



## Lowell Park Community Garden General Information, Rules, and Expectations

### Overview

The Lowell Park Community Garden is a 60 plot (20' x 15') garden located on the south side of Lowell Park at the intersection of S. Page St. and Milwaukee St. The plots are worked up in the spring as soon as the ground is ready. Our goal is to be open by April 15. There is a small shelter on-site with restrooms. Water and hoses are provided.



### Application and Payment of Fees

1. Individuals wanting to lease a garden plot should sign up at the Stoughton Recreation Department during business hours, Monday through Friday, 7:30am-4:30pm. Availability of garden plots will be decided based on past usage and then on a first come/first serve basis, with registrations accepted on January 2 of each year. Previous gardeners in good standing will be able to keep lot locations or move to open lots based on seniority (see #28). In the event all garden plots are in use, a waiting list will be maintained. Telephone is 873-6746.
2. Waiting list participants will be contacted by telephone and by mail when a garden plot becomes available. Once a letter has been mailed, the contacted participant will have one (1) week to contact the Stoughton Recreation Department if they would like to lease the garden plot. After the one (1) week has expired, the next participant on the waiting list will be contacted.
3. Once a participant has been contacted regarding an available garden plot, the participant will pay the \$35.00 annual fee. Garden plots are considered leased only after payment of the fee has been received.
4. Fees are paid annually on or before April 10th of each year. Failure to pay the annual fee will result in the garden plot being leased to another participant.
5. Closing date will be the third Saturday of October. Please clear your plot by this day to allow for fall tilling. Any plots not cleared may be assessed a \$5 fee per plot and will not be given priority for the following year.

## Conditions of Use

6. You are responsible for the **care of your own plot** and a portion of the site operation and maintenance. Plots should be cared for at least once per week. Participants may garden at their own convenience during daylight hours only. No gardening shall be conducted during night time hours. Participants may garden any day of the week.
7. The City will furnish **water** for the garden plots.
  - 7.1 Gardeners have to be at their garden plots when they water.
  - 7.2 Water may not be running when no one is there.
  - 7.3 Water is not to be wasted.
  - 7.4 Make sure you do not flood other gardens or garden paths.
8. Pets are not allowed in the garden area.
9. Unsupervised **children** are not allowed in the garden area. If your children want to visit another garden, you must obtain permission from the owner.
10. Gardening for **commercial** purposes will not be allowed.
11. All seeds, manure, fertilizer and equipment are the responsibility of the garden plot participant.
12. When you lease a plot, you are expected to clear it and keep it clear of weeds, grass and debris which harbor insects. Weeds over (1) foot or with seed heads must be removed. Weed definitions includes “devils” or “crab” grass which must not be allowed to spread. Please report gardeners that are not maintaining their plots.
13. Planting in respective plots are to be **maintained** so that mature vegetation does not overlap onto pathways or roadways.
14. Persons who **neglect** their plots, will be notified in writing of their failure to perform the mandatory gardening tasks. Garden plots will be inspected on a monthly basis by Parks Maintenance Staff. Persons who have received two notices for failure to remove weeds and debris will have their leases terminated with no refund of fees.
15. Participants are encouraged to use all methods of **water** conservation. Please report any leaky faucets or problems with water to the Recreation Department.
16. Overhead watering is not allowed unless it is totally confined to your plot. Participants may not water other garden plots not assigned to them.
17. The garden plots may not be used to grow **illegal** plants.
18. Garden plots may **not be transferred**, traded or sublet.
19. Garden vandalism and/or theft will not be tolerated.

20. The City of Stoughton assumes **no liability** for any injury, damage, theft or loss of property belonging to garden user participants, before, during or after their usage.
21. The City of Stoughton reserves the **right to full access** to all garden plots at any time in order to ensure that all rules, regulations and laws are being observed, and if necessary may terminate an activity for the safety and welfare of city property.
22. Tools and storage is not provided at this time.
23. A **refuse pile** is available for weeds and diseased plants. Composting bins are available for plant remains.
24. No alcohol or illegal substances are allowed in the park. Illegal substances are not to be grown in the garden plots.
25. The use of **weed** killers is not allowed.
26. Use **safe and healthy garden practices** at all times. Use all pest controls as directed. All pesticides are dangerous, even organic types such as rotenone. Keep all products and containers away from children. Remove all containers from the garden area and dispose of properly. The Dane County Extension at 266- 4619 provides garden advice and information on safe gardening and pest control information.

### **Plot Allocation Process and Criteria**

The Lowell Park Garden will make plot assignments based on the following:

New gardeners may apply as early as Jan 2 of the gardening year. Existing gardeners will have until February 28 to express interest in returning. A notice on this question will be sent in January. Plot allocations will be completed in March.

Upgrades for Existing Members in Good Standing (**EMGS**) will be handled through lottery.

#### **First Priority:**

1. EMGS will be able to sign up for same plot from the previous year.
2. EMGS will be able to move to another available plot.

#### **Second Priority:**

1. New gardeners will be able to sign up for an available plot on a first come basis. A date for new gardeners sign up will be set.
2. EMGS will be able to add one extra lot.
3. New gardeners will be able to add one lot.
4. Members that were not in good standing register for remaining lots

**Stoughton Lowell Park Community Garden  
Registration Form**

Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

City: \_\_\_\_\_

Day Time Phone: \_\_\_\_\_

Evening Phone: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

The following must be signed before you will be assigned a plot:

I have received and read the General Information, Rules, and Expectations and agree to abide by its contents:

Signature: \_\_\_\_\_

The fee for each plot is \$35. Please include your fee with your registration form of one plot requests. If you are requesting a second plot, please hold back payment on the second plot until it has been allocated. Make checks payable to Stoughton Recreation.