

Chatham Community Garden

The Chatham Community Garden is preparing for the 2016 gardening season, located at 87 Woodland Road, just east of Madison.

The Community Garden Advisory Committee oversees the operation of the Garden, including the governing rules for the Garden. A copy of the Chatham Community Garden Rules is attached. They are typical of the rules utilized by community gardens in the U.S. All gardeners are expected to keep their own plots in good order and volunteer for assignments for the benefit of the whole garden community.

The Chatham Community Garden has three different sized plots: full sized plots at 10 ft. by 10 ft. (\$35 Fee), half-sized plots at 5 ft. by 10 ft. (\$18 Fee), and quarter sized plots at 5 ft. by 5 ft. (\$10 Fee).

Existing Plot Holders who are returning from last year and are not changing their plot size need to submit an **application and a check** made payable to The Borough of Chatham by October 31, 2015. Please drop off or mail your application and check to Robin Kline, Chatham Borough Clerk. *If you are changing your plot size, only fill out the application and do not send in a check.* Address is below.

Applications received from New Applicants (or existing Plot Holders who are changing their plot size) will be accepted on an ongoing basis throughout the season. Checks should not be sent in until the committee determines and allocates the plot size (which determines the cost.) Applicants will be notified as to whether or not they have been assigned a garden plot, and if so, the size of their new plot. Checks made payable to the Borough of Chatham must be received for the annual Garden Fee (the fee is based on plot size) within 30 days of notification. If there is not space, they will be placed on a waitlist and accommodated as soon as possible.

Mail all applications and checks to:

Robin Kline, Borough Clerk
Borough Hall
54 Fairmount Avenue
Chatham, NJ 07928

We welcome all applications, but before sending one in please understand that having a garden plot requires:

- **A substantial time commitment needed to devote to developing and maintaining your own plot**
- **Mandatory volunteering for the benefit of the community garden: 6 hours for a 10x10, 3 hours for a 5x10, and 1 ½ hours for a 5x5**
- **An expenditure of money on essentials needed for your plot (in addition to the modest annual garden fee)**
- **Compliance with the Chatham Community Garden Rules**

Chatham Community Garden Application

Please fill in the following information:

Name _____

Address _____

Chatham Borough resident _____ Chatham Township resident _____ Other resident _____

Telephone _____ E-mail _____ (please print clearly)

Are you an existing Plot Holder: Yes _____ No _____

If yes, what size plot did you have last year: Full (10x10) _____ Half (5x10) _____ Quarter (5x5) _____

Do you want to change the size of your plot: No _____ Yes _____

If yes (and a different size plot is available), what size plot would you like next year:

Full (10x10) _____ Half (5x10) _____ Quarter (5x5) _____

If you are a Wait List Applicant or a New Applicant, **please indicate 1st, 2nd, and 3rd choices.** You will be notified via email of which plot size you received; checks are made payable to The Borough of Chatham regardless of where you reside:

Full (10 x 10: \$35 Fee) _____

Half (5 x 10: \$18 Fee) _____

Quarter (5 x 5: \$10 Fee) _____

Volunteer jobs preferred:

Education _____

Food Pantry Donation Program _____

Garden Committee _____

Garden Shepherds (Rules) _____

Irrigation/plumbing _____

Maintenance & Fencing _____

Pest control _____

Signs _____

Test plots/propagation _____

Weather data _____

Please read the following Statement and sign in the space provided below:

Neither Chatham Borough, Chatham Township, nor the Community Garden Committee will be responsible for any accidents, injuries, damages, theft, damage to, loss of, or replacement of any belongings, equipment, materials, tools, or plantings. I therefore agree to hold harmless and indemnify Chatham Borough, Chatham Township, and the Chatham Community Garden Committee for any liability, damage, loss or claim that occurs in connection with use of the garden by me or any of my guests. There is no security for any personal belongings. Failure to follow any garden or public area rules and regulations, after reasonable attempts to notify Gardener, may result in loss of your gardening plot. The Gardener may seek to re-establish gardening privileges, but will be asked to stay out of the gardening area until the issue is resolved. The Gardener will not be eligible for any refund or reimbursement for any seed, plantings, or other materials left at the gardening site. By signing below you acknowledge that you have read and understand the above Statement and will abide by the Chatham Community Garden Rules.

Signature: _____ Date: _____

Please contact us with any questions by e-mail at: chathamgarden@gmail.com

For Office Use Only:

Gardener has been assigned plot #

No plot available: applicant will be placed on waitlist

Chatham Community Garden

~ General Information, Garden Rules, and Garden Etiquette ~

WE'RE NOT JUST GROWING PLANTS... WE'RE GROWING COMMUNITY!

The goal of the Chatham Community Garden is to provide an area for individuals and families to grow a garden, to build and nurture community friendships, and to share and grow gardening skills. The information provided below will help ensure that all gardeners have a successful and enjoyable gardening season.

General Information

- The Chatham Community Garden is located at 87 Woodland Road, just east of Madison. Parking is available at the site.
- Garden plots are available in three different sizes: 10x10, 5x10, and 5x5. The garden has water spigots and a perimeter deer fence with gates.
- Annual Fees for a single plot are as follows: \$35.00 for 10x10, \$18 for 5x10, and \$10 for 5x5.

Annual Allocation of Garden Plots

- In October of each year, existing Plot Holders will be notified that if they wish to renew their plot for the upcoming gardening season, they will be required to send in an Application and check made payable to the Borough of Chatham for the annual Garden Fee by October 31st. Persons that are on the current Wait Lists maintained by Chatham Borough will also be notified that they must send in a Garden Application by December 31st if they still would like to be allocated a garden plot. In addition, appropriate media notices will be released advising Chatham Township and Chatham Borough residents that Applications are being accepted for garden plots for the upcoming gardening season and that depending on how many existing Plot Holders return from the prior gardening season, new garden plots may be available.
- The Garden Committee will determine how many plots will be available for the upcoming gardening season. Existing Plot Holders who indicated in their application a desire to move to a larger or smaller plot will be accommodated first. If necessary, a lottery will be held to allocate different plot sizes to these existing Plot Holders. The Garden Committee will then allocate available plots to applicants that are on the existing Wait List that is maintained by Chatham Borough, based on the application's time-stamped place on the Wait List. Finally, the Garden Committee will allocate any remaining plots to New Applicants, again based on the applicant's date-stamped application.¹
- Existing Plot Holders requesting a change in plot size will be notified as to whether or not they have been assigned a different plot size. Wait List Applicants and New Applicants will be notified as to whether or not they have been assigned a new plot. Existing Plot Holders that requested a change in plot size, and those Wait List Applicants and New Applicants assigned a new plot, must all send in a check made payable to the Borough of Chatham for the annual Garden Fee within 30 days of notification. Those Wait List Applicants and New Applicants not assigned a new plot will be accommodated off the Wait List as soon as possible.
- **“Our Accommodation Commitment”**: It is very important that all Chatham Borough and Chatham Township residents interested in the Chatham Community Garden be given an opportunity to

¹ Civic organizations will be given priority in the allocation of garden plots to maximize the number of residents who get to use the garden. Children under 18 may be allocated a plot, but a Parent must submit the Application on the child's behalf and take full responsibility for supervising the child's gardening activities during the gardening season.

participate in the Garden. In this regard, the Chatham Community Garden Committee makes a firm commitment to accommodate any person who has been on the waitlist for a garden plot for more than 3 years (including by downsizing or sharing of plots, lottery, or perhaps development of an additional location if demand warrants). The Commitment will be reviewed annually by the Garden Committee and if at any time it appears that this Commitment is not being met, it will be reviewed by the Garden Committee along with the respective Chatham Borough and Chatham Township Committee Liaisons and the respective Chatham Borough and Chatham Township Administrators, and appropriate action will be taken to remedy the problem.

Garden Rules

Community Gardeners commit to observing the following rules, which are based on generally accepted rules of community gardens all across America. Not following these rules may result in the forfeiture of a plot.

- I will plant my garden plot promptly by June 1.
- I will provide my own seeds, seedlings, tools and other supplies. The garden may or may not be locked, so anything left in the garden is done so at the gardener's risk.
- I will not use any pesticides, herbicides or fertilizers other than those labeled "Organic" (endorsed by OMRI, MOFGA, NOFA-NJ or nationally recognized authorities following the National Organic Program rules). For the health of our community, it is the goal of the Community Garden to have an organic garden using only natural weed and pest controls and other organic methods. The use of chemicals such as Miracle Grow and Round Up are prohibited.
- I will devote adequate time each week (estimate 4 hours per week for a 10x10 plot) to properly maintain my garden plot, including weeding. I will be notified if my plot is excessively weedy and will be given a reasonable period to clean it up.
- I will weed and maintain my garden regularly as weed seeds spread quickly in garden plots and beyond.
- Volunteerism: it is required that all Plot Holders volunteer for the benefit of the entire Chatham Community Garden in addition to the maintenance of their own plot. For 10x10 Plot Holders: 6 hours; for 5x10 Plot Holders: 3 hours; for 5x5 Plot Holders: 1 ½ hours. Examples of duties/tasks needed are listed on the Chatham Community Garden Application.
- I will make sure that all plants are located such that they do not interfere with any neighboring plots. Any size plant that causes shade on a neighboring Plot Holder's plot will need to be cut back by the Plot Holder within 48 hours after being contacted by the Garden Committee or it will be cut back or removed by the Committee.
- I will not plant invasive species such as mint, comfrey, horseradish, strawberries, etc., as they may spread to other areas of the garden.
- I will not extend my garden past the plot markers. This includes plants, supports, netting, strings, border materials, etc. I will be asked to remove plants or other materials that extend past the markers, and if not done within a 2-week period, plants or other materials may be removed without warning by the Garden Committee.
- I will maintain/add wood chips to the connecting path on the east [front gate] side of my plot, and keep it weed-free; I will maintain and remove weeds from the clover on either the north or south side of my plot within 18 inches from my plot. This practice must begin by May 2 and be maintained throughout the season.
- I will remove all weeds and discarded plant material from the Community Garden and **carry out all compost materials to a home composter or municipal site**. All garbage must be carried out.
- I will keep aisles and walkways free of tools, stones, or other materials that would cause a hazard to others.
- I will hand-water my plot and will not use hoses, soaker hoses (or other irrigation devices) unless the committee determines temporary use of hoses are needed during extended and extreme dry spells.
- I will organically treat and/or remove diseased plants and pests as soon as they appear in order to eliminate disease and infestation.

- I will make sure that spent plants, weeds, and gardening tools such as tomato cages, plant supports, watering cans, etc. are removed by November 15th. Winter crop-producing plants such as leeks, celery root, carrots, beets, etc. may remain through the winter for harvesting, as long as gardeners remove them if they die. Gardeners who do not comply may not be invited to renew the following year.
- I will notify the Garden Committee at chathamgarden@gmail.com as soon as possible if I must abandon my plot.
- Pets are not allowed in the garden.
- The garden gate must be closed properly at all times to keep animals out.
- Commercial operations are prohibited.

Garden Etiquette

- Introduce yourself and build a stronger community!
- Keep gardening activities to daylight hours. The Community Garden is closed from dusk to dawn.
- Do not borrow tools from another gardener without permission.
- Do not pick any plants from another plot even if you think that plot has been abandoned or neglected, unless authorized by the Committee.
- Please walk with care, and do not trample surrounding plants in other plots.
- Do not remove plot markers; if you are unsure of your boundaries please contact the Garden Coordinator.
- Children are welcome at the Community Garden; however, please watch them and monitor their activities so that they do not disturb fellow gardeners or their plots.
- Use personal music players instead of radios in the garden, and no loud cell phone use please.
- If you have a concern or issue with a gardening neighbor, please address it with him/her in a neighborly manner. If the issue cannot be resolved, please contact the Community Garden Committee at chathamgarden@gmail.com.

If you have any suggestions or comments please share them! We are looking forward to many years of happy gardening and to growing gardening in our community.

You may contact chathamgarden@gmail.com if you have any questions.