



Criteria for Sending Garden Reminders

When signing up for a plot, all gardeners commit to follow the program rules so everyone cares for their space and contributes in a positive, productive way to the well-being of the whole community garden. If a gardener isn't following the policies, staff send reminders specifying what needs to be done to get back on track. Policy reminders are sent when conditions in a garden plot pose a significant negative impact to neighboring plots, community or future garden users. For more information, please see:

- [Community Garden Policies](#)
- [Community Garden Policies Frequently Asked Questions & Answers](#)

Staff will send a reminder when any one of the following criteria are met.

Policy #1 Active gardening April – October

- 100% of the plot is unplanted from April – October, (e.g. covered in burlap).
- 50% or more of the plot surface area is covered with weeds.
- 25% of the plot surface area is covered in weeds that are setting seed or listed as an [Oregon noxious weed](#).
- Multiple plants have fallen fruit on the ground and crops have deteriorated indicating they have not been harvested in more than two weeks.
- 50% or more of the plot surface area has seeding plants (food crops, flowers, etc.) that are visibly dropping seed or produce that is no longer harvestable because plants are infested with pests or disease.

Policy #2 During the winter season (November – March), when you are not actively gardening, continue to care for the plot

- 50% or more of the plot surface area is covered with weeds.
- 25% of the plot surface area is covered in weeds that are setting seed or listed as an [Oregon noxious weed](#).
- 50% or more of the plot surface area has dead plants.
- 50% of produce is no longer harvestable because plants are infested with pests or disease.

Policy #3 Path maintenance and safety

- 50% of the path and/or fence line surface areas touching the plot have weeds or other plants that are spreading.
- Presence of personal items that appear to be permanently stored in paths, such as a compost bin, wood, containers, or other materials.
- People are unable to freely access the path(s) surrounding the plot due to overhanging plants (e.g. raspberries).
- Paths around the plot are not level and insufficiently wide to allow for safe and accessible passage.
- Presence of any built structures or gardening items that present danger to park users.

Policy #4 Garbage and waste

- Any dumping of garbage or waste products outside of the plot.

Policy #5 Preventing rodents

- Presence of piles of debris that were not recently created and appear to be rat or wasp habitat demonstrated by evidence of rats, a wasp nest, or rotting material sitting with no signs of active management.
- Presence of kitchen scraps like orange peels.

- Any containers of standing water with visible mosquito larvae.

Policy #6 Organic gardening

- Clear evidence of the use of chemical or synthetic herbicide, pesticide, or fertilizer such as product containers in plot.

Policy #7 Service hours

- Less than 3 hours are logged, or a waiver is not requested from staff by June 30.
- If for two consecutive years, a gardener logs less than 6 hours or a waiver is not requested from staff by October 31, their plot reservation will be cancelled.

Cumulative Negative Impacts that Qualify a Reminder

Sometimes, conditions in a garden plot may not meet the above criteria but can pose cumulative negative impacts to neighboring plots, community or future garden users. **In these cases, staff send reminders if the plot meets two or more of the following criteria:**

- 25% or more of the plot surface area is covered in weeds.
- 25% of the paths and/or fenceline surface areas touching the plot have weeds or other plants that are spreading.
- 50% or more of the plot surface area is unplanted April – October.
- 25% or more of plot surface area has seeding plants (food crops, flowers, etc.) that are visibly dropping seed.
- 25% or more of the plot surface has dead plants.

Policy Enforcement Process

January – October: Staff will send reminders when plots meet the criteria listed above.

April – October: In addition to the criteria listed above, if conditions in the plot give staff the impression that the plot holder has abandoned the plot, has not been actively gardening, or has never started gardening, a pending cancellation notice will be sent. The gardener has 2 weeks to contact staff and take action or the plot will be cancelled and reassigned. **Staff will send a pending cancellation notice when any one of the following criteria are met:**

- No signs of activity (e.g. 50 – 100% of the plot surface area is covered in weeds; weeds are in flower or setting seed).
- Lack of visible signs of planting such as soil preparation, seeds germinating, presence of seasonal annual crops.
- Annual crops are uniformly bolting (e.g. all spring-planted crops are setting seed) with no indication of intentional seed-saving practices (e.g. selecting 1-2 of the most vigorous, non-diseased plant; bagging flowers/ripening seeds to prevent cross pollination or seed drop).
- More than 50% of crops have over-ripe, dropping fruit, or rotting produce on the ground.