

**City of Cambridge**  
**Community Garden Program Policy**  
Revised November 2022

1. The Cambridge Community Garden Program is for Cambridge residents only. Anyone interested in having a plot must submit a signed application and provide contact information.
2. An applicant may apply for space in up to 3 gardens in a single application, indicating their order of preference. Due to the high demand for garden space, each applicant may accept membership in one community garden.
3. Plots will be distributed to applicants based on the chronological order of receipt of fully completed applications.
4. Applicants remain on the city-wide waitlist until a plot becomes available. Once a gardener accepts a plot, they will be removed from all waitlists.
5. Please note that some gardens are communally gardened, and others have assigned plots.
6. If a given garden has more plots available than applicants, the garden members may tend those additional plots communally.
7. Cambridge residents who have a disability that results in the need for an accessible plot will be given priority for an accessible (e.g., raised bed) garden plot. In any given year, if no one with a disability applies for an accessible plot in each garden, that plot may be assigned to a nondisabled applicant, with the explicit understanding that they will relinquish that plot at some future time to a resident with a disability.
8. Each year, each garden must choose its coordinator(s), who must be a gardener in that garden. Coordinators take on these tasks, and possibly more: orient new gardeners to operating procedures, ensure that trash/yard waste is put out curbside each week, organize clean-up days, answer questions, and settle disputes.
9. The City requests that garden coordinator(s) make every effort to reduce the wait times for gardening by:
  - Identifying unused/untended plot(s).
  - Identifying communal plot(s) that waitlist applicants can tend collectively.
  - Creating partnership plot(s) with existing gardeners that need extra help.
10. Garden operations must be conducted safely. Herbicides and pesticides are prohibited. Fertilizers must be used per manufacturers' instructions; and must never be left on site or unattended. Tools must be stored off site, unless otherwise approved by the City. Any shed or other structure must be installed in compliance with zoning and building requirements and approved by the City.

11. In newly established community gardens, the city will assist with the plot layout. Pathways (and other common areas) and watering facilities (and other shared features) within community gardens shall be accessible, consistent with the standards of the Americans with Disabilities Act (ADA) and the Massachusetts Architectural Access Board (MAAB) and shall follow universal design principles wherever possible. A minimum of five percent (5%), but not less than one percent, of the garden plots shall have raised beds (minimum 18 inches above the ground). The city will install a perimeter three feet high, and an appropriate water service.
12. Gardeners must keep gardens clean, especially to deter rodents. Two garden clean-ups are required each year: early spring and late fall. During the season, gardens should be kept weeded and all fallen fruit/vegetables should be removed. At the end of the season, gardeners must remove all material from plots, including stakes. Existing perennials must be cut back to eliminate, or at least reduce, harborage.
13. Under no circumstances will locks be installed at the gardens or individual plots.
14. The gardeners at each community garden may adopt additional garden rules and policies specific to that garden.
15. The City does not discriminate based on disability, and upon request will provide auxiliary aids and services, written materials in alternative formats, and reasonable modifications in policies and procedures to persons with disabilities.
16. The City of Cambridge reserves the right to revise this policy at any time.