



Community Gardens

Rules & Regulations





Welcome

The following set of rules and regulations have been designed for the following reasons:

- To ensure that the community gardens are safe.
- To ensure that the community gardens are pleasant places to be and to look at for gardeners and the public.
- To assure equity among community gardeners.
- To encourage environmentally safe practices.
- To protect the future of community gardens in Palm Coast.

The Rules and Regulations are reviewed and/or revised annually in an ongoing effort to improve and keep relevant to changing conditions. If you have concerns, please call Palm Coast Parks & Recreation at 386-986-2323. However, unless official changes are made, you must abide by these rules and regulations as they are currently written. Failure to do may result in the termination of gardening privileges.

www.palmcoast.gov



Content

04

General Information
User Fees & Securing a Lot

05

Choosing a Space

06

Guidelines
Space Maintenance

07

Meetings
Community Service &
Volunteering

08

Gardening Methods
Weeds & Disease
Adjacent Paths & Borders
Garden Site

09

Compost & Trash
Property & Tools
Other Garden Spaces
Gardeners

10

Security
Children
Pets

11

Miscellaneous
Warnings & Penalties

General Information

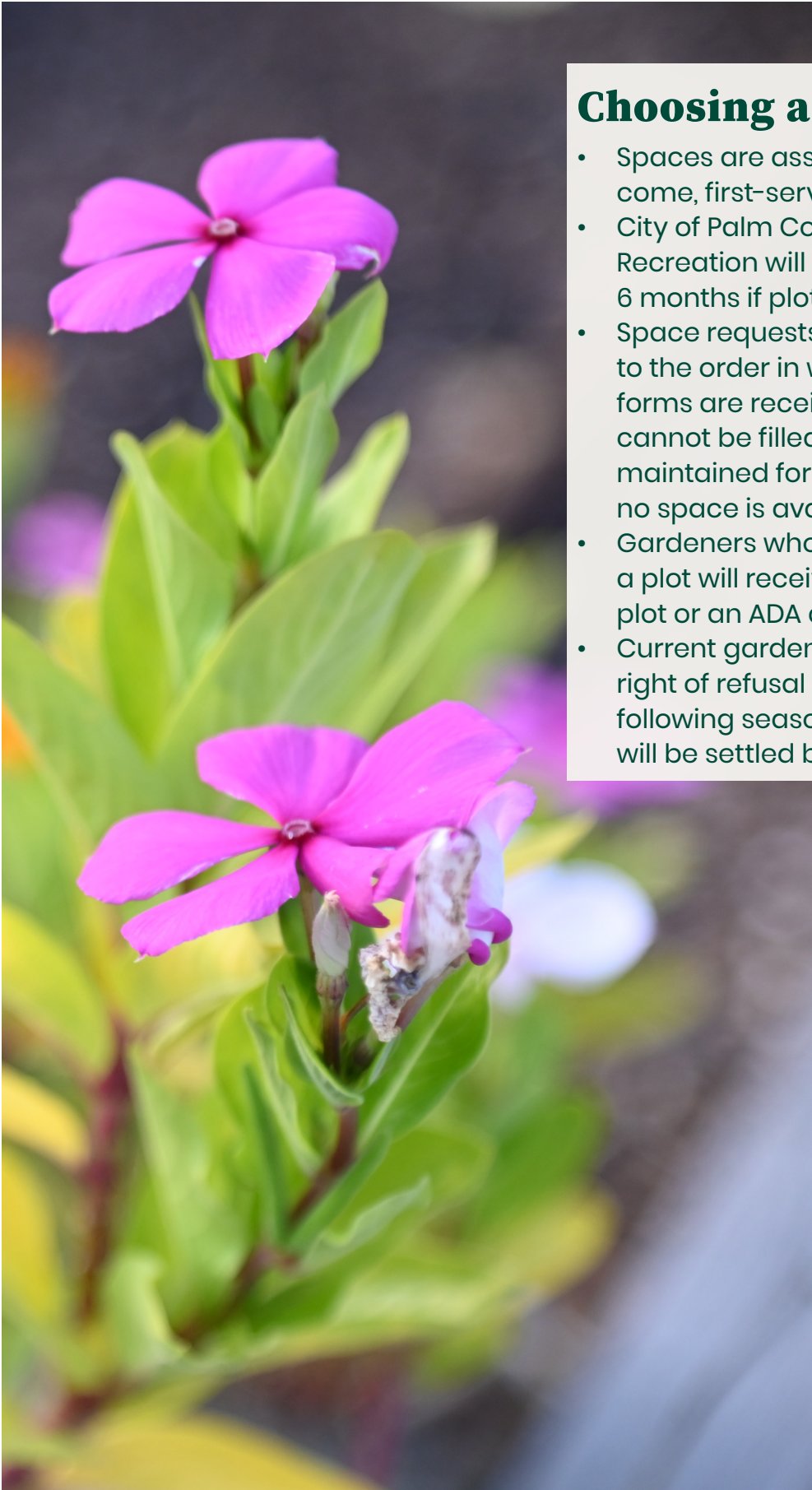
- Anyone age 18 or older can participate in the Community Garden program.
- A primary gardener and/or gardener helper may not garden more than one garden lot. Gardeners in good standing wishing to occupy more than one (1) garden space will be placed on the wait list and allotted a second plot only if a space becomes vacant and no one else is interested.
- A primary gardener may be defined as an individual, husband/wife, domestic partners, or an organization having sole interest in the space.
- A primary gardener may choose to have a garden helper to assist with maintaining the space in the gardener's absence due to a family emergency, illness or injury, vacation, or other unforeseen circumstance. Garden helpers must be 18 or older, and prior to assisting with a garden plot a Garden Helper must fill out a Release and Waiver of Liability Form at the Palm Coast Community Center and must complete an orientation with a Master Gardener or Garden Monitor.

The primary gardener and garden helpers are required to inform City of Palm Coast Parks & Recreation of any changes to his/her contact information, including home address and telephone number.

User Fees & Securing a Lot

- New gardeners are required to complete the Community Garden Registration/ Agreement form and provide payment in full at the Palm Coast Community Center or online via CivicRec.
- The fee is \$15 for a 6-month term.
- Garden space use agreements are issued on a 6-month basis and begin March 1st or Sept. 1st.
- Payments are accepted in the form of cash, debit/credit card, and check made payable to the City of Palm Coast.
- The user fee is non-refundable.





Choosing a Space

- Spaces are assigned on a first-come, first-served basis.
- City of Palm Coast Parks & Recreation will assign spaces every 6 months if plots are available.
- Space requests are filled according to the order in which registration forms are received. If requests cannot be filled, a waiting list will be maintained for applicants for whom no space is available.
- Gardeners who have been awarded a plot will receive a standard 4'x10' plot or an ADA accessible 4'x10' plot.
- Current gardeners have the first right of refusal of their space for the following season. Space disputes will be settled by seniority.



Guidelines

- The City of Palm Coast Community Gardens shall operate based on the gardening recommendations (including vegetables and fruits) of the Institute of Food and Agricultural Sciences, University of Florida (IFAS/UF). It is recommended that gardeners utilize the “Florida Vegetable Gardening Guide, SP 103.” The article will be available at the City of Palm Coast website palmcoast.gov.
- Gardeners are responsible for weeding and harvesting their space for the term.
- Gardeners must contact City of Palm Coast Parks & Recreation and/or the Garden Monitor if they decide not to plant in their assigned space.

Space Maintenance Expectations

- Gardeners must maintain their space throughout the growing season, including planting, watering, weeding, harvesting, and waste removal. Gardeners who do not maintain their spaces will not be eligible for a space the following term.
- If for any reason a gardener will be temporarily unable to maintain his/her space, please notify the City of Palm Coast Parks & Recreation and/or the Garden Monitor. If the gardener has appointed a “garden helper,” he/she may substitute during the primary gardener’s absence.
- Please contact the City of Palm Coast Parks & Recreation and/or Garden Monitor and if the gardener will be moving, taking an extended vacation, or otherwise will be unable to maintain the space.
- Gardeners must return their space to its original condition, including irrigation connections, if they choose not to utilize or renew their space.



Meetings

- It is the responsibility of each gardener with awarded spaces to follow the City of Palm Coast Community Gardeners rules and take an active role in administrating the garden. All gardeners are required to attend two meetings, which typically take place in March and September.
- If a gardener cannot make these meetings, please contact the City of Palm Coast Parks & Recreation. A gardener may send a representative in his/her place.
- Gardeners are encouraged to attend and contribute ideas to improve the community gardens program. Gardeners also can become a volunteer member if they choose.

Community Service & Volunteering

- Gardeners understand that it is a community garden. In order for it to succeed, gardener support is needed to maintain the site, manage compost, monitor and maintain equipment, deal with wildlife, plan and execute produce giveaways, help keep the site picked up from debris, and plan.
- Gardeners are encouraged to work together as a group on a communal aspect of the garden for four hours at the beginning of each planting season.
- The City of Palm Coast Parks & Recreation will host regular workdays that focus on maintaining the garden's communal areas. Gardeners are highly encouraged to attend.
- Gardeners will be notified of workdays and events in advance.

Community Gardens

Gardening Methods

Gardeners must agree to garden organically. The organic definitions can vary; the City of Palm Coast Community Garden is planting organically in accordance with the UF IFAS Extension Office. More information can be found here: <https://edis.ifas.ufl.edu/publication/hs1215>

Weeds & Disease

- Gardeners agree to keep the garden & garden edges free of weeds, diseased plants, insect-infested plants, and over-ripe vegetables.
- Gardeners will be notified if weeds and disease become an issue in their space or surrounding area. Gardeners will be required to address the problem immediately. As a community garden, please respect the surroundings, tend to your space, and help keep the area free of litter and waste.

Adjacent Paths & Borders

- Weed the path adjacent to your space.
- Gardening activity and plant growth must be restricted to the gardener's space. Please prevent vegetation from invading walkways and adjacent spaces.

Garden Site

- Gardener's will not make any permanent changes to the garden, such as adding an underground watering system or altering the perimeter fences. The maximum height for any garden structures, such as trellises, arbors, or plant supports, shall be four feet (4') from the top of the box and must remain within perimeter of the space. All plants will comply with this height restriction. The maximum height for ADA plots will be two feet (2') from the top of the box due to the box being raised from the ground.
- Both the access and perimeter path must be free of garden materials and debris so as not to create a hazard or impede maintenance.
- Glass containers are prohibited from the gardens.

Community Gardens



Compost & Trash

- Each gardener is responsible for their own trash removal.
- Compost and rubbish must be put in the compost bins or trash can, and not left in a heap that someone else will have to clean up.
- Gardeners are expected to put weeds in the trash can.

Other Garden Spaces

Pick only the plants you are growing or have permission from the grower.

Property & Tools

Some tools are provided for gardener use; they should be cleaned and returned to their place in the shed. Gardeners may also bring their own tools. Water is available at the garden via a water hose.

Gardeners

In the spirit of cooperation, all gardeners shall treat the garden, other gardeners, neighbors, and visitors with respect and consideration. No stealing (harvesting from other's spaces without authorization) or verbal or physical harassment is allowed. Violation of this rule will result in immediate expulsion and will not be able to apply in the future.



Security

Lehigh Trailhead, including the Community Gardens, is open from sunrise to sunset, and it is considered trespassing to be on property after hours. The Community Garden space will be secured with a combination lock at all times. Only gardeners with awarded spaces will be given a combination code and have full access to the garden during park operating hours. Gardeners are not allowed to share this combination code. Upon leaving the garden, regardless of the time of day, gardeners should securely close the gates.



Children

Parents and/or guardians are encouraged to bring children to the garden and introduce them to the wonder of gardening. Please always supervise children.

Pets

To be respectful to all gardeners, pets are not allowed in the garden. Service animals are permitted.

Miscellaneous

- If you would like to use your music devices, please use headphones.
- Keep Palm Coast Parks & Recreation advised of your current home address, email address, and telephone numbers. Notify Palm Coast Parks & Recreation of any changes.
- Smoking/vaping, chewing tobacco, alcohol and/or any illegal substance is prohibited both within and immediately surrounding the Community Garden.
- Growing or using illegal substances in the garden will lead to immediate expulsion and will not be able to apply in the future.
- Gardeners are expected to communicate with neighboring gardeners to work out border, weed, and size of plant issues.
- Keep gardens attractive for neighboring residents and safe for all.

Warnings & Penalties

- Rule Violation: Failure to comply with the rules may result in the loss of gardening privileges. If your plot remains unattended for more than a two-week period, you will be contacted by phone and email informing you that your plot will be fortified if you do not respond within (7) days of the date the notice is sent. If contact has been made you will have 10 days, from that date, to bring your plot back up to the standards of the gardens.
 - Immediate Plot Forfeiture: You will be notified that you immediately forfeit your plot if you do any of the following:
 - Transfer or sublet your plot.
 - Exhibit a pattern of behavior that shows disregard of garden rules, such as repeated rule violations (i.e. three (3) violations within twelve (12) months), even if remedied within the specified time frame.
 - Grow or use illegal substances in the garden.
 - Steal or use verbal or physical harassment in any way.





City of Palm Coast Parks & Recreation

305 Palm Coast Parkway NE

Palm Coast, FL 32137

389-986-2323 | palmcoast.gov