



# Pleasanton Community Garden Patch Program

## Rules and Regulations

### I. Overview

Pleasanton Community Garden in Val Vista Community Park is intended to be a beautiful, safe and peaceful place for residents to cultivate flowers and vegetables. The following set of rules and regulations have been designed to ensure:

- That the community garden is safe.
- That the community garden is a pleasant place to be and look at- for gardeners, neighbors, and the general public; is neat, tidy and well maintained.
- Fairness and equity among the gardeners.

### II. Who Can License a patch in Pleasanton Community Garden?

- You must be eighteen (18) years or older and live within the City of Pleasanton tax base.

### III. Patch Allocation, Registration, Fees

1. One (1) garden patch per individual or household.
  - a. The person(s) whose signature appears on the Application and Patch License Agreement Form is considered the primary patch member and is responsible for the garden patch.
2. Garden patches are issued on a year-to-year basis, from January 1 – December 31.
  - a. Current Patch gardeners in good standing have the option to renew their garden patch for the following year.
  - b. Returning Patch gardeners must complete the Community Garden Patch License Agreement Form and pay the annual fee by the registration deadline. Those who do not meet the registration deadline will forfeit gardening privileges and their patch will be re-assigned to a new gardener.
  - c. If there are no vacant garden patches, prospective gardeners can add their name to a waiting list. When a patch becomes available, prospective gardeners will be contacted in order of the list.
  - d. Gardeners who relinquish their patch may not directly transfer the patch to another gardener. The Garden Management Team will reassign patches that become available.
  - e. New gardeners must complete the Community Garden Patch Application and License Agreements and pay the annual fee and deposit before being issued a key and beginning gardening.
  - f. Annual Patch Fees are not refundable.

#### **IV. Gardener Responsibilities**

1. Gardeners are responsible for year-round maintenance (weeding and mulching with wood-chips) of their garden patch and surrounding pathways. Patches and pathways must be kept free of weeds, diseased plants, trash, and debris at all times. Vines and other plants cannot encroach onto pathways. Gardeners will strive to use organic and sustainable gardening principles and will avoid the use of chemical fertilizers, pesticides, and herbicides at all times. Sustainable gardening means utilizing resources carefully to sustain the garden in perpetuity. Sustainable practices include water conservation, soil management using mulch, manure and composting, and using natural pest controls – barriers, traps, and attracting beneficial insects to the garden.
2. Common areas are maintained as a shared responsibility by all gardeners.
3. Gardeners are required to participate in quarterly garden cleanups. The City will provide a green waste container to assist in the cleanup two to three times a year, or as needed.
4. Gardeners must attend at least three (3) garden meetings annually. At least four (4) meetings will be held annually. Meetings will strive to educate gardeners on sustainable gardening practices.
5. Gardeners must be involved in the hands-on cultivation of their patches; however, family and friends are welcome to share in the responsibility.
6. Gardeners cannot give their key to others to garden in their patch, including tending a patch while the gardener is on vacation. Only individuals who have approval from the City may garden in a patch.
7. Gardeners may not pay for someone else to garden their patch.
8. Gardeners and their guests must comply with all rules and regulations.
9. Children must be supervised at all times.
10. Patches should be prepared for planting by April 30.
11. If winter crops are not planted, garden must be free of weeds and dead or unsightly plant materials and a 4" layer of manure or a cover crop must be planted by November 30 to help enrich and nourish the soil sustainably.
12. When not in use, garden carts and wheelbarrows must be returned and locked to the designated area.
13. Trellises and other support structures may not exceed a 6' height. Courtesy should be extended to fellow gardeners so as not to shade their patch with structures or plant materials as much as possible.
14. Invasive plants are not allowed in gardens – this includes mint, blackberries, trees of any kind, shrubs over 2' high or other invasive plants that will or could encroach on another patch and would be difficult to remove. Contact the Garden Coordinator if unsure whether a plant is invasive or not.
15. The \$75 deposit will be refunded to gardener after patch is surrendered, key is returned, weeds and all materials are cleared from patch which may include any underground cages or wire, and plant materials. The City may keep part or all of the deposit if the patch is not completely cleared, and/or the key is not returned.

16. Gardeners may keep a 20-gallon trash container with lid on within their patch to store personal supplies and tools. All other tools must be kept off site. In addition, gardeners may keep a home compost bin up to 13 cubic feet in size within their patch. No other storage containers will be allowed.
17. A designated area has been set aside for composting. This area is maintained by Patch members. Gardeners will chop large compostable material into smaller pieces to facilitate rapid decomposition (nothing larger than 12"). **Diseased plants and invasive weeds and seeds will not be placed in compost areas.** All patch gardeners are responsible for their own garbage (unless the City provides a trash can) and green waste removal that cannot be composted, except on pre-designated green waste collections events coordinated by the City, when a green waste container will be provided. Patch gardeners will be responsible for the maintenance/cleanup of this area.
18. There are underground pipes running beneath the community gardens. If a pipe breaks, City maintenance staff may have to remove a gardener's patch materials, such as raised beds, plants and soil to repair the pipe. Maintenance staff will not be responsible for returning the garden to its previous state. Gardener may have to repair raised beds and replace soil and plants after a repair.
19. If a water line breaks, gardeners should contact the Community Garden Coordinator, or the Library and Recreation Department at 925-931-5340, or, if after business hours, the Police Department non-emergency line 925-931-5100.

## **V. At the Community Garden**

Hours of Operation:	Daily, from 7:00 AM to Sunset
Gates:	In general, garden gates will be kept closed at all times.
Behavior:	Foul language or loud offensive behavior is not permitted.
Cars/Trucks:	Personal vehicles are not permitted in the garden area or on park pathways, for any reason.
Bathroom:	Proper bathroom facilities (located nearby) must be used.
Garbage:	Pack it in, pack it out. Discarding of garbage on the ground, in the compost area, or green waste area is strictly prohibited.
No Selling:	Produce from patches is primarily for family consumption. Excess food can be shared with family, friends, and neighbors. You may not sell your produce.
Harvesting:	Harvest only from your own patch.
Smoking:	No smoking is permitted in the garden area.
Controlled Substances:	No alcoholic beverages, marijuana or illegal drugs of any kind are allowed in the garden area.
Animals:	Pets are not allowed in the garden area.
Irrigation System:	No alterations to the irrigation system are permitted. Irrigation system may NOT BE LEFT ON when gardener is not present in the garden. Timers are not allowed; spigots must be turned off when not in use and when gardeners leave the community garden area. Water conservation methods should be utilized by all gardeners whenever possible, including mulching with straw, leaves, or grass clippings and using soaker or drip irrigation hoses.

## **VI. City Oversight**

The City of Pleasanton and the Director of Library and Recreation reserves the right to modify, change, or alter the above rules and regulations in the best interest of the community.