



INCORPORATED VILLAGE OF POQUOTT

45 Birchwood Avenue | Poquott, NY 11733

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VILLAGE COMMUNITY GARDEN PARCEL APPLICATION

The Incorporated Village of Poquott offers **Garden Parcels** for residents to grow vegetables and flowers. Seeds, garden tools, hoses etc. must be provided by the resident. Spigot for watering is available. We also have **greenhouse parcels** available. To reserve a garden and/or greenhouse parcel, please complete the application below and return to Poquott Village Clerks Office at the above address.

This form is for one (1) location only. Additional locations must be on separate requests.

Date: _____

Owner/Resident (Please Print): _____

Address: _____

Telephone: _____ Cell: _____ Email: _____

Assigned Garden Parcel Number: _____

Greenhouse Yes () No ()

Agreement to Hold Harmless

The undersigned does hereby Hold Harmless, indemnify and defend the Incorporated Village of Poquott from any and all liability, loss, damage, expenses, claims, suits or proceedings and cause of actions of any kind and nature arising out of the aforementioned Garden Plot.

Placement of any plant, vegetation or garden decoration(s) is entirely the responsibility of the Licensee of the assigned Garden Parcel. **By signing this application, you agree and understand that** The VILLAGE OF POQUOTT and its OFFICIALS assume no responsibility of any plot or its contents, nor for any damages sustained to any such plot or its contents nor for any injury to any and all persons resulting from contact with the plot or its contents. **You also expressly agree to hold and save the Village of Poquott and its Officials harmless for any damage or harm caused to you or your property arising out of this license.**

I attest that the items I am planting in my assigned plot are safe, legal and non-invasive and that all information I have supplied is accurate and truthful and that I accept the above HOLD HARMLESS AGREEMENT, **and I have read and agree to abide with the rule governing the garden plots.** I further agree to maintain my assigned plot in a way that is neat and well groomed and not overrun with weeds and other unsightly vegetation. I further understand that this license is for one year only beginning January 1st and ending December 31st and must be renewed annually.

Agreement signed and attested by:

Signature: _____ Name (Print Please): _____

Plot #: _____ Greenhouse # (if applicable): _____

Village Community Garden Rules and Regulations

1. Plot registrations begins January 1st with preference given to residents who gardened last year. There's a limit of one plot per resident until May 1st; at that time any remaining plots will be assigned. Unclaimed plots will be reassigned after June 1st.
2. Plot registrations are valid for one (1) year and must be renewed annually.
3. All plants, vegetation and garden decorations must be safe, legal and non-invasive.
4. Seeds, garden tools, hoses etc. must be provided by the resident. Spigot for watering is available.
5. The garden area is open dawn until dusk, seven days a week.
6. Plot identification is clearly marked with numbered Belgium Blocks. Do not remove these Blocks.
7. Please dispose of weeds and plant materials in proper receptacles.
8. Be considerate of your neighbors. Do not plant sprawling crops or tall ones that might interfere with other. Harvest only from your assigned plot. Do not spray on windy days. Keep insects and weeds under control.
9. All plots will be inspected three times. Renters of plots that have not been planted, are weedy, or do not meet the guidelines, will be notified to remedy the condition. Failure to remedy within 14 days will result in revocation of the license.
10. Using herbicides and black plastic mulches is prohibited.
11. If vandalism or theft occurs, notify Public Safety immediately.
12. Dogs, except those on a leash, are not allowed.
13. Family members are welcome to the garden site. Please supervise young children so they don't disturb other plots.
14. No person shall vandalize, interfere with, destroy, move, alter, damage, or misappropriate, the personal property of a plot of another or anything appurtenant thereto, as well as, any vegetative growth thereon.
15. Holders of plot licenses warrant and represent that they will work to foster the community of plot holders and will work cooperatively, and in a neighborly fashion with each other.
16. Individual fencing of plots is allowed. All structures must be under 3 feet tall and neat. They should be removed before fall.
17. Unattended watering is not permitted. Notify the garden coordinator or Village Clerk of any leaks in the water line. Make sure all faucets are off when you leave the garden. Keep hoses neatly rolled up.
18. No debris of any kinds should be left at the site. Use trash receptacles available next to the gardens.
19. Notify garden coordinator or Village Clerk if you are no longer able to tend your plot; will be absent for a long period of time; or have asked a friend to tend your garden.
20. Please park only in prescribed area.
21. Please conserve the use of water. Mulch with leaves, grass clippings, or hay to reduce water evaporation.
22. Each gardener must clear his or her plot of stakes, fencing, trellises, string and all inorganic materials before fall.
23. Any violation of the prohibitions, guidelines, or restrictions set forth herein shall be grounds for revoking of the license, as well as, removal of all vegetation appurtenant to the offending licensee's plot, and re-assignment of the said plot. A licensee whose license has been revoked shall be ineligible to obtain a license for a year immediately following the revocation.
24. The Village of Poquott reserves all right and title to the land, as well as, all vegetation and plantings, thereon.
25. The Board of Trustees shall have the power to revoke any license duly issued, after a hearing.
26. It shall be the Village Clerk's sole authority to designate plots to licensees on an annual basis, provided that preference shall be given such that plot holders shall be re-assigned to the same plot year after year.
27. If you have any questions, suggestions, or complaints, please contact the garden coordinator or Village Clerk.

Your compliance with the above regulations will help everyone have an enjoyable and prosperous garden experience. Failure to comply with above regulations during the season, may result in a loss present and future gardening privileges.

