

## TOWN OF CROMWELL 2011 COMMUNITY GARDEN POLICY

*PLEASE RETAIN FOR YOUR RECORDS!*

Cromwell Community Garden plots are available to TOWN RESIDENTS ONLY (proof of residency required) at Evergreen Park.

Lease applications are available through the Town Planner's Office and online at ([www.cromwellct.com](http://www.cromwellct.com)). Subletting of plots is not permitted. Every Primary Gardener must complete and sign a rental agreement form. Co-Gardeners must include their name, address, and phone number. Residents may rent a maximum of one full-size plot per season.

Fees:            10' x 15' Plot =        \$0.00

Special Needs:     Special needs gardeners will be given priority access to the Lower Level site, at plots closest to the parking lot. Please mention any special needs on the "Notes" line of the application.

### 2011 APPLICATION PROCEDURES

#### New Applications

New applications may be submitted in person or by mail beginning April 1, 2011. Plots will be assigned on a "first come, first served" basis.

#### Renewal Applications

Renewals will be accepted at any time from Primary Gardeners wishing to renew plots from the prior year. If in good standing, gardeners may retain the same plot location. However, plots which are not renewed will be made available to new applicants beginning on April 1, 2011.

Renewals will be accepted by mail or in-person with an approved lease application and proof of residency at the Town Planner's Office, 41 West Street, Town Hall, Monday through Friday, 8:30am - 4:00pm. Town Hall is located at 41 West Street in Cromwell.

Gardeners who desire to change garden plots from the prior year must indicate that a new location is requested on their renewal application. Gardeners seeking a new location can request a specific plot if it is available.

Renewal applications for the same site (including transfer from Primary Gardener to a Prior Co-Gardener) have priority over all other applications. Renewal applications for new sites (those seeking a change in location) will be prioritized based upon special need (if applicable) and seniority (number of years as a Primary Gardener in good standing). All renewal applications will have priority over new applications.

### **2011 RULES AND REGULATIONS**

#### **Opening Day:**

Plots will be available for use after April 1, 2011. BE SURE YOU WORK ONLY THE PLOT ASSIGNED TO YOU.

#### **Closing Day:**

Plots must be cleared by October 25, 2011. Remove any non-organic materials by the deadline. If your plot is not cleared properly, you may be denied a plot rental the following year. Acceptable materials which may be left behind in your plot include anything that can be safely turned into the soil, such as plant stems, leaves, crops you don't want, and organic mulches.

Personal items left in plots are the responsibility of the Primary Gardener and may NOT be stored over the winter on any Community Garden property and MUST BE REMOVED by Closing Day. Such items will be disposed. In addition, the Primary Gardener may be denied a plot rental the following year.

#### **Garden Maintenance:**

Individual garden plots and adjacent pathways shall be maintained by the renters. If a problem occurs with the garden site, such as severe erosion or water leaks, please contact the Public Works Department at 632-3410.

#### **Do Not Remove the Corner Stakes:**

These are the boundaries of your plot. As the season progresses you may find they will need to be pounded in again or replaced. If possible, connect your four stakes

with string, or you may construct a small, temporary fence. No orange fencing, rusted fencing, or barbed wire is allowed. Please keep plants within your plot. Be considerate of your neighbors when planting tall plants along boundary lines, which may block sunlight from adjacent plants. All walkways in front of your plot must be kept clear and are not considered part of your garden space.

Gardeners who habitually neglect or abandon their plot will forfeit their privilege to rent a plot during the next garden season. Neglected plots are a potential source of weed seeds and pests and detract from the beauty of Evergreen Park. Neglected plots may be cleared and/or re-rented if the gardener does not take appropriate action within two weeks of notification by the Department of Developmental Services or the Department of Public Works. If you plan to be on vacation for an extended period of time, please ask a neighbor gardener, relative, or friend to care for your plot in your absence. If you wish to discontinue using your plot, please contact the Town Planner's Office at 632-3422.

#### Compost and Mulch:

Compost will be provided at the garden areas as it becomes available and while supplies last. Residents may also pick up extra mulch free of charge from the Town Recycling Center on County Line Drive. For weed suppression, gardeners may use their own biodegradable mulch such as straw, biodegradable mats, woodchips, etc. Materials that do not decompose, such as, carpet, black plastic, etc. are discouraged. Gardeners must remove all non-biodegradable material by the end of the season.

#### Pesticides:

To prevent over-spray contamination and other problems affecting your neighbors and the environment, inorganic chemical pesticides and herbicides are prohibited in Cromwell Community Garden. Only organic gardening techniques and organic chemical compounds may be used to control pests and weeds. Gardeners found to be using non-organic chemical pesticides or herbicides risk losing their gardening privileges. For more information on organic gardening techniques, please contact the Director of Health at 632-3424 or your local garden center.

#### Refuse:

An area is designated at each garden site for organic waste to be composted. Another area is designated for rocks. Litter, meat products/bones, and non-bulky

organic waste should be placed in the garbage can located at each garden site. Do not throw litter or refuse elsewhere in the garden area.

Vandalism:

Security is not provided. Vandalism and theft can be a problem especially during harvesting season. If you notice unauthorized people in the gardens or suspicious activity, please help your gardening neighbors by calling the Police Department at 632-2256.

Water, Hoses and Sprinklers:

The water faucets are shared with other gardeners. The Town does not supply hoses, but many people will share their hoses. Please be considerate of the plot renters near the water faucets when moving hoses. **NO SPRINKLERS ARE TO BE LEFT UNATTENDED.** Others wishing to use the water may disconnect unattended sprinklers.

**BE NEIGHBORLY!**

Be a good neighbor to your fellow gardeners. Do not exceed your own garden boundaries. Be considerate when using water, hoses, mulch, fencing, etc. Please discard unwanted or unnecessary items properly. Please supervise children while gardening. Keep pets out of the garden area. Do not pick crops that do not belong to you unless given permission by the plot user.

Thank you for complying with the Rules and Regulations listed above. Your cooperation will ensure a more abundant and pleasant gardening season for you and your neighbors. Please call the Town Planner's Office at 632-3422 if you have any questions.