NAHEENO PARK COMMUNITY GARDEN
GENERAL INFORMATION

INTRODUCTION

Beginning February 2016, the SFU Community Association was granted the license to operate, maintain and manage the Naheeno Park Community Garden. The garden is located at the north end of Naheeno Park, 8888 University Drive, Burnaby, BC, though correspondence should be directed to the SFU Community Trust offices at 130-8960 University High Street, Burnaby, BC, V5A 4Y6 as the Trust is assisting the SFU Community Association with administration duties.

HOURS OF OPERATION

The Garden is open from dawn until dusk, seven days a week and is open to all UniverCity residents, students, staff and faculty of SFU.

MEMBERSHIP AND WAITLISTS

Membership is open to anyone 18 years of age and older. Often, there are more applicants than available plots (94). The SFU Community Association keeps a waitlist of people who have applied for plots, and as plots become available, SFU Community Trust will advise applicants accordingly.

Please note: new plots are assigned on a first-come, first-serve basis with priority given to UniverCity residents first (proof of residence required), with SFU students and faculty next, and the general public thereafter.

To add yourself to the waitlist, please email communitygarden@univercity.ca

You will receive an email notification when your application has been received.

ANNUAL RENEWAL OF PLOT RENTAL

- Due to high demand, a maximum of **ONLY one** (1) garden plot per family is allowed.
- Plot rentals are for one (1) year from **APRIL 1** to **MARCH 31** and must be renewed annually. SFU Community Trust will email renewal letters to Gardeners in early March each year.
- To renew, Gardeners must complete the electronic plot rental form and submit their annual plot rental fee no later than **APRIL 1 .**

http://univercity.ca/wp-content/uploads/2016/03/Naheeno-Park-Contract.pdf

- Any garden plots that are not renewed by this time will be made available to new gardeners.

PLOT RENTAL FEES

- The annual plot rental fees are set at the discretion of the SFU Community Association.
- Fees must be paid by Paypal or cheque (make cheque payable to the SFU Community Association).
- In the case of a returned cheque the issuer must provide a replacement certified cheque or money order in the amount to cover both the returned cheque and the bank charge for the returned item, within ten (10) days of notification.

Cheques can be dropped off in person Monday to Friday from 8:30-4:30 at the SFU Community Trust offices located at Suite 130-8960 University High Street in the The Cornerstone Building.

PLOT RENTAL FEES COVER:

- 8 ft x 32 ft growing plot (approximately)
- Access to water
- Compost
- Access to limited communal gardening tools
- General Garden Site maintenance and upgrades (e.g. fence, waterlines, hoses, tools)
- Administration (to oversee the management and upkeep of gardens)

TERMINATION OF PLOT RENTAL AGREEMENT

Plot rentals are terminated when:

- Plot rental fees have not been paid before the deadline (April 1)
- When a Gardener wishes to resign their plot
- Failure to adhere to Community Garden Policies:
    - Failing to cultivate their garden plot by JUNE 1
    - Unauthorized removal of produce, soil, tools or other material from another Gardener's plot
    - Unauthorized interference with another Gardener's plot
    - Damage to SFU Community Association / SFU property or common areas
    - Violating SFU Community Association policies, as defined in the Naheeno Park Community Garden Policy (Schedule B & C [3])
    - Bullying

Note: The SFU Community Association reserves the right to reclaim or re-assign neglected garden plots during the growing season (March-October). Notice of termination of a plot rental must be approved by SFU Community Association Directors, signed by Chair, or his/her designate and delivered to the Gardener by registered mail.

PLOT TRANSFERS & SUBLETS

- Garden Users can apply to transfer from their existing plot to a vacated plot. The SFU Community Association keeps an internal waitlist of Gardeners who wish to transfer to a vacated plot. Gardeners on the internal waitlist have priority over people on the regular waitlist, with priority given to UniverCity residents.
- Requests for an internal transfer must be made in writing to **communitygarden@univercity.ca** and will only be accepted if the Gardener's existing plot conforms to plot maintenance guidelines.
- Plots may not be sublet. Plots gardened by non-members or their immediate families will be reassigned through the waiting list. Note: The exception to this rule, is if your plot is being gardened for you while you are on vacation. Please email **communitygarden@univercity.ca** to inform us of your absence and provide the contact information of the person who will be gardening in your place.
- The removal of communal gardening tools from the Naheeno Park Community Garden site is strictly prohibited – garden tools are for everyone to use.
- Garden Users to provide their own hand tools (e.g. trouwel, weeder, watering can or sprayer).
- The shed lock combination will be e-mailed to you within a few days of plot renewal.

LIABILITY

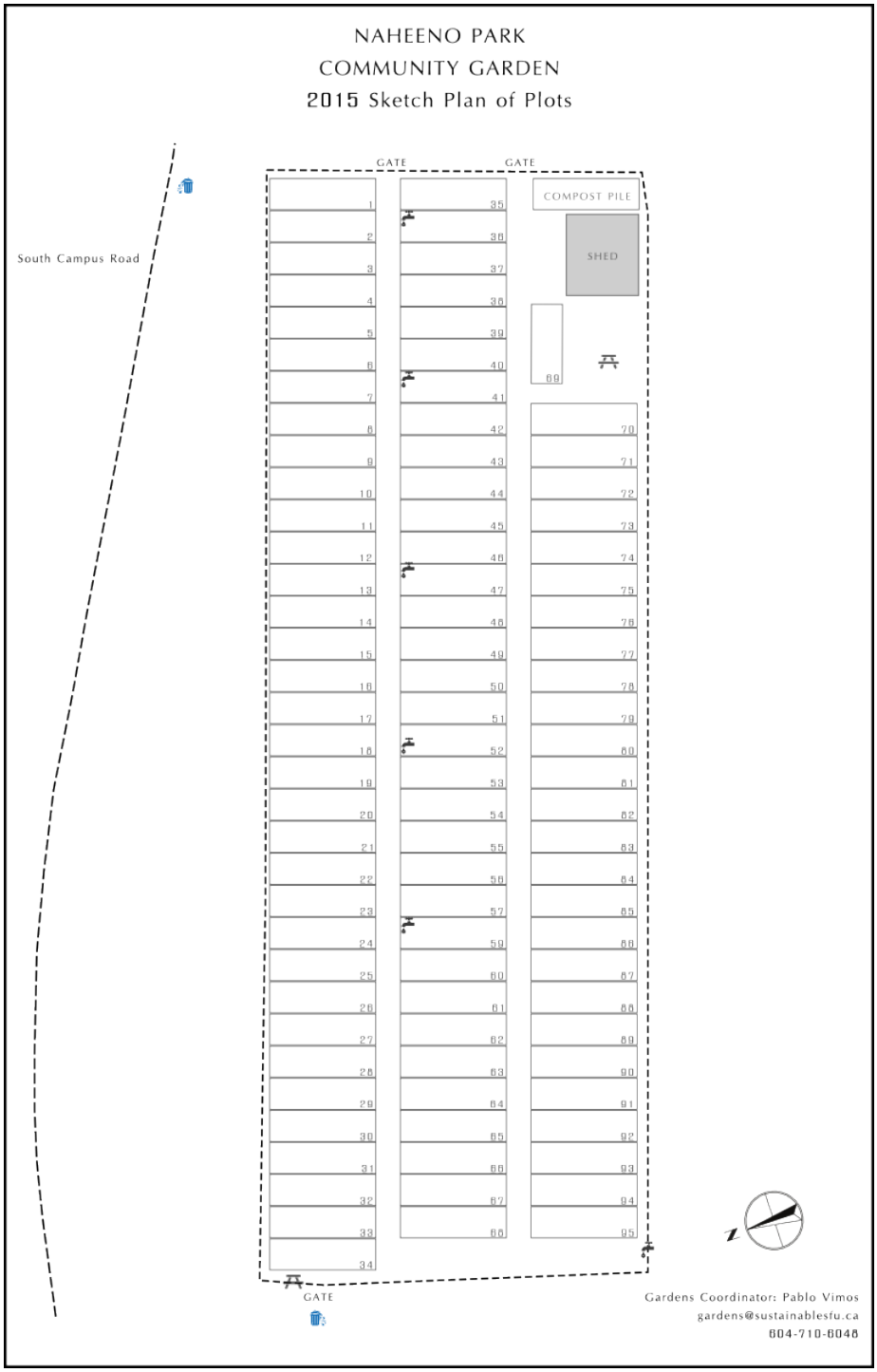
- Garden Users are reminded to act responsible and practice good personal safety when visiting the garden.
- Garden Users must understand that neither the SFU Community Association, SFU Community Trust, nor SFU are responsible for their actions. Garden Users agree to hold harmless the SFU Community Association, SFU Community Trust, and SFU for any liability, damage, loss, or claim that occurs in connection with use of the Community Garden by themselves or any of their guests.

CONTACT

For further information, please contact:
communitygarden@univercity.ca
#130-8960 University High Street
Located in the Cornerstone Building
Burnaby, BC V5A 4Y6
604.291.3000

Monday through Friday, 8:30am-4:30pm

Schedule A


NAHEENO PARK
COMMUNITY GARDEN
2015 Sketch Plan of Plots
South Campus Road
GATE
GATE
COMPOST PILE
SHED
GATE
Gardens Coordinator: Pablo Vimos
gardens@sustainablesfu.ca
604-710-6048