

GARDEN GUIDELINES 2017

Valley Street, Clark Street, North Street, Payson Park, Riverton,
Brentwood Farms, Peaks Island, Boyd Street, Casco Bay, Common Share, and Libbytown

Every gardener is responsible for keeping the Portland Community Gardens safe, productive, and inclusive spaces for everyone by following the guidelines listed below.

MAINTENANCE DURING THE SEASON

- There must be visible beginnings of gardening by May 15 or your plot may be reassigned.
- Plots must be tended (substantially planted, weeded, and harvested before produce or drops) all season.
- **Plots with overripe produce will receive an email notice. Gardeners will have 2 days to respond to the email. If no reply is received within this time, plots will be gleaned for the Locker Project.**
- All weeds must be removed before they develop seeds.
- All paths around your plot must stay free of weeds and covered with wood chips.
- Paths must be clear of plants and overhanging foliage and fully accessible to all, including the end of a path next to the fence.
- To minimize shade on neighboring plots all tall (about 2 ft.+) structures and plants (e.g. trellises, stakes, sunflower, cosmos, tomatoes, or asparagus) must be at least 1.5 feet away from the edges of the plot.
- Permanent, low (less than 8 in.) wooden raised beds may be built immediately inside of plot edges. Please confirm plot dimensions with Cultivating Community before installing any raised bed.
- Stones are not to be piled or used to edge your plot.
- Perennials (e.g. strawberries or flowers) are allowed. Invasive plants (e.g. bishop's weed or horse-radish) and hazardous plants (e.g. stinging nettle) are not allowed. Cannabis is not allowed.
- Woody shrubs and trees (e.g. raspberries) are not allowed in individual plots.

SAFE & NATURAL PRACTICES

- Only organic methods and products that will not leach chemicals or cause a safety hazard may be used.

Products and materials NOT allowed include:

- synthetic chemicals (such as pesticides, insecticides, herbicides, weed killers, and fertilizers)
- plastic weed barrier (it breaks down and gets into the soil)
- Glass
- Chicken wire
- Plastic (PVC) pipe
- Pressure treated or painted wood

Products and materials that ARE allowed include:

- Organic fertilizers, including compost, fish meal, composted manure, lime, etc.
- Clear plastic or Reemay for row cover or crop protection
- Newspaper, if entirely covered with organic mulch. Glossy papers may be toxic and should not be used.
- Cedar poles and boards

GENERAL POLICIES

- Gardeners are required to complete a minimum of **six hours of community work** per season. Community tasks include turning compost piles, weeding and recovering communal pathways with wood chips, organizing garden shed, mentoring new gardeners, etc. Exceptions may be made based on personal hardship and circumstances. Please make arrangements with Cultivating Community. Gardeners may complete their hours at community workdays or on their own time.
- The shed is available to store tools and equipment for all to use. If you would like to store personal garden tools in the shed, please be aware that these tools may be used by others and that the City is not liable for any lost or damaged tools.

- Information for fellow gardeners should be posted on the bulletin board at the shed. Please stay informed by reading emails and regularly checking this bulletin board.
- Payson Park gardeners may not park in the Seaside Nursing Home parking lot.
- The City of Portland cannot guarantee protection against vandalism or theft. We hope the fence will keep unwanted people/animals out. Please help us foster a safe and friendly environment by reaching out to fellow gardeners and visitors.
- Smoking is not allowed in the gardens.
- Portland Parks and Recreation provides water, trash pick-up, and basic tools (as well as compost and mulch when possible). All other materials are your responsibility; if you would like a list of sources for materials please contact Cultivating Community.
- Pets are not allowed inside the garden.
- Any evidence of a disrespectful action from any garden member towards another individual (gardener or public citizen) may warrant the immediate termination of that member's plot.
- Engaging in disruptive or unsafe behavior may warrant the immediate termination of that member's plot.

REGISTRATION

- Registered gardeners will be emailed (or mailed if requested) application forms in March. Please complete and mail forms to Cultivating Community, P.O. Box 3792, Portland, ME 04104.
- Applications and Fees must be received by March 23, 2017 or plots will be reassigned.
- The fee for a full plot (10 x 15) is \$60. The fee for a half plot (plots smaller than 10x15) is \$40.
- Residents that qualify as low income can apply for a reduced plot fee of \$15.
- Garden plots are limited to Portland residents. Only one plot per household is permitted.
- The primary gardener may register a secondary gardener at the time of application. The secondary gardener may not be changed during the season and must be actively involved in the plot. Plots are not transferable to anyone other than the secondary gardener.
- Formally organized groups may apply for one plot.
- Gardeners are responsible for informing Cultivating Community of any changes to email, address, or phone number.

FALL CLEANUP AND CHECK OUT

- Fall Checkout forms will be posted in sheds in October. All fall tasks must be completed and form must be completed and returned to the shed.
- Please see the Checkout Form for more details.

WAITING LIST

- The list is maintained in the order that requests are received. Any **Portland resident** may request to be added to the waiting list at www.cultivatingcommunity.org, by emailing garden@cultivatingcommunity.org, or by calling Cultivating Community at 761- 4769 x855.
- Community gardeners who qualify as low income under the City's Community Development Block Grant program guidelines are placed at the top of the waiting list. Residents seeking this priority may be asked to verify their income eligibility.
- For plots that become available after July 1, the charge will be pro-rated.

All gardeners must agree to follow all guidelines in order to receive a garden plot.

Any problems must be corrected within two weeks of notice, or the plot may be reassigned.

Failure to comply with these guidelines may result in disqualification from future participation in the Community Garden Program.

Your signature is required on the CITY RELEASE FORM.