



BRIAN J. WISE, P.E., P.S.

ENGINEER'S OFFICE AND HIGHWAY DEPT.
200 KENSINGTON ROAD, N.E.
OFFICE 330-627-4110 FAX 330-627-3661
GARAGE 330-627-2345

CARROLLTON, OHIO 44615

TAX MAP DEPT.
COURTHOUSE
119 S. LISBON STREET
OFFICE 330-627-7010 FAX 330-627-7496

CARROLL COUNTY, OHIO
COUNTY ENGINEERS POLICY

Subject:

MAILBOX DAMAGE CLAIMS

Policy:

Mailboxes are the only structure that private owners are permitted to install within the public right-of-way. Neither the County Highway Department nor the U.S. Postal Service issues written permits for the placement of mailboxes within the public right-of-way. All mailboxes placed within the public right-of-way are owned by the property owner and are placed there at the owner's risk.

Mailbox damage claims should be reported immediately to the County Highway Department. Mailbox damage claims will not be reviewed if submitted after 72 hours post snow event due to the lack of available evidence to substantiate a claim.

The Highway Superintendent will review all damage claims. The Highway Superintendent's ruling as to the cause of the damage shall be final. An inspection of the mailbox by the Department will be required to investigate a damage claim.

If it is determined that the mailbox was damaged by actual physical contact by a County snowplow, then the mailbox will be replaced by the Highway Department with a standard 4"x4" treated wood post and a conventional mailbox approved by the United States Postal Service.

If the mailbox is damaged due to snow plowing operations by thrown or pushed snow and not by actual physical contact with a County snowplow, the mailbox replacement and costs are the responsibility of the property owner.

The following mailbox and support guidelines are recommended:

Mailboxes must be installed as far back from the edge of pavement as practical.

Mailbox support posts must be break away type.

Residents are responsible for general mailbox maintenance and upkeep.

Mailboxes and supports must be installed and maintained in consideration of the environment and location in which they are placed. Rusty metal components and connections, cracked or worn plastic and rotten or cracked wood should be inspected and repaired before the onset of winter weather.

Policy Revised: 10/1/14

Approved: /s/ Brian J. Wise Carroll County Engineer