



## HUMAN SERVICES COMMITTEE

### Agenda

Tuesday, August 7, 2012  
12:00 pm

Madison Avenue Meeting Room  
500 SW Madison

Discussion/**Possible Action**

I. Community Gardens Master Plan  
(Attachment)

Discussion/**Possible Action**

II. Mosaic Collaborations for Downtown Trash Receptacles  
(Attachment)

Information

III. Other Business

### **Next Scheduled Meeting**

Tuesday, August 21, 2012 at 12:00 pm  
Madison Avenue Meeting Room, 500 SW Madison Ave

### **Agenda**

Social Services Semi-Annual Report

# MEMORANDUM

To: Human Services Committee  
From: Karen Emery, Director *KE*  
Stephen DeGhetto, Assistant Director *SD*  
Date: July 13, 2012  
Subject: Community Garden Master Plan



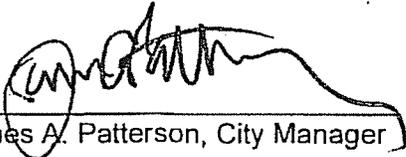
**Issue:** In 2010 the Benton County Health Department – in collaboration with the City of Corvallis Parks and Recreation Department and other community partners – was awarded a \$360,000 grant from the Robert Wood Johnson Foundation (RWJF) to improve opportunities for physical activity and access to affordable healthy foods for children and families in southern and surrounding rural areas of Benton County.

**Background:** The key policy activities of this grant included the development of a Community Garden Master Plan. The master plan establishes the development and administration processes for community gardens within the Parks and Recreation Departments' land jurisdiction. This would include rules, regulations, budget, program coordination and development of user agreements.

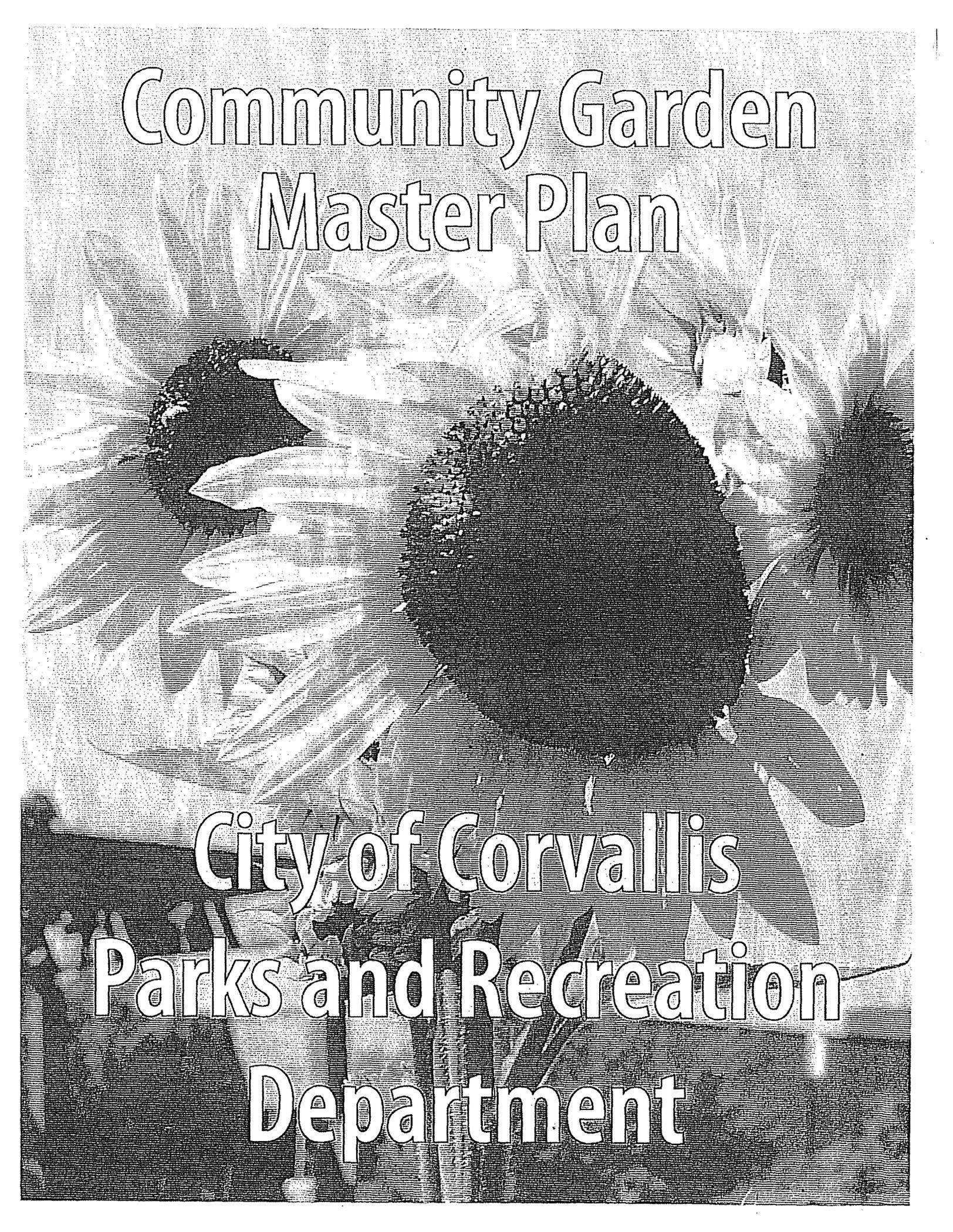
**Discussion:** The goal of this master plan is to define the start up procedures and establish ongoing roles and responsibilities for Community Gardens on Parks and Recreation properties. The outcome of the community gardens master plan will stream line the establishment process, define where gardens can be placed in existing parks, and improve opportunities for physical activity and access to affordable healthy foods for families in Corvallis.

**Recommendation:** Staff recommends Human Services Committee recommend to City Council to adopt the Community Garden Master Plan.

Review and Concur:

  
James A. Patterson, City Manager

Attachment: Community Garden Master Plan



# Community Garden Master Plan

City of Corvallis  
Parks and Recreation  
Department

## **ACKNOWLEDGEMENTS**

In addition to the many dedicated Corvallis citizens who participated in public workshops and focus group meetings, the following people assisted in developing this report:

### **Technical Team**

Karen Emery, Parks and Recreation Director  
Stephen DeGhetto, Parks and Recreation Assistant Director  
Megan Patton-Lopez, Healthy Kids, Healthy Communities Coordinator  
Cheryl Good, Consultant  
Debra Curtis, Recreation Coordinator  
Kelly Moffatt, AmeriCorps Volunteer  
Linda Hart, Parks and Recreation Senior Administrative Specialist  
Pete Meyers, Parks Operations Lead Worker  
Dave Phillips, Parks Operation Supervisor  
Liz McGovern, Parks and Recreation Marketing Coordinator

### **Community Stakeholder Committee**

Luke Beene, Beene Farm  
Jen Brown, Corvallis Environmental Center, Edible Corvallis Initiative  
Mark Burgenmeyer, Community Resident  
Pam DeWolfe, Community Resident  
Sue Domingues, Oregon State University Extension, Master Gardener  
Annette Mills, Corvallis Sustainability Coalition, Food Action Team  
Maria Ortiz, Organización de Latinas Unidas  
Jasper Smith, Benton County Health Department, Developmental Disabilities  
Rebecka Weinstein, South Corvallis Community Food Center

### **Parks, Natural Areas and Recreation Advisory Board**

Betty Griffiths, Chair  
Lynda Wolfenbarger, Vice-chair  
Carolyn Ashton  
Kevin Bogatin, School 509-J District Liaison  
Nick Castellano  
Kent Daniels  
Phillip Hays  
Joel Hirsch, Council Liaison  
Jon Soule  
Marc Vomocil  
Randy Willard

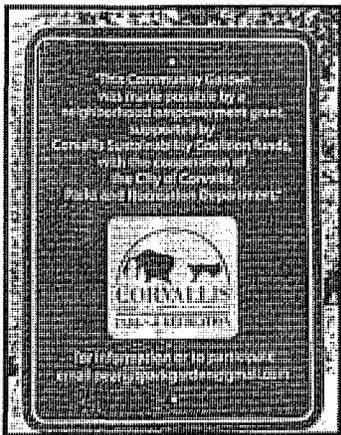
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**COMMUNITY GARDEN MASTER PLAN  
CITY OF CORVALLIS  
PARKS AND RECREATION DEPARTMENT**

**CHAPTER 1: INTRODUCTION**

**1.1 Background**



In 2010 the Benton County Health Department – in collaboration with the City of Corvallis Parks and Recreation Department and other community partners – was awarded a \$360,000 grant from the Robert Wood Johnson Foundation (RWJF) to improve opportunities for physical activity and access to affordable healthy foods for children and families in South Corvallis and surrounding rural areas of Benton County.

The Healthy Kids Healthy Communities Initiative (HKHC) is a preventative health initiative which promotes collaboration among a number of non-profit and public organizations. Benton County Health Department, Corvallis Parks and Recreation Department and members of the Benton County Healthy Communities Coalition – including the Corvallis Sustainability Coalition, Health Equity Alliance of Benton County, Casa Latinos Unidos de Benton County, Corvallis Environmental Center, Willamette Neighborhood Housing Services, Ecumenical Ministries of Oregon's Interfaith Food and Farms Partnership, and Strengthening Rural Families, are among a growing list of community based organizations seeking to improve the quality of life for Benton County citizens through chronic disease prevention, neighborhood design and public policy.

The Healthy Kids Healthy Communities Initiative or *Creciendo en Salud* (Growing in Health) has identified access to community gardens as a goal to promote healthy eating and access to healthy foods. The primary funding for the development of City of Corvallis Community Garden Master plan has come from Robert Wood Johnson Foundation (RWJF) as part of the HKHC initiative.

## 1.2 Vision for Community Gardens on Public Land

The overall vision of community gardens in Corvallis came about as a result of the public and stakeholders meetings. There are a dozen primary goals that emerged from the public process. This list captures the strengths, weaknesses, threats and opportunities for community gardens on Parks land.

1. Create opportunities for everyone to garden in the community. Locate gardens within 1/2 mile of every residence. High density housing has the least opportunity to garden because of space limitations associated with apartment complex design.
- 
2. Provide local access to public community gardens with close proximity to all residential areas within the City.
  3. Integrate community gardens within the multiple use philosophy of Parks and Recreation.
  4. Address gardening in park strips. Although not included in the scope of this plan, citizens can contact the Corvallis Community Development Department for use of park strips adjacent to their property for approved practices.
  5. Make gardens accessibility for all, with walking and bicycle access, compliance with ADA and creation of opportunities for people with physical challenges. Provide a children's section and provide educational opportunities.
  6. Design Community Gardens for maintenance access for users and staff.
  7. Require liability protection for Parks and Recreation programs, Community Garden service providers, contractors, and neighborhood associations.
  8. Develop an affordable community garden program. Develop a financially sustainable program to control operating cost for Parks and Recreation. Provide a scholarship program or family assistance for low income users. Utilize volunteers, home owner associations and neighborhood associations to minimize impact on Parks and Recreation staff resources.
  9. Develop water wise, pesticide free management for all gardens. Look into water

catchment technology for gardens, promote water conservation with users and have Parks staff provide the irrigation expertise for gardens.

10. Work with the community to determine whether the neighborhood is supportive of changes to park use. Integrate gardens into the big picture and ensure compliance with existing master plans.
11. Determine who the community champions will be for each community garden. Leadership in this role will be an important factor in the sustainability of the garden. Develop a registration system to connect garden coordinators with the public and Parks and Recreation staff.
12. Manage invasive species and garden pest species, develop cultural practices in gardens to lessen the impact of native wildlife, and create garden friendly pet guidelines for community gardens.

### **1.3 Goals and Objectives**

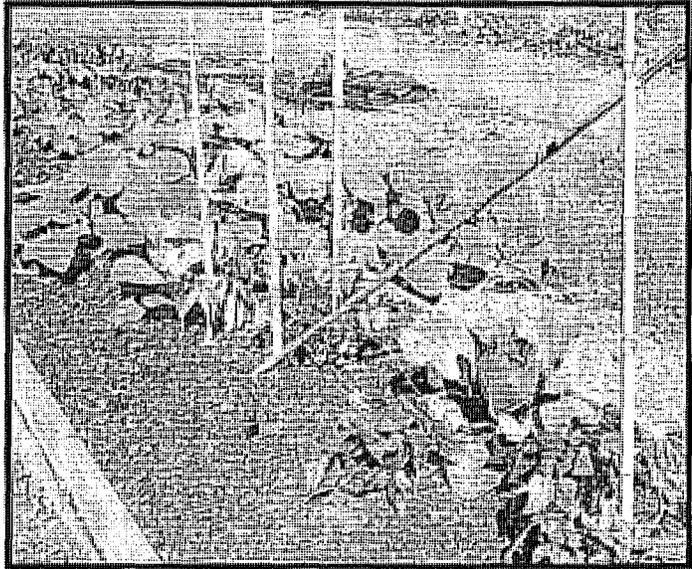
The City of Corvallis Community Garden Master Plan aims to protect existing gardens and establish new community gardens on City land. These community gardens provide access to the outdoors and serve as important community resources that build social connections; offer recreation, education, and economic development opportunities; and provide a local food source.

Specifically, the Community Garden Master Plan will:

- Identify City park land that can be designated a community garden site
- Clarify the process for starting a community garden on City land
- Provide a user-friendly guide to community gardens on City land in Corvallis
- Identify, and where appropriate, "streamline" the process for starting and maintaining a community garden on City land
- Ensure the health and safety of gardeners and other community residents
- Ensure the ecological integrity of the surrounding area
- Ensure that gardens are equitably distributed throughout the City of Corvallis
- Establish maintenance standards for Community Gardens
- Develop Best Management Practices for Gardens on public land

## 1.4 Definition of Community Gardens

Community gardens are communal green, open spaces where residents gather to garden together. Community gardens may exist on large plots of land or on small parcels. Community gardens may exist as a single-shared garden where gardeners work on the same piece of land, or as a cluster of small plots on a single site where each gardener tends to individual plots or beds within the garden.



The City of Corvallis recognizes the value of urban agriculture and is developing the Community Garden Master Plan to promote the development of community gardens on Parks and Recreation Park property. Community gardens build and strengthen the community, provide economic benefits, increase social equity and promote environmental stewardship. By providing access to affordable, nutritional foods, community gardening encourages a practical approach in preventing and reducing obesity and associated diseases.

Under the guidance of the Parks and Recreation Department, community gardens may be created and maintained by neighborhood associations, nonprofit contractors and citizens. This will help the City decrease its operation and maintenance costs while developing social and environmental sustainability in the community.

Urban agriculture improves the quality of life for urban residents by creating green spaces and enhancing the connections between garden participants. Community gardens can also provide environmental benefits, including managing storm-water runoff by capturing and filtering water in the urban environment.

## 1.5 Definitions

1. **Parks and Recreation property:** City-owned real estate or any portion thereof that may be used as a Community Garden, as defined the Parks Inventory and managed under the Parks and Recreation Department.
2. **Community Garden:** City property used to grow fruits, vegetables, flowers, herbs, native or ornamental plants for non-commercial purposes, in which there is no exchange of goods for monetary value.
3. **Community Garden Coordinator:** A city employee or contractor which provides management and coordination for a Corvallis Community Garden.

## 1.6 Benefits of Community Gardens

Community Gardens offer a variety of benefits for individuals and families. In addition to providing access to healthy foods, such as fruits and vegetables (Egger, 2007; Lawson, 2000; Aliamo et al, 2008), community gardens provide an alternative for physical activity. The U.S. Surgeon General, along with the U.S. Centers for Disease Control and Prevention recommend gardening as a form of moderate physical activity (Pate, Pratt, Blair, Haskell, Macera, Bouchard & Buchner, et al, 1995). Community



gardening can encourage more active lifestyles by providing children and adults the opportunity to exercise by stretching, bending, walking, digging and lifting tools and plants. Community Gardens have also been linked to education and lifetime learning (Robinson-O'Brien, Story & Heim, 2009). Hands-on exposure to community gardening can teach children about the source of fresh produce demonstrate community stewardship and introduce the importance of environmental sustainability (Eisenberg, 2008).

## **CHAPTER 2: METHODOLOGY**

### **2.1 Planning Advisory Committee**

The development of the Corvallis Community Garden Master Plan was facilitated by a Planning Advisory Committee (PAC). This committee was made up of fourteen community residents representing different stakeholder groups throughout the Corvallis community. The Committee met formally 5 times during March-September 2011.

### **2.2 Community Visioning**

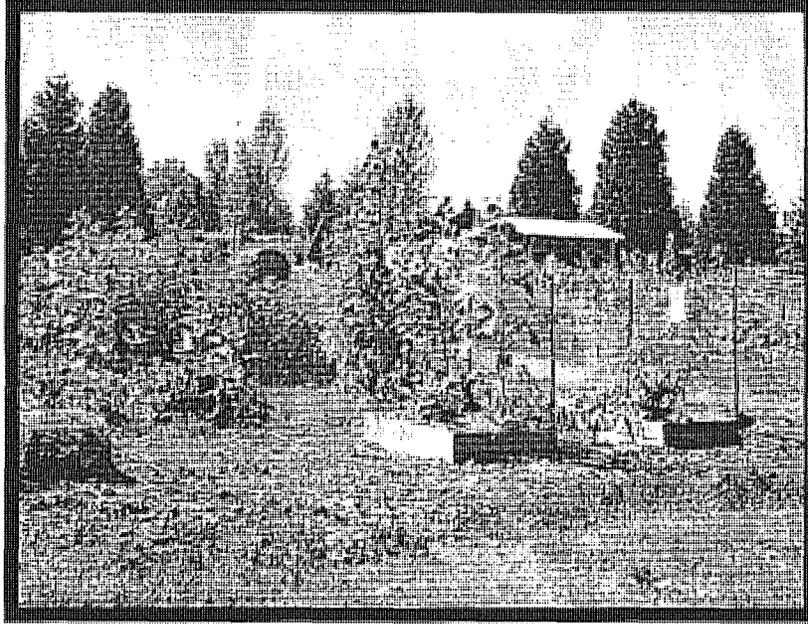
In addition to the formation of the Planning Advisory Committee, three community wide forums were held during February-September 2011 in which community residents' values and needs around community gardens were solicited. In addition to participating in the group discussions, residents also completed a community garden needs assessment survey which provided additional information on the current barriers and needs for gardens in Corvallis.

### **2.3 Key Informant Interviews**

Structured interviews with current community garden managers and gardeners were completed in order to understand the current state of community gardens on park land. These interviews also provided suggestions for ways in which the City could further support gardening.

### **2.4 Best Practices Review**

Information was gathered from internet resources and through structured interviews with 10 city-supported community garden programs<sup>1</sup> in the northwest/west region. This review explored how programs within our region were structured, the level of service provided, funding mechanisms, program management and risk management. Sample policies and procedures from these sites, as well as community resident input, provided a framework for this plan.



## **2.5 Field Survey of Community Gardens**

Community garden audits were completed on each of the gardens currently located on Corvallis Park property, in addition to three community based gardens located on private land. These audits recorded information on garden organization and policies; resources, amenities and structures; membership; and garden management. Chapter 3 describes the results of these audits.

## **2.6 Residents' Interest in Community Gardens in Corvallis**

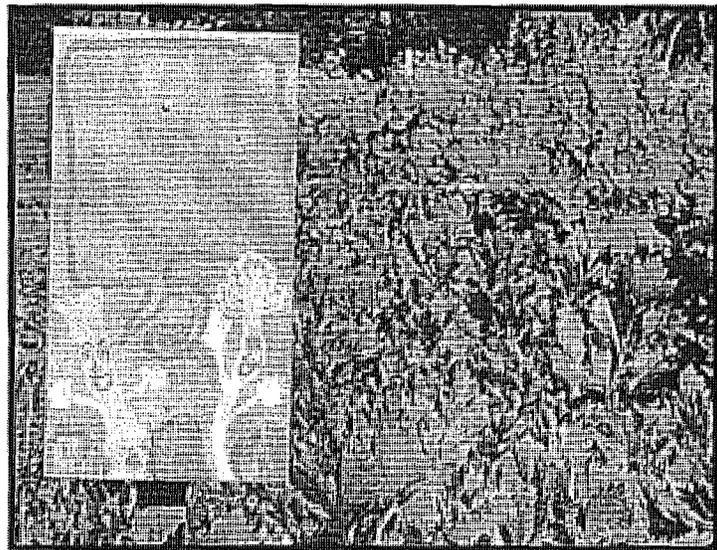
Community participation and feedback was encouraged during the planning phase of the Community Garden Master Plan. In collaboration with the Willamette Neighborhood Housing Services and the Benton County Health Department, 340 surveys were mailed to families living in neighborhoods along South 3<sup>rd</sup> Street in South Corvallis. These surveys were part of a needs assessment for the Robert Wood Johnson Foundation's Healthy Kids, Healthy Communities initiative. They covered topics related to neighborhood satisfaction, healthy eating and active living. The survey also contained three questions regarding participation and barriers to gardening. One hundred and thirty (130) surveys were completed.

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<sup>1</sup> Cities include: Ashland, Eugene, and Portland in Oregon; Bellingham, Olympia, Seattle and Vancouver in Washington; Sacramento and San Francisco in California; and Vancouver, British Columbia

The results suggest that among those households that participated in the survey, 53% currently garden and an additional 24% were interested in gardening, but currently did not. When asked what type of assistance was needed, participants most often cited *space* to garden as a need (32%), followed by access to *seeds/plants* (22%). These results complement findings from the South Corvallis Food Center Project needs assessment. Surveys completed by fifty (50) patrons of the South Corvallis Food Bank reported that gardening was currently practiced by half (50%) of the respondents, and 23% reported interest in gardening. The types of assistance needed by these participants include: *space/land* (44%), *training* (27%), and *garden tools* (25%).

In addition to community surveys, three community forums were held between February and September of 2011. During these forums, community discussions regarding community gardens were held and responses recorded. One of the main themes identified from the community workshop held on 2/15/2011 was the idea that community gardens be accessible to all residents of Corvallis. This includes not only a geographical distribution of community gardens throughout the City, but also ease of use by individuals traveling by foot/bicycle, individuals with disability and/or advanced age, and families with young children. Another theme identified was affordability. Many requested that garden opportunities be available for all residents. Amenities/supports suggested by community residents include raised beds to meet ADA guidelines, scholarships for families to cover rental fees, tool sheds on-site for the sharing of tools among gardeners, access to water, locations within walking distance from homes, and restroom facilities.



## CHAPTER 3: STATE OF COMMUNITY GARDENS ON PARK LAND IN CORVALLIS

### 3.1 State of Community Gardens

Currently, three parks within the Corvallis Park's system support community garden activities for community residents: Starker Arts Park, Avery Park and Peanut Park (see table 3.1). Starker Arts Park in south west Corvallis is home to both the Starker Arts Park Garden for Education (SAGE) and the Dunawi Creek Community Garden (see figure 3.3). Avery Park just south of the OSU Campus and Peanut Park on SW 7<sup>th</sup> and D streets also host two community gardens (see figure 3.2 & 3.4).

Interviews with each of the Community Garden Coordinators gathered information about garden organization, policies, resources and amenities. The results of these interviews provide a snap-shot of the current amenities and challenges facing the community gardens.

*Coordination of Gardens.* All four gardens are managed by non-City staff, although the Parks and Recreation Department does provide some maintenance support. The details of the scope of work provided by the Parks and Recreation Department for each garden is defined through contracts with the community organization and/or neighborhood group managing the garden.

*Organization and Policies.* The gardens serve several main purposes that include: food production, recreation, community-building, and education. Each of the four gardens is open to the public and hosts programs or events at the garden. These events include: workshops, art and craft activities, barbeques, private events, picnics, educational events, camps, work parties, cooking classes and harvest parties. The gardens are funded in a variety of ways through membership fees, grants, and donations, complemented with maintenance support from the Parks and Recreation Department. All four gardens require that members practice organic gardening methods.

*Resources, amenities and structures.* The resources, amenities and structures present at each of the four parks vary by location. The four community gardens have been provided with access to City water facilities. Irrigation has been installed by Parks and Recreation staff at Dunawi, SAGE and Peanut Park. Multiple hose bib connections are available to provide water at Avery. A locked tool shed is available for garden members at the SAGE and Dunawi Creek gardens, however there are no sheds currently present at either Avery or Peanut Park.



Dunawi and SAGE share a shelter located within the garden area that is primarily used for educational programming at SAGE. The shelter covers two picnic tables and is located next to a cob oven. Avery Park has several covered shelters; however, the current location of the community garden does not

benefit from these shelters. There are barbeques, outdoor kitchen facilities, picnic tables and drinking water available within Avery Park which could enhance community garden activities in the park if the current location of the garden is moved. Peanut Park has picnic tables, a barbeque and children's play area in proximity to the garden, but there are no restrooms located on site as it is a neighborhood park.

The gardens at Starker Arts Park do have access to a port-a-potty, hand washing station and drinking water; however, these three items are not located in the same area of the garden. The gardeners must walk some distance to access the port-a-potty across the park and then cross to the other side of the garden to wash their hands. Flush toilets are located in two areas of Avery Park which are seasonal, operating from April 1<sup>st</sup> through October 31<sup>st</sup>. Finally, although each of the areas has parking available for cars, none of the gardens has formal bicycle racks for participants to park bikes while at the garden.

*Garden Site.* Adequate sunlight was reported at each of the gardens; however, the current placement of the Avery Garden does experience flooding in the early spring which delays the start of the garden each year. Each of the gardens has amended the soil. Soils at Dunawi and SAGE are routinely tested. Quality of soil at each garden was rated as good. The garden coordinator shared issues that are sometimes experienced in the gardens. These include: odor, vandalism, theft, rodents or other animals, non-gardener access, people bringing dogs to the garden, and insect pests.

*Food Production.* Each of the four gardens primarily produces food either for individual members or for the community at-large through donations to local food banks, soup kitchens and other social service programs. Types of plants grown in the gardens include vegetables, fruits, greens, herbs, fruit trees, berry fruit shrubs, flowers and native plants. At the time of the interviews, only one garden (SAGE) raised animals (chickens and bees).

**Table 3.1. Characteristics of Community Gardens Currently on Corvallis Park Land.**

Garden	Location	Size	Year Founded	Number of Plots	Organic Gardening Methods	Accessible for People with Disabilities*
Dunawi Creek Community Garden	Starker Arts Park	~ 2 acres	2000	70 perennial plots (20x20) 27 annual plots (10x10)	Yes	No
Starker Arts Park Garden for Education	Starker Arts Park	~ 1 acre	2000	Production garden	Yes	No
Avery Park Community Garden	Avery Park	~ 1 acre		20 x 20 plots	Yes	No
Peanut Park Neighborhood Garden	Peanut Park	10' x 4 raised beds (6)	2010	Shared garden	Yes	No

\* Accessibility includes access aisles made up of material that creates a firm and stable surface that is smooth, even and slip-resistant; aisle/path is 4-5 feet wide at a minimum; accessible route originates from parking lot, accessible building, drop-off or bus stop; slope of path no steeper than 5%; and at least one table-height bed for gardening.

### 3.2 Spatial Distribution

The four community gardens located in City Parks in Corvallis are clustered geographically in the southwest and south central areas of Corvallis. Three of the community gardens (SAGE, Dunawi Creek, and Avery) are located in Ward 1, while Peanut Park is located in Ward 3. The current status of Peanut Park Neighborhood Garden is temporarily closed due to construction impacts. The adjoining property is being developed and the original garden location was encroaching into the public right of way and had to be removed. The Parks Division is working on the relocation feasibility and logistics at this time. Aerial photos of each park and garden location is included below.

Figure 3.2 Aerial photo of Avery Park indicating location of community garden

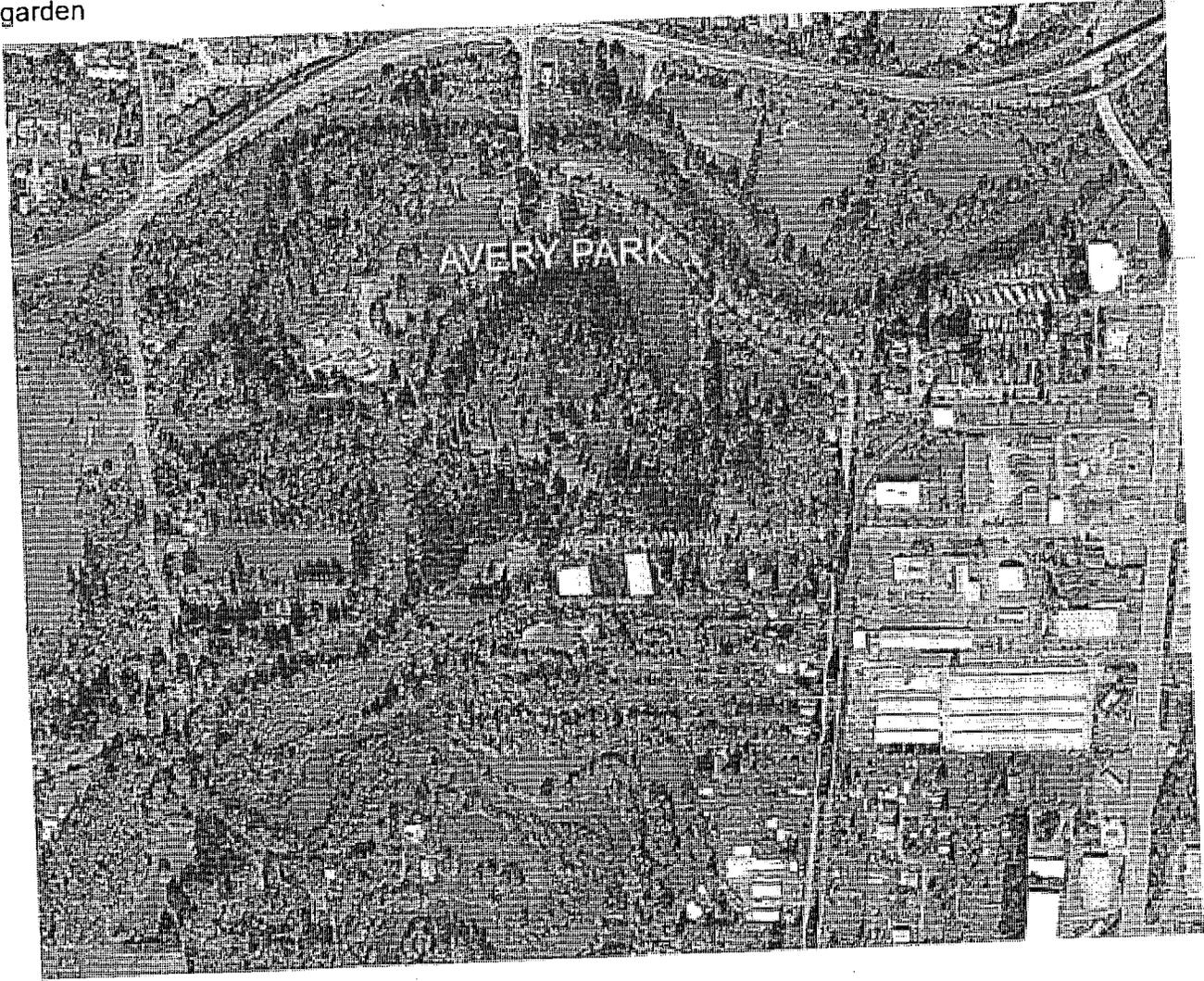
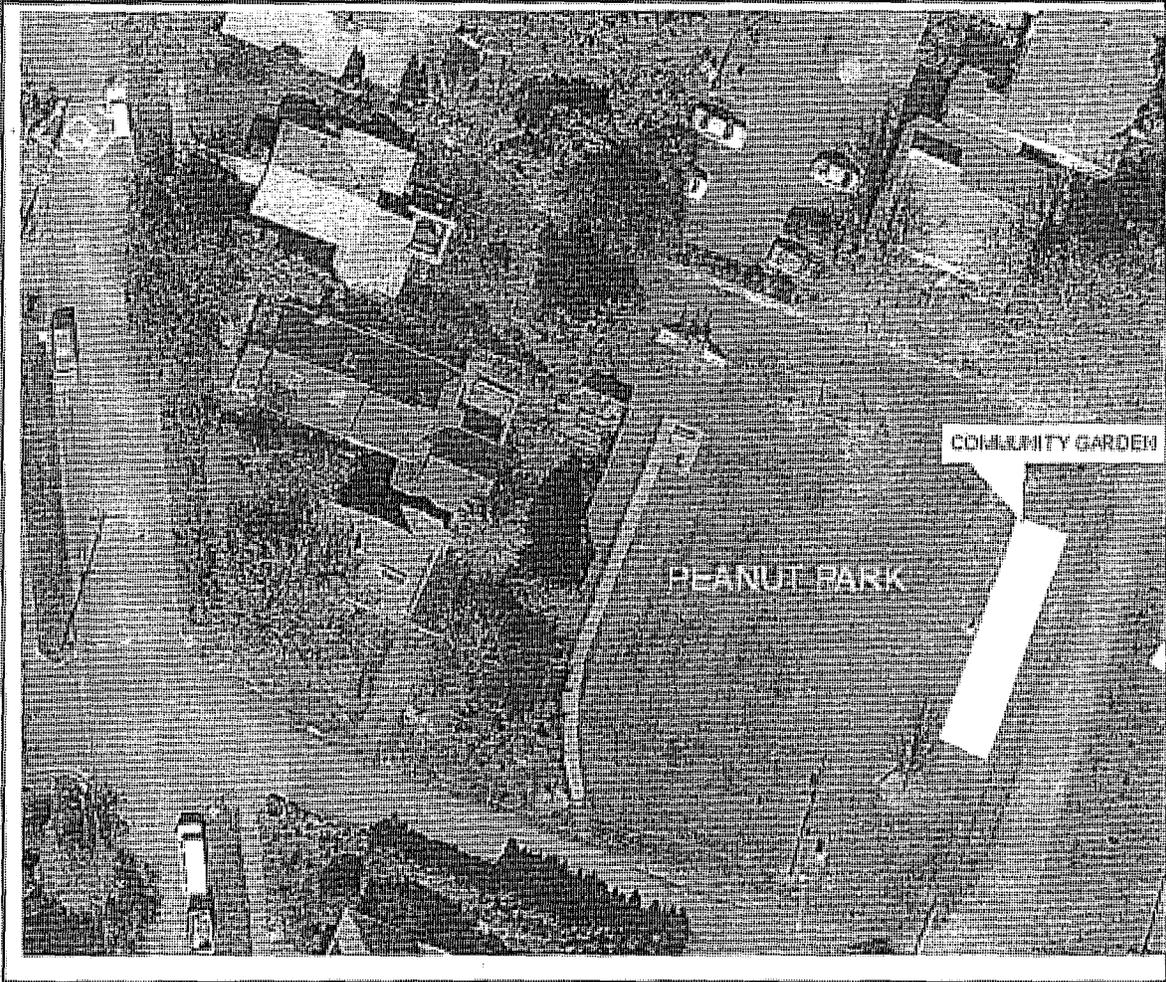


Figure 3.3 Aerial Photo of Starker Arts Park for Community Education (SAGE)



Figure 3.4 Aerial Photo of Peanut Park



### **3.3 Corvallis City Parks & Amenities**

The City of Corvallis Parks network features over 37 parks and natural areas throughout the urban growth boundary. Natural areas are currently not included in this plan as these areas have many limitations related to land use, conservation easements, master and management plans. Some parks are located within neighborhoods, while others are located along the perimeter of the City. Each park provides a safe place for families; however, the amenities offered at each site vary. Common amenities found within the City parks include, restrooms, drinking water, sports fields/courts; playgrounds, picnic shelters, barbeque grills, bike paths, and trails. Community gardens are an additional park amenity that will provide community residents an opportunity to utilize these neighborhood resources.

### **3.4 Classification of Corvallis Parks**

The City of Corvallis has an extensive network of parks. These can be grouped into the following categories: beautification areas, neighborhood parks, large urban parks, mini-parks, community parks, special use and linear parks.

These classifications are used in the Corvallis Parks and Recreation Facilities Master Plan and the Sustainable Operations Plan. Both plans use this terminology to best describe the site use, area description and types of amenities present. The master plan process is one in which the City Council approves the intended use of the area as designed. Parks and Recreation plans can be located on the web at:

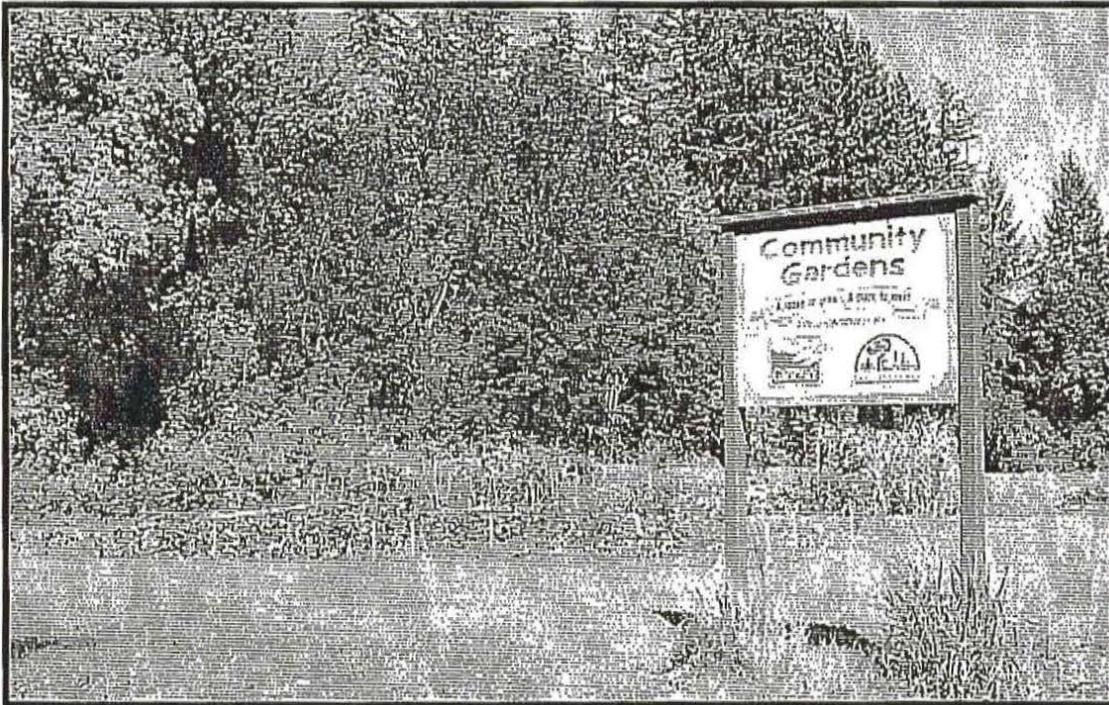
<http://www.ci.corvallis.or.us/>

Figure 3.1: Classification of Park Type in Corvallis Parks System



The Parks Map is provided (figure 3.5) to show the distribution of Parks throughout the City. These park lands are managed by the Corvallis Parks and Recreation Department. This map is provided to show the depth of public lands managed by the Corvallis Parks and Recreation Department.





### **3.7: Summary of Community Gardens in Parks Assessment**

The results of our assessment of current community gardens in City parks illustrate that community gardens are a resource that are actively used by residents. Amenities vary by park site, with none of the current gardens currently meeting the accessibility standards put forth by the ADA.

Current community gardens on City park land are clustered along Philomath Blvd. There is a need to distribute gardens throughout the City in order to increase access by residents who may be limited by transportation.

There is community interest in gardening among residents; however, supports and resources have been identified as a need. These include: land, water, tools and gardening education.

The City of Corvallis offers a variety of parks distributed throughout the many neighborhoods in our community. These parks offer opportunities to expand community gardens to meet the needs of residents.

## CHAPTER 4. POLICY & PLANNING CONSIDERATIONS

### 4.1 Regulation Overview

When first considering a community garden proposal, current municipal and state laws will need to be addressed as part of the process for the development of community gardens on City Park land in Corvallis. All recommendations in the report are informed by these legal and planning considerations. The following items have regulations that define specific activities, events, standards, and maintenance requirements for community gardens on Corvallis park lands. The Corvallis Land Development Code defines through regulations the specifications for all structures, fences, and signs for community gardens on Corvallis park lands.

#### Corvallis Municipal Codes applicable to community gardens

CMC 5.01.170 Flora  
CMC 5.01.040 Use of Fire  
CMC 7.08.130 Fire Prevention  
CMC 5.01.060 Property Maintenance  
CMC 5.01.090 Special Use Permits  
CMC 5.01.120 Sound Permit  
CMC 5.01.110 Alcohol permits  
CMC 2.08 System Development Charge

#### Corvallis City Council Policies applicable to community gardens

CP 91-4.01 Commercial Vending & Fundraising Activities in City Parks  
CP 07-4.16 Code of Conduct for Patrons at Parks and Recreational Facilities Events and Programs  
CP 95-7.12 Integrated Vegetation and Pest Management (IVPM) Program  
AP 09 1.15 Solid Waste Management

#### Land Development Codes applicable to community gardens

Chapter 3.0 Use Classifications  
Chapter 4.2 Landscaping, Buffering, Screening and Lighting  
Chapter 4.3 Accessory Development Regulations  
Chapter 4.7 Sign Regulations

### 4.2 Corvallis Land Development Code

The site selection of community garden locations considers data from three City adopted documents: the Corvallis Comprehensive Plan, the Corvallis Parks and Natural Areas Sustainable Operations Plan, and the Parks and Recreation Facilities Master Plan. The Parks and Recreation Facilities Master Plan is currently being updated and

will be complete in the first quarter of 2013. These three foundational documents reflect the community vision of multiple use and resource stewardship for public lands. Each of these documents has been adopted by City Council; however, the Land Development Code is governed by State law and guides the development of all land within the Urban Growth Boundary (UGB).

In Corvallis the use of both private and public property is regulated through zoning codes. The general zoning codes divide cities into districts such as residential, commercial, and industrial. The use of properties in these districts allows the property to be used in specific ways. A community garden must be a permitted use for the identified property in order to comply with the Corvallis Land Development Code (see figure 5.2.1).

Conditions of the proposed garden must meet local and state land use requirements as outlined in the Corvallis Land Development Code. In addition, location of proposed community gardens must be coordinated with approved master plans and designated use areas like developed sports fields, picnic areas, and open play space. These adopted plans are reference resources to ensure the proper type, design, and locations are considered for community garden placement on Corvallis Park property.

The Corvallis Comprehensive Plan defines the limitations of garden site selection with restriction to placing gardens on land with known wetlands, significant vegetation, riparian areas, floodplains, and zoning restrictions (see figures 4.1 – 4.4). These limitations to site selection were established to provide protection to natural features in the urban environment and appropriate land use within zoning districts.

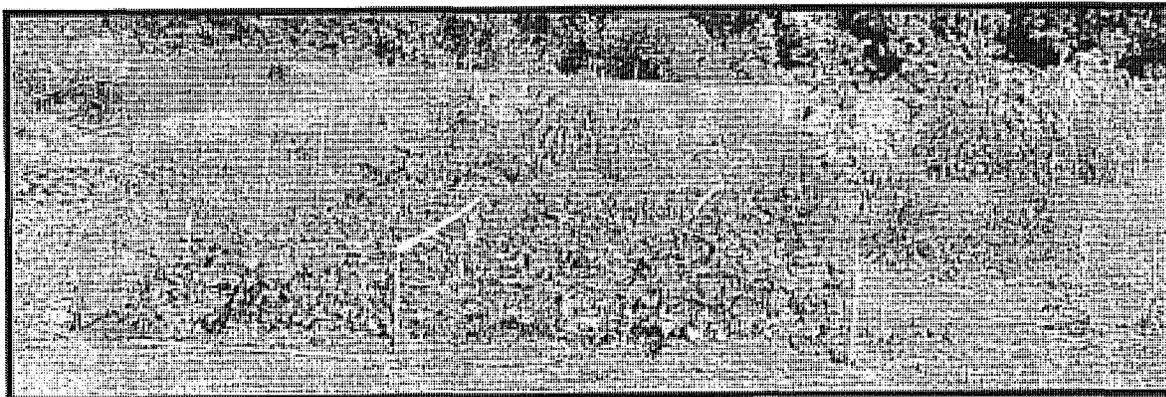


Figure 4.1: Map of general zoning codes as described in the Corvallis Comprehensive Plan

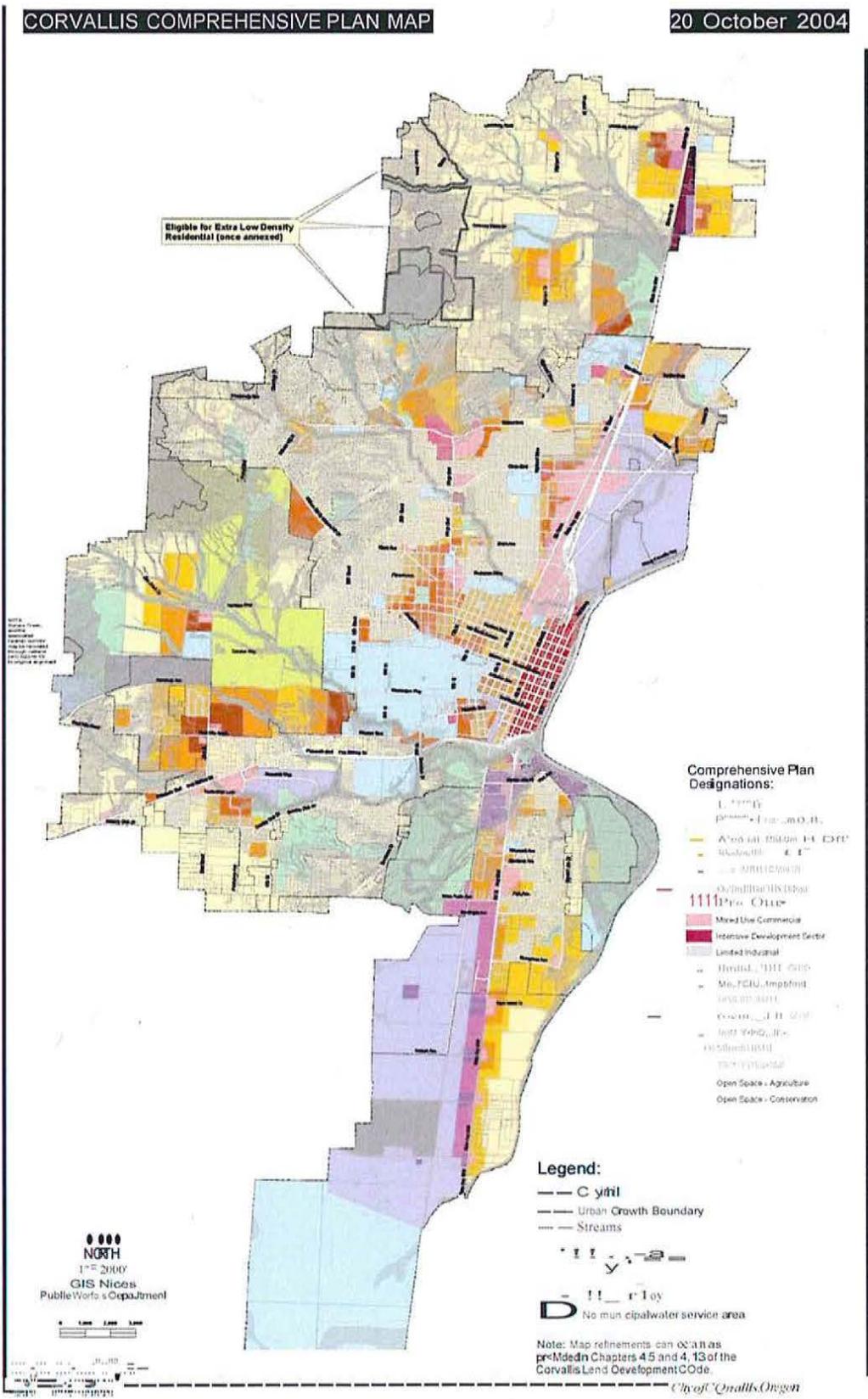




Figure 4.3: Map of significant vegetation as described in the Corvallis Comprehensive Plan

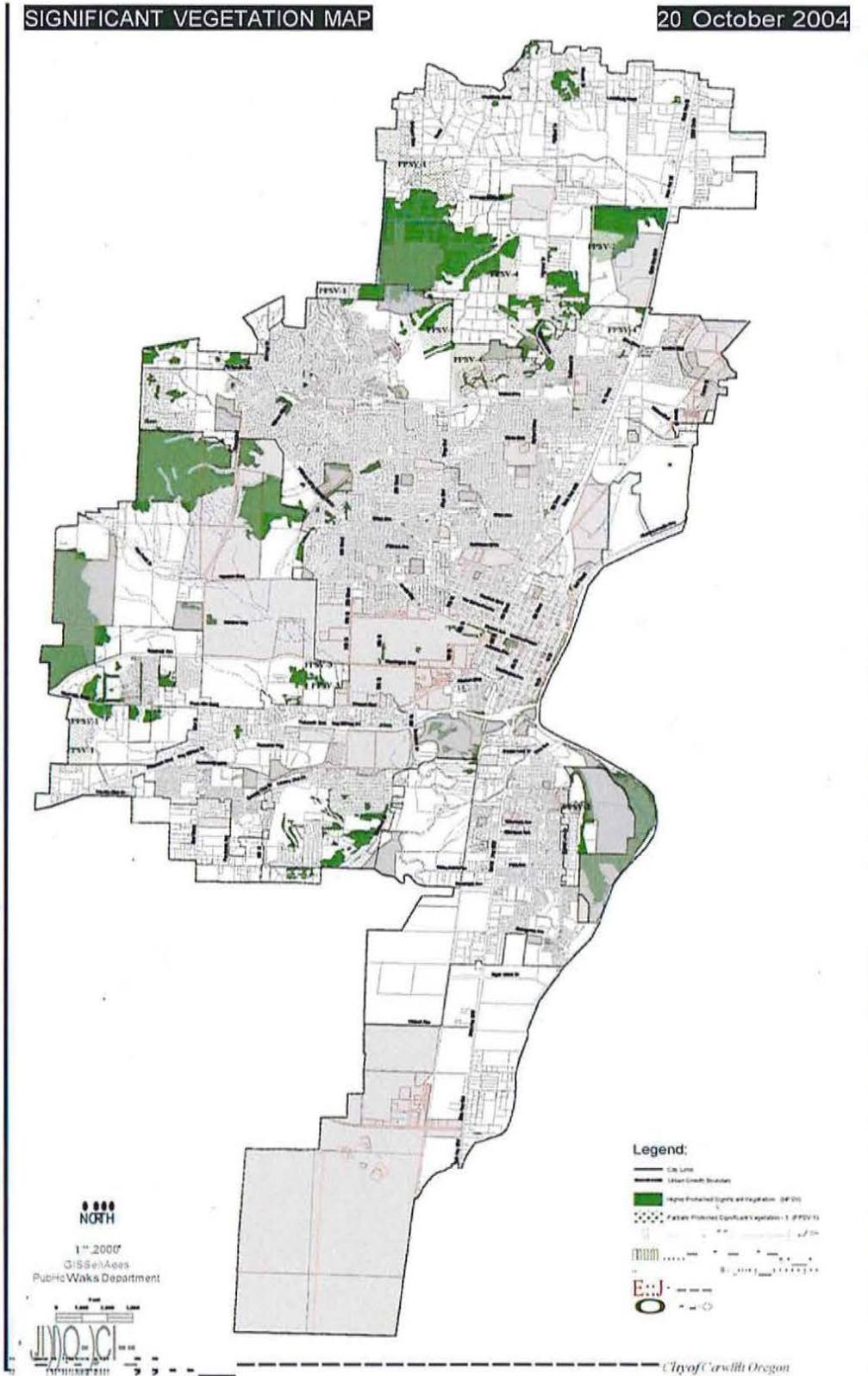
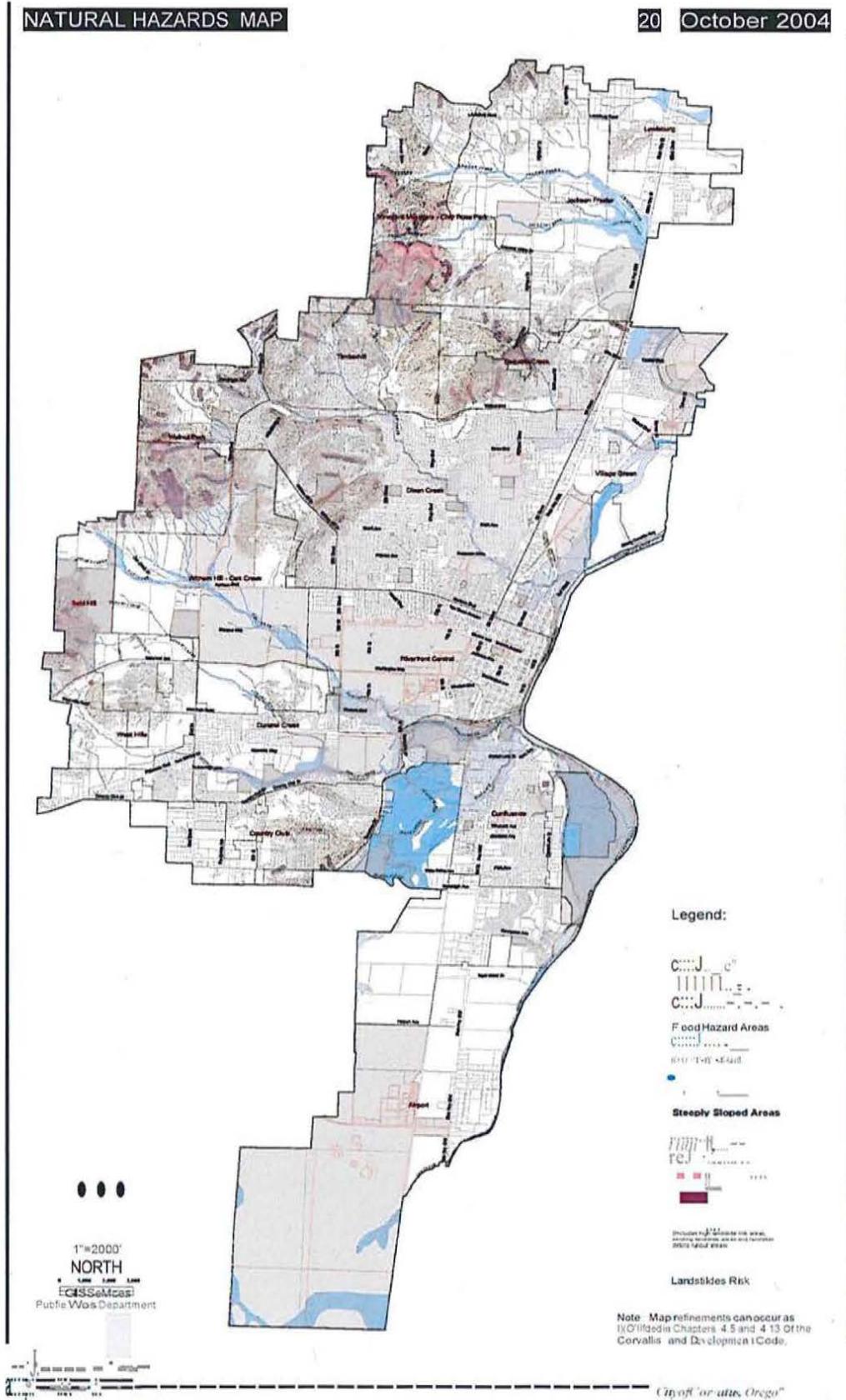


Figure 4.4: Map of natural hazards as described in the Corvallis Comprehensive Plan



### 4.3. Recommended Sites for Community Gardens on City Park Land

The Parks and Recreation Department has compiled the following list of potential sites that meet site selection requirements as described above. The list is provided as a starting point in the decision making process. Staff review of these Parks with potential garden sites will require further review of all applicable Corvallis Municipal Codes, City Council Policies, and Land Development Codes during the application process. The Parks on the list are subject to review and final approval by the Director of the Parks and Recreation Department. Future community gardens are included in the Chintimini Park Conceptual Plan and the adopted Willamette Park Master Plan.

**Table 4.1: Recommended parks for community gardens and amenities available in area**

Recommended Parks	Location on Map	Picnic Tables	Benches	Playground	Drinking Fountain	BBQ's		Restrooms		
						small	large	unisex	men's	women's
Arnold Park	E-6	3	4	1	0	0	0	0	0	0
Avery Park	G-8	84	20	6	9	5	7	7	1	1
Chepenafa Springs Park	F-3	3	1	2	1	0	0	2	0	0
Chintimini Park	F-6	6	5	1	1	0	0	0	1	1
Grand Oaks Park	B-8	1	0	1	1	0	0	0	0	0
Lilly Park	H-9	1	2	1	1	0	0	0	0	0
Little Fields Park	G-8	0	1	1	1	1	0	0	0	0
MLK Jr. Park	D-4	6	5	1	2	1	2	0	0	0
Peanut Park	G-8	1	2	1	0	1	0	0	0	0
Pioneer Park (Lower)	G-8	0	1	0	0	0	0	0	0	0
Porter Park	G-5	2	2	1	1	0	0	0	0	0
Riverbend Park	H-12	4	11	1	1	0	0	2	0	0
Starker Arts	D-9	5	3	1	1	0	0	0	0	0
Tunison Park	G-10	3	0	1	1	3	0	0	0	0
Village Green Park	J-3	4	8	1	1	3	0	0	0	0
Washington Park	H-6	2	2	1	0	0	0	0	0	0
Willamette Park (campground)	I-10	10	0	0	3	0	0	2	0	0

## CHAPTER 5. STRUCTURE OF CITY COMMUNITY GARDEN PROGRAM

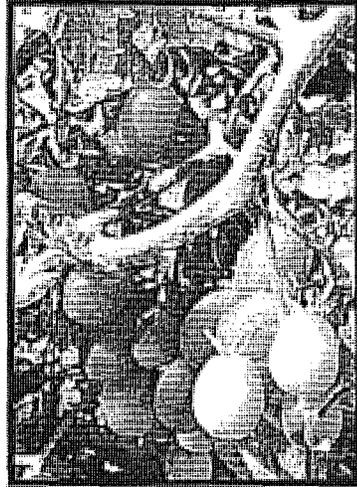
### 5.1 Plans and Regulations

The Community Garden Master Plan provides guidelines for establishing community gardens and structure for the proposed garden projects.

Placement of community gardens in the Parks and Recreation system must be compatible with the existing Parks Master Plan, Parks Management Plan, Parks Operations Manual, and/or Capital Improvement Program (CIP) requirements of the department. The final decision on garden location will be determined by the Parks and Recreation Department.

All community garden proposals will be evaluated by Parks and Recreation staff according to the following:

- Community gardens shall not impact the scenic or recreational values of the existing park.
- All community gardens will be constructed with materials that meet the design and maintenance criteria of the Parks and Recreation Department.
- Community garden donations that are large in scale may be considered on a case-by-case basis, as they relate to park planning processes and the CIP process.
- Non-designated monetary community garden donations will be used to meet current community garden needs of the department as recommended by the department director.



### 5.2 Ownership

The City Community Garden Program is managed and operated by the Parks and Recreation Department. The department will provide the following services in support of the program:

- Oversight of program, including meeting goals and objectives
- Land/space in specified parks (meeting criteria)
- Provide insurance for rental and share gardens with signed waiver
- Construction of garden

- Planning assistance
- Water
- Irrigation
- Tool sheds and lock
- Garden based programming with fees (summer camps, horticultural education, etc.)

### **5.3 Operation**

#### Availability and Registration

The City of Corvallis will offer seasonal community garden opportunities from April 1<sup>st</sup> through October 15<sup>th</sup> each year. Registrations for the gardens will begin on January 15<sup>th</sup>.

#### Liability and Insurance

Community residents participating in share or rental plots must sign a liability waiver prior to participating in a community garden. Insurance coverage is a requirement for any non-profit organization serving as a contract manager of a garden.

#### Human Resources

The Department of Parks and Recreation has identified the need for a 0.25 FTE position to provide the coordination and management of the community gardens on City park land. In addition, seasonal maintenance staff will provide approximately 0.10 FTE to support the maintenance needs of the gardens. On an "as needed" basis, the Parks Planner will assist the Garden Coordinator with the design and construction of the gardens. In addition, community residents are expected to contribute to the construction of the garden and its on-going maintenance through volunteer hours.

#### Operating Capital Requirements

The initial start-up costs for a community garden varies; however, it is estimated that each garden constructed will require \$1.75 per square foot for basic materials. This number was derived from the Special Project expenditures in 2006 for the development

of the Dunawi Creek Community Garden. An annual 5% inflation factor was added for illustration purposes. Labor was calculated based on the time it would take to install a 5000 square foot garden with three water distribution risers. The resources to support the initial construction of a garden will come from community members' fundraising activities (approximately 1/3 of cost), Capital Improvement Plan and department funds.

**Table 5.1:** Estimated start-up costs for community garden on City Park land.

Park	Classification	Base Fee*	SDC**	ADA Path	Storage Shed	Raised Beds	Sign	Labor ***	Total
Any Park	Neighborhood	\$8,700	3@66.68= \$200 3@\$142.52=\$428	\$400-\$600	\$800- \$1200	\$300- \$600	\$300- \$500	\$1200- \$1800	\$11,900- \$13,830

\*\$1.75/sq.ft. for 5000 sq.ft

\*\*\$66.68-\$142.52/fixture

\*\*\*for 5000 sq.ft.

## 5.4 Management

### Garden Coordinator, Parks and Recreation

Rental and share gardens in City of Corvallis parks will be managed by a Garden Coordinator housed within the Department of Parks and Recreation. Approximately 0.25 FTE Special Recreation Program Coordinator will be dedicated to this position with the following duties:

- Preparing for yearly garden registrations and fee calculation based on cost recovery for direct program expenses
- Planning and implementation of yearly meeting for Neighborhood Garden Liaisons (NGL)
- Communicate with maintenance staff regarding garden needs/assistance
- Provide assistance/support to NGL positions, as needed
- Assist neighborhood residents with the implementation of new gardens
- Coordinate educational programming

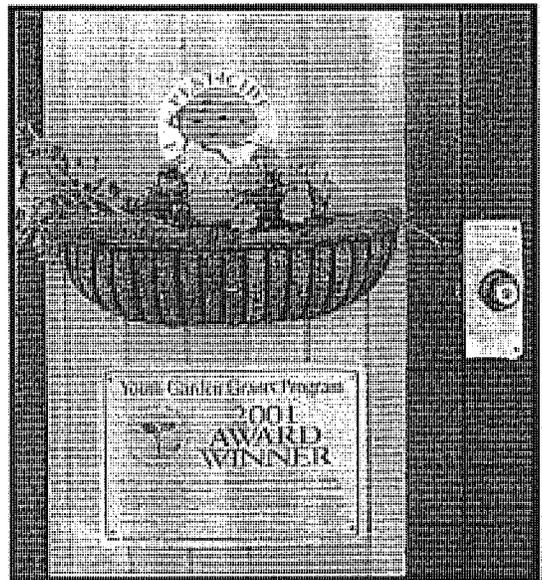
### Neighborhood Garden Liaisons (NGL)

Neighborhood Garden Liaisons (NGL) are community residents who voluntarily serve as garden coordinators for a community garden located within a City Park. In return for NGL service, the rental fee for one garden plot within the garden will be waived. The expectations for the NGL are as follows:

- Coordinate fundraising activities to financially support the construction (and upgrades) of the community garden
- Ensures that volunteer garden service hours are completed by gardeners
- Communicates with each gardener and Garden Coordinator on issues related to garden
- Receives training/support from OSU Master Gardeners, Parks and Recreation and other groups
- Assist in the planning and implementation of open garden hours/events

### Best Management Practices for Community Gardens

- *Water Conservation Practices for Garden Operations:* Manage gardens using the most water efficient techniques available
- *User Education and Outreach:* Educate garden users on management practices that conserve water and protect water quality
- *Fertilizer Application:* Apply fertilizers based on the specific needs of plants, particularly as identified by appropriate soil test
- *Reduce Irrigation Needs:* Design, install and maintain irrigation systems to ensure uniform and efficient distribution of water
- *Garden Construction:* Minimize erosion and control sediment leaving the site during the gardens construction phase
- *Community Garden Design:* Plan and design gardens comprehensively to enhance settings, conserve water, and minimize future maintenance
- *Garden Waste Disposal/Composting:* Recycle and compost organic materials



- *Mulch*: Use organic mulches to reduce water loss through evaporation, reduce soil loss due to exposure to wind and runoff, and suppress weeds
- *Minimize Pesticide and Herbicide Application*: Application of any pesticides and herbicides whether labeled natural or organic must be in accordance to the label and targeted to specific disease and weed problems. Adopt an integrated program to guide the control process
- *Fertilizer and Other Garden Product Storage, Handling and Disposal*: Ensure that fertilizers, fuel and other maintenance chemicals are stored, handled and disposed of safely and properly.
- *Plant Selection and Placement to Reduce Presence of Invasive Species*: Select plants with low maintenance needs. Group plants that have similar water, sunlight, soil and nutrient needs together. Currently there is no approved plant list for community gardens on Corvallis Parks and Recreation property. However, Corvallis Parks and Recreation has adopted the Oregon Department of Agriculture Noxious Weed Control Program list of invasive plants as a best management practice.

### **Noxious Weed Control Classification Definitions**

Noxious weeds, for the purpose of this system, shall be designated "A" or "B" and may be given the additional designation of "T" according to the Oregon State Weed Board's Noxious

Weed Classification System.

- **"A" Designated Weed** – a weed of known economic importance which occurs in the state in small enough infestations to make eradication or containment possible; or is not known to occur, but its presence in neighboring states make future occurrence in Oregon seem imminent (Table 1).

**Recommended action:** Infestations are subject to eradication or intensive control when and where found.

- **"B" Designated Weed** – a weed of economic importance which is regionally abundant, but which may have limited distribution in some counties (Table 2).

**Recommended action:** Limited to intensive control at the state, county or regional level as determined on a site specific, case-by-case basis. Where implementation of a fully integrated statewide management plan is not feasible, biological control (when available) shall be the primary control method.

- **"T" Designated Weed** – a priority noxious weed designated by the Oregon State Weed Board as a target for which the ODA will develop and implement a statewide management plan. "T" designated noxious weeds are species selected from either the "A" or "B" list (Table 3).

• Table 1: "A" Designated weeds

Common name	Scientific name
African rue	<i>Peganum harmala</i>
Camelthorn	<i>Alhagi pseudalhagi</i>
Coltsfoot	<i>Tussilago farfara</i>
Common reed	<i>Phragmites australis, ssp. australis</i>
<b>Cordgrass</b>	
Common	<i>Spartina anglica</i>
Dense-flowered	<i>Spartina densiflora</i>
Saltmeadow	<i>Spartina patens</i>
Smooth	<i>Spartina alterniflora</i>
European water chestnut	<i>Trapa natans</i>
Flowering rush	<i>Butomus umbellatus</i>
Giant hogweed	<i>Heracleum mantegazzianum</i>
Goatgrass	
Barb	<i>Aegilops triuncialis</i>
Ovate	<i>Aegilops ovata</i>
Goatsrue	<i>Galega officinalis</i>
<b>Hawkweed</b>	
King-devil	<i>Hieracium piloselloides</i>
Meadow	<i>Hieracium pratense</i>
Mouse-ear	<i>Hieracium pilosella</i>
Orange	<i>Hieracium aurantiacum</i>
Yellow	<i>Hieracium floribundum</i>
Hydrilla	<i>Hydrilla verticillata</i>
Japanese dodder	<i>Cuscuta japonica</i>
Kudzu	<i>Pueraria lobata</i>
Matgrass	<i>Nardus stricta</i>
Oblong spurge	<i>Euphorbia oblongata</i>
Paterson's curse	<i>Echium plantagineum</i>
Purple nutsedge	<i>Cyperus rotundus</i>
Silverleaf nightshade	<i>Solanum elaeagnifolium</i>
Squarrose knapweed	<i>Centaurea virgata</i>
<b>Starthistle</b>	
Iberian	<i>Centaurea iberica</i>
Purple	<i>Centaurea calcitrapa</i>
Syrian bean-caper	<i>Zygophyllum fabago</i>
<b>Thistle</b>	
Plumeless	<i>Carduus acanthoides</i>
Smooth distaff	<i>Carthamus baeticus</i>
Taurian	<i>Onopordum tauricum</i>
Wooly distaff	<i>Carthamus lanatus</i>
White bryonia	<i>Bryonia alba</i>
Yellow floating heart	<i>Nymphoides peltata</i>
Yellowtuft	<i>Alyssum murale, A. corsicum</i>

Table II: "B" designated weeds as determined by the Oregon State Weed Board

Common name	Scientific name
Armenian (Himalayan) blackberry	<i>Rubus armeniacus</i> ( <i>R. procerus</i> , <i>R. discolor</i> )
Biddy-biddy	<i>Acaena novae-zelandiae</i>
<b>Broom</b>	
French*	<i>Genista monspessulana</i>
Portuguese	<i>Cytisus striatus</i>
Scotch*	<i>Cytisus scoparius</i>
Spanish	<i>Spartium junceum</i>
Buffalobur	<i>Solanum rostratum</i>
Butterfly bush	<i>Buddleja davidii</i> ( <i>B. variabilis</i> )
Common bugloss	<i>Anchusa officinalis</i>
Common crupina	<i>Crupina vulgaris</i>
Creeping yellow cress	<i>Rorippa sylvestris</i>
Cutleaf teasel	<i>Dipsacus laciniatus</i>
Dodder	<i>Cuscuta</i> spp.
Dyers woad	<i>Isatis tinctoria</i>
English ivy	<i>Hedera helix</i> ( <i>H. hibernica</i> )
Eurasian watermilfoil	<i>Myriophyllum spicatum</i>
False brome	<i>Brachypodium sylvaticum</i>
Field bindweed*	<i>Convolvulus arvensis</i>
Garlic mustard	<i>Alliaria petiolata</i>
<b>Geranium</b>	
Herb Robert	<i>Geranium robertianum</i>
Shiny leaf geranium	<i>Geranium lucidum</i>
Gorse*	<i>Ulex europaeus</i>
Halogeton	<i>Halogeton glomeratus</i>
Houndstongue	<i>Cynoglossum officinale</i>
Johnsongrass	<i>Sorghum halepense</i>
Jointed goatgrass	<i>Aegilops cylindrica</i>
Jubata grass	<i>Cortaderia jubata</i>
<b>Knapweeds</b>	
Diffuse*	<i>Centaurea diffusa</i>
Meadow*	<i>Centaurea pratensis</i>
Russian*	<i>Acroptilon repens</i>
Spotted*	<i>Centaurea stoebe</i> ( <i>C. maculosa</i> )
<b>Knotweeds</b>	
Giant	<i>Fallopia sachalinensis</i> ( <i>Polygonum</i> )
Himalayan	<i>Polygonum polystachyum</i>
Japanese	<i>Fallopia japonica</i> ( <i>Polygonum</i> )
Kochia	<i>Kochia scoparia</i>
Lesser celandine	<i>Ranunculus ficaria</i>
Mediterranean sage	<i>Salvia aethiopsis</i>
Medusahead rye	<i>Taeniatherum caput-medusae</i>
Old man's beard	<i>Clematis vitalba</i>
Parrot's feather	<i>Myriophyllum aquaticum</i>

Continuation of "B" designated weeds	
Perennial peavine	<i>Lathyrus latifolius</i>
Perennial pepperweed	<i>Lepidium latifolium</i>
Poison hemlock	<i>Conium maculatum</i>
Policeman's helmet	<i>Impatiens glandulifera</i>
Puncturevine*	<i>Tribulus terrestris</i>
Purple loosestrife*	<i>Lythrum salicaria</i>
Ragweed	<i>Ambrosia artemisiifolia</i>
Rush skeletonweed*	<i>Chondrilla juncea</i>
Saltcedar*	<i>Tamarix ramosissima</i>
Small broomrape	<i>Orbanche minor</i>
South American waterweed	<i>Egeria densa (Elodea)</i>
Spanish heath	<i>Erica lusitanica</i>
Spikeweed	<i>Hemizonia pungens</i>
Spiny cocklebur	<i>Xanthium spinosum</i>
Spurge laurel	<i>Daphne laureola</i>
<b>Spurge</b>	
Leafy*	<i>Euphorbia esula</i>
Myrtle	<i>Euphorbia myrsinites</i>
St. Johnswort*	<i>Hypericum perforatum</i>
Sulfur cinquefoil	<i>Potentilla recta</i>
Swainsonpea	<i>Sphaerophysa salsula</i>
Tansy ragwort*	<i>Senecio jacobaea</i>
<b>Thistles</b>	
Bull*	<i>Cirsium vulgare</i>
Canada*	<i>Cirsium arvense</i>
Italian	<i>Carduus pycnocephalus</i>
Milk*	<i>Silybum marianum</i>
Musk*	<i>Carduus nutans</i>
Scotch	<i>Onopordum acanthium</i>
Slender-flowered*	<i>Carduus tenuiflorus</i>
<b>Toadflax</b>	
Dalmatian*	<i>Linaria dalmatica</i>
Yellow*	<i>Linaria vulgaris</i>
Velvetleaf	<i>Abutilon theophrasti</i>
Water primrose	<i>Ludwigia peploides, L. hexapetala, L. grandiflora ssp.</i>
<b>Whitetop</b>	
Hairy	<i>Lepidium pubescens</i>
Lens-podded	<i>Lepidium chalapensis</i>
Whitetop (hoary cress)	<i>Lepidium draba</i>
Yellow archangel	<i>Lamiastrum galeobdolon</i>
Yellow flag iris	<i>Iris pseudacorus</i>
Yellow nutsedge	<i>Cyperus esculentus</i>
Yellow starthistle*	<i>Centaurea solstitialis</i>

Table III: "T" or target weeds designated by Oregon State Weed Board

Common name	Scientific name
African rue	<i>Peganum harmala</i>
Common bugloss	<i>Anchusa officinalis</i>
Cordgrass	
Common	<i>Spartina anglica</i>
Dense-flowered	<i>Spartina densiflora</i>
Saltmeadow	<i>Spartina patens</i>
Smooth	<i>Spartina alterniflora</i>
Dalmatian toadflax**	<i>Linaria dalmatica</i>
Field bindweed**	<i>Convolvulus arvensis</i>
Garlic mustard	<i>Alliaria petiolata</i>
Giant hogweed	<i>Heracleum mantegazzianum</i>
Gorse	<i>Ulex europaeus</i>
Hawkweed	
Meadow	<i>Hieracium pratense</i>
Orange	<i>Hieracium aurantiacum</i>
Yellow	<i>Hieracium floribundum</i>
Knapweed	
Spotted	<i>Centaurea stoebe</i> (C. maculosa)
Squarrose	<i>Centaurea virgata</i>
Kudzu	<i>Pueraria lobata</i>
Leafy spurge**	<i>Euphorbia esula</i>
Matgrass	<i>Nardus stricta</i>
Paterson's curse	<i>Echium plantagineum</i>
Perennial pepperweed	<i>Lepidium latifolium</i>
Portuguese broom	<i>Cytisus striatus</i>
Rush skeletonweed	<i>Chondrilla juncea</i>
Saltcedar**	<i>Tamarix ramosissima</i>
Starthistle	
Iberian	<i>Centaurea iberica</i>
Purple	<i>Centaurea calcitrapa</i>
Tansy ragwort**	<i>Senecio jacobaea</i>
Thistles	
Plumeless thistle	<i>Carduus acanthoides</i>
Taurian	<i>Onopordum tauricum</i>
Woolly distaff	<i>Carthamus lanatus</i>
Yellowtuft	<i>Alyssum murale</i> , <i>A. corsicum</i>

- *Regulatory Awareness:* Be aware of local, state and federal environmental regulations and how they will impact gardening and maintenance activities
- *Riparian Buffer Preservation:* Preserve wide, undisturbed natural riparian areas along streams to provide riparian habitat and maintain water quality as it moves downstream

- *Soil Amendment/Ground Preparation*: Evaluate soil and improve it, when necessary, to promote efficient water usage and healthy plants
- *Tree Care*: Wisely select and carefully locate new trees. Properly plant and maintain to maximize the tree's future health

### **5.5 Fiscal Support**

Development funding for community gardens will originate from a number of sources:

- *Friends of Parks and Recreation*: This nonprofit group could work to improve, advocate and expand community gardening in Corvallis
- *Community donations*
- *Sponsorships* (private and non-profit)
- *Grants* (governmental and non-governmental)
- *Parks and Recreation property tax allocation*

Operational funding for rental community garden and coordinator position will be supported through yearly registration fees.

### **5.6 Partnerships and Contracts**

The City of Corvallis Parks and Recreation Department is actively working with Benton County Health Department, 509J School District, Non-Profits and private sponsors to provide a wide range of services to the community. All partnerships are contracted with standard contracts or intergovernmental agreements. The national community garden movement has created an interest in developing multi-agency partnerships to meet their common goals around food security and access to fresh produce. These gardens can be educational, therapeutic, and a support system for social service agencies concerned with food distribution and nutritional health.

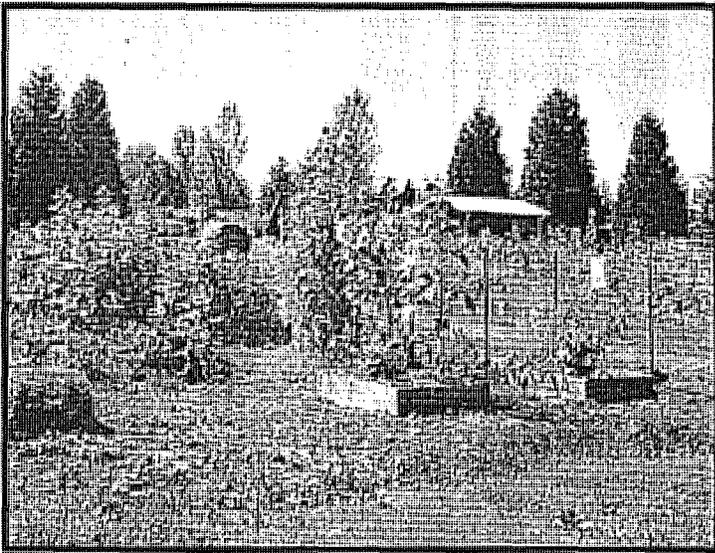
The Corvallis Environmental Center through an operating service contract with the Corvallis Parks and Recreation Department, currently provides community garden management services for the Dunawi Creek Community Garden and the SAGE garden. This arrangement has been mutually beneficial to both the organization's mission. In developing this master plan, the potential for future opportunities to work collaboratively will grow a network of successful community gardens.

## CHAPTER 6 GARDEN POLICIES

### 6.1 Create a New Community Garden

Community gardens address pertinent needs and provide numerous benefits to neighborhoods. However, developing a new garden is a complex process that requires time, fundraising, planning, and community support. On average, a new garden can cost approximately \$15,600 per acre to develop. Partnerships also play a vital role in the creation and sustainability of community gardens.

Step 1: Prior to beginning the application process for starting a new garden, a community member and/or organization will need to consider the following four items.



*Demonstrated Need:* Is the neighborhood without gardening opportunities? Do existing gardens have an unusually long waiting list?

*Location:* Will the potential garden be located in one of the following parks that have been identified as suitable areas for a community garden?

- Arnold
- Avery
- Chepenafa Springs
- Chintimini
- Grand Oaks
- Lilly
- Little Fields
- Dr. Martin Luther King
- Peanut
- Porter
- Riverbend
- Starker Arts
- Tunison
- Pioneer - Lower
- Village Green
- Washington
- Willamette (Upper) Campground

*Neighborhood Support:* Is the neighborhood in support of the garden in the proposed location? Do gardeners have the backing of community business organizations and the Parks, Natural Areas and Recreation Board?

*Resources:* Does the new project have funding for capital development and ongoing operation and maintenance? Has the neighborhood association or community residents agreed to contribute approximately one-third of the start up costs for the creation of the garden? Do they agree to pay yearly fees for general maintenance, water and technical assistance necessary to maintain a garden?

Step 2: A community member/group will schedule a meeting with the Parks and Recreation Garden Coordinator to review the process and requirements. At this time, a preliminary location and design of the garden will be discussed, along with fundraising and neighborhood support.

Step 3: Parks and Recreation Coordinator will arrange a meeting with neighborhood group and Parks Planner to discuss in detail the location and design of the garden.

Step 4: A community planning meeting will be held to design the garden while incorporating required criteria described below. This meeting will be led by the Neighborhood Liaison, Parks and Recreation Garden Coordinator, and Parks Planner.

Step 5: The Garden Plan will be completed by the Parks Planner, projected start up costs will be determined, and the amount responsible by the Neighborhood (approximately 1/3 of costs) will be defined.

Step 6: Upon submission of required funds, the construction of the garden will begin.

## **6.2 Open Garden Hours**

Each garden must plan and host an annual "open garden" community event that promotes gardening, nutrition and/or sustainable food systems in our community. Collaboration

with area agencies such as OSU Extension Master Gardeners for the planning and implementation of these events is highly encouraged.

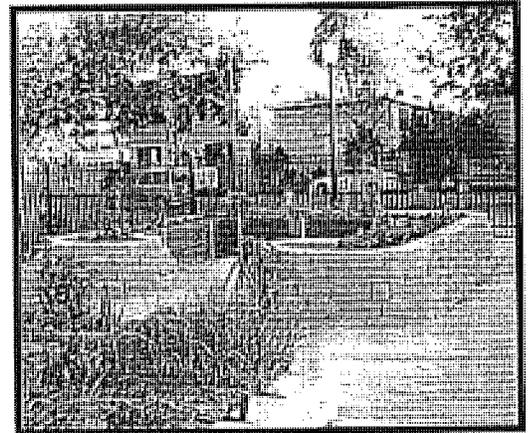
### 6.3 Garden Elements

Each garden constructed within a City of Corvallis Park will include a standard set of amenities. Construction of the "base design" will include the garden plots, access aisles, accessibility restrooms, seating (benches), picnic tables and irrigation system. All gardens must comply with ADA guidelines. Community Garden groups can fundraise to augment the garden space/features; however, prior approval from the Parks and Recreation Director, or her/his designee, is required.

#### Access Aisles

Access aisles provide routes to and around the garden area. There are several criteria that must be met in order to enable all residents to access and participate.

- Location: The accessible route should originate from an accessible building, parking lot, drop-off, or bus stop. Accessible parking spaces should be made available near the garden.
- Size: The route should measure 4 to 5 feet wide at a minimum. The distance from the accessible parking spaces, drop-offs, or buildings integral to the garden site should be kept to a minimum.
- Slope: Routes should not run steeper than a 5% slope. This means that there should be no greater than one foot of vertical rise for every 20 feet.
- Edge or Contrast: Persons who are blind or have low vision will benefit from an accessible route that has a 70% contrast from the adjoining surface, such as grass or mulch. For example, a concrete path will sound out in contrast to the adjoining surface. Raised edges such as curbs can also



**Figure 3.1** Compacted, decomposed granite surfacing provides accessibility to the garden beds.  
*Photo courtesy of City of Sacramento Department of Parks and Recreation*

provide a cue to cane-users as to the direction of the path.

- **Surface Materials:** An accessible material creates a firm and stable surface that is smooth, even, and slip-resistant. Examples of materials to be used: stabilized soil, crushed stone, or brick; and hard-surface pavements.

### **Garden Plot:**

Garden plot size and layout can vary from garden to garden in order to best meet the needs of the residents.

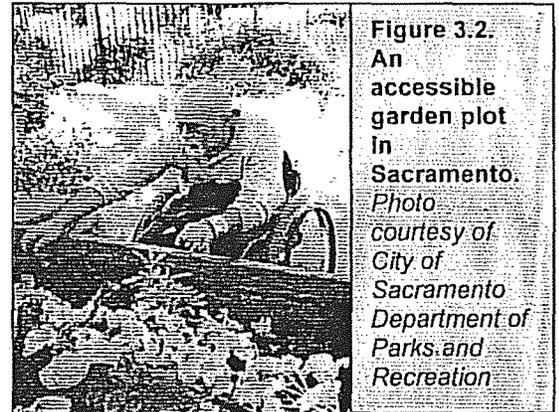
The available sizes to choose from include:

- Raised garden beds
- 10x20 200 square feet plots
- 10x15 150 square feet plots

### **Raised Garden Beds**

Each garden should have 2 - 4 table-height beds; however, the needs of the community may require more to adequately serve all gardeners. Planting tables can be purchased or constructed out of simple materials such as wood. Table-height gardens are great ways to include children and people with disabilities or limited mobility in gardening activities.

The table height allows for a person in a wheelchair to have direct access to the soil. Likewise, these tables are easier for groups of young children to use while standing, which can increase programmatic options.



**Figure 3.2.**  
**An accessible garden plot in Sacramento.**  
*Photo courtesy of City of Sacramento Department of Parks and Recreation*

### **Accessible Restrooms**

Accessible restrooms must be provided at each garden facility. If a permanent restroom is not available, an accessible portable restroom and hand-washing station must be provided. A portable restroom can be positioned in a picnic shelter-type enclosure to make it look attractive to the garden. Location will be determined by Parks staff.

## **Benches**

Places to stop and rest are great for gardeners and very important for those with mobility challenges. Parks staff will work with gardeners for ideal locations, materials and standards.

## **Picnic Tables**

Picnic tables are multipurpose in the community garden setting. The preferred option would be to designate picnic tables for eating and gardening tables for gardening tasks such as transplanting or harvest cleaning.

## **Water**

Water for plants and people is important in the garden. Harvesting rain water for plant watering is encouraged. Provide an accessible set-up for plant watering by locating the spigot and hose at a height of 30 inches above the ground. Provide a hand-activated lever to start the flow of water and provision of a potable drinking fountain for people is ideal.

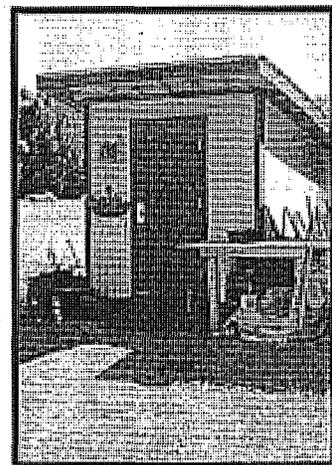
Each water source must be labeled so gardeners do not accidentally drinking non-potable water. The drinking fountain must be accessible and can be an attachment to a potable water source.

## **Shelter**

Shelters typically are located to provide a covered place for people to gather. In a community garden setting, a shelter would provide a multipurpose facility for programs, events and gatherings.

## **Storage Shed and Lock**

Residents may choose to have a community garden shed with lock on site for the storage of tools and supplies. Once on site, this resource will be open for use by all gardeners who have paid the yearly rental fee.



### **Bulletin Board/Information Area**

Residents may also choose to have an information area that highlights the activities of the garden, provides name recognition and serves as a communication center for gardeners.

## **6.4 Organizational Structure**

### Community Garden Advisory Committee

Each garden will have an advisory committee composed of community gardeners, park staff, and stakeholders that can assume the responsibility for advancing the mission of the garden. This group should be able to manage the daily operations, maintenance, and supervision of the garden plots. Seasonal duties will typically include collection of garden fees and deposits, issuance of keys, management of the waiting list, and other obligations. This group will also initiate programming or partner with agencies that serve people in need. This committee must include at least 3 individuals from the neighborhood who are participating in the garden. The committee head, mentioned above as the Neighborhood Garden Liaison (NGL) will receive one free garden plot in exchange for his/her service as lead committee member. The NGL and at least 2 other committee members must attend the annual community garden training.

## **6.5 Garden Policies**

Upon the construction of a community garden, each gardener must have completed an application, received a copy of the garden policies/rules and signed a liability waiver. Examples of these policies are included in the appendices.

## APPENDIX I

### Sample Community Garden Policy



### City of Corvallis Parks and Recreation Community Garden Policy

1. Corvallis Parks and Recreation will work with interested neighborhood groups to review their community garden application to ensure that it successfully meets the terms and conditions for the development and use of the proposed city property.
2. Corvallis Parks and Recreation will provide the appropriate amount of land and garden plots in the park to the neighborhood group requesting the community garden in response to the type of garden and space proposed.
3. Corvallis Parks and Recreation will draft the agreement language for the garden in their park for approval by the Parks and Recreation Director and the Garden Coordinator.
4. Corvallis Parks and Recreation will assist with the development of the garden in the park, including the water connection for watering access.
5. All costs associated with the maintenance and operation of the garden will be the responsibility of the community garden group.
6. Each agreement between the Corvallis Parks and Recreation and the community garden group will address at the minimum:
  - a. Location and size of garden
  - b. Roles and responsibilities of the various parties (including Corvallis Parks and Recreation, the community garden group, and the Community Garden Coordinator)
    - i. Development
    - ii. Maintenance (annual, seasonal, on-going, water fees, etc.), compliance with local regulations for weed control, amenities, etc.
    - iii. Operation and type of rentals, equitable use of garden space
  - c. Improvement beyond basic garden development
    - i. Level of improvements allowed in the park (sheds, green houses)
    - ii. Signage
    - iii. Trash/composting
    - iv. Use of chemicals in the gardens
    - v. Additional features
    - vi. Review and approval
  - d. Hold harmless/liabilities
  - e. Cancellation terms

APPENDIX II

Sample application to start a community garden



City of Corvallis Parks and Recreation Community Garden Application

Date: \_\_\_\_\_  
Neighborhood \_\_\_\_\_ Garden \_\_\_\_\_ Group: \_\_\_\_\_  
Contact person: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Location of proposed garden space: \_\_\_\_\_

1. Incorporate check list into the application piece here.
2. In the event that a community garden is compatible on the City of Corvallis' property and meets all laws and policies provided by the Corvallis Parks and Recreation Community Garden Master Plan, the following steps will be utilized to move the project forward:
  - a. The Community Garden Community Liaison and the Community Garden Coordinator will work with residents to determine the level of interest for the garden plots. It is recommended that a minimum of four individuals/families will work on the garden each year to ensure appropriate labor is available to maintain the site.
  - b. The Corvallis Parks and Recreation representative and the neighborhood garden group will meet on site with interested neighbors to discuss the parameters of the garden project.
  - c. The Corvallis Parks and Recreation will develop an agreement form per the policies and guidelines created by the Parks and Recreation department that will be reviewed with the interested neighborhood garden group.
  - d. The document will be reviewed by the Parks and Recreation Director and the Community Garden Coordinator. The agreement will outline a schedule for garden improvements.
  - e. The neighborhood garden group will manage the annual maintenance of the garden that includes: weeding, control of the unauthorized expansion of the garden, litter removal, end of season clean-up, etc., per the agreement.
  - f. Terms and conditions will be identified in the agreement, including timing of development, water payment due date, terms for cancellation of the agreement, dispute resolution, and other conditions.

Signature of contact person: \_\_\_\_\_

Thank you for your consideration of a community garden in your neighborhood. Please turn this form into the main Corvallis Parks and Recreation Office at: 1310 SW Avery Park Drive Corvallis, OR 97333. For questions regarding this application or any of the community garden documents, please contact the Corvallis Parks and Recreation Community Garden Coordinator at 541-766-6918 or via email:

APPENDIX

III

Sample liability release waiver to be signed by community garden participant

**WAIVER, RELEASE, AND HOLD HARMLESS AGREEMENT**

\_\_\_\_\_ Community Garden in Corvallis, Oregon

(Print Name of Garden)

In consideration of being granted permission to work as a gardener at the above referenced Community Garden, the undersigned, hereby agree for myself and for my personal representatives, heirs and next of kin:

1. To release, waive and discharge the City of Corvallis, and its commissions, departments, boards, officers, agents, employees, representatives, contractors or subcontractors, or their employees from any and all claims or demands of any kind and from all liability, penalties, costs, losses, damages, expenses, claims, or judgments (including attorneys' fees) resulting from injury, death or damage to any visitor, third parties or property of any kind, which injury, death or damage arises out of or is in any way connected directly or indirectly to my participation in the Community Garden, whether caused by the City's active or passive negligence or otherwise. I understand that this release extends to claims that I do not know or do not expect to exist at the time of the signing of this release, and I hereby waive, release and forever discharge any claim for injury or damage and hold harmless the City of Corvallis, its officers, agents and employees against any claim, loss, liability or expenses, including attorneys' fees, resulting directly or indirectly from participation in this program.
2. To protect, hold free and harmless, defend and indemnify the City from any and all claims or demands of any kind and from all liability, penalties, costs, losses, damages, expenses, claims, or judgments (including attorneys' fees) resulting from injury, death or damage to any visitor, third parties or property of any kind, which injury, death or damage arises out of or is in any way connected directly or indirectly to my participation in the Community Garden, whether caused by the City's active or passive negligence or otherwise. This indemnity shall include, without limitation, reasonable attorney's, experts' and consultants' fees, investigation costs, and all other reasonable costs incurred by the City.
3. To assume full responsibility for and risk of bodily injury or property damage incurred by myself arising either directly or indirectly from participation in the Community Garden, from any cause whatsoever, whether caused by the City's active or passive negligence or otherwise.
4. That neither City nor any of its commissions, departments, boards, officers, agents or Employees shall be liable for any damage to any property owned by me, or my agents, employees, contractors or subcontractors, or their employees, or for any bodily injury or death to such persons, resulting or arising from the condition of the Community Garden or its use by me.
5. Expressly acknowledge that the permission granted hereunder is freely revocable by City and in view of such fact, I expressly assume the risk of making any expenditure in connection with this permission, even if such expenditures are substantial. Without limiting any indemnification obligations of myself or other waivers contained in this permission and as a material part of the consideration for this permission, I fully RELEASE, WAIVE, AND

DISCHARGE forever any and all claims, demands, rights, and causes of action against, and covenants not to sue, City, its departments, commissions, officers, directors and employees, and all persons acting by, through or under each of them, under any present or future laws, statutes, or regulations, including, but not limited to, any claim for inverse condemnation or the payment of just compensation under the law of eminent domain, or otherwise at equity, in the event that City exercises its right to revoke or terminate this permission.

6. In the event the granted permission to work as a gardener hereunder is terminated by City, I acknowledge that I will not be a displaced person at the time this permission is terminated or revoked or expires by its own terms, and I fully RELEASE, WAIVE, AND DISCHARGE forever any and all claims, demands, rights, and causes of action against, and covenants not to sue City, its departments, commissions, officers, directors and employees, and all persons acting by, through or under each of them, under any present or future laws, statutes, or regulations, including, without limitation, any and all claims for relocation benefits or assistance from City under federal and state relocation assistance laws.

7. Expressly acknowledge and agree that the permission granted hereunder does not take into account any potential liability of City for any consequential or incidental damages including, but not limited to, any and all demands, claims, legal or administrative proceedings, losses, costs, penalties, fines, liens, judgments, damages and liabilities of any kind arising out of disruption to my uses hereunder. City would not be willing to give this permission in the absence of a complete waiver of liability for consequential or incidental damages due to the acts or omissions of City or its officers, agents, employees, contractors or subcontractors, and I expressly assume the risk with respect thereto. Accordingly, without limiting any indemnification obligations of myself or other waivers contained herein and as a material part of the consideration for this permission, I fully RELEASE, WAIVE, AND DISCHARGE forever any and all claims, demands, rights, and causes of action against, for consequential and incidental damages (including without limitation, losses arising out of disruption to my uses) and covenants not to sue for such damages, City, its departments, commissions, officers, directors and employees, and all persons acting by, through or under each of them, arising out of my work as a gardener, the permission granted by City, or the uses authorized hereunder, including, without limitation, any interference with uses conducted by me pursuant to this permission, regardless of the cause, and whether or not due to the negligence of City or its agents, except for the gross negligence or willful misconduct of City or its agents.

Signature: \_\_\_\_\_ Date \_\_\_\_\_

**Gardener Information**

Name (print):

Address:

E-Mail:

Telephone: (Day)

(Evening)

**Emergency Contact Information:**

Name:

Relationship: Telephone: (Day)

(Evening)

**For File**

Garden Coordinator, please return to:  
City Garden Coordinator/City of Corvallis Community Gardens Program  
City of Corvallis, Parks and Recreation  
1310 SW Avery Drive  
Corvallis, OR 97333

# MEMORANDUM



**To:** Human Services Committee  
**From:** Karen Emery, Director *KE*  
Stephen DeGhetto, Assistant Director  
**Date:** August 1, 2012  
**Subject:** Mosaic Collaborations for Downtown Trash  
Receptacles

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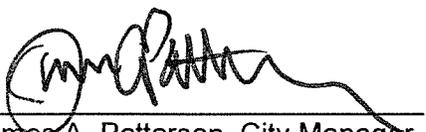
**Issue:** The Public Art Selection Commission (PASC) has reviewed and brought forward the "Mosaic Collaborations" public art proposal for the Human Services Committee's recommendation to approve by City Council.

**Background:** The Public Art Selection Commission received a proposal from local artist Ella Rhoades at the June 21, 2012 PASC meeting. The proposal outlined the installation of a single sided mosaic insert to eighteen trash receptacles located on 3rd and 4th streets. These receptacles are located in the public right of way and require review by PASC. The proposal was presented and followed the Council Policy 98-4.12 outline process. This would include purpose, standards, art selection criteria, art selection categories (commissioned art), and the development of contract between the City, artist and other involved parties. In this commissioned art proposal, approval of the project has been received by the original artist who created the trash receptacles (David Livingston), and the Downtown Corvallis Association Executive Director (Joan Wessell) who maintains the receptacles, will be included in the contract to address ownership, responsibility, maintenance, and longevity.

**Discussion:** The intent of this project will be to enliven the downtown area with vibrant glass mosaics installed on the eighteen trash receptacles. The design element appears as a sun, flower or geometric design. The design will face the flow of traffic on 3rd and 4th streets to create an inviting environment and local tourism. The project will provide a variety of residents the opportunity to participate and will promote creative enrichment thru this public art project. The budget for this project is estimated at \$4,500.00 and Ella Rhoades has received \$2,000 in grants and donations as of July 26, 2012. PASC recognized that Ella Rhoades will work on pay as you go basis and has demonstrated a willingness to fund raise and provide the necessary marketing to complete the project. PASC also requested a project status report to occur in April 2013 for PASC review.

**Recommendation:** Staff requests the Human Services Committee recommend to City Council to adopt the Mosaic Collaborations for Downtown Trash Receptacles public art project.

Review and Concur:

A handwritten signature in black ink, appearing to read 'James A. Patterson', written over a horizontal line.

James A. Patterson, City Manager

