

# **SAMPLE Regulations**

## **Community Garden Committee**

### **Community Garden Regulations & Policies**

#### **OVERVIEW**

1. The Community Garden is intended to be a beautiful, safe, and peaceful place to cultivate, fruit, vegetables, flowers, and herbs. The following set of rules and regulations have been designed to ensure:
  - a. That the community garden is safe.
  - b. That the community garden is a pleasant place to be and look at, for gardeners, neighbors, and the general public.
  - c. Fairness and equity among the gardeners.

#### **I. DISTRIBUTION, FEES, REGISTRATION**

1. Plots are leased for one year from October 1 to September 30.
  - a. Gardeners must submit an application and sign a plot lease agreement yearly. Applications will be accepted throughout the year. Plots are available on first come, first serve basis.
  - b. Returning plot gardeners must notify the Community Garden Committee of their intention for the upcoming year by the September deadline. If the deadline is not met, they will forfeit their plot and it will be reassigned if a waiting list is in place.
  - c. If no plots are available, prospective gardeners may add their name to a waiting list. Prospective gardeners will be contacted in order of application when a plot becomes available.
  - d. Gardeners who give up their plot cannot directly give their plot to another gardener or other individual. The Community Garden Committee (CGC) will re-assign plots as they become available.
  - e. If plot holders are not renewing they must clean plot of debris.
2. Individuals may be limited to 2 plots and non-profit organization and other organizations may be limited to 4 plots.

#### **II. RESPONSIBILITIES OF THE GARDENER**

1. Gardeners are responsible for their plots year round.
2. **Plots and paths must be kept free of weeds, dead plants, and debris, as well as trash at all times.**
3. Vines must not encroach onto pathways or other plots.
4. Gardeners must be involved in the hands-on cultivation of their plot. However, family or friends can share the responsibility.
5. Gardeners and guests must comply with all rules and regulations. Gardeners are responsible for reading and following written rules.
6. Children 17 and under must be supervised at all times.

### **III. AT THE GARDEN**

Hours of operation are daily, from Sunrise to Dark. No activity is otherwise permitted.

1. No foul language, sound amplification devices, loud behavior, alcohol, or smoking is allowed in the garden.
2. Garbage will be removed by the plot owner and placed in an appropriate receptacle. Removed plants should be placed at a location determined by the CGC.
3. Gardeners must not harvest from another plot unless given permission by that plot owner.
4. No illegal drugs of any kind will be allowed or grown in the garden (this includes medical marijuana).
5. Pets other than service animals are **not** allowed in the garden area.
6. Hoses need to be returned to original location
7. Water **MUST** be turned off on a shared faucet when you leave.
8. Remain at your plot when watering. **DO NOT** leave the water unattended. As individual water use is not metered, it is the responsibility of each gardener to conserve water.
9. Vegetables, flowers, grapes and herbs may be grown. Climbing vines should be confined within the plot. Fruit trees and bushes are not permitted in individual plots. Vines should be trimmed and maintained and must be grown on a trellis or otherwise confined.
10. Trellises of any kind are limited to six feet in height, and must be cleaned of all non-producing annuals soon after the plants stop producing.
11. Tall plants should be located so they do not shade neighboring plots.
12. Organic gardening is encouraged. Gardeners may only use approved pesticides, herbicides, or fertilizers.
13. Gardeners not active for 60 days will be contacted by the CGC to learn of their intentions. If they choose not to garden, their plot will be *reassigned* to the next person on the waiting list.
14. Gates must be locked when the garden is unoccupied.
15. All plots must be maintained in a manner acceptable to the CGC. This includes normal weeding, watering and general care of the assigned plot. The surrounding pathways are to be kept free of debris. All loose materials (refuse, tools, hoses, etc.) must be cleared from the major pathways. Sheds of any kind are not permitted on the plots.

### **IV. The CGC REQUIREMENTS**

**Garden plots are only available to individuals who are 18 years or older.**

1. In the event of non-compliance with any of the rules:
  - a. The CGC representative will issue a written notice to the plot holder describing the action needed to bring the plot into compliance. Such compliance should be accomplished within two weeks.
  - b. If at the end of the two-week period, the problem has not been resolved, the plot may be re-assigned.

2. Gardeners are responsible for keeping the CGC notified of change address or phone numbers. This is important for general notification of meetings or other information. Gardeners are encouraged to attend occasional meetings called by the CGC. Notice of these meetings will be sent out as they are scheduled.
  3. The City of Bulverde reserves the right to decrease the water allotment to the Community Garden if water conservation measures are enacted. This may include the installation of a controller that automatically turns off the main water during closed hours (sunset to dark).
  4. Once or twice a year, there will be a required work party date set for all gardeners to come and work on community areas of the garden that need work. If a gardener cannot attend due to a conflict in schedule, arrangement to make up a work time is the responsibility of the gardener. We are flexible about this as we understand busy schedules. The main point is to have each gardener be willing to donate a few hours once or twice a year to help maintain the appearance of the garden.
- **The CGC will be responsible for all plots not assigned. All other plots that are assigned as well as the paths and walkways are the responsibility of the gardeners and must be kept clean and weed free.**

## **V. COMMUNITY GARDEN COMMITTEE OVERSIGHT**