

ORDINANCE NO. 1868

**ORDINANCE ADDING CHAPTER 12.36 MAILBOXES TO TITLE 12 OF THE CITY OF CREST HILL CODE OF ORDINANCES**

Adding Section Governing the Placement, Encroachment, and Settlement Limits on Mailbox Claims

WHEREAS, the Mayor and City Council of the City of Crest Hill, Illinois (City) has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Mayor and City Council have seen fit to enforce regulations regarding encroachments on public ways in order to promote the health, safety, and welfare of the citizens of the City of Crest Hill; and

WHEREAS, the Mayor and City Council recognize that, in order to protect the City of Crest Hill from unnecessary liability, regulations regarding the placement of mailboxes on public parkways should be enacted; and

WHEREAS, the Mayor and City Council recognize that these regulations should be designed to conform with the guidelines of the United States Postal Service; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Crest Hill, Will County, Illinois, as follows:

SECTION 1: The Mayor and City Council hereby find that the recitals contained in preamble of this Ordinance are true, correct, and complete and are hereby incorporated into this Ordinance by reference.

SECTION 2: That Chapter 12.36, of the Code of Ordinances shall be added to read as follows:

**CHAPTER 12.36 MAILBOXES.**

Section

12.36.010	Placement
12.36.020	Settlement
12.36.030	Temporary Mailbox
12.36.040	Notifications

**§ 12.36.010 PLACEMENT.**

Mailboxes which are placed in any parkway shall be positioned as follows: no less than six nor more than eight inches from the back of the curb; if there is no curb, then six to eight inches from the paved portion of the roadway. The height of the mailbox shall be not less than forty-one

inches, nor more than forty-five inches from the ground to the bottom of the mailbox. Mailboxes must be made of permanent materials and have no "temporary" fixtures (i.e. bungee cords, duct tape, etc.)

#### **§ 12.36.020 SETTLEMENT.**

The City of Crest Hill shall not be liable for, nor shall pay any damages for, any mailbox which is placed in violation of Section 12.36.010. If a mailbox is damaged as a result of municipal snow removal operations, and the City of Crest Hill is liable for damage caused to the mailbox, the City shall pay no more than one hundred dollars (\$100.00) per claim. This figure represents the maximum recoverable amount for a standard mailbox. In order to receive the claim the fix for the mailbox must be considered permanent which would include, a whole new mailbox, new sleeve, new box. Permanent shall not include bungee cords, duct tape, wood shims, or bailing wire. The City of Crest Hill shall not replace any wrought iron, customized, decorator type, stone, or other special-order mailboxes in-kind. Such units are placed within the public right of way strictly at the risk of the property owner. The City's liability shall not exceed the replacement cost of a standard mailbox. Homeowners who believe they have a claim, should call the Public Works Department to report it. Once the claim is found to be valid, homeowner will fill out the Claim form, and turn that in with a receipt of the cost of the mailbox repairs, as it is up to the resident to fix their own mailbox. Reimbursement of no more than one hundred dollars (\$100.00) shall be paid upon receipt of paperwork.

For situations with more than one mailbox per post the following will apply:

2 Mailboxes-\$150

3 Mailboxes-\$175

4 or more Mailboxes-\$200

#### **§ 12.36.030 TEMPORARY MAILBOX.**

The City of Crest Hill will, if requested, place a temporary mailbox at the home a residence where the City of Crest Hill is liable for damage. A temporary mailbox will be placed at the home until April 15.

#### **§ 12.36.040 NOTIFICATIONS.**

The City of Crest Hill, by October 1 of each year will notify any and all residents who are in violation of this ordinance through the US Post Office. Any resident who complies with the ordinance must notify Public Works to inspect the positioning of the mailbox.

**SECTION 3:** In the event that any provision or provisions, or portion or portions of this ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of the remaining provisions or portions of this ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions.

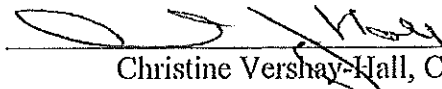
SECTION 4: All ordinances directly in conflict with the terms of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be deemed severable, and the invalidity of any portion hereof shall not invalidate the remainder.

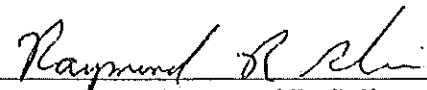
SECTION 6: This Ordinance shall be in full force and effect after its passage, approval and publication as provided by law.

PASSED THIS 2nd DAY OF AUGUST, 2021.

	AYE	NAY	Absent	Abstain
Aldersperson Scott Dyke	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson Claudia Gazal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson Darrell Jefferson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson Tina Oberlin	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson Mark Cipiti	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson Nate Albert	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson Joe Kubal	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Raymond R. Soliman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Aldersperson John Vershay	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

  
Christine Vershay-Hall, City Clerk

APPROVED THIS 2nd DAY OF AUGUST, 2021.

  
Raymond R. Soliman, Mayor

ATTEST:

  
Christine Vershay-Hall, City Clerk



# Mailbox Damage Reimbursement Form

Name \_\_\_\_\_

Address \_\_\_\_\_

Date Damage Occurred \_\_\_\_\_

Cost to Repair \_\_\_\_\_

Number of Mailboxes

- One
- Two
- Three
- Three or more

Please attach receipts to the back of this form- Call Public Works at 815-741-5108 for an inspection of your repaired mailbox.

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For Internal Use Only:

Date Submitted \_\_\_\_\_

Date Inspected \_\_\_\_\_

Date Approved for Payment \_\_\_\_\_

Approved By \_\_\_\_\_

Date Paid \_\_\_\_\_