



BRANCHBURG COMMUNITY GARDEN

GARDEN PLOT APPLICATION

2019 SEASON (1/1/2019 – 12/31/2019)

10 x 10 plot \$30.00     Senior Rate 10 x 10 plot \$20.00.

10 x 24 plot \$50.00.     Senior Rate 10 x 24 plot \$ 40.00

Please mark gardening method preference

Non- organic     Organic

For Office Use Only	
Plot Number:	_____
Payment Amount:	_____
Date Received:	_____
Permit Number:	_____
Check Number:	_____

If you are an existing gardener and wish to retain your current plot, please indicate your plot number: \_\_\_\_\_

To maintain current plot, return form by February 15, 2019

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_

Method of contact for the garden will be e-mail

Telephone: \_\_\_\_\_

Additional Contact information: \_\_\_\_\_

I have received, read and agree to abide by the 2019 Community Garden Rules presented to me at the time of this application.

\_\_\_\_\_

\_\_\_\_\_

Date

(Signature)

Completed Application forms and fees must be returned to:

Branchburg Township Municipal Clerk  
1077 US Highway 202 North  
Branchburg, NJ 08876

## Branchburg Community Garden General Rules (Effective January 1, 2019)

The Branchburg Community Garden is public land gardened by a group of people, utilizing individual plots which provides the gardeners with fresh produce and plants. For a community garden to be successful, all the participants must agree upon a set of defined rules and community.

1. The Township will be responsible for establishing published gardening guidelines that will be adhered to by the gardeners.

### 2. Participation Requirements

ALL Gardeners are required to fulfill the following **3 OBLIGATIONS** annually in order to maintain ownership of garden plot(s):

- A. **EMAIL:** Maintain a valid email address. This will be the primary form of communication between staff and gardeners.
- B. **VOLUNTEER:** Complete 4 hours of volunteer time at the Branchburg Community Garden for your first garden plot, plus 1 hour for each additional plot. The Branchburg Community Garden Advisory Committee will maintain volunteer hours. **Please notify the Advisory Committee of any services you have performed at the garden for credit.**
- C. **MAINTENANCE:**
  - Workdays will be held as needed each month between May and November or as needed and announced by the Community Garden Advisory Committee.
  - Gardeners are expected to keep their plots neat and productive throughout the season. Maintenance violations include rotting produce, more than 40% of plot covered by weeds, weeds 12 inches or higher or weeds going to seed.
  - Each gardener is responsible for weeding and clearing his/her plot AND the paths around it all the way to the fence line. The Township will designate an area where weeds and rocks must be discarded.
  - Each gardener will mulch all soil in the paths around the plot in compliance with the rules.

Gardeners **who have met the 3 obligations for the year** will be given an opportunity to renew their existing plot each year, provided that a renewal registration form is received by February 15.

### 3. Failure to Maintain –

Gardens in weedy & uncared-for condition on June 15<sup>th</sup> may be covered, cleared or rototilled. They will be given to existing gardeners for fall planting only. They will be open for new gardeners in the following season

Further, gardeners are allowed 3 maintenance warnings (over the course of the entire season) before the plot is reclaimed. After June 1<sup>st</sup>, if a plot is not in compliance, the following will occur:

**1<sup>st</sup> and 2<sup>nd</sup> notice:** Email notice is sent and gardener has one week to bring the plot into compliance.

**3<sup>rd</sup> notice:** Final email notice is sent. Garden plot must be cleaned up within one week and maintained for the remainder of the growing season. If not in compliance in one week or at any other point during the growing season, the gardener receives a final notice.

**Final notice:** Plot is reclaimed by Branchburg Community Garden and gardener has one week to remove personal belongings. It is your responsibility to effectively communicate with the Branchburg Community Garden Advisory Committee so that we can help you overcome any hardships or shortcomings that are preventing you from successfully maintaining your plot. Repeated non-compliance will result in plot forfeiture and no future community garden participation.

If, for any reason (health, vacation, work pressure), you will be temporarily unable to maintain your plot, inform the Advisory Committee. You are allowed to have others assist you in your plot.

**4. Gardeners are responsible for removing all trash from their plots and surrounding areas from the garden itself and the garden property. This Garden is a carry in – carry out Garden.**

5. The Township has provided wheelbarrows for the removal of weeds and compost material to the compost piles outside of the fenced area.

6. Gardens must be cleared by the end of November. This includes the removal of all vegetation in your plot as well as the removal of any temporary items placed in the plot (fencing, stakes, birdbaths, etc.)

**7. Please do not enter other people's plots unless specifically invited. Pick only your crops unless given permission by another plot user.**

8. Gardening activity and plant growth is only permitted during daylight hours and must be restricted to the gardener's plot. There will be no digging for worms anywhere in the garden. No permanent or temporary structures or storage containers may be constructed or placed on the plots. Gardeners should not shade neighboring plots in any manner.

9. No Pets of any kind are allowed in the garden, except for service animals.

10. The Township will designate plots that will be restricted to and will remain organic gardening methods only.

11. Any use of chemicals/weed killers must be done with the utmost care and should not impact any surrounding plot.

12. Intentional growing or using illegal substances in the garden will lead to immediate expulsion with no return of the plot fee and may be subject to criminal prosecution.

13. The Township will oversee the distribution of the plots to the gardeners on a first come, first served basis. A previous year renter in good standing will receive preference for last year's plot over a new application if their application is received in a timely fashion.

14. It is not possible for Branchburg Township to provide special protection against vandalism and theft in the garden area. In the event of an emergency, contact the Branchburg Police at 911.

15. Any Complaints should be brought to the Branchburg Community Garden Association Committee for resolution. If the matter is not resolved, the issue should be brought to the Township Administration for further resolution.

16. Parking for the community garden must be in designated areas only.

17. The gardener understands that Branchburg Township is not responsible for the actions of those participating in the Community Garden. By signing the permit application and paying the requisite fees the applicant agrees to hold harmless Branchburg Township from any and all liability, damage, loss or claim that occurs in connection with the use of the garden or invited guests.

18. Non-compliance with these rules may lead to expulsion from the garden and plot fees will be forfeited. Warnings may be delivered in person, by mail or electronically by the Branchburg Community Garden Advisory Committee to the offender.

**Branchburg Community Garden Advisory Committee  
Please contact the Advisory Committee by Email**

<b>Name</b>	<b>Email</b>
Ira Arshen	<a href="mailto:iarshen@comcast.net">iarshen@comcast.net</a>
Susan Flint	<a href="mailto:speedy339@gmail.com">speedy339@gmail.com</a>
Roger Johnson	<a href="mailto:rcjnyy@aol.com">rcjnyy@aol.com</a>
Dick Madden	<a href="mailto:themadden5@msn.com">themadden5@msn.com</a>
Nithya Parthasaratny	<a href="mailto:nithu420@gmail.com">nithu420@gmail.com</a>