



Borough of Oakland, New Jersey

Phone: (201) 337-8111
Fax: (201) 337-1520
www.oakland-nj.org

Oakland Community Garden Application - 2024

This paper application or a completed Community Pass Registration Form shall be submitted to the Borough of Oakland, either by mail, in person, or email. Confirmation of Oakland residence is required upon submission. Mail completed application along with payment (check or exact change cash) to Borough of Oakland, Attn: Wendi Seelin, One Municipal Plaza, Oakland, N.J. 07436. Residents may submit application via email and drop off payment. Email to Boroclerk@oakland-nj.org. Any questions, call (201) 337-8111, ext. 2001.

1. Gardener and/or Garden Family: _____
2. Address: _____
3. Phone Number: _____ Cell Number: _____
4. Email Address: _____
5. Senior Citizen/ADA plot Yes _____ No _____
6. Interest in donating food Yes _____ No _____
7. Previous Plot Number: _____
8. Photo Permission: Gardeners, Borough staff or the media may take photos of the garden. Should you wish not to allow your permission for your photo to be published, please check here _____. If you do not give permission, please let the photographers know when you encounter them in the garden.

By signing below, I agree that I have read and understand the Gardener Guidelines and plan to abide by all of the garden rules. I understand that neither the garden group nor owners of the land are responsible for my actions. I therefore agree to hold harmless the garden group and owners of the land for any liability, damage, loss or claim that occurs in connection with use of the garden by me or my guests.

Signature

Date



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Borough of Oakland Community Garden Gardener Guidelines

The Borough of Oakland Community Garden was created, maintained and managed by the Sustainable Oakland Green Team. For questions please contact the Green Team at greenteam@oakland-nj.org.

Plot Assignments:

There will be 4 x 8 or Senior/ADA garden beds assigned to each gardener. Salad tables and herb beds are for all to use, maintain and take from. Each gardener must fill out the application form, disclaimer and pay associated fees, no plot will be assigned unless these forms are completed. For the gardeners returning, the gardener will utilize the same assigned garden bed from the previous season. Registration will open in winter 2024 with garden bed assignments issued on a first come first serve basis. Plot Number for the season will be emailed to you after receipt of your application and payment. The email will come from greenteam@oakland-nj.org.

Proof of Residency documentation (the proof of residency must be current – postmarked within the past 30 days – utility bill, cable or credit card bill, monthly bank statement, or most recent lease or tax bill).

Garden Association meetings for all members will be held annually. Garden membership will be each calendar year.

FEES ASSOCIATED WITH EACH PLOT/BED:

\$50.00 cash or check payable to Borough of Oakland – per plot. Members who donated food to the food bank collections the previous year will receive a discount of \$10.

Rules and Regulations:

1. June 1st deadline for planting. Any plot that has not been planted by June 1st may be re-assigned to a gardener on the waiting list; likewise, any plot that does not show evidence of being maintained on a regular basis may be re-assigned, after the Member has been contacted via email and given two weeks to demonstrate his/her interest in keeping the plot. If there is no waiting list, the plot will be used by the Sustainable Oakland Green Team and food donated to the food bank.
2. Keep your plot weeded, harvested, and well-maintained within the plot boundaries. Gardeners are required to weed between the garden beds. Please take care not to step into another gardener's private plot. Stay on the designated paths. If you need to step into any of the common garden beds, please be careful not to step on any plants.



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3. In addition to maintaining one's own plot, all members are expected and encouraged to actively participate in the maintenance of the gardens and compost bins and other general duties. There will be a few group workdays throughout the season including a spring and a fall cleanup. You will be notified via email. Please try your best to attend these workdays. If you would like to organize a workday, please coordinate with the Garden Association and Sustainable Oakland Green Team.
4. Hours of operation: dawn to dusk. Parking is at the back parking lot of the Municipal Building. There is NO parking at Valley Middle School, Year Round
 - a. No Exceptions. Violation will result in loss of membership.
5. Community Garden plots should be centered on food production. The only permitted perennial plants are blueberry, strawberry, asparagus, rhubarb and assorted herbs and flowers. No trees, cacti, Perilla, Cannabis, castor beans, or any illegal, invasive plants or poisonous plants allowed. Mint, lemon balm, berries and comfrey must be contained in pots. No plants or structures over 5 feet tall are permitted.
6. A small amount of garden tools will be available for all in the shed, please return after use and lock the shed.
7. Trash and Recycling cans are not available on site, please carry out your trash from the garden, however, disposal of organics in the compost bins is preferred.
8. Water is available on site at the yard hydrant. Hoses, watering cans etc. must be brought by the gardener. The watering of gardens must be attended at all times, gardeners who leave their plots unattended while watering will be contacted. Before leaving, make sure the water has been turned off. The last person to leave must lock the gate.
9. No animals allowed on site. Special exemption will be made for service animals. Please send an email to greenteam@oakland-nj.org.
10. Young children need to be supervised while in the garden. Members who bring children into the garden are responsible for these children. Again, please respect your fellow gardeners, their plots and their guests.
11. Members may not give their plot away to someone else. Please respect the waiting list for those new people that want to join. Members may not give keys or copies of keys to non-members. You are responsible for all guests that you have in the garden.



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12. Members are free to use the garden for relaxation, recreation, picnics or other purposes, providing these are respectful of our neighbors and other garden members.
13. No Fertilizers or Pesticides are allowed to be used in the garden. Use only OMRI (Organic Materials Review Institute - <https://www.omri.org/>) approved organic materials in your plot.
14. Two compost bins are available on site for gardeners use. This can be used for refilling your bed as well as for gardener's organic material waste. Diseased and insect infested plants should not be placed in the compost bins but should be removed from the garden.
15. Heirloom and native seeds will be available at the Oakland Public Library. Ask for the "seed library".
16. Classes will be run by the Sustainable Oakland Green Team throughout the growing season. If you are interested in attending a class, or would like to suggest a class, please contact greenteam@oakland-nj.org.

Food Bank:

Donations to the food bank are not required but requested of all. Donations may be left in the donation bin and will be sorted, weighed and delivered to Ponds food bank.

Acknowledgement of Rules:

Print Name: _____ Date: _____

Signature: _____ Email: _____



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Release, Indemnification and Hold Harmless Agreement

Between: Borough of Oakland and Oakland Community Gardener

Witnessed by:

1. (Community Gardener) agrees to release, defend, indemnify and hold harmless Borough of Oakland, its officers, agents and employees from and against any claims, causes of action, attorney's fees and expenses, arising out of or related to the community garden.
2. The facilities will be used for the following purposes only:
 - a. Planting and harvesting of vegetables, herbs or annuals by individual gardens for personal use.

I UNDERSTAND THAT BY SIGNING THIS AGREEMENT I AM AGREEING TO RELEASE, INDEMNIFY AND HOLD HARMLESS BOROUGH OF OAKLAND FROM ALL CLAIMS THAT MAY BE ASSERTED IN CONNECTION WITH MY PARTICIPATION IN THE COMMUNITY GARDEN ON BOROUGH OF OAKLAND PREMISES. I FULLY UNDERSTAND THE CONSEQUENCES OF THIS AGREEMENT AND HAVE KNOWINGLY AND VOLUNTARILY ENTERED INTO THIS AGREEMENT.

Gardener Full Name: _____

Date: _____ Sign: _____