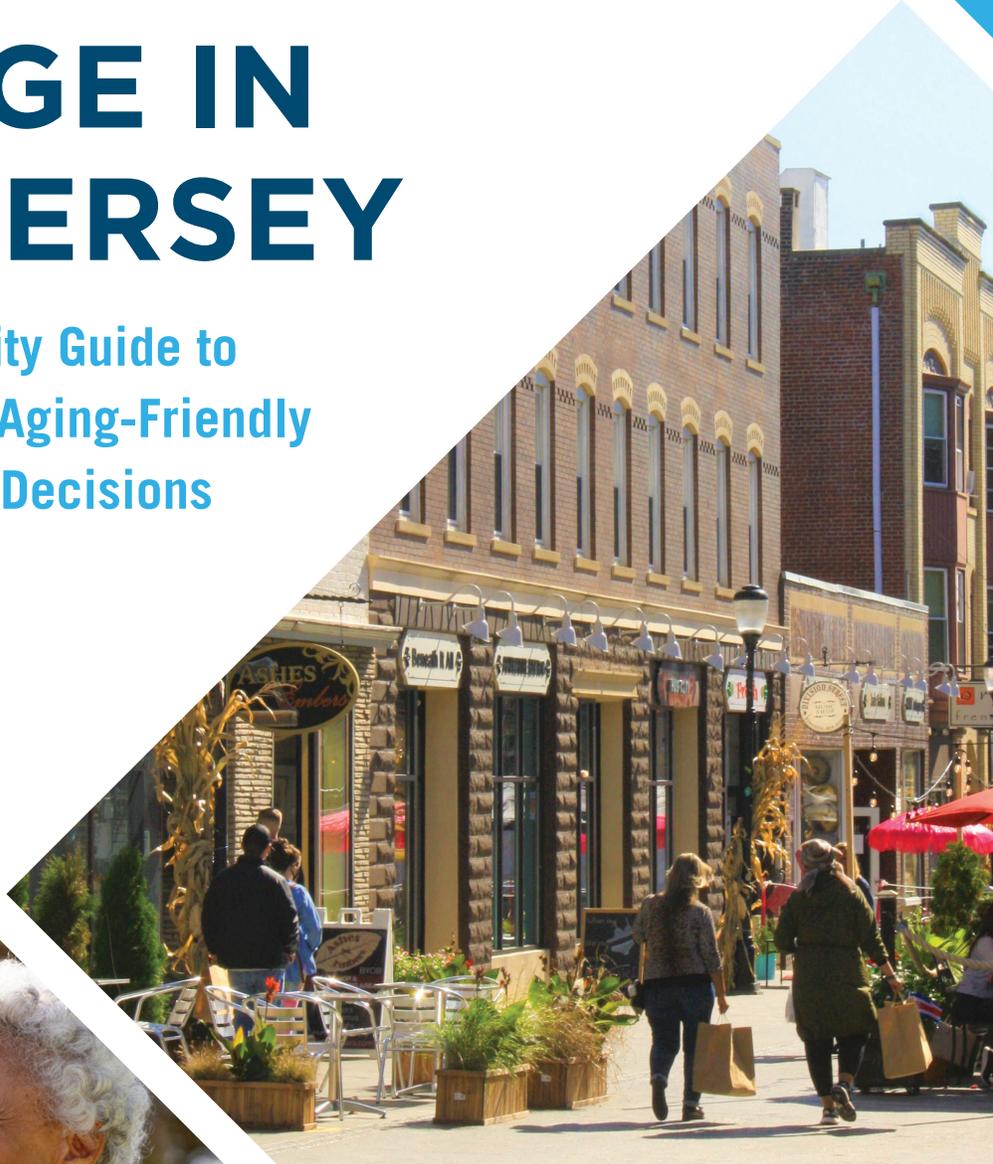


CREATING GREAT PLACES TO AGE IN NEW JERSEY

A Community Guide to
Implementing Aging-Friendly
Land Use Decisions



NOVEMBER 2020

ACKNOWLEDGEMENTS

New Jersey Future is grateful to The Henry and Marilyn Taub Foundation, whose support made this guide possible. Special thanks are due to the following individuals for their assistance in providing data, background information, and other feedback in the preparation of this guide:

Lisa Bontemps, *Westwood for All Ages*
Kevin Boyle, *Borough of Pompton Lakes*
Sheila Brogan, *Age Friendly Ridgewood*
Janet Castello, *St. Mary's Seniors of Pompton Lakes*
Tim Evans, *New Jersey Future*
Anne Heasley, *Sustainable Jersey*
Kandyce Perry, *New Jersey Future*
Gail Rottenstrich, *Borough of Fair Lawn*
Julia Stoumbos, *The Henry and Marilyn Taub Foundation*

Through New Jersey Future's partnerships with philanthropic organizations, municipalities, and community groups to advance aging-friendly community building in New Jersey, we have been able to demonstrate the effectiveness of a framework for aging-friendly planning and implementation. We would like to acknowledge the communities we have worked with to promote aging-friendly land use and from whom we have learned a great deal. Their engagement has been instrumental in the development of this guide by piloting and helping to refine New Jersey Future's formulation of an approach to implementing aging-friendly land use with municipalities throughout the state: Englewood City, Fair Lawn Borough, Garfield City, Pompton Lakes Borough, Ridgefield Park Village, Ridgewood Village, Somerdale Borough, Teaneck Township, and Westwood Borough.

CREATING GREAT PLACES TO AGE IN NEW JERSEY

A Community Guide to
Implementing Aging-Friendly
Land Use Decisions



NOVEMBER 2020

TABLE OF CONTENTS

Welcome	1	Creating Great Places to Age Land Use Assessment	
Background	2	Kick-Off Meeting Agenda	A-7
Aging-Friendly Network in New Jersey.....	5	Kick-Off Meeting Facilitated Discussion Topics	A-7
Creating Great Places to Age	6	Site Tour Guidance	A-8
About this Guide	8	Assessment Data Needs	A-9
Aging-Friendly Land Use Primer	10	Kick-Off Meeting Summary Memo Outline	A-9
The Guide to Implementing Aging-Friendly Land Use	11	Appendix D – Step 3 Tools	A-10
Step 1: Get Organized	11	Aging-Friendly Land Use Assessment/Analysis	
Step 2: Engage the Community	15	Report Outline	A-10
Step 3: Identify Assets, Challenges, and Opportunities		 	
Through a Land Use Assessment	17	Appendix E – Step 4 Tools	A-11
Step 4: Implement Aging-Friendly Land Use Actions	35	Implementation Planning Kick-Off Meeting Agenda	A-11
Aging-Friendly Municipal Profiles	41	Implementation Planning Approach and Process	A-11
Land Use Planning Principles	44	Best Practices of Implementation Planning	A-11
 		Implementation Planning Worksheets	A-12
Appendix	A-1	Identify a SMART Objective and Potential Strategies to Achieve	
 		the Objective for Each Priority Recommendation	A-14
Appendix A – Municipal Commitment	A-1	Identify Action Steps, Responsibilities, and Timeline	
Municipal Letter of Interest for Conducting		for Each Strategy	A-14
an Aging-Friendly Land Use Assessment	A-1	Sample Implementation Tracking Spreadsheet	A-14
Municipal Letter of Interest		Implementation Planning Workshop Summary	
for Participation in Implementation Planning Project	A-1	Statement Outline	A-14
Municipal Memorandum of Agreement for		Sample Prioritized Aging-Friendly Land-Use Recommendations	
Conducting a Land Use Assessment	A-1	Translated into SMART Objectives	A-15
Municipal Memorandum of Agreement		Sample Priorities Matrix	A-16
for Implementation Planning	A-1	Creating Great Places to Age Priority	
Municipal Sample Resolution to Participate in Project	A-2	Strategies Meeting Agenda	A-18
 		Implementation Plan Table of Contents	A-18
Appendix B – Step 1 Tools	A-3	 	
Pre-Assessment Checklist	A-3	Appendix F – Other Resources	A-19
Steering Committee Suggested Membership	A-4	Networks and Organizations	A-19
 		Further Reading and Materials	A-20
Appendix C – Step 2 Tools	A-5	 	
Demographic Community Profile Suggested Statistics	A-5	About New Jersey Future	66
Community Meeting Aging-Friendly Talking Points	A-6	 	
		Endnotes	67

WELCOME

Dear Friends,

It is anticipated that 8,000 members of the Baby Boom generation will turn 65 every day for the rest of the decade. We know so much more today than when this generation was born about the correlation between where people live and how they age.

We know that seniors today are at risk of social isolation and that social isolation presents serious threats to mental and physical health. We know that seniors face limited access to community resources when isolated. We know that seniors living in New Jersey, like many populations in our state, face difficulty in accessing affordable and adequate housing. And we know that all of these issues are exacerbated by race and class inequities and during a crisis like a natural disaster or a disease outbreak.

But it doesn't have to be this way. Land use is a critical factor in a town's livability, and especially for older residents. Including aging-friendly factors in local planning like affordable and diverse housing, transportation, walkability, flexible employment opportunities, and access to daily activities and socialization helps towns ensure that older residents can continue to live and thrive independently in the communities they know and love.

New Jersey Future has been helping towns proactively design their built environments to accommodate the needs of an aging population. These towns are well on their way to becoming better places to age and to live in general, as we have learned that aging-friendly towns are more livable, equitable, and inclusive towns for people of all ages.

New Jersey Future has created this guide to provide communities with a step-by-step process to make it easier to design for the needs of older residents. We hope you'll put it to good use and join us in our work to create great places to age across New Jersey and stronger, healthier, more equitable communities for everyone.

Thank you,

A handwritten signature in black ink, appearing to read 'PK' followed by a stylized flourish.

Peter Kasabach, Executive Director
November 2020

BACKGROUND

Community development patterns impact so many aspects of our daily lives:

- ▶ How we get from one place to another.
- ▶ The kinds of places that are available for us to go to.
- ▶ The kinds of homes we live in.
- ▶ The opportunities we have to interact with each other.
- ▶ How much we experience the outdoors.

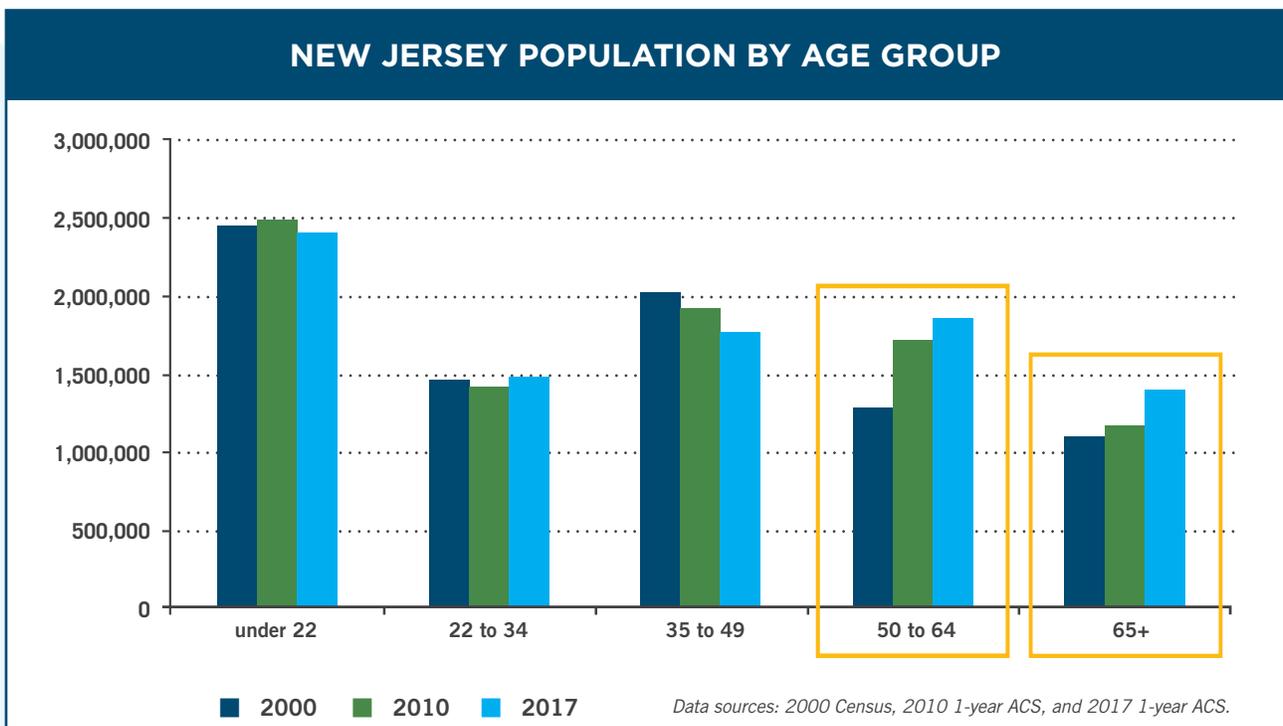
Each of these and more depend in large part on the built environments around us. Some of us have more options than others and can optimize our choices of where to live or our access to resources, but we at New Jersey Future believe that all places have the potential to be great places through better use of land and an emphasis on equitable land use decisions.

Our *Creating Great Places to Age* program aims to bring consideration of the needs of older residents into municipal planning and decision-making as a means to improve quality of life not only for New Jersey's expanding older demographic, but for people of all

ages. We have come to understand that implementing community design factors that enable older residents to achieve home security, independent mobility, and meaningful social engagement also extends those benefits to everyone in the community.

To become great places, municipalities need to incorporate demographics into local planning. Nearly 16% of New Jerseyans were over the age of 65 as of 2017,¹ and another 14% were between 55 and 64. The population aged 65 and older in New Jersey has grown by 19% between 2010 and 2017, and by 27% since 2000. The population between the ages of 55 and 64 has grown even more dramatically, increasing by 62% between 2000 and 2017 as the bulk of the Baby Boomers reached age 55. Over the next decade, New Jersey's population aged 65 and older will continue to grow as the younger Boomers hit retirement age.

Acknowledging that the population of older adults is substantial and growing, and that older people interact uniquely with the built environment, it is imperative that we purposefully foster the kinds of places that will enable people to continue living in their communities in active and healthy ways as they age.



The majority of older adults want to remain in their communities as they age,² but many places in New Jersey lack an aging-friendly design. Whereas New Jersey retirees had previously moved to regions with an affordable cost of living and warmer climates up to the 2007 recession, later generations of older adults will probably not follow the same trajectory.³ Older adults in New Jersey are poised to remain in the car-dependent suburban municipalities they disproportionately reside in now.⁴ At the same time, older adults identify affordable housing options, the availability of transportation options, and a range of flexible job opportunities to be among the most important features of the community they want to live in. In other words, there is an apparent mismatch

between the places most inviting or enabling for people to age in and where older adults are actually living in New Jersey.

We need to make our communities great places to age, and this entails more than simply providing services for older adults to grow old in their current homes. To be a place where older adults can thrive as they age, communities need to provide a range of housing options and create a built environment that allows older adults to maintain their mobility and social interactions with others. Many older adults in New Jersey are housing cost-burdened—paying more than 30% of their income for their housing—and are consequently forced to leave their communities to find suitable homes. A community

A NOTE ON THE TERM 'OLDER ADULTS'

It is important to keep in mind that there is a range of ages in reference to older adults whose lifestyles, needs, and budgets differ widely. The term 'older adults' refers to everyone aged 55 or older. This population includes the complete Baby Boom generation (born from 1946 to 1964) and preceding generations. The diversity within the older adult population—which ranges from late middle-aged adults, many of whom are still working, to retirees and the Baby Boomers' parents—is therefore apparent.



design approach is therefore necessary to enable older adults of all financial means to remain close to family and friends and to remain within the communities they significantly contribute to. This can only be attainable when there are a variety of housing options in a community for downsizing or accommodating health or mobility needs. Mobility and social engagement are also better achieved in mixed-used, pedestrian-oriented community designs.

Aside from meeting the needs of their constituents, towns have an interest in retaining their older populations. Older adults are often civically active in their communities and play an important role in local economies. Research shows that 8 out of 10 adults aged 50 and over value communities that offer a wide range of volunteer opportunities,⁵ suggesting that older residents contribute significantly to the social fabric of a community. In economic terms, 57% of consumer spending is by households aged 50 and over in New Jersey, which makes older adults indispensable for local economies. According to Oxford Economics, New Jerseyans over age 50 accounted for almost half of New Jersey's GDP while representing only 36% of the state's workforce in 2017.⁶ Creating places to age therefore helps to strengthen both social networks and economies.

Community design for all ages. For an older person, the ability to get out of the house, accomplish daily errands, and interact with others can have a major impact on quality of life. Smart development patterns in a community can help make trips shorter and reduce reliance on personal automobiles, which can make the difference between a livable community and an isolating community, especially for those who have constraints on their ability to drive. Another important but often underappreciated aspect of a compact, pedestrian-oriented development pattern is its fostering of social connections and sense of community. For older people who may no longer be interacting with coworkers or family on a daily basis, “unplanned encounters” with neighbors and strangers are an important safeguard for social isolation.

Younger generations value the same compact and pedestrian-friendly places that make communities more

livable for older people, and perhaps even more so. For example, Millennials (born between 1981 and 1996) and Generation X (born between 1965 and 1980) are gravitating toward “walkable” downtowns.⁷ A clear and consistent pattern appears: Generation X preferred compact development when they were young adults, and Millennials prefer it even more emphatically now. The reverse is also true—Millennials are staying away from suburban sprawl even more so than Generation X did in their early adulthood.

Improving aging-friendliness through land use. Communities throughout New Jersey must start devising strategies to meet the needs and address the preferences of their growing aging populations. The built environment plays a central role in their efforts to become more aging-friendly. The way communities are arranged in terms of spatial patterns of development, building designs, and accessible public amenities affects our lives significantly. People across the age spectrum need access to affordable and diverse housing options, efficient transportation, and opportunities for social engagement. For older people, these needs can be more compelling. The inclination for older people to have more restricted income, mobility, and social networks means that community design can determine whether they are able to continue living in a community and whether they can remain socially engaged and physically active; or if they are compelled to move away or are at greater risk for isolation as they age. Communities that can address these challenges will be in a better position to support and retain their older populations than those that fail to act.

Land use decisions⁸ are made at the municipal level in New Jersey. Municipalities therefore have the ability to shape community design and character through their local planning, zoning, subdivision and land development regulations, redevelopment and revitalization plans, and capital improvement plans. Local decision-makers have the discretion and responsibility to shape community design with aging-friendliness in mind and should seek to do this in collaboration with residents and stakeholders in the community. This guide provides an effective framework for anyone in a community to initiate aging-friendly community design.



AGING-FRIENDLY NETWORK IN NEW JERSEY

There are a number of communities and organizations collaborating in New Jersey as part of a growing network engaged in aging-friendly work. Connect with them for support along the journey of building an aging-friendly initiative in your town. Six communities in Bergen County got their aging-friendly start through The Henry and Marilyn Taub Foundation's [Age-Friendly Communities Initiative](#) program. Englewood City, Fair Lawn Borough, Garfield City, Ridgewood Village, Teaneck Township, and Westwood Borough formed community groups dedicated to aging-friendly work — [Age-Friendly Englewood](#), [Generations for Garfield](#), [Age Friendly Ridgewood](#), [Age-Friendly Teaneck](#), and [Westwood for all Ages](#). The [Grotta Fund for Senior Care](#) promotes the age-friendly communities in northern New Jersey through its grant program, conferences, and education outreach. [AARP](#) administers a network of aging-friendly states, counties, and municipalities. Communities must meet criteria and develop an action plan to demonstrate a commitment to building livable communities for people of all ages, especially older adults to be part of the network. In addition to five of the six communities mentioned above, nine other New Jersey communities have been awarded into the AARP network – Elizabeth City, Madison Borough, [Maplewood Township](#), Montclair Township, Princeton, Somerset County, [South Orange Township](#), Wayne Township, and [West Orange](#).

NEW JERSEY: A 'HOME RULE' STATE

New Jersey has a strong tradition of “home rule,” in which communities decide key issues for themselves. The New Jersey Home Rule Act of 1917 provides equal powers to all types of local government, where a provision in the current New Jersey Constitution provides a legal foundation for home rule. Home rule grants New Jersey municipalities with a measure of local autonomy from state intervention. From a planning perspective, this means land use decisions—such as adopting zoning ordinances, redevelopment plans, and capital improvement plans, which all can impact the aging-friendliness of the built environment—are predominantly made at the local level.

CREATING GREAT PLACES TO AGE

Aging-friendly community design does not happen by chance. Communities need to be proactive in the formation of their built environments if they hope to provide suitable housing options and avoid sprawling or car-oriented places that create obstacles for an aging population. New Jersey Future is helping communities to become more aging-friendly with our *Creating Great Places to Age* program, which provides planning and research to inform state policy and assist municipalities.

New Jersey Future's Creating Great Places to Age program began by asking the question of whether New Jersey has built the kinds of places that provide what older adults are likely to be seeking as they age. The New Jersey Future report *Creating Places to Age in New Jersey*⁹ considers four main development characteristics that make a place amenable to an aging population: a high number of destinations per square mile; the presence of a mixed-use downtown; a well-connected local street network; and access to public transportation. New Jersey Future ranked all of New Jersey's 565 municipalities according to how well they score on each of these metrics. Unfortunately, the places in New Jersey where the largest numbers of older residents live are not places well-positioned to meet their changing needs. The number of older people in car-dependent communities is projected to rise, bringing greater demand for transportation and risk of social isolation.

It is important to note that a municipality's score on these metrics is in part attributable to historic factors and that, regardless of their scores, there are viable strategies for all municipalities to become more aging-friendly. Municipalities that scored high for aging-friendly development characteristics often experienced most of their growth in the early half of the 20th century, before the rise of interstate highways and cul-de-sac subdivisions. On the other hand, the municipalities that developed at a later stage and are predominantly suburban are dominated by residential and characterized by large single-family homes. An illustrative example is the average number of rooms per housing unit in a municipality. Whereas older adults

increasingly want or need smaller homes requiring less upkeep, in more than three-quarters of New Jersey's 565 municipalities at least half the homes have six or more rooms.

Some municipalities in New Jersey have inherited relatively dense, mixed-use development patterns and well-connected street networks from an earlier era. This is the case for many suburban communities around the urban cores of Philadelphia and New York City, as well as for New Jersey's urban centers like Newark, Trenton, or Paterson. However, as demonstrated by research done for [a supplement to the New Jersey Future report](#), work still remains to be done in these kinds of communities to support the housing and mobility needs of the existing older population and to absorb additional older residents.¹⁰

Municipalities need to create more aging-friendly housing options, increase their supplies of lower-cost housing and make their streets safer for pedestrians if they want to make themselves into truly good places to age. Low-density, car-dependent municipalities might need to consider retrofitting options to achieve this. Creating a mixed-use, pedestrian-oriented town center might not happen overnight, but infill housing, or the development of new housing or other uses on vacant sites in an already built-up area, can be built on surface parking lots as a start. Another strategy is to transform aging commercial strip malls into mixed-use centers that front directly on the street and create a pleasant pedestrian experience.

The New Jersey Future report, *Creating Places to Age in New Jersey: Housing Affordability and Aging-Friendly Communities*, addressed the issue of housing option and affordability as a potential barrier for older people seeking to remain in—or move into—some of the places with the best scores on aging-friendly land use patterns.¹¹ Based on the report's findings, a large number of New Jersey's older residents are housing cost-burdened, which means they are paying more than 30% of their income for their housing. New Jersey has the highest percentage of cost-burdened households aged 65+ in the United States. This can

happen because retirement income tends to be lower than employment income, while housing costs and property taxes typically stay the same or rise; and a low number of the kinds of homes older people want—townhouses or apartments within walking distance of daily tasks—make the existing supply expensive. This means older adults who would like to move to different, perhaps less expensive and more accommodating, housing cannot afford to.

New Jersey Future’s research revealed that many communities in New Jersey fail to offer aging-friendly attributes. To promote local land use decisions that will support people of all ages, New Jersey Future is working with several communities to:

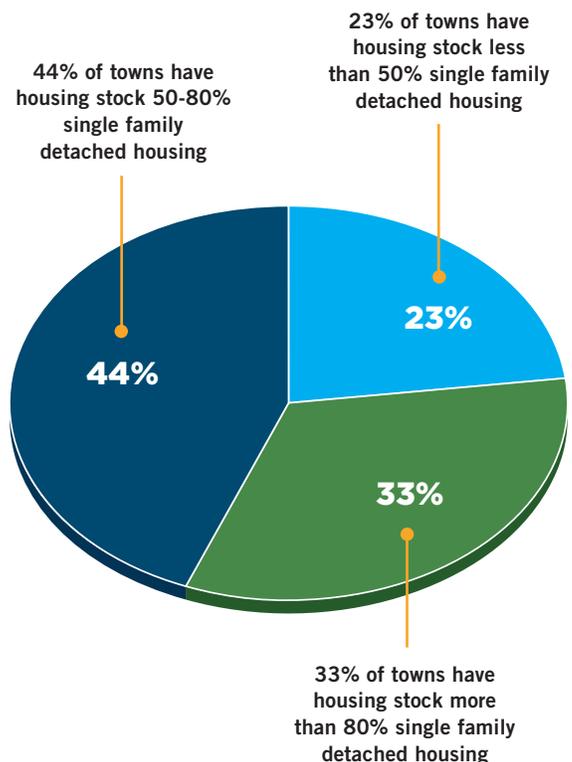
- ▶ Inform local officials and residents about what aging-friendly features are and how they benefit the community both in social and economic terms.
- ▶ Provide a snapshot of the current status of their residents and the aging-friendliness of their community by conducting land use assessments.
- ▶ Provide guidance on how the community can improve its aging-friendliness. One way to do so is by modifying land use policies and regulations to support aging-friendly development.¹²
- ▶ Assist municipalities in the implementation of aging-friendly strategies.

Creating a great place to age is a team effort. It will involve input from members of the community, local decision-makers and local experts. The guidance in this document is meant to provide a framework for getting connected, organized, and started on a path toward implementation of land use practices that will benefit the whole community, but with a focus on the aging population. The process outlined here is based on what has worked for us, but it is meant to be iterative and adaptive to changing needs, information, challenges, and opportunities.



MORE THAN A THIRD OF NEW JERSEY TOWNS HAVE A HOUSING STOCK CONSISTING OF AT LEAST 80% SINGLE FAMILY DETACHED HOUSING.

LESS THAN A QUARTER OF NEW JERSEY TOWNS HAVE A HOUSING STOCK THAT IS NOT MAJORITY SINGLE FAMILY DETACHED HOUSING.

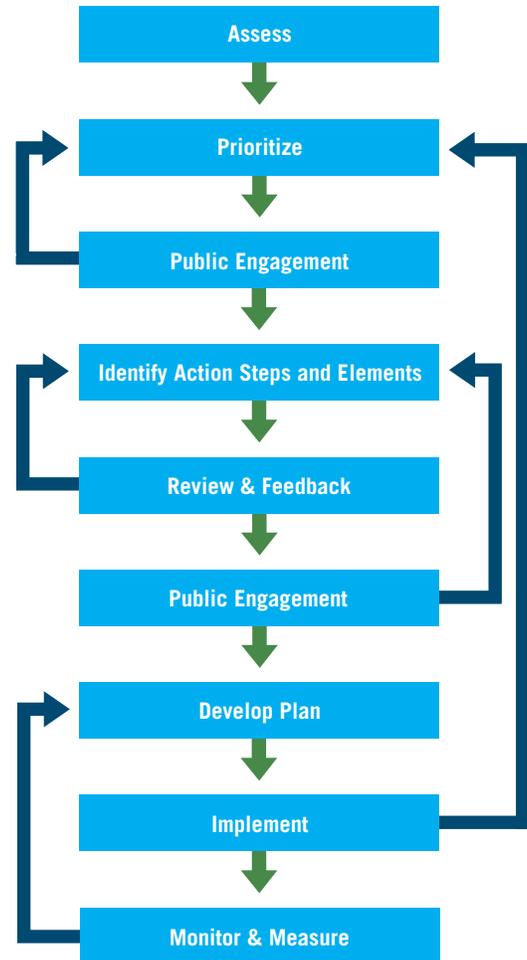


ABOUT THIS GUIDE

Communities are more vibrant and sustainable when all residents are able to engage in a holistic and meaningful way, regardless of age, mobility, or economic resources. This community guide aims to facilitate an “aging-in-community” approach to land use planning. Our focus is to enable New Jersey communities to implement aging-friendly land use decisions that result in the kinds of places older adults can thrive in as they age. The guide provides both community residents and local representatives, such as members of municipal councils or land use boards, with an action plan, guidance, and considerations for implementing aging-friendly land use practices at the municipal level. Although the focus is on the older population, by considering the needs of older adults in local planning, we’ve come to realize that aging-friendly land use practices make communities more livable for people of all ages.

The main focus of this guide is to help communities undertake an inclusive planning and decision-making process to ultimately implement aging-friendly land use actions. For each of the steps in the guide, you’ll find sample documents and additional information in the appendix of this report.

IMPLEMENTATION PLANNING



IT IS IMPORTANT TO NOTE, that while land use considerations are a critical component of planning for communities that foster healthy outcomes for older individuals, there are plenty of other strategies for making places more aging-friendly. This guide does not cover important topics, such as property tax relief, healthcare services, and food security programs like Meals on Wheels. The guide instead focuses on land use, which municipal governments directly control. However, although this guide is focused on land use, many aspects of community engagement and municipal involvement outlined here are also applicable to other forms of aging-friendly initiatives at the local level.

AGING-FRIENDLY QUESTIONS FOR YOUR COMMUNITY

Discussion Topics that you should be prepared to address are below. The Appendix describes the community meeting where these talking points could be discussed.

- ▶ What are New Jersey's demographic trends telling us?
- ▶ How do/will these changes relate to and affect municipal economies?
- ▶ Why should it be important to a local official to address needs of their aging populations?
- ▶ How do the needs of older populations differ from other age segments of the population?
How are they the same?
- ▶ What makes a community aging-friendly?
- ▶ What can communities do to become more aging-friendly? How does a community adjust to meet evolving needs of its population over time to enable current residents to age in place?
- ▶ How will aging-friendly strategies differ for New Jersey's varying community types (e.g. urban, suburban, rural, North Jersey, South Jersey, transit accessible, auto-oriented, etc.)?
What are we starting with, what do we have to do?
- ▶ Are older residents likely to relocate to match their needs with a community's character?
- ▶ What is the benefit (social or otherwise) of multi-generational communities?
- ▶ Why do municipalities need to expand housing options, how can they achieve this objective and what hurdles are they likely to confront?
- ▶ How does a complete streets concept need to be adjusted to meet needs of different population/pedestrian groups?

AGING-FRIENDLY LAND USE PRIMER

A community's built environment greatly determines its character, and it considerably influences whether the community is aging-friendly or impedes the ability of older adults to remain living there or to remain active and engaged there as they age. A community that offers: mobility options that do not require personal automobiles; a pedestrian-friendly mix of land uses that provide physical and social activities; amenities such as parks, street furniture, and public facilities; and a

mix of housing options that are affordable, is a place where older residents can thrive. These are features that appeal to older as well as younger generations, and communities without these attributes will find it increasingly difficult to attract and sustain populations.

New Jersey Future's methodology to assess the aging-friendliness of a community's built environment is based on four land use characteristics:



MIXED-USE DOWNTOWNS AND CENTERS

A pedestrian-oriented, compact town center enables people of all ages to accomplish everyday tasks more efficiently and offers opportunities to work close to home. Mixed-use development refers to a tract of land or building with two or more different uses, such as residential, office, retail, public, or entertainment, in a compact urban form. A mixed-use development pattern reduces the need to use a car and increases foot traffic to businesses. The benefits of living close to destinations apply to an aging population, but also to create a vibrant community for all. Town policies and plans that support compact, mixed-use development patterns can do more to support aging-friendliness than those that do not.



A VARIETY OF HOUSING OPTIONS

Diverse housing types in compact neighborhoods help to accommodate the preferences, needs, and budgets of all residents, particularly older adults, while providing pedestrian access to a variety of destinations. Aging individuals will seek more suitable housing as their income decreases, their mobility declines, or they simply want to downsize for easier maintenance and upkeep. Communities that do not include alternatives to large single-family detached homes or sprawling suburban developments will not meet the needs of these individuals. A full range of permissible housing options should be considered by towns, including shared-housing arrangements or accessory dwelling units.



SAFE AND ACCESSIBLE TRANSPORTATION

Well-connected streets, sufficient public transportation options and pedestrian-oriented development patterns enable people to remain mobile and have opportunities for personal interactions with neighbors and strangers. A more interconnected circulation network in a town will make getting around easier, safer, and more efficient for all residents and visitors, but it can make the difference between either living in isolation or experiencing adequate social engagement for an older population. The ability or desire to drive often declines for older aged individuals, and the extent to which they can accomplish daily tasks and get out and about without driving is affected by things such as the condition of sidewalks, street connectivity, presence of trails or safe routes to traverse along roadways, and access to rail or bus service.



ACCESSIBLE PUBLIC SPACES AND AMENITIES

Facilities such as parks and community centers foster engagement and provide opportunities for exercise and social interaction for all residents, particularly older adults who may no longer have opportunities to interact at a workplace or with family members. An aging-friendly community will aim to ensure that all residents in all parts of town have walkable or unhindered access to public green spaces and community gathering sites.

THE GUIDE TO IMPLEMENTING AGING-FRIENDLY LAND USE

STEP 1: GET ORGANIZED

The first step in building an aging-friendly community initiative is to get organized and informed. A 2016 study of nine aging-friendly community initiatives in northern New Jersey points out that the initial planning phase serves two interrelated goals: “better understanding of aging in the community and greater engagement of local stakeholders around aging.”¹³ The most important aspects are to organize a communitywide process by inspiring and engaging community representatives—local business owners, community groups, residents, professionals, municipal staff, and elected or appointed officials—and to inform these representatives about aging-friendly communities so that they are also empowered to become local leaders.

LEARN ABOUT AGING-FRIENDLY COMMUNITY BUILDING AND BUILD A COALITION. There are several resources in addition to this guide that describe the features of an aging-friendly community or how to foster aging-friendly community building. There are global, national, and local programs providing a wealth of information as well as access to networks. Many are listed in the “Other Resources” appendix of this guide. Form an aging-friendly community group with a mission based

on the principles identified in these resources that are most closely aligned with the needs and goals in your community. Name your group and project initiative and prepare to build municipal support and cooperation to conduct an aging-friendly land use assessment and develop an implementation strategy.

LEARN ABOUT LAND USE. Collaboration between community members and elected or appointed officials comprises the aging-friendly leadership of a town and is critical to implementing aging-friendly land use in any town. For this to happen, community members need to learn about how municipalities govern land use, and officials need to seek input in that process from community members. Land use decisions in New Jersey are largely dictated at the local level. The Municipal Land Use Law (NJSA 40:55D-1) grants towns the power to enact a master plan, which sets land-use priorities for the town with the purpose of protecting the health and interests of its residents. The law also gives towns the jurisdiction to adopt a zoning ordinance to dictate where and in what form development should happen to be consistent with the master plan. The local



zoning administrator, as well as the volunteer planning and zoning board members, have the responsibility to interpret and enforce the community's master plan and zoning ordinance. *The Complete Guide to Planning in New Jersey*,¹⁴ published by the American Planning Association New Jersey Chapter, is a resource that can help orient those unfamiliar with land use planning in the state. Reach out to the municipal planner, engineer, or administrator for technical assistance in understanding how your community operates. Contact others in the expanding New Jersey aging-friendly network for help working through your initiative, and planning organizations such as [New Jersey Future](#) for information about land use.

MUST DO:

Be proactive to recruit racially and economically diverse steering committee members from various neighborhoods to ensure equitable outcomes for all residents throughout your entire community.

FORM A STEERING COMMITTEE. An important outcome of this step is to organize a core team before engaging the wider community. A steering committee appointed by the municipal governing body will empower the group to not only have easier access to important data such as local plans or budgeting, but also to draw on the valuable input of municipal leaders, staff and professionals who can lend institutional knowledge and are familiar with particular challenges or resources pertaining to the town.

MUST DO:

Secure municipal buy-in with an aging-friendly resolution adopted by the governing body.

Ask your town leadership to adopt a resolution that appoints a steering committee to conduct an aging-friendly land use assessment. It is often key to have at least one champion who is an elected or appointed

representative or municipal staff to advocate for this action and to stick with the effort through implementation. Your first step should be to identify these champions, educate them about aging-friendly land use and provide the information and public support they need to make this initiative a municipal action. Reach out to local groups or professionals who may be able to help you make the case for your initiative to your local leaders.

MUST DO:

Include municipal decision-makers and professionals, such as planners or engineers, on the steering committee specifically and every step of the way generally.

The steering committee will be responsible for guiding the planning process and should be composed of local decision makers and experts as well as representation from the community at large. Such a committee enables the aging-friendly initiative to draw on various expertise and perspectives to identify and accomplish meaningful project tasks. It will also help cement the future involvement and support critical to the actual implementation of proposed actions.

WATCH OUT FOR:

Don't catch municipal decision-makers off guard. Make sure the governing body and land use boards are kept informed at every step of your land-use assessment and implementation.

Be sure to reach out to your local land use boards, as well as municipal leadership, and keep all relevant parties aware of your initiative and informed throughout the entire planning process, even if they are not part of the steering committee. It is also important to involve a diverse group of local leaders and community members in the steering committee. People of all ages who represent different interests, socioeconomic, cultural,

ethnic, and racial backgrounds should be included. A committee chair or point of contact should be responsible for moving the process along and organizing meetings and work tasks. Unless the steering committee includes someone who is a skilled organizer and leader, it may be appropriate to seek assistance from an outside facilitator, such as a nonprofit, university, or consultant.

EDUCATE THE STEERING COMMITTEE. A successful aging-friendly planning process ensures that everyone in the community has a common understanding of what an aging-friendly community entails and has the opportunity to provide input. The steering committee is instrumental in educating the community and conducting local outreach.

MUST DO:

Lay the foundation. Do the work of educating yourself early on so you can educate your community. An educated community will become an engaged community that helps to move the initiative forward.

Before engaging the wider community, it is helpful to formulate an aging-friendly narrative for your town. Fortunately, much work has already been done to characterize what makes a community great for all ages. The AARP “[Livable Communities](#)”¹⁵ program, developed based on the World Health Organization’s Global Network for Age-friendly Cities and Communities,¹⁶ offers toolkits, fact sheets, how-to’s, case studies, workbooks, and other resources to understand how pedestrian-oriented streets, housing options, transportation options, and opportunities for residents to participate in community activities can make places more suitable for older individuals. New Jersey Future has developed aging-friendly reports specific to the state.¹⁷ Distribute resources and background information to the steering committee and set up a kick-off meeting to get started.

Although it would be helpful to have a land use planning or development professional on your team, any local leader can take the initiative by becoming informed and engaging other community representatives. Anyone can engage

community members to join forces as an aging-friendly community initiative. To get your community leaders and others interested in forming a committee and moving forward with an aging-friendly land use assessment, you can generate productive land use discussions in your community by taking the following actions:

- ▶ Provide comment at a local public meeting of the town governing body (council or committee) or the planning board. If the municipal leadership is interested in learning more, ask to put your initiative on the governing body meeting agenda, where you can show an informative aging-friendly webinar or provide a presentation. Getting your issue on the meeting agenda would have more impact than simply providing public comment, although there may be an existing agenda item that relates to housing, transportation, recreation or other aging-friendly factors, where your public comment would be appropriate to inform a pending decision.

MUST DO:

Partner with or become an aging-friendly champion within local government.

- ▶ Set up an in-person meeting with the mayor or a municipal representative who may be receptive to discuss your initiative and the town’s involvement. Many municipal governing bodies have liaisons to community services such as recreation, housing, or senior services. Community members may need to organize a strategic effort to get local leadership on board to conduct a municipal land use assessment, and it’s a good idea to get the conversation started early.
- ▶ Visit other communities that have successfully implemented aging-friendly land use decisions. Talk to aging-friendly leaders in other communities to learn what worked for them and lessons on how to strategize the work of your initiative.¹⁸

- ▶ Review your town's master plan and zoning ordinance to see if they help to create an aging-friendly built environment. The "Pre-Assessment Checklist" in Appendix B lists the most important topics to assess. If you identify mismatches with promoting aging-friendly community building, bring them up at a local planning board meeting. If your town is in the process of updating the master plan or involved in a visioning process, find out from your local planning board how you can engage with that process.

WATCH OUT FOR:

Changes in leadership that can reduce momentum or stall the aging-friendly initiative. Talk about aging-friendly community building to candidates before they are elected and to board members as they are appointed. Build relationships and trust to gain support.

- ▶ Examine proposed development or redevelopment projects. Use the "Pre-Assessment Checklist" in Appendix B to check if these projects contribute to an aging-friendly built environment. Attend the municipal meetings that have this project on the agenda and ask the approval board if the application provides: a diversity of affordable housing options, adequate access to transportation, compact and pedestrian friendly form, sidewalks and crosswalks, sufficient green spaces for recreation or social interaction and stormwater management, and other aging-friendly benefits.
- ▶ Host a meeting to gather a diversity of stakeholder input. Make sure to inform elected and appointed municipal representatives of the meeting and welcome their attendance. The success of your initiative also depends on their involvement. Tips on what to discuss are provided in Appendix B.



STEP 2: ENGAGE THE COMMUNITY

Initial engagement takes shape through education of and feedback from the steering committee. The steering committee then needs to connect with the broader community. Not only older adults but the community at large needs to be involved in order to assess a municipality's strengths and challenges in becoming an aging-friendly community. Younger and middle-aged adults will eventually be older adults. Tips on how to engage stakeholders and how to organize the community engagement process are included in this chapter. Resources for Step 2 are in Appendix C.

COMPILE A DEMOGRAPHIC PROFILE. The profile offers a snapshot overview of key demographic and economic characteristics of the municipality, with particular regard to older adults. Based on the Census Bureau's latest American Community Survey and other data sources, the profile produced by New Jersey Future describes:

land use patterns (proportion of developed, preserved, and developable lands); population characteristics (age and income distribution, racial diversity, and living arrangements); and housing stock (number, type, cost, and tenure). Use the [Census Reporter tool](#) for an overview of demographic data in your town. You can access data from [various data sources](#) to tailor your profile and use the tools in Appendix C to compile more specific data about older residents.

KICK OFF THE INITIATIVE. The kick-off meeting for the steering committee should do the following: include an educational component; describe a strategy and process for implementing your initiative, such as the one described in this guide; facilitate a "discussion of place" to explore the aging-friendly features and challenges exhibited by the town; identify available data needed for an assessment; and include a site tour of key locations. The outcome of this meeting should be summarized in a memorandum and will provide the framework for moving forward. Use it to determine the next steps for community engagement and conducting a land use assessment. Use the site tour to evaluate indicators of an aging-friendly built environment, as described in Step 3 of this guide.

SOLICIT PUBLIC INPUT. Before engaging the community as a whole, the steering committee should think about how it wants to incorporate community input into future decisions. A number of strategies exist to gather public input, including surveys, focus groups, open public meetings, and tabling or outreach at community events. A community survey can glean useful information when it is robust and representative of the community. AARP has created a [Livable Communities Questionnaire](#)¹⁹ available in both English and Spanish, which is a great starting point from which to develop a more tailored survey. Questions that are not open-ended are more appropriate for a survey. Surveys could ask whether participants rent or own; would be willing to share their home, turn it into a multi-family, or build an accessory dwelling; have a desire to age in their current homes; or have a desire



to downsize and continue to live in the municipality. Although a community survey is a very useful tool for collecting information, well-designed surveys can be costly and resource intensive. Furthermore, a survey may not provide insight into previously unidentified issues or concerns in the community, as these are more likely to become apparent through discussion and personal engagement and interaction.

MUST DO:

Garner support from older resident stakeholders who can make a compelling case that aging-friendly change is needed in the community.

AARP has also published a [Community Listening Session Tool Kit](#)²⁰ on how to organize and conduct a community focus group or listening session, which may be more feasible and productive than conducting a survey, depending on the available resources. A listening session approach requires significantly less planning and expertise than is necessary for achieving a representative and accurate survey. The goal of the listening session is to let the participants drive the discussion to gain deeper insight and potentially bring to light key issues or priorities faced by the community. The format of a listening session would include an agenda but is intended to be a brainstorming of ideas. Three to five specific discussion questions are prepared and written on a poster board or flip chart for display. Suggested questions include, “what options do you have for making your housing costs more affordable, and are these sufficient?” and “what are the three biggest challenges you face in your home or looking for a new home?” The output of the listening session would be a list of priority issues, perhaps with identification of long, medium, and short-term goals.

Another mechanism for soliciting community input, public information meetings can be arranged by the municipality or scheduled on the agenda of a regularly occurring council, committee, or board meeting. Public information meetings should be well-publicized to ensure a good turnout, and proactive outreach should target a diversity of stakeholders.

MUST DO:

Be patient! Building an aging-friendly community takes time and is an iterative and evolving process.

WATCH OUT FOR:

Excluding stakeholders. There are things that may make it easier for people who otherwise couldn't be engaged to participate. Consider holding meetings at different times of the day or evening, and different days of the week, including weekends, to accommodate work or caregiver schedules. Choose locations that are accessible by public transit. Provide childcare or hold meetings at a location where children are welcome. Serve snacks or provide meals if meetings are long or overlap with mealtimes. Remove obstacles and create a welcoming atmosphere. This will help to engage a more representative group within the community, helping to prioritize important goals and objectives.

Futurewise has created a [Community Engagement Toolkit](#) to implement an equitable engagement process, and you should prepare to find strategies for [equitable engagement with social distancing](#). It is also important to solicit the attendance of certain organizations that play an important role in the aging-friendliness of a community. At the public meeting, the steering committee should give a presentation about what makes a community a great place to age, describe the land use assessment initiative and solicit feedback. This is also an opportunity to educate and engage elected and appointed municipal officials. As more community members understand the issues and opportunities, the steering committee can gain support for the initiative and ultimately for implementing actions that will make the community more aging-friendly.

STEP 3: IDENTIFY ASSETS, CHALLENGES, AND OPPORTUNITIES THROUGH A LAND USE ASSESSMENT

An aging-friendly land use assessment evaluates the extent to which the community's physical form enables older adults to remain active, healthy, engaged, and capable of continuing to live in their communities. It is an essential resource to gauge whether a municipality is ready to accommodate the needs of its older population from the standpoint of community design. The assessment takes into consideration conditions on the ground and the policies, plans, and regulations in place within the municipality that either support or hinder age-friendly development across the following four categories:



MIXED-USE/CENTER-BASED DEVELOPMENT



HOUSING OPTIONS



TRANSPORTATION ACCESS



AVAILABILITY OF PUBLIC SPACES AND AMENITIES

To conduct a land use assessment, New Jersey Future works with a steering committee of municipal representatives and community members who are well-positioned to identify challenges and solutions that impact the town's aging-friendliness. Steps 1 and 2 of this guide describe the formation and role of an aging-friendly steering committee and a process of community engagement. The assessment in Step 3 builds on the outcomes of the public engagement process and the needs and concerns brought forward by the community. The steering committee plays a vital role in compiling the assessment.

The assessment is also intended to inform local policy-makers and residents about the inextricable connection between effective land use and aging-friendly places. The assessment will offer specific recommendations which could include changes to land use controls and adoption of policies to: encourage compact, mixed-use development; support housing options; improve walkability and mobility; expand transportation options; improve connectivity of both the street and sidewalk network; and/or expand public spaces and amenities. The assessment report results not only in an evaluation of the extent to



which the community meets the needs of older adults, but it also provides clear, concrete recommendations for strategies and actions the municipality could undertake to enhance its aging-friendliness.

COMPILE DATA. The information that will inform the assessment comes from steering committee discussions, community engagement feedback, site visits,²¹ and demographic and land use data. Meeting minutes and summary memoranda should record the events and outcomes throughout the process of engagement with the steering committee, the public, and local leadership or representatives.

WATCH OUT FOR:

Stay focused on aging-friendly land use. It's easy to let discussions and activities stray off topic, but a well-organized process can lead to a common understanding of goals and objectives, and what needs to happen in your town to create a more aging-friendly built environment. Every community's aging-friendly path is unique. Track themes and findings by writing summaries of meetings and activities.

General descriptions of and goals for advancing aging-friendliness of the community may emerge from this process if the initiative retains focus on implementing aging-friendly land use actions. Be sure to have a targeted agenda for meetings and discussion groups. The site visit and a review of municipal planning and zoning documents will provide the details for assessing community design in relation to the four land use categories of the assessment. You will use the information learned in Step 2 and will also need to review municipal plans and policies in this step, some of which may need to be requested from the appropriate municipal department if not available online. Data will also include your town's land development standards, which is the set of defining parameters to be followed in site and/or building design and development that can typically be found online in a municipal code database. Other types of data include any land use analyses or assessments such as a walkability audit

or flooding study that have been completed for your community. The following sections of this step describe how to retrieve and review data.

MAP ASSETS AND FEATURES. Understanding the assets in your community gives you a sense of the existing opportunities you can build on and where there are gaps that should be addressed. A [Sustainable Jersey community asset mapping action](#) describes the general process. There are a number of interactive maps and open-source mapping services available for public use, as well as considerable spatial data available for New Jersey towns. If you do not have mapping capabilities, you will want to rely on existing maps and interactive web maps. Your town or county geographic information system (GIS) department may have developed parcel-scale static maps or an interactive map—check their websites for links. The State of New Jersey maintains interactive maps, including the [New Jersey Department of Community Affairs Community Asset Map](#), the [New Jersey Department of Environmental Protection GIS Data Viewer](#), the [NJ Geo-Web](#), the [Landscape Project endangered/threatened species map tool](#), the [NJ Highlands Council Interactive Map](#), and the [NJ Pinelands Interactive Map](#). The [New Jersey Conservation Blueprint](#) interactive mapping tool compiles most of the relevant publicly available data for the state and is an excellent resource for exploring assets, environmental conditions, or infrastructure in your town. [Google Maps Street View](#) is a great way to “see” what's on the ground. If you have access to the technical expertise needed to utilize spatial data, you will need access to a mapping program, and there are several [free open-source platforms](#) available. The [New Jersey Geospatial Information Network \(NJGIN\)](#) hosts a data portal to facilitate the sharing of geospatial content and data in the state.

To get started with an assessment, even a hand-drawn map would suffice. The goal of this step is to evaluate where assets and problems are distributed throughout the town, as well as the connectivity among features and between features and neighborhoods or zoning districts.

MUST DO:

Apply an equity lens. Identify spatial gaps in access to transportation, parks, facilities, amenities, and shops and businesses to meet daily needs. Notice if any areas are disproportionately affected by environmental effects such as pollution, flooding, or heat islands.

A key aspect of the assessment involves municipal zoning ordinances, so it is important to review the municipal zoning map that delineates zone boundaries. Each zone corresponds to permitted uses, design standards, and other parameters that you will be reviewing in this step of the assessment. Many towns will post the local zoning map on their websites.

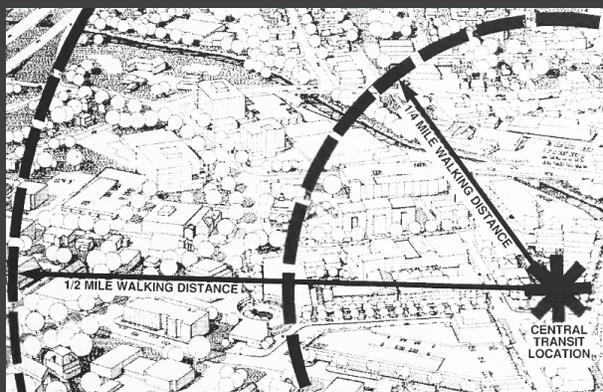
Items to assess in your mapping analysis include consideration that:

- ▶ Neighborhoods have pedestrian access to community centers and the downtown;
- ▶ Bus stops are appropriately located;
- ▶ Residents have walking access to a train station and that the station interacts with the downtown to stimulate pedestrian and bicycle activity;
- ▶ Parking is appropriately placed; and
- ▶ There are open spaces and public civic spaces in the downtown and that they exhibit a connected network throughout the whole town. A good standard to assess pedestrian access or “walkability” is a quarter mile distance. Identify neighborhoods that don’t have transportation, facility (library, community center, etc.), or open space (parks, trails, plazas, etc.) resources within quarter mile by drawing buffers around these assets.

WHY ¼ MILE WALKING DISTANCE?

Estimating a distance people are willing to walk depends on many factors and is not easily generalized. A quarter mile is commonly cited as the distance people are willing to walk to transit stations, public facilities, and retail destinations, although many people will walk greater distances, and community design can help to encourage higher rates and distances for walking and physical activity.^{22,23,24}

One study found that having a positive attitude about walking and the perception of a shorter walking distance were correlated with a greater desire to walk.²⁵



EVALUATE DATA AND FORMULATE RECOMMENDATIONS.

Assess each of the four land use categories (See the Aging-Friendly Land Use Primer on page 10) based on the following aging-friendly indicators of the built environment and draft recommendations based on the findings of the evaluation. This step is the analysis that will provide a description of how aging-friendly the built environment of your town is by reviewing the data you've compiled. It describes how you should assess each indicator for each of the four land use categories. Various [scorecards](#) have been created that can also be adapted to help you assess features in your community.

The following chart is designed to walk you through an assessment of the four land use categories. The left column generally describes the land use feature you should evaluate and what would make it aging-friendly. For each land use feature, the right column provides guidance about where to find information about the feature and resources to assess how aging-friendly it is in your community. Many of the resources in this section would also be helpful for implementation planning, which is described in Step 4 of this guide.

 INDICATORS OF MIXED-USE CENTERS	
WHAT TO LOOK FOR:	WHAT TO LOOK AT:
<p>The existence of a center or centers with a mix of homes, stores, offices, and civic buildings in close proximity.</p>	<p>Mixed-use centers afford the opportunity for people to live within close proximity to commercial and business areas, reducing the need for an automobile to accomplish everyday tasks, while also permitting residents to remain socially connected to their community. Evaluate whether your downtown is compact, walkable, and has a mix of residential and commercial.</p>
<p>A formally established special improvement district.</p>	<p>Special improvement districts are authorized by state law and created by an ordinance of the local government for enhancement of the municipality's commercial corridor. The improvement district provides a mechanism for the businesses and property owners of a community to organize as a single entity, to raise funds for activities that enhance or expand upon municipal services, and through a district management corporation, to manage themselves to become a more effective destination for commerce. They work by collecting a special assessment on the commercial properties in a designated district, which supports initiatives that drive business activity, increase property values, and support marketing and branding efforts. The New Jersey Department of Community Affairs can provide guidance about Improvement District Programs.</p>



INDICATORS OF MIXED-USE CENTERS

WHAT TO LOOK FOR:

A **Main Street New Jersey** designation.

A demographic analysis in the **master plan** that considers community-wide aging factors and a land use element that encourages compact, mixed-use, center-based development.

Redevelopment or rehabilitation plans that encourage compact, mixed-use, center-based development.

WHAT TO LOOK AT:

[Main Street New Jersey](#) is a division within the New Jersey Department of Community Affairs that administers a comprehensive revitalization program to promote the historic and economic redevelopment of traditional business districts in New Jersey. It provides on- and off-site technical assistance and training in downtown revitalization and management. In fiscal year 2019, the state budget authorized \$500,000 to restart and enhance this program.

A municipal master plan is a comprehensive, long-range plan intended to guide the growth and development of a community for a set period of time. The master plan typically includes an inventory and analysis leading to recommendations for the community's land use, future economic development, housing, recreation and open space, transportation, community facilities, and community design, all related to the community's goals and objectives for these elements. The [New Jersey Municipal Master Plan Manual](#) (2014) published by New Jersey Planning Officials (The Association of Planning Boards & Zoning Boards of Adjustment) describes the nature and legal foundation of a municipal master plan. Development patterns in the community are driven by the local master plan. Review it for consistency with aging-friendly land use principles.

The Local Redevelopment and Housing Law (N.J.S.A. 40A:12A-1 et seq.) enables municipalities to designate lands within a specified boundary that meet certain criteria as an area in need of redevelopment or an area in need of rehabilitation through an evaluation and public engagement process. For such an area, a town can create a plan that [incentivizes or drives preferred redevelopment](#).



INDICATORS OF MIXED-USE CENTERS

WHAT TO LOOK FOR:

Specific **design standards** for buildings, infrastructure, and landscaping that promote a vibrant, walkable, and pedestrian-oriented mixed-use center environment.

WHAT TO LOOK AT:

Check that your town has adopted design guidelines for the downtown or central business district.

Seek technical assistance from planning consultants or organizations such as [Regional Plan Association](#) or your metropolitan planning organization: [Delaware Valley Regional Planning Commission](#), [South Jersey Transportation Planning Organization](#), or [North Jersey Transportation Planning Authority](#).

Consider implementing a [form-based code](#), which focuses on regulating design rather than specific uses.

FORM-BASED CODES

The [Form-Based Codes Institute](#) defines a form-based code as “a land development regulation that fosters predictable built results and a high-quality public realm by using physical form (rather than separation of uses) as the organizing principle for the code. A form-based code is a regulation, not a mere guideline, adopted into city, town, or county law. A form-based code offers a powerful alternative to conventional zoning regulation.” Such codes consider the relationships between buildings and the street, pedestrians and vehicles, public and private spaces, and the size and types of streets and blocks. A form-based code also establishes rules for parking locations and limits, building frontages and entrance location(s), elevations, streetscapes, window transparency, and block patterns (i.e., no oversized “super blocks”). Since form-based code can be customized, the code for one area might be focused on preserving and enhancing the character of the neighborhood while the goal elsewhere might be to foster dramatic change and improvements. Often, a community’s form-based code can accomplish both with a more tailored approach to community character than conventional zoning (see: [AARP Livability Fact Sheets](#)).

Form-based codes are regulatory, not advisory. They are drafted to implement a community plan. The five main elements of a form-based code are:

- 1. Regulating plan:** a plan or map of the regulated area designating the locations where different building form standards apply.
- 2. Public standards:** specify elements in the public realm: sidewalk, travel lanes, on-street parking, street trees and furniture, etc.
- 3. Building standards:** regulations controlling the features, configurations, and functions of buildings that define and shape the public realm.
- 4. Administration:** a clearly defined and streamlined application and project review process.
- 5. Definitions:** a glossary to ensure the precise use of technical terms.

Source: <https://formbasedcodes.org/definition/>

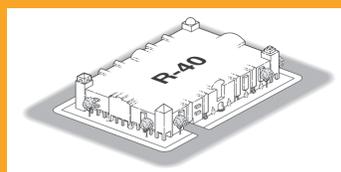
Conventional Zoning

Density use, FAR (floor area ratio), setbacks, parking requirements, maximum building heights specified.



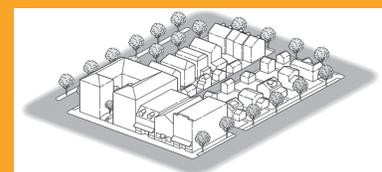
Zoning Design Guidelines

Conventional zoning requirements, plus frequency of openings and surface articulation specified.



Form-Based Codes

Street and building types (or mix of types), build-to lines, number of floors, and percentage of built site frontage specified.



Credit: Form-Based Codes Institute, <https://formbasedcodes.org>



INDICATORS OF MIXED-USE CENTERS

WHAT TO LOOK FOR:

A **mix of permitted uses** within the commercial centers in the zoning ordinance—including retail, services, entertainment, and residential—that promotes pedestrian travel and encourages visitor activity.

- ▶ The land use element of your town's master plan is meant to guide development patterns in the town. Check that it describes a community design that allows for mixed-use areas.

The **prohibition of uses**, such as drive-throughs, in the zoning ordinance that conflict with goals for a center area or district, in particular uses that do not support a compact center and/or pedestrian activity.

Sufficient density enabled by **lot coverage percentages** allowed by the zoning ordinance in centers and mixed-use districts.

- ▶ Lot coverage is that part of the lot that is covered by impervious surfaces, such as buildings, driveways, and sidewalks. Housing density refers to the number of families, individuals, dwelling units, households, or housing structures per unit of land, usually per acre. A municipality can offer density bonuses by granting the allowance of additional dwelling units or floor area, beyond the zoned maximum, in exchange for providing a public benefit, such as providing affordable housing units.

Limited **building setbacks** permitted by zoning in commercial centers to create a pedestrian-oriented street environment.

- ▶ Setback requirements are restrictions controlling the distance between the building and any lot line. These should be limited to bring buildings closer to the street and to present a more uniform appearance.

Minimum **building heights** required by the zoning ordinance that are sufficient to encourage density within the mixed-use center area or district. If the maximum building heights allowed by zoning are too low, sufficient density or housing to create a vibrant town center is not enabled.

- ▶ The [US Green Building Council's standards](#) for walkable streets recommends a minimum building-height-to-street-width ratio of 1:3 (i.e., a minimum of one foot of building height for every three feet of street width).

WHAT TO LOOK AT:

The municipal zoning ordinance will dictate permitted uses and building and lot coverage requirements. Your town may post a link to ordinances on their website. You can also find local ordinances (also called codes) at [General Code's online code library](#), [MuniCode](#) or the [New Jersey State Library database](#). To search for examples outside New Jersey, use a broader search engine, like the [eCode360 Library](#).



INDICATORS OF MIXED-USE CENTERS

WHAT TO LOOK FOR:

Environmental constraints such as existing and projected flood prone areas, natural features, or environmental hazards that will or should restrict development.

Economic and market analyses conducted to target appropriate businesses and redevelopment.

WHAT TO LOOK AT:

Check the [FEMA Flood Map Service Center](#) or with your local floodplain manager to learn about federally designated flood hazard areas in your community. You should also consider the impact of climate change on rain events and flood risk — the effects of flooding and storms are expected to expand in scope and range in New Jersey.²⁶ Talk with your town's environmental commission about how your community is affected by flooding and potential environmental assets affected by development. Other environmental constraints include wetlands, steep slopes or habitat protection. [Sustainable Jersey](#) outlines actions for [green infrastructure planning and implementation](#), and developing a [brownfield inventory and strategy](#) using a public participatory process.

An economic and market analysis should identify the kinds of businesses that can be supported by the local and regional economy and seek mixed-use redevelopment that would create a sustainable downtown economy and increase residential units in the town center. A good economic plan will include implementation actions. Additional commercial development not only enhances a town's economy, it could also help to ease property tax rates of residential properties in a town, and mixed-use development will create a greater number of smaller, more affordable residential units into which older residents can downsize from single-family homes and reduce their tax burden.

Directing development toward compact design and away from open or environmentally sensitive areas can be managed through a [transfer of development rights](#) program (TDR). A TDR allows property owners in "sending" areas to sell or move development rights to properties in "receiving" areas, having the effect of deterring sprawl and clustering development at higher densities in areas that are appropriate. The strategy can also help to promote economic growth in receiving areas.





INDICATORS OF HOUSING

WHAT TO LOOK FOR:

The allowance for a **range of housing types** within the various zoning districts, with more density in the mixed-use compact portions of town.

Permitted housing options, such as home sharing, that could simultaneously reduce housing cost-burdens and isolation and facilitate aging-in-community.

- ▶ Home sharing offers an alternative housing choice option. According to the [National Shared Housing Resource Center](#), homeowners participating in a home sharing program offer “accommodation to a home sharer in exchange for an agreed level of support in the form of financial exchange, assistance with household tasks, or both.” The community is also a beneficiary of home sharing. Shared living makes efficient use of existing housing stock, helps preserve the fabric of the neighborhood and, in certain cases, helps to lessen the need for costly chore/care services and long-term institutional care. A home-sharer might be an older resident, a person with disabilities, a working professional, someone at risk of homelessness, a single parent, or simply a person wishing to share his or her life and home with others. Shared housing can offer companionship, affordability, mutual support and much more. [Homesharing, Inc.](#) is a non-profit agency that provides services and assists to match people seeking and offering home sharing in Somerset, Hunterdon, Middlesex, Morris, and Union Counties and in the Montclair area.
- ▶ To restrict short-term rentals through services such as Airbnb, some towns are adopting ordinances that limit or prohibit shared housing. Review your town’s ordinances to ensure that this option is allowable, at least under certain conditions.

WHAT TO LOOK AT:

Housing options beyond single-family include things like accessory dwelling units, multi-family units such as duplexes or triplexes, and townhouses.

“**Middle housing**” refers to mid-sized housing located in pedestrian-oriented, denser neighborhoods, which is contrary to the standard large-sized single-family housing on large lot sizes.

[AARP’s Livable Communities program](#) offers descriptions and examples of various housing options.

The municipal zoning ordinance will dictate rules regarding subdivisions, inclusionary zoning, universal design, or permitted housing types and arrangements. You can find local ordinances (also called codes) at [General Code’s online code library](#), [MuniCode](#) or the [New Jersey State Library database](#). To search for examples outside New Jersey, use a broader search engine, like the [eCode360 Library](#).



INDICATORS OF HOUSING

WHAT TO LOOK FOR:

Subdivision regulations that permit compact development and allow for smaller minimum frontage requirements and a mix of lot sizes.

- ▶ Subdivision standards are the rules and regulations that guide the subdivision of land parcels. Large minimum lot sizes discourage a mix of uses, and large minimum frontage requirements lead to larger lots. Both contribute to sprawling land use patterns. Cluster or cottage zoning is one way to ensure compact development patterns while adding environmental benefits from increased open spaces. [Sustainable Jersey has described implementation of a clustering ordinance](#), which leaves lands such as open spaces, public spaces, or environmentally sensitive areas undeveloped by grouping residential development together.

Inclusionary housing policies that require a **fixed percentage of affordable housing** to be included as part of new residential development.

- ▶ Inclusionary zoning requires that a certain proportion of housing units of a development or redevelopment project be priced below market rate, while the remainder of the project may be priced at market rates. A [CityLab primer](#) describes the basics of inclusionary zoning.

Universal design policies and programs.

- ▶ **Universal design** is the concept of designing all products and the built environment to be aesthetic and usable to the greatest extent possible by everyone, regardless of their age, ability, or status in life. It provides even surfaces, passages wide enough for wheelchairs, and appropriately designed bathrooms and kitchens. Aside from local ordinances, also look for any policies or programs in the town that promote universal design principles.

WHAT TO LOOK AT:

The municipal zoning ordinance will dictate rules regarding subdivisions, inclusionary zoning, universal design, or permitted housing types and arrangements. You can find local ordinances (also called codes) at [General Code's online code library](#), [MuniCode](#) or the [New Jersey State Library database](#). To search for examples outside New Jersey, use a broader search engine, like the [eCode360 Library](#).





INDICATORS OF HOUSING

WHAT TO LOOK FOR:

Accessory apartments as a permitted use in the zoning ordinance.

- ▶ An accessory apartment, also called an **accessory dwelling unit**, is a separate independent dwelling unit installed as part of a single-family home property. For older residents, they may provide a means of acquiring income or assistance with home maintenance or daily tasks. They can also increase the availability of smaller, more affordable units in a community; or allow for people to move in with relatives as they age. [AARP provides examples and case studies for how they can be built or implemented.](#) AARP also published a 2019 [Step by Step Guide to Design and Development](#) of ADUs. One type of ADU, “**tiny homes**,” are typically less than 300 square feet and are becoming recognized as an option for decreasing building footprints or maintenance associated with traditional housing.

WHAT TO LOOK AT:

The municipal zoning ordinance will dictate rules regarding subdivisions, inclusionary zoning, universal design, or permitted housing types and arrangements. You can find local ordinances (also called codes) at [General Code’s online code library](#), [MuniCode](#) or the [New Jersey State Library database](#). To search for examples outside New Jersey, use a broader search engine, like the [eCode360 Library](#).

ACCESSORY DWELLING UNITS

An accessory dwelling unit (ADU) is a separate, secondary dwelling unit installed on the property of a single-family home. Homeowners have a wide range of options to create an ADU on their properties, including as a detached unit, a garage conversion or addition, or as an extension or remodel of the primary house. In all cases, an ADU functions as an independent dwelling unit with its own kitchen, living space, bedroom, bathroom, and separate entrance. The ADU can, therefore, be used as a rental unit, or it can be occupied by a member of the household wishing to live independently from the main family, yet still wanting to maintain a household connection.



▲ Accessory dwelling units (or ADUs) come in many shapes and styles.

Source: *The ABCs of ADUs*

Expanding housing options by permitting ADUs benefits residents of all ages and is a key mechanism for municipalities to improve aging-friendliness through land use. Living in an ADU can be a means for older adults to downsize to a more affordable home with less maintenance requirements. If permitted to rent out a secondary ADU unit, older adults can secure assistance with costs or maintenance associated with the main home, enabling them to continue living in their homes and communities at a time in life when their incomes may be decreasing.

Despite their benefits, ADUs are not typically a permitted use in municipal zoning ordinances—they are illegal in most towns. But some municipalities are beginning to recognize that accessory dwelling units are an effective way to increase and diversify their housing stocks. For example, [Princeton](#) changed its zoning regulations to allow ADUs in all residential zones and subsequently passed an ordinance to remove the owner occupancy requirement. [Several other towns in the state have adopted ADU regulations as part of their fair share housing obligations](#), but ADUs can also be appealing to those who do not meet the income requirements to qualify for the affordable housing program.

It is possible to address potential impacts that ADUs may have to a neighborhood of single-family homes by applying conditions in the zoning ordinance. A 2020 Regional Plan Association report, “[Be My Neighbor](#),” provides fresh insights about the potential benefits of ADUs and any concerns about increased density resulting from their implementation. The report suggests there is no reason to believe that ADUs have a negative impact on property values. One more benefit of ADUs—the resulting increase in density can make it easier to sustain and invest in local infrastructure and community services.



INDICATORS OF TRANSPORTATION

WHAT TO LOOK FOR:

The presence and condition of **sidewalks** and highly visible **crosswalks** that connect people with area destinations, and that adequately accommodates people of all mobility abilities.

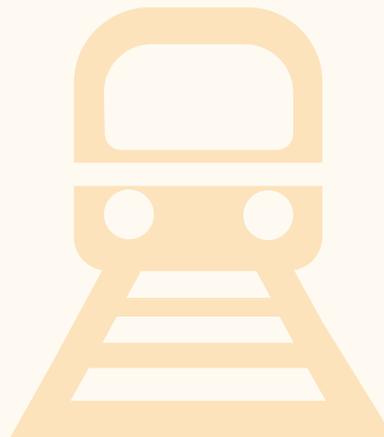
Sufficient traffic light timing that favors pedestrians of various abilities, including timed pedestrian signals.

Safe **pedestrian spaces in the median or on corners** of larger or dangerous street crossings.

Sufficient **on-street parking** in the central business district that also serves as a buffer between pedestrians and moving traffic, enables convenient access to destinations and can allow for activities such as outdoor dining on sidewalks.

WHAT TO LOOK AT:

Perform a site visit to document sidewalk, crosswalk, and pedestrian conditions throughout the community and particularly in the town center. Check to see if your town has completed a walkability study. Reach out to organizations that may be able to help you get a study done in your community. The North Jersey Transportation Planning Authority (NJTPA) conducts [“Walkable Community” workshops](#) in communities within their service region. [Sustainable Jersey](#) provides guidance and resources for conducting a [bicycle and pedestrian audit](#) in your community. [Pop-up demonstrations](#) and [tactical urbanism](#) help towns test out implementation strategies and can give you a sense of how to assess your town’s pedestrian environment. The [AARP Pop-Up Placemaking Tool Kit](#) offers inspirational project ideas.





INDICATORS OF TRANSPORTATION

WHAT TO LOOK FOR:

Development regulations that require installation of sidewalks and public improvements along the frontage of all public streets.

Techniques that **prevent the oversupply of parking** in center areas, such as lowered parking minimums, on-street parking, off-site parking, fee-in-lieu of parking, and shared parking provisions in center areas.

Parking design conducive to a pedestrian-friendly downtown or center area, such as surface parking in rear of buildings, ingress and egress from side streets/alleys where possible, landscaping, pedestrian paths and connections, structures designed with active first floor and compatible with adjacent buildings and architecture.

WHAT TO LOOK AT:

Municipal land use boards review development plans based on consistency with local ordinances and the master plan. Check that your town has an ordinance requiring sidewalk and street improvements as part of development applications. Your town may post a link to ordinances on their website. You can also find local ordinances (also called codes) at [General Code's online code library](#) or the [NJ State Library database](#). In response to the COVID-19 global pandemic, the [National Association of City Transportation Officials developed a guide](#) to demonstrate ways to open streets for pedestrian access and to assist local businesses, which can inspire ideas for long-term street activation. Also see its [Urban Street Design Guide](#) for street and intersection design elements and guidelines. Encourage your town to adopt a [complete and green streets policy and ordinance](#).

Parking requirements dictate the amount of parking that must be provided with new development. In center areas, too much parking can have a negative impact on walkability, and requiring it can be a deterrent for mixed-use development since it is a cost without a return on investment. Requirements should also take into consideration available transit options, both bus and rail, which might allow for a reduction (or elimination) of parking requirements. New Jersey's [Residential Site Improvement Standards \(RSIS\)](#) set a standard minimum parking requirement for residential development. Sustainable Jersey offers guidance for [effective parking management](#).

Parking lot design is critical to walkability in a downtown or center area. Parking areas should be designed to get people—in addition to cars—in and out safely and should be made aesthetically appealing. Examine parking in the downtown during a site visit. If your town has a [parking authority](#), review the parking plans and policies enforced by the authority.



INDICATORS OF TRANSPORTATION

WHAT TO LOOK FOR:

The number and locations of **bus stops** in your community, pedestrian access to bus stops and the presence of shelters.

The presence of and accessibility to a **rail station** in your community, including higher-density residential permitted within walking distance to the station.

Streets with reduced **vehicle lanes**, particularly in town center areas, to promote pedestrian activity.

WHAT TO LOOK AT:

Local buses connect people to necessary shopping and services in a way that regional bus and rail cannot. Obtain maps of bus stops throughout your community, and examine bus stops in the downtown during a site visit. Map bus stops and determine whether all residents are within approximately a quarter mile of a bus stop or transportation to a bus stop so that they do not need to drive a car. Also evaluate the condition of bus stops and the need for shelters. NJ Transit will work with a municipality to install a bus shelter, but maintenance and liability must be designated to a local sponsor. See its [FAQ page](#) about bus stops and shelters. TransitCenter developed a guide, [Everything You Need to Know About Great Bus Stops](#).

Rail transit offers access to regional destinations to which older residents might not otherwise travel if driving were the only option. Examine rail stations for accessibility during a site visit. Also map rail stations and determine whether all residents are within approximately a quarter mile of a station or transportation to a station so that they do not need to drive a car. Rail stations can also be a catalyst for [transit-oriented development](#), which can be part of a downtown revitalization vision or plan and tie in with economic development goals.

The number of vehicle lanes of traffic has an impact on pedestrian mobility. Examine the speed, number of lanes, street width and presence of pedestrian buffers during a site visit. A road may be under the jurisdiction of the town, county or state. Use the NJDOT [complete and green streets model policy and guide](#) for implementation strategies and model policies and ordinances. Resources specific to rural communities include [Complete Streets Complete Networks Rural Contexts](#) and [Small Town and Rural Multimodal Networks](#).



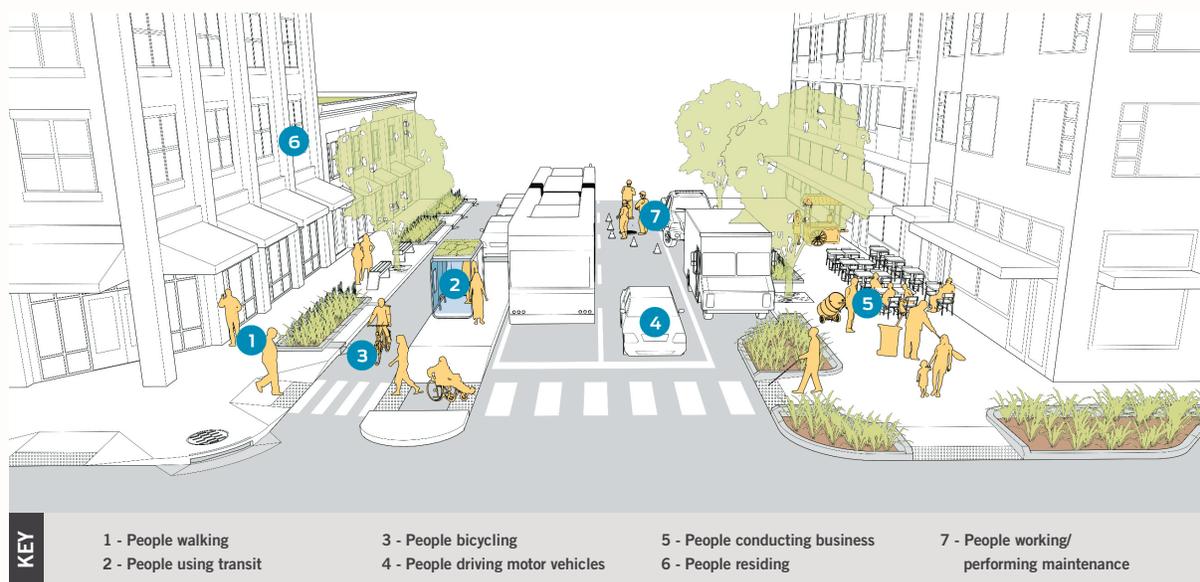
INDICATORS OF TRANSPORTATION

COMPLETE AND GREEN STREETS

What Are Complete and Green Streets?

People experience “community” as a complex web of interactions among physical features—the homes they live in, the stores they depend upon for goods and services, the streets they drive on, the sidewalks they walk on, and the parks, playgrounds, and public gathering places they frequent. Streets typically encompass over 70% of city-owned public space.²⁷ Smart Growth America’s Complete Streets Local Policy Workbook²⁸ notes that a complete streets system—one that is safe, comfortable, and convenient for people walking, bicycling, riding public transportation, and driving—can play a vital role in animating a community’s social and economic life. Furthermore, a tightly integrated, well-connected street network can promote social interaction, enhance accessibility, encourage aging in place, and enhance community health and safety.

Streets not only serve a vital civic function, they can also contribute to community appearance, improve the pedestrian environment, and expand a community’s inventory of natural resources by integrating green street functions into the design. Green streets incorporate non-structural management practices within the right-of-way that mimic the natural water cycle to capture, filter, reuse and/or absorb stormwater, and ensure that streets remain usable and safe during storm events for all people, regardless of mode. In addition to stormwater management, green streets reduce [heat-island impacts](#) and improve air quality by [removing and sequestering air-borne carbon dioxide](#).



National Association of City Transportation Officials (NACTO). 2017. *Urban Street Stormwater Guide*. Island Press. New York City, NY.

PLEASE NOTE: In 2018, New Jersey Future launched the New Jersey Green Infrastructure Municipal Toolkit (gitoolkit.njfuture.org), a website dedicated to green infrastructure planning. The toolkit is an interactive, online resource that includes detailed information, expert guidance, and a variety of tools that cities and towns can use to make green infrastructure a mainstream stormwater management strategy in public- and private-sector development projects. The primary audience for the toolkit is local elected leaders. Important secondary audiences include appointed officials such as planning board, zoning board and environmental commission or green team members, municipal engineers and planners, municipal administrators/managers, and public works superintendents.



INDICATORS OF PUBLIC SPACES AND AMENITIES

WHAT TO LOOK FOR:

Community centers and facilities such as libraries, pools, recreation centers, etc. with pedestrian access.

Public street furniture in and along the way to public spaces, to provide seating, shade, and lighting.

Joint-use agreements for use of facilities to offer additional locations for community engagement.

Parks, trails, and outdoor spaces that are pedestrian accessible.



WHAT TO LOOK AT:

Amenities and gathering places provide access to learning, information, entertainment, exercise, and socializing opportunities, which are critical to healthy aging. Examine the location and accessibility of community centers during a site visit. Map community centers and determine whether all residents are within approximately a quarter mile of a facility or transportation to a facility so that they do not need to drive a car.

Street furnishings provide opportunities to rest during the course of daily activities and offer opportunities for interpersonal connection. Seating may encourage people to walk when they otherwise would not. Examine the location and condition of street furnishings on a site visit to assess whether they are in good condition, safe, and present along well-traveled routes. [San Francisco Better Streets has developed guidance](#) for implementing that city's policies encouraging the design and development of complete and green streets; it may offer a starting point for considering appropriate street furniture design.

Joint use of facilities provides a way to leverage taxpayer money. Joint use is typically governed by a formal agreement, setting forth the terms and conditions for shared use of public property or facilities. Your municipal administrator or manager may be able to provide information about any such agreements.

Public open space in towns and cities provides many advantages, such as formal and informal sport and recreation, preservation of natural habitats that help improve air and water quality, and the provision of green space for people to experience — which can improve mental health. These advantages provide a benefit to residents of all ages. Review your town's recreation and open space plan or master plan to understand how facilities are maintained, used, and improved in the community. Map existing open space, including those with and without trails or public infrastructure, and examine connectivity among open space facilities; between open space and destinations such as the downtown or community facilities; and between open space and residences to determine if all residents are within approximately 0.25 miles of open space or transportation to open space so that they do not need to drive a car. Resources for promoting community public spaces are available through the [US Environmental Protection Agency G3 Program](#) or the [Project for Public Spaces](#).

Civic spaces are also important for providing places for rest or social gathering. AARP and Main Street America have described implementation and examples of [parklets and pedlets](#). [Toolkits](#) and [design guides](#) can provide guidance for implementation.



INDICATORS OF PUBLIC SPACES AND AMENITIES

WHAT TO LOOK FOR:

Municipal policies or ordinances that prioritize the installation of **green infrastructure** to provide natural areas that help filter stormwater and mitigate runoff.

STRENGTHEN YOUR TOWN'S STORMWATER ORDINANCE

Reference excellent guidance and resources that applicants for development permits can use. For example, “[f]or guidance on site evaluation, construction specifications and details, the applicant shall refer to Rutgers Cooperative Extension’s [Green Infrastructure Guidance Manual for New Jersey](#),” and “[f]or road or highway projects, the applicant shall, at minimum, follow USEPA guidance regarding [Managing Wet Weather with Green Infrastructure: Green Streets](#) (December 2008 EPA-833-F-08-009)” and may also reference the [Urban Street Stormwater Guide](#) published in 2017 by NACTO, the National Association of City Transportation Officials (ISBN 978-1-61091-812-1).

Include a strong, clear definitions for redevelopment. Omit language that indicates your ordinance’s definitions are the same as, or based on, definitions in [New Jersey’s stormwater rules](#) (NJAC 7:8). Sample definition:

“**Redevelopment**” means land-disturbing activity that results in the creation, addition, or replacement of impervious surface area on an already developed or disturbed site. Redevelopment includes but is not limited to: the expansion of a building footprint; addition or replacement of a structure; replacement of impervious surface area that is not part of a routine maintenance activity; and land disturbing activities related to structural or impervious surfaces. It does not include routine maintenance to maintain original line and grade, hydraulic capacity, or original purpose of facility, nor does it include emergency construction activities required to immediately protect public health and safety.

Apply ordinance requirements to redevelopment projects as well as new development. Sample language:

Where redevelopment that adds, replaces, or disturbs (alone or in combination) greater than 5,000 square feet *[or a smaller area, if the ordinance applies also to minor development]* of impervious surface results in an alteration to more than 50% of impervious surfaces of a previously existing development, the entire existing development shall meet the requirements of this ordinance.

Require onsite stormwater retention for the water quality storm (1.25” over two hours). Sample definition:

Onsite stormwater retention is achieved with a natural or constructed surface or subsurface area or facility designed to retain water for an extended period of time for the purpose of filtering stormwater runoff through vegetated permeable soils, evapotranspiration, or infiltration capture stormwater runoff for beneficial reuse such as irrigation.

Define “major development” with a smaller area of disturbance than is required in the state’s model ordinance. The state’s threshold is one acre of disturbance or quarter acre acre of new impervious surface. The Sustainable Jersey draft model ordinance suggests major development be defined as a site that adds or replaces (alone or in combination) 5,000 square feet of impervious surface or disturbs one half acre or more of land. Depending on land-use characteristics, some cities or towns may prefer a smaller threshold (see italics in definition below). Sample language:

“**Major development**” means any development or redevelopment, as defined by this section, that adds or replaces (alone or in combination) 5,000 square feet or more of impervious surface, or that provides for ultimately disturbing one half acre *[or one quarter acre, or 5000 square feet]* or more of land. Major development includes both private and public projects or activities. Disturbance for the purpose of this rule is the placement of impervious surface or exposure and/or movement of soil or bedrock or clearing, cutting, or removing of vegetation.

Extend ordinance applicability to minor development as well as major development. The Sustainable Jersey draft model ordinance suggests the minor development threshold for complying with the ordinance be projects that exceed 1,000 square feet. Some municipalities have adopted an even smaller threshold (Princeton’s minor development threshold is 400 sf; Millburn’s is 250 sf).

WHAT TO LOOK AT:

Green infrastructure is an approach to managing rainwater and snowmelt by enabling it to infiltrate into the ground where it falls or by capturing it for later reuse. Examples include street trees, pervious pavement, rain gardens, rain barrels, green roofs, vegetated swales, and bioretention basins. Green infrastructure helps to reduce flooding, improves public health, provides jobs, raises property values, beautifies neighborhoods and downtowns, and supports wildlife. Towns in New Jersey must have a stormwater ordinance requiring or encouraging green infrastructure as part of development applications. [Sustainable Jersey](#) has municipal actions for green infrastructure [planning and implementation](#). The [NJDOT complete and green streets model policy and guide](#) helps municipalities and roadway jurisdictions plan for green infrastructure in the public right-of-way called “green streets.” The [Water Resources Program](#) at Rutgers Cooperative Extension is a good source of information and technical assistance. The New Jersey Future [Municipal Green Infrastructure Toolkit](#) includes detailed information and a variety of tools that cities and towns can use to plan, implement, and sustain green infrastructure in public and private sector development projects. The [New Jersey Developers Green Infrastructure Guide](#) offers technical resources and examples for designing green infrastructure in the private sector. The [Sewage-Free Streets and Rivers](#) campaign provides information about solutions for communities to develop sustainable long term control plans to reduce sewage outfall in CSO communities. The New Jersey [Stormwater Utility Resource Center](#) provides information to help determine if a stormwater utility is right for your municipality. Encourage your town to develop a municipal ordinance that exceeds the [state’s stormwater regulation](#). Your town may post a link to ordinances on its website. You can also find local ordinances (also called codes) at [General Code’s online code library](#), [MuniCode](#) or the [NJ State Library database](#).

DRAFT THE AGING-FRIENDLY LAND USE ASSESSMENT.

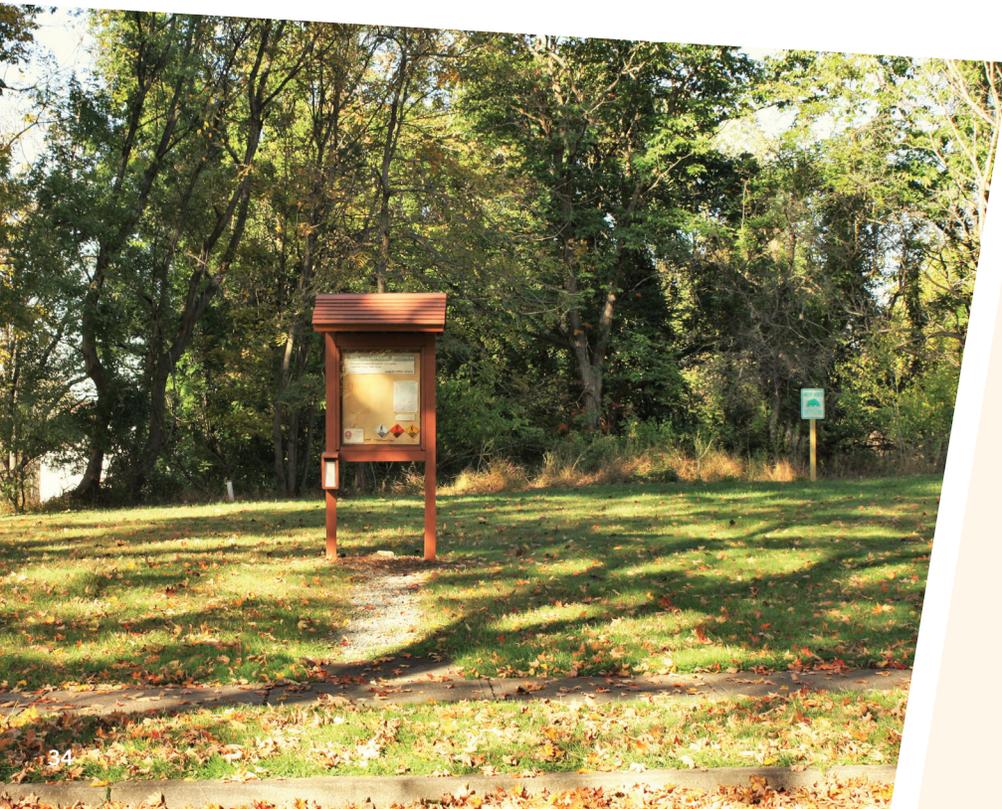
The assessment should contain a summary of the community, which would be based on the community engagement process and insights from the steering committee; a description of the methodology applied; itemized results of the assessment of aging-friendly land use indicators; and recommendations for improving each of the assessed indicators. Maps and photographs will enhance the report if available. Refer to the land use [assessments](#) New Jersey Future completed for several towns²⁹ as examples of how to write up your evaluation results and recommendations.

WATCH OUT FOR:

Opposition to change and “not in my backyard” positions, particularly regarding increasing land use density or allowing alternative housing in single-family home neighborhoods. Be prepared with data and examples that demonstrate benefits to communities of certain land use changes, such as lower tax rates or a stronger downtown economy.

Versions of the assessment should be shared with the steering committee as they are developed, local leadership at decisive milestones, and the public periodically. Feedback should be incorporated into the report and effort should be made to build support for the recommendations of the assessment because the recommendations will comprise the implementation actions of the aging-friendly community initiative.

Recommendations should include things like: changes to local land use policies, ordinances, zoning, or the master plan; municipal investment in downtown, such as by doing a market analysis or forming a special improvement district; or direct improvement projects such as crosswalk enhancements or open space improvements—but there are many kinds of effective strategies that go well beyond this short list. The recommendations in your assessment will be specific to your town. Use the information provided throughout this guide and based on the planning principles on page 44 to identify aging-friendly land use recommendation strategies for which you will then develop effective implementation actions in the next step. Actionable objectives may be formulated in this step based on the recommendations and included in the assessment, or they may be formulated during implementation planning in the next step.



STEP 4: IMPLEMENT AGING-FRIENDLY LAND USE ACTIONS

Implementation of recommended strategies should be guided by an implementation plan, and the implementation planning process is a critical element in the development of any plan. Having feasible and well-formulated actions can make the difference between a plan that can achieve tangible change and one that will never be acted on. It is important to lay out a plan that identifies the specific actions to take, how to get them done, who is responsible, and a reasonable timeline. This provides a place to start and a process to keep the initiative on track toward accomplishing the desired objectives. It also allows for inclusion of stakeholders and an iterative decision-making process. Actions cannot get implemented at the municipal level without the town's involvement, and the town does not necessarily know what the community needs without stakeholder input. The initiative will be more successful when there is widespread support, and an implementation planning process can help build that support. New Jersey Future conducts aging-friendly land use implementation through the following process.

PRIORITIZE THE ASSESSMENT RECOMMENDATIONS AND IDENTIFY SPECIFIC OBJECTIVES. Secure municipal support with a letter of interest, memorandum of agreement, and resolution from the town (See Appendix A), then hold an implementation planning workshop meeting with the aging-friendly steering committee. A facilitator should run the meeting, take notes, and facilitate a discussion aimed at identifying and prioritizing aging-friendly land use objectives. The workshop should include an educational component about aging-friendly land use, instruction on implementation planning best practices, and a review of the previously completed assessment process and recommendations. The intended outcome of the workshop is a prioritization of the recommended strategies in the land use assessment report and identification of actionable objectives.

After the educational and background component of the workshop, a dot voting exercise is an effective means for the steering committee to vote on top-priority recommendations. This can be done remotely using an online tool such as [Dotstorming](#) or in-person.



DOT VOTING

If in-person, the group is presented with a list of each assessment recommendation, preferably posted on a wall in large font. Each person is given a set number of dot stickers—the number is calibrated to be effective for the number of items to rank. Participants stick dots on those items that are of greatest importance or value to them. For example, each person may have five dot stickers and would be instructed to place a sticker at the five recommendations that they think are of highest priority. After the group has completed this exercise, the pattern of dots will often provide a clear graphic depiction of the overall priorities of the group. It is important to let the group know they are ranking, not excluding, any of the recommendations, even if they do not place a dot for a given recommendation. The facilitator will then tally the results and debrief this exercise.

The best practices instruction of the workshop should convey that participants should prioritize the recommendations based on need, impact, and resources in the community, and that the benefits of implemented projects should be equitably distributed. Because an implementation plan is a plan of action, it is necessary to consider not only whether something is needed or beneficial to the community, but also whether it is feasible to implement.

MUST DO:

Add an equity lens. Certain geographies or demographic groups in a community can be overlooked if they aren't prioritized. Make it a point to apply an equity model to your aging-friendly initiative.

An impact feasibility grid provides a useful framework to evaluate whether a recommended strategy is of higher priority because it positions items based on high or low feasibility relative to high or low impact. It should be noted that even if a recommendation is not very feasible currently, it can become more feasible over time by implementing the action plan and may still be rated high priority.

To identify actionable objectives, the workshop participants or facilitator will formulate the recommended strategies as one or more SMART objectives—Specific, Measurable, Achievable, Relevant, and Time-bound. The SMART objectives identified in the planning process will drive the actions of the implementation plan. This can

be done as a group during the workshop for all or only the top priorities highlighted in the dot voting exercise, but will ultimately need to be done for any objective that will be detailed in the implementation plan. It is important to identify specific objectives because they provide the starting point for monitoring effectiveness and measuring success. As an alternative to formulating SMART objectives during implementation planning of Step 4, the land use assessment report of Step 3 could include actionable objectives based on the assessment recommendations. In either case, clear articulation of attainable objectives will transition the process from assessment to implementation.

Immediately following the dot voting, a facilitated discussion should encourage participants to describe their rationale for the recommendations they chose as high priority. As a next step to the workshop, each participant should indicate up to three recommendations that they would be willing to work toward implementing. This will help assess feasibility. Without assigned responsibility or a dedicated champion, implementation actions may never get off the ground.

FORMULATE IMPLEMENTATION STRATEGIES. Assign a preliminary priority rating of “high,” “moderate,” or “low” to each recommendation based on the outcomes of the dot voting, facilitated discussion, and participant feedback about willingness to work on implementation. Compile the SMART objectives and the associated priority rating for each recommendation into a matrix spreadsheet that is shared with the steering committee to

solicit feedback. Determining the priority rating can be a difficult aspect. It is okay to offer a “best guess” at this point, as long as there is broad agreement. Generally, a higher priority rating would be given to recommendations that are most needed or desirable in the community, can have the most impact, and are feasible.

MUST DO:

Consider both long-term and short-term objectives. The goal is not only to implement isolated on-the-ground projects, but also to integrate aging-friendliness into municipal policies and practices.

Distribute a summary memorandum that describes the outcomes of the workshop and highlights the town’s aging-friendly goals, along with the draft priority matrix to the steering committee with instructions to review and suggest changes as needed. Set up a meeting or conference call to discuss potential changes to the summary or the listed actions and their priority rankings. Finalize the summary memorandum and use it as the foundation of the implementation plan and to communicate your work to municipal boards, councils, and committees.



ENGAGE THE COMMUNITY. Municipal leaders and staff, including members of the governing body and relevant boards, committees, or departments, need to review the final summary memorandum and priority matrix to provide feedback and do a “reality check” on goals and objectives. In short, you need to identify actions that are feasible and doable in the town and will have local government support. The steering committee should identify people with whom to share the priorities summary and matrix personally, and it should be presented formally at council and land use board meetings. Arrange to be on the agenda to present the aging-friendly planning work to date. If your town is currently undergoing master planning or visioning or considering areas for redevelopment, work with the planning board to align efforts and outcomes to be complementary.

An essential ingredient of a successful aging-friendly community implementation planning process is ensuring that all involved parties have a common understanding of the project recommendations and shared expectations with regard to anticipated outcomes. Holding a public meeting to review the aging-friendly community assessment findings, recommendations, and strategy priorities will be helpful to achieve this common understanding, manage expectations, and build community enthusiasm and support for implementation of recommended actions. Be sure to present information to and solicit feedback from the public as well as local leaders. Advertise that your initiative will be on the agenda of a public meeting and



STEP 4

reach out to a diversity of stakeholders. Consider doing a [health impact assessment](#) for big changes proposed in the community.

DRAFT THE AGING-FRIENDLY LAND USE IMPLEMENTATION PLAN. The implementation plan will identify the specific actions and resources needed to implement priority aging-friendly strategies. Elements of the implementation plan include: the actionable objectives; action steps to achieve the objectives; potential partners, responsible individual(s), departments or agencies; estimated costs; and a timeline for each action step.

A typical implementation plan is designed to answer the following five questions:

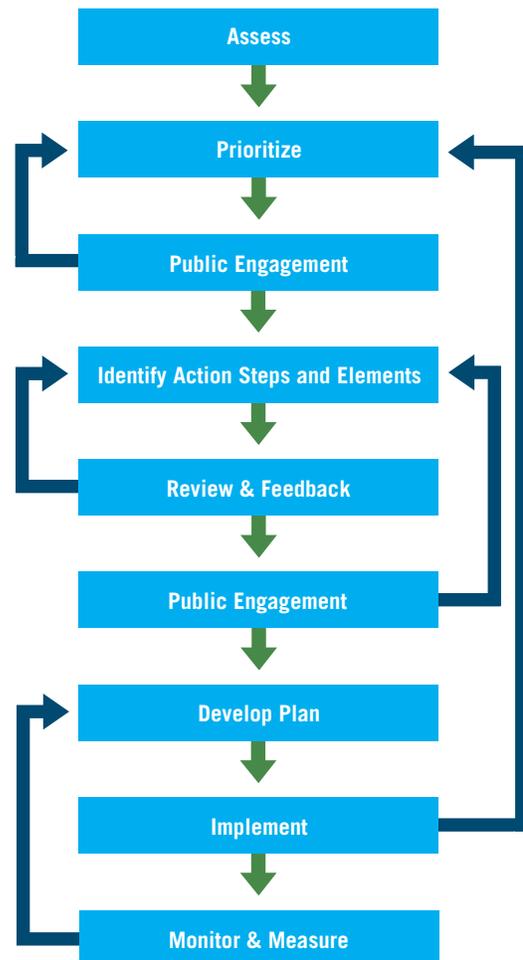
1. **WHAT NEEDS TO BE DONE?**
2. **WHEN SHOULD IT BE DONE?**
3. **WHO SHOULD BE RESPONSIBLE FOR DOING IT?**
4. **APPROXIMATELY HOW MUCH WILL IT COST?**
5. **WHAT IS THE FUNDING SOURCE?**

An aging-friendly land use implementation plan could include recommendations for changes to land use controls and adoption of policies to: encourage compact, mixed-use development; support housing options; improve walkability and the pedestrian environment; expand transportation options; improve connectivity (street and sidewalk network); and/or expand public spaces and amenities. [Design Your Town](#) is an interactive web-based resource for citizen planners, professionals, and anyone concerned about the quality of the towns and landscapes where they live. It includes sustainable designs for different kinds of places as well as the details, policies, and regulations needed for implementation. Step 3 also includes links to resources that can help you formulate implementation strategies for each of the assessment indicators, and there are resources in Appendix F that can help you formulate aging-friendly strategies. New Jersey Future developed an [aging-friendly implementation plan with the Village of Ridgewood](#) that you can use as a model for your town.

In drafting the plan, the steering committee will go through a process of refining the priority matrix to include all of the elements necessary for implementation. It

may be necessary to seek input from professionals such as planners or engineers to research details about cost estimates or action steps. It is critical to have genuine input from the local government and staff, especially for assigning responsibility and timelines. There may only be a few actions that the town agrees to implement in the near future. These would comprise the “high” priority objectives, although other lower priority objectives should still be included in the plan. With experience and demonstrated success, the town will be more apt to implement additional aging-friendly strategies. Remember that, aside from tangible changes in the community, an effort of the initiative is to integrate aging-friendly perspectives into municipal decision-making. This will take time and a cultivated mutual understanding.

IMPLEMENTATION PLANNING



WATCH OUT FOR:

Planning without implementing. Don't let your implementation plan sit idle—use it to enact positive change in your community!

ACT. Follow through on the actions outlined in the plan. A good implementation plan will identify specific actions needed to implement each specific objective. Fulfilling each step of the plan will require coordination among several contributors, as well as a dedicated individual or entity responsible for making sure progress is made. Identify both a community lead and a municipal lead for each strategy of the action plan. The municipal governing body, land use boards, engineer, planner, and administrator or manager will have been involved up through this point and will prove invaluable for formulating appropriate actions and carrying them out. Be sure to include a timeframe for each item you want to see implemented.

Perhaps the best way to ensure that a project is implemented and sustained is by incorporating it into the municipal capital improvement plan (CIP), which is a “[community planning and fiscal management tool](#).” The CIP is prepared by a town annually and outlines the budget and expenditures for specific projects to be implemented. A community’s master plan should reflect items in the CIP and vice versa. The planning horizon for projects may be longer than one year, and for example, a five-year implementation budget can be part of the CIP. The [Planning Department of San Francisco](#) collaborated with community stakeholders to develop and adopt several “Area Plans” outlining where community improvement projects (planned with a mind to 20 years into the future) are implemented to guide neighborhood growth and change—providing a good example of the process and approach any town could pursue. Some projects may need innovative approaches such as [public-private partnerships](#).



MONITOR AND MEASURE TO SHOW IMPACT AND EVALUATE. Assess effectiveness and efficiency, modify priorities or actions based on data, and track metrics and milestones to keep the public informed along the way.

MUST DO:

Circle back to older residents to learn if implemented changes benefited them. Consider doing a post-implementation survey or focus group. Make ongoing changes to your program based on feedback.

Showing the impact of the implemented actions is likely to gain future support and engagement. Because the creation of healthy aging-friendly communities is a continuous process, it is necessary to analyze the impact of the work done and to adapt future actions. Monitoring and measuring is the only way you will be able to evaluate what is working and what is not working; respond to opportunities that come up or to challenges that present obstacles; solicit funding to build on successes; and earn municipal and public support. Identify strategies and metrics to evaluate the outcomes of the implementation plan and implemented projects.

Determine which variables will be monitored or measured for each implementation strategy or action. Start with a baseline measure at the beginning of the project. If possible, you should use existing data sources that are updated regularly, but it may also be necessary or more advantageous for you to develop your own data and metrics. [Reimagining the Civic Commons has developed tools](#) to help towns measure impact of community projects. Before implementation is complete, you will need to evaluate progress toward implementing a specific objective. After the project is implemented, you will need to monitor and measure its effectiveness. As a matter of course, you will need to adjust your approach based on your findings.

CELEBRATE SUCCESSES. Successfully implemented projects or changes to policies can foster additional community interest and engagement in your initiative. Continue to build on the work accomplished and the benefits achieved. Your aging-friendly community building initiative can continue to help shape local land use and other factors that affect quality of life for older residents. Consider forming a group with a website where you can highlight aging-friendly issues important to the community and the group's achievements. Your dedication and commitment to creating a great place to age should be showcased as an example for others looking to do the same in their towns.



AGING-FRIENDLY MUNICIPAL PROFILES

POMPTON LAKES BOROUGH

Leadership actively focused on smart-growth redevelopment of traditional downtown and engaging older residents

The Borough of Pompton Lakes encompasses 2.9 square miles in Passaic County with a population of approximately 11,000, 14% of which are over the age of 65, and a median household income that is about 20% higher than the statewide median. The borough, about 30 miles from New York City, has a distinct small-town charm with a compact, walkable downtown core. This downtown area has been largely rezoned as downtown redevelopment areas, creating opportunity for additional types of housing other than the single-family homes that predominate the borough.

there are highly active senior groups that were involved in developing the assessment.

The land-use assessment identified key steps the borough can take to facilitate a more aging-friendly environment such as permitting other housing types in single-family detached zones, improving pedestrian and bicycle access to destinations, and zoning changes to promote more compact mixed-use development in the downtown area. Pompton Lakes is actively seeking redevelopment opportunities, and the aging-friendly land use assessment will assist the borough in using an aging-friendly lens to ensure the community grows in a way that benefits all residents.

CONCLUDING STEP 3 OF THIS GUIDE

New Jersey Future was funded by The Henry and Marilyn Taub Foundation to work directly in partnership with the borough to develop an aging-friendly land-use assessment. Although Pompton Lakes does not have a community group dedicated to implementing aging-friendly actions,

Pompton Lakes' leadership is highly supportive of aging-friendly initiatives and sought assistance from New Jersey Future to conduct the land-use assessment. As the borough engages with the assessment and moves through the implementation process, local aging-friendly community building capacity will continue to grow.



SOMERDALE BOROUGH

Strong leadership aiming to create a downtown and pedestrian-oriented community

The Borough of Somerdale is a small suburb of 1.4 square miles in Camden County, approximately 15 miles from Philadelphia. It has about 5,300 residents, 15% of which are over the age of 65, and a median household income of \$51,633, which is less than three-quarters of the statewide median. While the borough is characterized by a well-defined, dense street network, it lacks a downtown and its main business district is a one and a half mile stretch of the major highway that bisects the municipality.

The mayor of Somerdale has ambitious plans for the borough to redevelop. He oversaw the redevelopment of a town square shopping center and has entered into a public-private partnership to repurpose a former church building treasured by the community into a mixed-use development as a catalyst to create a pedestrian-oriented downtown.

MOVING INTO STEP 4 OF THIS GUIDE

With funding from the Community Foundation of South Jersey, New Jersey Future developed an aging-friendly land-use assessment for the borough to consult as redevelopment advances in the community. The assessment highlighted the need to diversify a predominantly single-family housing stock, particularly affordable housing, for its older residents, and to take efforts to improve pedestrian safety measures. The main recommendation involved a town center concept to formulate a downtown that is connected to community facilities, provides a diverse mix of housing options, and addresses dangerous pedestrian conditions along the main corridor.

Although the mayor sought participation in the New Jersey Future project, is supportive of the aging-friendly work New Jersey Future provided to the community, and recognizes that the land-use assessment aligns with redevelopment goals, the absence of a local aging-friendly initiative means that there is no dedicated focus on advancing implementation of aging-friendly land-use actions. The next step for Somerdale is organization of a local aging-friendly collaborative effort to facilitate implementation of strategies.



RIDGEWOOD VILLAGE

High level of municipal support partnered with a strong local aging-friendly community initiative

The Village of Ridgewood encompasses 5.8 square miles in Bergen County, approximately 20 miles from New York City. The village has a population of 25,700, 15% of which are over the age of 65, and a median household income that is more than twice the statewide median. More than 97% of the village's land area is developed or cannot be built on, and the village has a compact, mixed-use traditional downtown.

Although Ridgewood is a relatively affluent community with an economically strong and welcoming downtown, certain challenges for older residents were recognized by the community and identified in the aging-friendly land-use assessment report prepared by New Jersey Future. Collaborative efforts of Age-Friendly Ridgewood, a grant-funded non-profit composed of a small part-time staff and community volunteers, have been instrumental in maintaining a focus on aging-friendly community building and engaging municipal staff and leadership in the village.

along with municipal staff, provided valuable insight to the implementation planning process as members of an aging-friendly land-use implementation project committee.

The village has many assets in addition to its downtown, including commuter rail and commercial bus service as well as the Ridgewood Senior Bus, ample parks near housing, and a well-used community center. However, the village's housing stock is dominated by single-family detached houses with few alternative options for older adults, and this was a significant focus of implementation planning. A strategy in the completed plan outlines a process for the village to consider potential ways to diversify housing options. Pedestrian safety and mobility was another issue prioritized in the implementation planning process, and strategies to implement a tactical urbanism project at a problematic intersection, enhance street furniture, and complete sidewalk and crosswalk improvements were detailed in the plan. The village is in the process of reviewing the plan and considering options for implementation.

CONCLUDING STEP 4 OF THIS GUIDE

With funding from The Henry and Marilyn Taub Foundation, Age-Friendly Ridgewood and New Jersey Future have partnered with the municipality to build on the work of the land use assessment through development of an aging-friendly land-use implementation plan.

Ridgewood was engaged in a master plan visioning process while working with New Jersey Future through the aging-friendly land-use implementation process, which offered opportunities for integration and alignment between the implementation plan and the master plan. This helped to ensure that the aging-friendly goals that have been articulated by the process are coordinated with the master plan. Local government officials have been strongly supportive of the aging-friendly initiative, and they,



LAND USE PLANNING PRINCIPLES

A number of planning principles are instrumental to creating desirable and sustainable communities:

- ▶ Engage and involve the community throughout the planning and land use decision-making process.
- ▶ Take actions to cultivate inclusive planning and implementation in which benefits are distributed equitably throughout communities.
- ▶ Develop town centers with a mix of commercial and residential uses that is compact and conserves land.
- ▶ Build with suitable designs and densities that support walking, biking, and public transportation.
- ▶ Give priority to redevelopment and reuse of existing sites and structures.
- ▶ Enhance community character and design by incorporating art and providing pedestrian-friendly streetscapes.
- ▶ Reinforce architectural styles in historic areas and retain buildings with local significance.
- ▶ Support construction and rehabilitation of homes for households of all ages, sizes, and income.
- ▶ Maintain and enhance transportation options that improve access, safety, affordability, and air quality for all users.
- ▶ Implement complete and green streets that promote pedestrian activity and environmental benefits.
- ▶ Provide an interconnected system of community facilities, civic spaces, parks, and open space that is within walking distance to all residents in a community.
- ▶ Incorporate green infrastructure and clean and renewable energy and efficiency measures into development.
- ▶ Design infrastructure and construction for resilience and long-term economic, environmental, and community sustainability.
- ▶ Protect and restore the environment, sensitive lands, ecosystems, and natural resources.
- ▶ Protect agricultural lands, historic sites, and scenic viewsheds.

APPENDIX

Many of these appendix items are on the New Jersey Future website. Find the printable versions of the documents on the [Creating Places To Age: A Community Guide to Implementing Aging-Friendly Land Use Decisions webpage](#).

APPENDIX A: MUNICIPAL COMMITMENT

[Municipal Letter of Interest for Conducting an Aging-Friendly Land Use Assessment](#)

[Letter of Interest for Participation in Implementation Planning Project](#)

[Municipal Memorandum of Agreement for Conducting a Land Use Assessment](#)

[Municipal Memorandum of Agreement for Implementation Planning](#)

Municipal Sample Resolution to Participate in Project

(should be customized for authorizing assessment and/or implementation)

This Draft Municipal Resolution shows an example of a municipal resolution that can be used as a template or starting point for a municipality. The resolution entails the decision to conduct a land use assessment and to authorize an aging-friendly group to assist the municipality to evaluate actions it might take to become more aging-friendly. If a professional entity were conducting the assessment and planning, the ordinance can be revised to enable the municipality to retain the services of a Technical Assistance Team. You may want to also include the list of planning principles on page 44 as a resolution item to indicate that the municipality will adhere to those planning principles to guide planning activities in this initiative.

MUNICIPALITY Resolution Number _____

Resolution Authorizing Municipal Participation in an Aging-Friendly Community Initiative

Whereas, [Municipality], New Jersey, seeks to support the [Aging-Friendly Project Name] to assist the municipality to evaluate actions it might take to become more aging-friendly; and

Whereas, the project administration will be provided at no cost to the municipality through a grant from [Funding Agency Name(s)]; and

Whereas, the _____ requests that the [Aging-Friendly Project Name]:

1. conduct a community assessment of its land use plans, regulations and physical characteristics to evaluate the extent to which the community meets the needs of older adults; and
2. provide recommendations for strategies and actions the municipal could undertake to enhance its aging-friendly characteristics; and
3. prioritize recommendations of the community land use assessment report; and
4. develop an implementation plan that identifies strategies for municipal implementation of the prioritized aging-friendly recommendations; and

Whereas, the _____ is committed to evaluating strategies that will enable older adults to remain active, healthy, engaged, and capable of continuing to live in their community;

Therefore, be it resolved that the [Municipality]:

1. Authorizes municipal participation in an aging-friendly community initiative, organized by [Aging-Friendly Project Name], to assess the needs of [Municipality's] older populations and identify strategies to enhance aging-friendly characteristics;
2. Authorizes the Municipal Administrator to enter into the appropriate agreements with [Aging-Friendly Project Name] to have the [Aging-Friendly Project Name] work with the municipality at no cost;
3. Agrees to appoint a municipal point of contact to serve as the individual by which the [Aging-Friendly Project Name] can request access to municipal representatives, documents or information;
4. Agrees to appoint a municipal aging-friendly steering committee to participate in and guide the aging-friendly community assessment and implementation planning;
5. Authorizes the Municipal Administrator to provide the [Aging-Friendly Project Name] with maps, data, municipal plans, regulations and other information necessary to perform the community assessment;
6. Supports active outreach and community engagement to inform the aging-friendly assessment, planning, and decision-making; and,
7. Agrees to the *Planning Principles* set forth herein below to guide planning activities.

Certification

I, _____, Municipal Clerk of _____ a Municipal Corporation of the State of New Jersey, located in the County of _____, do hereby certify that the foregoing is a true and accurate copy of a Resolution adopted by the _____ Council of _____ at a regular meeting held in _____, _____, _____, NJ _____ on _____, 2019 at _____ p.m.

Signed _____

Municipal Clerk

APPENDIX B: STEP 1 TOOLS

Pre-Assessment Checklist



HOUSING

- Alternatives beyond the single family home
- Reduced building setbacks
- Smaller residential lot sizes
- Inclusionary housing ordinances in place
- Universal design principles understood by local building community
- Accessory apartments welcomed in local ordinances



MIXED-USE CENTERS

- New development takes place within proximity to existing development
- Traditional “Main Street” development encouraged
- Alternatives to conventional land subdivision exist
- Commercial lot sizes and setbacks account for pedestrian use



PUBLIC SPACES AND AMENITIES

- Public facilities and recreation target all age groups
- Interconnected walkable network of parks, plazas, and trails
- Encourage exercise and social interaction
- Incorporate green infrastructure and environmental benefits



TRANSPORTATION

- Interconnected streets provide options beyond the highway
- Complete streets policy adopted and followed
- Sidewalks connect destinations for pedestrians
- Crosswalks provide safe passage for pedestrians
- Accessible and safe parking lot designs encouraged
- Mass transit connections reduce need for automobile usage

Steering Committee Suggested Membership

Steering committee: comprised of people with knowledge of the town's aging issues

Preferred size: 10 to not more than 12 people

Possible committee members:

- ▶ Chief elected official(s)
- ▶ City/town manager (chief administrative person)
- ▶ Planning board member
- ▶ City/town planner (preferred) or engineer
- ▶ Parks/recreation department
- ▶ AFCI coordinator/existing representative from age friendly steering committee
- ▶ Senior social services provider
- ▶ Health care provider (major area hospital)
- ▶ Representative from senior housing facility in the community
- ▶ Local business owner
- ▶ Diverse representation of community residents

APPENDIX C: STEP 2 TOOLS

Demographic Community Profile Suggested Statistics

Use the below resources to compile a demographic snapshot of your community. Note it would also be helpful to be able to compare statistics of your community to neighboring communities, the county, and the state. Aside from the below list of data, [various kinds of data](#) may be utilized in your assessment. [View a New Jersey Future profile.](#)

Demographic Community Profile Suggested Statistics

Data on developed land are from the New Jersey Department of Environmental Protection's land use/land cover data program at https://www.nj.gov/dep/newsrel/2019/19_0079.htm.

The following data items are derived from a value-added analysis performed on the NJDEP land use/land cover data, in combination with data from other sources, by researchers at Rowan and Rutgers universities, as summarized here: <https://today.rowan.edu/news/2020/01/nj-map-project-creates-online-statewide-land-use-resource.html>

- ▶ Land that is either permanently preserved or undevelopable due to regulation.
- ▶ Land that is undeveloped but still available for development; this is estimated by the Rowan/Rutgers team by overlaying the NJDEP Land Use/Land Cover data with other data sources that describe lands that have been permanently preserved or are otherwise regulated and cannot be developed. "Available" lands are what remains when undevelopable lands and already-developed lands are both filtered out.
- ▶ Build-out percentage, which is computed as a ratio of developed acres to total developable acres, where developable land is the sum of 1) already-developed land and 2) undeveloped land that is still available for development. It answers the question, "how much of what can be developed has been developed?"

The following data items are from the American Community Survey, accessible via the Census Bureau's data querying interface, data.census.gov:

- ▶ Age distribution of population (under 55; 55-64; 65-74; 75 and over) is computed from table B01001 SEX BY AGE
- ▶ Income distribution is from table S1901 INCOME IN THE PAST 12 MONTHS
- ▶ Overall poverty rate is from table S1701 POVERTY STATUS IN THE PAST 12 MONTHS
- ▶ Poverty rate for those age 65 and older is from table B17001 POVERTY STATUS IN THE PAST 12 MONTHS BY SEX BY AGE
- ▶ Living arrangements of the 65+ population (% living alone; % householder living with spouse or spouse of householder; % living with other relatives; % living with non-relatives, including unmarried partner; % in group quarters) is from table B09021 LIVING ARRANGEMENTS OF ADULTS 18 YEARS AND OVER BY AGE
- ▶ Median household income is from table B19013 MEDIAN HOUSEHOLD INCOME IN THE PAST 12 MONTHS
- ▶ Data for describing internal diversity (% racial breakdown for each census tract in the community) are from table B03002 HISPANIC OR LATINO ORIGIN BY RACE

- ▶ Housing cost-burden, which is defined as paying at least 30% of gross income on housing costs:
 - ➔ Data for homeowner households are from table B25093 AGE OF HOUSEHOLDER BY SELECTED MONTHLY OWNER COSTS AS A PERCENTAGE OF HOUSEHOLD INCOME IN THE PAST 12 MONTHS
 - ➔ Data for renter households are from table B25072 AGE OF HOUSEHOLDER BY GROSS RENT AS A PERCENTAGE OF HOUSEHOLD INCOME IN THE PAST 12 MONTHS
- ▶ The following data items are found in, or can be computed from data provided in, table DP04 SELECTED HOUSING CHARACTERISTICS
 - ➔ Total housing units
 - ➔ Housing vacancy rate
 - ➔ Tenure (% households that own their own homes; % households that are renter-occupied)
 - ➔ Housing stock variety (% single-family detached; % single-family attached; % duplex; % in buildings with 3 or 4 units; % in buildings with 5 or more units; % other)
 - ➔ Median gross rent

Average residential value is from the New Jersey Data Book at <https://njdatabook.rutgers.edu/>

Community Meeting Aging-Friendly Talking Points

The Community Meeting Concept provides a concept outline for a first meeting with community representatives, including those who make up the steering committee. During the meeting, the committee members explore how New Jersey’s changing demographics affect local economies, what makes a community age-friendly, how communities can meet the evolving needs of its aging population to enable older adults to age within their community, and the benefits of an aging-friendly place for people of all ages.

Meeting Focus: Planning for older populations is planning for all populations

Land use characteristics that make a community inviting to older people are the same “smart growth” features that are appealing to all populations. These features—readily accessible, center-based locations that offer jobs, housing, entertainment, and amenities—characterize those places that census data and research show are attracting growing populations of millennials and people 55 years of age and older. New Jersey communities can recast land use regulations to enhance age-friendly characteristics and it will be essential to do so to retain and enhance economic vitality and viability in a state with the 10th largest population age 60 and older. During this meeting you will explore how New Jersey’s changing demographics relate to municipal economies; what makes a community age-friendly; how communities adjust to meet evolving needs of its populations to enable residents to age in place; what benefits are gained by creating places that attract multi-generational communities; and how aging-friendly strategies differ for New Jersey’s varying community types.

Discussion topics that you should be prepared to address:

- ▶ What are New Jersey’s demographic trends telling us?
- ▶ How do/will these changes relate to and affect municipal economies?

- ▶ Why should it be important to a local official to address needs of their aging populations?
- ▶ How do the needs of older populations differ from other age segments of the population? How are they the same?
- ▶ What makes a community aging-friendly?
- ▶ What can communities do to become more aging-friendly? How does a community adjust to meet evolving needs of its population over time to enable current residents to age in place?
- ▶ How will aging-friendly strategies differ for New Jersey's varying community types (e.g. urban, suburban, rural, North Jersey, South Jersey, transit accessible, auto-oriented, etc.)? What are we starting with, what do we have to do?
- ▶ Are older residents likely to relocate to match their needs with a community's character?
- ▶ What is the benefit (social or otherwise) of multi-generational communities?
- ▶ Why do municipalities need to expand housing options, how can they achieve this objective, and what hurdles are they likely to confront?
- ▶ How does a complete streets concept need to be adjusted to meet needs of different population/pedestrian groups?

Creating Great Places to Age Land Use Assessment Kick-Off Meeting Agenda

Kick-Off Meeting Facilitated Discussion Topics

AARP's Livability Index assesses seven broad categories of community livability: housing, neighborhood, transportation, environment, health, engagement, and opportunity. The organization defines a livable community as one that is safe and secure, has affordable and appropriate housing and transportation options, and has supportive community features and services. Once in place, those resources enhance personal independence; allow residents to age in place; and foster residents' engagement in the community's civic, economic, and social life. Livable communities help residents thrive, and when residents thrive, communities prosper.

For some, a livable community makes it convenient to travel by foot, bike, or transit to access nearby stores, parks, and other amenities. For others, affordable housing or open space is more important. Livability is about realizing values that are central to healthy communities: independence, choice, and security. But not all people search for the same things. To that end, here are some questions to consider:

1. What features do you think make it easier or more desirable for people to age in your community?
2. What presents the greatest challenges to growing old in your community?
3. As people age and want to downsize, either for affordability or to reduce maintenance and upkeep, are there places they can move to within the community (e.g. smaller housing units, single story homes, homes without stairs, apartments with elevators)?

4. If accessory dwelling units are not permitted, under what circumstances do you think the community would be open to considering them (certain locations, conditions)?
5. Do you consider the community to be accessible by means other than cars? (Do older residents have good options for transportation? Are there sidewalks throughout the community, are they in good repair, are they well lighted, do they have public seating, are there crosswalks, are traffic lights timed appropriately to allow safe crossing?)
6. Are there gathering places for social interaction and civic engagement, and parks or natural areas that provide opportunity for physical activity, and are attractive to older residents (community centers, parks, trails, plazas)?
7. Where do people shop for basic necessities, and are these locations accessible without a personal car from where people live (basic necessities include houses of worship, grocery stores, pharmacies, healthcare services)?
8. Are there things that could change to make it easier for older people to live and engage in your community, and what if anything is preventing that change?

Site Tour Guidance

Conduct a site visit to get familiarized with the aging-friendliness of the physical characteristics of your community and inform an aging-friendly land use assessment.

Places to see on a community site visit:

- ▶ Downtown/main street (stores, offices, civic buildings)
- ▶ Transportation facilities in vicinity of the downtown (rail, bus network)
- ▶ Street/sidewalk amenities proximate to downtown (crosswalks, corner ramps, pedestrian signals, medians, speed tables, bump outs, universal design elements)
- ▶ Public spaces (parks, plazas, trails)
- ▶ Amenities (community centers, etc.), public street furniture
- ▶ Green infrastructure (allowances for stormwater collection/management in downtown area)
- ▶ Housing types, residential neighborhoods (a block or two from main street and walkable), senior housing facilities, accessory dwellings, townhomes, apartments
- ▶ Roadway system (connectivity, mobility, multimodality (bike lanes, sidewalks))

Assessment Data Needs

The following is a partial list of information that would be very helpful to obtain in order to prepare an aging-friendly land use assessment. Some municipalities may not have all of the items listed below and other communities may possess additional useful information or maps not listed. If possible it would be most helpful to obtain digital copies of any and all plans and narrative information and CAD or GIS shape files of all maps.

- ▶ Zoning regulations (likely to be available on-line)
- ▶ Zoning map (preferably CAD or GIS shapefile if technical capabilities are available)
- ▶ Special improvement district designation status/information/boundary map (if applicable)
- ▶ Main Street designation status/information (if applicable)
- ▶ Transit Village designation status/information/boundary map (if applicable)
- ▶ Availability of and route maps for transit, bus, shuttles, or other specialized transportation services other than cars
- ▶ Master plan
- ▶ Location of existing and proposed housing facilities/number of units available for older adults
- ▶ List/description of community aging-friendly initiatives planned and/or underway (if applicable)
- ▶ Redevelopment or rehabilitation plan (if applicable)
- ▶ Design standards (if applicable)
- ▶ Parking requirements
- ▶ Walkability study and/or walk score (if applicable)
- ▶ Complete streets resolution/initiatives description (if applicable)
- ▶ Current capital improvement plan/budget
- ▶ Open space/recreation facilities/community amenities map
- ▶ Recreation and open space inventory (ROSI)
- ▶ Parks/recreation plan
- ▶ Bicycle/pedestrian plan
- ▶ Joint-use agreements (if applicable)
- ▶ Green infrastructure plans (if applicable)
- ▶ Capital budget

Kick-off Meeting Summary Memo Outline

APPENDIX D: STEP 3 TOOLS

Aging-Friendly Land Use Assessment/Analysis Report Outline

- I. Introduction
- II. Acknowledgements
- III. Assessment Summary
- IV. Methodology
- V. Age Friendly Analysis



i. MIXED-USE CENTER

Presence of a Center

CBD or other community center
 Net activity density (population plus employment divided by area of town)

Policies and Programs

Special improvement district
 Main Street community designation
 Transit village designation

Plans

Master Plan
 Redevelopment or Rehabilitation plan

Land Development Standards

Permitted uses
 Prohibited uses
 Building setbacks
 Lot coverage
 Building height
 Design standards



ii. TRANSPORTATION

Walkability

Walk score (SND)
 Sidewalks, crosswalks, driveways
 Policies and plans that support transit options
 (complete streets, transportation or circulation plan; bike/pedestrian plan)

Parking

On street
 Parking requirements
 Parking design

Public Transportation

Local bus service
 Rail access

Streets

Street connectivity
 Vehicle lanes



iii. HOUSING

Housing Affordability Profile

Cost-burden
 Median household income
 Median residential value

Housing Stock Profile

Type, size, tenure
 Subsidized housing

Land Development Standards and Regulations

Permitted housing types
 Subdivision standards
 Inclusionary housing requirements
 Universal design standards
 Permitted accessory dwelling units
 or shared housing



iv. PUBLIC SPACES AND AMENITIES

Public Spaces and Facilities

Community centers
 Public street furniture
 Joint use facilities

Outdoor and Green Spaces

Parks/green spaces/trails
 Green infrastructure

APPENDIX E: STEP 4 TOOLS

Implementation Planning Kick-Off Meeting Agenda

Implementation Planning Approach and Process

Best Practices of Implementation Planning³⁰

Act

Implementation plans have an action element that:

- Identifies strategies for action objectives
- Assigns responsibility
- Establishes a timeline
- Tracks progress

Integrate

Implementation plans are more effective when actions and recommendations become part of the comprehensive planning process, and steps are taken to:

- Review and update local codes and regulations for consistency with the plan and to implement the actions of the plan
- Allocate funds for implementation

Monitor

Regular monitoring and updates are essential to maintain both the relevance and credibility of the plan. Tracking action items is one simple element of plan monitoring. In the years after developing a plan stakeholders must also address fundamental questions regarding the plan, such as:

- Have partners and government officials acted consistently with the policy guidance in the plan?
- Has any significant progress been made in achieving the overall goals and objectives of the plan?
- Have there been any significant shifts in data and trends that informed the original plan?
- Have any new issues arisen in the communities that are not addressed in the plan?

Engage

Transparency and public engagement will make a plan more accepted and effective. There should be an effort to:

- Make a public commitment to implementation of the plan
- Pursue opportunities for community participation in implementation actions
- Involve representatives from public, private, nonprofit, and institutional partners with the goal of securing commitments to participate in implementation

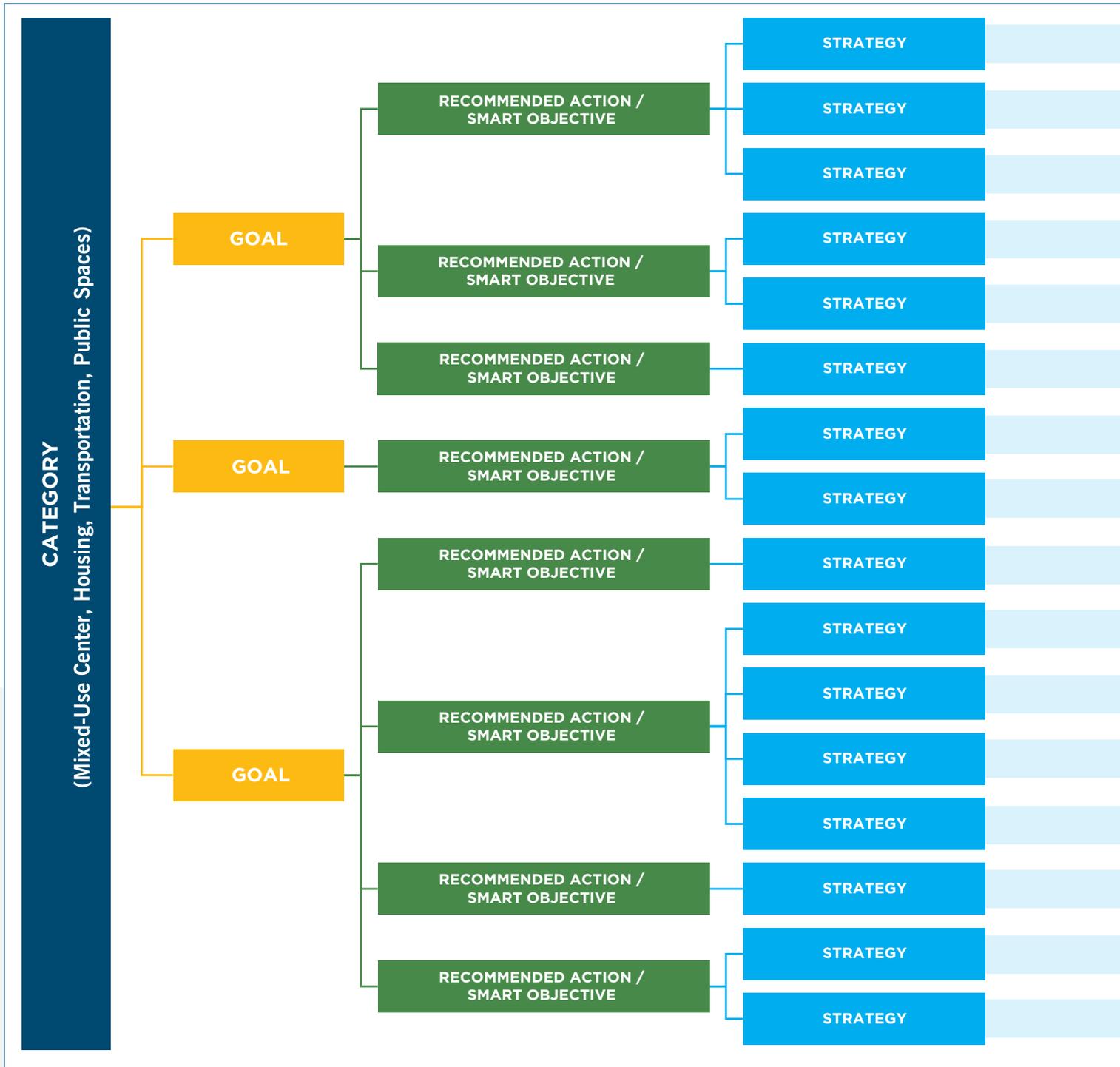
Promote

A supported plan is more likely to be successful and celebrated by the community. The plan should be promoted minimally:

- After it is adopted
- When there is community involvement
- To celebrate milestones

Implementation Planning Worksheets

The assessment and planning process will help your community to articulate aging-friendly goals that are specific to your needs. To translate those goals into implemented actions, the project committee will identify one or more SMART Objectives for each goal and identify one or more strategies that could be implemented to accomplish each objective. The implementation plan will outline the specific action steps and associated elements to work through prioritized strategies.





Identify a SMART Objective and Potential Strategies to Achieve the Objective for Each Priority Recommendation

Identify Action Steps, Responsibilities, and Timeline for Each Strategy

Sample Implementation Tracking Spreadsheet

Implementation Planning Workshop Summary Statement Outline

Sample Text: This summary statement is based on the outcomes of a [date] Implementation Planning Workshop and a [date] follow-up meeting. The workshop included: a facilitated discussion, a dot voting activity, and feedback from the steering committee regarding their top three priorities in terms of importance as well as personal interest in helping a project move forward.

- ▶ Attendance list of project committee members
- ▶ Meeting synopsis

Sample Text: The objectives of the workshop were for [Aging-Friendly Group Name] to describe our [Aging-Friendly Project Name] program, inform the committee members about aging-friendly land use and describe the project; and for project committees of the aging-friendly communities initiative, funded by The Henry and Marilyn Taub Foundation, to prioritize the recommendations of the Aging-Friendly Land Use Assessment reports created by [Aging-Friendly Group Name] for their towns. For this project, [Aging-Friendly Group Name] will draft an implementation plan for the [Municipality].
- ▶ Observations from the Implementation Planning Workshop
- ▶ Observations based on steering committee feedback and interest
 - ➔ Identification of main aging-friendly land use goals for the municipality
- ▶ Table listing priority aging-friendly land use implementation recommendations, including the assessment category and the priority ranking for each recommendation, identified in the planning process.

Sample Prioritized Aging-Friendly Land-Use Recommendations Translated into SMART Objectives

ACTION	CATEGORY	PRIORITY
Evaluate problematic intersection crossings and consider complete streets strategies to focus on improving pedestrian crossings, and employ pop-up traffic calming techniques as a low-cost, temporary test of which methods to pursue	Transportation-Pedestrian	High
Survey existing street furniture, particularly at busiest bus stops, and identify where it is needed to ensure safe walking conditions (inc. lighting) and regular rest stops to destinations	Public Spaces	High
Establish a phased sidewalk and crosswalk improvement project in annual capital improvement program, each year funding an additional increment of improvements, and to implement recommendations of 2017 walkability study.	Transportation-Pedestrian	High
Explore examples and strategies to diversity housing options that can benefit Ridgewood's older population.	Housing	High
Track progress over time on website to engage and inform residents (annotated map with completed projects)	Transportation-Pedestrian	Moderate
Align and enhance design guidelines to be consistent with existing Complete Streets policy: increase minimum sidewalk width to six feet, enforce low travel speeds; proper signage	Transportation-Pedestrian	Moderate
Establish design standards for crosswalks consistent with complete streets policy, that are incorporated into subdivision and site plan requirements	Transportation-Pedestrian	Moderate
Work with NJ Transit to install bus shelters	Transportation-Pedestrian	Moderate
Consider alternative parking strategies, such as structured parking, reduced parking ratios, shared parking, improved wayfinding signage that directs patrons to underused lots, allowance for off-site parking, and efforts to promote transit-oriented development that requires less parking. Direct parking utility to evaluate alternative strategies to meet parking demand.	Transportation-Parking	Moderate
Improve access to Village Hall	Public Spaces	Moderate
Update the open space and recreation plan to include development of an interconnected walkable system connecting all neighborhoods to the village center, parks, and green spaces	Public Spaces	Moderate
Consider shared facilities to provide senior center programs and services at other locations	Public Spaces	Moderate
Market (advertise) the village as a walkable, mixed-use center	Center	Moderate
Explore a form-based code to enhance pedestrian activity	Center	Moderate
Use rail station as a catalyst for transit-oriented development and make the village commercially competitive in the region	Center	Moderate
Consider formation of a SID to serve as a vehicle to fund improvements, particularly those suggested in the walkability study	Center	Moderate
Participate in Main Street New Jersey program	Center	Moderate
Assess demographic trends of the aging population and incorporate into master plan update	Center	Moderate
Integrate aging-friendly goals into master planning process and LU design	Center	Moderate

Sample Priorities Matrix

The implementation planning workshop will lead to development of a priorities matrix. This is the first draft of the objectives that will be prioritized in the implementation plan. In the priorities matrix, recommendations of the aging-friendly land use assessment are ranked (prioritized) based on the discussion and voting exercise of the workshop and any follow-up to assess impact and feasibility of prioritized recommendations. The project committee will work from the priorities matrix to modify prioritization of a recommendation and then to identify the elements of the implementation plan. View a New Jersey Future implementation plan [here](#).

This chart shows action items of a strategy in an implementation plan to install or improve street furniture.

Survey existing street furniture, particularly at busiest bus stops, and identify where it is needed to ensure safe walking conditions, including lighting, and regular rest stops to destinations.

Category	Action Step	Action	Community Lead
Public Spaces	Step 1	Create inventory of existing street furniture and associated lighting	
	1.a	Create a survey instrument to record data	S.B.
	1.b	Determine location identifier and mapping platform if applicable	
	1.c	Design and populate a tabular database of existing street furniture	
	Step 2	Identify existing features in need of improvement	
	2.a	Conduct site visits to document deficiencies with narrative and photos cross-referenced to the inventory database	S.B.
	2.b	Rank locations based on deficiency and importance to pedestrian needs	
	Step 3	Identify gaps in inventory	
	3.a	Compile location data of bus stops, destinations and walking routes	S.B.
	3.b	Review maps of existing features and destinations to identify target sites for installation of new street furniture	
	3.c	Conduct an open meeting to review data and maps with public to solicit feedback and input	
	Step 4	Implement a strategy to repair, replace or install street furniture over time	
	4.a	Seek outside funding opportunities (ongoing)	S.B.
	4.b	Develop a phased schedule to install and/or improve street furniture at target sites	
	4.c	Begin a phased street furniture installation and improvement program	

Lead: Village Citizens Safety Committee

Enabling Aspect: Village Council authorizes Village Citizens Safety Committee to conduct a survey of existing public seating and associated shelters and lighting with the purpose of addressing damaged or lacking facilities.

	Lead Entity or Department	Partners	Target Date	Estimated Cost	Potential Funding	Resources
	Village Citizens Safety Committee	<ul style="list-style-type: none"> • Village Engineer 	Jan - Mar 2021	in-house staff costs	<ul style="list-style-type: none"> • Consider formation of a special improvement district to serve as a vehicle to fund street furniture improvements • Main Street New Jersey program 	<ul style="list-style-type: none"> • Alan M. Vorhees Transportation Center • San Francisco Better Streets Design Guidance • NACTO Urban Street Design Guide • NJ Bicycle and Pedestrian Resource Center • NJGIN Open Data portal (bus stop locations)
		<ul style="list-style-type: none"> • Village Engineer 				
		<ul style="list-style-type: none"> • Age Friendly Ridgewood • Village Parks and Recreation • Village Public Works 				
	Village Citizens Safety Committee	<ul style="list-style-type: none"> • Age Friendly Ridgewood 	Apr - May 2021	in-kind contribution		
	Village Engineer	<ul style="list-style-type: none"> • Village Citizens Safety Committee 				
	Village Engineer	<ul style="list-style-type: none"> • Bergen County Department of Planning and Engineering • North Jersey Transportation Planning Authority 	May - July 2021	in-house staff costs		
		<ul style="list-style-type: none"> • Age Friendly Ridgewood 				
	Village Citizens Safety Committee	<ul style="list-style-type: none"> • Age Friendly Ridgewood 				
	Village Citizens Safety Committee	<ul style="list-style-type: none"> • Age Friendly Ridgewood • Village Central Business District Advisory Committee 	Aug 2021	in-house staff costs		
	Village Engineer	<ul style="list-style-type: none"> • Age Friendly Ridgewood • Village Citizens Safety Committee • Village Department of Finance 				
		<ul style="list-style-type: none"> • Village Public Works 			Sep 2021 - June 2022	

Creating Great Places to Age Priority Strategies Meeting Agenda

Implementation Plan Table of Contents

Introduction

Purpose

- ▶ Implementation planning best practices and why do this (2-3 paragraph section)
- ▶ Adaptive framework for community members and local government to implement aging-friendly land use improvements
- ▶ Provide the catalyst and momentum for action

Municipality Background

- ▶ Information about the town and demographics of the town (2-3 paragraphs)

Aging-Friendly Communities Initiative in the Municipality

- ▶ Describe the aging-friendly community building initiative in the municipality (1-2 paragraph section)

Process and Observations

- ▶ Explain the project to do the assessment and implementation plan (1-2 paragraph process section; 4-5 paragraph observations section)
- ▶ Aging-Friendly Land Use Goals Identified for the Municipality

Strategies

- ▶ High-level description aging-friendly land use implementation strategies for the town to pursue
This can include things that didn't make it into the top priority list (3-5 paragraphs)

Action Plan

- ▶ Implementation table with specific actions, responsibility, estimated cost, partners and funding and other resources.

Acknowledgements

APPENDIX F: OTHER RESOURCES

Networks and Organizations

- ▶ The Henry & Marilyn Taub Foundation provides resources on their website—as part of the foundation’s [Creating Age-Friendly Communities in Northern New Jersey program](#)—for learning about and developing aging-friendly communities. It includes the [North Jersey Alliance of Age-Friendly Communities Blog](#), which highlights regional events, actions, and policies.
- ▶ The Grotta Fund for Senior Care promotes the age-friendly communities in northern New Jersey through their [grant program, conferences, and education outreach](#).
- ▶ The AARP has established a [Network of Age-Friendly States and Communities](#) which provides cities, towns, counties, and states throughout the U.S. with the resources to become more age-friendly by tapping into national and global research, planning models, and best practices.
- ▶ The American Planning Association has an [Age-Friendly Communities Research KnowledgeBase Collection](#) where you can find resources that provide background or guidance, as well as examples of plans and regulations that foster age-friendly communities.
- ▶ The World Health Organization’s [Global Network for Age-friendly Cities and Communities](#) provides cities, communities, and organizations worldwide with various resources to help make their community a great place to grow old in.

The following New Jersey communities have local aging-friendly organizations:

- ▶ Elizabeth City
- ▶ [Englewood City](#)
- ▶ [Garfield City](#)
- ▶ Madison Borough
- ▶ [Maplewood Township](#)
- ▶ Montclair Township
- ▶ Princeton
- ▶ [Ridgewood Village](#)
- ▶ Somerset County
- ▶ [South Orange Township](#)
- ▶ [Teaneck Township](#)
- ▶ Wayne Township
- ▶ [West Orange](#)
- ▶ [Westwood Borough](#)

Further Reading and Materials

- ▶ AARP's *Survey of Community Residents* (2014) consists of a questionnaire (also available in Spanish) designed for residents to assess their communities as places to live as they age. The questionnaire is built around themes such as housing, outdoor spaces and buildings, transportation and streets, social participation, and job opportunities.
- ▶ AARP's *HomeFit Guide* (2015) offers solutions to make a home more livable and products that are adaptable, safe and easy to use at all price points. The accompanying brochure presents affordable ways to make a home comfortable, safe and a great fit. Also available in Spanish.
- ▶ AARP's *Walk Audit Took Kit and Leader Guide* (2016) is a step-by-step guide to assess a community's walkability. The Leader Guide helps a community leader or group conduct a larger-scale walkability event and an on-the-ground walk audit through which the use and safety of local streets are documented.
- ▶ AARP's *Walk Audit Worksheets* (2020) will help you collect data as you assess how pedestrian-friendly your community is.
- ▶ AARP's *Community Listening Session Tool Kit*, part of the Roadmap to Livability Collection (2018) was developed to help gather public feedback in small group settings, mainly through focus groups and listening sessions.
- ▶ AARP's *Evaluating Your Age-Friendly Community Program. A Step-by-Step Guide* (2014) helps to document and evaluate a community's progress in becoming more age-friendly.
- ▶ AARP's *Is This a Good Place to Live? Measuring Community Quality of Life for All Ages* (2014) report explores the meaning of livability, examines previous efforts to evaluate the livability of communities and describes AARP's work to quantify and compare livability, with a special focus on the preferences of the older population and the needs of people as they age.
- ▶ AARP's *Roadmap to Livability Collection* (2018) has several resources. It is a guide series that helps to identify challenges and opportunities to improve livability, shape an action plan to address those findings, and successfully carry out improvements that residents wants. Each of the six workbooks in the series provides planning tools to complete a livability project based on a specific topic.
- ▶ AARP's *Where We Live: 100+ Inspiring Examples from America's Local Leaders* (2018) is the third annual edition showcasing stories and solutions from throughout the U.S. to create livable communities.
- ▶ AARP's *2019-2020 AARP Public Policies: The Policy Book* integrates input from AARP members and all older Americans to develop policy recommendations aimed at serving the interests of older adults.
- ▶ AARP and Walkable and Livable Communities Institute's *The Imagining Livability Design Collection* (2015) describes some of the most common tools and treatments for creating age-friendly environments.
- ▶ AARP, 8 80 Cities, and The Trust for Public Land's *Creating Parks and Public Places for People of All Ages: A Step-by-Step Guide* (2018) is a guide that highlights the importance of parks and provides community leaders tools to both create and improve green and public spaces for people of all ages.
- ▶ AARP and National Building Museum's *Making Room: Housing for a Changing America* (2019) introduces a menu of housing options which better serve people of all ages, life stages, abilities, and incomes and the needs of a changing America.
- ▶ AARP and Orange Splot LLC's *The ABCs of ADUs* (2019) is a guide to what accessory dwelling units are and how and why they are built. The guide also suggests best practices for how governments at all levels can include ADUs in their mix of housing options.

- ▶ American Planning Association's *A Planners Dictionary* (2004).
- ▶ Delaware Valley Regional Planning Commission's *Age-friendly Communities Municipal Implementation Tool* (2017) designed to assist local governments and partners in implementing the DVRPC region's long-term plan includes a World Health Organization checklist to use in the initial phases of a community assessment.
- ▶ Lincoln Institute of Land Policy's *Inclusionary Housing* (2015) is a review of the literature and case studies that details how local governments are realizing the potential of inclusionary housing by building public support, using data to inform program design, establishing reasonable expectations for developers, and ensuring long-term program quality.
- ▶ Moskowitz, H.S., Lindbloom, C.G., Listokin, D., Preiss, R., and Merriam, D.H. (2015). *The Complete Illustrated Book of Development Definitions*.
- ▶ *Project for Public Spaces* is a non-profit organization focused on creating and sustaining public spaces that build stronger communities.
- ▶ New Jersey's Department of Transportation's *Complete & Green Streets for All* (2019) is a guide that illustrates how connections to employment, education, residential, recreation, retail centers, and public facilities can be strengthened.
- ▶ Smart Growth America's *Smart Growth Implementation Toolkit: 1. Quick Diagnostic* (2007) is a set of tools to help communities implement smart growth policies and practices.
- ▶ World Health Organization's *Measuring the Age-friendliness of Cities. A Guide to Using Core Indicators* (2015) is a guide that sets forth a framework and a set of indicators to help monitor and evaluate progress in improving the age-friendliness of urban environments.
- ▶ World Health Organization's *Age-friendly Cities Checklist* (2007) of essential age-friendly city features is based on the results of the WHO Global Age-Friendly Cities project consultation in 33 cities in 22 countries. The checklist is a tool for a city's self-assessment and a map for charting progress.

ABOUT NEW JERSEY FUTURE



NEW JERSEY FUTURE is a nonprofit, nonpartisan organization that promotes sensible growth, redevelopment and infrastructure investments to foster vibrant cities and towns, protect natural lands and waterways, enhance transportation choices, provide access to safe, affordable and aging-friendly neighborhoods, and fuel a strong economy. New Jersey Future does this through original research, innovative policy development, coalition-building, advocacy, and hands-on strategic assistance. Embracing differences and advancing fairness is central to New Jersey Future's mission and operations. To effectively advance its mission, New Jersey Future is firmly committed to furthering justice, equity, diversity, and inclusion in its programs, internal operations and external communications.

THE AUTHORS



TANYA ROHRBACH manages New Jersey Future's land use planning work. She provides strategic assistance to help communities implement smart planning policies and practices that foster resilient and vibrant places for all community members. Her main focus areas include climate change adaptation, place-based economic redevelopment, and aging-friendly neighborhoods. She holds an M.S. in Geography and a B.A. in Biology, both from Rutgers University. Prior to joining New Jersey Future, she was a senior planner in the Somerset County Planning Division, where she managed the division's GIS initiatives and staff, conducting data analyses to perform regional wastewater planning, flood risk research, and transportation assessments. Tanya also has extensive experience working at New Jersey land trusts, where she identified and prioritized lands for preservation at local and regional scales.



TEUN DEULING interned at New Jersey Future as a graduate student in City and Regional Planning at the Bloustein School of Planning and Public Policy, Rutgers, where he graduated in May 2020. He is particularly interested in how to address challenges in our built environment, such as brownfield redevelopment and healthy-aging, through the application of land use and redevelopment instruments. Prior to joining New Jersey Future as a Planning and Research intern, he was an urban planning consultant at several Dutch consulting and engineering firms. Teun was responsible for a wide range of projects related to land development and land use policy. He also holds a masters of law degree in Public Policy and Law and a B.Sc. in Human Geography and Planning, both from the University of Groningen, the Netherlands.

ENDNOTES

- ¹ U.S. Census Bureau 2017 American Community Survey
- ² AARP (2018). *Home and Community Preferences Survey: A National Survey of Adults Age 18-plus*. Retrieved from https://www.aarp.org/content/dam/aarp/research/surveys_statistics/liv-com/2018/home-community-preferences-survey.doi.10.26419-2Fres.00231.001.pdf
- ³ Urban Land Institute (2012). *Housing in America: The Baby Boomers Turn 65*. Retrieved from <https://uli.org/wp-content/uploads/ULI-Documents/HousingInAmericaFIN.pdf>
- ⁴ New Jersey Future. (2017). *Where Are We Going: Implications of Recent Demographic Trends in New Jersey*. <https://www.njfuture.org/research-reports/implications-of-recent-demographic-trends/>
- ⁵ Ibid, reference II.
- ⁶ Oxford Economics (2017). *The Longevity Economy: The Economic Value of People Over 50 in 50*. Retrieved from <https://www.aarp.org/content/dam/aarp/home-and-family/personal-technology/2016/09/2016-Longevity-Economy-AARP.pdf>
- ⁷ New Jersey Future. 2017. *Where Are We Going: Implications of Recent Demographic Trends in New Jersey*. <https://www.njfuture.org/research-publications/research-reports/implications-of-recent-demographic-trends/>
- ⁸ A land use decision is a final determination with regard to (a) a project permit or other approval, (b) a decision regarding the application of the zoning code or other ordinance, or (c) the enforcement of land use policies and regulations, all in relation to the improvement, development, modification, maintenance, or use of real property.
- ⁹ New Jersey Future. (2014). *Creating Places to Age in New Jersey*. <https://www.njfuture.org/wp-content/uploads/2014/02/CreatingPlacesToAgeFINAL.pdf>.
- ¹⁰ *Creating Places to Age in New Jersey: Focus on Bergen and Passaic Counties*. (2014). <https://www.njfuture.org/wp-content/uploads/2014/01/BergenPassaicFINAL.pdf>.
- ¹¹ New Jersey Future. (2015). *Creating Places to Age in New Jersey: Housing Affordability and Aging-Friendly Communities*. <https://www.njfuture.org/wp-content/uploads/2015/12/New-Jersey-Future-Housing-Affordability-and-Aging-Friendly-Communities.pdf>.
- ¹² For example, in 2014 New Jersey Future published *A Municipal Guide to Best Land Use Practices* which provides elected officials and engaged community members with a framework to consider the aging-friendliness of local land use policies and regulations. A land use policy is a program for action undertaken to meet specific goals and objectives focused on a specific issue with regard to the improvement, development, modification, maintenance, or use of real property. A land use regulation is an ordinance, rule, and other document that has the power of law in relation to the improvement, development, modification, maintenance, or use of real property.
- ¹³ Greenfield, E.A. (2016). *Age-Friendly Community Initiatives in the Early Planning Phase: Perspectives on Why, How, and Who from Northern New Jersey*. Retrieved from <http://taubfoundation.org/knowledge-center/aging-in-place/greenfield-afc-report.pdf>
- ¹⁴ American Planning Association New Jersey Chapter. (2018). *Complete Guide to Planning in New Jersey*. <https://njplanning.org/complete-guide-to-planning-in-new-jersey/>.
- ¹⁵ <https://www.aarp.org/livable-communities/tool-kits-resources/>
- ¹⁶ https://www.who.int/ageing/projects/age_friendly_cities_network/en/
- ¹⁷ <https://www.njfuture.org/issues/development/creating-great-places-to-age/>
- ¹⁸ See the North Jersey Alliance of Age-Friendly Communities Blog. <http://taubfoundation.org/age-friendly-blog/> or get in touch with the New Jersey chapter of AARP.
- ¹⁹ AARP. *AARP Community Survey Questionnaire*. <https://www.aarp.org/livable-communities/info-2014/aarp-community-survey-questionnaire.html>
- ²⁰ AARP Livable CommunitiesCommunity, State and National Affairs. (2018). *Roadmap To Livability: Community Listening Session Tool Kit Book 2 in the AARP Roadmap to Livability Collection*. [AARP.org/LivabilityRoadmap](https://www.aarp.org/livable-communities/info-2014/aarp-community-survey-questionnaire.html).
- ²¹ See Appendix C
- ²² Yang, Y., & Diez-Roux, A. V. (2012). Walking distance by trip purpose and population subgroups. *American Journal of Preventive Medicine*, 43(1), 11–19. <https://doi.org/10.1016/j.amepre.2012.03.015>
- ²³ The 2017 United States Report Card on Walking and Walkable Communities. <https://physicalactivityplan.org/projects/walking/Walking-report-card-FINAL.pdf>
- ²⁴ NJ Transit (1994). *Planning for Transit-Friendly Land Use: A Handbook for New Jersey Communities: June 1994: Prepared for the Federal Transit Administration*. <https://rosap.ntl.bts.gov/view/dot/561>
- ²⁵ Hatamzadeh, Y. (2019). Do People Desire to Walk More in Commuting to Work? Examining a Conceptual Model Based on the Role of Perceived Walking Distance and Positive Attitudes. *Transportation Research Record*, 2673(7), 351–361.
- ²⁶ New Jersey Department of Environmental Protection. 2020. *New Jersey Scientific Report on Climate Change, Version 1.0*. (Eds. R. Hill, M.M. Rutkowski, L.A. Lester, H. Genievich, N.A. Procopio). Trenton, NJ. 184 pp. <https://www.nj.gov/dep/climatechange/docs/nj-scientific-report-2020.pdf>
- ²⁷ See <https://www.pps.org/article/streets-as-places>
- ²⁸ <https://www.smartgrowthamerica.org/app/legacy/documents/cs-local-policy-workbook.pdf>
- ²⁹ <https://www.njfuture.org/issues/development/creating-great-places-to-age/>
- ³⁰ Adapted from: Godschalk, David R. and William R. Anderson. “Sustaining Places: The Role of the Comprehensive Plan.” American Planning Association Planning Advisory Service (PAS) Report. January 2012.

