



## WASHBURN COUNTY HIGHWAY DEPARTMENT

**Brian Danielsen P.E., Commissioner**

1600 County Highway H  
SPOONER, WISCONSIN 54801  
(715) 635-4480 Fax (715) 388-7945

Hank Graber, Chair      Clint Stariha, Vice Chair  
Sandy Johnson      Brian Melton      George Cusick

### WASHBURN COUNTY MAILBOX POLICY

Mailboxes are allowed on county highway right-of-way as a matter of convenience to the landowners or occupants. Placement of a mailbox on right-of-way is not a right. Permits are not granted to property owners from the highway department or US Postal Service for placement of mailboxes. Mailboxes are an encroachment on highway right-of-way and is governed by Section 86.04 of the Wisconsin State Statutes.

#### PLACEMENT

Mailboxes shall be of light sheet metal or plastic construction conforming to the standards of the US Postal Service. Heavy, large, or ornamental mailboxes are not recommended. These mailboxes are a hazard to the travelling public. They can be distracting and lighter mailboxes are designed to cause minimal damage if hit by a car.

Mailboxes should be placed so the front of the mailbox is at the shoulder point with no encroachment onto the shoulder, and the height should be 42" – 48" from the ground to the bottom of the mailbox. Additional guidance for installation can be obtained from the US Postal Service. Swinger mailboxes are highly recommended by the highway department as they will significantly reduce the chance of damage from winter maintenance.

Mailboxes need to be mounted on a single 4 inch x 4 inch (nominal) or 4 inch diameter wooden post or a metal post with strength no greater than a 1 ½ inch diameter standard strength steel pipe and embedded no more than 24 inches into the ground. Posts shall not be set in concrete. Metal posts shall not be fitted with an anchor plate, but may have an anti-twist device that extends no more than 10 inches below the ground surface.

Mailboxes need to be maintained by the property owner in a condition to withstand the forces of snow and slush from snow plowing operations.

#### MAILBOXES DAMAGED BY HIGHWAY MAINTENANCE OPERATIONS

Properly installed mailboxes that conform to the material requirements stated above, that are damaged under normal condition, by direct contact with county equipment will be replaced with a standard economy mailbox. Mailboxes that are damaged by snow movement, installed incorrectly, or in poor condition, will not be replaced.

Although the mailbox owner may have invested a considerable amount of time and material in the mailbox installation, including a special box, support, or landscaping, any reimbursement will be limited to the "standard" post and/or box found at most hardware stores.

#### APPLICABILITY

This policy shall apply to all highways maintained by the Washburn County Highway Department

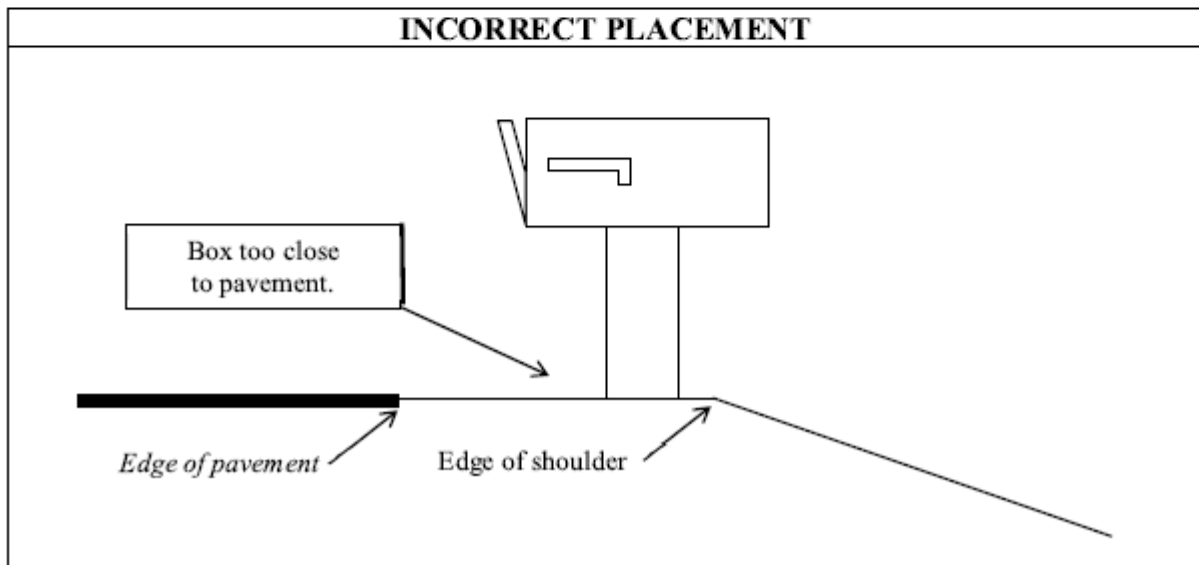
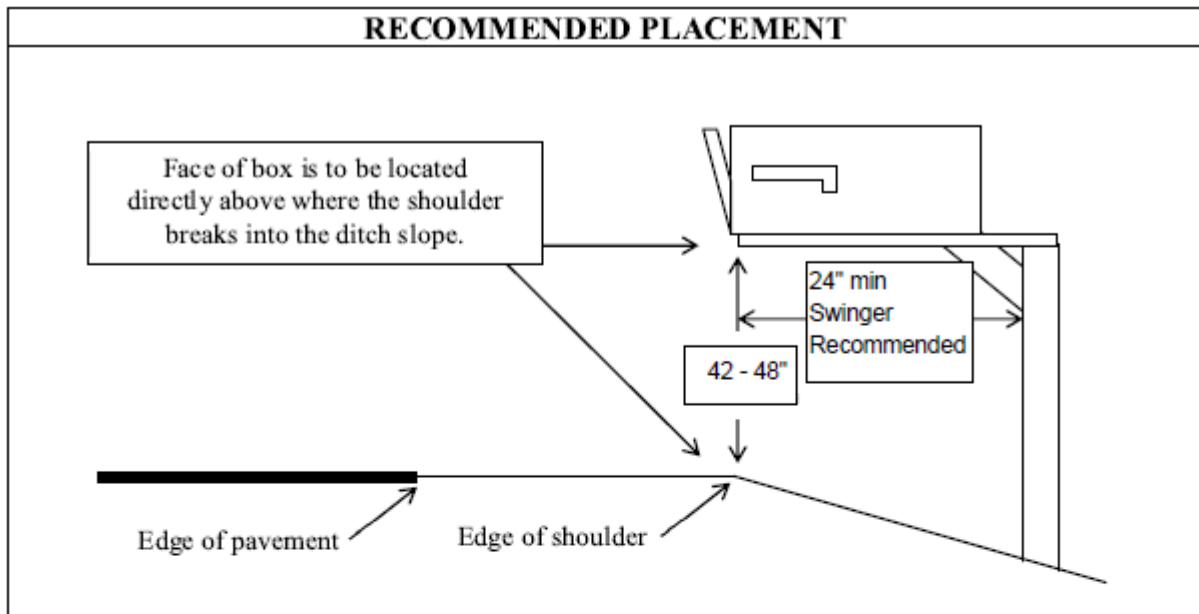


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*POLICY APPROVED BY THE WASHBURN COUNTY HIGHWAY AND DAM COMMITTEE, 1-24-2022*