

**ON TOP OF THE WORLD RECREATION CENTER
COMMUNITY GARDEN PROGRAM**

GARDEN POLICIES & PROCEDURES

The Resident Service Compliance department will routinely inspect the gardens. If your garden plot is not in conformance with current policy and procedure, or appears abandoned, you will receive a warning letter or email from the Compliance department. This letter or email gives you 30 days to correct the compliance issue. An additional 15 days may be given if requested (45 days total). If after the 45-day period your garden issues are not be rectified, your garden plot will be forfeited and returned to the list of available plots.

Only one plot per household in one garden is permitted, this includes plots granted through the Eco Garden Club.

Gardening Practices

- Greenhouses or other temporary grow houses are not permitted.
- No trees of any kind may be planted.
- Gardening tools may not be left in the garden area. Tools left unattended will be removed within 3 days of notification. Repeated offenders may lose plot privileges.
- Fence structures must be approved and shall not exceed 2'-6" from grade. Barbed wire, hog fence are prohibited, chicken wire is permitted but must be inside the 2" x 6" wooden border.
- Watering: No permanent or automatic irrigation systems of any kind are permitted.
- Nonorganic waste must be properly disposed of (not in compost area).
- No invasive species or species of concern shall be planted (see www.FLEPPC.org).
- Herbicides such as Roundup are not allowed within the entire, 150'x120' garden area.
- Insecticide use is permitted only on your assigned plot and must follow label instructions. 'The label is the law.'
- No mothballs or decorative items (e.g., scarecrows, skulls) are permitted.
- Once your chosen growing season is over, remove all remaining plants and equipment. Plots shall not be left unattended for more than 30 days. *Cover as per in weed control.*
- Gardening containers must be buried within your plot, and should not exceed 6 inches above the ground.

Wooden Borders

- Standard material is provided and maintained by OTOW in designated areas (pressure treated wood borders 2" X 6") this includes Veterans Park, Avalon and Indigo.
- OTOW's responsibility is limited to the repair and/or replacement of individual boards that become damaged or rotten within the original installation.
- Once a resident alters the original wooden border (i.e. extra wood, accessories, paint caps etc.) the responsibility for maintenance and replacement of that entire section transfers to the resident. OTOW will no longer service these customized borders.

Weed Control

- Place weeds, debris, and/or other organic materials in compost bins inside the garden area.
- Remove and properly dispose of nonorganic waste. i.e. plastic bags, pots or any non-compostable items.
- Use black, clear, or white plastic (minimum 3.5 mm), secured with 2x4s or rocks to cover garden plots during non-growing periods. Straw is also permitted for weed control.
- All gardens must remain weed-free during growing and non-growing seasons.

Required Safety Standards (including Eco Garden Club)

Pathway Accessibility:

- Main paths should remain clear to accommodate wheelchairs.
- Surfaces must be firm and stable.

Hazard Mitigation:

- Eliminate trip hazards like uncoiled hoses, uneven terrain, or protruding stakes.
- Limit the height of internal garden structures (like trellises or arbors) to 4 – 6 feet to prevent collapse and shading of other plots.
- Prohibit hazardous materials such as barbed wire, bird spikes or unsealed wood treated with harmful chemicals.

Personal Safety:

- Gardeners should wear closed toes shoes, gloves, and long sleeves to protect against minor cuts, puncture wounds and soil-borne bacteria.
- Current tetanus vaccinations are recommended as bacteria lives in garden soil.
- Post emergency contact numbers and the location of the nearest on-site first aid kit.
- Ensure access to potable water to prevent heat exhaustion.

Food Safety and Hygiene:

- Use only certified clean soil.
- Gardeners should wash hands for 20 seconds before and after working in the garden.
- Use only potable water for irrigation and rinsing produce.
- Remove decaying produce and debris regularly to avoid attracting rodents or other pests.

Guidelines to Surrender Your Community Garden Plot

1. Please notify a Recreation staff member that you would like to surrender your garden plot, we will assist you with the required paper work. Recreation office number: 352-854-8707 X7413 or X7533
2. Completely clean out the garden bed – remove all plants, roots, weeds and debris.
3. Cover the soil bed with black, clear, or white plastic (minimum 3.5 mm), secured with 2x4s or rocks.

Additional Notes

- Questions related to gardening needs should be directed to Mindy Casella in the Recreation office. mindy_casella@otowfl.com 352-854-8707 ext. 7413.
- Requests to replace the 2" x 6" wooden border should be directed to Dawn Bryant-Hinkle, Community Operations Specialist, at dawn_bryant-hinkell@otowfl.com 352-236-6869.
- Plots are non-transferable to family, friends or neighbors.
- Please notify a Recreation staff member if you are unable to maintain your garden plot.

This Document/Agreement is subject to change at any time.

Garden Plot Registration

For questions or information please contact the Recreation Department at 352-387-7413

I, (PRINT) _____, hereby confirm I have read and understood the rules and conditions for the use of a garden plot. I understand that non-compliance may result in dismissal from use of garden plots. By signing this agreement, I am accepting the garden plot in its current condition. If there are any modifications that are unacceptable at the time of registration, these need to be addressed prior to signing.

Signature:	
Address:	Email:
Phone #:	Date:
Plot Assigned # @ (check one): Avalon <input type="checkbox"/> Veterans <input type="checkbox"/> Indigo <input type="checkbox"/>	

GARDEN PLOT SURRENDERED BY: _____ Date _____