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## Checkpoints

### 505.1 POLICY

The Urbana Police Department is committed to protecting the safety of both residents of and visitors to the City of Urbana. Due to the presence of the University of Illinois and the intersection of major interstates and highways in and surrounding the City of Urbana, the City has a high volume of vehicles traveling through the city limits in addition to its residential traffic. The Urbana Police Department recognizes the value of traffic safety checkpoints, emergency checkpoints, and informational checkpoints as effective tools in fulfilling both its obligations of law enforcement, protection of the public and promoting road and highway safety. It shall be the policy of the Urbana Police Department to utilize these tools from time to time on the highways, roads and streets in Urbana subject to the following guidelines and procedures.

It is also recognized that circumstances may arise where the Urbana Police Department may need to establish an emergency checkpoint for the purpose of stopping vehicles to thwart an imminent terrorist attack, to apprehend a dangerous criminal who is likely to flee by way of a particular route, to attempt to obtain information that might provide the identity and/or location of the perpetrator of recent crime, or for other unforeseeable and exigent circumstances that present an immediate risk to public safety.

### 505.2 PURPOSE

This policy shall establish guidelines for planning and performing traffic safety, emergency, and informational checkpoints.

### 505.3 DEFINITIONS

**Traffic Safety Checkpoints** - Blocking of a roadway or portion of a roadway by uniformed police personnel for the purpose of stopping vehicles in a predetermined manner to ascertain the safety of drivers on the roadway. These roadblocks are usually established for the purpose of ensuring roadway safety and often will be related to alcohol offenses or seatbelt checks.

**Emergency Checkpoints** – Blocking of a roadway or portion of a roadway by uniformed police personnel for the purpose of stopping vehicles to thwart an imminent terrorist attack, to apprehend a dangerous criminal who is likely to flee by way of a particular route, to attempt to obtain information that might provide the identity and/or location of the perpetrator of a recent crime, or to address other unforeseeable and exigent circumstances that present an immediate risk to public safety.

**Informational Checkpoints** – Blocking of a roadway or portion of a roadway by uniformed police personnel for the purpose of stopping vehicles to ask for the public's assistance in providing information to the police about a crime that has already occurred. The primary purpose of this type of checkpoint is for information gathering.

# Urbana Police Department

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#### 505.4 CHECKPOINT PLANNING

- (a) Traffic safety and informational checkpoints must serve a purpose that advances public safety, be planned in advance, and authorized by the Chief of Police or his designee.
- (b) Emergency checkpoints must serve a purpose and be authorized by the Chief of Police or his designee
- (c) The plan must be in writing (emergency checkpoint plans can be put in writing after the checkpoint) and state the following:
  1. Location
  2. Duration
  3. Manpower to be utilized at the checkpoint
  4. Manpower left for the normal patrol operations
  5. Other agencies that may be involved, if any
  6. Method of notification to the public regarding the checkpoint
  7. Formula for what cars will be stopped (e.g., every one, every third one, every fourth, etc.) and the target average duration of each motorist stopped (15-25 seconds)
- (d) Checkpoints will not be planned for a time or place that will interfere with other police functions such as stakeouts, parade routes, etc.
- (e) If another agency is involved in the checkpoint, additional authorization should be gained from its command officer, and they should be consulted in the planning whenever possible. If the Urbana Police Department is assisting another agency with their checkpoint, Urbana Police officers participating will follow the other agency's written plan. In the absence of a written plan by the other agency, the Urbana Police Department will formulate a written plan.
- (f) Traffic safety checkpoints shall occur at various times and locations. The same location should not be "overused," and no one portion of the city should host significantly more traffic safety checkpoints than other portions of the city.
- (g) Informational checkpoints shall occur at a time and location that have a likelihood of gathering information pertaining to a particular crime. Typically they will occur in the same area, at the same time of day, and reasonably soon after the specific crime occurred.
- (h) METCAD shall be notified as far in advance as possible for reservation of a radio channel and requesting of a dedicated telecommunicator regardless of which type of checkpoint is used.

#### 505.5 SAFETY CONSIDERATIONS

The following safety issues should be considered when planning a checkpoint:

- Adequate personnel for type and location of checkpoint
- Safety of officers and motorists in choosing location of checkpoint
- Safety vests for all personnel

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- High visibility lighting

### **505.6 FOLLOW-UP REPORT**

- (a) A follow-up report of the checkpoint shall be completed by the supervisor and provided to the Chief of Police detailing the following:
1. Best estimate of number of vehicles stopped
  2. Any deviation from the plan that was necessary
  3. Number and list of arrests and their type
  4. Case number of the arrests (or arrest numbers, whichever is applicable)
  5. Anything worthy of note that occurred during the traffic safety checkpoint
- (b) A copy of the original plan should accompany the follow-up report.
- (c) Accompanying the supervisor's report shall be any offense arrest report that resulted from the checkpoint.