

City of Rock Island Community Garden - 2016 Application

Applicant Information

New Renter Returning Renter

Name _____

Street Address _____ City _____ Zip _____

Phone _____ Email _____

Requested Garden Lot Address _____

Project Description

Describe your garden plans and include a timetable of the start-up, season, and off-season operations and maintenance for the first year of operation. Attach additional pages if needed.

Site Plan / Drawing

On a separate piece of paper or survey, please provide a diagram (to scale) of your planned garden area showing the following:

- Location of garden plots with dimensions (note if plots are raised or at-grade)
- Streets and property lines
- Pathways, edging, fencing, etc.
- Location of any proposed structures on the property
- Location of compost or other vegetative material
- Location of trash containers
- Location of any signage
- If rows are proposed, indicate distance between each row
- Scale
- North arrow

Community Benefit Plan (if applicable)

In addition to increasing the availability of fresh, healthy produce in our city’s neighborhoods, community gardens can have positive impacts far beyond the garden boundaries. In exchange for use of city property, gardeners have the option of creating a Community Benefit Plan for their garden site.

Examples include, but are not limited to:

- Donating a percentage of produce to a local food pantry, community center or school.
- Hosting work days or providing gardening classes to teach others about the benefits of gardening and growing healthy foods.
- Providing mentorship or apprentice opportunities.

Describe your community benefit plan. Identify how you will measure the community benefit provided (e.g. receipt indicating pounds of produce donated, sign in sheets from work days, etc.) Attach additional pages if needed.

Failure to provide evidence of community benefits will result in loss of the community benefit opportunity for the subsequent gardening season.

Payment Information

Enclose **\$50.00** per lot Rental Fee (for gardens with no community benefit plan)

- Requesting community benefit plan waiver
- Cash Check (made out to the City of Rock Island) Credit Card (paid to Finance Department)

Applications will be reviewed on a first come, first served basis. Returning gardeners must submit an application in order to garden during the 2016 season. We will do our very best to honor specific lot requests. Due to space limitations we cannot always grant specific requests.

Incomplete applications will not be accepted.

I have read and agree to abide by the **Community Garden Program Rules and Procedures**

Applicant Signature

Date

Rock Island Community Garden Program: Rules and Procedures

The following rules and procedures of the Rock Island Community Garden program are meant to ensure the safe and responsible operation of city-owned properties for community gardens and/or urban agriculture. Upon signing a Rental Agreement with the City of Rock Island, Lessees also agree to accept the following rules and procedures:

- A. Water. The City does not provide water to community garden sites.
- B. Maintenance. Community garden plots must be gardened and/or maintained year-round on a consistent basis. Community gardens are public spaces and must maintain a neat appearance throughout the year, including winter. Active gardening reflects seasonality and includes spring weeding and planting, summer maintenance, regular harvesting, fall clean-up, and periodic check-ins.
- C. Weeds and Grass. Each site must be weeded regularly. Gardeners who have weedy or untended plots will be notified in writing and asked to remedy problems by a specified date. Gardeners should also adhere to the Illinois Noxious Weed Law (<http://www.invasivespeciesinfo.gov/laws/il.shtml>).
- D. Mowing. Gardeners shall keep all areas of the property not under cultivation mowed and trimmed.
- E. Use of Pesticides Prohibited. Organic gardening is required. No synthetic chemicals including herbicides, pesticides, or chemical fertilizers are allowed.
- F. Compost. Each gardener is responsible for dealing with the garden material generated from their plot. Compost piles should be regularly turned to promote active composting.
- G. Sheds. Tool storage sheds may be appropriate for certain sites, but any proposed buildings will require prior written approval from City staff.
- H. Season-Extending Structures. The design and location of large, permanent season extending structures (greenhouses, hoophouses, and coldframes) will require prior written approval from City staff.
- I. Drainage. Water drainage (from rainfall or irrigation) must remain on site. Changes in topography created by the removal or addition of soil must maintain all water on site.
- J. Erosion control. Lessees must control soil erosion as completely as possible. Lessees are encouraged to spread straw, mulch, or other crop residues to avoid soil erosion.
- K. Hours of Operation. The properties may be accessed from dawn to dusk.
- L. Use of Mechanical Equipment. No mechanical equipment may be operated outside of the hours of 8AM-8PM daily.
- M. Odor. The Lessee should make all reasonable attempts to control odor on the premises, including best practices for composting and reuse of garden materials.
- N. Fires/Cooking. Lessees (or guests) may not start or maintain a campfire, or burn weeds or crop residues on the site. Limited use of a barbecue grill is permitted for special events, with prior written permission from City staff.
- O. Personal Property. The Lessee shall be responsible for any gardening or farming tools or implements on the property.
- P. Subletting. Sites may be subleased to additional gardeners. The City requests notification in such a case. However, the named Lessee is the sole responsible party. Therefore, any violations incurred by a sublessee will become the responsibility of the primary Lessee.
- Q. Residency. Rock Island residence is required. Residency will be confirmed by a Illinois Driver's license and/or a current utility bill.