



City of Goleta Community Garden Application and Policies

The Goleta Community Garden is a beautiful and healthy space for community members to grow their own food. There are over fifty beds available, including 10 oversized garden beds for larger gardening options. Goleta's Community Garden is managed by the City of Goleta, under the Neighborhood Services Department. In addition to the space and resources to create nutritious gardens, Goleta's Community Garden will provide continuing education for gardeners and the general public on topics related to organic gardening, healthy eating, sustainability and more.

If interested, please complete the application, read and sign the Goleta Community Garden Conditions for Use Agreement. **A complete application consists of these two forms, the waiver and release form, code of conduct contract must be turned in or mailed to Goleta City Hall at 130 Cremona Drive Suite B by no later than 5:00 p.m. on Thursday, February 15, 2024, in order to be considered for the first round of plot assignments. Applications may also be scanned and emailed to the City of Goleta at communitygarden@cityofgoleta.org.**

Community Garden Rules and Regulations

Plot Rental

Goleta residents over the age of 18 may rent a garden plot. All gardeners must agree to, and sign, the Goleta Community Garden Use Agreement, Waiver and Release and a Code of Conduct contract.

Garden plots are issued on an annual basis. The annual registration fee of \$120 (\$10/month or \$120/year) and a \$25 refundable security deposit will provide access to a raised bed, water, watering supplies, some gardening equipment, and a green waste compost system. Gardeners must pay the fee of \$120 by cash or check to the City of Goleta before they may begin gardening. The purpose of the security deposit is to ensure that the gardener cleans up their garden plot prior to relinquishing their plot or the end of the contract period. Quarterly payment plans are available.

Application Process. At this time, the process to secure a garden plot at the Goleta Community Garden will be as follows:

- City of Goleta residents will have priority access to reserve a garden plot
- Residents are required to submit completed paperwork by no later than 5:00 p.m. on Thursday, February 15, 2024.
- Two weeks from the document due date, a lottery process will take place to assign the garden plots by City staff. This date and time will be provided to the applicants after paperwork has been received and deemed complete.
- Only one plot will be granted to each applicant during this process.
- After the initial lottery system for resident priority has been completed, remaining beds will be available and assigned on a first come, first served basis.

If there are less than 50 initial applicants, extra plots will be available. If the demand for additional plots is greater than the number of plots available, additional plots will be granted on a first come first served basis, regardless of residency. Additional plots may or may not be adjacent to the gardener's first assignment. Additional plots will be available at the same annual fee of \$120 will apply.

Secondary plots are provisional and only applicable for one year. When the Garden goes through another application cycle, gardeners with more than one bed will be asked to relinquish any additional beds to new gardeners without a plot assignment if needed. The gardener will be able to choose which of their beds to keep.

Plots will be assigned to gardeners by the City of Goleta. Applicants who indicate on their application a need for the higher, more accessible beds will be given priority for those beds.

The primary listed garden member is responsible for ensuring that all responsibilities and fee obligations are fulfilled. Subletting of garden plots is not permissible. Gardeners who are not able to fulfill their contract period should contact the Parks and Recreation Manager in writing to relinquish their garden space.

If a plot is rented by an organization, the organization is responsible for ensuring that all members who enter the garden understand the rules and have a signed form on file with the City.

Gardeners in good standing may renew their plot up to two years. Please communicate your intention in writing to keep or let go of your plot at least two weeks before the annual term is over. Transferring to a different plot also requires written

communication with the City of Goleta. When you vacate a plot, it is your responsibility to ensure that the bed is clear of organic debris and waste. Once the renewal period has been exhausted, gardener will be required to re-apply for a plot.

If there are no vacant garden plots, prospective gardeners may add their name to a waiting list. Once the waitlist reaches 25, no more prospective gardeners will be added.

Plot Use and Maintenance

All garden beds must be maintained year-round. Plots are to be maintained by the gardener and free from debris, and weeds always. Plots that are not maintained will receive a written notice. Details on this process is outlined in the Non-Compliance section. Please let the Parks & Recreation Manager know in writing if you need to be absent for an extended period, and appropriate accommodations may be made by the gardener. Gardeners choosing not to plant during a given season must mulch over the entire plot to prevent unwanted weed growth.

Gardeners may grow annual or perennial vegetables, herbs, and flowers in the boundaries of their plot. NO planting is allowed outside of the garden plots. No woody shrubs or trees, cannabis, invasive vines or plants or water gardens are permitted to be grown in the Goleta Community Garden. Your neighbors' access to sunlight is important—do not plant tall crops or create trellises that will cause excessive shading. Plants, trellises or cages may not exceed five feet in height, not placed in a location where it shades adjoining plots and the width should not impede other plots. Garden beds must be fully planted and/or maintained, and pathways surrounding the beds must be free of weeds, overhanging plants, hoses (except when watering), and debris at all times. Row covers may be used on a temporary basis.

Gardeners must practice water conservation. Hoses, quick-connect bibs, and water is provided by the City. Watering is only allowed for gardening purposes, with gardener present (i.e. no automatic or timed watering). You are welcome to make arrangements for someone else to water your bed during an extended absence. Organic, plant-based amendments and heavy mulching are encouraged to reduce the need for water. Please observe posted watering use instructions. In the event of a line break, contact City Hall immediately at 805-961-7500 during regular business hours and the non-emergency dispatch number 805-683-2724 after hours and on the weekend.

Beds must be maintained according to organic standards. Organic gardening relies on techniques such as crop rotation, compost, and biological pest control. The use of synthetic fertilizers, herbicides, insecticides, and fungicides is not allowed. Only products that are labeled as OMRI approved, or USDA Organic approved, are acceptable. For more information and a list of approved products, visit the Organic Materials Review Institute at

www.omri.org or the U.S. Department of Agriculture (USDA) National Organic Program web site. In addition, feel free to email any questions to communitygarden@cityofgoleta.org.

Composting green waste is encouraged in shared, on-site compost bins. Compost is available to the garden community as a whole and should be used responsibly. Compost materials may NOT INCLUDE material NOT grown at the Goleta Community Garden. Compost piles are allowed only in the designated areas or in approved containers on individual plots. Please be mindful not to introduce weed seed into the compost—it will not get hot enough to kill the seeds, and they could be transferred to another plot. Weeds that have gone to seed should be bagged and disposed of in the trash cans available on site.

Gardeners have access to a garden shed with shared tools—please do not store tools anywhere in the garden except for the shed. Since tools are a community resource, please take care to properly use and maintain them, returning them to a garden shed after use. Any tools belonging to the gardener may be left in the shed but is the responsibility of the gardener. The City of Goleta is not responsible for items left in the sheds. If you have any questions or issues, please contact the Parks & Recreation Manager.

Common Areas

The garden is open from 8am to sunset. There are locks on the gates and tool shed. The access code will be changed occasionally for security reasons, and that change will be communicated to gardeners in good standing. The gates will be on a timer and will only open during park hours. All tools are to be returned to the sheds after use and gardeners must leave the property at sunset.

Do not harvest from anyone else's garden plot.

The picnic area and shaded pergolas are available to all. These areas are available on a first come, first served basis, unless previously reserved for classes, workshops, or other reserved uses. Please respect shared space and keep these areas tidy. Please notify the Parks & Recreation Manager of any maintenance issues.

The community bulletin board is a place to post relevant upcoming classes and events, as well as requests or trades within the garden community (i.e. exchanges of surplus produce, extra plants available, etc.). Please respect this limited space, and keep all postings relevant to garden related events, activities, resources, etc.

No personal property is to be left in the garden. The City is not responsible for any lost

or stolen items.

Children and guests are welcome in the garden. Children must be supervised at all times.

No pets are allowed in the cultivated garden areas, including near the raised beds, fruit trees, or other plantings. Dogs visiting the park or using the multi-purpose path must always be on a leash. Service animals may be exempt, but still must be leashed at all times. Please appropriately dispose of your pet's waste.

The City of Goleta's municipal ordinances for public parks apply (Chapter 12.15 of GMC). Smoking, glass, fires, alcohol, and littering are prohibited.

Non-Compliance

Please keep the comfort and safety of your fellow garden members in mind at all times. **Failure to maintain plots, or other violations, will result in a warning.** Any rule violations must be corrected within two (2) weeks. If the situation is not corrected, a second warning is issued. If the violation persists after two (2) weeks from the second warning, the gardener shall be dismissed from the garden, unless there are extraordinary circumstances. Any three (3) warnings within a given nine-month period are also grounds for dismissal.

Immediate termination from the garden will result for the following violations: false or misleading information on application, theft, violent behavior, drinking or drug use, urinating on premises, harassment of any kind, or any other behavior deemed hazardous to the health and safety of members.

Leaving the Garden

Please give written notice to the Parks & Recreation Manager at least two (2) weeks in advance of the end of the one-year term. Ensure that all organic matter and debris are removed from the plot before you leave, so that it is in an immediately rentable state for the next gardener. No refunds of garden fees are available.

Questions?

Contact the Parks & Recreation Manager:

JoAnne Plummer
jplummer@cityofgoleta.org 805-562-5505

Community Garden Plot Application

Applicant Name: _____

Address: _____

City: _____ Zip: _____

Telephone: _____ Cell: _____

Email Address: _____

List family members of your household (name and relationship) who will be gardening with you. If an organization, state the primary members:

- I require a wheelchair accessible raised bed, if available. Provide any additional comments on your needs in the garden, as they may relate to the Americans with Disabilities Act of 1990:

- I do not otherwise have access to space to garden.
- If email address is provided above, I agree to receive any notices regarding this agreement by electronic communication.
- I understand that I have the responsibility of maintaining my own garden.
- I understand that anyone working in my plot must have a signed City of Goleta Form on file.
- I intend to garden the following types of items (specific to high/low vegetation):

Goleta Community Garden Use Agreement

This agreement is made and entered into on _____, between _____ hereinafter referred to as "Gardener," and the City of Goleta, hereinafter referred to as "City." Subject to the terms and conditions listed herein, City allows the use to Gardener, for organic gardening purposes only, a garden plot at Armitos Park, Goleta, CA 93117. The term of this Use Agreement shall continue for a period of twelve months thereafter, with the option to renew for gardeners in good standing. Should Gardener not pay their annual fees, violate any of the Rules and Regulations (attached to this Agreement), or abandon the plot, this Use Agreement can be terminated by the City and Gardener will lose the privilege to use the plot. Upon signing this Agreement, Gardener shall pay to City a use fee in the sum of \$120 every twelve-month period. The City has the right to terminate use without cause. All terms of the Use Agreement are subject to change. Fees may increase from time to time.

I have read, understand, and accept the above terms and conditions.

Gardeners' Signature: _____

Gardeners' Name (printed): _____

Date: _____



City of Goleta Community Garden Code of Conduct

The following rules are the City of Goleta Community Garden Code of Conduct that all gardeners, participating in any way at the City of Goleta Community Garden, must adhere to. In order to start gardening, all gardeners must submit a signed copy of the signature page below along with a Community Garden Plot Application Packet. Consequences for failure to adhere to the code of conduct may include, but are not limited to, the loss of use of a personal garden plot.

Gardeners please:

1. Conduct yourself in a manner that is respectful to other gardeners, participants, volunteers, and staff.
2. Follow all posted and written rules along with verbal rules and directions provided by staff and/or volunteers.
3. Follow all program, facility, and park rules and guidelines.
4. Respect all city property and the property of other gardeners.
5. Secure all personal belongings. The City is not responsible for lost, damaged, and/or stolen items.
6. Dress appropriately for a public place. This includes wearing a shirt/top, pants/skirt/shorts, and shoes always.
7. Clean-up after yourself including putting all trash and recyclables in the proper receptacles.
8. Promptly notify staff of any hazards, problems, or Code of Conduct violations.

Unwelcomed behavior:

9. Disruptive behavior that endangers yourself or others.
10. Conduct that damages or defaces any property.
11. Use of profanity, offensive, intimidating, or demeaning language.
12. Abusive or harassing behavior.
13. Smoking (of any item) or tobacco use (in any form) on park grounds.
14. Consumption of or under the influence of drugs, alcohol, or any other intoxicating or illegal substance while at a facility or participating in a program or activity.
15. Playing audio equipment at a volume that disturbs others.
16. Bringing animals (except service animals) into the Community Garden or leaving animals unattended outside the facility.
17. Leaving young children unsupervised.
18. Camping or sleeping at city facilities or park grounds.
19. Weapons of any kind is not permitted, even with a permit, to a city facility, program, or park grounds.

Non-Compliance and Violation Policy

Please refer to the City of Goleta Community Garden Application and Policies guidelines on the City's website for information on non-compliance and violations policy.

Code of Conduct Acknowledgment

By participating in a City of Goleta program, service, or activity and/or using a facility, I acknowledge that I have read and fully understand the City of Goleta Parks & Recreation Division "Code of Conduct" and do thereby agree to abide by its policies and conditions.

Applicant's Signature: _____

Applicant's Name: _____

Date: _____

