

CHARLEVOIX COUNTY ROAD COMMISSION

POLICY TITLE: Damaged Mailbox

INDEX NO: 77-6

AMENDED: April 8, 2024

REVISED: Jan 25, 1999

ADOPTED: May 9, 1977

Mailboxes established within the public right-of-way have always been a challenge for the Charlevoix County Road Commission when performing road maintenance and winter snow removal. The following summary explains how the Road Commission treats mailbox damage.

1. The Road Commission will only repair or replace a mailbox or post damaged by contact with our equipment. Damage caused by ice or snow thrown by a snowplow will not be repaired or replaced.
2. Damaged mailbox will be replaced with a standard metal type of like size (either small or large) inventoried by the Road Commission. Custom built or decorative boxes will only be replaced with a metal type described above.
3. Damaged posts will be replaced by standard wooden square 4"x4" type.

The following suggestions may help save your mailbox this winter.

1. If you are leaving for the winter, please remove your mailbox and post.
2. If you have an expensive decorative mailbox, please put up an inexpensive mailbox for the winter.
3. Make sure your mailbox and base are securely attached to the post. Place a snowboard, if possible, on mailbox post. This will help prevent plowed snow from hitting your mailbox.
4. Keep snow and ice cleaned away from your mailbox and post.