



## Sycamore Run Homeowners Association

### Mailbox & Post Replacement Info & Standards - 12/2025

**Vendor of Record:** Otto's Streetscape Solutions  
**Online:** [www.ostreetsscape.com](http://www.ostreetsscape.com)  
**Phone:** 317-886-4400 local or 877-55-POSTS toll free  
**Email:** [info@ostreetsscape.com](mailto:info@ostreetsscape.com)  
**Address:** 2449 E. Main Street, Greenwood, IN 46143



**100% Employee Owned**

In accordance with the Sycamore Run HOA Covenants and Architectural Standards, all mailboxes and posts must be uniform in design and purchased exclusively through Otto's Streetscape Solutions. This requirement ensures consistency and long-term durability throughout the community.

Homeowners may choose to have Otto's complete the installation or handle the installation themselves; however, all materials must be picked up directly from Otto's.

*Please note: All prices below in this document reflect the HOA's 10% vendor Discount. An additional week of savings opportunity of up to 5% will be announced this Spring, offering residents an extra discount during a limited promotional period.*

#### 1. Mailbox Specifications

As of November 2025, the Board has approved an update to the mailbox standard, increasing the required size from the small T1 to the medium T2 model. The comparison below illustrates the differences between the two sizes.

Approved Size	T2 (Medium) - 10.75" (H)x 8.5" (W)x 20.25"(L)
Finish / Color	Powder-Coated Beige
Address Labeling	Cocoa Vinyl (numbers only), small Caxton font applied to both sides
Vendor	Otto's Streetscape Solutions
Approved Materials	Steel mailbox per USPS specifications



**Small T1**

8.75"(H) x 6.75"(W) x 19"(L)



**Medium T2**

10.75"(H)x 8.5"(W)x 20.25"(L)

#### Mailbox Replacement Cost Options:

Do-It-Yourself Pickup & Installation	\$101.12
Otto's Installation	\$131.12

#### Vinyl Letter Replacement

For residents needing to replace the vinyl address numbers on their mailbox, the following standard (pre-discount) prices apply:

Do-It-Yourself Pickup & Installation	\$19.26
Otto's Shipping to Home Only	\$31.03

## 2. Post Specifications

The existing mailbox post design will remain unchanged with the transition to the larger mailbox size (T2). However, all installations must continue to meet USPS mailbox placement and height requirements, which are outlined later in this document. Additionally, if your current mailbox or post does not match the standard design provided by our approved vendor, the mailbox post will need to be replaced to ensure uniformity throughout the neighborhood.

Material	Blunt 4x4 Cedar Post with Standard Support
Finish / Color	Otto's Sage Brush – Sherwin Williams® approved color (Color Code and Barcode to the right)
Installation Height & Setback	Must comply with USPS and HOA standards (exact measurements to be listed below)

From USPS's own specifications

- The bottom of the mailbox (or mail entry point) should be 41"-45" above the road surface.
- The front of the mailbox should sit 6"-8" back from the curb.
- Bury your post no more than 24" deep.

Do-It-Yourself Pickup & Installation	\$178.16
Otto's Installation	\$303.16



## 3. Complete Mailbox & Post Package

Do-It-Yourself Pickup & Installation	\$279.28
Otto's Installation	\$404.28

## 4. Additional Optional Services (Provided by Otto's)

Service	Description	Cost
Post Maintenance	Caulk all large cracks and apply one coat of approved Sagebrush paint color	\$60

## 5. Important Notes/ Concerns

- Otto's Streetscape Solutions is the sole approved provider for all mailbox and post materials in Sycamore Run.
- Unapproved mailbox or post replacements may result in violations or required corrective action.
- DIY installations must fully comply with all height, setback, and labeling requirements listed above.
- For Ordering or Questions:



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### Sycamore Run HOA

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