

Orange Village Community Garden Registration 2026

Name: _____ Date: _____

Address: _____

City (if not Orange Village): _____ Zip Code: _____

Email Address: _____

(This will be used by Orange Village employees and Garden Committee Members)

Phone (home): _____ (work): _____

(mobile): _____

Did you have a garden plot with this community garden last year:

____ Yes ____ No If yes, what number? _____

Do you want the same garden plot this year? ____ Yes ____ No

An annual registration plot fee of \$25.00 is required before the plot can be assigned.
This fee will go toward expenses of the Community Garden.

An annual clean-up deposit of \$75.00 is required before the plot can be assigned.
The deposit will be returned in the fall after you have complied with all of the Rules and Regulations of the Community Garden and removed all of your plants for the season and cleaned your plot.

I have read the Community Garden Rules and Regulations and understand that failure to meet and to comply with the rules and guidelines may result in loss of the cleanup deposit fee and gardening privileges, as determined by the Garden Coordinators and/or Orange Village.

Signature: _____ Date: _____

Orange Village Community Garden Rules and Regulations

2026

The Community Garden, consistent with the Codified Ordinances of Orange Village, is under the control of the Service Director. The Service Director is authorized to promulgate the Rules and Regulations governing the use of the Community Garden, subject to the approval by the Mayor. Issues that arise should be taken to the garden committee chairs and who will then consult with the Service Director. A Community Garden Registration form, signature of acceptance of the Rules & Regulations, full payment of required fees and deposits and execution of a Release of all Claims forms must all be completed by a gardener **prior** to that gardener doing any work in the Garden.

GARDEN COMMITTEE

The Orange Village Community Garden governance will consist of the Orange Village Service Director, Garden Coordinator and Assistant Garden Coordinator as well as the following committees:

- Administrative Committee
- Enforcement/Maintenance Committee

The Mayor or Mayor's designee has authority to make final decisions regarding maintenance, nuisances, and appeals in consultation with the Committee Chairs.

Committee Chairs will be selected at the first Garden Meeting of each calendar year by those present at the meeting. If there is a vacancy in a Committee Chair, it will be filled at the next Garden Meeting by those present at the meeting. If vacancies have not been filled committees will be combined as determined by the Service Director

EXPECTATIONS OF GARDENERS

- All gardeners in good standing are expected to begin planting by June 15
- If planting has not commenced by that date, a letter will be sent to those gardeners indicating to them that they have five (5) days to begin planting or their plot(s) will be reassigned to potential gardeners on the waiting list.
- If there is a legitimate reason to delay the planting process, accommodation may be made at the discretion of the Service Director.
- Control weeds and overgrowth of plot and surrounding paths. Walking paths are not to be blocked or damaged. Weeds shall not be left in the pathways. Dispose of garden waste in designated areas only
- Do not leave hoses charged
- Keep shed neat and return all shared tools to shed daily
- Be respectful of other gardeners' produce
- Lock garden gate upon leaving to ensure garden remains secure – **make sure there isn't anyone in the garden prior to locking it**
- If you incur a hardship and cannot maintain your plot due to injury, illness or family obligation, please notify the Enforcement Committee Chair or the Maintenance Committee Chair in a timely fashion. An effort will be made to help the gardener with volunteers.

ENFORCEMENT

PLEASE ASSIST US WITH ENFORCEMENT BY NOTIFYING ORANGE VILLAGE GARDEN ADMINISTRATOR OF ANY ISSUES YOU SEE IN THE GARDEN, INCLUDING BUT NOT LIMITED TO WEEDS IN THE PATHS AROUND A PLOT, WEEDS/ROTTEN PRODUCE IN A GARDEN PLOT OR ANY OTHER ISSUES.

Gardeners that violate any of the above expectations will face the following action at the discretion of the Garden Enforcement Committee Chair, with the support of the Service Director:

- First violation: Notification of infraction with expectation of resolution within **ONE WEEK**.
- Second violation: Notification on continued infraction with expectation of resolution within **THREE DAYS**.
- If infractions are not corrected as outlined above, the appropriate measures will be taken as follows:
 - If the infraction involves weed control or plant overgrowth of the garden plot, the plot will be possibly be sprayed with herbicide and the plot will be covered with a tarp
 - If the infraction involves paths which are not properly maintained, the Service Director will spray the paths with an herbicide.

Any of the above infractions which are not corrected after two violations or gardeners that have received multiple violation letters will result in the loss of the gardener's deposit and garden and gardener will not be allowed to rent a plot in future years without input of the Garden Enforcement Committee Chair and approval of the Service Director

- Appeals may be made to the Garden Enforcement Committee Chair who will make a recommendation to the Service Director for enforcement of infractions. The Service Director will have final authority on enforcement of all infractions

FEES, DATES AND ASSIGNMENT OF PLOTS:

Annual fees are \$25.00 plus a deposit \$75.00. The Mayor or Mayor's designee will collect fees and deposits and assign plots to tenants.

Dates:

Existing gardener who is an Orange Village resident
New gardener who is an Orange Village resident

January 5 – January 30, 2026
February 2 – February 20, 2026

Assignment of Plots:

- Orange Village residents on the waiting list will be given priority when selecting location of plots.
- Assignment of plots is at the discretion of the Mayor or Mayor's designee
- Within each time category above, priority will be given on a first come basis with the date/time set by the Mayor or Mayor's designee receiving signed forms and payment of fees.

Fall/Final Inspection Requirements:

- All of the following shall be removed:
 - All weeds in and surrounding the plot
 - All annual plants (peppers, tomatoes, etc)
- If you are planning to harvest late maturing vegetables (Brussel Sprouts, etc) or over-wintering plants like, kale or garlic please let the Executive Secretary to the Mayor know this prior to the Fall inspection
- All garden tools, cages, support poles etc. shall be neatly placed in the garden plot with nothing in the garden paths.

Deposits:

- On or about October 31st (weather dependent) the Enforcement Committee Chair along with at least one other member of that committee and/or the Service Director will inspect the garden plots to determine if they meet final inspection and are eligible for a deposit refund (See section on Fall/Final Inspection Requirements).
- If you are in violation of the fall/final inspection, you will be sent an email. You will have two weeks from the time the email is sent to clean your garden plot and email a photo of the cleaned plot to the Mayor's Executive Assistant. If this is not completed or your plot is still in violation, you will relinquish your deposit, will be ineligible to rent a plot in the garden next year and will be added to the bottom of the current garden waiting list.
- Gardeners that will be renewing their plots and are in good standing will have their deposit rolled over for the next year.
- Gardeners that claimed a hardship excuse during the course of the gardening year will still need to pass the fall inspection in order to be eligible for a deposit refund.
- If you relinquish your garden during the gardening season and your plot is not reassigned to another gardener, you are responsible for the cleanup of that plot at the end of the gardening season in order to receive your deposit.

I _____, have read and accept the above rules and regulations and agree to abide by the above rules.

Signature _____

My current email is: _____

My current phone number is: _____

By checking this box I request to OPT-OUT of email correspondence from other gardeners.