



# 2018 Community Garden Application Packet

Dear Prospective Gardener,

The City of Olympia Parks, Arts & Recreation department is excited to offer you the opportunity to grow your own healthy food by becoming a member of one of our Community Gardens. In addition to increasing your access to delicious produce, Community Gardens are also a fantastic way to build community with your neighbors. By participating in gardening, you have the opportunity to:

- G**row green
- A**ccess sustainable food
- R**espect the earth and all it has to give
- D**eepen your roots in your neighborhood
- E**njoy being active and outside
- N**ourish your mind and body

Olympia Parks, Arts & Recreation has fee-based community garden plots available at Sunrise and Yauger Parks. Plots are assigned on a first come, first serve basis. If demand exceeds capacity, current City of Olympia residents will have priority over non-residents in plot assignments. Gardeners from the prior year who wish to retain their plot have the opportunity to submit their renewal application during the month of December, prior to open enrollment for all new gardeners. *Please return your renewal application by 12/31 if you wish to retain your plot.*

**If you are interested in applying for or renewing a plot, please follow these steps:**

- STEP 1** → Read the Community Garden Guidelines (page 2). Failure to abide by any of the 2018 Community Garden Program Guidelines may result in forfeiture of your plot with no refund. If your plot is forfeited for any reason, you will not be eligible to reapply for a plot for one full calendar year.
- STEP 2** → Complete the application (page 3).
- STEP 3** → Return completed application along with payment to:  
OPARD Community Gardens  
222 Columbia St NW, Olympia, WA 98501

Once your application is accepted you will receive a confirmation email or letter. If you do not receive your confirmation letter within 2 weeks of application, please contact Luke Burns (360) 570-5857 or [lburns@ci.olympia.wa.us](mailto:lburns@ci.olympia.wa.us).



# 2018 Community Garden Guidelines

Please keep for your records.

1. Community gardens are to be used for recreational gardening and for growing vegetables and flowers for personal or family use. Growing vegetables and flowers for commercial purposes is prohibited.
2. **Plots not worked by April 08, 2018 will be forfeited and reassigned. If, for any reason, your plot is abandoned and/or forfeited, you will not be eligible for a new plot until one full calendar year has passed.**
3. Plan your garden work during park hours, which are dawn to dusk.
4. **It is your responsibility to maintain your plot. This includes weeding, watering, thinning and harvesting. If you are unable to tend to your plot on a weekly basis, it is your responsibility to find an appropriate caretaker during the time of your absence.**
5. You must be present at your plot while watering. Please conserve water as much as possible.
6. **Please help with the maintenance of the shared pathways/walkways by keeping pathways/walkways free of rocks, tools, or other obstacles and removing weeds when possible.**
7. At the end of each growing season, gardeners are required to remove all non-plant material from your plots. This includes hoop houses, plastic pots, wire tomato cages, stakes, tools, etc. If you do not adequately tidy your plot, it will be forfeited.
8. **Prepare your plot for the winter by removing all non-cold weather crops. Protect your soil for winter by putting down burlap, straw, leaves or a cover crop. Plots need to be prepped for winter by November 1st. Failure to prepare your plot for winter will result in forfeiture of your plot.**
9. Children are welcome as guests and encouraged in the garden, and must be properly supervised. Children under the age of 12 must be accompanied at all times by an adult. Do not allow children to run or play on plots.
10. Clean up after yourself and keep your plot neat and tidy. Hoses and tools should be cleaned and neatly stacked.
11. Respect your fellow gardeners. Plantings must be kept within the borders of your own plot. Allow space for vining or spreading crops within your plot. Keep the pathways and fence lines adjacent to your plot clear. Consider how trellised or tall crops may affect neighboring plots; don't shade your neighbor.
12. If conflicts arise, gardeners are required to attempt to work differences out between themselves. Resolve differences in a neighborly way. Remain calm, polite and listen carefully. Verbal or physical abuse will not be tolerated, nor will vandalism of neighbors' plots. If gardeners can help keep each other accountable for watering, weeding and harvesting their crops, not only will we have a more attractive garden, but a stronger community within the garden. If a resolution cannot be reached, contact Luke Burns at (360) 570-5857.
13. **All gardeners will assist with the maintenance of common areas. This may happen on your own or through group work parties. If you would like to lead a work party, please call Luke Burns at (360) 570-5857 and he will help you to coordinate one. You are required to volunteer a minimum of 4 hours per year outside of the work you do on your own plot. If you fail to complete your volunteer hours, you will forfeit your plot for the following year. You can track their hours by fillings out work party forms, which are found in the tool shed.**
14. Use of pesticides, herbicides, and insecticides made from synthetic materials as well as use of chemical fertilizers is strictly prohibited. Fully composted manures such as steer and chicken manure as well as fertilizers labeled as "organic" are permitted.
15. Plants on the State's "Noxious Weed List," as well as illegal or invasive plants are not allowed. You can find the list online at <http://www.co.thurston.wa.us/tcweeds/>. Trees and tall structures that obstruct sunlight are also prohibited. Marijuana, even when grown for medical purposes, is prohibited in the community garden.
16. As a gardeners, you are responsible for educating yourself about and complying with Olympia park regulations, the City municipal code, and other applicable laws and regulations.  
*Park Rules and Regulations:* <http://olympiawa.gov/community/parks/parks-and-trails/park-rules-and-regulations>  
*City municipal code:* <http://www.codepublishing.com/wa/olympia/?OlympiaNT.html>
17. Smoking and alcohol is prohibited in the garden. If you have been smoking, please also wash your hands prior to working in the garden, as tobacco residue is harmful to plants.
18. Dogs, cats, and other animals are not allowed in the garden at any time. Service animals are permitted.
19. Motorized vehicles and/or motorized equipment are not allowed in the garden.
20. If you witness or experience garden theft or vandalism, please notify the Olympia Police Department by calling the non-emergency line at 360-704-2740 to file a report. Please also contact Olympia Parks, Arts & Recreation Customer Service at 360-753-8380. Due to the open nature of parks and garden sites, the City of Olympia is not responsible for loss of garden products or personal items left on site.



# 2018 Community Garden Application

Please complete this application to apply for a 2018 Community Garden. There is a limit of two (2) garden plots per household. The application form must be signed and dated before it is processed.

*PLEASE NOTE: Any information you provide to the City may be subject to public disclosure.*

Send application with check payment to:  
OPARD Community Gardens  
222 Columbia St NW, Olympia, WA 98501

Please make checks payable to the *City of Olympia*. Cash, check, Visa and MasterCard are accepted in person, at the above address or via phone by calling (360) 753-8380.

NAME: \_\_\_\_\_ PHONE(S): (\_\_\_\_) \_\_\_\_\_ (\_\_\_\_) \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ ZIP: \_\_\_\_\_ EMAIL: \_\_\_\_\_

**Select Preferred Site:**

- Yauger Park Community Garden (3100 Capital Mall Drive SW)
- Sunrise Community Garden (505 Bing St NW)

**Select Preferred Plot Type:**

- One 50 square foot (5'x10') plot: **\$29 fee**
- Two 50 square foot (5'x10') plots: **\$58 fee**
- One ADA (Aluminum Bin) 24 square foot (3'x8') plot: **\$15 fee** *(Reserved for individuals with disabilities and/or senior citizens.)*
- Two ADA (Aluminum Bin) 24 square foot (3'x8') plots: **\$30 fee** *(Reserved for individuals with disabilities and/or senior citizens.)*

**Garden Scholarship Fund:**

- YES! I would like to donate an additional \$\_\_\_\_\_ to the Garden Scholarship Fund to help a low-income gardener.
- I would like to apply for reduced plot fees from the Garden Scholarship Fund as a low-income gardener. *I will submit the Fund Application found at [olympiawa.gov/funfund](http://olympiawa.gov/funfund).*

TOTAL FEE ENCLOSED: \$ \_\_\_\_\_

**Your signature on this application form indicates that you have read, understood, and agree to abide by the terms of participation in the Community Garden Program contained in this application and in the Garden Guidelines. Guidelines for the 2018 program are attached. Please keep them for your records.**

USER has applied for a community garden plot at either Yauger or Sunrise Park. USER certifies that they understand and agree:

- ✓ To accept the terms and conditions outlined in the 2018 Community Garden Application Packet including, but not limited to the Garden Guidelines.
- ✓ USER shall be responsible for any guests that USER brings to the garden.
- ✓ To pay the required fees and deposits as described in the 2018 Community Gardens Application Packet.
- ✓ To defend, indemnify, and hold harmless the City of Olympia, it's officers, officials, employees, and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of USER or USER's guests use of premises or from any activity, work or thing done, permitted, or suffered by USER or USER's guests in or about the premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City.
- ✓ I authorize the release of photographic images to be used for promotional purposes of City events and programs.
- ✓ That permission to use the facilities granted may be revoked or canceled at any time and without cause by the City of Olympia and I will have no claim or right to damages or reimbursement for any loss, damage, or expense resulting from revocation or cancellation, except in certain circumstances that the City may agree to return the fee paid.

**I have read and understand all conditions, rules, and regulations specified in the 2018 Community Garden Application Packet and in this Agreement.**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**For Official Use Only**

Sunrise       Yauger  
Plot # \_\_\_\_\_ Date \_\_\_\_\_