

**SUN CITY WEST AGRICULTURE CLUB**  
**STANDING RULES AND REGULATIONS**  
Revised February 21, 2023

Preface: The Agriculture Club is for the enjoyment and use of the members. All property and plots of the Sun City Agriculture Club (the Club) are owned by the Recreation Centers of Sun City West (RCSW). The purpose of the rules and regulations are to establish procedures and guidelines that will allow continued membership in the club and to prevent abuse of the rights of other members and their plots. Agriculture is defined as growing and harvesting of food producing plants.

1. Membership:

- a) Agriculture Club Members must have a valid Sun City West Owner Member card, Associate Member card, or Tenant Activity card. Each club member has equal rights, responsibilities and obligations.
- b) Club membership dues are determined as per the By-Laws Article II Section D and are payable by check upon joining the club and annually by December 31<sup>st</sup> for the coming year. Annual dues are considered past due by January 31<sup>st</sup> of the membership year. An Agriculture Club Board member will make every attempt to contact past due members that have a plot. However, the plot will be reassigned and deposits forfeited if dues are not paid by February 28<sup>th</sup>.
- c) A key deposit is due when joining. A plot clean-up deposit is due when a plot is assigned. The key deposit and clean-up deposits are refundable when the keys are returned and the plot is left clean of all garden refuse and weeds.

2. General Property Rules:

- a) Close the garden gate when entering or leaving. The last person to leave should make sure there are no others in the garden and then secure the padlock. This applies at all times of the day.
- b) Everyone including members, guests and visitors to the garden must sign in every time they enter the garden. All members should take note of those remaining in the garden. Members should not be alone in the garden. Notify the last person that you are leaving so you can depart together.
- c) Garden area speed limit is 5 mph. In consideration of our neighbors, do not speed or honk at any time when approaching the compound gate from either direction.

- d) Vehicles must be parked as not to impede traffic inside the garden. (All vehicles must park on one side). There is no parking in the driveway inside or outside the gate.
- e) Pets must be leashed or confined to the inside of the owner's plot or vehicle.
- f) The tool shed must be kept locked. Hoses, tools and equipment stored in the shed may only be used with the owner's permission. All tools and/or equipment kept in the tool shed must be marked with the owner's name and plot number.
- g) Members may not use any power equipment owned by the club without contacting a Safety Committee Member.
- h) A plot marker will be provided by the Plot Manager. Club members must keep it visible at the left corner of each plot. If the marker is rendered unreadable, please contact the Plot Manager for replacement.
- i) Poured cement and/or concrete shall not be used for any purpose, including securing posts. Tires may not be used or stored in the gardens for any purpose.
- j) A telephone is provided on the north wall of the compound for emergency use. The street address of the club is posted inside the box.

### 3. General Gardening Rules

- a) Water is on during the daylight hours. In the event of a broken water line, immediately close the are control valve (located by the gate, behind block wall left side, as when leaving compound), and notify a Board Member.
- b) If a hose bib leaks and you are unable to fix it, contact a Plot Monitor or a Board Member as soon as possible. Repair all leaks for your plot immediately.
- c) A timer must feature an auto-shutoff in the event of battery failure. Water shutoff valves must be installed outside cages. When making a connection in order to pipe water into a plot, it is mandatory to check with a Plot Monitor prior to making a connection. The connection to the water supply line must be rigid pipe, galvanized or copper, buried under ground outside the garden. PVC pipe (schedule 40) can be used to complete hook up.
- d) Garden plots must be kept free of weeds and grasses. No vegetation of poisonous or invasive nature may be planted or allowed to grow.
- e) In cooperation with adjoining plot holders, keep paths and adjacent roadway free from weeds, grasses or other debris. Walkways between plots are not to be used for planting or any other

purposes and must be kept clear at all times. Plants may not grow out of the sides or above the top of the cage. If a garden plot is caged, the top of the cage cannot be used as a storage area. Shade cloth is permissible per Rule 3, Section h. The same instructions apply to fenced and unfenced plots.

- f) No member may remove plants, vegetables, tools or equipment from another member's plot without permission.
- g) Garden members shall erect no structure nor plant any type of vegetation that interferes with sunshine and plant growth on neighboring plots or interferes with road visibility. Trees will only be permitted in pots within individual plots. Shrubs that produce edible fruit are allowed. No grandfathering of existing disallowed trees and shrubs is permitted. These items must be transplanted to pots by 12/31/2020.
- h) When shade cloth is used, it must be installed in a readily removable way. Shade cloth must be kept in good condition. Shade cloth must be removed between October 15<sup>th</sup> and March 15<sup>th</sup> if the shade cloth impacts an adjacent plot and a member submits a complaint. The Plot Monitor will notify the offending member to adjust or remove their shade cloth.
- i) Manure, sand, dirt, mulch or compost hauled into the garden for use on a member's plot must not be dumped on the roadway. It must be placed directly on the user's plot. Green manure may not be brought into the garden area. Decomposed dry manure may be used provided it is buried within 24 hours after delivery.
- j) Individual garden plots are not to be used as storage sites for materials not used in normal gardening operations. Stored materials must be kept up off the ground at least 15" to discourage rodent infestation.

• 4. General Garden Plot Rules:

- a) Members may have only three (3) garden plots per rooftop (dwelling/residence).
- b) Members having more than two (2) plots per rooftop (dwelling/residence) must relinquish excess plots by 12/31/2024. Any excess plots not relinquished as of 1/1/2025 will be transferred to The Agriculture Club.
- c) Plot improvements, including cages, must be kept in good repair or are subject to removal.
- d) Any space not used within 12 months for agricultural cultivation and harvesting shall be considered abandoned. Plants such as asparagus or other perennials are not considered active gardening. The Plot Monitor will attempt to contact the club member by phone and/or verbal

notice at the garden to discuss failure to use the plot. Confirmation that the plot is not being used will result in the plot forfeiture. After failure to establish verbal communication within 30 days, an attempt to notify the member by certified mail return receipt will be sent. If after 30 days no response is received, the club board will send notification of termination of the garden plot and assume custody of the plot. Clean up fees or additional fees will be forfeited to the club.

- e) All plots are defined as follows: (1) "Open": having no fence or perimeter barrier, (2) "Fenced": having a perimeter barrier or (3) "Caged"; having a maximum 7' high perimeter barrier with top closure. In all plots the tillable area (including fence/cage) shall be approximately 16' wide (18' at corner plots southwest side) x 38' deep MAXIMUM. The Corner plot on the northeast side can use the triangular ends next to them which do not count towards two plots maximum per rooftop (dwelling/residence). A clear path 4' in width must be maintained between adjacent plots, with 2' on either side of the center line of water lines where they exist. Exclusions are double, triple or quadruple plots. End-to-end gardens cannot be joined. Plots must maintain the 4' clearance at rear water line area. Cages must have a door opening onto the adjacent road. Doors must be a minimum of 36" wide. Two or more plots utilized by one owner would require a 4' path(s) at outer limits of adjacent plots only and not between plots. Existing non-complaint plots are to be grandfathered.
- f) Drawings/plans of cages, watering systems, fencing and all fence posts must be submitted to the Plot Monitor for approval before building begins. When work is completed you will notify the Plot Monitor to confirm compliance. If there are any questions during construction, members are encouraged to check with the Plot Monitor.
- g) It is a member's responsibility to arrange for weed control while they are away. It is the responsibility of the member to eradicate all weeds and remove all debris before leaving, and to inform the Plot Monitor in writing of an absence, as well as a phone number to contact in case of emergency. When an absence is planned, a member must arrange for another Agriculture Club member to maintain the plot and the Plot Monitor must be advised in writing of the name and telephone number of the responsible party.
- h) If, for any reason, it is necessary to clean a member's plot, there will be a clean-up fee of

\$100.00 per plot. If the plot is secured by a padlock it will be removed.

- i) When a member decides to relinquish a plot, the member will notify the Plot Manager who will post the plot and improvements, if any, as available. Under no circumstances can the cost of the plot improvements result in a profit to the member. Re-assignment of the plot will be determined as follows:
  - i. First Consideration will be given to a joint member who has been assigned to that plot for a minimum of 12 previous months.
  - ii. Second consideration will be offered on a first come-first served basis to members who have requested a plot and have signed up on a waiting list maintained by the Plot Manager. If a member rejects an available plot, they will remain in the first position for the next 2 available plots. After rejecting 3 plots, a member will be moved to the bottom of the waiting list.
  - iii. Lacking the re-assignment of a plot's improvements, the plot holder continues to be responsible for the plot's maintenance and club dues for one (1) year. After one year, the plot will be relinquished to the Agriculture Club. Upon re-assignment of any improvements, by the Agriculture Club, the proceeds will be given to the prior owner or their heirs. Clean-up fees will be forfeited to the Agriculture Club.

#### 5. Additional Rules

- a) Any proposed amendment to the Standing Rules and Regulations shall be submitted in writing to the Club Board, which will take action at its next Board Meeting to review the proposed rule change and approve or reject it. If rejected, the submitting member will be notified in writing of the decision. If accepted by the Board, the proposed change must be submitted in writing to the office of the Activities Manager for approval, and then posted for at least 30 days prior to the next General Meeting. The proposed change shall be presented to the membership for consideration. A simple majority is required for passage.
- b) When a club violation occurs:
  - i. The Plot Monitor will discuss the offense with the member to try to achieve resolution. A rules and regulations notice will be completed and a verbal notice will be documented.
  - ii. If a verbal notice is not successful after 14 days, the Plot Monitor will send a

certified return mail receipt letter to the member identifying the offense, by rule number, and specify a 30-day time frame to resolve, and potential penalties if violation is not corrected. A written rules and regulation notice will be completed and the Agriculture Club Board will be notified.

- iii. The Plot Monitor will submit a report to the Club Board of non-compliance after the first two steps are complete. The Club Board may then select a penalty on the club member; suspension of the club member from their assigned plot for 5 to 15 days, or in serious instances, the garden plot will be considered abandoned and forfeited to the club.
  - iv. All documentation of rules and regulation notices will be maintained by the Plot Monitor.
- c) Members who threaten the safety of themselves or other club member, are abusive, blatantly create turmoil, or dissension among club members, clubs or the Association in general may have their club membership temporarily suspended (up to two (2) weeks) by the club.
- i. Written notice regarding the reasons for temporary suspension shall be provided to the Recreation Activities Manager within two (2) business days of the temporary suspension.
  - ii. Termination of a club member can only occur following a recommendation from the General Manager and the approval of the Governing Board.
  - iii. Severe cases of adverse behavior, as described above, may be a cause for suspension of Association membership rights and privileges.
  - iv. Any suspension or termination of club membership or Association rights and privileges may be appealed to the Governing Board using the same procedure as described in RR&Ps, Chapter 2, Article VII, C.