



City of Fontana
Community Services Department

Community Garden Plots

Central City Park

REGULATIONS | APPLICATION

Application and Payment of Fees

Thank you for your interest in joining the City of Fontana Community Garden. The Community Garden consist of thirty individual plots, with two plots that are ADA accessible, and are available for lease to residents of Fontana. The garden is a communal space at Central City Park (8328 Cypress Avenue), and the City requires everyone to follow garden policy and guidelines as well as maintain the garden while retaining positive relationships between all community members. Plot Reservations will be accepted at the Cypress Neighborhood Center (8380 Cypress Avenue) to lease a community garden plot which will be approved on a first-come, first-serve basis. If all garden plots are in use, a waitlist will be maintained by the Cypress Neighborhood Center. For more information on availability, lease agreements, garden rules, and procedures, contact the Cypress Neighborhood Center at (909) 349-6988.

Garden Hours, Maintenance, and Tools

- Gardeners may access the garden from sunrise to sundown daily, year-round. No gardening shall be conducted during nighttime hours. Gardeners are responsible for locking gates behind them. Keys and combinations are strictly for personal use and must not be shared with others.
- Gardeners must plant their plot within seven (7) days of the plot being assigned. Gardeners must garden and maintain their assigned plot throughout the duration of their lease agreement.
- If a gardener is unable to tend to the plot due to illness or traveling, they must arrange for someone else to tend the plot and notify the Cypress Neighborhood Center Coordinator as soon as possible.
- Gardeners must keep their plot, paths, and surrounding areas around the plot clean and free of trash, weeds, and debris.
- Gardeners must not apply any pesticides, insecticides, or herbicides in the garden without approval from the City.
- Gardeners are not allowed to cultivate any illegal plants.



Community Garden Plots

Central City Park

REGULATIONS | APPLICATION

- Gardeners are responsible for taking their trash or recyclables out of the garden. Weeds and cuttings from your garden plot must be taken outside the garden fence area and placed in the designated green waste receptacle container on the north side of the park near the gardens supplied by the City.
- A Gardener may check out tools from the Cypress Neighborhood Center by leaving a photo ID with staff during designated facility hours. Gardeners are responsible for cleaning all tools and returning items to City Staff. If a tool is missing, damaged, or broken, please notify staff at the Cypress Neighborhood Center. Gardeners will be held responsible for damaged or broken items that they barrow.
- The City will furnish water for the garden plots. Gardeners must be present at their plots while they are watering. Do not leave running water unattended or unsupervised. Do not flood pathways or other gardens. Please conserve water by using a trigger-operated nozzle on your hose. Notify the Cypress Neighborhood Center of any leaks or water issue immediately by calling (909) 349-6988.

Plot Assignment

- Plots are assigned based on the date and time of receipt of the plot request and upon meeting with the Cypress Center Staff to make a payment and file release of liability. Garden plots are considered leased only after payment of all fees has been received.
- Garden plot fees will not be prorated even if plot leaser or City ends the lease early.
- Only one garden plot will be assigned per household.

Plot Size	Fee	Processing Fee	Total
Large 12'X12'	\$50	\$3	\$53
Medium 12'X6'	\$40	\$3	\$43
Small 6'X6'	\$30	\$3	\$33
ADA Accessible Raised Bed	\$30	\$3	\$33

- Payment can be made by check payable to the City of Fontana, cash, or credit card.



Community Garden Plots

Central City Park

REGULATIONS | APPLICATION

- Plots are assigned for a 12-month period from July to June. Renewal is not automatic and is based on gardeners adhering to all City rules and regulations. Leasing a plot, when space is available, can be done at any time of the year but the fees will not be prorated (all plot leases conclude June 30 yearly regardless of the date plot was initially leased).
- There are no refunds after the plot payment is made.
- If there are no plots available for lease, a new applicant will be placed on a waitlist, until a plot becomes available.
- Waitlist participants will be contacted when a garden plot becomes available. Once the City has initiated contact, participants will have (1) week to decide if they would like to lease a garden plot.
- Gardeners will be responsible for updating their contact information at the Cypress Neighborhood Center when their contact number has changed.
- Additional applicants who plan on assisting leased gardeners will first have to fill out an application and submit it to the Cypress Neighborhood Center before entering the Community Garden.

Rules and Procedures

- No pets are allowed; service animals specifically trained to aid a person with a disability are permitted.
- Children must be supervised at all times.
- The Community Garden is intended for personal use only. Gardening for commercial purposes is not allowed. All seeds, manure, fertilizers, and equipment are the responsibility of the garden plot leaser.



Community Garden Plots Central City Park

REGULATIONS | APPLICATION

- Crops, plants, vines, and vegetation must be contained within the boundaries of one's garden plot so it does not overlap onto adjacent pathways or garden plots. No vegetation should exceed five (5) feet in height at any time.
- Structures, not including trellis for vines or melons (not to exceed five (5) feet in height), are not allowed in the Community Garden.
- The City of Fontana assumes no liability for any injury, damage, theft, or loss of property belonging to garden user participants before, during, or after their usage and/or lease.
- The City of Fontana reserves the right to have full access to all garden plots at any time to ensure that all rules, regulations, and laws are being observed, and if necessary, may terminate a garden plot lease or activity for the safety and welfare of City property.
- All community members utilizing the Community Garden must adhere to all City Park rules and regulations, which includes a no smoking ordinance.

Termination Procedure

- Garden vandalism and/or theft will not be tolerated. Either incident will be cause for immediate termination of the lease and loss of all garden privileges.
- Structures, sinks, benches, and fences on or in plots will not be tolerated. Construction of any of the structures may cause the lease to be terminated without any refund.
- Garden plots will be inspected by City on a regular and ongoing basis. Participants who do not comply with garden plot rules and procedures after receiving notice will have their lease terminated with no refund of fees.
- In the event a participant has failed to follow these rules and procedures, their lease will be terminated.
- The process of terminating a lease is as follows:



Community Garden Plots

Central City Park

REGULATIONS | APPLICATION

- **Step One** Notification of Violation- Leaser is notified by mail regarding non-compliance with the garden plot rules and procedures or unsafe conditions on their garden plot. From the date the first notification letter is mailed, the Leaser will have two (2) weeks to resolve any non-compliance with the rules and regulations or conditions outlined in the notification letter.

- **Step Two** Letter on Non-Compliance – Failure to comply with rules and procedures will result in a second letter and final written notice of non-compliance mailed to the Leaser. From the date this notification letter is mailed, the participant will have one (1) week to comply with the rules and regulations.

- **Step Three** Letter of Termination – Failure to comply with the second notice will result in termination of the garden plot lease. The Leaser will be mailed a letter of termination and the garden plot will be reassigned. No refunds of garden plot fees will be issued to Leasers whose lease was terminated. The City shall have the right to clean, dispose of all items onsite, and replant and/or lease plot to a different resident immediately after a garden plot lease is terminated.



City of Fontana
Community Services Department
Community Garden Plots
Central City Park
REGULATIONS | APPLICATION

Community Garden Application

Participant's Name: _____ Plot # _____
(Staff to Insert #)

Address _____ City _____ Zip _____

Phone Number _____ Email Address _____

Will anyone else be working on the garden plot? (Circle one) **YES** **NO**

(If yes, please fill out an additional Waiver of Liability Form with the additional person's information)

PLEASE READ AND SIGN BELOW

INITIAL: _____ It is understood that I (the Leaser) cannot participate in gardening until this waiver form has been completed, lease is approved by City, and plot payment is made.

INITIAL: _____ It is understood that I (the Leaser) will comply with all Garden Plot Rules, Policy, and acknowledge my understanding of City's right to terminate my Garden Plot Lease without a refund for failure to comply with all City policies and/or applicable County, State, and Federal laws.

Emergency Contact

First Name _____ Last Name _____

Phone Number _____

Signature _____ **Date** _____



City of Fontana
Community Services Department

Community Garden Plots

Central City Park

REGULATIONS | APPLICATION

RELEASE OF MEDICAL AND LIABILITY & ASSUMPTION RISK

Participant's Name: _____ Telephone# _____

Address: _____ City: _____ Zip: _____

Age: _____ Birth Date: _____ Emergency Contact: _____ Telephone: _____

Medical Release: I do hereby give permission for any certified professional or health care professional to administer any type of treatment he/she deems necessary to the above child in case of any emergency and in the case that I cannot be contacted.

Signature: _____ Date: _____

Doctor's Name: _____ Hospital: _____ Telephone: _____

Existing Medical Conditions: _____

I, _____ on behalf of myself: or on behalf of my minor child _____, hereby waive in advance any and all actions or causes of action and claims for injury or property damage I may have, or which may hereafter accrue to the participant, his/her heirs or other successors as a result of my participation in any activity, or activities incidental thereto, (hereinafter referred to as the "activity") sponsored by the City of Fontana. This is intended to release and hold harmless the City of Fontana and its elected officials, officers, employees, contractors, and agents. I understand the participant must be in good health prior to participating in the activity. I understand that serious accidents occasionally occur to participants during such an activity, transportation, to or from such an activity, and during activities incidental to such an activity. Knowing these risks, I expressly assume those risks and agree that under no circumstances will I, or any of the participant's heirs or successors present any claim or action against the City of Fontana. I also agree that the participant may be photographed and or filmed, and or agree to have the participant photographed and or filmed, and release the use of the photographs and or footage for publicity in City of Fontana publications and other public information materials.

I hereby represent that I understand and am familiar with the nature of the activities in which I (or my child) will participate in this recreation program. I personally read and understand this release.

Parent/Guardian Signature: _____ Date: _____

Printed First and Last Name _____