

# NEIGHBOURHOOD SAFETY AND SECURITY HANDBOOK

ENSURING SAFE AND SECURE PROPERTIES THROUGH CPTED ANALYSIS




  
 Prepared by Engineering - Geomatics
   
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Created by the neighbourhood engagement strategies through a WECOSS initiative in partnership with Windsor Police Service





# YOUR LOCAL RESOURCES

Reach Out. Ask Questions. Take Action.

311

**311**

Local representatives that provide answers and generate requests for municipal services you may need.

**Call:** 311 on your phone

**Text:** no images, send to 311

**Email:** 311@citywindsor.ca

**Online:** 311online.ca

**App:** download at citywindsor.ca



## Windsor Police Service

The official organization responsible for protecting and serving citizens.

### For Non Emergency

**Call:** 519-258-6111

**For Emergency Call:** 911

**Online:** windsorpolice.ca

211

**211**

An info and referral service that provides Ontarians with reliable information on community.

**Call:** 211 on your phone

**For Emergency Call:** 911

**Online:** ontario211.ca



## Legal Assistance Windsor

A team of local legal and social work professions to meet the needs of the low-income community in Windsor-Essex County.

**Call:** 519-256-7831

**Online:**

legalassistanceofwindsor.com



## Mobile Outreach Support Team (MOST)

Supports the needs of those who have mental health, addictions challenges and/or require housing support.

**Call:** 226-787-5724

**Online:** www.hdgh.org/MOST

# How to put CPTED into practice in your own neighbourhood?



## Crime Prevention Through Environmental Design

- The most popular urban planning strategy for improving safety and well-being.
- Deters potential criminals by modifying urban environments.
- Based on the idea that human behaviour can be influenced by the surrounding environment.
- Strategies for the average citizen to learn and apply in their daily life.

Keep the following in mind:



### Visibility

Your property should be designed so that you will notice people and behaviours that are not usual for your area.

1. Keep shrubs/foliage away from windows. This will ensure that good lines of sight are maintained, eliminating cover for people engaging in criminal behaviour.
2. "View corridors" such as streets leading to a park, trails that run along a treed area and sidewalks that adjoin homes will promote physical activity that naturally creates a sense of surveillance.



### Security

Inform potential intruders that entry won't be easy and that their presence will be noticed, acted upon, or challenged. Reduce unauthorized entry by:

1. Installing deadbolt locks with a minimum 1-inch throw.
2. Door locks should exist 40 inches from window / side light.
3. All windows should have a lock.
4. Sliding glass doors should have a secure lock on the inside.
5. Door hinges should be located inside the building.
6. Change keypad lock code for garage seasonally.

# How to put CPTED into practice in your own neighbourhood?



## Lighting

A cost effective way to enhance the safety of your home or property. Ensure lighting of sidewalks, porches, access points, and other features.

**Tip:** Keep your porch light on at night! Windsor police have noted that lighting is often a better crime deterrent than a security camera.



## Activity Generation

Encourage positive activity in your street and public spaces, such as yard sales, sports, and block parties. This discourages unwanted activities like vandalism and petty theft, since there will be more people around for more time during the day.



## Multi-unit Dwellings

Use the following guidelines:

1. Install an intercom system with different number from the residential number.
2. Install one-way viewing ports in apartment door.
3. Use parking permits and numbered parking spaces.
4. Use signage that will deter abnormal behaviour.



## Landscaping

Take ownership by maintaining your space! Keep shrubs and trees trimmed to allow clear sight lines. Do not obstruct visibility to doors, windows, alcoves, access points, or address numbers and avoid tree canopies from obstructing light distributing from fixtures.



## Territorial Reinforcement

Define the separation from public to private space.

1. Placing a row of low profile shrubs along your front yard can advise people to stay along the sidewalk.
2. Using different coloured or textured concrete on your driveway will differentiate between public and semi-private space.
3. In multi-unit dwellings (especially on main floor units), decorating your front door or balcony shows others that they are entering semi-private space.

Scan the QR code to access the Windsor Police Service Security Camera Registry



# YOUR SELF-AUDIT

Use this checklist to ensure the safety of your property



## YOUR NEIGHBOURHOOD

YES NO

- Do you know all of your close neighbours names or generally recognize them?
- Do you know your neighbour's street addresses?
- Do you call police when you observe suspicious vehicles or people?

## MISCELLANEOUS

YES NO

- Are tool sheds and bikes kept locked at all times?
- Are ladders kept in locked areas?
- Does your premise have a burglary resistant safe, storage container, or hiding area for your valuables?
- Are important papers (will, insurance, passports, stocks, bonds, etc.) kept off site in a safety deposit box?
- Have you completed a video and written inventory of your valuables including serial numbers?
- Are valuables inscribed with an identifiable marking?

## GARAGE

YES NO

- Are garage windows secure to deny access at all times?
- Are garage door openers in vehicles parked outside of garage openly visible?
- When away for extended periods, is the garage door disconnected from the inside?
- Are hand tools, like hammers, drills, and pry bars, stored discreetly?

## LIGHTING

YES NO

- Do you have motion activated exterior lights?
- Is there adequate illumination to prevent hiding near windows and doors?
- Is your house number clearly visible from the road at night?
- Have you considered energy efficient lighting applications which also assist in suspect identification?
- Are all walkways leading to the residence well lit?

# YOUR SELF-AUDIT

Use this checklist to ensure the safety of your property

## DOORS & LOCKS

YES NO

- Are exterior doors solid core with steel door frames?
- "Peep hole" on exterior door?
- Are sliding patio doors secured by an interior bolt lock?
- Do your deadbolt locks have the required minimum 1-inch throw into the door jam?
- Is exterior strike plate secured with 3 inches long screws?

## WINDOWS

YES NO

- Do your windows have working locks?
- Are semi-permanent security bars or grills on basement windows?
- Have you considered window security film?

## WHEN AWAY

YES NO

- Do you cancel newspapers while away?
- Are your trusted neighbours or friends made aware to monitor your property?
- Do you have your lawn/snow removal maintained?
- Are interior lights operated on timers?
- Do you have someone gather your mail?

## ALARM SYSTEMS

YES NO

- Does your property have a security alarm system?
- Do all responsible persons know how to arm and disarm the alarm system?
- Does your system have a back-up power supply?

## LANDSCAPING

YES NO

- Are trees trimmed to optimize eyewitness potential?
- Are spiny, thorny, or otherwise hostile vegetation around fencing and low level windows?
- Are trees trimmed or located as to not allow access to second floor?
- Can neighbours see into your backyard at least partially?
- If your property is fenced, are gates routinely locked?



# CITY OF WINDSOR BY-LAWS

By-Law Fines can become as high as \$5000. The following information will help you, your landlords, and your neighbours avoid by-law fines.

## Living Neighbourly

- Grass must be below 12 in. or 1 ft.
- No standing water.
- No garbage, appliances, vehicles or furniture may be visible in the yard.
- Hedges must be 42 inches or shorter and behind the property line.

## Bulk Item Pick-up

- \$10 per item, max of 2 items/month.
- Monthly pickup arranged with 311.
- **Accepted items:** Mattress, box spring, futon/couch, kitchen, cabinets, small household furniture, sofa beds, tables, and office chairs.
- **Not Accepted:** Electronics, ewaste, metal items, fridge/stove, dishwasher, washer/dryer, concrete, glass/mirrors, yard waste and tires can be brought to the public waste depot for free.

## Alley Maintenance

- Residents are responsible for vegetation and garbage removal from property line to the middle of alley.
- Want your alley closed off? Inquire about options by calling 311.

## Snow Removal

- Residents must remove snow from all sidewalks in front and alongside their property 12 hours after a snowfall.
- Businesses have 4 hours to remove snow.

## Trees

- You can request removal/trimming of trees on city property Call 311.

## Garbage

- All garbage must be in hard sided containers with secure lids.
- Do not set out garbage containers prior to 6 pm on the day before.

## Rodents

- Call 311 for the Rodent Extermination Program. The City will do 4 free baitings.

## Pet Dogs

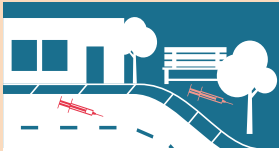
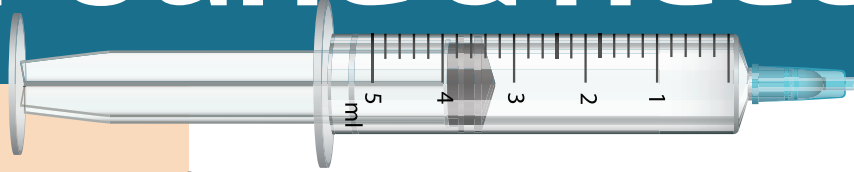
- Dog waste must be disposed.
- Outside your yard dogs must be on a leash 9ft or shorter.
- Dogs found astray can be impounded at the local humane society.
- If you see a stray dog call 311.

## Vehicles

- Vehicles may not be parked on front yards.
- Street parked vehicles can not stay in same location for more than 3 days.
- Vehicles on your property must have a license plate & current sticker number.
- Unplated vehicles on private property, report to 311.
- Unplated vehicles on the street, report to police non-emergency.



# Found a needle?



## CITY PROPERTY

(sidewalk, street, boulevard, park, trail, or facility)

Contact the City of Windsor at 3-1-1 to report the needle and arrange for disposal.



## ON MY PROPERTY

Landlords or property managers who find large quantities of needles may wish to contact a private biohazard company for removal and disposal, and consider installing sharps disposal bins in public areas.

For data collection, report needle find to 3-1-1.

## DO NOT

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put sharps in recycling bin.



flush sharps down toilet.



throw loose sharps in garbage.



throw sharps in bushes, parks, or streets.

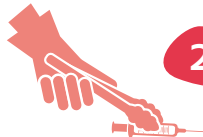
## Steps for safe needle disposal

Treat all needles and drug equipment as contaminated. Do not try to recap the needle or break the tip off.



1

Put on gloves (latex, garden, or vinyl) to protect yourself from fluid contamination. (These gloves won't protect against punctures or cuts).



2

Using tongs or tweezers, pick up needle by the middle of the plastic tube (syringe) with the sharp end facing down. If there are multiple needles, pick them up one at a time.



3

Place the needle sharp end first into a puncture proof, sealable container. Close the container tightly.



4

Remove gloves and wash hands with warm soap and water or use hand sanitizer.



5

Dispose of containers at sharps disposal bins located outdoors throughout the City. For alternate locations please call 3-1-1.



WINDSOR-ESSEX  
COMMUNITY  
OPIOID &  
SUBSTANCE  
STRATEGY

[www.wecoss.ca](http://www.wecoss.ca)

Adapted with permission from The Regional Municipality of Waterloo (Public Health and Emergency Services).

# LOCATIONS: 24-HOUR NEEDLE DROP BOXES



These bright yellow bins are located in the following areas:

- **Street Health** – Windsor Essex Community Health Centre – 711 Pelissier Street
- **Parking Lot** – Windsor-Essex County Health Unit – 962 Pelissier Street
- **Parking Lot** – Windsor-Essex County Health Unit – 972 Goyeau Street
- **Positive Pathways Community Services** – 511 Pelissier Street
- **Bruce Park** - East side of park facing Church Street
- **Wigle Park** – 1037 McDougall Street (west side of park)
- **Windsor Waterworld Community Centre** – 400 Wyandotte Street East
- **Community Housing, Marentette Neighbourhood** – Interior courtyard (behind Waterworld)
- **Fire Headquarters** – 815 Goyeau Street at Elliot (on Dufferin Place)
- **Senator Croll Park** – West side facing Goyeau
- **Downtown Transit Terminal** – 300 Chatham Street West
- **Ford City Parkette** – Corner of Whelpton and Drouillard
- **Riverfront** – 620 Riverside Drive West (beside Caron Avenue Pumping Station)
- **Campbell Cottages** – 1100 Campbell Avenue (back parking lot of Community Housing Complex)
- **Municipal Parking Lot #6** – Behind 1033 Wyandotte Street East (between Langois and Marion)

You can access safe injection supplies at SafePoint, Pozitive Pathways Community Services, The Welcome Centre Shelter for Women & Families, and The Ontario Addiction Treatment Centres.



