



City of Victoria

Parks and Recreation Department

8475 Kochia Lane, Victoria, MN 55386

952-443-4255

Victoria Parks and Recreation Policy for use of Community Gardens

General Statement

Community gardens are meant to be a place for the community to gather to grow a variety of vegetables, flowers, fruits and herbs. Community gardens are typically located on public lands or private property of community partners. Community gardens are for those who do not have a yard of their own, the means to grow a garden in their yard or just do not want a garden in their yard.

Community Garden Locations

- Diethelm Park (Victoria Recreation Center) – 25 raised garden plots
8475 Kochia Lane, Victoria MN
- Holy Family Catholic High School – 20 raised garden plots
8101 Kochia Lane, Victoria MN

General Information

City of Victoria provides the following:

- 10x20 raised garden plot
- Water and hoses
- Annual tilling
- Fall composting
- Assigned plot (plot assignment mailed out in early May)

Community Gardeners are responsible for the following:

- Registration fee (\$50/plot)
- Plot maintenance and weed control (no chemicals)
- Seeds, plants, fertilizer and equipment for proper preparation, growing and cultivating crops
- Will only use organic materials (no synthetic fertilizers or pesticides)
- Tools
- Clearing out plot at end of the season (October 15)

- Turn in plot if you choose not to plant in it

Policies

Community Garden Timeline

Community Garden Communications -- February 2, 2021

Community Garden registration forms are emailed out to all interested gardeners (on email list, contact hkaufhold@ci.victoria.mn.us to get added to the list) and gardeners from the previous season.

Returning Gardener Registration Period -- February 2-March 15, 2021

If you had a garden plot in the previous season you will have priority to register before the registration opens to the general public. The Parks and Recreation Department will not accept any registrations from new gardeners during this registration period. Returning gardeners are guaranteed the same plot they had the previous season. There is no online registration available during this registration period.

General Registration Period -- March 16-April 15, 2021

New gardeners can register for available plots. Plots are first come, first serve

Community Gardens Open -- Mid-May, 2021

Garden plots will open as soon as they are ready for the season. This means, the frost is out of the ground and the soils are dry enough to till.

Community Gardens Close -- October 15, 2021

Garden plots will be closed for the season.

Community Garden Registration, Payment and Plot Assignment

Community gardeners can register by mailing or dropping-off their registration form at the Victoria Recreation Center (8475 Kochia Lane, Victoria 55386). Online registration will be available for the general registration period at <http://cityofvictoria.maxgalaxy.net>. The registration fee is \$50 per plot, checks can be written to "City of Victoria". Community gardeners can purchase one plot per family. If there are additional plots available after the general registration period concludes, families can then purchase additional plots.

Plot assignments will be emailed and mailed to registered community gardeners in Mid-May (when plots are open for the season). All plots will be numbered and easy to find.

Community Garden Maintenance

Plots must be reasonably maintained, meaning weeds are under control and plants are regularly cared for, pruned, watered and harvested. Plants may not exceed plot boundaries. All materials must be removed

from garden plots by October 15. If gardeners plan to keep winter plants, they must be well staked and are only allowed if the gardener has removed all other plant materials and plan to return the next season.

Not Allowed in Community Garden

Marijuana cultivation, bee hives, tires, selling produce, unleashed pet, unsupervised children.

Fencing and Accessories.

Snow fence or something similar are allowed and all fences must be placed inside the plot. Gardeners are asked to be aware of the height of accessories or plants that they do not shade into the neighboring plot.

Plot Neglect/Abandonment

Plots must be obviously worked on by June 1, weather permitting. Any abandoned or unworked plots will be reassigned, and no refund given. If you are unable to keep or maintain your plot you must contact the Parks and Recreation Department immediately.

If a plot is voluntarily relinquished and notification is given to the Parks and Recreation Department by April 1, the plot will be reassigned and a full refund (minus a \$5 administrative fee) will be provided. After April 1 there will be no refunds allowed.

Plot Revoking Procedure

Garden Reminder

- Parks and Recreation Department will be notified by either staff or fellow gardeners if plots are not in compliance.
- A gardener whose plot is not in compliance with the Community Garden Maintenance policy will receive a Garden Reminder email or letter.
- Steps to Remedy – Once a Garden Reminder has been sent, the gardener will have seven (7) days to either act to remedy the issue or to contact the Parks and Recreation Department to come up with a reasonable plan. If gardener fails to respond to the notification, the plot will be revoked, and gardener will not be able to apply the next season.

Parks and Recreation Department Contact Information

Located in the Victoria Recreation Center at 8475 Kochia Lane, Victoria, MN 55386

Phone number (952)443-4255

Recreation Supervisor – Holly Kaufhold

Direct line (952)443-4259

hkaufhold@ci.victoria.mn.us

2021 Community Garden Registration Form

NAME: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

PHONE NUMBER: _____

EMAIL: _____

NOTES:

Please refer to the Community Garden Policy section for deadline and payment instructions. Return this page with payment.