
**VERNON TOWNSHIP
ROAD DISTRICT
LAKE COUNTY, ILLINOIS**

ORDINANCE
NUMBER 2018-0912

**AN ORDINANCE PROVIDING REGULATION OF MAILBOX DESIGN ON
TOWNSHIP ROADS, STREETS, ALLEYS, AND RIGHTS-OF-WAY
IN VERNON TOWNSHIP ROAD DISTRICT, LAKE COUNTY, ILLINOIS**

MICHAEL LOFSTROM, Highway Commissioner

**VERNON TOWNSHIP ROAD DISTRICT
LAKE COUNTY, ILLINOIS**

ORDINANCE NO. 2018-0912

**AN ORDINANCE PROVIDING REGULATION OF MAILBOX DESIGN ON
TOWNSHIP ROADS, STREETS, ALLEYS, AND RIGHTS-OF-WAY
IN VERNON TOWNSHIP ROAD DISTRICT, LAKE COUNTY, ILLINOIS**

WHEREAS, Vernon Township Road District, Lake County, Illinois (the “Road District”), is a duly organized and existing township road district and unit of local government created under the provisions of the law of the State of Illinois, and is operating under the provisions of the Illinois; and

WHEREAS, pursuant to Sections 6-201.7 and 6-201.8 of the Illinois Highway Code (605 ILCS 5/6-201.7, 5/6-201.8) the Highway Commissioner of Vernon Township Road District is charged with the duty of maintaining, repairing, and improving the streets, roads, highways, bridges, and right of ways in the unincorporated areas of the township, as they are defined in Section 2-103 of the Illinois Highway Code (605 ILCS 5/2-103), which includes plowing and removal of snow from said streets, roads, highways, bridges, and rights of way; and

WHEREAS, pursuant to Section 6-412 of the Illinois Highway Code (605 ILCS 5/6-412), the Highway Commissioner of Vernon Township Road District is responsible for maintaining surfaces for mailbox turnouts and for the oversight of regulations governing the erection and maintenance of mailboxes on Road District roads; and

WHEREAS, the Vernon Township Road District Highway Commissioner has made a finding of necessity of imposing restrictions and limitations on the installation and maintenance of mailboxes for the safety and welfare of the township and its citizens by facilitating the effective and efficient delivery of services including, but not limited to, debris and snow removal, in

addition to protecting the property of township residents and the Road District; and

WHEREAS, it is necessary and desirable for the health, safety, and welfare of the township and its citizens, in addition to the repair and maintenance of Road District streets, roads, highways, bridges, and rights of way, to have an ordinance regulating the existing and new mailbox installation within the Road District's jurisdiction.

NOW, THEREFORE, BE IT ORDAINED by the Highway Commissioner of the Vernon Township Road District, Lake County, Illinois, as follows:

Section 1. That the above recitals and legislative findings are found to be true and correct and are hereby incorporated herein and made a part hereof, as if fully set forth in their entirety.

Section 2. In addition to all requirements of the United States Postal Service, all mailboxes installed on public streets, roads, alleys, and rights-of-way under the jurisdiction of the Vernon Township Road District, shall conform to the requirements, and be installed in the manner provided, as set forth in Exhibit A, which is attached hereto and made part hereof.

Section 3 The Highway Commissioner for the Vernon Township Road District, or his or her designee, shall have the power to enforce this Ordinance in any manner allowed by law.

Section 4. The Vernon Township Road District shall not assume any liability for damage cause to or by mailboxes not in compliance with this Ordinance and the Vernon Township Road District is authorized to seek all legal remedies again property owners where non-conforming mailboxes have caused damage to Road District property.

Section 5. Nothing herein contained shall be construed to require the Highway Commissioner, or his or her designee, to take any further action.

Section 6. If any section, paragraph, clause or provision of this Ordinance shall be held

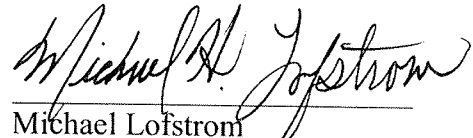
invalid, the invalidity thereof shall not affect any of the other provisions of this Ordinance.

Section 7. All ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 8. This Ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law.


ADOPTED this 12 day of ~~September~~ 2018

APPROVED by the Highway Commissioner on 9-12, 2018.



Michael Lofstrom
Highway Commissioner

ATTEST:



Barbara Barnabee
Road District Clerk

STATE OF ILLINOIS)
) SS
COUNTY OF LAKE)

CERTIFICATION

I, BARBARA BARNABEE, DO HEREBY CERTIFY that I am the duly qualified and elected Clerk of the Vernon Township, Lake County, Illinois, and am the *ex officio* clerk for the Highway Commissioner, and that as such Clerk I do have charge of and custody of the books and records of the Vernon Township Road District, Lake County, Illinois.

I DO HEREBY FURTHER CERTIFY that the foregoing is a full, true and correct copy of Ordinance No. 2018-0912 “**AN ORDINANCE PROVIDING REGULATION OF MAILBOX DESIGN ON TOWNSHIP ROADS, STREETS, ALLEYS, AND RIGHTS-OF-WAY IN VERNON TOWNSHIP ROAD DISTRICT, LAKE COUNTY, ILLINOIS**” adopted and approved by the Highway Commissioner of the Vernon Township Road District, Illinois on 9-12-, 2018.

IN WITNESS WHEREOF, I have hereunto affixed my hand and the Corporate Seal of Vernon Township, Cook County, Illinois this 9th day of Sept. 2018.



BARBARA BARNABEE
Road District Clerk
Vernon Township
Lake County, Illinois

EXHIBIT A

(Mailbox Installation Policy & Guide)

MAILBOX INSTALLATION POLICY & GUIDE

Vernon Township Road District
Lake County, Illinois

In addition to all requirements of the United States Postal Service, all mailboxes installed on public streets, roads, alleys, and rights-of-way under the jurisdiction of the Vernon Township Road District, shall conform to the requirements, and be installed in the manner provided, as follows:

I. MAILBOX POST

All mailboxes shall be mounted on a support structure which is a minimum of 4 by 4 inches, or a maximum of 6 by 6 inches treated wood post, or a minimum of 1 1/2 inches to a maximum of 3 inches diameter light gauge galvanized steel hollow pipe.

If a 6 by 6 inches treated wood post is used, a 2-inch hole is required to be drilled through the post at ground level to insure breakaway.

It is the recommended that all mailbox posts shall be composed of treated wood.

Any other support structures such as, but not limited to, masonry columns, railroad rails and ties, tractor wheels, plow blades, milk cans, or barrels filled with concrete are expressly prohibited and shall be declared non-conforming and subject to enforcement proceedings by the Road District.

II. MAILBOX

The mailbox must be in a form expressly approved by the United States Postal Service and approved and must be securely attached to the Mailbox Post.

III. INSTALLATION

In order to locate so all underground utilities and other potential hazards, before any mailbox installation may begin, the property owner must obtain approval and clearance from the Joint Utility Locating Information for Excavators (JULIE) and the Lake County Public Works.

As of August 2018,
JULIE may be reached by calling: 1-800-892-0123; and
Lake County Public Works may be reached by calling 847-377-7500.

Property owners must call the above agencies at least 48 hours before mailbox installation is to commence.

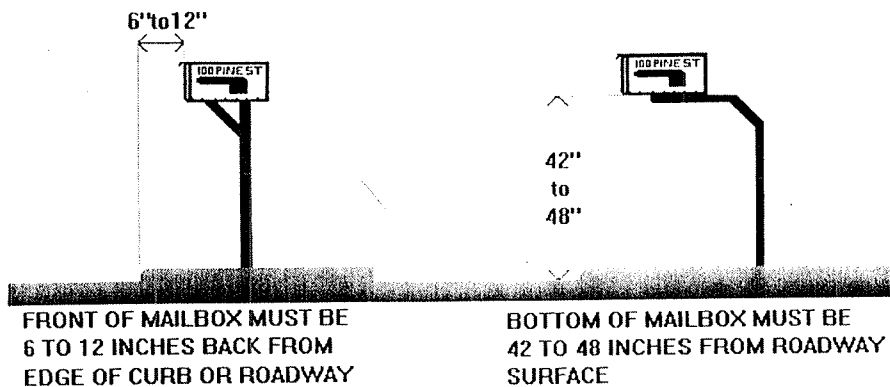
Failure to obtain approval and clearance prior to installing a mailbox may result in serious physical injury, damage to utility lines, and may result in violations of state law.

IV. MAILBOX POST PLACEMENT

All Mailbox Posts must be located 4 feet from any fire hydrant.

The hole should be approximately 36 inches deep to deter frost heaving. A small amount of concrete placed in the hole will help set the post in place.

The following diagram depicts the required installation and placement requirements as set forth herein:



V. DAMAGED MAILBOXES

If a mailbox conforming with all aspects of this Mailbox Installation Policy & Guide is damaged by Township and/or Road District equipment when plowing snow, the Township and/or Road District shall replace the affected mailbox with a standard, wood post and support mailbox at a cost of no more than \$40.00.

If a non-conforming mailbox is damaged, the Township and/or Road District shall not replace the mailbox and shall initiate proceedings to recover damages incurred to Township and/or Road District property and/or equipment.