

TOWN OF MANITOWOC RAPIDS
MANITOWOC COUNTY, WISCONSIN

ORDINANCE NO. 2007-01

AN ORDINANCE PERTAINING TO MAILBOX INSTALLATION

WHEREAS, pursuant to its village powers, the Town Board of the Town of Manitowoc Rapids, Manitowoc County, Wisconsin, deems it necessary to adopt the following regulations for the health and safety of the residents of the Town of Manitowoc Rapids and the general public;

NOW, THEREFORE, the Town Board of the Town of Manitowoc Rapids hereby creates the following **MAILBOX INSTALLATION ORDINANCE** and does ordain as follows:

SECTION 1. PURPOSE. This Ordinance is intended to establish standards for the safe installation of mailboxes within the right-of-way adjacent to highways in the Town of Manitowoc Rapids, Manitowoc County, Wisconsin. The term "mailbox" means any device used to receive mail, newspapers, packages, or similar items and the term includes any structure used to support the mailbox. This Ordinance is also intended to require the display of property address numbers.

SECTION 2. AUTHORIZATION. A person may install and maintain a mailbox within the right-of-way adjacent to or near the person's residence provided that the mailbox complies with all requirements established by the United States Postal Service and all requirements established by this Ordinance.

SECTION 3. REQUIREMENTS.

A. **Location.** A mailbox must be placed on the right side of the highway, except in the case of one-way traffic; at the far side of the driveway; and a minimum of 60 feet from any intersecting road in the direction of the delivery route.

B. **Setback.** The mailbox must be set back a sufficient distance so that no portion of the mailbox extends over the traveled portion of the highway or the outside edge of the shoulder.

C. **Height.** The bottom of the mailbox receptacle must be a minimum of 42 inches to a maximum of 48 inches from the street surface.

D. **Material.** A mailbox must be constructed of light sheet metal, plastic, or a similar material. The mailbox must be firmly attached to any support structure in order to minimize the possibility of it separating from the structure if struck by a vehicle.

E. Number and Separation. No more than two mailboxes may be mounted on a single support post. A lightweight newspaper box mounted below a mailbox will not be counted toward this limit. Support posts must be separated by a distance that is equal to three-quarters of the height of the support posts.

F. Support Structure. A mailbox support structure must be designed to break off or move out of the way if struck by a vehicle. No support may extend more than 24 inches into the ground, be placed in concrete, or fitted with an anchor plate. A metal support may have an anti-twist device if the device does not extend more than 10 inches below the ground surface. The maximum material specifications for a support post are:

1. A square wood post must not be larger than 4 inches by 4 inches nominal.
2. A round wood post must not be larger than 4 inches in diameter.
3. A metal pipe must have an inside diameter of 1½ inches or less.
4. A metal channel must weigh less than 2 pounds per foot.

G. House Numbers. The house number address shall be attached to each mailbox with reflective numbers at least 2 inches high. The numbers shall be attached to each side of the mailbox, visible from either direction on the highway.

SECTION 4. VARIANCE. The Town Chairperson is authorized to grant a variance on a case by case basis to any requirement specified in sub. (3) provided that the variance is authorized in writing and does not compromise public safety.

SECTION 5. ENFORCEMENT. The provisions of this Ordinance may be enforced under the provisions of Wis. Stat. § 86.04 pertaining to highway encroachments.

SECTION 6. EFFECTIVE DATE. This Ordinance shall be effective upon adoption and posting or publication according to law.

Adopted this 11 day of April, 2007.

TOWN OF MANITOWOC RAPIDS TOWN BOARD

By: David Korte
David Korte, Chairperson

By: Susanna Krcma
Susanna Krcma, Clerk