

688
 Postmaster,
 Lansing,
 Ohio.

(CO)
Post Office Department
 FOURTH ASSISTANT POSTMASTER GENERAL
 Washington

L
 RETURN TO
 DIVISION OF TOPOGRAPHY

MAR 17 1947

The following information is required in order that your post office may be shown in its proper location on postal maps. Please complete this form immediately and return it without delay with the map or sketch described on the reverse side. A letter of reply is not necessary.

NEW SITE FOURTH ASSISTANT POSTMASTER GENERAL.

1. Street address of post office Linton Avenue County Belmont
2. Township Pease (If location is described by section, township, and range, fill in line 3.)
3. South West quarter of section 4 Township 6 South or S. 8 South Range 3 E. or W. East
GUERNSEY W. V. 10 miles
4. Nearest adjoining county Ohio How far: Shortest air distance? 3 By road? 3
5. Nearest U. S. or State highway U.S. 40 Direction from P. O. South Distance 50 ft.
Distance: P.O. from old site 100 ft. Direction: P.O. from old site East
6. Name of nearest railroad station Bridgeport Name of railroad B & O.
7. Distance by road to railroad station 3 miles Direction from post office East
8. Shortest air distance to nearest tracks 1/4 mile Direction from post office South
9. Streams or bodies of water nearest to your office:

Name	Direction from post office	Distance
<u>Wheeling Creek</u>	<u>South</u>	<u>1/8 mile</u>
<u>Ohio River</u>	<u>East</u>	<u>3 miles</u>

10. Post offices nearest to your office (one in each general direction):
- | Name | County | Direction from your office | Distance by road |
|-------------------|----------------|----------------------------|------------------|
| <u>Blaine</u> | <u>Belmont</u> | <u>West</u> | <u>2 miles</u> |
| <u>Bridgeport</u> | <u>Belmont</u> | <u>East</u> | <u>3 miles</u> |

11. How is mail supplied to your office? STAR ROUTE From where? Bridgeport
(Railroad, star route, rural route, etc.)

POST OFFICE DEPT.
 Fourth Assistant P. M. G.
 MAR 24 1947
 Division of Topography
 44-T

(Date) March 20, 1947
 (Signed) Lorraine A. Franco
 Post office Lansing Ohio
 (OVER)

IMPORTANT.—A map showing the location of your post office must be submitted with the return of this paper. A highway map such as prepared by State, county, or local agencies is preferred, if it can be furnished without expense to the Department. Be sure, however, to mark on it the exact site of the post office, placing a small dot in the proper square or block and on the proper side of the street.

If no map can be furnished it is necessary to draw a sketch on one of the diagrams below.

INSTRUCTIONS

These diagrams are furnished simply to make it easier to draw a sketch that will show correct distances from your post office.

SQUARE DIAGRAM

Use this diagram if your post office is located in an area described by section, township, and range, and you have filled in line 3 on the other side. Otherwise use the circular diagram.

Place a small dot representing your post office in the proper quarter-section and fill in the blanks for township and range numbers.

Then draw the following features: (Note that one-half inch on the paper equals 1 mile on the ground.)

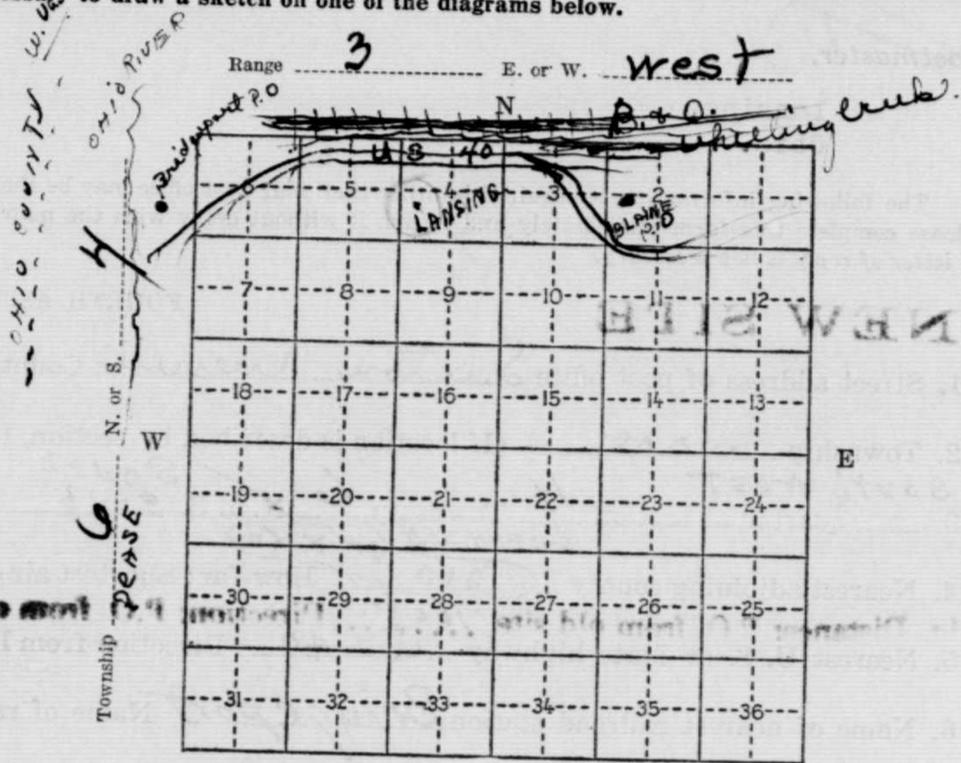
- Adjacent post offices (show with small dots and name).
- Railroads (show by single line with cross marks; name).
- Highways (show by double lines close together and mark U. S. and State numbers; name in margin the post office to which each road leads).
- Rivers, creeks, lakes, etc. (show by wavy lines and name).
- County line (show by dashes).

CIRCULAR DIAGRAM

Use this diagram if your post office is NOT located in an area described by section, township, and range.

Let the dot in the center of the circle represent your post office.

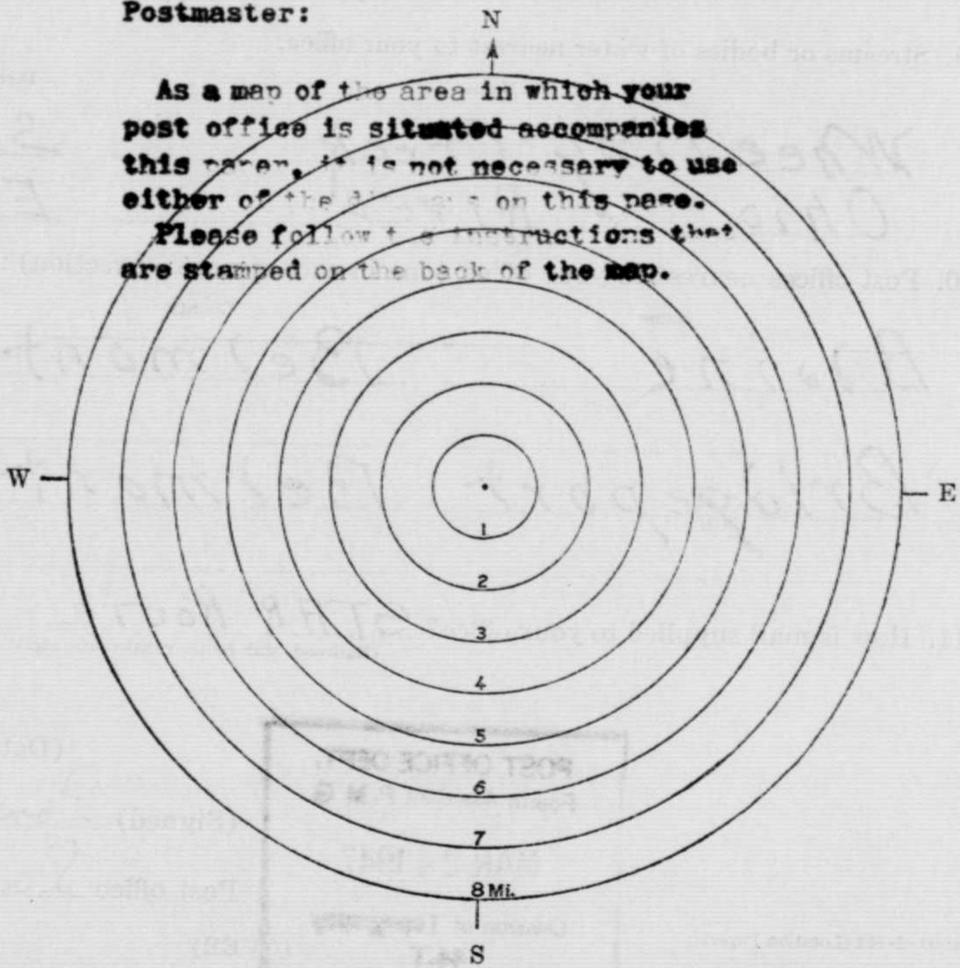
Then draw the features *a*, *b*, *c*, *d*, and *e*, as described above. (Note the scale of this diagram: One-quarter inch equals 1 mile.)



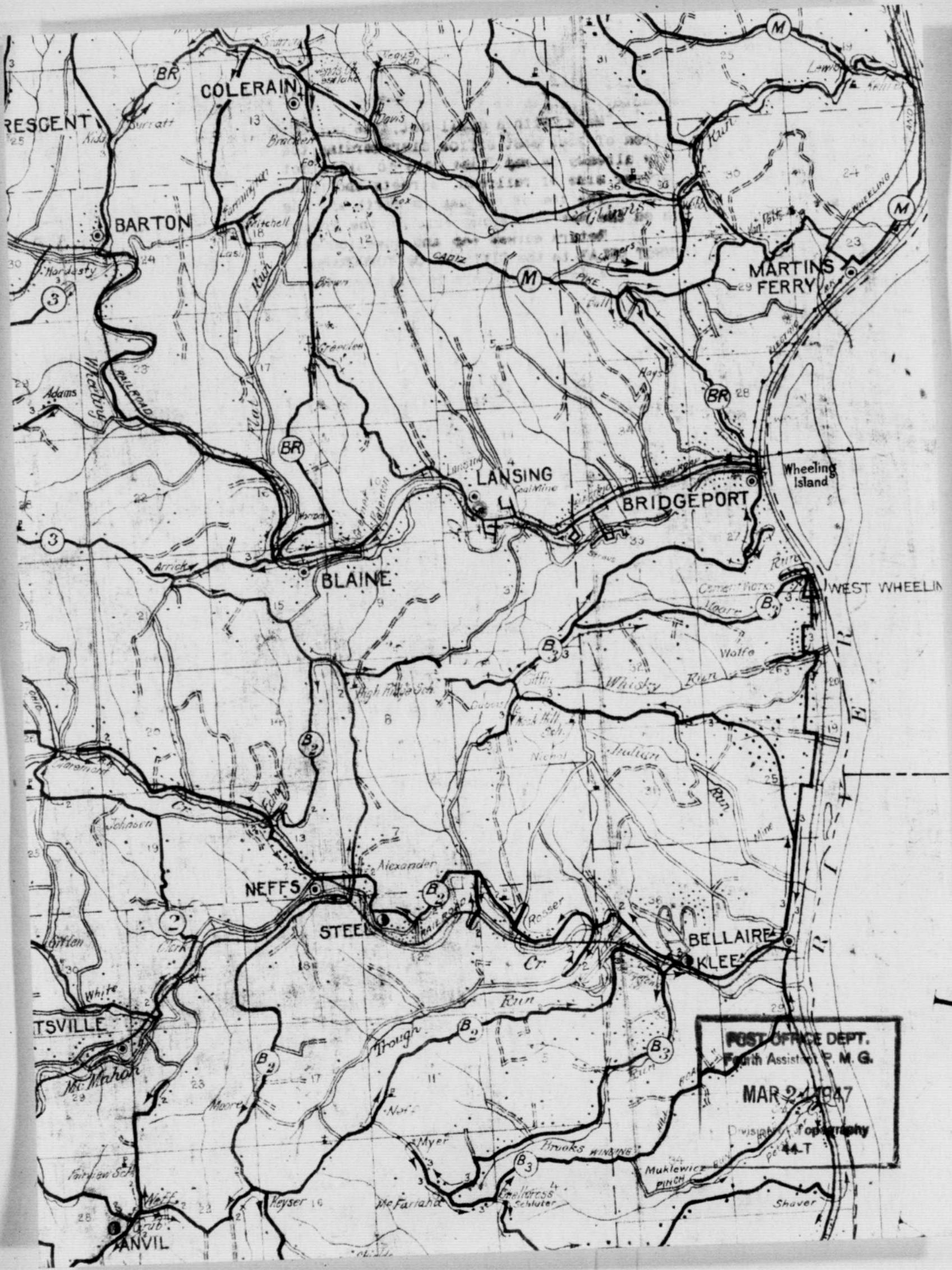
Scale: 1/2 inch equals 1 mile

Postmaster:

As a map of the area in which your post office is situated accompanies this paper, it is not necessary to use either of the diagrams on this page. Please follow the instructions that are stamped on the back of the map.



Scale: 1/4 inch equals 1 mile



POST OFFICE DEPT.
Fourth Assistant P. M. G.
MAR 24 1917
Division of Topography
No. 44-T

Post Office Department
FOURTH ASSISTANT POSTMASTER GENERAL



L.

Postmaster, LANSING OHIO

Washington DEPT.
Fourth Assistant P. M. G
OCT 30 1939
Division of Topography

RETURN TO
DIVISION OF TOPOGRAPHY

OCT 24 1939

The following information is required in order that your post office may be shown in its proper location on postal maps. Please complete this form immediately and return it without delay with the map or sketch described on the reverse side. A letter of reply is not necessary.

J. W. Mendenhall
FOURTH ASSISTANT POSTMASTER GENERAL.

- Street address of post office 1401 Nat Highway county Belmont
- Township Plase (If location is described by section, township, and range, fill in line 3.)
- _____ quarter of section _____ Township _____ N. or S. _____ Range _____ E. or W. _____
- Nearest adjoining county Jefferson How far: Shortest air distance? 65 mi By road? 65 mi
- Nearest U. S. or State highway Rout 40 Direction from P. O. North Distance 10 ft
- Name of nearest railroad station Bridgeport Name of railroad B&O and Pennsylvania
- Distance by road to railroad station 3 mi Direction from post office East
- Shortest air distance to nearest tracks 6.5 miles Direction from post office East
- Streams or bodies of water nearest to your office:

Name	Direction from post office	Distance
<u>Ohio River</u>	<u>East</u>	<u>3 mi</u>

10. Post offices nearest to your office (one in each general direction):

Name	County	Direction from your office	Distance by road
<u>Bridgeport O.</u>	<u>Belmont</u>	<u>East</u>	
<u>Blaine O.</u>	<u>Belmont</u>	<u>West</u>	

11. How is mail supplied to your office? Electric Car From where? Bridgeport O.
(Railroad, star route, rural route, etc.)

Postmaster:
This is a duplicate of communication addressed to you on SEP 15 1939
Attention is called to paragraph 2, Section 440, Postal Laws and Regulations of 1932 which specifies that all communications from the Post Office Department shall be answered promptly.

I cannot recall receiving Sept 15, 1939

(Date) OCT 28 1939

(Signed) A. J. PYLE, Postmaster
Lansing, Ohio Postmaster.

Post office _____

IMPORTANT.—A map showing the location of your post office must be submitted with the return of this paper. A highway map such as prepared by State, county, or local agencies is preferred, if it can be furnished without expense to the Department. Be sure, however, to mark on it the exact site of the post office, placing a small dot in the proper square or block and on the proper side of the street.

If no map can be furnished it is necessary to draw a sketch on one of the diagrams below.

INSTRUCTIONS

These diagrams are furnished simply to make it easier to draw a sketch that will show correct distances from your post office.

SQUARE DIAGRAM

Use this diagram if your post office is located in an area described by section, township, and range, and you have filled in line 3 on the other side. Otherwise use the circular diagram.

Place a small dot representing your post office in the proper quarter-section and fill in the blanks for township and range numbers.

Then draw the following features: (Note that one-half inch on the paper equals 1 mile on the ground.)

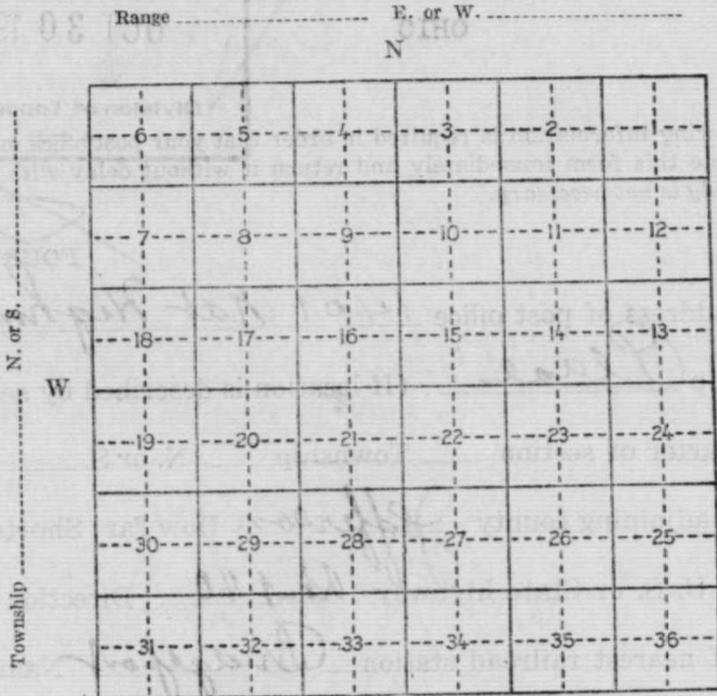
- a. Adjacent post offices (show with small dots and name).
- b. Railroads (show by single line with cross marks; name).
- c. Highways (show by double lines close together and mark U. S. and State numbers; name in margin the post office to which each road leads).
- d. Rivers, creeks, lakes, etc. (show by wavy lines and name).
- e. County line (show by dashes).

CIRCULAR DIAGRAM

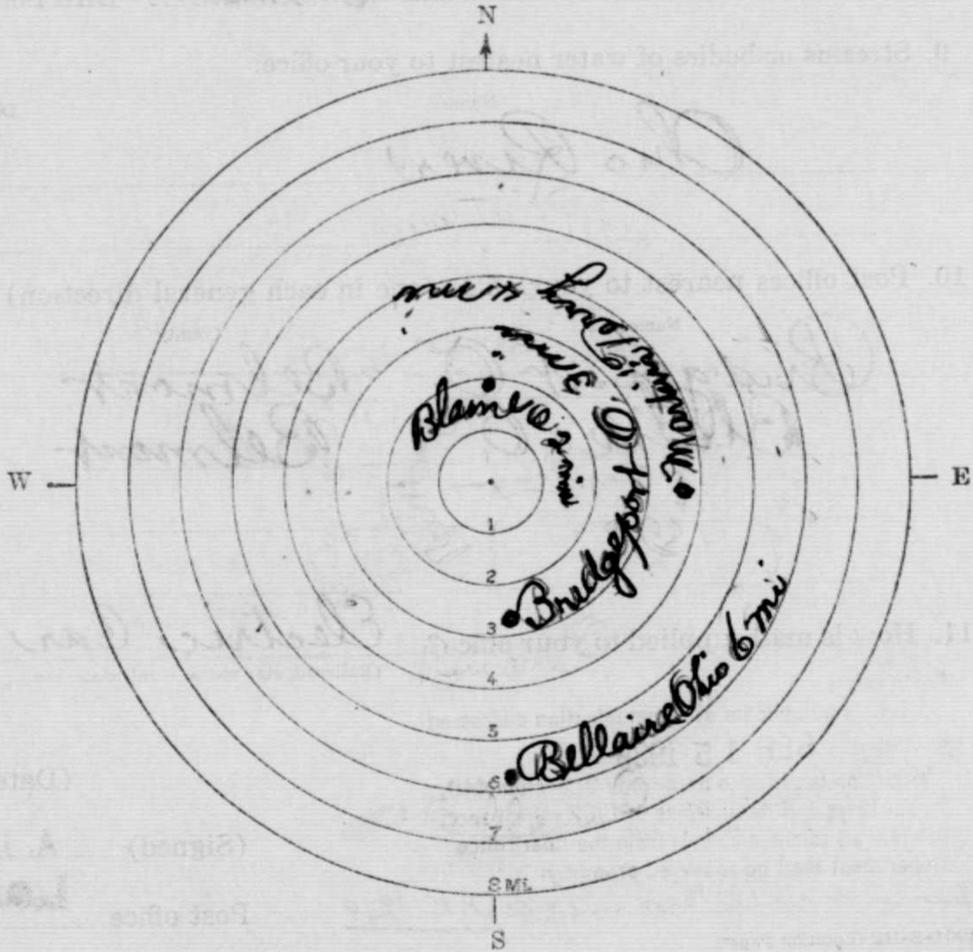
Use this diagram if your post office is NOT located in an area described by section, township, and range.

Let the dot in the center of the circle represent your post office.

Then draw the features a, b, c, d, and e, as described above. (Note the scale of this diagram: One-quarter inch equals 1 mile.)



Scale: 1/2 inch equals 1 mile



Scale: 1/4 inch equals 1 mile

MRB

1

No. 1011.

(LOCATION PAPER.)

Post Office Department,

OFFICE OF THE FOURTH ASSISTANT POSTMASTER GENERAL,
APPOINTMENT DIVISION,

WASHINGTON, D. C. Feb 23, 1898

SIR: Before the Postmaster General decides upon the application for the establishment of a post office at Lansing, County of Belmont, State of Ohio,

it will be necessary for you to carefully answer the subjoined questions, get a neighboring postmaster to certify to the correctness of the answers, and return the location paper to the Department, addressed to me. If the site selected for the proposed office should not be on any mail route now under contract, only a "Special Office" can be established there, to be supplied with mail from some convenient point on the nearest mail route by a special carrier (see section 702, Postal Laws and Regulations of 1893), for which service a sum equal to two-thirds of the amount of the salary of the postmaster at such office will be paid by the Department.

You should inform the contractor, or person performing service for him, of this application, and require him to execute the inclosed certificate as to the practicability of supplying the proposed office with mail, and return the same to the Department.

Very respectfully,

J. H. Bristow

Fourth Assistant Postmaster General.

To Mr. Geo. J. Graham

care of the Postmaster of Bridgeport - Ohio, who will please forward to him.

STATEMENT.

The proposed office to be called

Lansing

Select a short name for the proposed office, which, when written, will not resemble the name of any other post office in the State.

It will be situated in the S.W. quarter of Section 4, Township 6 (North or South), West Range 3 (East or West), East, in the County of Belmont, State of Ohio

It will be on or near route No. C. & W. R.R., being the route from Wheeling W.V. to Cleveland O., on which the mail is now carried twelve times per week.

Will it be directly on this route?—Ans. 200 yards

If not, how far from it?—Ans. 200 yards

If not on any route, is a "Special Office" wanted?—Ans. To be supplied from C. & W. R.R.

The name of the nearest office to the proposed one, on one side, is Blaine O. its distance is two mi miles in a west direction from the proposed office.

The name of the nearest office, on the other side, is Lucile O. its distance is 1 and 1/4 miles in a south direction from the proposed office.

The name of the other nearest office to the proposed one is Drill Ohio its distance by the most direct road is 1 and 1/4 miles in a east direction from the proposed office.

The name of the most prominent river near it is Ohio

The name of the nearest creek is Wheeling

The proposed office will be three miles from said river, on the west side of it, and will be 100 ft miles from said nearest creek, on the north side of it.

The name of the nearest railroad is C. & W. R.R.

If on the line of or near a railroad, on which side will the office be located; how far from the track; and what is, or will be, the name of the station?—Ans. north side - 200 yds - works flag station

Give the population to be supplied by the proposed office.—Ans. fifty four families

If it be a village, state the number of inhabitants.—Ans. fifty four families

A diagram, or sketch from a map, showing the position of the proposed new office, with neighboring river or creek, roads and other post offices, towns, or villages near it, will be useful, and is therefore desired.

A correct map of the locality might be furnished by the county surveyor, but this must be without expense to the Post Office Department.

ALL WHICH I CERTIFY to be correct and true, according to the best of my knowledge and belief, this 28th day of February, 1898

(Sign full name.) George J. Graham, Proposed P. M.

I CERTIFY that I have examined the foregoing statement, and that it is correct and true, to the best of my knowledge and belief.

(This must be signed by Postmaster at nearest office.)

Charles C. Wilson
Postmaster at Blaine
Ohio

(OVER.)

Be careful to answer the inquiries fully and accurately, or the case will not be acted upon.

Applications for post offices should be accompanied by petitions of the citizens interested.

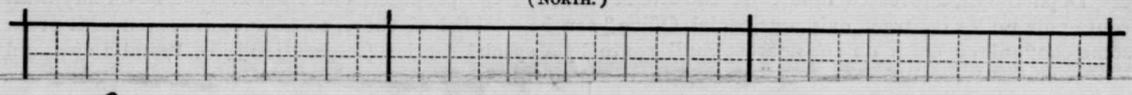
Diagram showing the site of the Lansing Post Office,
 in Township 6 (N. or S.), Range 3 (E. or W.) of 82nd Principal
 Meridian, County of Belmont, State
 of Ohio, with the adjacent Townships and Post Offices.

10066
 MAY 13 1891
 P. O. DEPT.

Lansing, Ohio

It is requested that the exact site of the proposed or existing Post Office, as also the roads to the adjoining offices, and the larger streams or rivers, be marked on this diagram, to be returned as soon as possible to the Post Office Department.

(NORTH.)



Scale 2 in to the mile.

