

With the upcoming snow season, your mailbox may need one or more of the following repairs prior to the snow season – please review the following list, USPS mailbox standards, and have your mailbox secured to help prevent damages by the snow/ice coming off the plows. Thank you in advance for your cooperation, this will help keep damages to a minimum.

IS YOUR MAILBOX READY FOR THE SNOW?

Common Problems:

Suggested Solutions:

Face of box is not 6-8” inches behind curb

Needs to be re-set correctly

Box not secure to post

Re-secure box more firmly to post

Post appears weak or rotted

Replace post

Iron Post has too narrow base and can be brittle and break when cold

Replace post with more durable materials for the colder weather, ie 2” steel pipe or wooden 4x4 post

Plastic gets brittle and breaks in cold weather

Replace with more durable material for colder weather

Post leaning and will fall over when snow/ice hit it coming off plow

Re-set post firmly

Please help keep your mailboxes up and in good order by following the suggested solutions to the problems indicated. We don't want your mailbox to come down during a snow event however we've found over the years the above situations cause almost all the problems with mailboxes during the winter season. If you have any questions, please give the DPW a call at (973) 729-6178, Monday through Friday, 7:00 am to 3:00 pm.

SPARTA TOWNSHIP

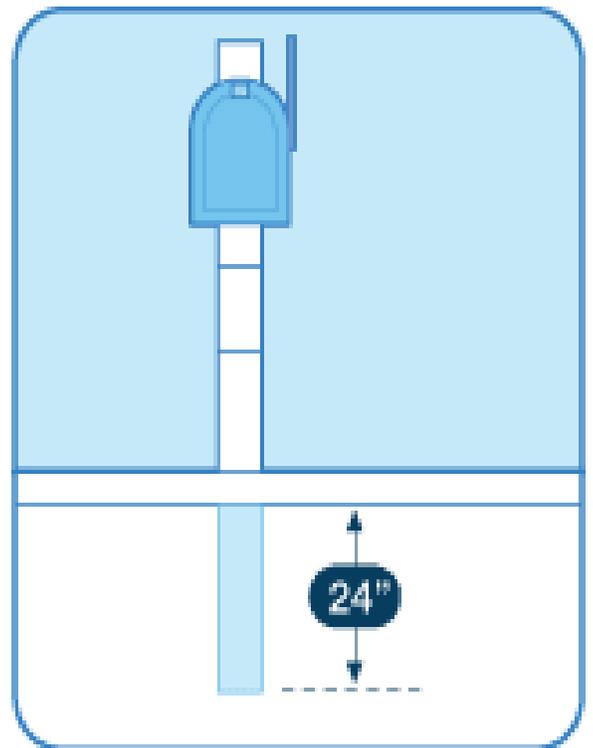
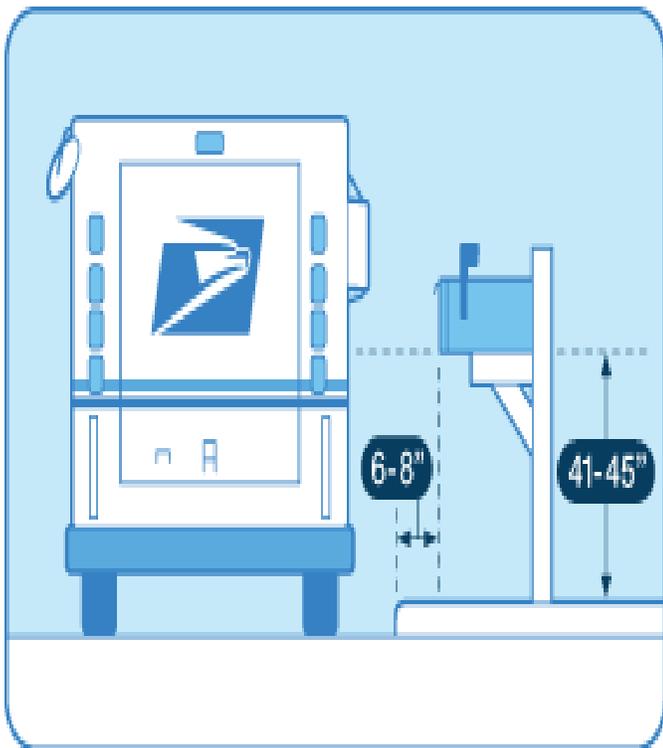
DEPARTMENT OF PUBLIC WORKS

MAILBOX STANDARDS

GENERAL NOTES:

- Post must be a minimum of 4" x 4" wood or 2" diameter steel pipe
- Faces of mailbox must be between 6-8" behind face of curb or edge of pavement
- Height of mailbox must be between 41" and 45" above road surface
- Post must be embedded securely into the ground 24" deep
- Mailbox must be securely fastened to the post

*As per USPS Mailbox Guidelines



<https://www.usps.com/manage/know-mailbox-guidelines.htm>