



2023 Community Garden Handbook

Welcome to the 2023 Gardening Season!

The Community Garden is owned and operated by the City of American Canyon Parks and Recreation Department. The Community Garden is located at 2235 Elliott Drive. The garden predates the incorporation of the City of American Canyon and started at its present location in 1986 with 72 plots. In 2013 the garden was expanded to holds the current 102 plots measuring 15 ft. x 20 ft. each.

The Community Garden is intended to provide healthy living and recreational benefits for the American Canyon community. The Community Garden allows gardeners to grow seasonal fruits and vegetables and enjoy the hobby of gardening.

What new for the 2023 Season?

- **The Parks and Recreation Department** - We are located at the American Canyon City Hall, 4381 Broadway St #106, American Canyon, CA 94503.
- **One Garden Plot per Household** - Gardeners are allotted one garden plot per household. No exceptions. Interest in the Community Garden program has greatly grown over the years, and we currently have a waitlist for people wanting a garden plot. Limiting one garden plot per household allows more people to join the Community Garden and enjoy the benefits of gardening. If you are a gardener that has rented multiple garden plots in the past, renew the one plot you wish to keep this garden season; the remaining garden plots you previously rented will be reassigned to someone else. Garden plots are non-transferable.
- **Dogs in the Garden** – Nothing against our favorite furry friends, but to ensure the health and safety of the Community Garden, dogs (and other pets) are not allowed inside.
- **Corn** - Corn is strictly prohibited in the 2023 Gardening Season. Any plots containing corn will be asked to remove the plantings. No Exceptions. See handbook for additional information.
- **Community Garden Handbook** - Do you have questions or looking for information about our Community Garden? Take a look at our handbook for general information and the Community Garden Terms of Use.



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GENERAL COMMUNITY GARDEN INFORMATION

LOCATION: The American Canyon Community Garden is located at 2235 Elliot Drive. between Northampton and Knightsbridge Drive.

PARKING: Parking is only permitted in legally recognized parking areas, namely on-street parking and in the Northampton lot. Parking on the pedestrian/bike pathways is prohibited. Parking inside the garden is prohibited.

QUESTIONS OR CONCERNS ABOUT THE GARDEN: The Community Garden is owned and operated by the City of American Canyon. The Parks and Recreation Department provides specific oversight responsibility. If you have questions or concerns about the Community Garden, please contact the Parks and Recreation Department:

- i. **Phone: 707-648-7275**
- ii. **In-Person: City Hall - 4381 Broadway St. Ste 106**
- iii. **Email: llozano@cityofamericancanyon.org Atten: Liz Lozano**

HOURS OF OPERATION/ACCESS: The Community Garden is open to community gardeners from dawn to dusk.

PORTA JOHNS: Due to several incidences of vandalism and destruction, a porta john will not be placed at the Community Garden. Please plan accordingly.

RESERVING/RENEWING A PLOT: Plots are 15' X 20'. Due to high demand, a waitlist is kept from year to year to identify interest in a garden plot. To be placed on the waitlist please contact the Parks and Recreation Department. To rent a plot, a Community Garden Plot Application must be completed, and the \$15.00 plot rental fee paid. New renters shall also pay a \$5.00 garden gate key deposit. The application form is available on the City website: www.cityofamericancanyon.org or in-person at the Parks and Recreation Department.

PROCESS FOR RESERVING A PLOT (NEW GARDENERS):

Gardeners can rent a garden plot by completing a Community Garden Application and paying their garden plot fee of \$15.00 online via the City's website: www.cityofamericancanyon.org or in-person at the Parks and Recreation Department's Office located inside City Hall - 4381 Broadway.

The Parks and Recreation Department will start contacting people on the Community Garden waiting list after February 6, 2023, to assist with their plot rental.

New renters shall be limited to one plot per household. Garden Plot renters must be at least 18 years old.



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- a. Select if you are a “Summer Gardener” or “Year-round Gardener”.
 - i. Summer Gardeners have access to their plot from May 1 until October 31 of the current year. By October 31, their plot must be cleaned and vacated. Summer Gardeners are not responsible for maintenance of their plot the rest of the year. Summer Gardeners are not guaranteed the same space in following years. Failure to clean and vacate by the prescribed date may result in loss of future plot reservations.
 - ii. Year-round Gardeners are those that want to garden on a year-round basis March 1 until October 31. Year-Round Gardeners have access to their plot all year and are responsible for keeping their plot clean all year
- b. Review and sign the Community Garden Handbook Form.
- c. Make a payment (\$15.00) for your garden plot via the City Website www.cityofamericancanyon.org after you complete and submit your Community Garden Application.

PLOT RENEWALS (RETURNING GARDENERS):

Community Garden plot renewals will begin **Monday January 9, 2023, at 8:30am**. The last day to renew your garden plot is **Monday, February 6, 2023**.

Gardeners can renew their garden plot rental by completing a renewal application and paying their garden plot fee of \$15.00 online via the City’s website: www.cityofamericancanyon.org or in—person at the Parks and Recreation Department’s Office located inside City Hall - 4381 Broadway.

We currently have a waiting list for people who wish to join the Community Garden this year. If you do not plan to use your garden plot, please contact the Parks and Recreation Department @ 707-648-7275 or via email: parksinfo@cityofamericancanyon.org as soon as possible.



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TERMS OF GARDEN USE

To ensure safety and enjoyment by all Community Garden participants, the following rules and regulations have been developed. Users of the Community Garden shall comply with all rules including those posted at the site and those described herein. Community Garden privileges may be revoked at any time for failure to follow the rules.

GENERAL COMMUNITY GARDEN RULES AND REGULATIONS

1. **Cleaning and Vacating at the End of Term:** It's the gardener's responsibility to maintain a clean plot at all times and vacate as directed. Failure to reach end of term deadlines may result in loss of future plot reservations. Summer Gardeners must clean and vacate by October 31st. Year-round gardeners must clean their plots prior to acceptance of their annual plot rental renewal.
2. **Inspections:** The City reserves the right to inspect the Garden at any time. Upon such inspection, the City may request remediation to resolve a condition that violates the Community Garden Rules and Regulations.
3. **Cause for Remediation:** Upon the completion of inspections, the City may request remediation to resolve a condition that violates the Community Garden Rules and Regulations. The gardener will have up to 30 days to remedy any reported violations. After a reported violation by the City, failure to restore compliance within General Community Rules and Regulations may result in forfeiture of plot.
 - i. Initial Warning
 - ii. 2nd Warning – 15 days reminder
 - iii. 3rd and final – 30 days – inspection and if not remedied forfeiture of garden plot to next person on wait list.
 - iv. More than 3 violations in a season forfeiture of garden plot to next person on wait list.
4. **City May Reset Garden Boundaries and Rototilling:** The City reserves the right, if deemed in the best interest of the Garden, to till the entire garden and reset plot boundaries. Gardeners will be provided notice before tilling occurs. The City is not responsible for pre-season ground prep for planting. When boundaries are reset, plot corner markers should not be removed.
5. **Subletting Plots:** Subletting is the renting out of a garden plot to another person for use. Subletting is prohibited. Garden plots are non-transferable. Immediate forfeiture of the plot will be the result if it is found that a garden plot is subleased or being gardened by someone other than the registered plot renter.



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6. **Delivery of Garden Supplies:** (Mulch, Compost, Topsoil, Bark, etc.)
Gardeners must notify the Parks and Recreation Department in writing of all deliveries made at the garden **at least one week prior** to scheduled delivery date. Deliveries must be delivered at the Northampton Lot. Deliveries cannot be left overnight and must be cleared by the Garden Closing time. (Sunset)
7. **Animals/Pets in the Garden:** Dogs & pets are prohibited from being inside the Community Garden area.
8. **Plot Reservation Holder is Responsible for Guests:** Gardener shall be responsible for the control and supervision of all members in their party during the usage of the Community Garden. Failure by the guest to comply with rules shall result in action by the City against the plot reservation holder. Guests are not allowed in the garden without the plot renter present.
9. **Use of Personal Property:** The City is not responsible for personal property while at the Community Garden. Any personal property brought to the Community Garden must be in good repair and in a usable condition. The City recommends not leaving any personal tools, equipment, materials and supplies at the Community Garden. If personal property is deemed a tripping or safety hazard it will be removed by the City of American Canyon.
10. **Damage to Facilities:** If the gardener or their guest should cause damage to City of American Canyon facilities, the gardener will be subject to remediation and corrective action necessary to make the City whole.
11. **Trash and Disposal:** Please place trash and organic wastes in City provided receptacles. Trash and other wastes not generated on-site are not to be disposed in receptacles at the Community Garden or be placed within the garden plots. Do not block gates or walkways with garden waste. Please remember to be a "good garden neighbor" and keep your plot area neat and tidy.
12. **Pesticide/Herbicide Use:** Use all pesticides and herbicides as prescribed on their labels. Ensure that pesticides and herbicides use is kept within the boundaries of your garden and does not affect neighboring plots. Dispose of pesticide containers according to local and state regulations.
13. **Advertising and Sales:** Advertising, solicitation or sales may not be made on the grounds without the written permission from the City.
14. **Vehicular Access:** Vehicular access to the garden and/or reserved plot is prohibited, except with express written permission by the City. No vehicles are permitted in the garden at any time.
15. **Alcoholic Beverages/Illegal Drugs:** Possession or consumption of alcoholic beverages/illegal drugs is prohibited within the Community Garden.



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16. **Flooding of Garden Plots:** Excessive use of water or flooding your garden plot is prohibited.
17. **Requesting Donations:** Gardeners are prohibited from requesting donations from businesses on behalf of the Community Garden unless approved by the Parks and Recreation Department prior to the request being made.

PLOTS, PLANTINGS AND MINOR IMPROVEMENTS BY GARDENERS

1. **Plot Boundaries** - Plots are 15' X 20'. You may not extend or modify your garden beyond its officially defined boundary. No plants or structures may be planted or built outside of the boundaries of your plot. The City reserves the right, if deemed in the best interest of the Garden, to till the entire garden and reset plot boundaries.
2. **Keep Walkways Clear:** The City is responsible for the Main Walkway and the perimeter of the garden. DO NOT modify the Main walkway (adding bark, mulch, dirt, etc.). Unauthorized modifications prevent the City's maintenance crews from accessing equipment into the garden for maintenance.
 - i. Plastic chairs cannot be left in aisle ways or used as plot boundaries.
 - ii. Do not deposit or place weeds, grass, dirt or other trash within walkways.
 - iii. Garden hoses must be properly stored away.
3. **Tall Plantings/Corn:** Any plantings over 4ft is considered a tall planting. **Tall plantings such as corn, sunflowers, fences, and vines which cause excessive shade to nearby plots is not permitted.** Plots found with excessively tall plantings may be asked to remove or trim back the plantings. Corn is prohibited from being grown in the Community Garden.
4. **Non-Activity:** If a garden plot appears to be non-active for more than 3 months the City reserves the right to forfeit the plot.
5. **Control Weeds:** Weeds should be always under control so as not to cause damage to adjacent plot(s). Please pull weeds BEFORE they drop seeds. This will benefit your plot and those around you.
6. **Inappropriate Plantings:** The City reserves the right to adjust (turn off) irrigation and remove such plantings found to be inappropriate including anything found to be illegal, or not allowed per this document. This includes tall plantings such as **corn, sunflowers, fences, and vines which cause excessive shade to nearby plots.**
7. **Raised Plots:** Overly raising a plot affects plots around it. Please do not raise garden beds more



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than 6 inches from the original plot. Plots found excessively raised may be asked to reset plot.

8. **Trees & Other Permanent Plants:** The Community Garden is intended for the cultivation of seasonal crops. Plants considered permanent or semi-permanent such as trees, grape vines, rose bushes, black berry or raspberry bushes, etc. are not permitted in the Community Garden.

- a. Non-Invasive perennials that will be allowed are as listed:

Artichokes Blueberries Currants Rhubarb Strawberries

9. **Irrigation and Water Use:** Community Garden Plot Reservation holders are responsible for watering their plot. Gardeners should be always present when watering plots. Water usage should be always under control to conserve water and to not cause damage to adjacent plot(s). Plot renters whose water continually affects others may have their plot forfeited.

10. **Storage:** Storage must be within the garden plot. Storage is only allowed as described below:

- i. The storage of pesticides is not allowed at the Community Garden. Pesticides left at the Community Garden will be removed and disposed.
- ii. Storage containers shall be in good repair. No storage is permitted in the main walkway, the perimeter around the garden, or anywhere within the aisle ways.
- iii. If the garden plot is rented for the summer season only, storage containers must be removed by October 31st. Year-round gardeners may keep storage containers on their plot all year long.
- iv. Any personal items left outside of garden plots and/or are deemed a safety hazard may be removed from the garden by the City. This includes chairs, gardening tools, cages, etc.