



# 2024 Community Garden Plot Rental Application

Thank you for your interest in gardening with us! Please fill out this form and return it to us via email at [cityhall@ci.altoona.wi.us](mailto:cityhall@ci.altoona.wi.us), or mail or drop-off at Altoona City Hall, 1303 Lynn Avenue, Altoona, WI 54720.

PLEASE PRINT

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Daytime Ph # \_\_\_\_\_ Email Address \_\_\_\_\_

We begin processing garden plot rental applications the first week of March and will confirm the approval of your rental application after March 15<sup>th</sup>. Please submit your payment with this application. Garden plots are rented on a first come first served basis. If all spaces are rented when you make your application, your payment will be returned to you.

In the chart below, please mark the garden location/size you would like in order of preference:

Garden Name	Address	Plot Size	Fee	Preference
City Hall Garden	1304 Hayden Ave	10' x 10'	\$10.00	
Perseverance Park	205 Baumbach Way	10' x 20'	\$15.00	
Perseverance Park	205 Baumbach Way	20' x 20'	\$20.00	
Comments or special requests:				

I agree to allow the City of Altoona to use my audio, video, and/or print images for publicity purposes: \_\_\_\_\_  
(please initial if you agree)

I hereby acknowledge I have read and understand the entirety of the attached guidelines, and by signing and dating this application, I acknowledge I will comply with the terms as stated. Failure to comply with these terms is the basis for cancellation of my garden permit.

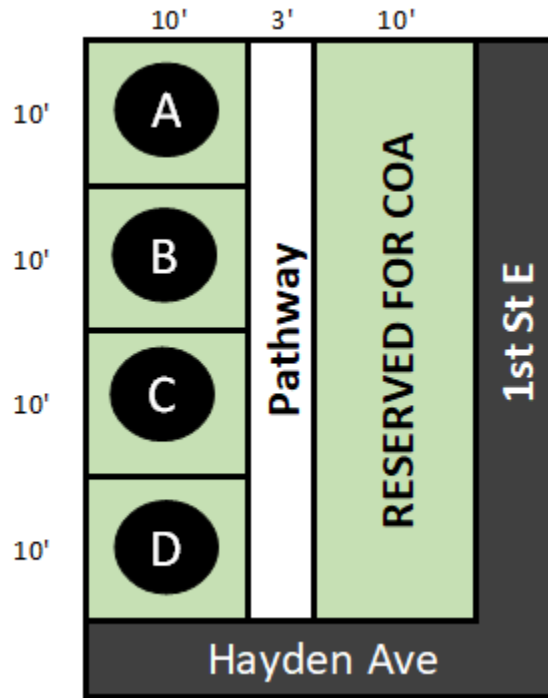
Signature \_\_\_\_\_

Date \_\_\_\_\_

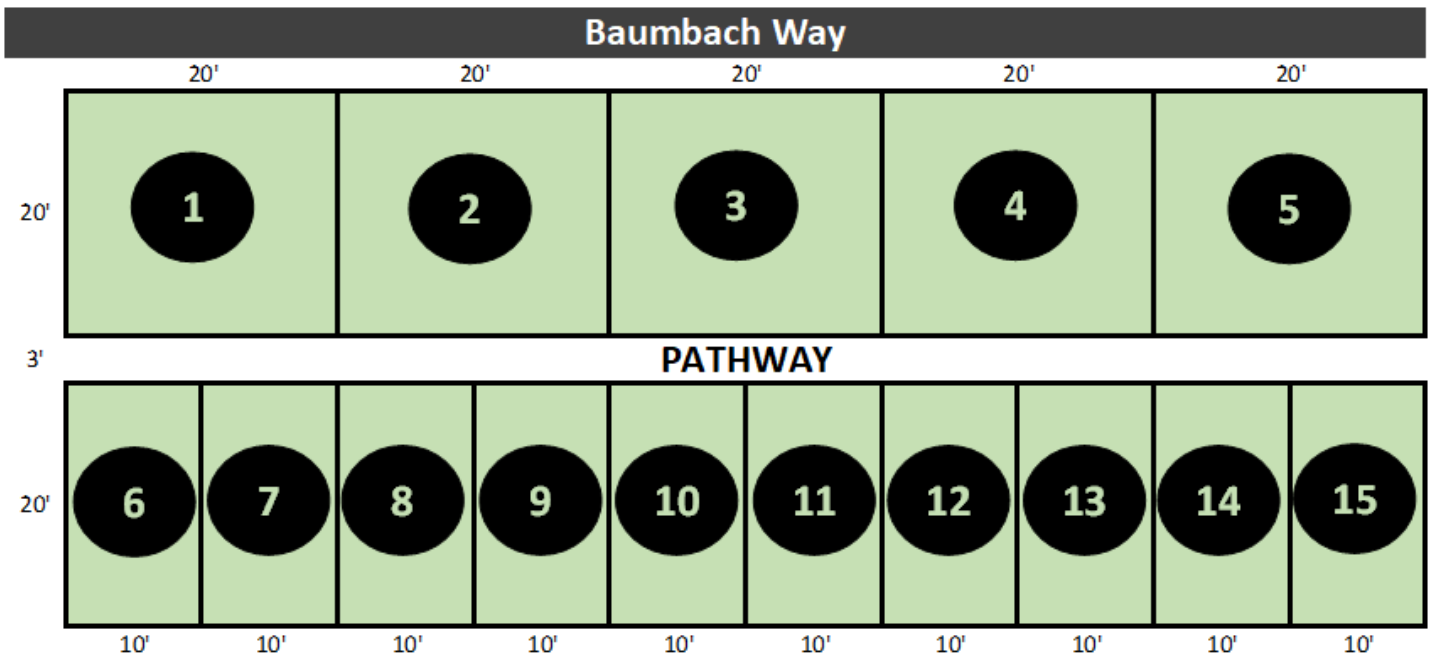
### FOR OFFICE USE ONLY

_____	\$ _____	_____	_____
Date Received	Amount Received	Check # or Cash	Receipt #
Accounting Code: 100-00-48300-000-000			
Plot Number(s) assigned: _____		_____	
City Hall Garden		Perseverance Park Garden	

# CITY HALL GARDEN MAP



# PERSEVERANCE PARK GARDEN MAP



# Rules of the Row for City of Altoona Community Garden at Altoona City Hall

## Disclaimer

City of Altoona, in permitting the use of certain excess lands for garden plots by the public, is not responsible for any personal injury or property damaged incurred by any plot renter, or for the theft, loss, or destruction of personal property owned by any plot renter.

## Watering

Each gardener is responsible for providing their own watering supplies (hoses, pails, etc.). The City is not responsible for any stolen watering supplies.

Water is to be used in a responsible manner and shut off after usage. Any misuse or abuse of watering will result in revocation of watering and/or garden privileges. Misuse or abuse should be reported to the City of Altoona Office. Watering hoses may not remain hooked up to the water faucets after you leave for the day. Hoses must be used in the gardening area only. Mowing services may run over hoses, if they cannot see them.

## Tools

Each gardener is responsible for providing their own gardening tools. Gardeners are also responsible for taking tools with them at the end of the day. The City is not responsible for any stolen gardening supplies.

## Soil / Plot Enhancement

The soil at the garden plots is fairly sandy. Some people choose to add organic matter or fertilizers to improve the soil. However, this and any other enhancements to the plot do not privilege you to ownership, reimbursement of cost, or receipt of the same plot next year unless you choose to pay the plot fee before or on the named deadline on the application.

## Basic Rules

Plantings in the garden are entirely the decision of the renter with these exceptions:

- Vines cannot spread into adjoining plots; planting may be only in rented plot.
- No illegal plants or other controlled substances shall be planted.
- Pets are not allowed in the garden area.
- Children are confined to the family's assigned plot(s) and must be supervised at all times.
- There are to be no fires for any reason at the gardens.
- Do not chop down seedling trees or branches from surrounding trees for stakes.
- The use of stereos is prohibited. If you like listening to music in the gardens, please use headphones.

### Weed Control

- Each gardener is responsible for keeping the assigned plot free from weeds and obstacles. Not complying with the proper weed control may result in refusal of plot space in the future.
- Herbicide and insecticide use is permitted in the garden area. Please limit usage of herbicides/ insecticides to your own plot. Please also be courteous of the other plots and only apply herbicides/insecticides in conditions that are conducive to spraying (non-windy). Feel free to contact the City of Altoona Office with questions on pest management strategies.
- You will be contacted if your plot looks neglected or improperly cared for. If a solution cannot be found then the plot may be reassigned. If you need to give up your plot for any reason, notify the City of Altoona. Just abandoning your plot may result in forfeiting your opportunity to garden in the community garden site next year.

### Trash

- Garden debris, weeds, rocks, sod, or other materials are not to be placed in other plots.
- ALL garbage is to be taken home for disposal. Nothing is to be left on site.
- If you use milk jugs to cover your tomato seedlings, be sure they are well-anchored to keep them from blowing away. Take them home when you are done using them.

### Harvesting

Harvest only your own crops unless given permission by other plot owners to harvest their crops.

### Surveillance

Altoona Community Garden plots will be under video surveillance.

### End of Season

Complete fall clean-up of your garden plot(s) by October 31, 2023 and understand that failure to clean up your plot(s) will result in denial to participate in the community garden the following year. Remove all stakes, string, twine, plastic, trash, and anything else you brought to the gardens.

Keep in mind, the water at the garden may be turned off by early October, depending on the forecast.

### General Information

Please be respectful of other gardeners and their plots. Disrespectful language or destructive behavior is not allowed.

Questions about the City of Altoona Community Garden plots may be directed to the City of Altoona at 715-839-6092. Garden rules are subject to change!