



PLOT#  
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**2023 Community Garden Application and Agreement – Hilton**

Name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Telephone Number ( ) \_\_\_\_\_ Cell ( ) \_\_\_\_\_

Email Address \_\_\_\_\_

Others authorized to work my garden:

Name	Address (if different)

*I have read and understand the rules as stated and agree to abide by them. I understand that, if my plot becomes unkempt, I will be given a one week's notice to clean it up. I also understand that, if I fail to clean it up by that time it may be reassigned or cleared. I also agree that, if I must abandon my plot for any reason, I will notify the Department of Parks, Recreation and Tourism (757-886-7912).*

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

For Office Use Only	
Application Received	_____
Issue Date	_____
Plot Number	_____
Issued/ Assigned By	_____
Fee Paid	_____
Receipt #	_____

## Community Garden Rules

1. Garden plots are rented to Newport News residents only. Proof of residency required. Use of the garden for commercial purposes is prohibited.
2. There is a \$25.00 fee to rent a plot for the season. Gardeners must provide their own tools.
3. Plots are limited to one per family unit or address. Plot size is approximately 5' X 10' and plots are assigned on a first-come, first-served basis.
4. The City is not responsible for personal property left onsite.
5. Once open for the season, gardeners must begin working their plot within 21 days of registering. Plots that have not been cleaned and prepared for gardening may be assigned to another applicant without further notice.
6. The garden is open dawn to dusk, seven days a week.
7. Please keep pathways free of debris and equipment.
8. Newspaper is not allowed as a mulching agent/weed barrier.
9. Family members are welcome to the garden site. Please supervise young children so they don't disturb other plots.
10. Pets are not allowed in the Community Garden.
11. **Weeds and weedy vines must be removed promptly.** Gardeners are asked to avoid planting spreading plants (sunflower, tomato, etc.) near the lanes or adjacent plots to avoid infringing on the walkway and on your neighbor's growing space.
12. **There is no garbage service at the Community Garden.** All trash must be removed from the site by the gardener.
13. Gardeners must not practice any horticultural technique such as fertilizing, watering, using pesticides, etc., that will in any way affect adjacent plots. Application should not occur on windy days. **The application of any herbicides is strictly forbidden.**
14. Although the gardens are not specified as "organic gardens", we encourage gardeners to consider alternatives to the use of chemical pesticides. Gardeners are strongly encouraged to cover their plot(s) with mulch as an excellent method of weed control. If you're unfamiliar with mulching techniques, contact the Community Garden Coordinator.
15. Gardeners should not plant tall crops where they will shade neighboring plots.
16. Individual fencing of plots is **not** allowed.
17. The gardens must be cleaned for winter no later than November 30<sup>th</sup>. This involves removing dead plants, stakes, jugs, personal property, trash, etc. Please keep the community gardens looking tidy throughout the year, and pick up common areas, to prevent complaints about the program.

18. Gardeners who are unable to attend their plots, will be absent for more than 7 days or have asked a friend to care for their garden should notify the Community Garden Coordinator as soon as possible (contact information is below).
  19. If garden plots are not maintained a notice will be sent to the gardener. The city reserves the right to clear and reassign the plot if corrective action is not taken within the time specified in the notice.
  20. Crops should be harvested when they are mature. Plot holders may not harvest crops from plots other than the one they are assigned.
  21. Plots may not be transferred without permission of the Community Garden Coordinator (see contact information below).
  22. **Use of power garden equipment (tillers, etc.) is prohibited.**
  23. The use of poisons, firearms, lethal traps or similar dangerous methods to control pests in the garden is strictly prohibited.
  24. Sale of garden products on-site is prohibited.
  25. No amplified music, radios or other sound devices please.
  26. Attaching garden hoses to the water spigots is prohibited (please use watering cans).
- The penalty for failing to comply with the Newport News Community Garden Rules may be immediate cancellation of your privilege to use the Community Garden.**

For assistance or to report a problem or concerns  
please call 757-888-3333 or 757-886-7912.

Contact Community Garden Coordinator at the above numbers or through:

13560 Jefferson Avenue

Newport News, Virginia 23603

e-mail: [communitygarden@nnva.gov](mailto:communitygarden@nnva.gov)

Fax: (757) 886-7981