

LMCHD Community Garden Guidelines and Procedures

The LMCHD community garden is designed for the gardening activities of the residents of Pittsburgh and Bay Point. All use of the garden will be in compliance with city policies and city/county/state laws. The LMCHD reserves the right to cancel garden use without notice due to unforeseen circumstances or non-compliance of the guidelines and procedures as outlined in this document.

A. Application and Key deposit

- Individuals or organizations wanting to lease a garden plot need to complete and submit an application to the Garden Club. Plots are available on first come, first served basis. A waiting list will be maintained if all the plots are in use.
- Applicants will be contacted by mail or email when a garden plot becomes available. Once notification has been sent, the applicant will have 2 weeks to call the LMCHD office and submit the annual \$20 key deposit. Please keep your contact information current, otherwise, if you do not respond, we will go to the next participant on the waiting list
- Participants will sign a waiver of liability prior to having access to the garden
- Key deposits are paid annually by March 1st of each year. Please ask the staff of LMCHD if you are in need of a scholarship for this fee. If the staff do not receive your key deposit, we will contact the next person on the wait list.

B. Conditions of Use

- Plots are leased annually
- Garden plots can not be transferred, traded or sublet
- LMCHD assumes no liability for any injury, damage, theft or loss of property belonging to the participants
- LMCHD reserves the right to full access to all garden plots at any time.
- No alterations to existing garden structures or additions will be allowed
- Participants may garden at their own convenience during sunrise to sunset.
- Garden plots are intended for the organic growth of edible fruits, vegetables and herbs. Annual flowers may be included, however, please no trees or bushes.
- Tools are the property of LMCHD and for use only while gardening in the community garden. Please clean the tools and return to the shed for storage when you are finished with them.
- All seeds, plants and soil amendments are to be brought in by the participants
- Compost and mulch in the designated areas may be used as long as supplies last. Please conserve these valuable resources.
- Foods and flowers may be harvested only by the plot owner. Permission to enter or harvest from a plot other than the one you lease needs to be obtained from the plot owner.
- Children under the age of 18 need to be accompanied by an adult. Please no running in the garden, to avoid injuries\

- No pet except for service animals. Clean up after the service animal is expected
- When you lease a plot, keep it clear of weeds, grass and debris. Be sure that your growth does not flow into the pathways or into other plots
- If you have any concerns about the garden, please call LMCHD offices at 432-2200 to report the problem.

C. Water

- Hoses and water will be provided by LMCHD
- Participants may bring in irrigation supplies
- Watering may only be done while the participant is present.
- Conservation of our water is very important, please be careful of overflowing
- To prevent evaporation, please mulch with bark, leaves, grass clippings or hay

D Organic Gardening Practices

- For information on good gardening practices and problem solutions, visit the Contra Costa Master Gardener Website @www.ccmg.ucdavis.edu or call the CC Master Gardeners from 9 am to noon Monday thru Friday @ 925 464-5686
- No pesticides or chemical fertilizers will be used
- Gophers and other pests may be trapped but not poisoned
- Place weeds and garden clip-ping in the compost bin following the posted instructions Place trash and recyclables in the marked containers.

E. Termination Procedures

- Participants will be notified by mail for noncompliance with the garden guidelines and procedures or if the plot has been left unattended.
- The participant will have 2 weeks to respond to the notice before the Garden Club chooses the next participant on the waiting list
- You will be notified that you have lost your plot

Participant Signature _____