

[Business Name]
[Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]

[Recipient Name]
[Recipient Title]
[Post Office Department]
[Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing on behalf of [Business Name] to express our support for the relocation of the Taneytown Post Office. As a local business, we have observed significant challenges caused by the current location of the post office, which impacts our operations and the community at large.

Despite the facility's mail influx being within the 90 percentile range, below the 130% capacity criteria for automatic flagging, the primary issue is the severe lack of parking and accessibility. The post office serves a population of 8,500 within city limits and an estimated 14,000 residents within a five-mile radius, which worsens the parking issues.

Our employees often struggle to find parking due to the post office staff occupying front spaces and nearby business spots. This leaves no spaces for handicapped and elderly patrons, who find it difficult to access postal services. The lack of a handicap button for the door further complicates matters for those with mobility issues.

Additionally, the narrow alleyways for truck access have led to multiple incidents, including trucks striking buildings and causing traffic jams. The original design of the post office, which prioritized foot traffic over vehicular traffic, is no longer suitable for today's needs. Customers often resort to illegal parking, sometimes blocking fire hydrants, to access the post office.

There is strong support from local businesses, government, and residents for relocating the post office to a more accessible location. We urge you to conduct a study to assess whether the current facility meets the needs of our population, especially for those who are handicapped or elderly.

We believe that relocating the post office to a site that better serves the 21787 zip code of Taneytown is essential. We advocate for a collaborative effort involving the public, local businesses, government, and civic organizations to find an ideal new location.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Title]

[Business Name]