



# ***CPTED for Multi-Family Housing***



## **C**rime **P**revention **T**hrough **E**nvironmental **D**esign

*This form may be used by your City of Portland Crime Prevention Coordinator to assess your property.*

*It can also be used for your own do-it-yourself CPTED assessment.*

Date \_\_\_\_\_

Location and neighborhood: \_\_\_\_\_

Property owner/representative: \_\_\_\_\_

Contact information: \_\_\_\_\_

Crime Prevention Coordinator: \_\_\_\_\_

# Crime Prevention Through Environmental Design

Crime Prevention Through Environmental Design – or CPTED, is the proper design, maintenance, and use of the built environment in order to enhance the quality of life and to reduce both the incidence and the fear of crime.

This form provides an easy-to-follow outline of CPTED strategies that will help make your location more resistant to crime, and increase the overall feeling of safety. Use this form now as well as in the future as you maintain the changes you make.

## CPTED Principles

### Natural Surveillance:

- Design and maintenance that allows & encourages people engaged in their normal activity to observe the space around them.
- Eliminates hiding places for people engaged in criminal activity.
- Creates a sense of risk for people contemplating criminal activity.

### Access Control:

- Decreases criminal accessibility, especially to vulnerable spaces.

### Territoriality:

- Defines property lines and distinguishes private spaces.
- Communicates to people expectations of the appropriate use of the space.
- Builds a sense of community responsibility by intended users.

## CPTED Categories

### Natural/Passive

Things that are designed in, not requiring any active effort on the part of the responsible user.

### Organized/Active

Planned activities or routines.

### Mechanical

Installing or using equipment to achieve the principle.

*More information about CPTED strategies and principles and other CPTED forms can be found in the Crime Prevention Through Environmental Design handout. CPTED handouts and forms can be obtained on the Crime Prevention website at [www.portlandonline.com/oni/cp](http://www.portlandonline.com/oni/cp) under the category of Crime Prevention Resources or by contacting your Crime Prevention Program Coordinator at 503-823-4064.*

## **NATURAL SURVEILLANCE**

### **A. Natural/Passive**

1. Is landscaping selected and trimmed so all entrances and ground floor windows are visible from the street and/or to neighbors?
2. Is landscaping selected and trimmed to prevent places of concealment for unauthorized users? Is it selected and trimmed to prevent opportunities for stolen goods or drugs to be hidden?
3. Are windows free of obstructions, such as bushes, trees, and walls, so that there are clear views from inside the dwelling units, common spaces, and offices?
4. Are barriers between outdoor areas, such as fences, designed to be at least partially see-through, so that an adult could not hide behind them?
5. Are parking areas and recreation areas visible from the units?
6. Are shared facilities, such as laundry rooms or mail rooms, adjacent to well-travelled areas? Are there windows in the doors to these shared facilities?

#### **Notes:**

### **B. Organized/Active**

1. If there is an onsite office, is it located within view of a property entrance? Is the office posted with after-hours contact information?
2. Are parking spaces assigned to residents, or parking tags given to residents, to make identifying unauthorized parking easier? Is visitor parking designated?
3. Are the residents engaging in activities in the common or outdoor areas, such as cook outs, gardening, or children playing? Are seating, lights, and landscaping arranged so as to encourage use of common areas?
4. Are the residents organized into an Apartment Watch? Do they know how to identify and report suspicious activity? Are the residents acquainted with each other?

#### **Notes:**

**C. Mechanical**

1. Are there wide-angle viewers (peep holes) in all exterior unit doors, or windows in the doors or immediately adjacent to them?
2. Does outdoor lighting provide a soft, even light around the property, without deep shadows or bright glare? Are the lights left on at night, or on photosensitive timers so they go on at dusk and off at dawn?
3. Are exterior doors, alcoves, hallways, stairwells, parking areas, pedestrian walkways, and any recessed areas illuminated?
4. Are residents encouraged to use any front and back porch lighting during the hours of darkness, or are those lights on photosensitive timers?

**Notes:**

**ACCESS CONTROL**

**A. Natural/Passive**

1. Are entrances to the property and building entrances accentuated with architectural elements, lighting and/or landscaping so that it is clear where pedestrian traffic should go?
2. Has prickly or thorny vegetation been planted to discourage access to areas where no one should be walking?

**Notes:**

**B. Organized/Active**

1. Is loitering by non-residents discouraged?
2. Are occupancy provisions of leases enforced?
3. Are criminal history and credit checks conducted on prospective adult tenants? Is their rental history checked?
4. When hiring contractors, including landscapers, are their references checked?

5. When hiring employees, is their criminal history checked?
6. Are residents instructed not to hold doors open for anyone they don't know? Are they instructed to purchase and use strong locks on their individual garages or storage units?

**Notes:**

**C. Mechanical**

1. Is there an electronic lock system with key fobs for the property? If not, are locks changed when tenants move out? Are all keys stamped "do not duplicate"? Are a certain number of keys issued to tenants and turned back in upon move-out?
2. Are exterior doors of heavy-duty, solid-core construction?
3. Do deadbolts have at least a 1 inch throw? Are door strike plates secured with 3 inch long screws that penetrate into the studs of the door frame?
4. Are sliding glass doors and windows fitted with track locks and/or wooden rods that fit securely in the bottom track?
5. Are all windows secured by pins or locks?
6. Are window air conditioners secured to window frames?
7. Are basement doors and windows locked and secured?
8. Are ladders or other climbing aids secured?
9. If there is a shared garage, does the door have an automatic closing mechanism? If tenants have their own garages, are the garage doors sturdy?
10. Are dead end spaces blocked off with either fences or gates?
11. Is tenant information stored securely in the office, and are sensitive documents shredded when they are no longer needed?
12. Are all fire and emergency exits designed for quick exit, without the need for a key or other tool in order to get out?

**Notes:**

## **TERRITORIALITY**

### **A. Natural/Passive**

1. Is there a clear transition between the sidewalk or public property and the complex's property?  
This can be achieved through changes in pavement textures, landscaping, or changes in elevation.
2. Is there signage on the property, clearly stating property rules?

**Notes:**

### **B. Organized/Active**

1. Is there someone walking around the property nearly daily, making sure everything is OK?  
Examples include security patrols or a resident foot patrol. If so, are these patrollers in regular communication with the manager?
2. Is the manager or maintenance person keeping the property clean? Are burnt-out light bulbs replaced promptly? Is any graffiti being reported and cleaned immediately? Are all inoperable vehicles or vehicles on unapproved surfaces removed promptly?
3. Are tow policies for unauthorized vehicles posted and enforced?
4. Does the lease for tenants specifically state that certain behavior will not be tolerated, and can be considered a breach of contract, thus allowing you to more easily evict a problem tenant?  
(Ask your Crime Prevention Coordinator if you would like a copy of the "Oregon Crime Prevention Lease Addendum.")

**Notes:**

### **C. Mechanical**

1. Are street address numbers and apartment numbers clearly visible and illuminated at night?
2. When all units do not face the street, is there well-lit directional signage to assist emergency responders in locating units quickly?

3. If there are multiple buildings, are building numbers, as well as unit numbers, posted at the front and back of each building?

**Notes:**

**Maintenance Plan:**

Are lighting, landscaping, and structural aspects of the property maintained so that others know that someone cares about the complex and the neighborhood? Consider putting reminders to yourself on your calendar to check on maintenance of the property.