



## Stettler Community Gardens Application Process:

1. Obtain an application package (plot holder agreement / application form; guidelines; gardening courtesy) from the Town of Stettler Parks & Recreation Services office or from the Town of Stettler website ([www.stettler.net](http://www.stettler.net))
2. Review the Plot Holder Agreement and Community Garden Guidelines
3. Complete the Plot Holder Agreement, indicating the primary contact person, as well as all other people that might be sharing responsibility. Indicate the desired garden plot size.
4. We encourage you to provide both a valid, regularly-used email address and/or a cell phone number so that you can be easily contacted by email or text regarding changes, important dates, etc.
5. Submit Plot Holder Agreement and payment (cash, cheque, debit, credit card – cheques payable to Town of Stettler) to Parks office.
6. Once your application has been processed, and once the application period closes, you will be notified to indicate your plot number and provide any additional details.

Application / Renewal Period = April 1 – 30 (Annually)

- Failure to renew application within time frame will result in no guarantee of receiving previous garden spot

Any questions or comments can be directed to the Stettler Community Gardens Committee.

Rob Spencer – Chair – Stettler Community Gardens Committee

403-742-4142 (evenings)

[stettlercommunitygardens@gmail.com](mailto:stettlercommunitygardens@gmail.com)

### NOTE FOR 2017 GARDEN SEASON:

There are a number of factors that may impact both the total number (and total area) of plots available for rent and the length of the garden season. We ask that applicants and gardeners be patient and flexible, as these factors are beyond the control of the committee. The quality of the soil in each of the 3 community gardens is a priority for the Community Gardens Committee, however improvement of the soil takes time.

It is the collective responsibility of all community gardeners to help inform the public about the private/public mix of the space in the gardens (e.g. private gardens versus community orchards).

The Stettler Community Gardens Committee requests the patience and understanding of community residents and community garden participants in all aspects of the garden.





## Stettler Community Gardens – Plot Holder Agreement / Application Form

### Section I: What We Do

1. Town of Stettler will provide initial soil preparation and tilling activities to the overall garden area. Initial spring tilling will be performed by the end of April, **ground conditions and weather permitting**.
2. Gardeners are assigned garden plots on a first-come, first-served basis (according to their requested plot size – as much as possible). Renewal by existing gardeners is permitted during the application period. Failure to renew during the period will result in no guarantee of receiving a garden plot or the same garden plot.
3. Available plots will be assigned by the Stettler Community Garden Committee in early May and gardeners will be notified with their plot number and when gardens will be open for planting. **Opening dates are subject to ground and weather conditions**. Please refer to the tentative calendar for general dates. Individual plots will be staked and marked prior to the garden opening.
4. A rototiller is available for rototilling prior to planting, if necessary, however it is not kept at the garden site at all times, therefore it will have to be requested in advance. This **service is donated** and gardeners **should not expect** their plots to be rototilled immediately.
5. Water tank(s), town compost bin and a selection of garden tools are available for the limited use of the gardeners at most gardens. Please help to maintain access to all tools and equipment through careful and considerate use. If tools are broken, please notify the committee, to ensure speedy replacement.
6. The Stettler Community Gardens Committee will cancel this agreement if the gardener does not perform the work within the guidelines indicated.
7. A calendar of events relating to the garden will be provided on the Town of Stettler website and posted at the community gardens. All gardeners are encouraged to volunteer to help to generally maintain the site.

### Section II: What You Do

1. Complete Section III and submit fee (\$5 for 10x10 foot plot; \$10 for a 10x22 foot plot; \$20 for a 22x22 foot in-ground plot or a 3x8 foot raised bed plot) – **Cash, cheque, debit and credit cards (make cheques payable to Town of Stettler)**
2. If your contact information changes during the course of the growing season – please notify the Stettler Community Gardening Committee as soon as possible.
3. You are required to perform maintenance of the assigned garden plot and mulched walkway around your plot, and plot borders. This includes, but is not limited to, planting, watering and weeding. Weedy plots are subject to warning and cancellation.
4. Gardeners with plots that are adjacent to the outer garden edges can assist with maintaining the borders.
5. Gardeners may request assistance with maintenance, etc. (e.g. you will be away for a period of time), if required. Please contact a committee member and we will attempt to match volunteers with gardeners, if possible. There are also volunteers available that will help with planning your garden space, if it is requested.
6. You are required to respect all Community Garden guidelines that are provided – failure to conform to this requirement may result in forfeiture of the site (current year) and restriction of access in future years.
7. Questions, concerns or issues should be directed to the Stettler Community Gardens Committee.





Section III (Please print clearly)

Primary Plot Holder \_\_\_\_\_

Other Applicant(s) \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone Number (home): \_\_\_\_\_ (work): \_\_\_\_\_  
(cell): \_\_\_\_\_

ACTIVE EMAIL (encouraged): \_\_\_\_\_

Signature of Applicant(s): \_\_\_\_\_

\_\_\_\_\_

PAST GARDENER?

Size of Plot Required (check one):

NOTE: Limit of 1 plot per family unit – additional plots may be requested and will be allocated based on availability

10x10 (\$5)

10x22 (\$10)

22x22 (\$20)

3x8 Raised bed (\$20)

Garden Location:

SITE #1 (by Schools)  SITE #2 (off Hwy 56)  SITE #3 (NE end of Town)

Signature of Community Gardens Committee: \_\_\_\_\_

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

Fee Paid: YES NO





## Guidelines for Gardeners

Gardeners are asked to observe the following guidelines in order to work together or next to each other in relative harmony. Please be courteous in all interactions and work together to resolve any disagreements. Questions or concerns should be brought to the Stettler Community Gardens Committee.

1. **NO** planting will be allowed until **ALL** plots are staked and numbered.
2. Garden plots are rented per season.
3. Gardeners must stay within plot boundaries and perform regular maintenance of the assigned garden plot and adjacent area (pathways).
4. Water tanks are provided at the edge of the community garden area for use by plot holder gardeners only. **No attachments** (hoses, etc.) are allowed onto the water tanks. **Bucket or water cans only please.** Watering cans are provided for use.
5. Gardeners should ensure that tools are looked after and put back into the garden shed and the shed and water tank(s) are **locked after use.**
6. The use of all pesticides, herbicides or DDT/derivatives by plot holders is strictly **PROHIBITED.**
7. Gardeners may use netting, chicken wire or other types of plant supports for climbing or taller plants but these must be removed from the site by **no later than the closing date in October** annually.
8. The use of metal pegs and wire for boundary markings is prohibited. The use of wooden or bamboo stakes is permitted.
9. Gardeners are to dispose of weeds and plant materials in the compost area(s) located at the site.
10. Pets must be leashed and are **NOT** allowed in the garden plots. Please contain pets outside the garden plots. Please 'stoop 'n' scoop' after your pet.
11. Gardeners should complete harvesting by the listed closing date in October. The plant tops and other compostable waste should be placed into the compost area(s) or can be spread on the soil surface for incorporation.
12. Access to the garden site is by foot only; vehicles must remain on the street, in designated parking places.
13. Gardeners are requested to notify the Stettler Community Gardens Committee if they are abandoning their garden plot.
14. In the event of plot abandonment or complaints of neglected plot(s), gardeners will be contacted by a Stettler Community Garden Committee member and be advised of the concerns. If the site is not improved within four (4) days of notification, the piece of land will be forfeited and no refund provided. Gardeners that fail to conform to guidelines or forfeit their plot may not be allowed to rent a plot in future years.
15. The Town of Stettler reserves the right to till any garden plot for the protection of the community (in the event of pest damage, excessive weeds or growth of illegal plant material).
16. The Town of Stettler and the Stettler Community Gardens Committee will not be held liable for any damages or injury arising out of the work performed.
17. Ambiguity or interpretation of the guidelines falls to the discretion of the Stettler Community Gardens Committee.

