

**AN ORDINANCE ESTABLISHING THE STANDARDS AND REGULATIONS FOR  
THE PROPER INSTALLATION OF A POSTAL MAILBOX RECEPTACLE AND  
SUPPORT STRUCTURE OCCUPYING  
A RIGHT-OF-WAY IN THE CITY OF BYRAM**

BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF BYRAM,  
MISSISSIPPI:

Section 1: No mailbox receptacle or newspaper delivery receptacle box (hereafter referred to as mailbox) and its support structure that interferes with the safety of the traveling public or the function, maintenance, or operation of the roadway shall be allowed to exist in a City of Byram (hereafter referred to as "City") maintained right-of-way.

Section 2: A mailbox support structure installation that conforms to the following criteria in Section 5 shall be considered acceptable unless, in the judgment of City, the installation interferes of the traveling public or the function, maintenance, or operation of the City-maintained roadway. A mailbox installation that does not conform to the provisions of this regulation is considered an unauthorized encroachment.

Section 3. No mailbox shall be permitted where access is obtained from the lanes of a freeway or where access is otherwise prohibited by law or regulation. Mailboxes shall be erected according to the U. S. Postal Service Standards.

Section 4. Mailbox receptacles shall conform to the requirements of the U. S. Postal Service. Newspaper delivery receptacles shall be of light sheet metal or plastic construction of minimum dimensions suitable for holding a newspaper. Lightweight newspaper boxes may be mounted below and to one side of the mailbox support.

Section 5. A mailbox support structure shall consist of a single 4"x4" square or 4" diameter round wooden post, 6" diameter PVC pipe, or any other mailbox supports listed in the current edition of the ASSHTO Roadside Design Guide, Chapter 11. Mailboxes shall not be encased in masonry, concrete material, steel, nor placed upon or attached to any other ornamental structures including pieces or parts of farm equipment, tractors, vehicles, wagons, or similar materials.

Section 6. Where multiple (cluster) mailboxes are installed at a single delivery location, the minimum spacing between the centers of support posts shall be three-fourths the height of the posts above the ground line. Large scale mailbox clusters, Neighborhood Deliver & Collection Box Unit (NDCBU), within subdivision developments must be included in a preliminary site plan and is subject to the review and approval by the Site Plan Review Committee and the Board of Aldermen prior to installation. A large scale cluster is defined as four (4) or more mailboxes grouped together in a single location or close proximity.

Section 7: Any mailbox or mailbox support structure that is found to violate this regulation shall be considered an unauthorized structure and shall be removed by the responsible persons, firm, business or corporation upon written notification by the City. At the discretion of the City, based

on an assessment that the mailbox or mailbox structure is a hazard to the public, the person, firm, business or corporation shall be granted not less than twenty-four (24) hours or more than fifteen (15) days to remove an unacceptable mailbox or mailbox structure shall be removed by the City at the expense of the responsible person, firm, business, or corporation. In addition to other specified penalties, this ordinance shall be subject to enforcement as provided in Section 5600 of the Zoning Ordinance adopted June 2011 by the Mayor and Board of Aldermen as provided by law.

Section 8. The City will reimburse for damaged mailboxes along City rights-of-way only when it has been determined that:

- a. The damage was caused by actual physical contact with City equipment;
- b. The mailbox is of standard design and placed in conformance with this ordinance; and
- c. The mailbox and post were in good condition.

The City will NOT reimburse for mailboxes damaged along City rights-of-way when the City has determined that:

- a. The mailbox was not of a standard design or not placed in conformance with this ordinance even though it might have been damaged by City equipment;
- b. The mailbox and post were not in good condition.

The City will reimburse for qualified damaged mailboxes upon receipt of a paid invoice up to \$30 to cover the cost of materials for the repair and replacement of the mailbox. The City of Byram will not install mailbox posts or mailboxes.

Section 9: Should any section or provision of this ordinance for any reason be held void, unconstitutional or invalid, it shall not affect the validity of any other section or provision hereof which is in itself not void, unconstitutional or invalid.

Section 10. This ordinance shall be effective 30 days from and after passage.

The foregoing Ordinance, having been reduced to writing, Alderman Marble moved that said Ordinance be adopted. Alderman White seconded. The vote was as follows:

|                         |                 |
|-------------------------|-----------------|
| Alderman Alday voted:   | <u>  nay  </u>  |
| Alderman Douglas voted: | <u>  aye  </u>  |
| Alderman Ford voted:    | <u> absent </u> |
| Alderman Marble voted:  | <u>  aye  </u>  |
| Alderman White voted:   | <u>  aye  </u>  |
| Mayor Tremonte voted    |                 |

Whereupon the Mayor declared the Motion carried and the ordinance approved and adopted.

SO ORDAINED, The foregoing ordinance was approved this the 12th day of April, 2012.

CITY OF BYRAM

By/S: NICK TREMONTE, Mayor

ATTEST: By/s: ANGELA RICHBURG, City Clerk