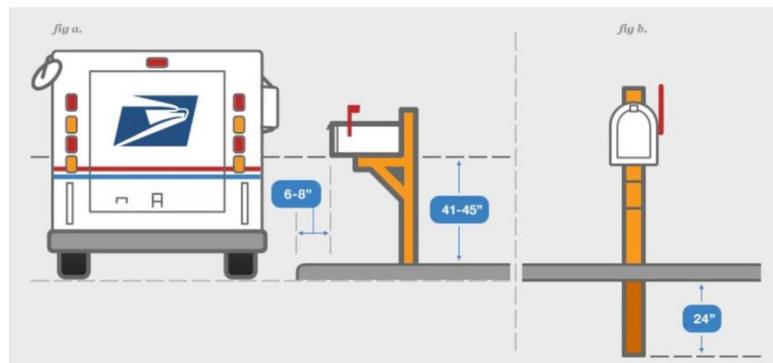
Roadside mailboxes need to be strong to stand up to the elements, convenient for the mail carrier to reach inside, and installed to ensure safety for passersby. Please follow the guidelines below to make sure your mailbox meets these requirements.

Ward County requires that mailboxes and newspaper delivery boxes located within the right-of-way to be constructed and installed in a manner that does not substantially interfere with the safety of the traveling public and the operation and maintenance of the County road system. A mailbox installation that does not conform to the provisions of this policy will be considered a safety hazard. Any violation could result in a written order requiring the owner to remove the safety hazard. If the safety hazard is not removed, Ward County will remove the hazard and bill the owner under North Dakota Centry Code 24-06-29

#### Mailbox Standards

**Mailbox:** Mailboxes should have a Postmaster General's seal of approval, shall be constructed from sheet metal, plastic, or similar weight materials and shall not exceed 11 lbs.

**Height:** Mailboxes are typically installed with the bottom of the mailbox located 41 to 45 inches above the roadway surface. Refer to your local post office regulations for specific mailbox height requirements.



**Number of Mailboxes on One Post:** No more than two mailboxes may be mounted on one support post, unless the support post and mailbox arrangement meets the [American Association of State Highway and Transportation Officials \(AASHTO\) standards](#) or [ND DOT standards](#).

**Eliminating Fixed Objects on Roadside:** Ward County standards ensure that the roadside remains free of fixed objects that can be dangerous to travelers, and prohibits planting or construction of any object along a roadway that will visually obstruct the view necessary for safe operation of motor vehicles on the road. In general, non-breakaway objects should be located 12 - 18 feet from the edge of the travel lane for a road posted at 55 mph

or under, and 20-34 feet for roads over 55 mph. A mailbox should be located to ensure that a vehicle stopped at a mailbox doesn't interfere with the adjacent travel lane (exceptions may be made for very low-volume, low-speed, or local roads). Careful consideration should be given to determine the location of the mailbox to ensure the mailbox doesn't unobstruct the view of vehicles pulling out of a driveway and onto the roadway.

**Support System:** The mailbox support system should be anchored no more than 24 inches into the ground, as shown in *figure b* and should bend or fall away if a car hits the support system. The Federal Highway Administration recommends a 4" x 4" wooden support or light gauge pipe that is 2-inches in diameter or less.

**Urban Areas:** Mailboxes that are located in urban areas should be installed in such a way so the front of the mailbox is set back from the face of the curb 6 to 12 inches.

### Examples

**Approved:** Mailboxes supported by 4"x 4" wood post and/or light gauge pipe that is 2-inches in diameter or less.



**Prohibited:** Mailboxes supported by structures such as non-breakaway masonry columns, railroad ties, tractor wheels, plow blades, concrete barrels, and any other non-breakaway style support system.

