

2007 Adopt-A-Garden Program



Adopt-A-Garden means that you or your group will:

- ❖ Use your creativity to design a garden
- ❖ Submit your design to the Port for review and entry into a drawing
- ❖ If chosen, plant the garden space
- ❖ Provide maintenance including weeding and deadheading regularly
- ❖ Keep the area neat including removing trash

Adopt-A-Garden means that the Port of Olympia will:

- ❖ Review all garden designs submitted for adherence to program guidelines
- ❖ Enter garden designs into a drawing
- ❖ Provide the selected area to successful adopters, ready to plant
- ❖ Provide an irrigation system and pay for water to maintain the garden
- ❖ Provide a nearby compost pile
- ❖ Provide signage opportunities and certificates of recognition

2007 Program Guidelines

- ❖ Businesses, individuals, organizations or clubs may adopt gardens.
- ❖ In 2007, approximately seventeen (17) gardens will be available for adoption. All designs submitted by November 30th, 2006 will be entered into a drawing.
- ❖ The adoption period is three years. If you do not win an adoption bid this year, you will be placed on a wait list for any gardens that may become available during the course of the year.
- ❖ Those who adopt a garden must keep it maintained. A three-strike rule is in effect: three complaints from members of the public or port staff, and the garden is reentered into the adoption pool and will be made available to those on the wait list.
- ❖ A successful bidder may renew an adoption for successive years of the program if adherence to the terms of the agreement have been maintained.
- ❖ Adopters must preserve and care for any pre-existing artwork or benches.
- ❖ Outstanding garden adopters will be awarded prizes as part of the annual Port of Olympia Gardening Awards.
- ❖ Garden adopters may place signage reading: "This garden adopted by ____." Standard signage guidelines are being developed by the Port and all proposed signage must be reviewed and approved by the Port.
- ❖ Adopters must submit a garden design and install the garden within the deadlines shown below. Failure to comply will result in the garden being returned to the adoption pool and being made available to those on the wait list.
- ❖ The Port of Olympia cannot be responsible for theft – you may not want to use plants that are expensive or difficult to replace.

Program Calendar

- ❖ Successful adopters will be announced before the end of December.
- ❖ Design application deadline: November 30, 2006.
- ❖ Garden installation deadline: Within 90 days of final approval to proceed.
- ❖ Maintenance: Ongoing.
- ❖ Selection and recognition of outstanding gardens Fall 2008, and each year thereafter.

Participant Recognition

- ❖ Signage noting the organization's name may be installed in the garden
- ❖ Annual certificates of recognition and appreciation
- ❖ Opportunity to be selected and recognized as an outstanding garden

Design and Horticultural Guidelines for Garden Adopters

Once you have developed a design and a plant list for your garden, please use the enclosed "Adopt-A-Garden Application" form to submit it to the Port for entry into the drawing. Creative design and horticultural judgments are up to you. We will review your application for adherence to program guidelines before it is entered into the drawing. The Port will strive to give approval of applications within 14 days of submission. After the drawing in November, we will give final approval to proceed.

Hardscape

- ❖ Pre-existing benches and art must remain in place and be visible.
- ❖ Permissible new materials are rock, crushed stone and wood. Metal or plastic edging is prohibited.
- ❖ Installation of statues, sundials, benches or other art may be acceptable, but please be aware such things are subject to theft and vandalism.
- ❖ Garden sizes vary depending up the site adopted.

Plant Selection. Your garden will be subject to several constraints:

- ❖ Irrigation water will be supplied by the Port, through the City of Olympia, from LOTT's reclaimed water program; it is not potable.
- ❖ You must retain existing trees and shrubs, although they may be pruned.
- ❖ Mature heights of new trees and shrubs materials should not exceed 6 1/2 feet; any plant material that may be higher must be placed appropriately so as not to block views.
- ❖ Some themes to consider: northwest native; drought tolerant; gravel garden; habitat garden (nectar, berries, cover for birds, insects, amphibians); butterfly garden; children's interest/play area; herbs and edibles.
- ❖ Before you choose specific plants, decide the general types of plants you will use to carry out your design or theme. Some types to consider are ornamental grasses, perennial and annual flowering plants, wildflowers, bulbs, shrubs, vines and herbs.
- ❖ Review the Port's preferred plant list for possible inclusion into your design.
- ❖ Invasive or noxious plants are prohibited.

Preferred Plant List

The Port strongly encourages incorporation of the following plants from our preferred plant list, to provide a common element amongst the gardens:

Shrubs

Dogwood (red/yellow)
Ninebark (Diablo purple)
Currant (white/red)
Chokeberry
Evergreen Huck
Manzanita
Ceanothus
Serviceberry
Elderberry
Glauca Rose
Mock Orange

Grasses

Carex Nigra
Flax

Perennials

Rosemary
Santolinas
Anaphylis
Evening Primrose
Gallardia
Rudbeckia
Armeria
Clematis integrifolia
Epilobium Canum Cantolina
Ornamental Oregano
Germander Teucrium
Sedum
Nepeta
Russian Sage

Groundcovers

Lithadora
Wooly Thyme
Alpine Salix
Blue Star Creeper

Bulbs

Alliums
Daffodils
Camassia
Lily-of-the-Valley

The Port may be able to provide these plants from our preferred list at a discount.

Native plants are a natural choice because they are adapted to our rainfall, soils and temperatures. However, there are many well-behaved and well-adapted nonnative plants.

Resource List:

Master Gardeners: <http://thurston.wsu.edu/mastergardeners.htm>

Great Plant Picks: <http://www.greatplantpicks.org/>

Native Plant Salvage Project: <http://gardening.wsu.edu/NWnative/>

Port of Olympia: <http://www.portolympia.com>

Reclaimed Water: <http://www.ci.olympia.wa.us/cityutilities/reclaimedwater/>

For further information about the program, please contact:

Jack Merrigan, Building & Grounds Maintenance Tech

Port of Olympia

915 Washington Street NE, Olympia, WA 98501

360-239-3577

jackm@portolympia.com

Installation and Maintenance

- ❖ Water will be provided by the Port's irrigation system, using reclaimed water.
- ❖ Use of stone or organic mulch is strongly encouraged.
- ❖ Due to the proximity to the shoreline, use of **organic or slow-release fertilizers is encouraged; use of pesticides is strictly forbidden**. You may use organic fertilizers and soil amendments. Soil amendments must be from a Port of Olympia approved source.
- ❖ Insurance regulations require that anyone working on a garden must sign a Hold Harmless Agreement. Forms for potential helpers can be filled out when the adoption takes place. Anyone who might work on the garden during the year should sign a form or they cannot perform any work in the garden.
- ❖ Adopters must maintain gardens to a reasonably high standard -- weeded and dead plants removed. If you cannot meet your maintenance obligation, contact the Port promptly so that we can help. Remember, three strikes and you're out.
- ❖ Safety: Take a first aid kit and mobile phone or other means of communication to all work sessions.

Tips for Planning and Design

- ❖ Goal – What effect or function do you want your garden to create? Showcase regional plants? Provide nectar for insects and birds? Amuse or soothe trail users? Set a goal or theme.
- ❖ Organize your ideas – a notebook for sketches, plant ideas, expenses & contact numbers may be all you need.
- ❖ Site assessment – Measure your garden, including benches and other man-made structures.
- ❖ Note the location of any below ground utilities and existing plantings. The Port will provide assistance in locating utilities.
- ❖ Note any change in slope and drainage patterns. Note shaded and sunny areas.
- ❖ Note whether site is protected or open to wind. Note views.
- ❖ Assess the soil. Are soil improvements needed for fertility and moisture retention?
- ❖ Many native plants are adapted to poor soil. If you intend to use such plants, use a light hand with fertilizer and compost for best long-term growth.
- ❖ Note circulation patterns near your garden. How will people using the trail impact the site?
- ❖ Plant selection – Use what you have learned from your site assessment to choose your plants. Consider carefully: sun/shade needs; soil type needs; size at maturity; potential to injure trail users with thorns or spines; potential to become invasive; potential to block views or provide cover for criminal activity.
- ❖ Design – sketch some layouts that integrate what you have learned about your site before settling on a design.

Adopt-A-Garden Application

Date: _____

In order to enhance the environment and the appearance of our community, we request permission to Adopt-A-Garden at the following location.

Adopting Group/Individual: _____

Exact Name to Appear on Sign: _____

Name and Title of Contact Person: _____

Signature: _____

Address: _____

Telephone Numbers: work, home, mobile: _____

E-mail Address: _____

The attached planting plan will be followed.

(Draw a diagram and label the plants that will be included.)

If you are submitting a plan for more than one garden location, please submit a separate application for each location.

Applicant agrees that all fertilizers and soil amendments used in the garden will be organic. Use of pesticides is forbidden.

Applicant agrees to abide by the program's guidelines, rules and regulations. Maintenance of the garden includes removing litter and weeding, deadheading and disposing of weeds and other plant materials in the Port's designated composting area.

Application to be submitted no later than November 30, 2006.

Send complete application to:

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Olympia, WA 98501
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jackm@portolympia.com