

## RESOLUTION 22-03

### CHERRY TOWNSHIP, BUTLER COUNTY, PENNSYLVANIA

#### MAILBOX POLICIES FOR TOWNSHIP RESIDENTS

**BACKGROUND:** Due to instances where mail boxes have been damaged, particularly during snow events, the Board of Supervisors of Cherry Township is adopting policies and procedures for such damages within the Township.

**RESOLVED:** The following policy shall apply to private mailboxes and installations of mailboxes within the Township right-of-way.

- Any installation within the Township road's right of way, including mailboxes or parked cars, during a snow emergency, is placed there at the owner's risk. Design and placement of a mailbox can cause a safety hazard to those driving on the road if it is placed in the roadway or it is constructed so that it is immovable.
- Therefore, owners are encouraged to install mailboxes at the maximum usable distance from the edge of the roadway. Posts should be checked for deterioration to reduce the possibility that the weight of the plowed snow may simply break or push the post over. Mailbox posts should be placed at least two feet behind the ditch. Mailboxes should be constructed with an arm that swings if struck by a vehicle, snowplow, or snow. Mailboxes should be constructed so that they will cause minimum damage if struck by a motor vehicle.
- The Township shall not repair or replace mailboxes or posts damaged by the force or placement of plowed snow.

#### Suggested design:

- We suggest an "overhanging arm" type of construction. Design drawings may be obtained from the Township Secretary. Suggested designs and the elevation of the mailbox off of the roadway comply with the U.S. Post Office design guide.
- After construction, please keep the mailbox maintained and in good order. Often, mailboxes will begin to tilt toward the roadway. This lessens the distance between the arm and the roadway and destines the mailbox to being hit by snow plows.
- Please make sure that the distance between the bottom of the mailbox, or arm that it sits on, and the roadway is 50 inches.
- A swing away arm is an important part of the design that minimizes damage when a large amount of snow, which is being thrown with great force, hits the mailbox. If it is rigid it will break. If an overhanging arm has 50 inches clearance between the roadway shoulder and the bottom of the arm, the wing plow will go underneath the box. Mailboxes with arms too close to the ground will surely be hit.
- The Township plows roads from ditch to ditch. Having a properly designed and maintained mailbox will minimize the chance that the mailbox will be hit. The area under and near the

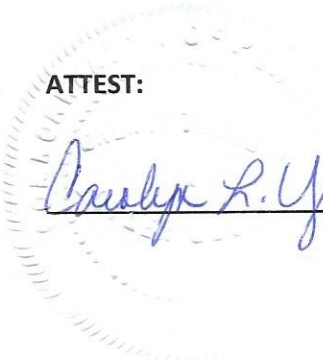
mailbox will be properly cleared of snow, and the postal service will appreciate the effort of such an installation.

- Reflectors and reflective house numbers, installed properly, will help the fire department find locations quickly in times of emergency. Also, in blinding snowstorms, these reflective items help our drivers to better see and judge distance when plowing near the mailbox.

Residents may contact the Township Road Crew, or the Township Office, to obtain additional information and guidance for mailbox installations.

Resolution is adopted this 5<sup>th</sup> day of APRIL, 2022.

ATTEST:



Cassidy R. Yeager

CHERRY TOWNSHIP BOARD OF SUPERVISORS

Frank Krutz  
Dan Mosher  
W.E. Smith