

Mailbox Placement

The installations of mailboxes are the responsibility of the property owner and shall be installed in accordance with the United States Postal Service requirements. Please click on the following link for more information.

USPS link: <https://www.usps.com/manage/mailboxes.htm>

A couple of things to keep in mind:

- Always call for utility mark outs prior to digging, it's the law. Dig Safe can be reached by dialing 811, or at www.DigSafe.com, and the Franklin DPW should be called for water and sewer mark outs at 508-553-5500.
- If you are installing a mailbox in a sidewalk, or otherwise need to excavate through concrete or asphalt within the Town's right-of-way, you will need a [Right-of-Way Excavation Permit](#) from DPW. If the work only involves the installation of a mailbox, DPW will waive the permit fee, the permit will allow us to verify that the installation was done correctly and there wasn't any damage to the sidewalk or other Town asset.
- If installing a mailbox in a sidewalk, a minimum of 36" of clear space must be maintained behind the mailbox in order to conform to accessibility standards. In some cases on narrow sidewalks, the mailbox may be located behind the curb and parallel to the curb with the opening facing traffic so the mail carrier can easily access the mailbox while also providing the necessary clear space for pedestrians.
- We highly recommend against using granite posts for mounting mailboxes. While they can be very attractive, they are expensive and can also be brittle and easily damaged. If damaged during snow operations, the Town's reimbursement limit of \$50 still applies.
- If you are relocating your mailbox, please confirm with the local Postmaster that the new location is acceptable for their delivery operations.