



COLMAR MANOR COMMUNITY GARDEN

2017 Community Garden Membership Application



Applicant Name: _____

Address: _____

Home Phone: _____ Cell/Work: _____

Email Address: _____

Are you a returning Colmar Manor Community Gardener? YES _____ NO _____
 Raised Garden Bed # _____ if known.

If an alternative Raised Garden Bed is available this year, would you like to select a new Raised Garden Bed location? New Raised Garden Bed # Desired _____.

I hereby agree to:

- Abide by all Community Garden Guidelines, Policies and Procedures and any updates. I understand failure to do so will result in forfeiting use of the Raised Garden Bed.
- Provide a minimum of four (4) hours communal work during the 2017 calendar year through workdays or other special projects arranged with the Community Garden’s Master Gardener or Garden Club officials.
- Attend at least two (2) general membership meetings (participation is especially encouraged at the official meeting of the 2017 season).

Signature: _____ Date: _____

A returning gardener keeps his or her previously assigned Raised Garden Bed unless a new Garden Bed is requested. Returning gardeners seeking a Raised Garden Bed reassignment will be contacted after the Garden Bed renewal deadline. Raised Garden Bed reassignments will be made in conformance with previously established garden seniority and Garden Bed selection procedures. In the event that no alternative Garden Beds are available (or the alternative is not preferred), renewing gardeners keep their original Raised Garden Bed. New Colmar Manor applicants will be contacted after that date regarding Raised Garden Bed assignments or waiting status.

Please return application to:

Town of Colmar Manor
 Attention: Community Garden Club
 3701 Lawrence Street
 Colmar Manor, MD 20722

Address inquiries regarding the Community Garden to: Doreatha Epps, Phone: 202-341-3-9373
 Email: doreatha.epps@yahoo.com



COLMAR MANOR COMMUNITY GARDEN Operational Guidelines for 2017



The Colmar Manor Community Garden is within the jurisdiction of the Town of Colmar Manor and the Maryland National Capital Park and Planning Commission. As such, all rules governing this garden will conform to existing rules of park use.

GARDEN SPACE ALLOCATION

- The Colmar Manor Community Garden Club will ensure that Raised Garden Beds are assigned to gardeners and maintained in compliance with these garden guidelines.
- All gardeners are required to complete and sign an application form.
- Raised Garden Beds, in general are 4' X 8' in diameter.
- Raised Garden Beds will be allocated on a first come first served (based on the date the application is received) beginning on the third Saturday of February of each year.
- Only one Raised Garden Bed will be allowed per extended family and/or household.
- Gardeners in good standing at the conclusion of a garden year can expect to return to the same Raised Garden Bed each subsequent year.
- Raised Garden Beds are non-transferable. If you choose not to garden, Raised Garden Beds will be surrendered back to the Colmar Manor Community Garden Club. Raised Garden Beds are received in the current conditions. Unauthorized expansion of your Raised Garden Bed or encroaching on other Raised Garden Beds is not permitted.
- If you plan to discontinue use of your Raised Garden Bed, please let a Community Garden Leader know as soon as possible so that your plot can be assigned to another gardener.

GARDEN MAINTENANCE

- Gardeners are responsible for following all garden rules. If you are unsure of the meaning of a rule or need additional information regarding the rules, you are responsible to gain clarification from a Community Garden Leader.
- Raised Garden Beds must be in a **cultivated state and cleared of all summer debris by December 1st**. Winter gardening is permitted provided gardeners keep their Raised Garden Beds maintained and inform the Colmar Manor Community Garden officials of their plan.

- Individual Raised Garden Beds are to be used for growing vegetables, herbs and flowers for family use and not for commercial sales.
- All gardens will be maintained using organic materials and sustainable techniques. The Colmar Manor Community Garden is an **organic (e.g. no Miracle Grow)** as defined by the Colmar Manor Community Garden Organic Garden Guidelines.
- Gardeners are responsible for cultivating, harvesting, weeding and watering their own Raised Garden Beds and maintaining the surrounding paths. Diseased plants must be removed immediately.
- Gardeners will not create permanent structures such as arbors (with the exception of seasonal string and pole structures) in their Raised Garden Bed.
- For short term absences, please arrange to have another gardener care for your Raised Garden Bed. Contact a Community Garden Leader if you will be out of town for an extended period of time and will need help.
- Maintain the garden bed marker, if provided, in excellent condition and keep it easily visible.
- Biodegradable mulch is encouraged, such as aged compost, leaves, straw and hay. Carpet mulch, stone and sod are not allowed. Plastic cover is allowed but must be secured and kept to a minimum.
- No invasive plants. Plants like mint should be grown in containers. A list of invasive plants can be found at <http://www.mdinvasivesp.org>.
- All Raised Garden Beds may be subject to occasional inspections. If the garden bed is not in compliance with the guidelines, an email or other form of notice will be sent to the gardener. Three weeks later another inspection will be performed. If the plot is still not in compliance, the plot will be surrendered and all fees will be forfeited.
- Please keep plots and paths trash free. All non-plant trash should be placed in the on-site dumpsters, not on the garden site.
- Gardeners will not place large stones and/or broken concrete chunks in their Raised Garden Bed.

GARDEN DECORUM

- Gardeners are encouraged to participate fully in the Colmar Manor Garden Club operations by attending meetings, volunteering for committees and participating in community workdays. A minimum of four (4) hours of communal labor and attendance in at least two (2) general membership meetings is **required**.

- Do not apply anything to or pick anything from another person's Raised Garden Bed without their express approval.
- The water tank will be filled once a week on Fridays on as needed basis. It will be necessary to bring watering cans to draw water from the tank to use in the individual garden beds. Please water judiciously. Turn off faucet after use to eliminate flooding.
- No alcohol consumption, smoking, pets or loud music in the Community Garden.
- Children in the Community Garden must be supervised at all times.
- The Colmar Manor Community Garden will be open only during daylight hours. For safety, consider gardening in pairs or keeping a cell phone nearby if it makes you feel more comfortable.
- Report theft, vandalism and unusual activities to the Garden Club Leaders.
- Use common courtesy, be considerate of your gardening neighbors and **ENJOY**.

END OF SEASON CLEANING

- At the end of the gardening season, all dead plants and non-plant materials (string, wire, wood, metal, plastic, etc.) that are not being used must be removed and disposed of properly and all gardens left neat and tidy.
- Please put weeds and dead plants into the compost bin provided.
- Any diseased plants or seedy or invasive weeds are to be bagged and put in the trash so it will not contaminate the compost and spread disease to the other Raised Garden Beds.
- Old wood plants are to be placed in the designated area to be chipped or hauled off the site. Contact a Community Garden Club Leader for the location of the site.

PROCESS FOR ENFORCING GARDEN VIOLATIONS

- If any of the guidelines are violated that require corrective action, you will be contacted by phone or Email and have one (1) week to address the violation. If the violation has not been remedied by the end of two (2) weeks, you may lose our gardening privileges.

***These guidelines are reviewed annually
and are subject to review and change.***