



Santa Cruz Live Oak Grange Community Garden Row Rental Application Guidelines

Welcome to the Live Oak Grange Community Garden! Before the earth is turned over and wonderful things can begin growing, there are information and guidelines that each gardener must understand and agree to, so please read before applying! The fundamental premise for our community garden is to provide a demonstration of crops that grow well on the coastal terraces of Santa Cruz County, and to provide a space for the growing of food and herbs for members of the local community that do not have access to land.

Application Procedures and Cost

1. **Garden plots are available only to members of the Santa Cruz Live Oak Grange.** *Individual Grange memberships are \$30 per year and must be submitted along with your garden plot application. Garden applications received without a completed Grange membership form will not be considered. Both a Grange membership form and a Grange Garden application are attached.*
2. **Annual Garden Committee Membership Dues** include either a full or half row garden plot, access to the greenhouse for starting seedlings, access to seeds from the Grange seed cooperative library, water for your plot, and the electricity to pump the water.

A full size garden is equal to one row and is approximately 100 ft²
Full size garden is \$50 per year

A ½ size garden is equal to ½ row and is approximately 50 ft²
½ size garden plot is \$25 per year

A prospective Gardener may contact the garden committee chairperson or treasurer to arrange a short-term payment plan for payment of Garden dues. Grange membership and Garden committee dues are **not** refundable.

3. ~~A lottery based on all applications received will be administered each year on February 1. Priority will be given to applicants living in Live Oak. (* Replaced by item #2 on page 3.)~~
4. Current Grange members in good standing who wish to renew their plots shall pay their annual Garden Committee membership dues by February 1. If payment is not received by February 1st, their garden plot will be given away by lottery to those on the waiting list.
5. New applicants will be notified of their application status by February 15.
6. New applicants are required to sign the Live Oak Grange Community Garden Row Rental Agreement, pay Garden Committee dues and attend a garden orientation with the Grange Garden Committee Chairperson, not to exceed one-hour, before any garden work may begin.



Santa Cruz Live Oak Grange Community Garden Row Rental Application

NAME _____ DATE _____

ADDRESS _____

CITY _____ ZIP _____

PHONE _____ (home) _____ (cell)

EMAIL _____

I am interested in renting a (check one) _____ full row _____ half row

Would you like your phone number made available to other gardeners on the Live Oak Grange Community Garden Roster (check one)?

Yes _____ No _____

On a scale of 1-5, how would you rate your experience with organic gardening/farming?

1 =No experience, 5 = experienced gardener (more than 10 years in practice)

(please circle one)

1 2 3 4 5

What is your current living situation? (please circle one)

- A. Multi-family housing (apartment or condo) with no land to grow food
- B. Small yard (less than 100 square feet) where I can grow some food
- C. More than 100 square feet of land but would like to grow more.
- D. Other (please describe):

Are you a current member of the Live Oak Grange?

Yes _____ No _____

If No, please enclose the \$30 membership fee with this application, along with a separate check for garden committee membership. Checks may be made out to the 'Live Oak Grange' and mailed to

Santa Cruz Live Oak Grange
 ATT: Grange Secretary Re: Grange Community Garden
 1900 17th Ave.
 Santa Cruz, CA 95062



Santa Cruz Live Oak Grange Community Garden Row Rental Agreement

Welcome to the SC Live Oak Grange Garden!

May the sunshine and breezes be benevolent and your harvests bountiful!

As is the case in any successful community enterprise, each individual trades some of their individuality in return for the support of the whole group in order to work harmoniously together. If you wish to discuss the purpose of any rule or rules, we will be happy to do so. The terms and rules of agreement are as follows:

- 1. All community garden members must be members in good standing of the Santa Cruz Live Oak Grange #503.**
2. The contract holder - or an immediate family member living at the same address must be the primary gardener. If a row renter needs to give up his or her row for any reason, the Garden Committee Chairperson shall be notified. The contract holder may not reassign or give a row to another person on their own.

NOTE ON ROW AVAILABILITY: When a Garden row becomes available, an active Community Gardener will have first priority for this row. If multiple Community Gardeners request the row, the row will be assigned on the basis of Garden Committee membership seniority. If, however, a row becomes available and no Community gardener requests it, an email notice of availability will be sent out to the Grange membership two weeks before assignment. If multiple Grange members are interested, a lottery for the position will be held by the Garden Committee Chairperson. (* Replaces item #3 on page 1.)

Garden rows are intended for use by one household only unless approved by the Garden Committee Chairperson. Any gardener renting more than one plot under a false name will immediately lose both rows.

3. Only organic methods are to be practiced in this garden. Use of any material in the garden that may be harmful to humans, pollinators, beneficial insects, and soil life is not acceptable. Organic Materials Review Institute (OMRI) approved pesticide materials are acceptable to use when pesticide label instructions are followed. Approved organic methods and materials can be found at <http://www.ams.usda.gov/AMSV1.0/nop>
4. Garden rows- and all adjoining walkways - will be kept clean and weed free. Any gardener leaving the Grange Garden is responsible for leaving a well-maintained and weed-free garden row for the next gardener.
5. Garden rows need to be active year round. Weeds must not be allowed to go to seed in the off-season or at any time. If a gardener chooses not to plant a winter garden, the row must still be maintained and kept free of weeds, rotting vegetation, and debris, etc. Resting gardens can be covered with 4-6" of straw, or other mulch material to protect the soil. If a row is not maintained to standard, it will be revoked without refund according to the process outlined in #19.
6. Planting outside of your designated row is not permitted nor is the building of permanent structures allowed in rows. Use of wooden stakes or structures for supporting tomatoes, etc, and construction of boundary formations is permitted and optional.

7. No grass clippings are to be brought into the gardens due to the possibility of accidental introduction of bermuda grass, weeds, etc.
8. All gardeners may use the hose supplied by the Grange to water their rows, may bring their own watering cans, or may install their own drip irrigation system. If they install their own drip irrigation system they need to attach and detach the common hose after each use. If a hose is used for hand watering, gardeners must use a shut-off nozzle attachment. Hoses shall be rolled up after use, and must not be left attached to the hose water bib. Water left running and unattended may result in loss of gardening privileges for that gardener according to the process outlined in #19.
9. Organic garden refuse not made into an active compost pile within a garden row shall be added to the Community garden compost pile or hauled to the designated green yard waste bin. Non-organic refuse must be hauled away or placed in the garbage or recycling bin This includes all bottles, cans, plastic bags, etc.
10. Gardeners must plant and keep all vegetation within the established plot boundaries. No trees or perennial shrubs, canes, or vines are to be planted in the row gardens. Culinary herbs, medicinal herbs, and perennial bulbs are appropriate to grow in the garden. If the gardener leaves the Grange garden, they are responsible for removing and taking these plants with them.
11. Children under the age of 14 must be accompanied by an adult in the garden. Minors over the age of 14 who wish to manage a plot must apply for Grange membership and obtain the signature of a parent or guardian.
12. Dogs must be kept on a leash and under control at all times and their poop picked up by their owners.
13. Gardeners shall not pick, or take items from other garden rows or the demonstration orchard without prior approval (picking up fallen fruit is OK)
14. Proposals to plant outside of designated rows or ideas for other garden-related projects shall be proposed, discussed and either passed or rejected by the Garden Committee at a regularly scheduled monthly Garden Committee meeting. All garden committee proposals that involve planting, earthwork, or construction outside of the community garden area must be approved by the Grange at a regular business meeting.
15. Garden Committee membership dues will be determined yearly and all Garden row renters will be notified of any changes and/or updates.
16. The Grange Garden has a budget derived from annual Garden Committee dues and fundraising events sponsored and organized by the Garden Committee. All such events will include a pre-planning budget, post event report and provide financial transparency.
17. Any Santa Cruz Live Oak Grange member is welcome to become a member of the Garden Committee and to participate in Garden Committee meetings. Gardeners who rent all or part of a row, or who are paying participants of the community garden are automatically part of the Garden Committee and are expected to attend meetings when possible. Each member has one vote on

decisions made at committee meetings and must attend the Garden Committee meetings to vote. Each December, the Garden Committee will select a Garden Committee Chairperson, Secretary and Treasurer for the following year (and fill in any mid-year vacancies).

18. A row gardener agrees to abide by all Garden rules. Failure to comply will result in the loss of your row, as well as row rental fees already paid.
19. The Garden Committee Chairperson – responsible for the welfare of the Garden as a whole - identifies situations that need attention by regularly evaluating each row separately. These monthly evaluations are discussed with the Grange Site manager. The three-step process for revoking a row in the event that any rule of this agreement has been violated is as follows:
 - I. The garden Committee Chairperson contacts the appropriate gardener by phone and explains the problem(s) which must be remedied. A reasonable date is negotiated by both parties as to when the solution will be completed.
 - II. After the negotiated date for the solution is established, the Garden Committee Chairperson evaluates the appropriate row on that date. If the row is judged unsatisfactory by the garden Committee Chairperson the gardener may lose the privilege to cultivate a Community Garden row.
 - III. If the garden plot is revoked, the gardener will be notified by letter instructing him/her that all personal belongings should be removed from the plot within 72 hours. After this occurs, the first person on the waiting list will be notified of the row's availability.
20. **Communication:** It is strongly suggested that all gardeners become members of the Google group liveoakgrangegarden@googlegroups.com in order to receive and post relevant notices and announcements such as the following:
 - Grange Garden committee meetings, events & workshops
 - Garden-related events & workshops which may be of interest to members
 - Calls to action to volunteer for Grange Garden events (plant sale, harvest festival, etc.) or calls for help by another Grange Garden member
 - Plant and/or material donations or deliveries to the Grange Garden
 - Collective Grange Garden project status reports and updates
 - Garden-related proposals to be voted on at a Grange Garden Committee meeting or at a general Grange business meeting
 - Positive, community building messages (e.g. expressions of gratitude to members for their contributions, etc.)

The Google email group is NOT to be used to coordinate activities between individual members. All gardeners are provided a roster that includes contact information for each Grange gardener so that individuals can call or communicate with each other directly. The Google email group is NOT to be used to defame or make negative accusations against other members or to publish or resolve conflicts between individual members. A committee consisting of the Garden Committee chairperson, the Grange President and the Grange Hall Manager have the right to remove a Garden member from the Google email group if he or she does not abide by these rules.

21. **CONFLICT RESOLUTION:** If a Garden member has a personal conflict with another member of the Garden, they are to call or arrange a face-to-face meeting with

