



MEMO

July 1, 2014

To: All District Engineers

From: F. Howard Holland, P.E.,
Director, Maintenance Division

Subject: 2014 Mailbox Standards

The Maintenance Division has revised the TxDOT Mailbox Standards. These revisions highlighted in the attached drawings are listed below.

MB14 (1) replaces MB11 (01).

Sheet 1 of 4

- Added new Lockable Architectural Mailbox and Architectural Mailbox Size table.
- Added Secure Newspaper Receptacle with Casting DHT 158358 U-bolt, DHT 163731 or similar to the Octagonal mailbox support.
- Changed year specific reference to the latest TxDOT [Pedestrian Facilities Curb Ramps Standard](#) *PED-XX for pedestrian facilities.

Old Note: Mailbox installations in sidewalk areas shall be in accordance with the Design Division standard PED-05 for pedestrian facilities.

New Note: Mailbox installations in sidewalk areas shall be in accordance with the latest TxDOT Pedestrian Facilities Curb ramps standard *PED-XX for pedestrian facilities.

*PED-XX: XX is the standard year for example PED- 12, PED-13, etc.

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Added details for lockable architectural mailbox referenced in top right corner of sheet 1 of 4.

Sheet 3 of 4

- New change to install wedge DHT 160892 flush with top of 12" diameter 30" deep concrete foundation. All new concrete foundations are to be 30" deep and flush with the ground to allow for future use as a multiple mailbox mount.

Sheet 4 of 4

- Added the following DHT numbers to cover the range of bolt dimension: 3/8" diameter, 3¾-inch to 4-inch length specified on page 2 of 4 for bolting angle bracket to the mailbox support post:

DHT #160698, DHT #163750, DHT #160701, DHT #163730, DHT #160699, DHT #160700.
See Sheet 4 of 4 for description of these DHT numbers.

- Added Lockable architectural Mailbox details and Single-Mount Installation Parts table for Lockable architectural Mailbox

Mailbox Placement and Spacing

Mailboxes are routinely installed behind curbs and in sidewalks areas. Some of those installations impact critical pedestrian design traffic such as for the visually and physically challenged. Our preference would be not to install them in sidewalk areas, but this is not always practicable due to site constraints.

Following the basic pedestrian safety philosophy and intent of the [Americans with Disabilities Act of 1990](#), the [Architectural Barriers Texas Accessibility Standards \(TAS\)](#), the Maintenance Division has come up with guidelines addressing impacts on persons with disabilities traversing such facilities.

MB 14(2) _Placement & Spacing now replaces MB09 (2) and addresses Mailbox installations behind curbs without sidewalks and behind curbs in sidewalk areas. They also cover single mailbox mount and multiple mailbox mount situations.

These guidelines, which are available for immediate use on all construction and maintenance projects as required, have been published at the following site:

<http://www.dot.state.tx.us/insdot/orgchart/cmd/cserve/standard/maintcad.htm>.

If you have any questions or comments, please contact Carolyn Dill, P.E, Deputy Director, Maintenance Division at 512-416-3056, Justin Obinna, P.E. at 512-416-3108 or Larry Buttler, P.E. at 512-416-3240.

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Maintenance Engineers

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