

Landscape Policies and Procedures

REVISION HISTORY		
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Table of Contents

Policies and Procedures	1
Common Landscape Areas	1
Personal Garden Spaces.....	1
Tools and Sheds.....	2
Composting	2
Gardening Substances and Plants	3

Landscape Policies and Procedures

Common Landscape Areas

Policy

1. The Landscape Committee will organize general maintenance and landscape upgrades to ensure the grounds are well-kept and attractive, including contracting and supervising professional gardening services as required.
2. The Landscape Committee will organize and supervise annual and various work crews for landscaping tasks as needed.
3. The Landscape Committee will provide gardening materials (seeds, plants, etc.) for the common landscape areas as outlined in the annual Co-op budget.
4. Members must bring disputes regarding common landscape areas to the Landscape Committee before taking any action themselves.

Personal Garden Spaces

Policy

1. The Landscape Committee will keep a Paloma Community Gardens List, ordered by the date the request is received by the Landscape Committee. As food security is important to the Co-op, personal garden spaces must always consist of a majority of food and medicinal plants. Gardening spaces will be assigned on a first-come-first-serve basis as they become available.
2. Members that had a garden space the previous year must notify the Landscape Committee by February 1 each year whether they are keeping their garden space or not.
3. Members are expected to begin seeding their garden space by May 1. If a Member has not started planting their garden by this time, the Landscape Committee can reassign the garden space to another Member. The rationale of this approach is that there is usually a waitlist and it is not fair to those waiting if plots are not properly used.
4. Members may only have one garden space when there is a waitlist. If there is no waitlist and spaces are available, Members may hold multiple garden spaces for that year, though they must relinquish extra spaces upon request by the Landscape Committee.
5. Members must bring disputes regarding personal garden spaces to the Landscape Committee promptly before taking any action themselves.

6. The Landscape Committee reserves the right to reassign a Member's garden space if the Member does not maintain the common area around their plot, such as weeding the communal space around their plot.
7. The Landscape Committee will provide access to gardening tool and compost for personal gardening spaces. Members are responsible for other gardening materials (seeds, plants, etc.).
8. Members that tamper with (add to, remove, replace, prune or modify) another Member's personal garden space without that Member's permission may have their garden space reassigned to another Member by the Landscape Committee.
9. Any Member who gives up or loses a personal garden space will have 30 days to transplant any plants or fixtures they wish to keep. After 30 days the space will be turned over to another Member or remediated by the Landscape Committee.

Tools and Sheds

Policy

1. The Landscape Committee will maintain the landscape sheds and tools and ensure they are in good, working condition.
2. Members may borrow tools from the Co-op shed to use with personal garden spaces or landscape chores but must clean them and return them to where they borrowed them from after use.

Composting

Policy

The Landscape Committee will provide and maintain at least two compost bins (outside of the City of Vancouver green bins) to create nutrient-rich compost for use by Members and the Co-op for personal garden spaces and general landscape needs.

Procedures

1. To ensure that compost is free of odor, flies and rodents, any materials put into the Co-op compost bins must:
 - Consist only of raw vegetative materials. Cooked food, table scraps, oily products or animal products must not be put in the Co-op compost bins – put these items in the city bins.
 - Be covered with green or brown garden waste. The Landscape Committee will provide grass trimmings, green garden waste and fallen leaves beside the compost bins for this purpose.

2. The Landscape Committee will define a compost management position that will include maintaining the store of garden waste and occasionally stirring the compost to ensure its nitrogen and carbon balance, occasionally adding sand or soil to add bulk and trace minerals and improve drainage.
3. The compost maintenance volunteer will ensure that the compost is layered with a mix of carbon and nitrogen made up of brown waste (e.g., leaves, straw, dried grass clippings, strips of newspaper) and green waste (e.g., vegetable peelings or chopped vegetable pieces (whole vegetables should be cut into smaller pieces), coffee grinds, garden waste).

Gardening Substances and Plants

Policy

1. The Landscape Committee reserves the right to remove a plant from common and personal areas if a Member has stated that they are allergic to it and would like it removed, or if it is invasive, noxious or illegal.
2. Chemical fertilizers, herbicides and pesticides are not allowed to be used on the Co-op's common and personal gardening spaces. Failure to comply may result in the loss of the Member's personal garden space as decided by the Landscape Committee.