NEW YORK CITY DOT

Department of Transportation

JANETTE SADIK-KHAN, Commissioner

September 24, 2013

Susan Stetzer
District Manager
Community Board 3
59 East 4th Street
New York, NY 10003

Dear Ms. Stetzer:

I am writing to inform you that we have received an application for a bus stop from Pandora Travel, Inc. The proposed location is a shared space on 30 Pike Street which we approved for Asian Express. We are asking for comments from the Community Board on this proposed inter-city bus stop within 45 days of the date of this letter (November 8, 2013). Below are the details.

- The stop would be in front of the DEP facility on the west side of Pike Street at Henry Street. Asian Express will also be using this space.
- The bus operator is Pandora Travel, Inc.
- The curb regulation will consist of a fire hydrant followed by ASP (11am-13:30pm Mon & Thu) and then free parking. Only 2 spaces will be lost.
- There will be 3 Pickups (7:30, 8:30, 10p) and 3 Drop-offs (10:30, 11:30a, 12:45p) daily
- The bus will travel from New York City to Atlanta, GA.
- The contact is Ronghai Gao, 3 Allen Street, New York, NY 10002, 917-459-5522, pandoratravelinc@gmail.com

Please let me know if you have any questions. Thank you in advance for your input on this proposed bus stop.

Sincerely,

Luis Sanchez

Luis Sanchez, P.E.
Lower Manhattan Borough Commissioner

cc: M. Forgione, T. Jassal, J.Leung

NYC Department of Transportation
Office of the Manhattan Borough Commissioner
59 Maiden Lane, 37th Floor, New York, NY 10038
T: 212-839-6210 F: 212-839-6285
www.nyc.gov/dot

THE CITY OF NEW YORK
MANHATTAN COMMUNITY BOARD 3
59 East 4th Street - New York, NY 10003
Phone (212) 533-5300 - Fax (212) 533-3659
www.cb3manhattan.org - info@cb3manhattan.org

Gigi Li, Board Chair

Susan Stetzer, District Manager

Community Board 3 Bus Stop Designation Questionnaire

Please return completed questionnaire to info@cb3manhattan.org or fax to 212-533-3659

Today's Date: 9/26/2013

Name of Bus Company (corporate name and trade name):
Pandora Travel Inc.

Location of Proposed Bus Stop:
30 Pike ST, New York, NY 10002

NOTE: In addition to completing this questionnaire, please submit the following materials when you come to the CB 3 Transportation Committee meeting.

- ☐ Identification of the existing land uses on both sides of the street for 200 feet (in both directions) from the proposed bus stop. This would include residents, businesses, community facilities such as playgrounds, parks, schools, day care centers, houses of worship, etc.
- ☐ Please bring photographs of your storefront and the street/curbside spot you are applying for, in order to better under any curb-side regulations on the block.
- ☐ Provide proof of posting (with attached notice) to indicate that you have posted at and around the proposed stop. You must post for at least 7 days before the meeting. (You can bring photo of posted transportation committee notice to the meeting.)
- ☐ Please read attached stipulations. You will be asked to sign stipulations at the Committee meeting.

PROPOSED METHOD OF OPERATION:

What are the scheduled arrival and departure times? 7:30 pm, 9:00 pm, 10:00 pm every day

Where will the bus layover? Our parking lot in Brooklyn.

Will a staff person be on duty for every arrival and departure to guide loading/unloading, to have direct contact to dispatch to inform passengers about delays, and to engage in crowd and noise control?
☑ Yes ☐ No

Pollution controls (diesel particulate filters and ultra-low sulfur fuels; exhaust gas recirculation emission control technology.)

Are your current buses equipped with pollution controls? ☑ Yes ☐ No

What number of buses have pollution controls? 9

What number of buses do not have pollution controls? 0

Will all buses purchased in the future be equipped with these pollution controls? ☑ Yes ☐ No

If there is a storefront:
Is this at bus stop location? ☑ Yes ☐ No
Will storefront accommodate all waiting passengers? ☑ Yes ☐ No
Are there restrooms for passengers? ☑ Yes ☐ No

What time does the storefront open? 10:00 AM every day.

If there is not a storefront:
Where and how will tickets be sold? We Sold Ticket only or In the Store.

Can you share a storefront or make arrangements to provide restrooms? Yes. we provide restrooms for people.

Other:

THE CITY OF NEW YORK
MANHATTAN COMMUNITY BOARD 3
59 East 4th Street - New York, NY 10003
Phone (212) 533-5300 - Fax (212) 533-3659
www.cb3manhattan.org - info@cb3manhattan.org

Gigi Li, Board Chair

Susan Stetzer, District Manager

Community Board 3 Designated Bus Stop Permit Stipulations

I, Jin chun Pan, as a qualified representative of Pandora Travel Inc (bus company name) with a designated bus stop at 30 Pike street, NY, 10002 (address), where they will have curbside loading/unloading operations for their bus route between:

Departure/Arrival cities NYC, NY → Atlanta, GA

Number/Days of arrivals: 3

Number/Days of departures: 3

Between the hours of _____ and _____

I agree to the following stipulations for the requested stop:

- ☑ If there is a storefront, it will be available for customers during all times of arrivals/departures
- ☑ Tickets will be sold only online, or at a designated ticket agency, not on the street.
- ☑ Tickets will be sold only for specific boarding times and will not be oversold.
- ☑ Tickets will be sold in assigned boarding order system so that customers will not need to arrive early to jockey for positions.
- ☑ Sidewalk lines will be single file, and only for the next assigned bus.
- ☑ There will be a staff person on duty for every arrival and departure to guide loading / unloading, to have direct contact to dispatch to inform passengers of delays, and to engage in crowd and noise control.
- ☑ Trash bags will be used to collect litter and will be kept in storefront, or will leave with the bus.
- ☑ Staff will routinely clean up the sidewalk by bus stop.
- ☑ Buses will keep to schedules, which will be published online or printed, as much as possible.
- ☑ The number of buses at this stop will not exceed the stated number of buses per hour/per day.
- ☑ All buses purchased in the future will be equipped with diesel particulate filters and use ultra-low sulfur fuels, and will also be equipped with exhaust gas recirculation emission control technology.

Other: _____

Date 9/26/13 Phone Number 917-459-5522

Signed _____