

**Town of Plainfield
Mailbox Replacement Policy**

The following standard is suggested for mailbox installations:

To avoid damage from winter plowing and road maintenance, these are the requirements: the bottom of a mail box should be located 48"-50" above the surface of the adjacent road and be mounted on a wooden post with the dimensions of at least 4" x 4" (nominal) or a 2" diameter standard steel or aluminum pipe set at least 2 ½' into the ground.

The leading edge of the mailbox should be between 2 ½' -3' outside of the regularly travelled surface of a gravel road or 6"-8" from a curb.

If a mailbox is damaged or dislodged from its location as a result of road maintenance, a verbal or written report must be made to the Town Clerk within 48 hours. The Road Foreman and Road Commissioner will determine if the Town is directly responsible. If so, the Town will replace the mailbox with a standard sized, postmaster approved box and, if advisable, will work with the owner to install the new mailbox in the appropriate location. The town will not replace any box damaged because of inadequate installation, improper location, or deteriorated condition.

APPROVED by the Plainfield Selectboard 8/11/2014