Memorandum

Date:	October 30, 2026
To:	Buchanan City Commission
From:	Tony McGhee
Subject:	**Traffic Control Order – City Owned Parking Lot at 102 E. Front Street**

Background

As part of the ongoing efforts to improve parking and traffic circulation throughout the downtown area, the Police Department has identified an area behind 102 E. Front Street where vehicles are parking in a manner that creates challenges for vehicles entering and exiting the parking lot.

The area in question measures approximately 10 feet by 61 feet and is located within the south side parking area behind the downtown businesses. Vehicles parking in this location have been creating obstructions that make it difficult for other vehicles to safely enter and exit the parking lot. More importantly, the parking also creates concerns regarding the ability of emergency response vehicles to safely access and maneuver through the area when responding to calls.



While parking availability downtown is important, we also need to make sure the spaces being used for parking do not create safety concerns or restrict access for emergency vehicles. This is particularly important in our downtown parking lots, where available space for larger vehicles to maneuver can already be limited.

To address the issue, Police Chief Harvey Burnett, prepared Traffic Control Order #262 on October 28, 2026, designating the identified area as a no parking zone. Under the proposed order, the area will be painted to clearly identify it as a no parking zone, and additional

signage will be installed to communicate the restriction to motorists. These improvements will help eliminate confusion about where vehicles are permitted to park while improving the safe movement of traffic through the parking lot.

Under Section 2.53 of the Uniform Traffic Code, as adopted by City Ordinance #192 and amended by Ordinance #201, the Chief of Police has the authority to issue temporary traffic control orders for a period of 90 days.
For the restrictions to become permanent, the traffic control order must be approved by the City Commission.

The proposed order does not involve a significant change to the overall operation of the parking lot but instead addresses an existing condition that has created concerns for vehicle circulation and emergency access. The proposed Traffic Control Order is a relatively simple measure that will improve safety and traffic circulation within the downtown parking area. While we continue working to improve parking availability and access throughout downtown, it is equally important that we ensure vehicles can safely maneuver through these areas and that emergency response personnel have the access needed to respond when called upon.

Recommendation
Staff recommends that the City Commission approve Traffic Control Order #262, establishing a permanent no parking area behind 102 E. Front Street to improve vehicle circulation and ensure adequate access for emergency response vehicles.

Attachment A: Traffic Control Order #262

Attachment A

CITY OF BUCHANAN

TRAFFIC CONTROL ORDER # 262

DESCRIPTION OF EXISTING CONDITIONS OR PROBLEM:

Currently behind 102 E. Front St, a 10' x 61' area in the southside parking area is being used for parking. The motor vehicles that are parked in this area are causing an egress/ingress obstruction to motor vehicles to safely enter the parking lot to park. The vehicles that park in this area are also causing an obstruction for the safe egress/ingress of emergency response vehicles.

Pursuant to authority of Section 2.53 of the Uniform Traffic Code, Ordinance #192 of the City of Buchanan, effective March 23rd, 1971, and as amended by Ordinance #201, effective April 10th, 1972; the following Traffic Control Order is hereby established:

The 10' x 61' area behind 102 E. Front St shall be a "no parking" zone. This area will be painted in such a manner to designate it as a "No Parking" zone and place several "No Parking" signs in appropriate areas to increase the safe flow of motor vehicle traffic, especially for emergency response vehicles.

Dated __10/28/26_____ Chief of Police _Harvey J. Burnett, Jr._____

Filed with City Clerk _____ Date_____

Approved by Commission _____

*Traffic control orders issued by the Chief of Police are temporary orders for 90 days until approved by the Commission. Once approved by the Commission they become permanent orders.

CC: City Manager
DPW Supervisor
City Fire Chief