

Communal Food Garden Site Assessment Checklist

For assistance with the Communal Food Garden assessment form or process, please contact the Sustainable Food Officer on (03) 8470 8392

1. Applicant Details

Name of Applicant / Community Garden Group		
Name of Primary Contact Person		
Address of Primary Contact Person	Number and Street	
	Suburb	Postcode
Email address		
Contact phone number		

2. Proposed Site Details

Proposed Address of Food Growing site	Number and Street	
	Suburb	Postcode
Site Lot No		
Site Owner		
Size of the land (in m ²)		

3. Current Site Use

What is the site currently used for? (Eg. passive recreation, sporting ground, dog walking, etc.)	
Please list any existing structures on the site (eg. buildings, sheds, seating, fences,	

paving, existing trees / gardens)	
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4. Location

Distance of site from med-high density residential area (i.e. apartments / flats / housing estates)	
Please list any community centres, neighbourhood houses, schools, churches and aged care centres located within 15 minutes walking distance of the site	
Is the site on or near a natural conservation area or within 100 metres of a natural waterway such as the Darebin or Merri Creek?	

5. Accessibility and Services

Indicate types of public transport in the area and the distance from the site:	Type of Public Transport: <input type="checkbox"/> Tram <input type="checkbox"/> Bus <input type="checkbox"/> Train <input type="checkbox"/> Bike Tracks <input type="checkbox"/> Foot paths / Walking tracks	Distance from site: _____ _____ _____ _____ _____
Is there vehicle access to the site, including access to deliver infrastructure, soil, mulch etc.?		
Is the site accessible to a range of user groups, including disabled access if required by garden users?		

Is there access to electricity on site?	
How close are the nearest public toilets?	

6. Safety and Security

Is the site in a high profile location easily observed by nearby houses, shopping areas and businesses?	
Are you aware of any safety or crime issues in the area?	
What type of lighting is there on and around the site?	
Are there major roads nearby? If so are there barriers to pollution and noise from traffic? Is the site safe for small children?	
Are there likely to be issues with noise, pollution, and / or weed infestations from adjoining sites?	

7. Soil Quality and Topography

What is the history of use of the site? Has the risk of soil contamination at the site been assessed?	
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What is the soil type and structure (eg. clay, sand or loam)? Would soil need to be brought onto the site?	
Is there good drainage on the site (i.e. does water soak in quickly or cause water-logging)? Is there the potential for flooding on site?	
What is the current ground cover?	
What is the slope and contour of the land?	

8. Water and Solar Access

Does the site have sunlight for at least 6 hours per day? Are there any large trees or buildings blocking solar access?	
Is there a mains water source on the site?	
Is there scope to harvest rain water on site?	
What direction does the wind generally come from? Is there wind turbulence caused by nearby buildings or walls? Will plant growth be affected by wind?	

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Of the neighbours / businesses contacted, what percentage have said they are supportive of and / or would like to be involved with the proposed garden?	

10. Research / Advice Sought

What resources (eg. community garden guidelines / manuals) have been consulted in the development of this community garden proposal (please list)									
Has advice been sought from Council in the development of this proposal? Eg. Environment and Natural Resources, Public Realm, Planning, Parks and Vegetation, Community Wellbeing. Please list the departments / person contacted	<table style="width: 100%;"> <tr> <td style="width: 50%;">Council Department:</td> <td style="width: 50%;">Person Contacted:</td> </tr> <tr> <td><hr/></td> <td><hr/></td> </tr> <tr> <td><hr/></td> <td><hr/></td> </tr> <tr> <td><hr/></td> <td><hr/></td> </tr> </table>	Council Department:	Person Contacted:	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
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Has advice been sought from other experts in the development of this proposal? Eg. Other community gardens, Australian City Farms and Community Garden Network. Please list the organisations contacted.									

11. Site Plan

Attach a plan of the proposed garden. This can be a rough drawing indicating land size, orientation, existing structures / trees, pathways, proposed location of garden beds, water tanks etc.

12. Supporting Documentation

Please indicate supporting documentation supplied with assessment

Community Garden Group Purpose, Vision and Objectives

Community Meeting Minutes

Other (Please list): _____