

Woodstock Community Garden

COMMUNITY GARDEN RULES AND REGULATIONS

We want everyone to have a great experience in the garden! It is also important that each gardener follow all the rules and regulations regarding garden plots. All gardeners will be required to attend an orientation meeting and sign a liability waiver.

The City of Woodstock will:

- Provide the available garden site.
- Provide soil/compost stockpile for gardeners to add/replace soil in their plot.
- Provide water.
- Periodically evaluate each garden site to determine if it is fulfilling the criteria established and to assist in addressing any problems or needs that may have arisen, including the construction of additional activities.

Gardeners will:

- Complete the Community Garden Plot Application and Waiver of Liability Form and submit it to the City of Woodstock. Failure to sign and return the Waiver of Liability will not allow the applicant to partake in the Woodstock Community Garden.
- Attend the Meet & Greet & Orientation on Saturday, May 2, 2020 from 9-11am at the Garden!
- Not use any synthetic fertilizers, herbicides, pesticides or insecticides.
- Not use mechanized equipment.
- Keep gardens free from weeds, rotten produce and plant debris.
- Dispose of stakes, plastics and any garbage in a timely manner.
- YOU MUST maintain the shared paths adjacent to your garden plot in order to keep pathways free of WEEDS.
- Closely supervise children.
- Not grow any illegal crops.
- Not damage or harvest from another garden plot.
- Not bring any tires to the garden site.
- Not bring any pets or animals to the garden site unless the animal is a certified service animal.
- Not smoke or use tobacco products at the garden site.
- Not bring or consume any alcoholic beverages to the garden site.

It is ESSENTIAL that gardeners volunteer to pull weeds around their garden plots and common areas. If we all work together to pull weeds, we may win the war against the weeds!

In order to maintain respect for our community of gardeners, we must observe the following rules without exception. In particular, note the following highlighted rules:

1. **Theft:** do not take anything from any plot other than your own even if you think it is abandoned. No warning is given and this offense is immediately referred to the Site Coordinator or the Environmental Commission for appropriate action.
2. **Trespassing:** do not enter any plot other than your own unless invited.
3. **Boundaries:** do not plant outside of the boundaries of your plot.
4. **Tools:** Do not borrow tools that might have been left on or near a gardener's plot.
5. **Weeds: Control weeds and remove before they go to seed. Please place them in the designated weed pile for composting.**
6. **Water:** Take care in using the water system and do not leave water on when you leave or keep others from getting access.

In the gardens, we also value neighborliness and respect: get to know your neighbors. If you see strangers in your neighbors' plots, email the City at pwdept@woodstockil.gov. Discuss issues respectfully, and bring disputes to the City, if appropriate. Always dial 911 and report any suspicious activity at the community garden.

Failure to comply with these rules will result in:

1. **Warnings** with dates of needed changes.
2. **Review** of issues by the garden committee with potential loss of privileges.
3. **Confiscation** of plot/s.

If you have questions about these rules, email the City at pwdept@woodstockil.gov. Sign your application to acknowledge that you understand these rules and the specifics that follow. A comprehensive list of garden policies follows on the next page.

Pathways and Boundaries

- No tools, hoses or weeds left in the pathways.
- Do not extend your garden plot past the boundary markers.
- All plants in pathways will be removed.
- Each plot must maintain an unplanted path through or around the edge of the plot so that other gardeners can access water and plantings.
- Fences: Perimeter fences outside of the plots are not allowed. Fences harbor weeds and obstruct mowing. Any fences that are built must be easily movable, placed **inside** the raised bed, and be weed free.

Neighborliness

- Publicly owned garden carts and tools should not be removed from the gardens.
- Tall plantings should not be placed where they will shade neighboring plots. Tall support structures must be sturdy and unlikely to fall on neighbors' plantings and away from the plot lines.
- Each plot must be used for planting of flowers, vegetables, fruit, cover crops or herbs. Those with underutilized plots may be requested to share with gardeners on the waiting list.
- No permanent structures are allowed; plant supports should be minimal.

Gardening practices:

- The City of Woodstock's website maintains a Community Garden page that provides information on how to maintain an organic garden. If in doubt about any material, e-mail the City at pwdept@woodstockil.gov.
- The Woodstock Community Garden is an organically managed property. Only OMRI (Organic Review Institute (www.omni.org)) listed insecticides and fungicides may be used. No herbicides permitted. Organic home-made remedies also allowed.
- Perennial plants are not advised; there is no assurance having the same bed annually.

Prohibited Plants and other items:

- No fires are allowed within the gardens.
- Wood chips provided by the City of Woodstock are for the pathways only and **cannot** be used in garden plots. Gardeners should be aware that wood chips decay slowly and remove valuable nitrogen from your soil. Shredded leaves or straw (not hay) are a better mulch material for most uses.
- No glass shall be used in the gardens for safety reasons since broken glass is difficult to remove.
- Privately-owned power equipment such as tillers and mowers are not allowed in the gardens for safety reasons.
- Do not plant comfrey, annual Artemisia, or mint. Do not plant trees in your garden plot. Trees that sprout will be removed.
- Produce from these gardens that won't be consumed can be placed in the "**Free Produce**" bin or taken to a local food pantry.

Weeds:

- **WEEDS MUST BE KEPT UNDER CONTROL.** Weedy plots will be identified by the Site Coordinator. If your garden is identified as weedy you will be notified and given 5 days to clear it of weeds. If the plot is not cleared of weeds, you may lose your plot for the remainder of the year.
- All weeds should be taken to the designated weed pile/s.

Refund Policy:

- Gardeners who choose to forfeit their plot must contact the City at pwdept@woodstockil.gov before July 1st. No refunds will be given.
- **If you leave before the end of the season:** If a primary gardener leaves the gardens, he/she may transfer the plot to another individual. The new individual/gardener must fill out an application and sign the waiver form.

Garden Resources and Services

- Please respect natural areas outside the garden boundaries.
- *Parking:* Parking is available in designated spots and on the street where parking is allowed.
- *Gardening Information:* Many resources are available on the City of Woodstock's website at www.woodstockil.gov including a manual for beginning organic gardeners.
- *Water:* Spigots are turned on in the gardens by April 1st and turned off in the fall near the end of October. Water turn-on is subject to weather and frost considerations. The water in the garden is the

City's water. Please report any water problems as soon as possible to pwdept@woodstockil.gov or by calling 815 338-2131.

- *Garden paths:* The common garden paths are maintained by the gardeners and gardeners should be mindful of the need to maintain the path integrity and avoid digging or trenching into this area. Paths shall be kept clear and free of obstacles or plantings.
- *Garden carts (if available):* Never tip the carts over sideways. Carts must be shared. Empty and return the cart to the garden shed when you are finished gardening for the day.
- *Compost:* Compost is sometimes available. These are NOT fertilizers, but mixing these materials with the soil in your plot will improve the soil texture.
- *Garbage:* Place all garbage in the garbage cans at the garden entrance. Please use the recycling container for any recyclables.
- No plants in garbage cans. No garbage in the weed piles.
- Maps of the gardens, including plot numbers, are available on the City of Woodstock's website at www.woodstockil.gov.
- All plots are rented for a season at a time and we will do our best to honor requests made in advance. Timely, completed applications will be processed first. If plots are still available, these will be assigned by application date in the remaining applicant categories. Returning gardeners will be given priority over new gardeners within priority class and can request to return to their previous plot. Dates of application are considered in assigning plots. Waiting lists by date received will be kept after the due date and plots will be assigned when available.

Volunteer Hours

It is essential that each gardener contribute a minimum of 5 hours towards maintaining the community garden. The bulletin board will highlight various tasks that need to be completed. Removing weeds is a great way to volunteer if no tasks are listed on the bulletin board.