

COMMUNITY GARDENS IN THE PARKS
SITE & USAGE SURVEY

INSTRUCTIONS

Survey visits determine what's going on in the area of the park surrounding your proposed garden site by identifying who's there, times of heaviest usage, various types of sporting activities, etc.

- Three separate site visits are to be conducted over a period of one to two weeks (print three copies of this form).
The Park Supervisor must accompany you on your first survey visit.
Of the three required visits, one is to be during peak usage time on a weekday & one during peak usage time on a weekend (work with the park supervisor to find peak usage times).

SURVEYOR'S INFORMATION

Park: _____ in Ward #: _____ Date: _____
Interested in (check one): [] Ornamental garden [] Edible garden [] Combination garden
Park Supervisor's Name: _____ and signature: _____
Surveyor's Name: _____ Phone: () _____
Surveyor's Address: _____ ZIP: _____

TODAY'S CONDITIONS

- Day of Week (circle one): M T W TH F SAT SUN
Time in _____ Time out _____ am/pm (during peak usage)
Weather (check all that apply): [] Sunny [] Windy [] Hot [] Cold [] Cloudy [] Snowy [] Rainy [] Warm

THE PROPOSED GARDEN AREA

Location Description

- Describe location of the proposed garden area (area) within the park (i.e. NW corner of Taylor & Western next to the tennis courts) _____

Current Usage

- Does your group want to work in an existing garden space or create a new space?
 Existing or New
- How are the spaces in or near your proposed area used? (such as: a playlot, athletic field, open grassy spaces, etc.) _____

- Number of individuals observed **IN** the area: _____
 - Over how many minutes (time span)? _____
- Number of individuals observed **NEAR** the area: _____
 - Over how many minutes (time span)? _____
- What activities are these people participating in? _____

Shelter & Restrooms

- Are there public restroom facilities or a park field house near the area?
_____ YES... Approximately how close to the area? _____ feet/yards
_____ NO... What is your group's solution for gardeners to have access to shelter or restrooms?

Water & Sun

- A functioning water source within the park is mandatory, located no more than 100 feet from the area. Circle and describe the water source: spigot, ground hydrant, utility sink inside the building, or other _____

- Have you checked it to make sure it works? YES or NO
- The area is (check one): Full sun Partial Shade Complete Shade

Structures & Size

- Are there existing structures (such as a field house, other buildings, fences, fitness equipment, or sculptures) in and around the area? YES or NO

If yes, please provide a brief description, including how close they are to your area: _____

- Describe the area's landscape features (trees, shrubs, grass, pathways...) _____

How large would you like the garden space to be? _____

- Would this area be able to generously accommodate that size? YES or NO

OTHER COMMENTS _____

Next Step

Return this form (with at least two pictures, including one overhead with the proposed garden area and water source clearly marked) to CommunityGardens@ChicagoParkDistrict.com. Wait for approval before proceeding to Step 3.

If needed, this form may be printed and mailed to:

Community Gardens in the Parks
7059 S. South Shore Drive | Chicago, IL 60649

