



## WARD ACRES COMMUNITY GARDEN

ESTABLISHED 2009

300 Broadfield Road  
New Rochelle, New York 10804  
(917) 613-5720

### “Building Community from the Ground Up”

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#### RULES AND APPLICATION

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March 1, 2021

**MISSION:** Ward Acres Community Garden (“WACG”) is a one-acre garden within Ward Acres Park made available to all residents of New Rochelle and neighboring communities under the supervision of the New Rochelle Department of Parks and Recreation. Our mission is to foster community, follow organic and ecologically sustainable principles, share knowledge, and help feed those in need.

#### **GENERAL INFORMATION**

As our name indicates, we value community before garden. Cooperation and sharing with fellow members is strongly encouraged.

At the beginning of the gardening season both new and returning members must attend a mandatory orientation meeting.

To become a member for the 2021 growing season the cost is \$60.00 for one (1) 10' x 12' plot.

The annual fee covers use of the plot assigned to each Member/Member(s) from March 15 – November 30 (the start of the growing season through to fall cleanup), communal tools stored on site, water, and compost (when available in the compost bins).

WACG assigns plots on a first come/first served basis. Returning Members in good standing are given right of first refusal for plot selection. Members may start working on plots by March 15 - water will first be available from April 1 *weather permitting*. All Members must have plots ready by May 15 and prepared/planted no later than May 31.

Communication and cooperation are essential: if you are unable to maintain your plot, please inform the Steering Committee that runs the garden by June 15. We can then reassign your plot to a gardener on our waiting list.

## GARDEN RULES

### THERE ARE RESPONSIBILITIES WE ALL SHARE.

- Members should be willing to contribute at least 8 hours of service over the course of the season for path and shed maintenance, wood chipping, etc. Attached to this application is a form where we ask you to indicate the workdays and hours you can participate. As part of the Member Service Hours agreement, please initial at least four of the listed Service Days across the four designated “seasons.” WACG Steering Committee will send reminder emails. If you cannot participate on days you have selected, please email Sue Rothbart at [sbabyar@gmail.com](mailto:sbabyar@gmail.com) to let her know of any changes.
- WACG hosts two “Re-Orientation Days.” All new and returning Members are asked to attend one of the two sessions. Orientation covers basic responsibilities, service day schedule, planned events, educational opportunities with local schools, WACG’s commitment to a number of local charitable organizations (e.g. WJCS, HOPE), and to answer any of your questions. “Re-Orientation Days” are scheduled for **Saturday March 20 at 10:00 am** and **Sunday, March 21 at 1:00 pm at the Garden (socially distanced, wearing masks)**. Due to likely COVID restrictions, an **additional Orientation Zoom call will be scheduled for March 22 at 7:00 pm**. Please select one date on the schedule below.
- Share when possible, and remember to be respectful of your fellow Gardeners: do not pick produce from other plots, be courteous, use tools for what they are intended, and please leave the place better than you found it.
- If you encounter issues with a fellow Gardener, please inform a Steering Committee member as soon as possible.
- Gardening requires consistent effort. For best results, plan to spend about 2 hours a week throughout the season to plant, weed, water and harvest:
  - Keep your plot free of weeds throughout the season
  - Plant your plot fully within the confines of your space
  - Keep adjacent paths wood chipped and clear of outside vegetation.
- Maintaining organic standards is important to WACG. Only use products specifically labeled for organic gardening, such as the example below:



PLEASE DO NOT USE NON-ORGANIC MATERIALS, including fungicides, herbicides, chemical fertilizers, or enhanced topsoil. All soil and/or additives must be Certified Organic. If you have a question about a particular product, please email any member the Steering Committee. This is for the health and safety of all.

- PLEASE DO NOT USE scrap metal, plastic products, building supplies, or pressure-treated lumber. Many of the chemicals used to make these products are dangerous to humans,

animals, fish and beneficial insects. Ward Acres Park is adjacent to the Sheldrake River, which flows into Long Island Sound. Be respectful of our environment.

We also encourage you to make plots attractive and functional with natural materials such as bamboo, stones, etc.

- WACG has six plots dedicated to local charities where we grow vegetables specifically for weekly soup kitchen donations. We invite all Members to dedicate time to these charity plots (a Steering Committee member manages work hours) and to donate excess produce from your personal plot. Please email Steering Committee Member Rosa Rodriguez at [rosarodriguez112087@gmail.com](mailto:rosarodriguez112087@gmail.com) for work hours.
- When plants have matured, please chop and place in the compost bins - weeds go to the weed pile. Diseased plants should be removed from the garden and properly disposed of in garbage cans -- not in our shared compost bins. The rotating composter (new for 2021) is just for food scraps.
- At the end of the growing season, Gardeners are responsible for plot cleanup, storage of all equipment and planting of a cover crop necessary to prevent erosion and improve soil for the following year. Cover crop seeds are made available to all Members at no charge, and are to be planted by October 31.
- All plants and structures are to be no higher than a maximum of 6-ft. WACG allows hoop houses after the growing season - between October 15 and May 15 - to enable off-season growing. Hoops should be properly erected and maintained. Ask for help if you need it.
- Be an active composter! Use compost to enhance your soil, and please dispose of all clippings in the appropriate compost piles. Take advantage of the compost workshops/sessions we offer throughout the season to learn more.
- Please, no dogs, smoking, theft of produce or materials, radios, or growing illegal substances in the garden.
- Any planting done outside the garden perimeter requires the express written approval of the Parks and Recreation Commissioner.

Any questions about rules? Please contact the appropriate Steering Committee member at:  
[joerogot@gmail.com](mailto:joerogot@gmail.com) or [sbabyar@gmail.com](mailto:sbabyar@gmail.com) (general questions),  
[rosarodriguez112087@gmail.com](mailto:rosarodriguez112087@gmail.com) (HOPE charitable activities)  
[emilysullivan@me.com](mailto:emilysullivan@me.com) (application and plot assignments)

# PLOT AGREEMENT

## MEMBER'S SIGNATURE & LIABILITY WAIVER

I have read and agree to abide by the above garden rules and policies. Failure to abide by these rules will result in forfeiture of my gardening privileges. I agree to defend, hold harmless, and indemnify the City of New Rochelle and the Ward Acres Community Garden against any claims, actions, and proceedings brought against the City of New Rochelle because of Member's activities or Member's guest's activities in the Ward Acres Community Garden. The City of New Rochelle makes no representation regarding the quality and content of the soil in the Ward Acres Community Garden. I understand all rules and regulations and promise to follow them in good conscience.

***While every precaution will be taken to safeguard Gardeners, it is understood that I release New Rochelle Parks and Recreation and its sponsoring agents from all responsibility in case of accident or illness, including COVID-19 related illness, while participating in activities at Ward Acres Community Garden.***

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### ***Additional Garden COVID precautions:***

- 1. Masks will be provided for those who do not bring their own.***
- 2. Hand sanitizer will be provided***
- 3. Brand new gloves will be provided to everyone***
- 4. Social distance guidelines recommended by the CDC will be encouraged.***
- 5. As always, if you feel sick or have a fever do not attend.***

(\*If you are sharing a plot with another person/family, one member from each family should complete information & sign below):

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

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

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

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

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

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

Email: \_\_\_\_\_

Email: \_\_\_\_\_

\_\_\_\_\_ Full plot = One 10' x 12' plot \$60 \_\_\_\_\_

RETURNING MEMBER PLOT #/S REQUEST: \_\_\_\_\_

Member (print) \_\_\_\_\_

Member (print) \_\_\_\_\_

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

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

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Please make checks payable to The City of New Rochelle

Applications and checks can be dropped off or mailed to:

Department of Parks and Recreation

City Hall

515 North Avenue

New Rochelle, NY 10801

Please see next page to sign up for your Member Service Days each month!

2021 Member Service Hours

Orientation

Please Initial

Saturday March 20th at 10:00

Sunday, March 21st at 1:00 pm

Sunday, March 21st at 7:00 pm (via Zoom)

Service Days (choose four, but more is OK!)

Saturday at 10:00 AM

Sunday at 1:00 pm

Spring

10-Apr

18-Apr

1-May

16-May

Early Summer

5-Jun

13-Jun

10-Jul

18-Jul

Summer

7-Aug

15-Aug

11-Sep

19-Sep

Fall

2-Oct

17-Oct

6-Nov

14-Nov

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