



Community Gardens Enquiry Form

Thank you for your expression of interest in establishing a formal community garden in the Sutherland Shire LGA.

Where approved, the applicant/s are required to become a legally incorporated entity and obtain Public Liability Insurance before entering into a licence agreement with Council. For information about how to become an incorporated association, visit the Fair Trading NSW webpage: <https://www.fairtrading.nsw.gov.au/associations-and-co-operatives/associations/starting-an-association>

Applications to develop community gardens on land not owned or managed by Council should be made to the relevant landholder and do not require Council approval (unless you plan to include structures that require DA approval).

If you have any questions about this process, please contact Council's Open Space Assets Unit on 9710-0333.

Part 1: Applicant Details

Community Garden Group Name

Contact Person 1

Contact Person 2

Phone Number 1

Phone Number 2

Emergency Contact

Phone Number

Postal Address

Suburb

State

Postcode

Email Address

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(APPLICANT NAME)

(SIGNATURE)

(DATE)

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Name: Community Garden Feasibility Application Form		Doc. No:	Version: 1
Doc Controller: Open Space Support Officer		Approved by: Team Leader Open Space Assets	
Original Form: N/a	Last Revision: April 2021	Next Revision: April 2022	Page 1 of 3



Part 2: Site Details

Site Name

Site Address

Suburb

State

Postcode

Part 3: Community Garden Details

Please attach a Word or PDF document of your proposal including the following details, which will enable Council to assess your application:

- What is the purpose of the community garden
- What sort of place will the community garden be and what do you hope to accomplish?
- List the proposed structures, including timeframe for completion, cost to construct and dimensions. Some structures may require a Development Application.
- Estimate your anticipated construction, set up and ongoing costs and funding sources.
- What types of materials will you use for construction and how will these be stored safely on site?
- What kind of plants will you grow?
- What is the proposed size of your community garden?
- How will you manage green waste and other waste materials on site?
- What preparatory work is required to make this site suitable for a community garden?

Part 4: Site Plan

Please attach A3 plan showing the general area proposed for the community garden.

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Part 5: Lodgement Details

You can lodge the completed enquiry form with the supporting material:

By mail: ATTENTION: Open Space Assets Unit
 Sutherland Shire Council
 Locked Bag 17
 SUTHERLAND NSW 1499

By hand: At Council's Administration Building
 4-20 Eton Street
 SUTHERLAND

By email: ssc@sc.nsw.gov.au
 Attention: Open Space Assets Unit

Open Space Assets use only	
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