



**DESIGN &  
CONSTRUCTION  
GUIDELINES**

**APPENDIX B**  
**UNIVERSITY POLICE DEPARTMENT**  
**DESIGN GUIDELINES**  
**(TAMPA CAMPUS)**

EDITION: **SEPTEMBER 17, 2018**  
**USF UNIVERSITY POLICE DEPARTMENT**

## APPENDIX B – UNIVERSITY POLICE DEPARTMENT

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### SECTION 1 CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (CPTED)

- 1.1** These guidelines are intended to assist in the creation and maintenance of a built environment that will decrease the opportunity for crime, increase the perception of safety, and develop a sense of ownership at the University of South Florida. This concept is called Crime Prevention through Environmental Design (CPTED), which has been successfully implemented throughout the campus.
- 1.2** The conceptual thrust of CPTED is that the physical environment can be manipulated to produce behavioral effects that will reduce the incidence and fear of crime, thereby improving the quality of life. These behavioral effects can be accomplished by reducing the propensity of the physical environment to support criminal behavior. CPTED involves the effort to integrate design, citizen and community action, and law enforcement strategies to accomplish surveillance consistent with the design and use of the environment. All building designs will be submitted to the USF Police Department (USF-UPD) for a CPTED review.

### SECTION 2 CPTED CONCEPTS fall into the four following interrelated and overlapping categories: natural access control, natural surveillance, natural territorial reinforcement, and activity support.

- 2.1 NATURAL ACCESS CONTROL:** Access Control is a design concept directed at decreasing the crime opportunity and increasing the perception of risk of exposure for unintended users. Natural access control limits access and increases natural surveillance to restrict criminal intrusion, especially into areas where the criminal will not be easily observed. Natural access control limits access by, and increases natural surveillance of, unintended users by directing normal access to observable areas and preventing access to un-observable areas. Examples are as follows:
- 2.1.1** The use of doors, fences, gates, changes in pavement texture, grade changes, lighting, landscaping, motif, and signage to guide the public to and from building and site entrances and exits in order to discourage access to an area by all but its intended users.
- 2.1.2** Walls or landscaping can be used to prevent and/or discourage public access to dark or unmonitored areas (such as open areas beneath stairwells in buildings or parking structures).
- 2.2 NATURAL SURVEILLANCE:** Natural Surveillance is a design concept directed at keeping unintended users under observation. Designing for natural surveillance means providing ample opportunity for legitimate users, engaged in their normal activities, to observe the space around them. Areas can be designed so they are more easily observed through the following:
- 2.2.1** The placement and design of physical features to maximize visibility. This includes orientation, doors and windows, site entrances and exits, walkways, parking lots, landscape trees and shrubs, fences and walls, signage, and any other physical obstructions.

- 2.2.2 The placement of persons or activities to maximize surveillance possibilities (for example, placing a receptionist's desk so that it provides a view of the approach of the front entry of an office or building).
- 2.2.3 The use of uniform lighting standards for illumination of parking lots, walkways, entrances, exits, and related areas during both day and night hours.
- 2.2.4 Redesigning space to increase the perception or reality of natural surveillance.
- 2.3 **NATURAL TERRITORIAL REINFORCEMENT:** Natural Territorial Reinforcement is a physical design that can create or extend a sphere of influence so that users develop a sense of proprietorship - a sense of territorial influence, and potential offenders perceive that territorial influence. Natural Territorial Reinforcement is a concept intended to clearly delineate a space as public, semi-private, or private and to create appropriate ownership of that space. Examples of this concept include the following:
  - 2.3.1 Defining the ownership of space with sidewalks, shrubs, low hedges, grade changes, or other methods in order to create a sense of "ownership", which fosters behaviors that challenges abuse of that space.
  - 2.3.2 Defining private and semi-private space in order to create an environment where unintended users stand out and are more easily identified, which also aids natural surveillance. Persons with a vested interest in such spaces are more likely to challenge these "outsiders", which increases the perception of risk for the unintended user.
  - 2.3.3 Providing clear border definitions of controlled spaces.
  - 2.3.4 Providing clearly marked transitional zones that indicate movement from public to semi-public, to private space.
  - 2.3.5 Redesigning the use of space to provide natural barriers to conflicting activities.
- 2.4 **ACTIVITY SUPPORT:** Activity support is the strategy of placing safe activities in vulnerable locations. Safe activities serve as magnets for normal users who become part of the natural surveillance system. Examples of this concept include the following:
  - 2.4.1 Relocating gathering areas to locations with natural surveillance and access control, or to locations away from the view of would-be offenders.
  - 2.4.2 Placing safe activities in unsafe locations to bring along the natural surveillance of these activities and to increase the perception of safety for normal users and risk for potential offenders (i.e., public gathering area placed with a view of a parking lot).
  - 2.4.3 Placing unsafe activities in safe spots to overcome the vulnerability of these activities with the natural surveillance and access control of the safe area (i.e., restrooms near entrances, lobbies or reception areas).

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**SECTION 3 THE PROCESS:** The University of South Florida Police Department CPTED representative should be present at the appropriate meetings throughout the entire project life. This would include the site identification meeting, conceptual drawing unveiling, to the 50% and 100% drawing presentations. This will afford the CPTED representative, in conjunction with the staff of USF Facilities Management (USF-FM), the opportunity to provide external cultural and environmental factors that could be used to enhance the design concept, as well as those that should be avoided to reduce the propensity of criminal behavior and victimization. These discussions will also identify areas of inherent risk that will be housed within the structures, thus providing the CPTED representative the opportunity to provide strategies to enhance the safety of these areas without target hardening. The benefit of this approach is to maximize the safety strategies with as little impact as possible on the aesthetic intent of the architect and the functionality expected by the structure tenant.

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