

COUNCIL POLICY

SUBJECT: SUPERMAILBOX LOCATION POLICIES	DATE: April 3, 1989 Revised:
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This policy establishes the guidelines for location of Canada Post supermailboxes within the District of Saanich. There are four sections:

- A) Traffic safety considerations
- B) Improvements and maintenance
- C) Number of boxes
- D) General conditions

A) Traffic Safety Considerations

The purpose establishes the guidelines for location of Canada Post supermailboxes from a traffic safety standpoint:

<u>Item</u>	<u>Minimum Clearance from Face of Box</u>
1. Cul-de-sac Island Curbs	1.5 metres from curb
2. Intersection Traffic Control:	
a) Uncontrolled - (Absence of any signs or signals)	20 metres from intersection point of adjacent corner curb alignments.
b) Stop or Yield Signs	One block back from Stop or Yield signs at intersections with major streets 20 metres back from Stop or Yield signs at intersections with collector or residential streets.
c) Traffic Signals	Two blocks from traffic signals.
3. Driveway	3 metres from edge of driveways.
4. Street Curbs/Road Edges	*3 metres from street curbs. *4 metres from edge of pavement without curbs.

- 5. Sidewalk 0.5 metres from back of sidewalks, however, this clearance must not reduce the Condition #4 clearances.
- 6. Major Streets No supermailboxes shall be located on major streets.

*If clearance causes encroachment into private property, this location is not suitable for supermailboxes.

B) Improvements and Maintenance

The purpose of this section is to identify Canada Post improvements and maintenance requirements at supermailbox locations.

<u>Item</u>	<u>Requirement</u>
1. Sidewalk	Pedestrian/Handicap access to face of supermailbox from street, must be provided and constructed in accordance with the Municipal Standard Engineering Specifications and the Province of British Columbia Building Code.
2. Clean Up	Major clean-up twice a year and minor clean-up on demand.
3. Landscaping	Screen impact of supermailboxes adjacent to residential developments as required.
4. Maintenance	Refuse in proximity of supermailboxes to be collected on a regular basis. The frequency of this refuse collection shall be increased as required to resolve any litter problems.

C) Number of Boxes

The purpose of this section is to limit the number of boxes at supermailbox locations.

<u>Street Classification</u>	<u>Number</u>
Residential	38
Collector	38

