

SZCGA Allocation of Garden Plots Policy

(Approved by Board January 5, 2023)

Over a period of several years, the South Zone Community Garden Association (SZCGA) registration personnel have developed practices with respect to the allocation of available garden plots. As the demand for community garden plots has increased, the supply of available plots has often been less than demand for garden plots. Given the imbalance between the demand for and supply of garden plots, the SZCGA has established priorities and terms for the allocation of available plots. The policy of the SZCGA is to allocate available plots in the following order of priority and on the following general terms.

General terms

1. Both spouses/partners are considered to be partners in any garden allocation.
 - a. Applications from the same address as an existing gardener will therefore be considered to be from existing gardeners unless the applicant can demonstrate that is not so.
 - b. In case of death of a gardener, the SZCGA will accept a request to transfer the plot to the spouse or partner.
2. Garden plots will be allocated by the registrar/ registration team of the SZCGA.
3. Garden plots will only be allocated to persons who have reached the age of majority (18 years); gardeners will be required to provide acceptable proof of age upon the request of the SZCGA.
4. No plot allocation is final until the registrars have received payment of fees for the garden plot and fees for a membership in the South Zone Recreation Board or proof the gardener is already a member of the South Zone Recreation Board or a community association affiliated with the South Zone Recreation Board.

Plot Allocation Priorities

First Priority

5. Returning gardeners in good standing will have first priority to return to the plot they gardened during the previous year, provided they fulfill all the requirements of registration and meet the registration deadline for returning gardeners.
6. Gardens not claimed by returning gardeners in good standing by the registration deadline will be available for allocation following the priorities set out below.

Second Priority

7. Existing gardeners in good standing who wish to move to a different plot are the second priority for plot allocation in the following priority order:
 - a. Gardeners whose plots have flooded and gardeners who requested a move to accommodate health issues.
 - b. Gardeners who wished to move from a small plot to a large plot and gardeners who wish to move from a large plot to a small plot.

- c. Other gardeners requesting a move for what the registrars consider a valid reason.
- 8. All moves are subject to the availability of plots.
- 9. When a move is granted, the registrars will determine which plot the gardener moves to.
Registrars are not obligated to move the gardener to any specific plot the gardener may request.
- 10. Existing gardeners who are allocated a new plot will be required to relinquish their existing plot and will not have the right to designate a successor to the plot they are vacating.
- 11. Gardeners who regularly failed to meet the weed management standards of the community garden, as shown by garden patrol inspections, will not be granted a move.

Third Priority

- 12. Once eligible requests from existing gardeners for plot changes are accommodated, new gardener applicants will be the priority for allocation of available garden plots.
 - a. If there are more applications than plots, applicants will be selected by drawing envelopes from applications received.
 - b. New gardeners will be allocated a small plot in the first year, with the opportunity to request a large plot in the second or a subsequent year, subject to availability of plots.

Fourth Priority

- 13. If any garden plots remain available after all applications from new gardeners are accommodated, existing gardeners in good standing who hold one garden plot may be allocated one additional plot. No gardener will be allocated more than two large plots.
 - a. Nonetheless, existing gardeners who hold multiple garden plots may retain those plots as long as they maintain gardener in good standing status and fulfill all ongoing registration requirements.