* The purpose of the pre-application meeting is to introduce the Transit Village Initiative to the municipality and to explain the Transit Village Application Requirements. A letter from the Mayor to the Transit Village Coordinator requesting a pre-application meeting with NJDOT and relevant State agencies.
* State agency programs and resources are discussed at the pre-application meeting.

The functional goal is to ensure that communities are a good “fit” to become a Transit Village and can demonstrate ability to meet the application requirements to receive designation.

* There are four parts to this Application: A, B, C and D. Be sure to answer all questions and provide all required maps, resolutions and ordinances, and other relevant documents.
* In order to make answers easy to read, please bold answers or otherwise differentiate them from the questions.
* Regarding maps, consider carefully how this information is presented and organized so it is easy to understand. Common online electronic maps (i.e., Google Maps) may be used. Include a graphic scale whenever possible.
* For adopted master plans and ordinances that are located on a municipal website, it is sufficient to provide a link to that document. Ensure that the application directs the reader to the appropriate section or page.
* To apply for Transit Village designation, a municipality must complete this “Transit Village Application Requirements” and return it to NJDOT. Email submissions to [Transit.Village@dot.nj.gov](mailto:Transit.Village@dot.nj.gov).
* There is no deadline for submission. Applications will be accepted at any time.
* Upon receipt of a submission, the Transit Village Coordinator will forward the application to the Transit Village Task Force for review and discussion. If the Task Force finds that the Transit Village Application Requirements have satisfactorily been met, a recommendation for designation will be forwarded to the NJDOT Commissioner. If the application was found unsatisfactory, the municipality will be contacted to provide further information.
* It should be emphasized that from the time an application is submitted by a municipality, the entire process becomes and remains confidential until the Commissioner sends a designation approval letter to the municipality. For this reason, the Transit Village Coordinator cannot advise applicants of the status of their application unless we are making a request for more information. The status of the application remains “under review”.
* The municipality has any additional questions, contact the Transit Village Coordinator, at [Transit.Village@dot.nj.gov](mailto:Transit.Village@dot.nj.gov) or 609 - 963-2209.