



## Mailbox Installation Standards Notice

**City of Coon Rapids** snow removal crews require a 48 inch “clear zone” (page 2) between the bottom front corner of mail or paper boxes and the valley of the curb. Structures must also be placed behind the back of the concrete curbing.

The mailbox located at: \_\_\_\_\_

### *IS IN DANGER OF POSSIBLE DAMAGE BECAUSE:*

- Front bottom height of structure is too low (less than 48” high).
- Mail or paper box is located forward of the back of the curb.
- Needs refurbishing - deteriorating post or structure may not withstand impact of snow from plow.

Repair or replacement is needed.

The City of Coon Rapids will not repair or replace your mailbox if it is damaged by snow removal procedures if your mail or paper box is left in its current condition.

Questions may be directed to:  
Greg Cronin, Streets Supervisor  
763-767-6579

When repair or replacement has been completed please call 763-767-6462 to request a follow-up inspection.

Minimum height for mail or paper box: 48 inches above street level.

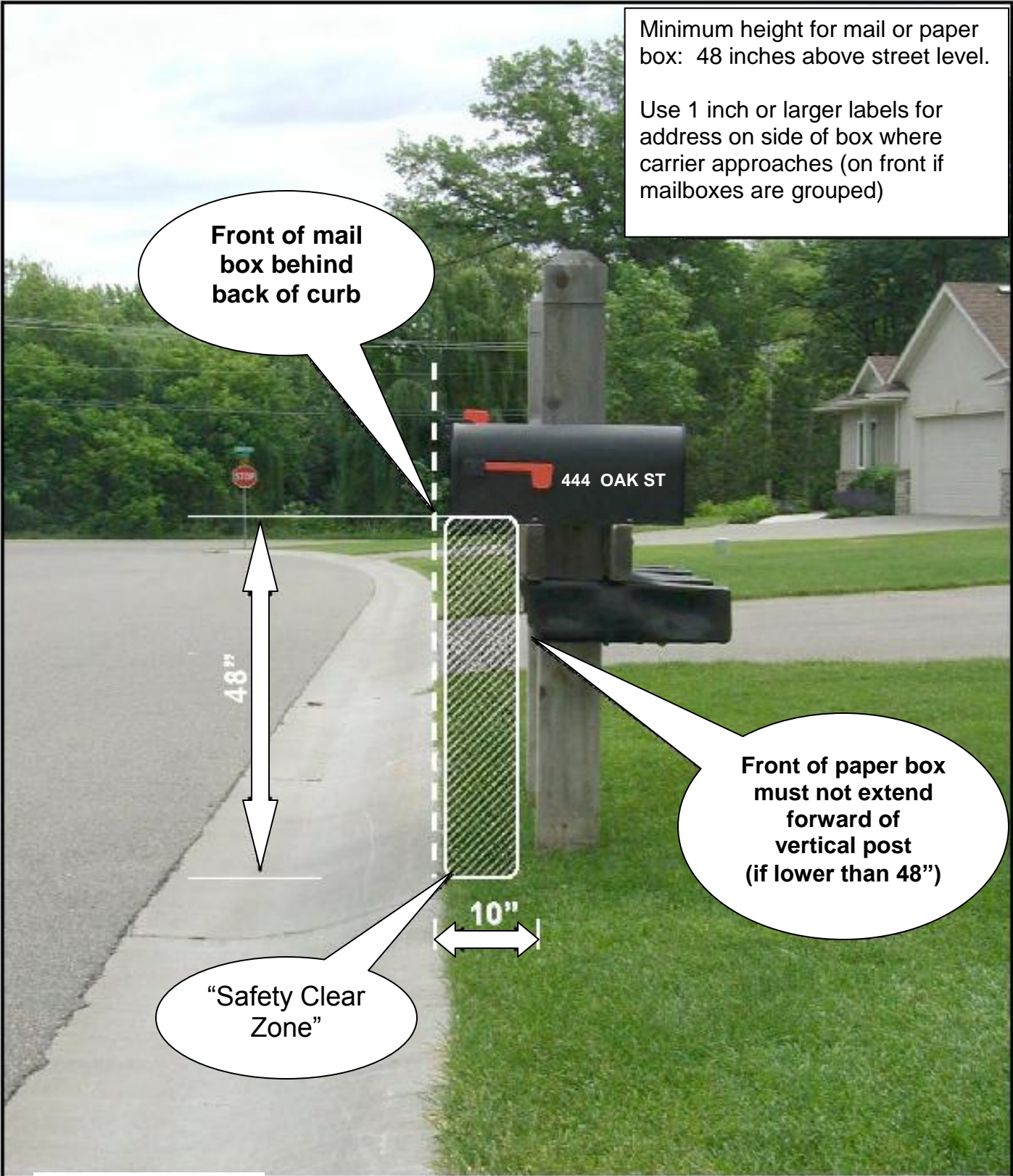
Use 1 inch or larger labels for address on side of box where carrier approaches (on front if mailboxes are grouped)

Front of mail box behind back of curb



Front of paper box must not extend forward of vertical post (if lower than 48")

"Safety Clear Zone"



### MAIL & PAPER BOX INSTALLATION GUIDELINES