

## **STANDARDS FOR ERECTING MAILBOXES**

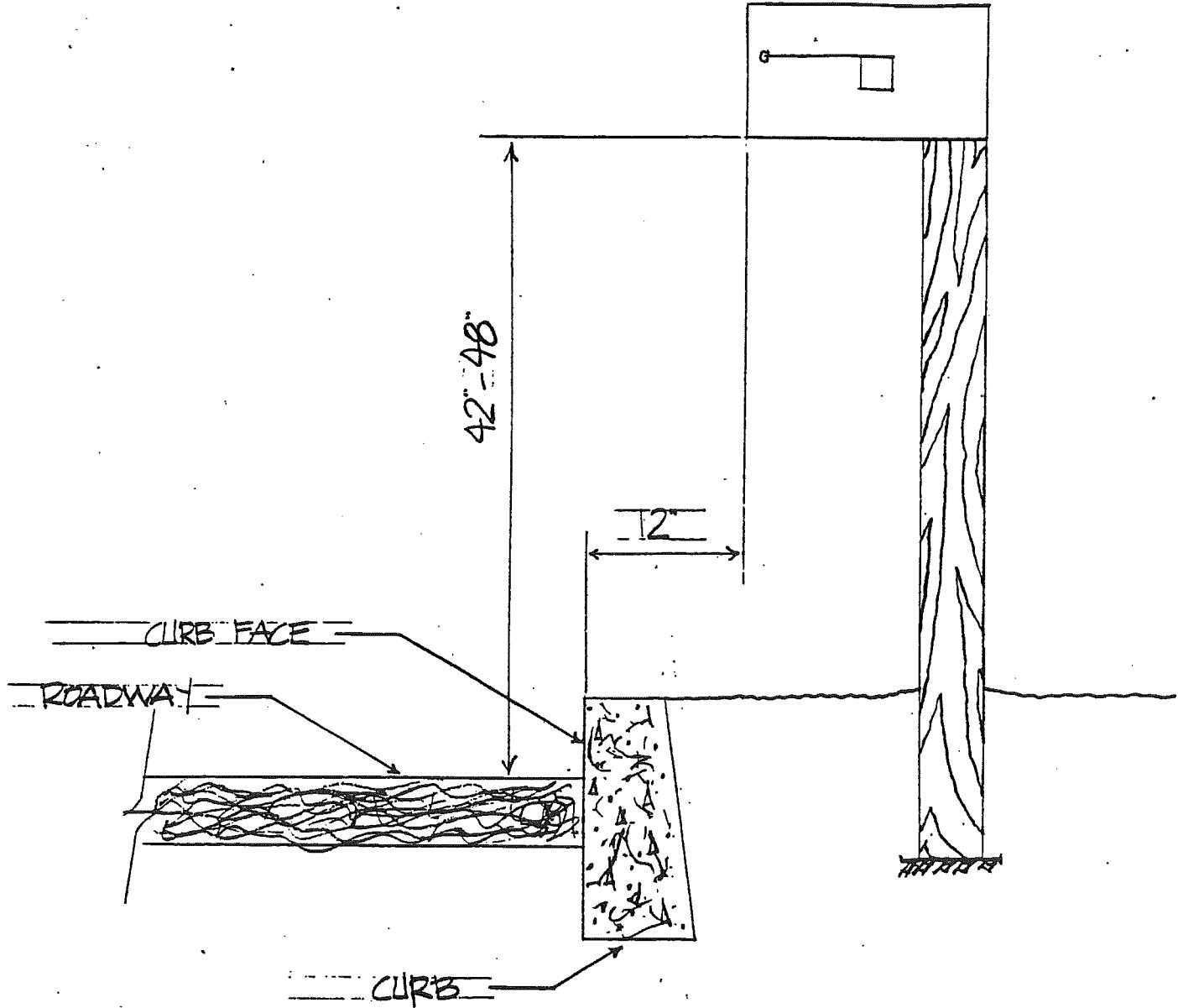
**TAKEN FROM THE AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS**

*Any Mailbox or Newspaper Delivery Box (hereafter referred to as mailbox) will not be allowed to exist on the Township's right-of-way if it interferes with the safety of the traveling public or the function, maintenance, or operation of the highway system.*

- A single mailbox must be installed with supports that are at minimum a 4" x 4" wood post or 1½" to 2" diameter standard steel pipe post embedded securely no more than 24" into the ground. Any post that is less than 4" x 4" wood or 1½ to 2" steel pipe (fluted wood post, cast iron, etc.) does not meet proper design.
- The post to box attachment should be sufficient strength to prevent the box from separating from the post top if the installation is struck by a vehicle or snow thrown by a passing plow vehicle.
- The face of the mailbox must be 12" behind the face of the curb or edge of the road. The bottom of the box must be between 42" to 48" above the road surface.
- Any mailbox that is found to violate the intent of these guidelines shall be removed from the postal patron upon notification from the Township. At the discretion of the Township, based on the assessment hazard to the public, the patron will be granted not less than 24 hours nor more than thirty days to remove an unacceptable mailbox.
- Any mailbox not meeting these standards will not be eligible for repair by the Township if any damage does occur to the mailbox during snow related removal procedures or roadwork within the right-of-way. The box and post must be maintained so it is free from rot or structural weakness during the course of its life.
- The Township Policy states that it is only responsible for damage of any mailbox or post if the Township vehicle actually makes contact with the box/post due to driver error. The post and box are mounted in the Road-Right of way, which is there for the distribution of snow and the use of utilities.

NOTES:

1. FACE OF MAILBOX TO BE 12" IN FROM CURB FACE OR EDGE OF PAVEMENT
2. BOTTOM OF MAILBOX TO BE BETWEEN 42" AND 48" ABOVE ROADWAY SURFACE.



**TOWNSHIP OF SPARTA  
65 MAIN STREET  
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**TOWNSHIP OF SPARTA  
N.J.  
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**DRAWING TITLE:  
MAILBOX LOCATION  
DETAIL**

**DATE: 02/23/03**

**12-2 BUILDING NUMBERS.****12-2.1 Title.**

This section may be known and may be cited as "The Building Numbering Regulations of the Township of Sparta" and is referred to herein as "this section." (1978 Code § 9-4.1; Ord. No. 583 § 1)

**12-2.2 Ease of Identification.**

The purpose of this section is to insure that buildings in the Township have been incorporated within the numbering system of the Township and may be so identified by emergency vehicles. (1978 Code § 9-4.3; Ord. No. 583 § 3)

**12-2.3 Display, Placement and Size of Numbers.**

All structures which have been assigned a street number from the Tax Assessor's office of the Township shall display such numbers in such a manner that they may be readily visible from the street to individuals driving the legal speed limit of such street, to both directions of traffic. Specifically, no numbers shall be less than three (3) inches in height nor less than one and one-half (1 1/2) inches in width and will be black on a light background or white on a dark background. They shall be displayed on a free standing post, fence post, mailbox, lamp post, or similar structure at the right or left side of the driveway or pedestrian walkway to the residence. Such structure must be within ten (10) feet of the driveway/walkway and within ten (10) feet of the roadway. All businesses shall have the aforementioned numbers displayed on the front wall of the building. Brass or metallic numbers, alpha characters, and Roman numerals are not to be used to satisfy this requirement but may be used as a secondary means of identification at the discretion of the homeowner or business owner. (1978 Code § 9-4.4; Ord. No. 583 § 4)

**12-2.4 Violation and Penalty.**

Any person who violates this section shall, upon conviction thereof, be liable to the penalty stated in Chapter I, Section 1-5. Each day that a violation continues shall be considered a separate and distinct violation hereof. (1978 Code § 9-4.5; Ord. No. 583 § 5; New)