

ORDINANCE NO. 2023-1017 A

**AN ORDINANCE REGARDING THE INSTALLATION AND MAINTENANCE OF
MAILBOXES IN THE VILLAGE OF HANOVER**

WHEREAS The Village Board intends to regulate the installation and maintenance of mailboxes to promote the health and safety of the residents of the Village of Hanover.

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF HANOVER, ILLINOIS:

WHEREAS The Village Board intends to approve an Ordinance regulating the installation and maintenance of mailboxes in the Village of Hanover.

WHEREAS, in addition to all the requirement of the United States Postal Service (USPS), all mailboxes installed on public streets, roads, alleys, and rights of way under the jurisdiction of the Village of Hanover shall conform to the requirements and be installed in the manner provided, as follows:

WHEREAS all mailboxes shall be mounted on a support structure which is either:

- 1) a minimum of 4X4 inches or a maximum of 6X6 inches, on a treated wooden post (said post to have a 2-inch hole drilled through the post to provide a breakaway point), or,
- 2) a minimum of 1 ½ inches to a maximum of 3 inches in diameter light gauge galvanized steel hollow pipe.

WHEREAS, if wooden materials are being used, it is required that they be treated for weather and insects.

WHEREAS should a masonry mailbox or matching monument be installed, no portion of the structure shall be located closer than 8 inches from any curb or sidewalk.

No masonry mailbox or masonry monument shall be larger than the following minimum standards:

5 feet high,

4 feet wide,

3 feet from the front of the mailbox monument to the rear.

WHEREAS no masonry mailbox shall be located within 30 feet of the nearest corner intersection or beyond 7 feet of the edge of a driveway. All masonry mailboxes and monuments shall have the same color, material, and dimensions.

WHEREAS it shall be unlawful for any person to install or maintain any railroad rails, ties, plastic buckets or barrels filled with sand or concrete to be used as a mailbox or mailbox support system.

WHEREAS it shall be unlawful to maintain more than one mailbox per residence. Should more than one residence be on one lot, the multiple mailboxes shall be placed in a central location in the center of the lot. All mailboxes shall be located at a minimum of 4 feet (in both directions) from any fire hydrant. Each mailbox shall be in a hole at least 36 inches in length.

WHEREAS, all mailboxes and support systems shall comply with the United States Postal Service regulations found at www.usps.com/mangage/mail_boxes.htm or www.usps.com.

WHEREAS each property owner shall provide notice to the Joint Utility Information for Excavator's (JULIE) at least 48 hours prior to the commencement of construction. Call JULIE on 811 or 800.892.0123. or www.illinois1call.com)

WHEREAS if a conforming mailbox is damaged during snow mitigation or removal activities by the Village of Hanover, the Village shall replace the mailbox with a standard wood post support and mailbox at a cost of no more than \$50.00. If a non-conforming mailbox is damaged, the Village of Hanover shall not be responsible for the repair of the mailbox.

WHEREAS any new mailboxes being installed, constructed, relocated or restructuring of existing mailboxes, must be approved by both the designated representative of the Village of Hanover and the designated representative of the United State's Service.

It is hereby ordained that the Village of Hanover approves an Ordinance to regulate the installation and maintenance of mailboxes in the Village of Hanover.

ROLL CALL VOTE:

YES VOTES: _____

NO VOTES: _____

ABSENT: _____

Don Schaible, Village President

Natasha Ritchie, Village Clerk

Published in pamphlet form this _____ day of _____, 2023.

PASSED + APPROVED AT OCT 17, 2023
BOARD MEETING