



# PORTLAND PARKS & RECREATION

Healthy Parks, Healthy Portland

## General Steps to Build a Community Garden

### Phase I - Proposal Development

- Identify potential site and assess (sun, space, suitability)
- Identify and develop community partnerships
- Quantify “need” (geographic, demand, equity)
- Public process to establish community support

### Phase II - Project Design and Development

- Develop conceptual design => construction drawings
- Create project budget
- Secure 100% funding
- Create tentative construction timeline (i.e. spring 2013)
- Soil testing and preliminary site preparation
- Continue to engage the community and build support
- Set wait list opening date and identify outreach strategy to inform the community

### Phase III - Construction

- Any necessary permits are obtained
- Wait list opens
- Procure materials
- Set detailed construction timeline with specific roles identified
- General sequence of events:
  - Soil preparation - rototilling, grading
  - Irrigation
  - Add soil amendments
  - Raised beds, shed, sign installed
  - Plots are marked out and pathways installed
  - Fencing
  - Plantings installed as necessary

### Phase IV - Garden Operation and Management

- Hold Grand Opening Event
- Assign plots
- Recruit volunteer garden manager or management team
- Community garden staff support manager/team to address garden needs
- Repairs and major maintenance provided by Parks staff

