



GROWING GREEN

SUMMARY INFORMATION

EXECUTIVE SUMMARY

Under the Growing Green program, NORA has made certain properties available for the public to engage in general greening and urban agriculture projects which meet the following objectives: 1.) improve neighborhood stability; 2.) foster neighborhood safety and sustainability; 3.) make fresh produce available; and/or 4.) promote a general sense of community. Approved program applicants will be offered a standard one-year lease with the option of future renewals based on the successful completion and execution of the project. Participants who manage a successful project for at least two consecutive years may be offered the opportunity to purchase the property.

ELIGIBILITY

Growing Green has been designed as a highly accessible program. Individuals, non-profit organizations, businesses, and other entities are eligible to apply. Available NORA properties, applications, and information pertaining to program insurance can be accessed at www.noraworks.org or by visiting NORA at 1409 Oretha Castle Haley Boulevard.

APPLICATION PROCESS

Applications will be accepted by NORA on a rolling basis and will be evaluated based on the proposed project's consistency with the objectives of the program. NORA has made green intermediaries available to assist applicants with application and project development. Incomplete applications and applicants with a history of code violations are subject to denial. NORA reserves the right to exclude any of its properties from availability for Growing Green.

APPROVAL AND COMPLIANCE

NORA will offer approved applicants a standard one-year lease for the cost of \$250/year. Approved applicants must provide a certificate of liability insurance for at least \$1 million per incident and \$2 million in aggregate (which may cost up to \$400/year) prior to lease execution. NORA will inspect approved projects regularly in order to ensure compliance with Growing Green and the City of New Orleans Code of Ordinances. The agency will utilize inspection results as a basis for evaluating future lease and/or purchase requests. NORA reserves the right to terminate any lease or lease renewal for cause or to preserve other redevelopment opportunities.

OPTION TO PURCHASE

Participants who manage a successful project for two consecutive years may be offered a third-year lease term with an option to purchase. In such instances, the purchase price will be based on the fair market value of the lot. All purchases are subject to a five-year restriction against alienation, meaning that Growing Green objectives must continue to be met for five years after the sale. NORA reserves the right to refrain from selling any property in order to preserve other redevelopment opportunities.



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APPLICATION TO LEASE A NORA LOT FOR GREENING, GARDENING OR URBAN AGRICULTURE

The New Orleans Redevelopment Authority (NORA) has made properties available to lease for the purposes of greening, gardening, and urban agriculture. The objectives of the Growing Green program are to eliminate blight and improve neighborhood stability, foster neighborhood safety and sustainability, make fresh produce available to underserved populations, and promote a sense of community.

The Growing Green program offers a standard, renewable \$250 one-year lease with a possible option to purchase after two years of compliance and program success.

INSTRUCTIONS:

1. Read carefully the full Growing Green application, guidelines, applicant resources, and standard lease agreements.
2. Fill out **ALL** application information completely and clearly.
3. Mail, email, or deliver application to the address at the bottom of this page.
4. NORA's Land Stewardship department will review and evaluate your application. Denied applicants will be notified in writing of the cause(s) for denial. Approved applicants will receive a **STANDARD ONE-YEAR LEASE AGREEMENT** to sign and return. Access to the lot is not granted until both the applicant and NORA have signed and executed the lease.

APPLICANT CONTACT INFORMATION:

NON-PROFIT ORGANIZATION
 BUSINESS
 INDIVIDUAL

NAME: _____

ADDRESS: _____ **CITY/STATE/ZIP:** _____

TELEPHONE: _____ **EMAIL:** _____

DESIRED NORA PROPERTY OR PROPERTIES:

NUMBER(S) + STREET: _____

or

Describe the **SITE CRITERIA** that is most important to your project (neighborhood, proximity to transit/schools, corner lot, etc.):



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PROPOSED USE:

All Growing Green projects must fall into one of the following use categories:

1. **GENERAL GREENING OR GARDENING**, including the installation of trees, shrubs, flowers and/or other native plant species for the purpose of improving neighborhood aesthetics and/or drainage; or
2. **URBAN AGRICULTURE** (the growing of crops for sale, commercial use, community food production, donation, or educational purposes).

Please describe your proposed greening, gardening, or urban agriculture project. (Feel free to attach additional pieces of writing, site plans, diagrams, sample images, etc.) If your project requires any temporary structures (fencing, storage sheds, benches, etc), please indicate and describe.

GROWING GREEN OBJECTIVES:

All Growing Green projects must meet at least one of the following program objectives:

1. **ELIMINATING BLIGHT AND IMPROVING NEIGHBORHOOD STABILITY**
2. **FOSTERING NEIGHBORHOOD SAFETY AND SUSTAINABILITY**
3. **MAKING FRESH PRODUCE AVAILABLE TO UNDERSERVED POPULATIONS**
4. **PROMOTING A SENSE OF COMMUNITY.**

Please explain how your proposed project meets any or all of the above Growing Green objectives.



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GROWING GREEN GUIDELINES:

Below is a summary of Growing Green guidelines with which all participants must comply. These guidelines are further detailed in the applicant resources and standard lease agreement. Please read carefully through each of the following guidelines and sign that you have read, understand, and agree that your proposed project will meet these guidelines.

I/WE UNDERSTAND AND AGREE:

1. To use the Lot only for **GREENING, GARDENING** and/or **URBAN AGRICULTURE** purposes.
2. To maintain the Lot in a **CLEAN, SAFE, SECURE** and **SANITARY** condition, free of weeds, trash, litter, debris, garbage, waste, rubbish, vermin and rats.
3. To take all reasonable measures and precautions to **MINIMIZE NOISE, DUST** and **ODORS** from the Lot.
4. To comply with all laws, rules, regulations, standards, ordinances, orders, and codes that apply to the Lot. (see Applicant Resources for more details)
5. To obtain and pay for any and all **PERMITS** or **APPROVALS** required by the City for operations on site.
6. To obtain and pay for any necessary **ACCESS TO WATER** or other **UTILITIES** with the Sewerage and Water Board and to pay any related utility fees.
7. To obtain a complete certificate of **LIABILITY INSURANCE** for at least \$1 million per incident and \$2 million in aggregate, and to name NORA as an additional insured party.
8. Not to park, keep, or store any **MOTOR VEHICLE, TRAILER, or BOAT** on the Lot at any time.
9. Not to erect or install any **PERMANENT STRUCTURE** or **HABITABLE FACILITY** on the Lot. Limited permission is granted for temporary accessory structures and furniture ancillary to approved Growing Green activities. These structures may include garden sheds, benches, and fences. All structures must be in compliance with building and zoning code requirements.
10. Not to erect **FENCES** of **MORE THAN FOUR (4) FEET** in height. Should the site require higher fencing for security reason, fencing material should allow for viewing into the site, be made of a material other than chain link, and must be approved by the Growing Green Coordinator. All fencing and other plans for the site should adhere to the local setback requirements.
11. Not to allow a **COMPOST PILE** in excess of **THREE (3) CUBIC YARDS**. Compost piles shall follow the Best Management Practices, and prevent any condition that creates an odor, litter, dust, nuisance, or attracts insects, birds, rodents, or pests.
12. To keep no **PETS, ANIMALS, or LIVESTOCK** on the Lot. Livestock or animals may only be allowed on the Lot if permitted under applicable Zoning and City Code provisions.
13. Not to **SELL** any item on-site at the Lot.
14. Not to **PREPARE, PROCESS, or PACKAGE** any food or other products of any plants or livestock in any residentially zoned districts. However, the canning of plants or plant products is permitted.
15. To submit **SOIL TEST** results from an accredited analytical laboratory prior to the establishment of an agricultural use, or to use **RAISED PLANTER BOXES** for all crops. Raised planters shall have a minimum height of one foot, constructed of materials that will not contaminate the crops or soil, and have impermeable barrier between on-site and imported soil.
16. To commence any work on the Lot within **SIXTY (60) DAYS** and complete work within **SIX (6) MONTHS** of lease execution.
17. To use or remove any **BUILDING MATERIALS** delivered to the Lot within **FOURTEEN (14) DAYS**.
18. Not to cut down or remove any **TREES** without written consent from NORA.
19. To **MAINTAIN** the **ENTIRE PARCEL** and adjacent public-rights-of-way in good condition. This includes regular mowing, weeding, and the removal of dead/dying plants, rotting vegetables, litter, and debris. Dead plants, produce, and trash not used for composting or other gardening functions shall be removed from the site within forty-eight (48) hours.
20. To repair any **DAMAGE** caused to the lot and/or properties affected by activities on the Lot.
21. Not to install any **WATER FEATURES** on the Lot. This shall include ponds, fountains, and any standing water that pose a health and safety risk or attract mosquitoes. Sealed water systems, such as rain barrels and irrigation systems can be installed on the Lot.
22. To maintain the Lot so as to prevent the **EROSION** of soil and to prevent the accumulation of **STAGNANT WATER**. Drainage systems shall divert water away from the property and away from adjacent property lines. All drainage systems should discharge towards the public-right-of-way.



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- 23. To not allow regulated materials, such as **CHEMICALS, FERTILIZERS,** and **TOXINS,** to drain onto adjacent properties, into waterways, or onto public-rights-of-way. Chemicals and other flammable materials shall be disposed of in accordance with federal and state requirements. If stored on-site, such chemicals or flammable materials shall be kept in waterproof containers in a locked structure when unattended.
- 24. To **MONITOR** all activities on the Lot and not to permit gardeners, neighbors to convene, children to play, and community events to be held on the Lot **BEFORE 5:00 A.M.** or be on the Lot **AFTER 10:00 P.M.**
- 25. Not to use the lot for **POLITICAL ACTIVITIES,** inherently **RELIGIOUS ACTIVITIES,** or **LOBBYING.**
- 26. That no one under the age of **EIGHTEEN (18) YEARS OF AGE** shall be on the Lot without adult supervision.
- 27. That no **ALCOHOL, DRUGS,** or **ILLEGAL SUBSTANCES** are allowed on the Lot.
- 28. Not to grow any plants **REGULATED** or **PROHIBITED** by federal and state laws on the Lot. If any such plants are found, the lease will be immediately revoked.
- 29. When the lease expires or is revoked, unless renewed, to **REMOVE ALL MATERIALS, TOOLS,** and **EQUIPMENT** brought onto the Lot and to restore the Lot and properties affected by the activities at the Lot to their original condition, unless the Growing Green Coordinator permits otherwise.
- 30. That NORA can at any time, at its sole discretion, **TERMINATE** any lease for cause, which shall include: 1) committing code enforcement violations or otherwise creating a nuisance or hazard; and/or 2.) failing to comply with Growing Green provisions.
- 31. That NORA, at its sole discretion, can **DENY** any lease (initial or renewal) or purchase agreement in the interest of preserving other redevelopment opportunities or for any other purpose.
- 32. That I/we are entering and using the Lot for my/our own purposes, on my/our own responsibility, at my/our own risk, to accept the Lot **“AS IS”** and **“WHERE IS”**, to be responsible for and assume the risk of loss, theft, or damage to any produce, materials, tools, and equipment, and to be responsible for the risk of injury or hazard to anyone who enters upon the Lot.
- 33. Not to use the “New Orleans Redevelopment Authority” name in any context without prior written permission from the Growing Green Coordinator.
- 34. That NORA makes no **REPRESENTATION** or **WARRANTY** as to the status of title or the physical or environmental condition of the Lot, or its fitness for any particular use.
- 35. That NORA’s inventory is dynamic and ever-changing, and that there is **NO GUARANTEE** that desired properties selected in this application will be available for this proposed Growing Green project.
- 36. That **ACCESS** to the Lot is not granted until both the applicant and NORA have **SIGNED** and **EXECUTED** a lease agreement.
- 37. That NORA staff will inspect the Lot on a periodic basis to ensure **COMPLIANCE** with the Growing Green Guidelines.

AGREEMENT & SIGNATURE:

I hereby certify that I have read and completed the entire Growing Green application. I have read, understand, and agree that my proposed project meets the guidelines above. By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am accepted as an applicant, any omissions, false statements, or other misrepresentations made by me on this application may result in the dismissal of my application.

PRINTED NAME: _____ **DATE:** _____

SIGNATURE (REQUIRED): _____



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INSURANCE INFORMATION

The New Orleans Redevelopment Authority (NORA) has made properties available to lease for the purposes of greening, gardening, and urban agriculture. The objectives of the Growing Green program are to eliminate blight and improve neighborhood stability, foster neighborhood safety and sustainability, make fresh produce available to underserved populations, and promote a sense of community.

The Growing Green program offers a standard, renewable \$250 one-year lease with a possible option to purchase after two years of compliance and program success.

INSURANCE REQUIREMENTS:

Once approved, an applicant must obtain a certificate of **LIABILITY INSURANCE** for at least \$1 million per incident and \$2 million in aggregate, and name NORA as an additional insured party before NORA will execute the lease agreement. The cost of obtaining the required insurance may cost up to \$400 per year.

INSURANCE PROVIDERS:

NORA is proud to partner with **PARKWAY PARTNERS**, who may provide insurance to participants who join their membership.

If Parkway Partners cannot provide the insurance there are additional providers available. NORA has identified the following potential providers.

| NAME | ORGANIZATION | CONTACT NUMBER | CONTACT EMAIL |
|----------------------|------------------------------|----------------|----------------------------|
| Vickie Barthel | Martin Insurance Agency, Inc | (504) 486-6133 | vickie@martin-agency.com |
| Donna Swanson | The Swanson Group | (504) 821-0303 | donna@theswansongroup.net |
| Jennifer Calingasan | Louisiana Companies | (800) 756-7838 | calingasan@lacompanies.com |
| Albert S. Pappalardo | Pappalardo Agency, Inc. | (504) 486-7441 | al@insurela.com |

PROGRAM

Food Liability Insurance Program (FLIP)
FLIP provides insurance to businesses for comprehensive general liability, product liability, and inland marine insurance at an affordable price.

WEBSITE

<http://www.fliprogram.com>

AGREEMENT & SIGNATURE:

I hereby certify that I have read and understand the NORA Insurance Information document. I understand and agree that if approved I must obtain the required insurance.

PRINTED NAME: _____ **DATE:** _____

SIGNATURE (REQUIRED): _____