Projects related to gardening and/or urban farming must comply with all relevant permit, right-of-way, and occupancy requirements. If your project is related to gardening and/or urban farming, you must review this Gardening Information Document before submitting your Sustainability Small Grant application.

Important details to include in your application for a gardening/urban farming related project:

- Relevant site details (such as adjacent or impacted property information, build plans, equipment and tools needed, plant or harvest types, etc.)
- Permits obtained, or acknowledgement of permits yet to be obtained (if applicable)
- List of relevant partners or stakeholders, and written documentation of their consent or support (such as a letter of support from the property manager of an apartment building adjacent to proposed community garden)

Guidelines

**Planting or constructing gardens**

- Gardens (including raised beds) intended for non-commercial use and planted on non-private property generally do not require a right-of-way occupancy permit if area is abutting a residential property. If the residential property does not belong to the grant applicant, written consent and support of the project from the property owner must be included in application materials. [Click here for guidelines on raised garden beds in the right-of-way](#).

- Gardens requiring permanent construction in the right-of-way do require a right-of-way construction permit. [Click here for more information on these permits](#).

- Gardens intended for commercial use and/or those planted on private property are not eligible for Sustainability Small Grant funding.

**Tree planting and/or pruning activities**

- Before planting a tree on a City right-of-way, you need to [obtain a planting permit](#). The right-of-way is generally the area between the sidewalk and the street, and includes the planting strip for street trees. In areas where there are no sidewalks or curbs, considerations should include existing trees, right-of-way width, parking areas, and foreseeable street improvements.

  - Planting permits are free. [Apply for a Planting Permit](#).
  - Planting, as well as pruning and removal, in all right-of-way requires a permit.
  - Preapproved Street Trees Lists are a great way to start planning for planting:
    - [Approved Small Tree List](#)
    - [Approved Medium Tree List](#)
    - [Approved Large Tree List](#)

- For safety reasons, fruit trees are not allowed to be planted in the right-of-way
Building a fence or retaining wall around a garden

- Before building a fence or retaining wall around a garden, review the guidelines for right-of-way occupancy fences and retaining walls.

How do I get support and consent from adjacent property owners?

- To check for adjacent properties, use the Tacoma DART Map.
- If they are your neighbor, introduce yourself, have a conversation, and explain your project idea and how it will benefit the neighborhood and community.
- If the property is managed by a company, you might find their contact information by looking for signage or having a conversation with someone who lives or works on-site.
- You can also reach out to the property owner via mail by finding their information via public records through the Pierce County Assessor-Treasurer.

Registering a new community garden

- To register a new community garden, or for information and resources for how to start one, contact Harvest Pierce County at (253) 278-6215 or info@harvestpiercecounty.org.

Free or low-cost materials and equipment

Applicants proposing the purchase of tools and equipment for gardening and urban farming related projects should consider borrowing or renting tools first. If purchasing tools is required, you must include justification for why renting or borrowing tools and equipment is not a feasible option for your project.

- Consider renting tools and equipment from Tacoma Tool Library
- Learn about and use award-winning TAGRO garden products and delivery service