



2005 Statement of Qualification for Transit Village Designation

Thank you for your interest in the Transit Village Initiative and Transit Village designation. In order for a municipality to be considered for designation, this form must be completed and returned to the NJ Department of Transportation (NJDOT) by **4 p.m. on October 21, 2005**. The Transit Village Task Force will review this Statement of Qualification to determine how well the criteria for Transit Village designation have been met. The Transit Village criteria are as follows:

1. Willing to grow in jobs, housing and population near transit *
2. Existence of a transit facility*
3. Opportunities for redevelopment near transit, such as vacant land, underutilized or deteriorated buildings, brownfields or grayfields*
4. Adopted zoning and/or redevelopment plan based on transit-oriented development (T.O.D.) principles*
5. Increase in residential development *

The five criteria listed above, marked with an asterisk (*), are essential criteria. Without achieving these, it is unlikely that a municipality will be designated. In addition, the Transit Village Task Force will favor municipalities that have met the most of the supplemental criteria (6 thru 14) shown below:

6. Ready-to-go projects
7. Pedestrian and bicycle friendliness
8. Transit facility used as focal point and gathering place
9. Station area management
10. Minimize auto use by maximizing the appeal of transit
11. Parking regulations based on T.O.D. principles
12. Support of local arts and culture
13. Preservation of historic and architectural integrity
14. Consideration of affordable housing

It is important to note that the selection of Transit Villages is made at the discretion of the Transit Village Task Force and the NJDOT Commissioner. The number of new designations may be limited by the capacity of the State of New Jersey to accommodate and financially support additional Transit Villages.

While the receipt of funds may not immediately follow Transit Village designation, once designated, a municipality is eligible for technical assistance and priority consideration from many of the agencies that make up the Transit Village Task Force: NJDOT,

NJ Transit, Department of Community Affairs, Department of Environmental Protection, the Redevelopment Authority, the Council on the Arts, Commerce and Economic Growth Commission, Main Street New Jersey, the Economic Development Authority, the Office of Smart Growth and the Housing and Mortgage Finance Agency.

INSTRUCTIONS FOR COMPLETING APPLICATION:

1. This form contains six sections: A, B, C, D, E, and F. Additional instructions may appear at the top of each section. Address each section and provide documentation as required. Answers may be included within the body of the form or on separate paper, however, everything must be on 8 ½" x 11" paper.
2. An electronic version of this application form is available by contacting Monica Etz, Transit Village Coordinator, at 609-530-5957 or monica.etz@dot.state.nj.us, however, electronic submissions will not be accepted.
3. Deadline for submission is 4:00 pm on Friday, October 21, 2005. Electronic submissions will not be accepted. You may mail or hand deliver submissions to:

Transit Village Initiative
NJDOT - Bureau of Statewide Planning
1035 Parkway Avenue
P.O. Box 609
Trenton, NJ 08625

4. Submission package must include the following:
 - Original plus ten (10) copies of this Qualification Form with answers
 - Original plus ten (10) copies of Attachment #1 (Map from Section B)
 - Original plus ten (10) copies of Attachment #2 (Resolution from Section D)
 - Original plus ten (10) copies of Attachment #3 (Map from Section D)

 - One (1) copy of Attachment #4 (from Section D)
 - One (1) copy of Attachment #5 (from Section E)
 - One (1) copy of Attachment #6 (from Section E)
 - One (1) copy of Attachment #7 (from Section E)
5. If you have any other questions, contact Monica Etz, Transit Village Coordinator, at 609-530-5957 or monica.etz@dot.state.nj.us.

SECTION A – Municipal Information

Directions: Please provide municipal information in the spaces provided below.

Municipality / County: _____

Mailing Address: _____

Mayor: _____

Municipal planner: _____

Phone: _____ E-mail: _____

Primary municipal contact person:

Phone: _____ E-mail: _____

Name of responsible person preparing this form:

Phone: _____ E-mail: _____

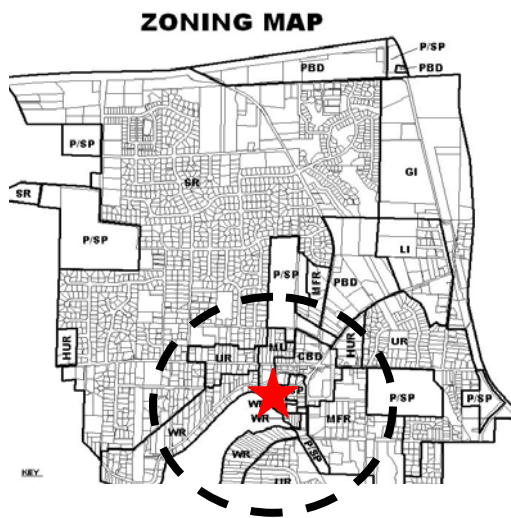
Signature of responsible person: _____

Date _____

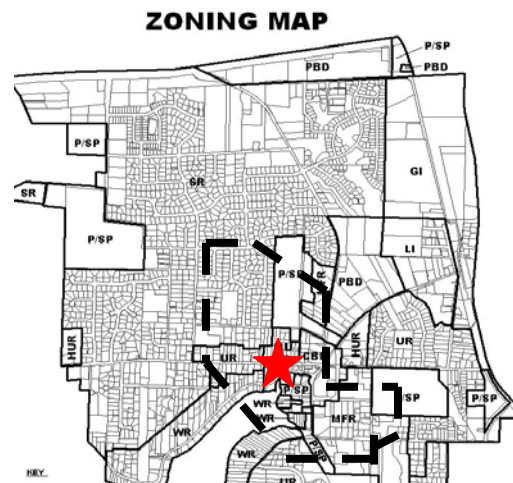
SECTION B - Transit Village Development District

Directions: A proposed “transit village development district” must be identified for the municipality. The transit village development district should range between a quarter (¼) mile and a half (½) mile radius around the transit facility and should be slated for compact, walkable, mixed-use, transit-supportive development based on T.O.D. principles.

Note: There are two ways to identify a transit village development district, see examples below:



Example 1: Identify a radius of approximately ¼ to ½ mile centered around the transit facility. This method is not desirable if it includes zones that do not fit the characteristics of a Transit Village.



Example 2: Identify the logical boundary of the transit village development district based on existing and proposed land uses and characteristics. Must include the transit facility and extend no further than ½ mile.

➔ ***Please attach one 8½ x 11 identifying (1) the location of the transit facility, (2) the proposed transit village development district boundary, (3) all zoning districts within the boundary, and (4) major street names. Label as “Attachment #1 – Map of Proposed Transit Village Development District.”***

SECTION D – Essential Transit Village Criteria

Directions: The following five criteria are considered to be essential criteria. It is unlikely that a municipality will be designated a Transit Village without having met these five criteria. Please answer the following questions as they apply only to the proposed transit village development district identified in Section B.

1. Willing to Grow

a. Are the mayor and governing body committed to growth in jobs, housing and population within the transit village development district? Y or N

➔ ***Please attach adopted Transit Village Resolution (model resolution found at back of this form). Label as “Attachment #2.”***

2. Existence of Transit Facility

a. Which of the following modes of transit currently exist within the transit village development district?

- rail
- light rail
- ferry terminal
- bus hub or transfer station
- shuttle service
- taxi service
- other:

3. Opportunities for Redevelopment

a. Which of the following opportunities for redevelopment can be found within the transit village development district? Please indicate approximately how many of each exist along with approximate acreage:

- | | <u>How many?</u> | <u>Acreage</u> |
|----------------------------------------------------------|------------------|----------------|
| <input type="checkbox"/> vacant parcels of land | | |
| <input type="checkbox"/> underutilized land or buildings | | |
| <input type="checkbox"/> deteriorated buildings | | |
| <input type="checkbox"/> municipally-owned land | | |
| <input type="checkbox"/> other: | | |

➔ ***Please attach a second map of the transit village development district showing the location of potential development and/or redevelopment areas. Label “Attachment #3 - Map of Redevelopment Opportunities.”***

b. In what Planning Area(s) of the State Development and Redevelopment Plan (SDRP) is the transit village development district located?

c. Has the municipality received Center Designation or Plan Endorsement from the State Planning Commission? Y or N

If yes, please specify and give date:

d. Do brownfields issues exist on any of these parcels? Y or N

If yes, please describe:

e. Does a redevelopment authority exist in the municipality? Y or N

4. Adopted Zoning and/or Redevelopment Plan based on T.O.D. principles

A successful Transit Village is a complementary and compatible mix of transit-supportive land uses developed in a compact and walkable manner. To ensure that redevelopment takes place in this fashion, the municipality must have an adopted zoning ordinance and/or redevelopment plan for the transit village development district that is based on T.O.D. principles.

a. Which of the following strategies has the municipality adopted to ensure compact, walkable, mixed-use, transit-supportive development based on T.O.D. principles? Please indicate date of adoption.

- Redevelopment plan _____
- Zoning ordinance _____
- Overlay zone _____

→ Please attach all zoning pertinent ordinances and/or redevelopment plans that regulate development in the transit village development district. Label as “Attachment #4.”

b. Prior to the adoption of the zoning ordinance or redevelopment plan, did the municipality participate in the creation of a vision plan for that area? Y or N

If yes, please give date and brief description:

I. Mixed-Use Development

Mixed-use development is desirable in a Transit Village because it brings daily necessities and conveniences into close proximity of residents, thereby reducing reliance on the automobile and boosting the local economy.

(a) Does the zoning within the transit village development district use the phrase “mixed-use development”?

(b) Does the zoning encourage multiple uses in the same building? Y or N

(c) Are large single-use developments specifically discouraged? Y or N

(d) Does the municipality provide incentives that encourage mixed-use development, such as extra building height or density? Y or N

If yes, please explain

II. Transit-supportive Land Uses

(a) Within the transit village development district, it is critical that transit-supportive land uses be permitted by zoning. Check all that are currently permitted by zoning in the transit village development district.

- Residential development
- Retail establishments (salon, dry cleaners)
- Restaurants, bars and taverns
- Bakeries, gourmet establishments
- Hotels, B&Bs and inns
- Boutiques and other specialty shops (book stores)
- Personal services (doctors, banks, travel agencies)
- Offices
- Day care
- Theaters, entertainment
- Museums, cultural establishments
- Schools
- Clubs and lodges
- Houses of worship

(b) Within the transit village development district, it is critical that auto-dependent uses are kept to a minimum. Please check all of the following auto-dependent land uses that are currently permitted by zoning and indicate how many of each currently exists:

- | | <u>Currently permitted</u> | <u>How many exist?</u> |
|------------------------------------------------------|----------------------------|------------------------|
| <input type="checkbox"/> Gas stations | | |
| <input type="checkbox"/> Car washes | | |
| <input type="checkbox"/> Car repair, auto body shops | | |
| <input type="checkbox"/> Car service centers | | |
| <input type="checkbox"/> Drive-thru establishments | | |
| <input type="checkbox"/> Self storage | | |
| <input type="checkbox"/> Fleet parking | | |
| <input type="checkbox"/> Large manufacturing | | |
| <input type="checkbox"/> "Big box" retail | | |
| <input type="checkbox"/> Warehousing | | |

(c) If you checked one or more in the question above, has the municipality taken any steps to eliminate these auto-dependent uses from the transit village development district? Y or N

If yes, please explain:

III. Compact Form & Walkable Environment

(a) Does the adopted ordinance or redevelopment plan include site design guidelines and details that specify compact and walkable development? Y or N
If yes, please check all that apply:

- Require buildings to front on public streets or on public open space
- Require minimal building setbacks
- Specify building articulation and façade treatment
- Require windows and doors at street level, rather than blank walls
- Locate building entrances to minimize walking distance to transit
- Require highest density to be clustered near transit
- Require a grid or modified grid street network for new, large scale development
- Specify maximum block lengths
- Require mid-block shortcuts for pedestrians
- Require surface parking in rear of buildings (except for on-street parking)
- Provide pedestrian paths through surface parking to transit facility
- Require parking decks to include active uses on the first floor street frontage
- Prohibit curb cuts for individual units on public streets
- Prohibit garages in front yard
- Require new town homes to have a front porch facing a public street
- Require screening of unsightly elements (dumpsters, etc.) from the transit-way
- Require traffic calming measures

(b) What is the maximum building height permitted within the ¼ mile radius of the transit facility?

5. Increase in Residential Development

A good Transit Village has ample housing within the transit village development district at densities that support transit. Additionally, a good Transit Village has a healthy mix of housing types available for residents of all ages and income levels.

- a. Does the current zoning permit additional residential development? Y or N
- b. Does the current zoning specifically require a mixture of housing types? Y or N
- c. Check all housing types in the transit village development district and indicate the approximate number of existing, new, approved and planned residential units.

- | | <u>Existing</u> | <u>New</u> | <u>Approved</u> | <u>Planned</u> |
|----------------------------------------------|-----------------|------------|-----------------|----------------|
| <input type="checkbox"/> rentals/apartments | | | | |
| <input type="checkbox"/> condominiums | | | | |
| <input type="checkbox"/> townhouses | | | | |
| <input type="checkbox"/> duplexes | | | | |
| <input type="checkbox"/> other multi family | | | | |
| <input type="checkbox"/> single family homes | | | | |
| <input type="checkbox"/> senior housing | | | | |
| <input type="checkbox"/> other | | | | |

- d. Does the current zoning encourage higher densities closest to the transit facility and transitioning to lower densities closer to existing neighborhoods? Y or N
- e. Does a housing authority exist in the municipality? Y or N

SECTION E – Supplemental Transit Village Criteria

Directions: Please answer the following questions as they apply only to the proposed transit village development district you identified in Section B.

6. Ready-to-go Projects

a. List the proposed development projects in the transit village development district that could realistically be completed within the next three years. Be sure to include type of project, description and current status:

- 1.
- 2.
- 3.

b. What other type of investments are committed within the transit village development district, now and over the next three years? Check all that apply and specify the approximate amount of the financial commitment:

- | | | | |
|--------------------------|---------------------------|----|-----|
| <input type="checkbox"/> | private investment | \$ | for |
| <input type="checkbox"/> | dedicated local resources | \$ | for |
| <input type="checkbox"/> | county resources | \$ | for |
| <input type="checkbox"/> | state resources | \$ | for |
| <input type="checkbox"/> | federal resources | \$ | for |
| <input type="checkbox"/> | other | \$ | for |

c. Approximately how many new permanent jobs does the municipality anticipate will be created in the transit village development district?

7. Pedestrian and bicycle friendliness

Every transit rider is a pedestrian for part of the journey, therefore, a successful Transit Village has strong urban design guidelines and features that encourage a pedestrian and bicycle orientation. This helps to reduce automobile dependency.

a. What bicycle-friendly, pedestrian-friendly and or traffic-calming measures has the municipality implemented or planned for within the transit village development district? Please list and indicate (E) for existing and (P) for proposed.

b. Does the redevelopment plan outline goals for improved pedestrian linkages and creating an environment that will encourage walking, biking and transit usage? Y or N

c. Does the redevelopment plan specifically require the creation of open spaces, parks and/or public plazas near the transit facility? Y or N
If yes, please elaborate:

d. Does the zoning ordinance or redevelopment plan include design guidelines for pedestrian amenities? Y or N

If yes, check which of the following items are included in the municipality's adopted design guidelines for the transit village development district:

- Increased sidewalk widths
- Crosswalk pavement details
- Pedestrian scale light fixtures
- Street trees and landscaping
- Planters and grates
- Street furniture
- Bike facilities
- Signage details
- Other:

➔ ***If you answered yes to (b), (c) or (d) above, please attach the pertinent ordinances to verify. Label as "Attachment #5."***

8. Transit facility as focal point and gathering place

a. Does a public plaza area currently exist at the transit facility? Y or N

If no, proceed to (e) below.

b. Does the municipality sponsor events (such as concerts, festivals, fairs, civic celebrations, etc.) that take place in the plaza area? Y or N

If yes, please list events along with month of event:

c. Do any other organizations sponsor annual events at the plaza area? Y or N

If yes, please list events along with month of event:

d. Does the plaza contain any civic monuments or memorials? Y or N

If yes, please describe:

e. Do any events take place within walking distance of the transit facility? Y or N

If yes, please list:

9. Station area management

a. Check any of the following which apply to the transit facility or transit village development district. Indicate date of inception:

Date?

- Station area management plan implemented
- Special improvement district (SID) established
- Main Street New Jersey designation received
- Urban Enterprise Zone (UEZ)
- Chamber of Commerce / Merchants Association

b. When a first-time traveler exits the transit facility and attempts to become oriented, which of the following would he or she find:

- Maps and signage to help the traveler become oriented to the town
- A clear view of the physical center of the community
- Public buildings, monuments or public open space
- Other:

c. When a first-time traveler exits the transit facility, is it immediately evident where connecting bus, shuttle or taxi service can be obtained? Y or N

d. In helping to create a feeling of personal safety and security in and around the transit facility, which of the following measures have been implemented?

- 24-hour business at the transit facility
- Encouraging adjacent buildings to maintain large windows
- Plantings and furniture that do not create secluded areas
- Transit facility located near a heavily traveled street network
- Frequent police visits or police substation nearby
- Other:

e. The transit facility is a gateway to the community. In a successful Transit Village, the station, the public areas around it and the private properties that adjoin it must all be kept neat, clean and in a good state of repair. Check all of the following that exist for the transit facility:

- An established maintenance program and checklist
- A procedure to quickly handle litter, graffiti and repairs
- Local volunteers that help with maintenance
- Garden clubs that provide plantings
- Ordinances that require repair and maintenance of adjoining properties
- Other:

10. Minimize auto use by maximizing the appeal of transit

a. Has the municipality taken any steps or implemented any programs to make transit use more appealing to transit riders? (Example: Concierge or lending library in train station). Y or N

If yes, please explain:

b. Is the municipality currently considering implementing any programs in or around the transit facility that will help maximize the appeal of transit? Y or N

If yes, please explain:

11. Parking regulations based on T.O.D. principles

One of the obvious signs of a pseudo-Transit Village is found by examining parking requirements. If conventional, suburban-style parking ratios are used for new development, the developers, planners and the municipality are assuming that the travel behavior of residents, shoppers and employees will not be influenced by the availability of transit. This will turn into a self-fulfilling prophecy since the availability of

abundant, free parking is a key factor in promoting automobile use. This undermines the goal of increasing transit ridership and pedestrian activity.

- a. Does a parking authority exist in the municipality? Y or N
- b. Within the transit village development district, have parking space ratios and requirements been reduced by ordinance for new development? Y or N
- c. Within the transit village development district, is shared parking permitted and encouraged by ordinance? Y or N
- d. Are large surface parking lots (greater than 2 acres) specifically prohibited by ordinance within the transit village development district ? Y or N

→ If you answered yes to (b), (c) or (d) above, please attach the appropriate parking ordinances to verify. Label as "Attachment #6."

- e. Is commuter parking available for residents and non-residents? Y or N
If yes, please indicate the approximate number of each:

Number?

Number of resident commuter parking spaces

Number of non-resident commuter parking spaces

12. Support of local arts and culture

- a. Do any programmed arts and culture, arts education, and/or community arts activities or events take place at the transit facility? Y or N
If yes, please list:

- b. Do programmed arts and culture, arts education, community arts activities or events take place outside the transit facility, but within the transit village development district? Y or N
If yes, please list:

- c. Please provide a list of performing arts centers, theaters, art galleries, museums, public art installations, arenas and other arts and cultural facilities and venues within the transit village development district:

- d. Does the municipality envision any new performing arts centers, theaters, art galleries, museums, arenas or other arts and cultural facilities in the future? Y or N
If yes, please explain:

- e. Does the plan for redevelopment include public open spaces and infrastructure (such as permanent or portable benches, stages, electrical power, etc.) that could support performance or visual art? Y or N
If yes, please explain:

13. Preservation of historic and architectural integrity

The architectural details of original, historic buildings in a town help to establish its unique visual character and should be preserved whenever feasible. A model Transit Village takes steps to protect that character by preserving historic structures and ensuring that new development is compatible with existing historic buildings.

a. Is the transit facility a designated historic landmark or is any part of the transit village development district in or near a designated historic site or district? Y or N
If yes, please explain:

b. Has the governing body made a public commitment to preserve the architectural and/or historic character of the municipality? Y or N
If yes, give date of municipal resolution:

c. Has the municipality established, by ordinance, an Architectural Review Board that reviews and comments on the appropriateness of all new development? Y or N

d. Has the municipality adopted historic/architectural design guidelines for new development? Y or N
If yes, check any of the following details that are regulated by design guidelines within the transit village development district:

- Building signage
- Building articulation
- Exterior light fixtures
- Roof pitches
- Windows & doors
- Siding materials & color
- Decks, porches and patios
- Height & shape
- Ornamental trim & details

➔ If you answered yes to (b), (c) or (d) above, please attach the appropriate ordinances and/or resolutions to verify. Label as "Attachment #7."

14. Affordable housing within walking distance of transit

It is likely that any new development and/or redevelopment slated for the transit village development district (as well as throughout the entire municipality) will generate an affordable housing obligation pursuant to the new Council on Affordable Housing (COAH) third-round regulations. In a model Transit Village, some affordable housing is found within walking distance of transit because low and moderate income households rely heavily on public transportation.

a. Are there any affordable housing units currently in the transit village development district? Y or N
If yes, please elaborate:

b. Are there new affordable housing units planned for the transit village development district? Y or N

If yes, please elaborate:

c. Does the current zoning specifically require the creation of new affordable housing units within the transit village development district? Y or N

d. Has the municipality received substantive certification from the NJ Council on Affordable Housing (COAH)? Y or N

If yes, give date:

e. In the event that the new development planned for the transit village district generates a COAH “third-round” obligation, has the municipality discussed how this obligation might be addressed? Y or N

If yes, please explain briefly:

SECTION F – State Assistance Needed

Directions: Below, check any state agency that you would like to speak or meet with in the next few months to discuss project funding, technical assistance or other issue regarding your Transit Village. Please be sure to specify the type of assistance needed as well as your time frame.

Department of Transportation _____

NJ Transit _____

Department of Community Affairs _____

Environmental Protection _____

NJ Redevelopment Authority _____

Council on the Arts _____

Commerce Commission _____

Main Street New Jersey _____

Economic Development Authority _____

Office of Smart Growth _____

Housing and Mortgage Finance Agency _____

OTHER _____

MODEL TRANSIT VILLAGE RESOLUTION

WHEREAS, the NJ Department of Transportation (NJDOT) has created a Smart Growth community revitalization and redevelopment program known as the Transit Village Initiative; and

WHEREAS, the Transit Village Initiative supports Smart Growth, revitalization and redevelopment within walking distance of transit for the purpose of increasing transit ridership, reducing automobile congestion and improving air quality in the State of New Jersey; and

WHEREAS, the NJDOT along with NJ Transit, the Department of Community Affairs, the Department of Environmental Protection, the Redevelopment Authority, the Council on the Arts, the Commerce and Economic Growth Commission, Main Street New Jersey, the Economic Development Authority, the Office of Smart Growth and the Housing and Mortgage Finance Agency are partners in the Transit Village Initiative and make up the Transit Village Task Force; and

WHEREAS, the NJDOT may designate a Transit Village after the municipality has achieved a majority of the Transit Village Criteria established by the Transit Village Task Force; and

WHEREAS, the Transit Village Criteria are: (1) a willingness to grow in jobs, housing and population; (2) a transit facility; (3) opportunities for redevelopment; (4) adopted T.O.D. zoning and/or redevelopment plan; (5) increased residential development; (6) ready-to-go projects; (7) pedestrian and bicycle friendliness; (8) transit facility used as gathering place; (9) station area management plan; (10) steps taken to maximize the appeal of transit; (11) parking regulations based on T.O.D. principles; (12) support of local arts and culture; (13) preservation of historic and architectural integrity and (14) consideration of how affordable housing could be incorporated into the transit village; and

WHEREAS, once a municipality has been deemed a Transit Village, the Transit Village Task Force will provide that municipality with (1) a contact person in each of the 11 state agencies that make up the Transit Village Task Force; (2) technical assistance from each agency; (3) up-to-date information on grants, loans, programs or other opportunities; (4) priority funding where feasible; and (5) access to special information meetings, educational programs and research information; and

WHEREAS, the governing body of (municipality) desires to apply to the NJDOT for Transit Village designation.

NOW THEREFORE BE IT RESOLVED by the governing body of (municipality), in the county of (county), State of New Jersey, that (municipality) requests to be considered for Transit Village designation; and

BE IT FURTHER RESOLVED that the governing body of (municipality) is committed to Smart Growth and is willing to accept meaningful growth in terms of jobs, housing and population within the transit village development district; and

BE IT FURTHER RESOLVED that the governing body of (municipality) hereby commits to the implementation of the compact, mixed-use, transit-supportive vision as presented with the 2005 Transit Village Statement of Qualification; and

BE IT FURTHER RESOLVED that all adopted transit-supportive ordinances submitted with the 2005 Transit Village Statement of Qualification shall remain in effect unless it is demonstrated that there is good cause the ordinances should not remain in effect; and

BE IT FURTHER RESOLVED that the governing body of (municipality) has identified (municipal staff person), who is knowledgeable in municipal planning, development and/or economic issues, to be the primary contact person to the Transit Village Task Force; and

BE IT FURTHER RESOLVED that if designated a Transit Village, the governing body of (municipality) will commit to submitting annual updates as required by the Transit Village Task Force; and

BE IT FURTHER RESOLVED that if designated, the governing body of (municipality) will strive to (1) maximize the appeal of transit; (2) improve pedestrian and bicycle connectivity to transit; (3) support local arts, culture and community events within close proximity to transit; (4) preserve historic and architectural integrity of the municipality; (5) manage parking appropriately and (6) consider how affordable housing could be incorporated into the transit village development district; and

BE IT FURTHER RESOLVED that in the event that the Transit Village Task Force determines that a designated Transit Village is no longer in compliance with the program requirements, the Transit Village Task Force may suspend designation and/or withhold program benefits.

DATE: _____