

# The Northwoods Community Garden Rules

The Community Garden is operated on land supplied by Nicolet College. Our continued use of this land depends on maintaining good relationships with the College and our ability to maintain the garden.

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## ***1. General Site Rules***

- Treat everyone and everything in the garden with kindness and respect.
- **Smoking, vaping or use of tobacco products are not permitted in the garden or on Nicolet College campus.** Night-shade family crops such as tomatoes, eggplants, potatoes and peppers are related to tobacco and subject to the same diseases, including tobacco mosaic virus. Wash your hands after smoking before handling plants or working in the garden. This disease can be spread throughout the garden by insects and can be very difficult to destroy.  
Sacred Use of Tobacco: On occasion, an individual/group may request to use the garden for an event which includes the sacred use of tobacco. See [Nicolet College policy](#) for full details.
- Please keep the garden a safe place for the community, children and other gardeners. Please refer to [Nicolet's Administrative Policies 3.00 and 3.01 on Campus Safety and Security](#) for further information.
- Children are welcome in the garden but must be accompanied by an adult and must be supervised at all times in accordance with [Nicolet College policy](#). We encourage you to teach your children to garden, learn respect for others and their plots, and to conserve water.
- Please understand that this is a teaching facility and classes may be held in the garden which require advance registration and payment to attend.
- Periodically Nicolet Way and the parking lot may be closed to the public. Closures and alternate access will be communicated in advance.
- The community plots and the permaculture plantings are for anyone to pick for

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personal use. Please only take what you will use. Respect signage reserving produce for classes.

- Please keep all garden gates closed when not in use.
- No pets are allowed in the garden. In accordance with Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act (ADA) and Nicolet College policy, service animals are allowed to be used by an individual with a disability. A service animal must be under the control of the handler at all times and all pet waste must be cleaned up and removed. Please see [College Administrative Policy 3.08](#) on Service Animals for important definitions and more information.
- Take your trash with you to dispose of properly. There is not a garbage pick-up service at the garden.
- The garden will be maintaining a compost system. **Please do not compost diseased plants or weed seed heads.**
- *Don't kill snakes!* They help reduce vole, chipmunk and ground squirrel issues.

### 2. *Gardener Rules and Expectations*

#### a. *Gardening your plot*

- Please check the bulletin board for a map showing where your plot is, as well as information concerning the garden. The bulletin board will contain information on current problems, classes, information, volunteer opportunities and notices. Feel free to post information you have and leave messages for other gardeners there as well.
- In general the garden plots will open as early as weather permits and no later than Memorial Day Weekend. Opening day will be communicated with an email announcement.
- GARDENS WILL CLOSE on the third weekend of OCTOBER for all annual plots.
- By June 1, weather permitting, you are expected to be actively engaged in gardening your plot. If you can't begin gardening by this date but plan to after June 1st, communicate with the garden manager. If you have not communicated or started preparations by this date, and someone is on the waitlist who would be willing to take over your plot, you will be given one week notice before your plot is reassigned. Rental fees will NOT be refunded.
- Each plot will be marked. Stakes that mark your plots corners and have your plot number must be left in place all season. Altering plot dimensions is not allowed.

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- Diamond shaped nature spaces are at the junction of the plots. Some will have pollinator plantings and some will provide habitat for beneficial bugs, bees and other animals. These will help protect our plants from insect pests, voles and gophers. If you need accommodations based on these habitats, please indicate it in your application.
- Garden plots should be cared for at least once a week. If you are unable to care for your plot for a time because of illness or vacation, make arrangements for help with weeding and harvesting.
- You are responsible for helping maintain the pathways near your plot. Do not put weeds, rocks or sticks in the paths. Keep grass from encroaching into your plot.
- Borrowed tools, wheelbarrows and carts should be cleaned and returned to the storage area when done. Hoses should be coiled up and returned to the spigot. Communal tools are not to be taken home.
- Due to invasive pests in Oneida county, importing materials is restricted. Approved materials from Nicolet's campus and bulk compost brought in by the Garden Manager are preferred. Chemical-free straw, hay, and grass clippings, newspaper, cardboard (with tape removed) and commercially produced compost/manure is allowed. Exceptions can be approved by the garden manager.
- Durable weed barrier is allowed but must be removed at the end of the season. Mowing to generate grass clippings and raking to collect leaves for mulch is encouraged if it's done on Nicolet property. Carpet mulch, stone mulch and wood chips are not allowed in the garden plots.
- Position tall plants such as corn or sunflowers so that they do not shade your neighbor's plants. Keep your plants from encroaching on neighboring plots.
- Do not pick from your neighbor's garden without permission.
- All crops must be harvested once they are mature. *Avoid food waste.* If you have a surplus of vegetables or fruits, local food pantries will take donations. Look for information posted at the site concerning instructions and location. If you're growing plants for seed collection, let the Garden Manager know.
- Practice water-wise gardening and water conservation. Turn off the water after using it. Keep hoses neatly rolled up near the water spigots. Report any leaks to the Garden Manager. Watering can only be done while you are in the garden. No sprinklers allowed.
- Do not plant illegal, invasive or dangerous plants. The following plants are also not permitted in the garden plots:
  1. Mint (including oregano, catnip, lemon balm)

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2. Jerusalem artichokes
3. Comfrey
4. Raspberries
5. Horseradish
6. Johnny jump-ups
7. Trees and shrubs

- Plots must be completely cleared of above-ground plant debris at the end of the season. Mulching the garden to protect it during winter is encouraged. Cutting plants at ground level is also encouraged to keep a root structure in the ground. Raised beds can be left in place if permission is granted by the Garden Manager.
- The Community Garden accepts no responsibility for personal items.
- Gardeners pledge to remove all plants, including perennials, trellises and other structures following their final season in a particular plot.
- Raised beds can be constructed from non-treated materials and organic soil if permission is granted by the Garden Manager.

### ***b. Organic or better***

#### ***Use of Chemicals***

- **Fertilizers**
  1. Only organic/natural fertilizers are allowed. Information on organic/natural fertilizers will be available.
  2. Organic composted manure is allowed. Because of the risk of bacterial contamination, fresh manure is not allowed.
- **Fungicides**

Only organic/natural fungicides are allowed. Synthetic fungicides are strictly prohibited. Information on organic/natural fungicides will be available.
- **Herbicides**

Never use any herbicides (weed killers). They are strictly prohibited in the garden plots. Organic mulches and hand weeding is recommended.
- **Pesticides/Pest Control**

Only organic/natural pest control methods are allowed. Synthetic pesticides are strictly prohibited. Information on organic pest control choices and organic pest management will be available.
- **Garden-wide pest management**

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Should several plots become infested with a given pest, the Garden Board reserves the right to organically treat the infested plots to keep the pest from spreading throughout the garden.

### *c. Volunteering*

- Four hours of volunteering is required per rented plot each season.
- Approved volunteering tasks will be communicated by the Garden Manager, Volunteer Coordinator, Permaculture Manager or a list of potential tasks at the garden.
- Work parties will be announced throughout the season to do general garden and site maintenance. Gardeners are encouraged to attend as many as possible.

### *3. Renewal and Garden Plot Application Process*

- Plots are available on a first-come basis each year with priority given to gardeners from the previous year who are in good standing.
- A household is one address and each household must apply by April 1 for a plot or renew by October 31st of the prior year.
- A waitlist will be maintained. Wait-listed applicants will have preference for plots at the next available opening. Applicants will be contacted annually to verify they want to remain on the waitlist.
- The next eligible wait-listed applicant will be alerted when a plot is available and will need to submit their payment within 10 business days of being notified to secure their plot.
- If no waitlist exists, applicants wanting a second plot will be assigned based on their application date and will need to submit their payment within 10 business days of being notified to secure their second plot.
- Renewing gardeners in good standing will be permitted to keep the same plot if they wish and will need to submit their payment by October 31st to secure their plot for the following year.
- Renewing gardeners with a second plot are not guaranteed to get that additional plot the following year.
- Plots will be assigned first to renewing gardeners, then to wait-listed gardeners, then to new applicants in the order of receipt of their completed application.
- Plot availability and assignment is ultimately at the discretion of the board.
- All official communication is through the listed plot holder. Make sure the

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Northwoods Community Garden always has your current address, phone number and email address.

- Email us at [northwoodscommunitygarden@gmail.com](mailto:northwoodscommunitygarden@gmail.com) or use the posted contact information for the Garden Manager to provide updates and correspond.

### 4. NCG member rights

- You have the right to an annual renewal if all the specific garden agreements are met and followed.
- You have the right to basic amenities such as access and water.
- You have the right to equal opportunity and non-discrimination.
- You have the right to garden in your space, and to the non-commercial use of the product you raise.
- You have the right to an orientation to your garden by the Garden Manager or other assigned garden assistants (i.e. Master Gardeners).

### 5. Violation of rights and responsibilities

Any gardener in violation of garden rules or by-laws will be advised of their infraction and given a deadline to remedy the situation. Should the gardener not remedy the situation the gardener will be determined to not be in good standing and their plot will be reassigned. Gardeners have the right to appeal to the Board to reinstate their good standing.

### 6. Conflicts

Conflicts between gardeners should be brought to the Garden Manager. Conflicts will be resolved by the Garden Board.

### 7. Exceptions

Exceptions to any of the above stated rules can be approved on a case-by-case basis by the Garden Board. Please consult with the Garden Manager about any questions and concerns.

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