Address: 1 West Broad St, Richmond, Virginia

Owner/Requester: Liz Kincaid

Date/Time: 08/09/2024 @ 1000hrs

**Summary:**

On 08/09/2024 at about 1000hrs I conducted a basic CPTED Evaluation for the property located at the above listed address at the request of Liz Kincaid. Liz told me that the restaurant, Tarrant’s Café, was situated in an old building that had originally been a pharmacy and still retains some architecture and decorations from that time.

There is an alarm system for Tarrant’s Café, but it has not been sufficiently tested recently. It comprises of approximately four interior surveillance cameras, eleven exterior surveillance cameras, two front door sensors (one sensor on each of the front doors) and a silent alarm. The alarm system is managed and maintained by Alarms Inc. I conducted a physical inspection of the property as we discussed the various aspects of her business.

Liz and I discussed cash handling procedures currently used as standard operating procedure by the staff of Tarrant’s Café and she showed me the physical location of the cash register behind the bar area. Liz told me about their opening and closing procedures as well as recent burglaries she has experienced. She also told me about the behavior and demeanor of citizens in the area and noted that Tarrant’s Café frequently must handle quality of life issues such as disorderly conduct, mental health concerns, homelessness nuisance, etc.

**Recommendations:**

* Front door maintenance issues need to be corrected and locking mechanisms updated.
* Alarm system needs to be tested and regular maintenance conducted at least twice a year to ensure functionality.
* Add audible/activated lights for alarm system in addition to the silent notification to the alarm company.
* Update keyholder information with the police department.
* Conduct regular maintenance and reduce the number of items on the exterior that serve no purpose/clutter the outside.
* Change the rear door locking mechanism and door style to prevent unauthorized entry.
* Change the host station to greet customers closer to the door to mitigate unwanted patrons from gaining entry and disrupting the business.
* Ensure a Trespass Notice is on file with 4th Precinct/RPD Headquarters.
* Leave cash register partially open to deter theft/vandalism to the register.
* Staff at least two persons during opening/closing procedures.
* Count/handle money and/or cash drawers out of plain view of customers.
* Change location of Cash Register to prevent staff from turning their backs to customers while handling money.
* Train staff on expected RPD responses to different calls for service (robbery; disorderly; trespassing; aggressive disorderly; theft; etc.)
* Train staff to an acceptable level of competency on the alarm panel usage.
* Install break glass alarm sensors.
* Install hold-up alarm systems with direct communication to 9-1-1.
* Change notification system for alarm activations.
* Schedule a Crime Prevention Presentation with RPD Community Care Unit for staff to inform staff about recommendations for behaviors or ways to navigate sensitive/unknown scenarios.

It should be noted that these recommendations are not all inclusive and will not guarantee that a business will not be victimized in the future. The goal of Crime Prevention Through Environmental Design (CPTED) is to reduce the chances that a criminal has to victimize a business through sound business practices, lessons learned, physical security, and social behaviors.