

NEW COMMUNITY GARDEN APPLICATION FORM



This Application Form does NOT replace a Development Application (DA), if a DA is required. This application form is to be completed when applying to establish a community garden on Council owned and/or Council controlled land. This Application Form comprises the **assessment criteria** for community garden applications.

Privacy Collection Notice:

This information will only be accessed by employees and/or Councillors of Logan City Council. Your information will not be given to any other person or agency unless you have given us permission or we are required by law.

1. Contact Details

a) Name of your group: _____

Postal Address: _____

b) Details of contacts

Primary contact: _____

Position/role within the group (i.e. President, Secretary) _____

Postal Address: _____

Phone: _____

Email address: _____

Secondary contact: _____

Position/role within the group (i.e. President, Secretary) _____

Postal Address: _____

Phone: _____

Email address: _____

2. Organisation Details

a) Is your organisation an incorporated association? YES / NO
(Please attach a copy of incorporation)

b) How many members does your organisation have? _____

c) Is your organisation not-for-profit? YES / NO

d) Does your organisation have a Public Liability insurance of at least \$20,000,000? YES / NO
(Please attach a copy of current Public Liability Insurance)

e) Does your group have funds available to establish a community garden? YES / NO
(Please attach a copy of organisations audited financial statements)

3. Site Details

a) Name of the proposed garden: _____

b) Have you identified a preferred site for the garden? YES / NO
(Please provide a site plan indicating proposed actual location of garden)

If yes, what is the street address of the proposed garden site? _____

c) Is this site owned/managed by Council? YES / NO
If not, who owns this site? _____

Do you have written owners consent for the proposed garden? YES / NO
(Please attach a copy of written owners consent, clearly indicating proposed garden site).

d) What is the proposed security plan for the site? (200 words or less) _____

4. Garden Activities and Produce

a) What is the purpose of the proposed garden? (200 words or less) _____

d) Do you have plans for any of the following on your site?

- Rainwater tank _____ YES / NO
- Shelter _____ YES / NO
- Storage shed (greater than 20m²) _____ YES / NO
- Potting bench _____ YES / NO
- Pathways _____ YES / NO
- Nursery _____ YES / NO
- Compost _____ YES / NO
- Animal enclosure/s _____ YES / NO

Some works may require Council approval, to be advised at initial assessment (e.g. building, plumbing, and retaining walls greater than 1m).

Other, please explain (200 words or less): _____

e) Please provide a brief analysis of the impact of the proposed garden on the site, including existing fauna and flora? (200 words or less):



5. Garden Management

a) Do you have a management plan? YES / NO
(If yes, please attach a copy of management plan)

Please be aware that Council requires garden groups to have a management plan (please see page 6), as part of the lease agreement.

b) Do you have a decommissioning policy and/or plan for the proposed garden?
(If yes, please attach a copy of your decommissioning policy and please provide details below)

b) Will your garden be open to the public? YES / NO
If yes, please provide details:

c) Will there be restrictions about operating hours of the community garden? If yes, please provide details:

d) How will your group ensure the following issues are addressed?

Untidiness and maintenance: _____

Vandalism: _____

Excessive noise: _____

Odour: _____

Parking: _____

Waste, including chemical usage and water run-off: _____

6. Additional Information

Please add any additional information you would like to provide (400 words or less):

