



Rooted in **Connection**
Growing with **Direction**

PUBLIC WORKS

Wayne Sandberg, P.E., Director, County Engineer
Frank D. Ticknor, P.E., Deputy Director

Swing-Away Type Mailbox Support Request Form

Fill our form electronically or print in ink only.

Email completed form to:

Publicworks@washingtoncountymn.gov

For payment, call 651-430-4300

Or submit form and payment to:
Washington County Public Works
11660 Myeron Rd N
Stillwater, MN 55082

For Office Use Only:

Payment Date: _____

Payment Type: _____

Approved: _____

County Roads and County State Aid Highways (including installation)

_____ \$120.00 – Replace Support Only (no mailbox)

_____ \$150.00 – Replace Support and Mailbox

_____ \$150.00 – New Residential Access (no existing mailbox or support)

Non-County Road (no installation included, must be picked up)

_____ \$120.00 – Support Only (no mailbox)

_____ \$150.00 – Support and Mailbox

Name: _____

Address: _____

City: _____ State: _____ Zip: _____

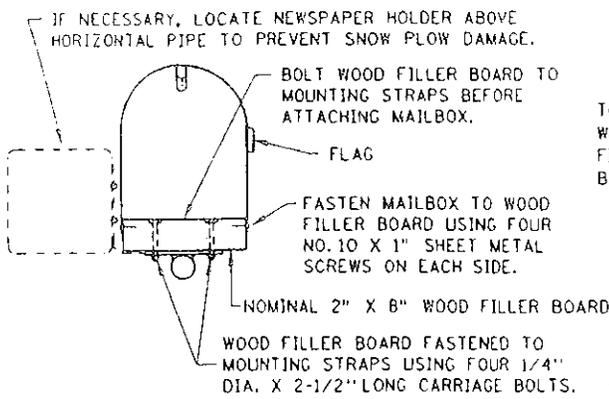
Email: _____

Phone: _____

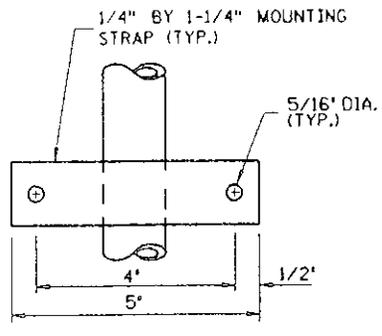
Signature

Date

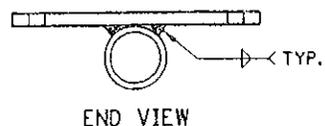
Notes:



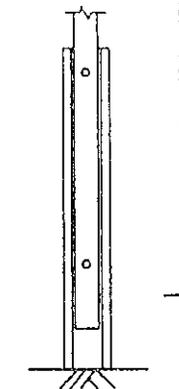
SECTION A-A



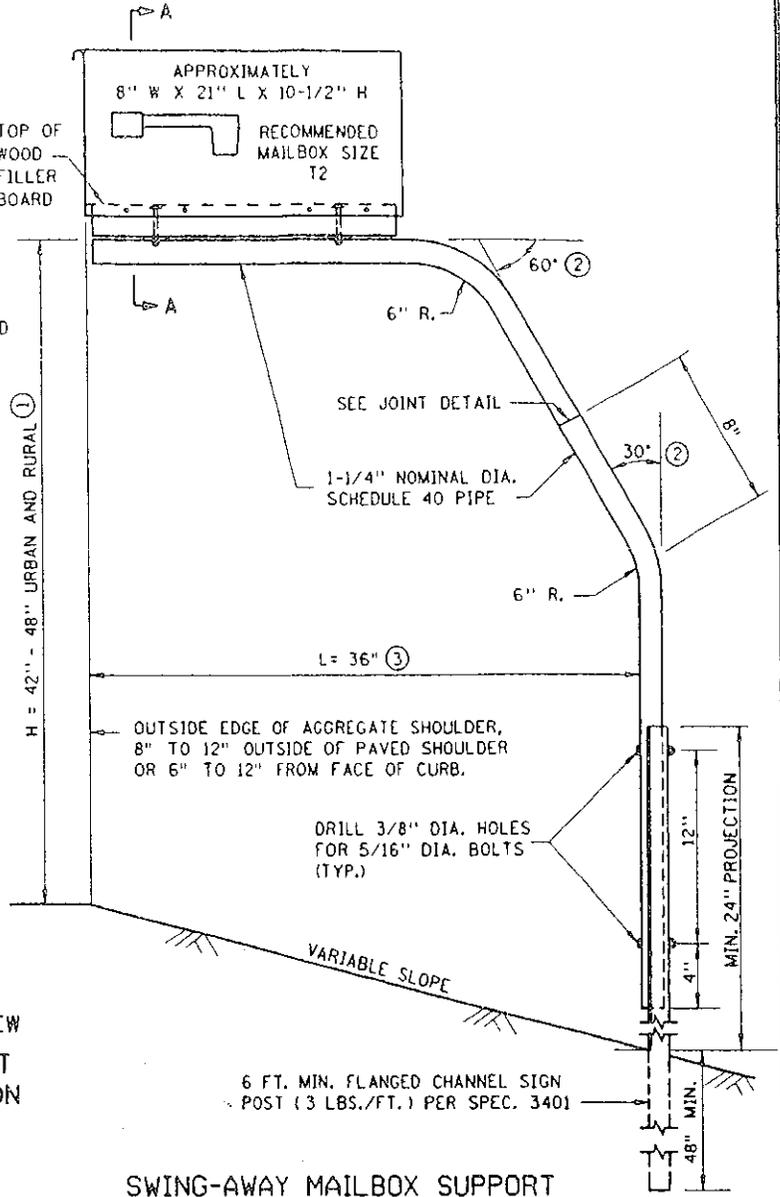
TOP VIEW



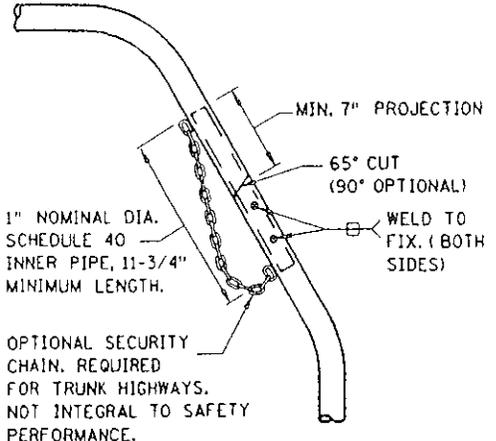
MOUNTING STRAP DETAIL



PIPE/POST CONNECTION



SWING-AWAY MAILBOX SUPPORT



JOINT DETAIL

NOTES:

MAILBOX LOCATIONS SHOULD BE STAKED BEFORE INSTALLATION FOR PROPER HEIGHT AND DISTANCE FROM THE ROADWAY. ONCE STAKED, THE INSTALLER MUST NOTIFY THE ENGINEER AND THE POST OFFICE. THE ENGINEER AND THE POSTMASTER SHALL APPROVE THE STAKED LOCATIONS PRIOR TO FINAL INSTALLATION.

THE MINIMUM SPACING (CENTER TO CENTER) BETWEEN MULTIPLE MAILBOX SUPPORTS SHALL BE EQUAL TO THE HEIGHT OF THE MAILBOX SUPPORT.

OTHER MAILBOX SUPPORT DESIGNS MAY BE USED IF THEY SATISFY NCHRP REPORT 350 CRITERIA IN ACCORDANCE WITH FHWA ACCEPTANCE LETTER, MEET MINNESOTA RULES 8818 AND U.S. POST OFFICE RECOMMENDATIONS AND ARE IN COMPLIANCE WITH MN/DOT REQUIREMENTS WHICH MAY INCLUDE THE FOLLOWING (REQUIRED ON TRUNK HIGHWAYS):

- PIPE SHALL CONFORM TO SPEC. 3362, SCHEDULE 40 OF ASTM A53/A53M.
- ALL FASTENERS SHALL CONFORM TO SPEC. 3391.
- PIPES, POST AND OTHER STEEL COMPONENTS SHALL BE GALVANIZED PER SPEC. 3392.

THE CONTRACTOR SHALL SEND THE SHOP DRAWINGS TO THE ENGINEER FOR APPROVAL. FOR QUESTIONS REGARDING DESIGN ELEMENTS AND BREAKAWAY FEATURES, CONTACT THE DESIGN STANDARDS UNIT.

- ① ANY CHANGE IN HEIGHT (H) MUST BE APPROVED BY LOCAL POSTMASTER.
- ② 45° BENDS MAY BE USED AS AN OPTION.
- ③ A 48" OR 53" CANTILEVER LENGTH (L) MAY BE USED AS AN OPTION FOR NON-TRUNK HIGHWAY USE.

APPROVED JUNE 1, 2007

M. R. K...

STATE DESIGN ENGINEER

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION

MAILBOX SUPPORT
SWING-AWAY TYPE

SPECIFICATION REFERENCE

3362
3391
3392
3401

STANDARD PLATE NO.

9350A