

To: Town Council, Town of Chapel Hill
From: Sykes Street Steering Committee
Date: 27 September 2002
Subject: Sykes Street Steering Committee/Student Semester Work Plan

The Sykes Street Steering Committee has been working in cooperation with planning students from the UNC Department of City and Regional Planning for the past two years. For the Fall of 2002, the Committee would like to propose the following three main goals: (1) developing a program of crime prevention through environmental design, (2) continued community organizing, and (3) grant writing to further support the position of Community Organizer.

The Committee feels that an expansion of its originally defined boundaries is necessary to pursue its current goals. In seeking approval of this work plan, the Committee would thus like to request the expansion of the Sykes Street Area to include all properties bounded by the Town of Carrboro line to the west, the Tanyard Branch Trail to the north, Mitchell Lane to the east, and Rosemary Street to the south.

When the Sykes Street Steering Committee received its original charge from City Council on January 8, 2001 (2001-01-08/R-14), the needs of the area were specifically centered on Sykes Street. This was the area with the heaviest concentration of crime, drugs, and loitering. At the time, a specific focus of this area was required to produce positive change in the neighborhood.

Over time, the Committee has worked with the Town of Chapel Hill, various local organizations, and residents to mitigate some of the most serious problems. The work has thus far been successful in improving the situation facing the Sykes Street area. However, problems such as drug activity are not confined to one location. In order to consolidate its earlier achievements and to keep organizing the neighborhood, the Sykes Street Steering Committee now needs to expand its efforts to a broader area. In particular, this would allow more residents to be involved, thus making the Committee better equipped to respond to future changes and neighborhood needs.

In summary, due to improving conditions in the target area, the next step is to continue this momentum throughout the surrounding area. Therefore, the Committee respectfully requests that the boundaries of the Sykes Street Area be broadened.

I. Crime Prevention through Environmental Design

A. Research Steps

1. Identify crime "hot spots"

Locate where crime is occurring, when it is occurring (day of week, month, and time), what kind of crime is taking place, who the victims are and where they live. Work with Police Department and/or the Town of Chapel Hill Office of Planning to obtain crime statistics for the past two years. Review personal interviews and surveys from the past years to identify real and perceived problem areas.

2. Map the data

Work with Town of Chapel Hill GIS Department and UNC library to map the crime statistics in order to identify potential areas for improvement through environmental design.

3. Strategies for addressing crime through environmental design

Research strategies for addressing crime through environmental design by looking at past research in the field as well as case studies. Identify the strengths and weaknesses of strategies and the potential impacts (good and bad) of implementation. Work with the Town of Chapel Hill Planning Department and Department of Public Works on the feasibility and cost of implementing strategies.

B. Pre-meeting Steps

- 1. Develop proposals for specific strategies of environmental design that best meet the needs of the Sykes Street study area including the strengths, weaknesses, cost, and future implications. Meet with the Sykes Street Steering Committee and others to review drafted proposed strategies for the charette. From the feedback of this meeting, narrow the list to a small number of feasible strategies.**

C. Charette - this is a general outline of the schedule of events. It will be revised according to Steering Committee feedback. The charette will begin in the morning and last 4-5 hours.

- 1. Show where crime is located on the map**
- 2. Present options of environmental design techniques to group**
- 3. Either break up into small groups with maps, tracing paper, markers, etc for residents to mark what strategies they see being successful and where. Or, from previous research, identify a few (3) problem spots and break into small groups to head to those sites with maps, markers, etc for residents to visually construct a strategy. Two facilitators will work with each group, one to record ideas and one to explain strategies and their advantages and disadvantages.**

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4. Get back together.
5. Charette participants will build social capital during lunch while planning students merge small group suggestions into one plan. Present final draft to the group and explain the process of getting approval by the SSSC and the Town of Chapel Hill.
6. Develop and review the environmental design proposal for the SSSC and the Town Council including who/which department is responsible for implementation of strategies.

II. Crime Prevention through Community Empowerment and Education

- A. Strategies to address crime and safety
 - a. Strengthen prevention through environmental design by taking proactive measures of reducing crime and increasing safety. This will be accomplished by educating residents thru a quarterly EmPOWERment newsletter or a brochure including, but not limited to: What to do if you see something suspicious? What are your rights? What resources are available to you in the community (i.e. job training/placement programs, alcohol/drug treatment programs)?
 - b. Work with the Police Department and community residents on strengthening the Neighborhood Community Watch program by identifying leadership of the group and communicating their activities to the community at large.

III. Community Organizing

A. Support the outreach efforts of Delores Bailey, Community Organizer

1. Assist community organizer in the identification of block captains
2. Assist community organizer in the organization of a block captain meeting
 - a. Discuss the role of a block captain (information/outreach)
 - b. Give block captains information about block areas and city resources
 - c. Have information available in Spanish
3. Assist in the integration of block captains into the Sykes Street Steering Committee
4. Assist getting residents more involved in local government
 - a. Invite city officials or guest speakers on topic of interests to the neighborhood to Steering Committee Meetings
 - b. Encourage residents to attend City Council Meetings
5. Write article about SSSC and UNC project for *Neighbors United* Newsletter

B. Continue past momentum with another community event

1. Organize another community block party consisting of

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- a. Frances Hargraves Memorial Walk (Site visits: EmPOWERment house, public housing, Hargraves, etc.)
- b. Afternoon block party (location TBD)
- c. Find alternatives in case of inclement weather

2. Involve block captains in planning and outreach for the block party

IV. Grant writing to support Community Organizer position

A. Search databases for Funding sources

1. Sign-up for listserves providing information for funding
2. Search for internet sources with funding opportunities
3. Review funding opportunities available on the internet each week

B. Meet with EmPOWERment staff regarding funding opportunities

1. Agree on appropriate funding sources
2. Discuss functions and responsibilities of the community organizer
3. Prioritize the funding opportunities for which we will apply

C. Write Grants

1. Write and submit three grants
2. Submit grants to Delores Bailey, Bill Rohe, and Planning Students for feedback
3. Create a file with grant writing and sources to support a sustainable grant-writing program for the community organizer position

Fall 2002 Semester Timeline

Week of September 9-13

- Gather crime statistics for the subject area
- Create a map of the study area and site crime reports on the map
- Begin researching environmental design practices
- Conduct Internet grant funding searches

Week of September 16-20

- Same as Week of September 9-13

Week of September 23-27

- Organize informational materials for block captains
- Continue to research environmental design practices, start matching to crime types and sites
- Present coordinated research from above to class, including descriptions of the various techniques
- Meet with EmPOWERment for grant-writing purposes
- Submit newsletter article to Delores for neighborhood newsletter

Week of September 30-October 4

- Continue with development of environmental design techniques, heavily focused on illustrations of the techniques and other effective ways to convey the ideas
- Begin researching the cost of the various environmental design techniques
- Submit 1st grant application

Week of October 7-11

- Block captains are identified
- Have illustrations of design techniques completed by October 7th
- Organization of and preparation for Pre-meeting with community members

Week of October 14-18**FALL BREAK**

- Finish work on block captain information packs
- Begin block party preparations

Week of October 21-25

- Hold Pre-meeting with block captains
- Reorganizing and revisions of environmental design strategies as necessary based on feedback from pre-meeting
- Begin advertising charette

Week of October 28-November 1

- Catch-up and reorganizing of work plan with feedback from pre-meeting
- Hold 2nd block captain meeting: feedback/planning
- Block party planning
- Preparation for charette, materials, discussion dialogue, schedule, etc.
- Continue advertising of charette
- Submit 2nd grant application

Charette on Saturday, November 2nd (alternate date: 9th)

Week of November 4-8

- Block party planning
- Assist Community Organizing group where needed
- November 4th (or 11th): Debrief class on charette outcomes

Week of November 11-15

- Block party preparations
- Perhaps as above, depending on date of charette
- November 13th: Form ideas for Proposal to City Council

Block Party on Saturday, November 16th (alternate date: 23rd)

Week of November 18-22

- Last-minute block party preparations (dependent upon date)
- Writing Proposal for grant funding
- Assist with preparations for Walk/Block Party
- Begin any implementation of strategies chosen in charette with which we can be of direct and immediate assistance, i.e. community clean-up

Week of November 25-29**THANKSGIVING**

- Final Proposal to City Council Finished by November 25th
- Continue any implementation measures
- Submit 3rd grant application

Week of December 2-4

- Wrap-up any loose ends
- Continue any implementation measures
- Final report writing