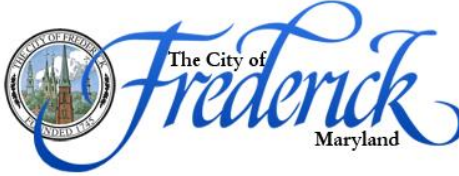


**RECREATION  
DEPARTMENT**



William R. Talley Rec Center  
121 North Bentz Street  
Frederick MD 21701

301-600-1173  
FAX: 301-600-2851  
www.cityoffrederick.com

Date Received:
Date of Issuance:

**APPLICATION FOR COMMUNITY GARDEN PLOT  
(For City Residents ONLY.)**

**PLEASE DO NOT SUBMIT PAYMENT UNTIL NOTIFIED YOU HAVE BEEN APPROVED**

Applicant Name:	
Mailing Address:	
City/State/Zip:	
Email Address:	
Daytime Phone:	
Evening Phone:	
Cell Phone:	

<b>PARK REQUESTED:</b>	<input type="checkbox"/> Hargett / West Side Regional Park	<input type="checkbox"/> Willow Brook Park
Requested Plot Number:		
<b>APPROVED PLOT NUMBER:</b>		
Do you plan on continuing your plot usage permanently? <i>If YES, the City will NOT plow your plot and you may continue your use through the winter months.</i>	<input type="checkbox"/> Yes	<input type="checkbox"/> No
For Calendar Year: _____ <i>(Note that this is from January to December annually.)</i>		

- 
- Hargett / West Side Regional Park - located at 6129 Butterfly Lane between Himes Avenue & McCain Drive and currently have fifty-five (55) plots available.
  - Willow Brook Park - located at 350 McClellan Drive in the Willow Brook subdivision off of Opossumtown Pike and currently has seventeen (17) plots available.
  - COST = \$60.00 per plot. **Fee to be submitted AFTER the plot has been inspected, and you have been notified that you have been approved for a plot. Please note that Hargett Farm plots may not be accessible after July 31, 2018.**
- 

Please call 301-600-1492 for assistance.  
Always carry permit with you in case of conflict at site.

**The City of Frederick / Department of Recreation  
WAIVER AND FACILITY PERMIT**

It is hereby agreed and understood that the above Facility is reserved, as specified, for the use of the above named person and/or User. The Facility reserved is subject to inspection by any authorized representative of The City of Frederick in order to assure proper use of City property. This permit must be in the possession of the User to whom it is issued and shown upon request to any of the above-mentioned representatives.

The user assumes personal liability and responsibility for any and all costs of cleanup of the premises, loss, breakage, damage to or removal of City property and further assumes liability and responsibility for the conduct and good order of the group and its invitees and guests.

The User shall be responsible for any and all loss, damage or injury to any and all personal property that it or its agents, representatives, invitees or guests, may bring to, store at, or leave at the Facility, and shall indemnify and hold harmless The City of Frederick and any department, agent, official and/or employee thereof for any personal injury incurred during, or as a result of such use. The User further agrees to abide by all procedures, policies, and rules governing use of the above-mentioned facility.

Witness the hand and seal of the User as of the date indicated below.

User: \_\_\_\_\_ Date: \_\_\_\_\_

Any User under the age of 21 must have the signature of a parent or guardian who shall assume any and all responsibility and liability as set forth above and the person signing must be in attendance at the rental event.

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**APPROVED:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
City of Frederick Representative

**PLEASE NOTE APPROVAL FOR USE OF THIS FACILITY IN YOUR RECORDS.  
THANK YOU!**

FOR OFFICE USE ONLY	
Rental Fee: \$ _____ <input type="checkbox"/> Cash Date Paid: _____ <input type="checkbox"/> Check Staff: _____ <input type="checkbox"/> Credit	Forward to Parks & Recreation Commission? <input type="checkbox"/> Yes <input type="checkbox"/> No
<p style="text-align: center;"><i>Recreation Director's Approval:</i></p> _____ Date: _____	Director's Comments: _____ _____ _____
DENIAL - If denied, reason why: _____ _____ _____	This request will be presented to the Parks and Recreation Commission on _____ at 7:00 p.m. at the Talley Rec Center located at 121 North Bentz Street, Frederick. <input type="checkbox"/> Approved <input type="checkbox"/> Denied – reason for denial: _____ _____

**THIS INFORMATION IS FOR THE APPLICANT. DO NOT RETURN WITH APPLICATION.**

**The City of Frederick, Maryland  
COMMUNITY GARDEN PLOT RULES & REGULATIONS  
Applicant Information – Do Not Submit With Application**

1. Hargett / West Side Regional Park - located at 6129 Butterfly Lane between Himes Avenue & McCain Drive and currently have fifty-five (55) plots available.
2. Willow Brook Park - located at 350 McClellan Drive in the Willow Brook subdivision off of Opossumtown Pike and currently has seventeen (17) plots available.
3. Plots are approximately 25' x 50' each and cost \$60.00 each per season. . Once your plot has been inspected and your application approved, payment will be collected. **PLEASE NOTE THAT HARGETT FARM PLOTS MAY NOT BE AVAILABLE AFTER JULY 31, 2018 DUE TO CONSTRUCTION OF WEST SIDE REGIONAL PARK—If that occurs, you will receive a partial refund**
4. Maximum of two (2) garden plots per applicant, if available.
5. Plots will be tilled annually in March (weather permitting).
6. Plots are non-transferable and surrendered back to The City of Frederick.
7. Individual garden plots are to be used for growing fruits and/or vegetables for personal use only; not for commercial sales.
8. Plot Holder is responsible for all maintenance and upkeep of their garden plot(s) and adjacent walkways. This includes, but is not limited to, cultivating, weeding and watering on a weekly basis.
9. Any waste material(s) must be removed by the renter on a monthly basis.
10. No invasive plants are permitted. A list of invasive plants can be found at <http://www.mdinvasivesp.org/>.
11. No littering, dumping of garbage including any yard or garden plot waste. The Community Garden Plot Program is a carry in, carry out facility and is trash free.
12. No unauthorized expansion of your plot into the surrounding paths or encroaching on other plots is permitted.
13. No taking of fruits and/or vegetables from plots that are not yours.
14. Plots are subject to inspection by City staff at any time. Plots that become heavily weeded or are not regularly maintained will be considered in violation and will receive notification to bring their plot(s) into compliance within two (2) weeks. If compliance is not reached, the plot(s) will be surrendered and all fees will be forfeited.
15. The City will not provide any gardening equipment.
16. Water -
  - Willow Brook - may be hand carried from Tuscarora Creek.
  - Hargett Farm - NO WATER IS AVAILABLE at this property.
17. **THIS IS A SEASONAL PERMIT ONLY.** Application must be made by the beginning of each calendar year and plots will be inspected for cleanliness prior to application approval. Once you have been notified that your plot has passed inspection, the fee will be collected and the permit to obtain a plot for the upcoming season will be released.
18. **WILLOW BROOK ONLY - NO VEHICLES MAY BE DRIVEN OVER THE BRIDGE.** This is for City maintenance and emergency vehicles ONLY.
19. Park all motor vehicles in designated parking areas ONLY. At no time will vehicles be allowed to park on the grass in any City park. (Sec. 6-10)
20. **THERE WILL BE NO ALCOHOL IN ANY CITY PARK.** This is a City Ordinance and violators will be prosecuted. (Sec. 6-8)
21. Please abide by official park hours of dawn to 10:00 p.m. (Sec. 6-7).
22. **NO OPEN BURNING IS ALLOWED.**
23. Applicant is responsible for updating and maintaining current contact information for the plot/s on file with Office Manager of the City of Frederick Parks & Recreation Department - Sarah Stamper 301-600-1173 or [sstamper@cityoffrederick.com](mailto:ssstamper@cityoffrederick.com).

The City of Frederick reserves the right to revoke a user's permit and/or refuse rental for any or all of the following:

- Failure to pay the rental fee when due;
- Rental patrons are not acting in an orderly manner;
- Damage is done to the area;
- Users/Patrons repeatedly do not adhere to users' responsibilities.

*This is a permit, not a binding contract.*