



# COLMAR MANOR COMMUNITY GARDEN

## Operational Guidelines for 2020



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 Assigned Gardening Area Beds are assigned to gardeners and maintained in compliance with these garden guidelines.
- All gardeners are required to complete and sign an application form.
- Assigned gardening area is about 32 square feet, or 4' x 8' in dimension.
- Assigned Gardening Area Beds will be allocated on a first come first served basis. This is based on received applications which begin on the third Saturday of February.
- Only one Assigned Gardening Area Bed is 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 assigned gardening area on the subsequent year.
- Assigned Gardening Area Beds are non-transferable. If you choose not to participate, your Gardening Area Bed will be surrendered back to the Colmar Manor Community Garden Club.
- Assigned Gardening Area Beds are received in the condition they are in and may be delineated by a wooden stud. Unauthorized expansion of your Assigned Gardening Area Bed or encroaching on other Assigned Gardening Area Beds is not permitted.
- If you plan to discontinue use of your Assigned Gardening Area 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.
- Assigned Gardening Area Beds must be in a **cultivated state and cleared of all summer debris by December 1st**. Winter gardening is permitted provided gardeners keep their Assigned Gardening Area Beds maintained and inform the Colmar Manor Community Garden officials of their plan to grow in the cold season.
- Individual Assigned Gardening Area Beds are to be used for growing vegetables, herbs and flowers for family use and not for commercial sales, except for helping to pay ones Colmar Manor Community Garden Club dues and/or general Garden Club funds.
- 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 Assigned Gardening Area Beds and maintaining the surrounding paths. Diseased plants must be removed immediately and disposed of accordingly.
- Gardeners will not create permanent structures such as arbors (with the exception of seasonal string and pole structures) in their Assigned Gardening Area Bed.
- Maintain the garden bed marker, if provided, in good 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.
- Invasive plants are prohibited. Plants like mint should be grown in containers. A list of invasive plants can be found at <http://www.mdinvasivesp.org>.
- All Assigned Gardening Area 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 trash bins and not on the garden site.



- Gardeners will not place large stones and/or broken concrete chunks in their Assigned Gardening Area 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 Assigned Gardening Area Bed without their express approval.
- The elevated water tank will be filled once a week on Fridays on as needed basis. It may be necessary to bring watering cans to draw water from the tank to use in the individual garden beds. Please water judiciously and do not waste water by turning off the spigot completely at the tank, and not on the hose end, if supplied. A small leak can quickly drain all the water.
- No alcohol consumption, smoking, pets or loud music is allowed in the East or West Community Gardens.
- 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. All areas should be left neat and tidy.
- Please put weeds and dead plants into the common area compost bin(s).
- 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 Assigned Gardening Area 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.

**\*The cistern (water tank) will be filled twice a month plan to bring your own water for watering your plot/s**  
***These guidelines are reviewed annually and are subject to review and change.***

