

[Your Name]
[Your 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 as a concerned resident of Taneytown to advocate for the relocation of our local post office. Although the facility's mail influx is within the 90 percentile range, well below the 130% capacity criteria for automatic flagging, the main issue lies in the severe lack of parking and accessibility at the current site.

The post office serves a city population of 8,500 and an estimated 14,000 residents within a five-mile radius, which intensifies the parking challenges. Employees often park in front of the building and in nearby business and residential spots, leaving no spaces for handicapped and elderly patrons. Additionally, the facility lacks a handicap button for the door, making it difficult for those with mobility issues to access postal services.

The narrow alleyways designated for truck access have resulted in multiple incidents, including trucks striking buildings and causing traffic jams. The original design of the post office, intended for more foot traffic, is unsuitable for today's needs. The inadequate parking situation often forces patrons to park illegally, sometimes blocking fire hydrants, just to conduct their postal business.

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

We do not wish to see the post office shut down but rather relocated to a site that better serves the 21787 zip code of Taneytown. I advocate for a collaborative effort involving the public, local businesses, government, and civic organizations to identify an ideal new location.

Thank you for your consideration.

Sincerely,

[Your Name]