

CITY OF ROCHESTER HILLS
MAILBOX REPLACEMENT POLICY

Purpose:

The intent of this policy is to update and establish the City's policy regarding repair, replacement or reimbursement for mailbox damage caused by City snow and ice removal operations.

Applicability:

This policy applies to all locations within Rochester Hills City limits.

Policy:

The City's primary objective is to promote public safety by clearing roadways of snow and ice accumulations. Damage to mailboxes may occasionally occur due to their close proximity to the roadway. Because mailboxes are usually located within the public road right of way, and the plowing of roadways is for the public health, safety and welfare, this policy deems it to be a shared responsibility between the City and residents when mailboxes are damaged during snow and ice removal operations.

All mailboxes should be installed at least six (6) inches back from the curb or road edge and shall be constructed and maintained to withstand the impact of snow pushed or discharged from snow removal equipment. The City's policy shall be to not reimburse for mailbox damage caused by impact of snow.

When the City receives a complaint that a mailbox has been damaged, an investigation of the circumstances will be conducted. If the City determines the mailbox was incorrectly installed or was not damaged by contact with City snow removal equipment, the City should not reimburse for, repair or replace the mailbox. In the case of a properly installed mailbox that is damaged by contact with City snow removal equipment, a claim may be filed with the Department of Public Services. If the DPS Director determines the mailbox was properly installed and maintained and that the damage was caused by contact with City equipment, then the City shall reimburse for, repair or replace the mailbox.

The City's reimbursement for, repair or replacement of damaged mailboxes shall be limited to an equivalent mailbox to the one damaged, up to a maximum replacement cost of \$100 unless the claimant provides to the City's satisfaction a receipt, invoice or other documentation establishing a higher replacement cost.

Superseding Effect:

This policy shall be effective immediately and shall supersede and replace any prior City Administrative or City Council policy regarding mailbox repair or replacement.