

# SUBMISSION FORM

Updated: December 2012



## ***Crime Prevention Through Environmental Design Review***

Crime Prevention Through Environmental Design (CPTED) is a collaborative, multi-faceted approach to reducing opportunities for crime, improving perceptions of safety, and strengthening community bonds. CPTED emphasizes the relationship between the immediate physical environment and social behaviour related to crime. Thoughtful design features, effective use of physical space, and community involvement can lead to reduced opportunities for crime and a lessening of the fear of crime. The City of Saskatoon has embedded safety, as a fundamental value, in the Official Community Plan (OCP) and identified a set of CPTED principles to achieve this. The CPTED Review Committee operates under the City of Saskatoon Administration Policy A09 034. See attached CPTED Review process flow chart.

### Contact Information

**Applicant(s):**

**Contact Person:**

**Phone:**

**Email:**

### Project Description

**Project Title:**

**Location (Civic Address):**

**Project Type:**

- ☐ Neighbourhood Concept Plans and Amendments
- ☐ Civic Structures and Developments (e.g. facility, pedestrian underpass, parks, streetscape projects)
- ☐ Private Development Intended for Future Civic Ownership (e.g. parks designed by developers)

**Requested Review Date:**

**IMPORTANT:** all projects must be submitted **at least two weeks prior** to CPTED Review meetings (scheduled first Thursday of the month). Larger or more complex projects may need more time. Scheduling is based on submission date.

### Required Project Information Checklist

**Please include the following required documents in digital format appendices.**

- ☐ **BACKGROUND INFORMATION:** Provide a full project description that explains the rational and reasoning for the design and who are the intended users. Also, Include as much information possible regarding design elements. For example, this includes planting types, lighting, urban furniture, fencing type, and pathway materials.
- ☐ **RENDERINGS:** Include design imagery where applicable.
- ☐ **MAPS/PLANS (jpeg format):** appropriate for printing at 11x17. If maps are not readable at this size then an appropriate number of larger hard copy maps must be submitted for circulation. Include location map, site plan, and any other plans pertaining to design elements. Please contact Neighbourhood Safety if you have specific questions.
- ☐ **PUBLIC CONSULTATIONS:** Summary of any involvement with the community and/or other stakeholders.

Signature of Applicant:

Date:

For additional information regarding the CPTED Review submission process, please contact 975-3340.

*Depending on the scale and design detail of each project, the CPTED Review Process may take 4 – 6 weeks from date of review to final report.*

## Process

