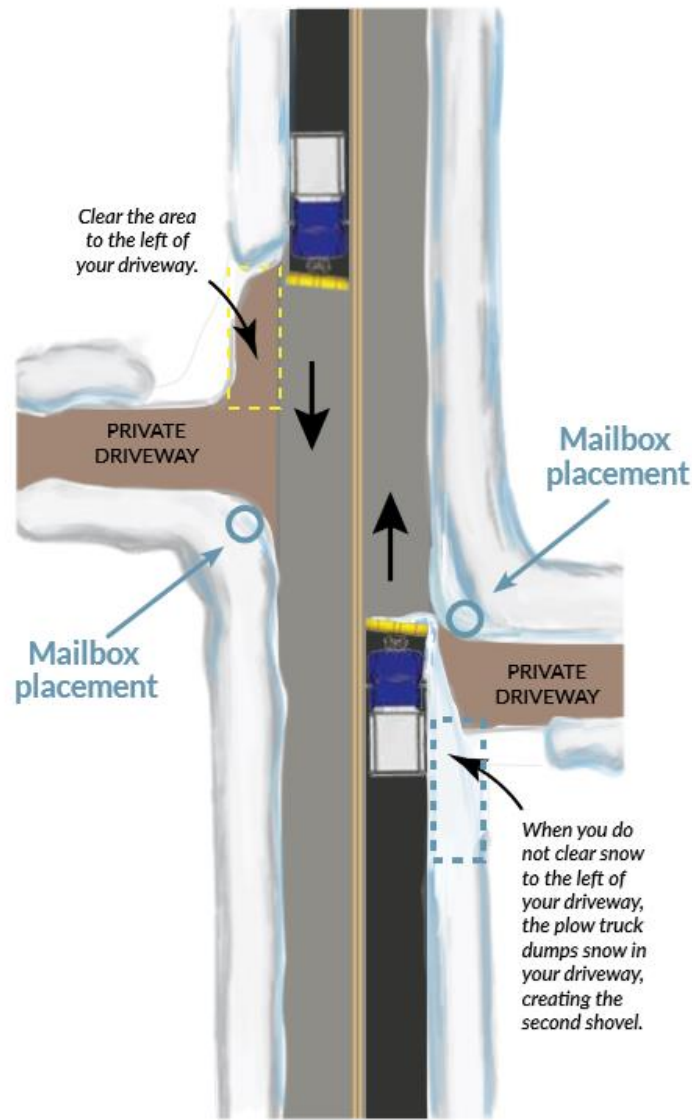


Highway Department Mailbox Installation Guidelines

Mailbox Installation guidelines regarding height, location, offset, and post type to reduce the chances for damage.

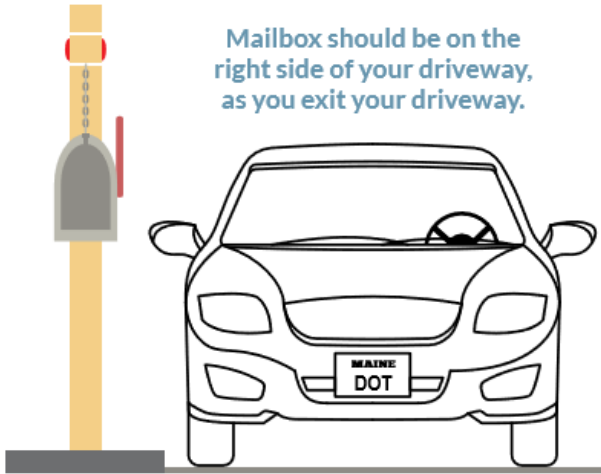
Mailbox Placement

Mailbox installations are allowed within the right-of-way of Madison's town roads. However, there are two very important conditions. 1. The mailbox must be installed in a way that: • ensures the mail can be delivered; and • doesn't create an obstacle or a safety hazard for those using or maintaining the highway. 2. The mailbox is installed entirely at the owner's risk. If the mailbox is damaged during any Highway Department operation, including snowplowing, the property owner is not entitled to replacement or compensation. In fact, if the mailbox was not installed according to the standards outlined in the policy, the owner may be held liable for injuries or damages that may be incurred.



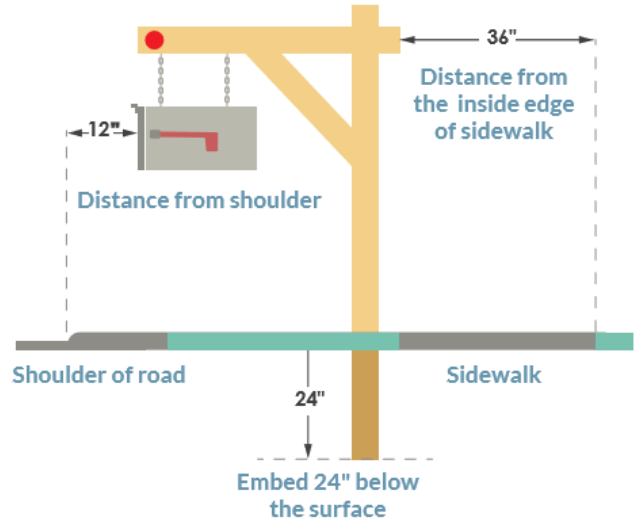
General Location

Whenever possible, place mailbox after your driveway opening. This location improves its visibility, minimizes the amount of snow that comes off the plow and improves the approach for your mail carrier.



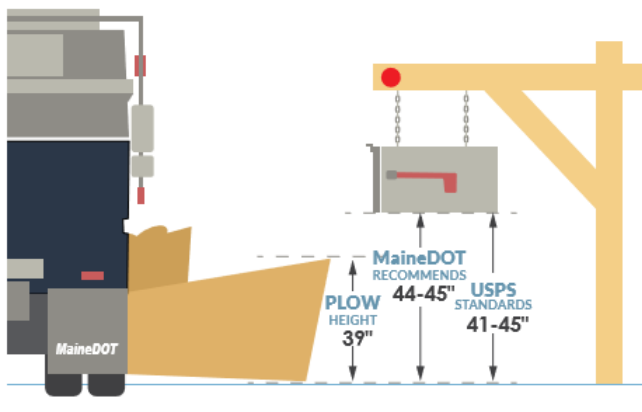
Mailbox Road Offsets

Mailboxes should be set back from the edge of the shoulder, regardless of whether the shoulder is gravel or paved. A mailbox in a sidewalk should leave at least 36 inches behind the back of the box or the post, whichever is located the furthest from the road.



Mailbox Height

A mailbox must be installed so the bottom of the mailbox is between 41 inches and 45 inches above the highway shoulder.



Mailbox Supports

Mailbox posts must be sturdy enough to hold up the mailbox in all types of weather.

