

BCO Gardens Vegetable Plot Application

Garden and Plot Information

- The Gateway Garden is located at 5386 N. Ravenswood Avenue, at Balmoral Avenue on the west side of the railroad tracks. The Bowmanville Garden is located at 5400 N. Bowmanville at Leavitt.
- Plot rental fees are \$20 per season for 4' X 6' or 4' X 8' or 5' X 10' beds.
- This application is for one plot only.
- All gardeners are required to fulfill 12 hours of community garden maintenance, with at least 6 hours completed by July 1st.
- Membership in the Bowmanville Community Organization (BCO) is required. *If your application is accepted, and you are not currently a BCO member, you must complete the separate membership application (found on our website) and pay the \$20 fee when a plot is assigned to you.*

Primary Applicant (Gardener) Contact Information

First Name: _____ Last Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone: (____) ____ - _____ Email Address: _____

2nd Applicant (Gardener) Contact Information

(Complete only if you are applying to share one plot with another gardener.)

First Name: _____ Last Name: _____
 Address: _____ City: _____ State: _____ Zip: _____
 Phone: (____) ____ - _____ Email Address: _____

Additional Application Information

Have you gardened here in prior years? Yes ___ No ___ If yes, did you fulfill your prior year volunteer commitment? Yes ___ No ___
 Do you have a garden location preference? Bowmanville Avenue _____ or Gateway Garden (Ravenswood) _____
 Do you have an alternative space to garden? Home ___ Shared yard ___ Community garden ___ Other _____ No ___
 Please note your gardening skill level and volunteer interests _____

Signature and Agreement

By signing below you acknowledge that you have read, understand, and agree to abide by the BCO Garden Vegetable Plots - Rules & Guidelines. Signed copies of the Rules & Guidelines must accompany this application. In addition, if you are awarded a plot you agree to pay the applicable fee to secure the plot for the 2018 growing season.

Primary Gardener Signature

2nd Gardener Signature

_____/_____/_____
Date

_____/_____/_____
Date

Completing this application is not a guarantee that you will be assigned a plot. Only one plot will be assigned per household. All applications are reviewed by the BCO Garden Committee. When applications are received and if/when you are granted a plot, you will be notified by email (if provided above) or by telephone. Applications are due by March 1, 2018. Decisions will be made, and notifications sent by March 31, 2018.

Send completed applications to gardening@bcochicago.org or to "BCO Garden Application", 1957 W. Summerdale Ave, Chicago, IL 60640

FOR BCO USE ONLY

| | | | | | | | | | |
|--------------------|-------|------------|--------------------|-------------------|-------|------------|------------|-------------------------------|-------|
| Application | Y / N | Fee | Y / N - C / CH / W | Membership | C / N | Fee | C / CH / W | Rules & Guidelines | Y / N |
|--------------------|-------|------------|--------------------|-------------------|-------|------------|------------|-------------------------------|-------|

BCO Gardens Vegetable Plots Rules & Guidelines for Your Safety and Gardening Success

- Orientation:** All gardeners must attend the **2018 Season Orientation and Social, date and location TBD**. If you are unable to attend, you may send someone in your place, or must meet with a garden leader before planting.
- Plots:** Vegetable plots are reserved for one gardening season, from spring to fall. A gardener has no guarantee that any plot will be reassigned to them the following year(s). Therefore, any plant materials planted, such as perennial herbs, are planted at the gardener's own risk. You may plant only within your assigned plot. All plots are raised beds, varying in size from 4' X 6' to 5' X 10'. ** Be aware: right-of-way construction may significantly impact the usage of any garden plot . **
- Storage:** Do not store wood, materials, tools, or other supplies in the garden. Any items that the gardener wishes to keep at the end of the growing season (i.e. tomato cages, stakes, trellis, etc.) should be removed at the end of the gardening season.
- Neighboring Plots:** Do not take, weed, destroy or help yourself to anything from another gardener's plot. Harvest only from your assigned plot. **Designated community plots (such as the strawberry patch) are available for all to harvest.**
- Pest Control & Fertilizers:** Only organic means of pest control and/or fertilizer may be used. Herbicides (weed killers) of any kind are strictly prohibited in vegetable plots and in all areas of the garden. If you have questions regarding a fertilizer or pest control product, please contact the BCO Garden Committee *prior* to using.
- Plot Maintenance:** You are expected to actively garden and maintain your plot in an acceptable manner. An acceptable manner means that you are *actively gardening* (i.e. digging, sowing, planting, weeding, pruning, watering, harvesting, etc.) *once a week*, at the very least, during the growing season. If you are ill or are on vacation, ask a friend, relative, or another plot holder **to tend to your plot. Plots that are not prepped or planted by June 1, 2018 will be reassigned, fees non-refundable.**
- Warning Notices & Plot Reassignment:** A first warning will be **emailed** to any gardener whose plot looks unattended. The gardener has **7** days to remedy the situation. A second warning will be given via phone call. From the day of the phone call, the gardener will have **7** days to remedy the complaint. If the plot is still not attended – after two warnings and **14** days – the plot **will be reassigned** to the next person on the waiting list. **A notice of reassignment will be made by email and phone.**
- Pathways:** You are responsible for weeding, watering, and taking care of the paths and berms in the garden. They must be kept free of weeds and debris. ***The area around your plot cannot be eliminated or planted in, and must remain clear of any objects that would potentially cause injury to yourself or another gardener.*** Be considerate of all who walk past – prune, tie back, or transplant errant plants, particularly those that may be thorny.
- Discouraged Plants:** No trees are to be planted in a plot. No plants which have invasive root systems should be planted. Perennials may be planted but the gardener should take into consideration that he/she may not be assigned the same plot in following years. Plants that may grow large enough to cast shade must be arranged in a manner that does not allow shade to be cast on another plot. The primary use of the plot is for the planting of fruits and vegetables. All crops planted and harvested must be legal.
- Structures & Fencing:** No walls or additional timbers may be used in or on the plot or its boundaries. **Structures to support climbing vegetation are allowed, provided they do not shade a neighboring plot.** Poles, stakes, and other open, airy structures to support climbing vegetation **are** allowed. Fencing to prevent the invasion of small animals (such as chicken wire) may be used as long as it is not tacked or otherwise fastened to the plot timbers. Fencing material must be staked *inside* the garden plot. The height of any fencing used must not exceed 36" from the ground. All structures in the plot must be marked with red tape or other highly visible marking to ensure other gardeners and passersby can see the object(s). Structures in your plot may not intrude into the area around your plot or into other plots. The timbers that outline the plots shall not be painted, stained, or otherwise permanently modified in any way.
- Watering & Hoses:** **Watering of common areas** will be done on a rotation basis by plot gardeners as determined by the watering schedule. **Please** conserve water. The water supply is to be used only by gardeners in caring for their plots and the garden area. No washing of cars or other personal items is permitted. Please shut off the spigot completely, close the lock, and **neatly stow the hose after use.** Take special care not to damage another's plants when pulling the hose to and from your

plot. Do not leave the hose running unattended for any period of time.

12. **Volunteer:** *We require that you help maintain the community garden a minimum of twelve (12) hours per season with six (6) hours completed by July 1st. This requirement is in addition to tending your plot.* Please donate additional time to the maintenance of all the BCO community gardens. Garden work days are announced at the beginning of each growing season.
13. **Activities in the Garden:** Walking through and standing in or on a garden plot is not permitted. Littering, urinating and defecating are absolutely prohibited. Amplified sound is not permitted unless through personal headphones. No unlawful activities or alcohol are allowed in any part of the garden. **Motorized vehicles are strictly prohibited.**
14. **Pets:** For the safety of all gardeners and for food sanitation reasons, pets are not allowed in, on, or near the plots. Pet owners must obey city leash laws. **NeighborSpace site guidelines prohibit dogs from community gardens.**
15. **Gardeners & Sharing:** The primary gardener of a plot must be at least 18 years old. Gardeners younger than 18 years old must be accompanied by an adult while gardening. If gardeners have chosen to share a plot, the plot shall be divided up as the individual gardeners see fit and agree.
16. **Gardening Hours:** Gardeners may tend to their plots at their convenience between the hours of 6:00am and 9:00pm. No gardening shall be conducted outside of this time to ensure quiet for our neighbors surrounding the garden.
17. **Personal Use:** The garden and its vegetable plots are for personal and educational use only, and are not for growing of vegetation for commercial purposes or commercial harvesting.
18. **Debris Removal:** Weeds, cuttings, and other **non-compostable** debris removed from your garden must be **placed in the garbage bins. Do not leave or throw debris in any other area of the garden. Never compost weeds, weed seeds, or diseased plant material.**
19. **Harvest Deadline:** *All crops must be harvested, and beds tilled under or cleared by November 24, 2018. Crops left after this date will be donated to a food pantry or removed.* All non-compostable materials left in the garden after this date will be removed and disposed.
20. **Community Materials:** Tools and/or plants will occasionally be available, but cannot be guaranteed. Each gardener is responsible for providing his/her own plants, tools and other necessary gardening materials.
21. **Changes to Rules and Guidelines:** The BCO reserves the right to change and/or amend these rules at any time. The gardener will be provided with a new copy of these rules and guidelines should changes occur.
22. **Hold Harmless Agreement:** (a) The gardener agrees to all the rules stated herein and releases the Bowmanville Community Organization (BCO), its officials, agents, representatives, and board members, from any claim for injuries and/or damage arising from, or in any way relating to, the gardener's participation in the program, plot or tool use. (b) I agree to indemnify and hold harmless the BCO, its officials, agents, representatives, and board members, for all losses, damages, attorney's fees, costs, or expenses resulting from any injuries or damages which I may suffer during my participation in community gardening activities, including work performed in my plot and in the common garden areas, and from all losses or injuries I may cause another during the course of the activities. (c) I understand my participation is entirely voluntary and will involve moderate physical activity. I agree to participate at my own risk and acknowledge that reasonable physical capacity is required. I also understand that there are risks of accident from participation that may result in injury. To my knowledge, I am not affected by a physical condition or disability that would prohibit me from safely performing in any aspect of the activity. I also understand that if I am injured during my participation in the community garden activities that I will not be eligible for workers' compensation benefits.

I have read completely and fully understand all statements contained herein and agree to abide by the rules and guidelines set forth in this document in item numbers 1 through 22 above.

Gardener Signature

Date

Second Gardener Signature

Date