

# Sugar Sweet Farm Community Garden Guidelines

## **Policies and Procedures**

The Sugar Sweet Farm owner is responsible for enforcing the following policies and procedures that serve those persons who use the garden.

### **I. Gardening Facilities**

1. The garden is open during daylight hours.
2. Bathrooms are available.
3. Vehicles can be parked in the designated locations.
4. Pets are not allowed in the Garden.
5. Family members are welcome at the garden site. Young children must be supervised so that they do not disturb other plots.

### **II. Allocation of plots**

1. All persons using the garden facilities must be registered; all plot holders must sign the Garden Agreement.
2. Agreement to use the community garden shall be in writing at a fee established. Fees will be reviewed annually and agreements may be renewed at the sole discretion of the Sugar Sweet Farm owner.
3. Assignment of garden plots shall be made solely by the Elizabeth.
4. After all available garden plots have been assigned, a waiting list will be maintained; persons will be notified when their name comes to the top of the list and a plot is available. No guarantee as to the location of the plot or the condition of the soil is possible.
5. A person refusing an available garden plot will have their name removed from the waiting list unless otherwise requested. When all plots have been assigned and a waiting list exists, those on vacation at the times of notification or those having any other legitimate reason.
6. The agreement of any gardener may be revoked if a plot is abandoned or, if it has not been properly maintained. Gardener will receive written notification if such revocation is deemed.

### **III. Garden Maintenance**

1. It is the responsibility of each gardener to keep his/her vegetation trimmed, and completely clear of the pathways at all times, and to weekly weed abate the immediately adjacent 2' of the pathways. Gardeners are asked to keep their garden plots clean and weed-free.

2. The disposal of trash, recyclables, and green waste from plots is the responsibility of each gardener. Green waste of no greater than 4" in size may be deposited by gardeners in the centralized composting facility.
3. Synthetic herbicides, pesticides, and fertilizers are prohibited in the garden. No pesticides or herbicides are to be used in the garden unless express written permission.
4. In the case of a prolonged absence (vacation, sickness, etc.), gardeners must ensure that the designated replacement (Member or non-member) maintains and cares for the garden plot. Replacement member name must be submitted in writing.
5. All non-vegetative garbage should be disposed of in the garbage cans on site. Weeds should be bagged and taken away. All other plant material can be placed in the compost area.
6. Fences, trellises, vines, or other structures to be built on or placed in a garden plot must have prior approval. Part of the critique for these items will be whether they infringe upon or shade neighboring garden plots or pathways.
7. Gardeners shall not remove any planted material or improvements from any plot of any other gardener without express permission from that gardener.
8. All materials stored within a plot, such as wood, stakes, fence screen, etc., must be kept in a neat and orderly condition.
9. Please dispose of plant materials in the designated compost areas.
10. Please dispose of all weeds in the dumpster.

#### **IV. Common Ground**

1. The maintenance of common space within the garden is the mutual responsibility of all gardeners. The entire area must be kept free of any weeds, plant overgrowth, or debris. The common ground found along the edges and pathways is managed for the good of all gardeners.
2. Gardeners are asked to use these spaces with respect, participate and maintain the upkeep of the garden.

#### **V. Courtesy**

1. Please be courteous with respect to noise.
2. All gardeners are to conduct themselves in a legal, adult and sensible manner.

#### **VI. Water Management**

1. The use of drip irrigation is mandatory, and alteration to this system is prohibited. Use of hoses to irrigate is prohibited.

2. Wasting water is prohibited.
3. Do not flood other plots or pathways.
4. Do not leave the plot unattended while irrigating unless irrigation is on a timer.
5. When you leave the garden, please make sure the water is turned off.
6. All gardeners must comply with the provisions of the city's Drought Response Plan and Water Conservation Program Ordinance.

I have read, understand and agree to the above.

PRINT NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE \_\_\_\_\_