

Town of Lima Mailbox Policy

Mailboxes are to be installed in compliance with the guidelines provided by the United States Postal Service. These guidelines may be obtained from the local postmaster or by referencing “Mailbox Guidelines” at USPS.com .

During winter snow occurrences, the Town Highway Department is charged with the important responsibility of plowing roads in all conditions to maintain safe driving conditions. Unfortunately, in extreme weather conditions, mailboxes can be damaged during snow removal because they are installed close to the road within the municipal right-of-way, as a courtesy to the US Postal Service.

Mailboxes should be shoveled out so they are clearly visible. Metal mailboxes are best suited for winter conditions. Residents with custom or decorative mailboxes may wish to consider replacing them with standard metal boxes during winter.

If a mailbox and/or post erected in accordance with United States Postal Service specifications and maintained in good repair is damaged as a result snowplowing by a Town vehicle, the Town will repair or replace the mailbox with a standard rural mail box and a 4” x 4” treated wood post.

The Town is not legally responsible for damages to mailboxes erected in the highway right-of-way and any approved repairs are done as a courtesy, subject to review and determination by the Town of Lima Highway Superintendent.

During winter snow conditions, roadway plowing takes priority over all other assignments. As such, any approved repairs will be scheduled by the Highway Superintendent, as conditions permit.

To report a damaged box, please call the Town Highway Department at 582-1443.