

TOWN OF OSCEOLA
POLK COUNTY WISCONSIN

ORDINANCE # 23-01-01

MAILBOXES

The Town Board of Supervisors of the Town of Osceola, Polk County, Wisconsin, hereby ordains as follows:

SECTION I: PURPOSE.

The purpose of this ordinance is to regulate and control new and replacement mailbox post installations within the Town of Osceola in order to promote public health, safety, general welfare, convenient mail delivery, and to accommodate snow removal and road maintenance. This can be accomplished by requiring proper placement of all new and replacement mailbox posts using the following standards.

SECTION II: DEFINITIONS.

Mailbox: A receptacle that complies with current US Postal Service standards.

SECTION III: MAILBOX STANDARDS.

As of the effective date of this Ordinance, the placement and replacement of mailboxes shall meet the following standards:

- The bottom of the mailbox shall be 41 to 45 inches from the road surface.
- There shall be 40 inches of minimum clearance from the road surface under the lateral support, and there shall be no bracing under the lateral support on the roadside of the post.
- The front of the mailbox shall be set back 0 to 12 inches from the shoulder and shall not be closer than 24 inches to the edge of the road surface.
- The post shall be set back a minimum of 36 inches from the front of the mailbox.
- The ideal distance from road center to the post is 17 feet, and the post shall not be closer than 5 feet from the road edge.
- Wood posts (or similar material) shall not be larger than 4 inches by 4 inches.
- Steel posts (or similar material) shall not be larger than 2-inch diameter standard pipe.
- Telephone/power poles, heavy metal posts, concrete posts, antique farm equipment, or other similar items are prohibited from being used as mailbox posts.
- Mailboxes shall not be closer than 150 feet to another mailbox, and if mailboxes need to be closer than 150 feet, they shall share a support.
- Mailbox supports shall be designed so that, if struck, it will bend or fall away from the striking vehicle to prevent severe damage to the vehicle or injury to the traveling public.
- All mailboxes shall be located as per the local Postmaster General.
- Mailboxes shall not be located within the circle of a cul de sac; they shall be placed along the straight portion of the road immediately preceding or immediately following the cul de sac as determined by the local Postmaster General.
- Any newspaper boxes shall be attached to the mailbox support, not on a separate post, maintaining 40 inches minimum clearance measured from the road surface.

SECTION IV: MAILBOX RECOMMENDATIONS.

At this time, the Town of Osceola is not regulating the size or type of mailbox, so long as it is approved by the Postmaster General. Nonetheless, the Town suggests the following:

- A plastic mailbox can become brittle in the winter.
- Certain color mailboxes are harder to see than others at certain times of the year, such as white in the winter against the snow.
- Oversized mailboxes may collapse from the weight of the snow.
- Decorative mailboxes, such as fish, dogs, tractors, etc., are more prone to damage.

SECTION V: PERMIT REQUIRED.

Prior to installation of any mailbox, you must obtain a mailbox permit, which needs to be approved by the Town's Public Works Department who will inspect the location and type of mailbox. There will be a charge for the purchase of a swinging arm mailbox per the fee schedule.

SECTION VI: SALE AND INSTALLATION OF MAILBOXES BY TOWN.

The Town of Osceola will sell & install a swinging arm mailbox post that meets the requirement of the Ordinance for a fee amount as noted in the Fee Schedule. Contact the Town Clerk to order one.

SECTION VII: ALTERATION AND RELOCATION OF MAILBOXES.

For purposes of public safety, the Town of Osceola may require a resident to alter, replace, or relocate mailboxes and mailbox supports to meet the requirements of this Ordinance.

SECTION VIII: TOWN RESPONSIBILITIES FOR DAMAGE.

The Town of Osceola will not be responsible for repair or replacement of mailboxes not meeting the aforementioned standards if or when such mailboxes are damaged in the course of lawful and necessary Town activities.

Claims for damaged mailboxes and/or posts that occur as a result of Town action must be made in writing to the Town Clerk within seven days of the alleged event. If a mailbox is accidentally significantly damaged and deemed inoperable in the process of removing snow, mowing the right of way, graveling the shoulder, or any other act of maintaining the right of way, the Town will provide a swinging arm mailbox post and/or mailbox or reimburse owner for same. In no instance is the Town responsible for replacing mailboxes or posts of like kind; the Town shall only be responsible for replacing such damaged mailbox with a swinging mailbox post and standard mailbox or the equivalent retail value thereof.

If the Town accepts responsibility to repair the mailbox, the Public Works Department will temporarily repair or provide for a temporary mailbox within forty-eight (48) hours of receipt of notice and acknowledgement that the Town is responsible for the damage. Permanent mailbox repairs will be made in the Spring when the frost has left the ground.

As an example, if the snowplow blade strikes a mailbox, the Town will replace it; however, if snow exiting a snowplow blade knocks a post over due to a rotted or weakened post, the Town will not be responsible for its replacement.

Keeping snow and ice away from the front of the mailbox will help the plows safely remove snow.

SECTION IX: VIOLATION AND PENALTIES.

Anyone who fails to comply with the provisions in this Ordinance may be subject to a fine and may be

ordered to remove and replace their mailbox to meet the provisions of this Ordinance at the violator's expense.

SECTION X: EFFECTIVE DATE.

This ordinance shall become effective upon its publication and/or posting in the manner set forth in s. 60.80, Wis. Stats.

Passed this 10th Day of April, 2023


By the Town Board of the Town of Osceola



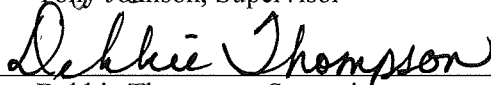
Dale Lindh, Chair



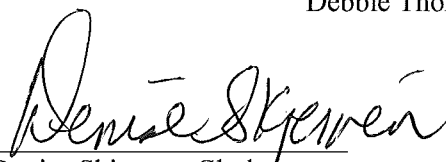
Jon Cronick, Supervisor



Tony Johnson, Supervisor



Debbie Thompson, Supervisor

ATTEST: 

Denise Skjerven, Clerk

____ Voice Vote
 Roll Call Vote
4 Ayes; 0 Nays; ____ Absent/Abstain