



**The Roosevelt Island Garden Club (RIGC) is a diverse community of gardening enthusiasts who work together to beautify our Roosevelt Island home, to increase gardening knowledge, and to impart an appreciation for nature and environmental stewardship among our members and our neighbors.**

RIGC Members and Associates are volunteers actively gardening side by side using organic gardening methods. Our community garden is open to the public on weekends April-October. The Roosevelt Island Garden Club is intended to be an oasis amidst the fast-paced life of New York City. Our community garden rules and regulations have been created for the following reasons:

- to ensure that we use our plots to garden actively growing plants: flowers, vegetables, fruits, herbs
- to ensure that our community garden is a safe and pleasant place to visit and to experience for gardeners, RI neighbors and the public
- to prevent damage to the land and environment and to respect our shared earth
- to establish fairness and harmony among our gardeners
- to promote and protect the future of community gardening on Roosevelt Island

**RIGC GENERAL RULES AND REGULATIONS**

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| <b>I. Hours</b>   |
| <p><b>Hours for General Public</b> on Saturdays and Sundays: April 15 - October 15 from 9:00 a.m. to 7:00 p.m. During the rest of the year, guests must be accompanied by a Member or Associate who are accountable for the behavior of their guests.</p> <p><b>Hours for Members, Associates, and their guests</b> are seven days a week, all year long:</p> <ul style="list-style-type: none"> <li>● March through October 6:00 a.m. to 9:00 p.m.</li> <li>● November through February 6:30 a.m. to 7:30 p.m.</li> </ul> <p>Keep gates locked when the gardens are closed to the public. Members, Associates, and guests are expected to leave the garden at closing hours.</p>   |
| <b>II. Conduct</b>  |
| <p>All gardeners and visitors are welcome to enjoy the sights, smells, and sounds of the garden and are expected to conduct themselves in a respectful and courteous manner.</p> <ol style="list-style-type: none"> <li>a. Gardeners are expected to actively garden. Members and Associates are encouraged to get to know garden neighbors.</li> <li>b. Respect your neighbor and their gardening space. Consider the community garden as a whole area. We all share this space together. Be mindful and view your plot from all sides and at the edges.</li> <li>c. Stay on the main pathways and in shared common areas. Do not enter another’s garden plot. No one is permitted to weed, water, plant in any plot other than their own unless invited by that gardener to help temporarily.</li> <li>d. Harvest only from your plot. Do not harvest or pick flowers, fruits, or vegetables from a plot that is not your own.</li> <li>e. Do not add, remove, or prune plants in community areas without permission unless you are working with the Landscape Committee.</li> <li>f. Do not use your garden as a storage area for garden items that are not in active use (extra chairs, pots, tables, etc.) or items not meant for gardening use.</li> <li>g. Work involving any major construction in a plot must be cleared through the Board before work begins.</li> </ol> <p>Email: rigardenclub@gmail.com</p> |
| <b>III. Liability Waiver</b>  |
| <p>Anyone working in the gardens must have submitted a signed RIGC liability waiver. This waiver must be signed during registration as a Member or Associate. All Volunteers must have a signed liability waiver and if a Volunteer is under 18 years old, this waiver must be signed by a parent or legal guardian.</p>  |
| <b>IV. Children</b>   |
| <p>Young children are welcome in the garden. For their safety, they must be accompanied and supervised by an adult. Members are expected to make their children aware of the rules, and the member is responsible for the child’s conduct. Riding bikes, scooters, skateboards, or skates is not allowed in the gardens. Be mindful of safety for all.</p>  |

**V. Community Service and Active Participation**

All Members are required to participate by performing community service outside of their own plot.

- a. A minimum of three hours per year of community service is required of each Member Plot to remain in good standing.
- b. Members are required to attend at least one Spring or Fall General Membership meeting each year.
- c. Notify the Board at [rigardenclub@gmail.com](mailto:rigardenclub@gmail.com) if you must be away for any extended period.
- d. Notify the Board at [rigardenclub@gmail.com](mailto:rigardenclub@gmail.com) and return your key if you are giving up your plot.

**VI. Committee Chairs**

Standing Committee Chairs: Compost, Landscape and Common Areas, Maintenance, Outreach and Publicity, Rose Garden, and Standards will be appointed (or re-appointed) by the RIGC Board at the start of the calendar year. Appointments can also be made for chair vacancies during the growing season.

If interested, every year RIGC Members will have a chance to send in a letter to apply for an appointment to one of these positions. It is recommended that Members serve on varied committees to get to know the work and expertise needed for each committee.

**VII. Organic Gardening Only - No Pesticides**

The use of pesticides, insecticides, fungicides, herbicides, or weed killers is strictly forbidden. Only limited non-toxic, organic, and environmentally friendly treatments can be used. Email if you have questions.

**VIII. Compost**

Compost all organic materials (dried and green cut plant materials.) This can be done in your plot and in our communal compost bins.

**IX. Tools, Shed, Wheelbarrows**

Tools are provided for the use of all club members within the confines of the community garden area.

- a. Always keep the tool shed locked.
- b. Do not leave tools outside after use.
- c. Scrape tools clean of dirt outside the tool shed, then return them to the proper place within the tool shed.
- d. Do not leave personal property in the tool sheds.
- e. Carts and wheelbarrows are to be left empty after use.
- f. Wheelbarrows are to be stored on end (so water does not accumulate).

**X. Lockers**

Members who have lockers must never store anything hazardous, corrosive, flammable, or that will leak. The Garden Club and its Board are not in any way responsible for the contents of your locker. Those who rent lockers are responsible for securing their lockers and their contents. Use only small to medium size locks.

**XI. Water Hoses**

Water hoses must be coiled after use and kept neatly on the side of the path. Water must not be left on in a gardener's absence. Water must be turned off at the spigot and not the hose nozzle so that the hose is not left under pressure. Notify [rigardenclub@gmail.com](mailto:rigardenclub@gmail.com) if you see any leaks.

**XII. Mosquitos and Standing Water**

No new ponds will be approved. Any containers or garden materials that collect standing water are not permitted because they allow mosquitoes to breed. Exceptions:

- a. All birdbaths must be kept clean by changing the water every two days for bird health.
- b. Ponds must be treated by using either Mosquito Dunk (or similar product) every 3 weeks or fish that eat mosquito larvae.
- c. Water in ponds must be fully agitated and kept in motion.
- d. Empty and half-full plastic bags gather water pockets that breed mosquitoes. Plastic is unsightly and does not biodegrade. It will remain in our soil/water for thousands of years. Do not leave any empty or half-full plastic bags in your garden unless they are neatly dried, folded, and hidden for reuse.
- e. Do not leave any items that can collect standing water.

**XIII. Fire Safety**

Barbecuing, fireworks, or fires are not allowed in the garden.

**XIV. Alcohol, Smoking, and Vaping**

Drinking alcohol, smoking, and vaping are not allowed in the garden.

**XV. Pets**

Pets must be on a leash and cannot enter any plot besides that of the plot holder. Always clean up after your pet.

**XVI. Trash**

Take out whatever you bring in.

- a. Trash disposal is the responsibility of every gardener and every visitor.
- b. All plastic, metal and glass must be recycled by individuals in their own buildings and kept out of the compost or trash bins. RIGC does not have recycling pick up.
- c. Due to limited trash removal, we ask all members to dispose of all small trash items in their own buildings. RIGC pays for pickup of two bins per week from April through October for Monday morning removal.
- d. Bulk pick-ups are limited by size and only on specific dates as indicated on the sign posted on the rear shed. Per RIOC instructions, no items may be taken to the AVAC area by any garden members.
- e. If you need assistance, please send an email to rigardenclub@gmail.com.

**XVII. Waitlists: Internal, External, and E-Plots**

Available gardens are offered to individuals on the Internal transfer list before being offered to individuals on the External Waitlist. There is a separate Waitlist for the E plots. All Members must live on Roosevelt Island (2013.)

- a. Members can only transfer from E plots to A-D plots by signing up for the External A- D Waitlist.
- b. Members can transfer from A-D to E with proof of handicap status and by signing up for the E-Plot Waitlist.
- c. After being a member for one year, Members in good standing can request placement onto the Internal transfer list and can remain on the Internal transfer list for two years or until they transfer. They can reapply after one year.
- a. After any transfer, members must wait two years before getting back on the Internal transfer list.

**XVIII. Letter of Violation (LOV)**

A letter of violation is a warning sent to guide Members toward active and considerate participation. A letter of violation (LOV) may result from any violation of the rules and regulations including the following:

- a. Failure to maintain your plot as per RIGC Standards Guidelines.
- b. Failure to serve three minimum hours of Community Service per year.
- c. Failure to attend at least one General Membership meeting per year without reasonable cause.
- d. Leaving wheelbarrows full of organic matter and unattended for others to handle.
- e. Leaving gates open, unlocked, and unattended during hours of closure.
- f. Drinking, smoking, or vaping within the garden.
- g. The use of toxic and non-organic insecticides or herbicides (e.g.: Roundup)
- h. Behavior that causes undue harm to people or to the community garden space and equipment.

**XIX. Termination of Membership**

TERMINATION OF MEMBERSHIP may result immediately from any one or more of the following:

- a. Primary residence is no longer on Roosevelt Island.
- b. Failure to pay annual registration dues on time (annual due date: February 28).
- c. Theft, vandalism, or illegal behavior of any kind – such as drinking alcohol or violating curfew hours – involving the issuing of summonses or other legally binding notices by Public Safety or other public authority may lead to immediate termination of membership upon a RIGC Board majority vote.
- d. Non-compliance with the General Rules, Plot Standards, or Rules for Associate-Member or Member-Member Assistance:
- e. Three (3) Letters of Violation (LOV) within a one-year period. Three (3) Letters of Violation (LOV) received across a two-year period. Four (4) Letters of Violation (LOV) received over a three-year period.

**XX. Appeal of Termination**

Intention to appeal a termination of membership must be communicated to the Secretary (rigardenclub@gmail.com) in writing by email or letter no later than two weeks after Member has received their email notice of termination; otherwise, the opportunity for appeal is rescinded. A review board of RIGC peers will decide the outcome of an appeal as per RIGC Bylaws.

**RIGC PLOT STANDARDS**

| <b>PLANTS &amp; PLANTING</b>  |
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| <p><b>I. Plantable Areas</b></p> <p>Our Licensee agreement with RIOG states that the Roosevelt Island Garden Club “shall design and install a plant garden and shall thereafter maintain such garden and all plants and structures contained therein (including, but not limited to, all fences, raised plant beds, planters, tables, benches, and other ornamental items) in a safe and orderly condition. Licensee shall neither cause nor permit the construction of any permanent structures on the Premises.”</p> <p>At least 75% of each plot must be plantable space. Plantable space is defined as areas of soil, either natural or covered in biodegradable materials such as organic, untreated, dye-free woodchips, straw, grass clippings, or compost, in which plants can be grown. No plastic weed barrier or landscape cloth are allowed to cover these areas. Plantable space is also defined as any container, pot or raised bed containing soil in which plants are maintained throughout the growing season. In the spirit of active gardening, try to maximize your planting.</p> <p>Any non-plantable area of a garden plot may be any combination of the following: pathways, composters, small garden furniture, supplies, or decor. In no case should brick, tile, gravel, slate or similar materials create a patio or area greater than 25% of the plot. We encourage materials for all pathways and seating areas that promote and enhance the health of the soil and provide for water permeability. Concrete, plastic, carpeting, artificial grasses and rubber or painted, dyed, toxic mulches, are prohibited.</p> |
| <p><b>II. Plants and Plant Care</b></p> <p>Plots must be actively used, maintained, and planted throughout the growing season (May - September) as indicated by at least two of the following:</p> <ul style="list-style-type: none"> <li>a. New plantings or seasonal maintenance and management of growth or harvesting.</li> <li>b. Soil enhancement or tilling begun by May 1st since the last frost date is April 15th.</li> <li>c. Organic debris removal during the season, other than an intentional compost or small branch pile</li> </ul> <p>Gardeners are encouraged to weed and plant early or late in the season, as weather permits. Plants along the edges of a garden must not extend more than 8 inches into the path. Plants with thorns may not extend at all. Keep vines and bushes within your own plot space unless your neighbor agrees to shared space and shared edges.<br/>Email <a href="mailto:rigarden@gmail.com">rigarden@gmail.com</a> if you need help with communication.</p>   |
| <p><b>III. Common Weeds</b></p> <p>Weed your garden regularly and never let weeds go to seed or encroach on neighboring gardens. Weedy plants often encountered in the RIGC include the following: bindweed, goutweed, nutsedge, quack grass, chickweed, hairy bittercress, purple deadnettle. Please remove them. If edible weeds are grown for a food source, they must also be kept from going to seed or spreading, examples: lambs’ quarter, dandelions, and purslane.</p>   |
| <p><b>IV. Paths</b></p> <p>To protect our investment in common pathways and to protect safety, all paths adjacent to your garden must be maintained free of weeds and dead leaves and kept clear for unobstructed passage. Do not throw clippings on the gravel paths. Clean up any messes made by shedding plants, spilled soil, and mulch with a plastic leaf rake. No obstructions are allowed in the pathways and common areas.</p>   |
| <p><b>V. New York State Invasive Plant Guidelines</b></p> <p>Invasive plants are species that are non-native to a particular ecosystem, and whose introduction causes or is likely to cause economic or environmental harm or harm to human health. For RIGC purposes, invasive plants are those currently indicated as invasive to woodlands and wetlands by the NY State Department of Environmental Conservation (DEC).</p> <p>The DEC list of Invasive Terrestrial Plants (as of January 2023) includes the following that have been seen in the RIGC: Japanese knotweed, Lesser celandine, Purple loosestrife, Japanese virgin’s bower clematis, Porcelain berry vine, Mugwort.</p> <p>RIGC stands with NY State’s protection of the environment and requires the removal of the above listed plants. For a full list of NYS DEC Invasive plants please see the website.</p>   |
| <p><b>VI. Marijuana</b></p> <p>Growing of marijuana is not allowed.</p>   |

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| <b>VII. Trees</b>   |
| New trees are permitted only if approved by the Board and they must be containerized and kept under a height of 8 feet (2.4 meters). All trees and bushes must fit the landscape, be pruned regularly, and not cause hardship or shade to neighbors. Figs, Rose of Sharon, and Lilacs must be kept at a maximum 8 feet (2.4 meters). A very few existing trees as of 11/07/13 are grandfathered. All grandfathered trees must be kept at a maximum height of 10 feet (3 meters). White Mulberry, Curly Willow, and Tree of Heaven are all fast-growing trees and must be kept out of RIGC plots. Bamboo cannot be planted outside the current existing area of John's Pond. |
| <b>VIII. End of Season</b>  |
| Plots must be left free of non-organic debris. Garden items must be stored away and secured at the end of the season and for the winter.  |
| <b>STRUCTURES</b>   |
| <b>IX. Cold Frames</b>  |
| Greenhouses are not allowed. Cold frames and beds with hoop coverings must be no more than 3 feet tall (91 cm), as measured from the level of the plot.   |
| <b>X. Raised Beds</b>   |
| Raised beds are not to exceed 20 inches (51 cm) in height above the garden bed (unless Board approved and not shading other plots). We recommend using cedar or other untreated wood products inside plots. Excessive use of products such as cinder blocks are not allowed due to chemicals leaching into the soil. Poorly or highly treated wood or plastic products made with toxic materials are discouraged. Reminder: Any construction materials and plans must be reviewed by the RIGC Board before construction starts.   |
| <b>XI. Fences</b>   |
| Fencing materials must be approved by the Board before they are installed. Fence height is limited to 3 feet (91 cm), as measured from the level of the path. Fences must be open so as not to impede the view of a neighboring garden, nor can they block light or air circulation, or interfere with your neighbor's garden. Fence posts cannot be embedded into your neighbor's plot without their permission. Fences and other materials cannot extend or lean into your neighbor's plot. New gates from 2021 on must open inward.  |
| <b>XII. Trellises</b>   |
| Please be mindful of your neighbor's spaces and the impact of structures on the whole garden. Trellises and other structures must be open so as not to impede the view of a neighboring garden, nor can they block the light or air circulation, or interfere with your neighbor's garden. Placement of trellis structures must be approved by the Board to help consider impact to neighbors.  |
| <b>XIII. Shading</b>  |
| Opaque tarps or canopies may not be used on the tops or sides of garden structures. If you need shade, use roll up shade materials and roll them up when you are not using them. Patio umbrellas must be closed when not in use.  |
| <b>XIV. Storage</b>   |
| Gardeners must keep their plots free from visible plastic bags, garbage, broken garden items, and unused materials. Excess supplies like tarps, buckets, or stakes not being used in the current growing season must not be stored in the plot. Cans of paint or any toxic or flammable liquids are not permitted to be stored in plots. Personal items (items not used to maintain the garden) may not be stored in the garden. Keep storage of extra items to a bare minimum.   |

**RIGC RULES FOR ASSISTANCE:  
ASSOCIATE-MEMBER & MEMBER-MEMBER**

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| <b>I. An Associate Defined</b>  |
| A person who is not currently a Member and who: <ul style="list-style-type: none"> <li>a. Assists a Member with gardening and maintenance consistent with RIGC garden standards and/or;</li> <li>b. May be assigned to assist RIGC Board members (officers, directors, and committee chairs) in their activities and responsibilities in the RIGC.</li> </ul> |
| <b>II. Requirements for becoming and being an Associate</b>   |
| <ul style="list-style-type: none"> <li>a. Associates must live on Roosevelt Island and be on the RIGC waitlist.</li> <li>b. Register annually with RIGC and be approved by the Board.</li> <li>c. Participate in community service as required of all Members.</li> </ul>   |

**III. Requirements for Members who request an Associate**

- a. Must be a Member in good standing.
- b. Must show evidence of significant health-related limitations or disability, or a temporary situation that makes gardening and meeting garden standards significantly challenging or impossible.
- c. Agree to be solely responsible for meeting the RIGC garden standards in the entire plot and to abide by the RIGC By-Laws and Rules & Regulations.
- d. Members are expected to inform their neighbors that an approved Associate will be gardening in their plot to avoid confusion.

**IV. RIGC Executive Board’s oversight of Associates**

- a. The Board will select a Board Member(s) to manage communications with and oversee Associate activities, under the guidance of the Executive Board.
- b. The Board must approve all Associates annually.
- c. The Board may vote for good cause to not approve an Associate or to revoke Associate status at any time and may also vote to discontinue an Associate working with a Member who is no longer eligible for an Associate.

**V. Alternatives exist for Members besides having an Associate**

The Legacy Associate Gardener is a role for long-term members who wish to stay active in the RIGC while passing their garden plots onto a new generation of gardeners.

- a. Legacy Associates retain their keys, their ability to serve on all RIGC Committees, receive all RIGC mailings of activities and meetings, and do not pay dues in appreciation for their years of active membership in building and sustaining the RIGC. As Legacy Associates they also may work with plot holders who need help in maintaining their plots.
- b. Legacy Associate Gardeners do not have the right to vote or hold office, and they may serve as non-voting participants on committees but may not chair a committee.

Members who no longer actively and independently garden—as evidenced by undertaking regular garden maintenance and by meeting RIGC garden standards—are encouraged to consider Legacy Associate status.

**VI. Members helping other members**

In general, the rule is that Members garden only in their assigned plots; however, we recognize and encourage Members helping other Members in their gardens. A Member can help another Member from time to time, on a short-term basis or on occasion; however, Members cannot garden for another Member for most of the garden season.

The Roosevelt Island Garden Club, Ltd is a not for-profit 501c3, volunteer organization for community gardening. The Roosevelt Island Garden Club does not and shall not discriminate based on race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

