

Tom Schumacher

From: Strawser, Michelle M - Sunbury, OH <Michelle.M.Strawser@usps.gov>
Sent: Tuesday, December 1, 2020 10:45 AM
To: Tom Schumacher
Subject: RE: Four Winds Commons Mail Kiosk for approval

This location for the cluster mail box will work.

Michelle M. Strawser
Postmaster Sunbury
267 W. Granville St
Sunbury, Ohio 43074
(P) 740-965-2471
(F) 740-965-4611

From: Tom Schumacher [mailto:tom@rdlarchitects.com]
Sent: Tuesday, November 24, 2020 11:38 AM
To: Strawser, Michelle M - Sunbury, OH <Michelle.M.Strawser@usps.gov>
Cc: Margaret Kavourias <margaret@rdlarchitects.com>
Subject: [EXTERNAL] Four Winds Commons Mail Kiosk for approval
Importance: High

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Michelle,

Per our discussion, please see the attached proposed mail kiosk for your approval. The proposed project is at 3B's and K Road. The mail kiosk is based on the following:

- Mail kiosk is located at the entrance of the property (north of the Clubhouse) – See attached key plan.
- Parcel to mailbox design is 5 to 1.
- Mailboxes required = 296
- Mailboxes provided = 296
- Parcel boxes required = 59
- Parcel boxes provided = 65

Please review and comment at your earliest convenience. If you have any questions please contact me at 440-477-0722 (cell number).

Respectfully,

Thomas Schumacher



Thomas Schumacher RA
SENIOR PROJECT MANAGER

16102 Chagrin Blvd. / Shaker Heights, Ohio 44120
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