

Current USPS codes outlined:

Rehab/Replacements for Multi-family

- Historically USPS has approved 1:1 replacement for legacy 4B/4B+ horizontal units if there are NO changes in layout, unit, design, location, etc. This has changed and USPS has updated their Postal Operations Manual to communicate that any remodel or renovation project should comply with the current standards and be upgraded to 4Cs or CBUs.
- The 1:1 replacement now applies to repair parts and damaged doors that don't require full unit replacement.

Non-approved 4C units

- USPS specifically states that the 4C pedestal and cabinet (Depot) mount units are NOT approved. Although Surface mount units have not been specified in the bulletin, USPS does state the approved install method for 4C units is recessed in the wall and although some offices are using discretion with approvals, others are enforcing that Surface mounts are not an approved install method.

Parcel Locker Requirements

- As of July 2020, USPS requires a minimum 1:5 tenant door to parcel locker ratio is met for multi-family communities.
- Parcel lockers must be **15" high** to comply with the 1:5 tenant door to parcel locker ratio.
- The 4CADD-10 unit is a popular 100% ADA unit as it appears to comply with the 1:5 tenant door to parcel locker ratio. Please note, that although some USPS offices have used their discretion to approve these units, they in fact do not comply with the 1:5 ratio because of the smaller parcel locker. The reason these units were USPS approved in the past is because prior to July 2020, USPS required a ratio of 1:10 which made the 4CADD-10 a compliant unit. The recommended ADA unit would be the **4CADD-09**.

Minimum/Maximum Reach Requirement Overview (USPS, FHA, ADA)

Agency	Forward Min	Side Min	Forward Max	Side Max	Note
USPS Mailbox	28"	28"	67"	67"	Please note ADA specifies that at least 5% of the mailboxes meet accessibility guidelines.
USPS Parcel Locker	15"	15"	67"	67"	
ADA (Mail & Parcel)	15"	15"	48"	48"	
FHA (Mail & Parcel)	15"	9"	48"	54"	

Please Note: To meet ALL installation specifications, plan for mailbox modules that fit between 28"–48" above finished floor.

Modules containing both mailboxes and parcel lockers can be installed between 15"–48" above finished floor

Installation Height points of Reference

- Max Height – measures the center lock of the highest tenant door. Max height can measure 67" (USPS/partial 5% ADA), 54" (FHA), or 48" (100% ADA) from the finished floor.
- Access Door – measures the center point of the master access door lock and must be **36"- 48"** above the finished floor.
- Minimum Install Height – Measures from the bottom shelf and is determined by the bottom compartment type. Tenant door is 28" and Parcel locker is 15" from the finished floor.