



## Community Gardens Enquiry Form

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

Where approved, applicant/s must become a legally incorporated entity and obtain public liability insurance of \$20 million before entering into a licence agreement with us. For information about how to become an incorporated association, visit the [Fair Trading NSW](#) webpage.

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 us online](#).

### 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

<input type="text"/>	<input type="text"/>	<input type="text"/>
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(APPLICANT NAME)

(SIGNATURE)

(DATE)

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Name: Community Garden Feasibility Application Form		Doc. No:	Version: 3
Doc Controller: Business Support Officer		Approved by: Team Leader Open Space Assets	
Original Form: N/a	Last Revision: April 2022	Next Revision: April 2024	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?
- 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 an A3 plan showing the general area proposed for the community garden.

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### Part 5: Lodgement Details

You can lodge the completed application with the supporting material:

By mail:       ATTENTION: Strategic Asset Management Unit  
                  Shire Infrastructure & Operations  
                  Sutherland Shire Council  
                  Locked Bag 17  
                  SUTHERLAND NSW 1499

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

Online:        [Contact us online | Sutherland Shire Council \(nsw.gov.au\)](https://www.sutherlandshire.nsw.gov.au)

Council use only	
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