



Community Garden Application 2018

Aurora Military Housing has 18 raised garden beds available for seasonal use (May 10-September 30). To be considered, this application must be filled out and returned to the Aurora Housing Office (AMH) at **338 Hoonah Avenue** NLT April 5th, 2018.

Last Name: _____ First Name: _____

Address (I.e 1234A): _____ Phone #: _____

Email: _____

ASSIGNMENT PROCEDURES

Assignment of available garden plots will be by a three tiered lottery system.

Residents who in the previous season used and properly maintained their assigned garden plot to Aurora usage standards, abided by the policy and procedures, and wish to retain that same plot, can apply for **Continued Plot Usage** no later than (NLT) April 1st. Garden plots are not transferrable.

Residents, who in the previous season used and properly maintained their assigned garden plot to Aurora usage standards, abided by the policy and procedures, and wish to apply for a different size plot, may apply for **Plot Usage Preference** NLT April 1st.

Interested residents may apply for **New Plot Usage** NLT April 5th and will designate preference choices in garden plot sizes on application.

Drawings and assignments of plots will be completed by AMH no later than April 12th

Tier 1: Residents who have **Continued Usage** will be assigned the same plot as the previous season.

Tier 2: Residents who have **Usage Preference** will be the second tier to receive their new plot assignment.

Tier 3: Remaining garden plots will be assigned by drawing names from the **New Plot Usage** applications.

After April 20th, any unclaimed garden plots will be given away on a “first come, first served” basis to residents who apply at 338 Hoonah and that did not apply prior to the April 12th drawing.

Residents will only be allowed use of 1 garden plot unless there are unclaimed garden plots remaining as of May 22nd.

Residents who receive a garden plot assignment must sign the agreement form and pick up access key NLT May 16th. If residents do not sign agreement and pick up key, the plot will be considered unclaimed and will be reassigned.

Unclaimed garden plots will also be assigned by lottery. Residents wishing to have additional garden plots (if available) must designate that on their original application.

Drawing for unclaimed garden plots will be NLT May 23rd.

COMMUNITY GARDENS USAGE POLICIES AND PROCEDURES

Residents are responsible for abiding by all usage policies on this Usage Agreement form. Failure to comply with usage policies may result in loss of garden plot and any future garden plot usage.

Please read each policy and initial for your understanding.

- ___ Residents are solely responsible for maintaining their garden plot and area. Residents are responsible for providing all needed supplies and equipment.
- ___ Any assigned plot that does not show active gardening commencing by June 5th will be considered abandoned and will be reassigned.
- ___ Any garden plot that becomes neglected and is not remedied within 5 days of notification by Aurora will be considered abandoned and will be reassigned.
- ___ Adequate plot maintenance means ensuring garden receives enough moisture to thrive, weed removal as often as necessary to keep weed free and overall care of the plot to keep in a neat, tidy, and visually appealing manner.
- ___ Planting of mint, catnip, raspberries, strawberries or other perennial or invasive plants is prohibited.
- ___ Use of herbicides (*pesticides used to kill unwanted plants*) such as Round Up, Spectracide, Preen or other grass or weed killers is not allowed due to the close proximity of other garden plots and the danger of overspray and wind drift. Garden plot users are strongly encouraged to use organic solutions to pests and weeds and for fertilizing plantings. If you do use chemical products for **fertilizing and insect control**, products must be used according to manufactures directions and in a manner to avoid wind drift or overspray onto other areas. Many residents are growing their own vegetables because they can 'go organic', please be considerate.
- ___ Due to the smaller size of the garden plots, it is recommended that users hand water, either with a watering can or garden hose. If you choose to use a sprinkler or drip system, remember they can only be used while you are at the garden plot. Do not leave water running when not present. Sprinklers must be set up to water only the area of your garden plot to avoid accidental over watering of neighboring plots and excessive water in the pathways which may cause them to become sloppy and or muddy. Due to the limited number of spigots, all garden hoses must be removed from the spigot after each visit to ensure all users have equal access.
- ___ When watering with a hose, be considerate, do not drag the hose over another garden plot.
- ___ Do not leave equipment/supplies in garden plot area between visits.
- ___ No screws, nails, or other such fasteners can be mounted to any part of plot or fencing, etc.
- ___ Additions such as trellises, poles, cages, or supports must not extend higher than 7' including raised plot (top of fence line) and must be contained within the raised area of the garden plot. Items which exceed this will be removed by Aurora staff.
- ___ Use of visqueen, sheets, plastic sheets, tarps or additional fencing is not allowed and will be removed by AMH. Only black plastic as weed barrier is acceptable.
- ___ Do not use flags/flagging or other decor in the garden. Let your plants be the decorations!
- ___ All garden waste (weeds/plants/etc.) must be placed in the "green waste" dumpster provided. Do not leave in or around the general garden plot area. DO NOT place "non-green waste" into the green waste dumpster!
- ___ All litter and trash must be placed in provided trash can inside garden area. DO NOT put food or food items in garden garbage receptacles!
- ___ Residents are solely responsible for actions or events caused by themselves, their children, their pets, or their guests, either accidental or negligent, which cause loss or damage to another garden plot user, their property or their garden plot, or to the property of Aurora Military Housing (AMH).
- ___ Pets are not allowed inside fenced in area. Pets cannot be tied/leashed to fence.
- ___ Park in designated areas only, parking or driving on grass for any reason is not allowed.
- ___ Residents will be issued one key for access and are responsible for ensuring the Community Garden gates are secured and locked when they leave.
- ___ If a lost key to garden plot results in a necessary replacement of all locks and keys, a charge of \$75.00 may occur.

____ Plots must be cleaned up of all dead plants, weeds, excessive organic mulch, all artificial mulch, black plastic, trellises, cages, etc. NLT September 30th. If plots are not cleaned up, Aurora staff will clean plot and resident will be charged.

____ This is a Community Garden and users will-

Be respectful-If it is not yours, don't touch/take it. Don't plant, weed, water or harvest from anyone's plot but your own!

Be considerate- watch language and keep noise levels down. If you wish to listen to music, use headphones as not to detract from the tranquility of the gardens.

____ AMH reserves the right to modify these policies at any time.

ACKNOWLEDGEMENT

I have read the above policies and procedures and agree to abide by them, and I wish to apply for a garden plot. If I or any member of my family or a guest does not abide by the community garden policies, I understand I may lose use of the garden plot.

Please select the correct option below

____ Last season I was assigned garden plot # _____ and I would like to be considered for **Continued Plot Usage** and be assigned that same plot again this year. I understand Aurora will determine if I am eligible for this. I also understand this garden plot is for my personal use and is not transferrable.

____ Last Season I was assigned garden plot # _____ and I would like to be considered for **Plot Usage Preference**. I would like to like to apply for a different size garden plot. I understand this garden plot is for my personal use and is not transferrable. (Fill out priority listing below).

____ I did not have an assigned garden plot last year and would like to be considered for **New Plot Usage**. I understand this garden plot is for my personal use and is not transferrable. **(Fill out priority listing at bottom of page)**

Signature: _____

Date: _____

Office Use Only

Assigned Key #: _____

Last Name: _____ **Address:** _____

If your entry form is drawn for assignment of a garden plot you will be assigned a plot based on your prioritized listing of the available garden plots. Please prioritize the below 1-4 with #1 being your first choice and #4 being your last choice.

_____ 90 sq foot plot (2 available)

_____ 72 sq foot plot (4 available)

_____ 60 sq foot plot (8 available)

_____ 48 sq foot plot (4 available)