

June 22, 2011

Pinery Pointe Filing 20
Home Owners' Association

Homeowner Curbside Mailbox Standards and Specifications

Mailbox and Support Structure Overview and Standards:

All mailboxes and support structures in Pinery Pointe Filing 20 shall be constructed and installed to these Standards and Specifications. Options as indicated in this paper for coatings, construction materials and ground anchorage are provided to allow homeowners choices based on durability and cost. The final homeowner selected construction materials, coatings and ground anchorage as per the standard options indicated in this paper are the sole choice and responsibility of the homeowner.

Mailbox and Support Structure Maintenance and Upkeep:

Mailboxes and support structures shall be properly maintained and painted repairing any damage and deterioration as necessary.

Metal Mailbox Standards:

The mailbox receptacle is of traditional design, approved by the U.S. Postal Service, constructed of metal and personalized with the street number and street name. Examples of acceptable mailbox sizes and durability are as follows:

Manufacturer: Gibraltar Industries

- Model: Standard Size Tuff Body Vandal Resistant
- Manufacturer Number: TB1B0000
- Construction: 20 lb. Heavy Steel Plate with Stainless Steel Piano Hinged Door and metal red flag
- Dimensions: 7-3/8" wide x 10" high x 20-1/2" deep
- Warranty: Lifetime
- Color: Black which will require changing color to Quail

Manufacturer: Post Master Mailboxes (Lowe's)

- Model Number: C1100W00
- Construction: 30% heavier than standard mailboxes
- Dimensions: 6-1/2" wide x 8-3/4" high x 19" deep
- Color: White which will require changing color to Quail

Manufacturer: Ironside Rural Mailbox (Lowe's)

- Construction: 20 lb. Steel with Magnetic Door Latch
- Dimensions: 7-1/4" w x 9-3/4" high x 20-1/2" deep
- Color: As required, change color to Quail

Mailbox Post and Support Structure Construction Standards:

Refer to accompanying drawings for specifications and dimensions. The post (4"x4") and support structure may be constructed of pressure treated (rot resistant) wood or synthetic plastic materials. The design at the top of the post is a 1" bevel at 45 degrees with two slot cuts beginning 2" from the bottom edge of the bevel and 1/2" deep with 1" between the two slot cuts.

Mailbox, Mailbox Support Structure Coating Methods and Color Standards:

This Standard and Specifications paper offers two different methods for coating mailboxes and metal support brackets. Each method offers advantages and is at the discretion of the homeowner based on their consideration of durability, cost and simplicity of application. All mailboxes and support structures shall meet the Standards and Specifications for coatings indicated below.

- **Method 1 - Painting:** For painting, the mailbox structure (metal mailbox, metal brackets, post and the curved brace) shall be covered with a minimum of two coats of paint using the paint color "Quail" (Paint Code 5384D) which is manufactured by Kwal. A Kwal paint store is located at 18403 Longs Way, Parker, Co 80134, Phone: (303) 840-4947.
- **Method 2 - Powder Coating:** As an option for homeowners, mailboxes and metal anchorage brackets may be powder coated matching the Kwal paint color "Quail". Powder coating is durable and has more longevity than traditional paint coatings. The contact information for a vendor that has applied mailbox powder coating in the past, matching the Quail color, is as follows: CW Elaborations, Inc., 2430 West 62nd Court, Denver, CO 80221, Phone: (303) 292-5590, E-mail: cwelaborations@earthlink.net. The information for this vendor is provided as a convenience/example and is not intended to limit the use of other powder coating vendors who can match the Quail color. The powder coating color from this vendor that matches the Kwal "Quail" color is RAL 7006 - Beigegrau.

Mailbox Marking Standards - Resident Address, Street Number and Street Name:

The street numbers and street name shall be located on both sides of the mailbox. The numbers shall be 2.7" high and the letters for the street name shall be 1.4" high. The numbers and letters shall be placed on each side of the mailbox on two separate lines as indicated on the accompanying drawings. The numbers and letters are ordered and made for a specific home address, using black vinyl material with integral sticky adhesive and peel away backing.

The home address is manufactured as two separate units; one unit for the numbers on the first mailbox line and one unit for the street name on the second mailbox line. The mailbox address (numbers & letters) markings are available from Parker Signs Inc., 10315 South Progress Way, Unit 10, Parker, CO 80134, Phone: (303) 841-9621, E-mail: ParkerSignsInc@aol.com.

Parker Signs maintains these mailbox-marking standards under Pinery Pointe Filing 20 Home Owners' Association and they can be readily made matching the existing style of print. While prices are subject to change, as of December 20, 2010 the costs were as follows:

- \$35 for one set (one complete marking for each side of a mailbox)
- \$40 for one set with markings installed by Parker Signs on each side of a mailbox

Mailbox Ground Anchorage Methods and Standards:

This Standard and Specifications paper offers three different methods for anchoring mailbox structures to the ground. Each method offers advantages and is at the discretion of the homeowner based on their consideration of durability, cost and simplicity of installation. All mailboxes shall be installed to the Standards and Specifications in this paper and the dimensions indicated on the accompanying drawings.

Mailboxes should be installed as close to the street as possible just off the sidewalk on the homeowners' property providing the most efficient access for Postal delivery. The U.S. Postal Service states; "Generally, the boxes should be installed with the bottom of the box at a vertical height of between 41 – 45 inches from the road surface. The post or other support for a curbside mailbox must be neat and of adequate strength and size." The H.O.A. interprets the road surface reference point to be the line/change in elevation at the gutter and curb. Considering a typical location of a mailbox just off the sidewalk and to fall within the U.S. Postal Service specifications, the bottom of the mailbox is determined to be 38" above the ground. The total height of the mailbox post is 60". These dimensions are specified in the three mailbox figures/drawings that are attached.

- **Method 1 (Figure 1) – Post Set in Compacted Soil:** The 4" x 4" mailbox support post is set in the ground to a depth of 30" to 32" with soil compacted around the post. Note: If the post is placed in a sod area, this method provides no protection from grass edger contact which results in deterioration and damage to the base of the post over time. Direct contact with moist soil can also result in rot and deterioration. This method requires digging and more effort than the two optional methods described below to subsequently replace a damaged or deteriorated post.

- **Method 2 (Figure 2) – Ground Driven Metal Speed Post:** Driving into the ground, a metal tapered Speed Post (spike) incorporating a metal square sleeve adapter on top designed to receive a 4”x 4” post. A 4”x 4” mailbox support post is then inserted into and screwed to the metal square sleeve adapter. These metal Speed Posts are specifically made for mailbox installations and are available at most home improvement stores. This method is likely the most simple and cost effective. Note: The 4”x 4” metal square sleeve post adapter rises 5-5/8” above grade up the side of the post providing a level of protection from grass edger contact, damage and deterioration. The Speed Post is manufactured by USP Structural Connectors with a designation of SFP 30. While prices are subject to change, as of December 20, 2010 the costs was \$18.76 at major home supply stores.
- **Method 3 (Figure 3) – Concrete Pad Base:** Pour an 18” square by 7” to 10” deep concrete pad with the top of the pad 2” above grade/grass level. Insert 4 steel threaded “J” bolts (6” to 8” long x 1/2” diameter) into the soft concrete pad before it dries. The “J” bolt spacing should match the pattern of the 4 holes in the Bolt Down metal bracket mounting plate. The Bolt Down bracket has a combination flat metal plate with a square metal sleeve 5-5/8” high on top that accepts a 4”x 4” mailbox support post. Bolt the flat side of the Bolt Down metal mounting bracket to the 4 “J” bolts on top of the concrete pad. Insert the 4”x4” mailbox support post into the square sleeve of the Bolt Down bracket and secure the post to the square sleeve with screws. The Post Anchor is manufactured by USP Structural Connectors. While prices are subject to change, as of December 20, 2010 the costs was \$16.53. Note: While this method requires some additional effort when compared to the two previous described methods, it provides the maximum support and protection to the mailbox support post against grass edger contact, damage and deterioration from continuing contact with moist soil. This method allows for an efficient replacement of the 4”x 4” support post without digging or disturbing the ground.

Mailbox Repair and Construction Resource:

While the Board as representatives of the Home Owners Association does not make recommendations or endorsements, the contact information for a resource to repair or replace mailboxes is indicated below. This resource has performed the subject services in the past and is familiar with the Pinery Pointe Mailbox Standards and Specifications. Any such work performed by the resource is strictly between the resource and the homeowner and is the sole responsibility of the homeowner. For future reference, information concerning mailbox maintenance, repair and replacement has been included on the Pinery Pointe Web Page.

Resource:

Company: A Higher Level Handyman Inc.

Company Owner: John Arnett

Address: 8284 East Carriage Circle

Parker, Colorado 80134

Phone: (720) 244-2274

E-Mail Address: whitepineco@msn.com

Douglas County Contractor License Number: C100044

Scope of Mailbox Work: Painting, Repairs including Complete Replacement

Contact and Information:

For any questions, contact the Pinery Pointe Filing 20 Homeowners Association Board of Directors.