Proposal for Interim License Agreement for 48 Warsoff Place, Brooklyn, NY, 11205

Block 1718, Lot 15
# Table of Contents

Table of Contents ................................................................. 2

Introduction: ........................................................................... 4

Project Goals: ......................................................................... 4

Project Components: .............................................................. 5
  1. Community Agriculture .................................................. 5
  2. Hosted Learning & Education .......................................... 5
  3. Community Space ............................................................ 5
  4. Water Catchment Systems ................................................. 5
  5. Food Waste / Compost Processing Center .......................... 6

Resources and Support: ........................................................... 7
  1. Supporters of Warsoff Wilds ............................................. 7
  2. Funding and Other Material Support ................................. 7

Outreach Efforts ..................................................................... 8

Organizational Structure and Site Management ......................... 9
  1. Team ............................................................................. 9
  2. Management of the 48 Warsoff Site ................................ 9

Appendix 1 – Site Design & Sample Photos ................................. 10
  1. Community Gardening/Agriculture .................................. 11
  2. Hosted Learning & Education .......................................... 12
  3. Community Spaces ........................................................ 13
  4. Water Catchment System ............................................... 14
  5. Composting Activity ....................................................... 15

Appendix 2 – The Petition & Letters of Support .......................... 17
  * Letter of Support from Stephen Levin ................................ 26
  * Letter of Support from Vandra Thorburn ............................ 27
Letter of Support from The Ethical Community Charter School .......................................................... 28
Letter of Support from The Gowanus Canal Conservancy ................................................................. 30
Letter of Support from Joseph Lentol ................................................................................................. 31

Appendix 3 – the Warsoff Wilds Team ............................................................................................. 32
  Executive Committee ......................................................................................................................... 32
  Farming & Gardening Supervision ................................................................................................... 32
  Composting Consultant ..................................................................................................................... 32
  Community Strategy Consultant ...................................................................................................... 33
  Resource Management ..................................................................................................................... 33
  Educational Programs ....................................................................................................................... 33
  Communications and Outreach ......................................................................................................... 33

Appendix 4 – Prospective Timeline .................................................................................................. 34
  Winter 2013/14 ................................................................................................................................. 34
  Spring 2014 ........................................................................................................................................ 35

Appendix 5 – The Gowanus Canal Conservancy’s Community Composting Leaflet 36
Appendix 6 – Local Law 77 ............................................................................................................... 44
Appendix 7 – Myrtle Village Green Sample Proposal ....................................................................... 50
Introduction:

‘Warsoff Wilds’ is a recently formed group of Brooklyn residents which aims to create a community space on the above lot, under interim license with the New York City Department of Sanitation. The use of the lot includes community-supported urban farming and gardening activity, educational installations and hosted learning, communal areas for local residents to enjoy and the processing of organic waste into compost.

The following proposal provides details about the project, as well as information about the primary participants in Warsoff Wilds, how the project will be organized and the various forms of support the project has already secured.

Project Goals:

The goals of the project are:

- to create a space that benefits the local community
- to involve local residents in urban agriculture, composting and associated gardening activity
- to educate and train local residents, schools and others in urban agriculture and other sustainable urban practices

These goals match and support existing City goals and objectives, including extending New Yorker’s access to fresh, healthy foods, PlaNYC initiatives including ‘Gardens for Healthy Communities’ and ‘Grow to Learn NYC’. Compost processing would also support the city’s Waste Reduction Plan, the Department of Sanitation’s Local Organics Recovery Program, as well as the new amendments to the administrative code, in relation to the collection of solid waste as outlined in Local Law 77 of 2013 (see Appendix 6) on city-wide food scrap collection by 2016.
**Project Components:**

1. **Community Agriculture**
   The garden will feature raised beds to be maintained by individual members, as well as permaculture-inspired beds to be maintained by the Warsoff Wilds team and volunteer members. Beds will be modular in design, meaning they can be moved or disassembled. Specific educational features will also be incorporated, including examples of perennial crops, a ‘wild’ area of native plants and grasses supporting urban wildlife and a phyto-remediation project, demonstrating how plants can be used to remove heavy metals and other contaminants from the soil.

   Partners providing material or educational support for the site’s community agriculture include Build it Green, the Gowanus Canal Conservancy, Earth Matter, Added Value the Brooklyn Botanic Garden, the Student Conservation Association, and Just Food’s Farm School NYC.

   An example of another gardening community’s Temporary Leasing Agreement is attached in **Appendix 7**, which is a copy of Myrtle Village Green’s Proposal to the DEP.

2. **Hosted Learning & Education**
   Many of the features and installations planned for Warsoff Wilds have a value as working examples of urban agriculture, composting or related sustainable urban practices. Programs and events will be organized with local schools, colleges, local residents, fellow community gardens and other interested groups to showcase these practices and allow for demonstrations, hands-on learning and training. The setting up of the Warsoff Wilds site will itself be a hands-on educational opportunity, with local people and groups invited to participate in shaping and laying the groundwork for the space.

3. **Community Space**
   This social space will consist of sitting areas, a ‘lawn’ area, benches and tables for group meetings and learning activities, providing a space for community interaction and enjoyment.

4. **Water Catchment Systems**
   In order to supplement the water needs of the site, rainwater will be captured and used to irrigate the growing beds and provide for other water needs. Systems will include rainwater captured from roofs adjoining the site and multiple rainwater barrels. These
rainwater systems will also serve as educational installations and be part of the educational activities hosted on site.

5. **Food Waste / Compost Processing Center**

Warsoff Wilds will process organic waste. Local residents and members of the Warsoff Wilds community farm will be encouraged to bring their food waste to the site and partnerships to process additional food waste are being explored. Any composting operation will be designed as a local resource for learning and training.

Partners providing guidance and support to any composting activity - beyond the Warsoff Wilds team identified below – include Earth Matter, GrowNYC, the Gowanus Canal Conservancy and the NYC Compost Project in Brooklyn at the Brooklyn Botanic Garden, all of whom have established track records in the area of organic waste recovery and compost education in New York City. A comprehensive overview of the capabilities of community compost activity can be referred to in Appendix 5, which depicts the Gowanus Canal Conservancy’s Leaflet on Community Scale Composting.

See Appendix 1 for site design diagrams.
Resources and Support:

1. Supporters of Warsoff Wilds
   The Warsoff Wilds project has assembled a coalition of community support for this effort. Please view Appendix 2 for copies of Letters of Support signed by city officials and other key organizations. The results of recent canvassing the local neighborhood for signatures in support of the proposal are also shown in Appendix 2.

2. Funding and Other Material Support
   Various organizations referred to elsewhere in this proposal will provide resources ranging from materials and equipment to advice and volunteers. Should the project secure an interim license, a number of organizations have also been identified as potential funding partners. These include Grow to Learn, the Awesome Foundation, the Citizens Committee for New York City, the New York Restoration Project, Slow Money and In Our Back Yard. Crowd-funding via online campaigns and other fund-raising activity will also be pursued.

   This project does not require funding from the Department of Sanitation, unless the department sees fit to support the effort materially or otherwise.
Outreach Efforts

Our goal is to develop a space that fits community needs and that showcases some innovative city policies and priorities. Many Community, Non-profit and For-profit organizations related to the development of New York City’s Urban Agriculture, Organic Solid Waste Management, Sustainability Efforts, and Land Use Administration already play an imperative role in facilitating the communications between the Municipalities and Citizens of New York City. Warsoff Wilds seeks the guidance, support, and potential partnership with these organizations to better direct and substantiate our efforts to broaden Community Based Agriculture, Composting, and Education in the neighborhood of Bedford-Stuyvesant. The outreach and research we have undertaken has been geared to addressing and understanding the vision of Community Stakeholders as well as pertinent city initiatives, and our proposal has been shaped by the result of these efforts.

Since July 2013, we have done the following to strengthen and build support for our project:

- researched relevant city policy, reviewed local ordinances and identified key local officials and decision-makers
- approached city and state agencies to clarify policy, with a focus on the management of the Organic Waste Stream
- participated in public meetings and forums and joined the Brooklyn Solid Waste Advisory Board, helping to strategize a the Board’s composting subcommittee
- begun a dialogue with Community Board 3 and gotten support from City Councilman Levin and State Assemblyman Lentol, which represent the neighborhood
- engaged with a range of key actors already established in the sphere of urban agriculture in NYC to learn from their efforts and experiences, including Earth Matter, The Gowanus Canal Conservancy, The Brooklyn Botanical Gardens and Added Value Farms
- secured a commitment from The Ethical Community Charter School to develop a program of learning centered on gardening and food production
- opened a dialogue with the NYCHA Resident Greening Committee at Marcy Houses
- canvassed on the street to gather ideas, get feedback and build support, including adapting our literature to local language needs
Organizational Structure and Site Management

1. Team
A full listing and bios of the members of the Warsoff Wilds team can be found in Appendix 3.

2. Management of the 48 Warsoff Site
To provide entry to the site, lockable gates will be installed, with keys restricted to members of the Warsoff Wilds team. Access to the site for the community will be based upon agreed opening and closing times, initially Saturday’s and Sunday’s from 11.00am – 6.00pm.

Access hours and details will be added to signs at the site. Signs will also provide information on planned activities and events and how to contact and learn more about Warsoff Wilds. Signs will also carry references to the partnership with the Department of Sanitation, and others.

The Warsoff Wilds team will also develop a set of agreed rules and policies for all members, to ensure respect for the site, respect for other members, for how rules and policies can be revised and resolving any disputes that may arise. A full timeline of activities is outlined in Appendix 4.

Water needs will be provided by the rainwater catchment systems mentioned above and we will work with GreenThumb to secure access to the nearest water hydrant as a secondary source.

Warsoff Wilds will seek liability insurance similar to that offered to other community gardens via the Land Trust Alliance.
Appendix 1 – Site Design & Sample Photos
1. Community Gardening/Agriculture

Figure A: Overview of Myrtle Village Green Garden Design

Figure B: Ingersoll Houses Community Garden Boxes
2. Hosted Learning & Education

Figure A: Hands On Hosted Learning at Earth Matters
3. Community Spaces

Figure A: Myrtle Village Green Seating Area

Figure B: Warsoff Wilds Signs
4. Water Catch
5. Composting Activity

Figure A: Earth Matters Compost Bin Examples
Figure B: Gowanus Canal Conservancy Windrows
Appendix 2 – The Petition & Letters of Support

The large empty lot situated at 48 Warsoff Street has huge potential as community space for the local people to enjoy, interact, grow food and learn about and participate in green, urban sustainable practices.

We are asking the Department of Sanitation and its Commissioner, John J. Doherty, to provide interim access to this site, in order to grow food, process compost, meet, congregate and educate local residents and others, in a diverse neighborhood that badly needs more green communal space.

Specifically, the lot is located on Brooklyn Block 1718, Lot 15.

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www.facebook.com/warsoffwilde  warsoffwilde@gmail.com
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www.facebook.com/warsoffwilds  warsoffwilds@gmail.com
The large empty lot situated at 48 Warsoff Street has huge potential as community space for the local people to enjoy, interact, grow food and learn about and participate in green, urban sustainable practices.

We are asking the Department of Sanitation and its Commissioner, John J. Doherty, to provide interim access to this site, in order to grow food, process compost, meet, congregate and educate local residents and others, in a diverse neighborhood that badly needs more green communal space.

Specifically, the lot is located on Brooklyn Block 1718, Lot 15.

<table>
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[www.facebook.com/warsoffwilds] [warsoffwilds@gmail.com]
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<td>Belinda Greer</td>
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<td>60 Division St</td>
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<td>Elsa Hanrahan</td>
<td></td>
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<td><a href="mailto:elsa@metro.com">elsa@metro.com</a>@gmail.com</td>
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<td>Jamie Smith</td>
<td></td>
<td>23 Nestor Ave</td>
<td>11207</td>
<td><a href="mailto:Jamie2001@gmail.com">Jamie2001@gmail.com</a></td>
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www.facebook.com/warsoffwilds  warsoffwilds@gmail.com
Letter of Support from Stephen Levin

July 16, 2013

Daniel Klein, Director
Office of Real Estate
City of New York Department of Sanitation
123 Worth Street
New York, NY, 10013

Dear Mr. Klein,

I am pleased to express with this letter my support for ‘Warsoff Wilds’; a community gardening and composting project proposed for the Sanitation owned vacant lot at 48 Warsoff Street (Block 1718, Lot 15).

Granting Warsoff Wilds access to this location will provide community residents, schools and other locally run groups an opportunity to participate in and learn about urban farming and growing food locally, neighborhood-scale composting, native wildlife and other green and sustainable practices such as rainwater collection, recycling and more. In addition, if developed, the Warsoff Wilds facility will provide a much needed accessible green space for the area; a place where residents and visitors can enjoy a safe and natural setting as well as potential place to learn valuable skills and future employment opportunities. Ultimately, the ‘Warsoff Wilds’ project, will expand and strengthen the growing network of urban space dedicated to sustainable practices within NYC.

The objectives of Warsoff Wilds are not only congruent with current City and Department of Sanitation policies relating to urban food production, public health, food waste diversion and access to green space, they also reflect what I, as a City Council member seek to encourage and facilitate.

I am pleased to endorse this ambitious and worthwhile project and will provide guidance and support as needed. I look forward to seeing its implementation in the near future.

Sincerely,

Stephen Levin

New York City Council Member, 33rd District
Letter of Support from Vandra Thorburn

October 2, 2013
Daniel Klein, Director
Office of Real Estate
City of New York Department of Sanitation
125 Worth Street
New York, NY, 10013

Dear Mr. Klein,

As President of Vokashi – kitchen waste solution, I am writing to express my solidarity with and support of ‘Warsoff Wilds’, the community farming, composting and educational project proposed at 48 Warsoff Street (Block 1718, Lot 15.)

Interim access to this site will provide local residents, schools and community groups with an opportunity to participate in and learn about urban food production, neighborhood-scale composting, native wildlife and other green and sustainable practices such as rainwater catchment, recycling and more. In addition, the site will provide a much needed green space for the area, where residents and visitors can meet, learn and relax in a pleasant, safe and natural setting.

The objectives proposed by Warsoff Wilds are not only congruent with current City and Department of Sanitation policies relating to urban food production, public health, food waste diversion and access to green space, they also mirror Vokashi’s core mission which is to provide households and small businesses with an easy, safe and secure method of managing their organic waste and develop community-based composting sites. For more information about Vokashi, please visit our website at www.vokashi.com.

Through this letter, Vokashi acknowledges our support for and commitment to the ‘Warsoff Wilds’ project, which will widen and strengthen the growing network of urban space dedicated to sustainable urban farming and associated activities. Vokashi’s expertise in collecting and managing fermented food waste and providing education about the process of fermentation will help to provide guidance and support of the Warsoff Wilds project, as needed.

Vokashi is pleased to endorse this ambitious and worthwhile project and we look forward to seeing its implementation in the near future.

Sincerely,

Vandra Thorburn
Letter of Support from The Ethical Community Charter School

Daniel Klein, Director
Office of Real Estate
City of New York Department of Sanitation
125 Worth Street
New York, NY, 10013

September 24, 2013

Dear Mr. Klein,

In my capacity as Science Teacher, I am writing to express my sincere solidarity with ‘Warsoff Wilds’, the community farming, composting and educational project proposed at 48 Warsoff Street (Block 1718, Lot 15.).

Interim access to this site will provide local residents, schools and community groups with an opportunity to participate in and learn about urban food production, neighborhood-scale composting, native wildlife and other green and sustainable practices such as rainwater catchment, recycling and more. In addition, the site will provide a much needed green space for the area, where residents and visitors can meet, learn and relax in a pleasant, safe and natural setting.

The objectives proposed by Warsoff Wilds are not only congruent with current City and Department of Sanitation policies relating to urban food production, public health, food waste diversion and access to green space, they also mirror The Ethical Community Charter School core mission, which is to promote community activism and social justice through ethical conduct.

Through this letter, The Ethical Community Charter School acknowledges our support for and commitment to the ‘Warsoff Wilds’ project, which will widen and strengthen the growing network of urban space dedicated to sustainable urban farming and associated activities. The Ethical Community Charter School’s expertise in promoting social justice, community activism, and providing authentic science experiences for our students will provide guidance and support to the project, as needed.

The Ethical Community Charter School is pleased to endorse this ambitious and worthwhile project and we look forward to seeing its implementation in the near future.

Sincerely,

[Signature]

Aristotle Kipnis, Principal, The Ethical Community Charter School

700 Park Avenue, Brooklyn, NY 11208-5289 | T: 718.399.2176 | F: 718.399.2814 | www.teccs-ny.org
Letter of Support from The Gowanus Canal Conservancy

Gowanus Canal Conservancy
94 9th St, 4th Floor, Suite #27
Brooklyn, NY 11215
phone: 718.541.4378
www.gowanuscanalconservancy.org

Daniel Klein, Director
Office of Real Estate
City of New York Department of Sanitation
125 Worth Street
New York, NY, 10013

08.08.2013

RE: Support for Warsoff Wilds Project

Dear Mr Klein,

In my capacity as Executive Director of the Gowanus Canal Conservancy, I am writing to express my strong support for ‘Warsoff Wilds’, the community farming, composting and educational project proposed at 48 Warsoff Street (Block 1718, Lot 15.)

It is my understanding that Warsoff Wilds will utilize the site temporarily for public education, recycling and composting activities as well as to grow gardens and other green initiatives.

We feel that the goals of the Warsoff Wilds proposal support New York City and DSNY policies relating to urban food production, public health, food waste diversion, sustainable waste management and access to green space. The proposed project also compliments the Conservancy’s mission of advancing environmental sustainability initiatives in Brooklyn.

The Gowanus Canal Conservancy operates a similar community-based compost program at the BK6 Salt Lot (2 Second Ave, Brooklyn, NY 11215), which has been an incredibly successful partnership for our organization as well as the Department. We imagine that a very similar synergy between Warsoff Wilds and DSNY could be developed at the Warsoff Street location.

Through this letter, The Gowanus Canal Conservancy acknowledges our support for the ‘Warsoff Wilds’ project, which will expand and strengthen the growing network of urban spaces dedicated to sustainable urban agriculture and associated activities. The Conservancy’s expertise in community composting, volunteer organizing, site design and environmental planning will provide guidance and support to the project as needed.

The Gowanus Canal Conservancy is pleased to endorse this ambitious and worthwhile project and we look forward to seeing its implementation in the near future.

Sincerely,

Hans Hesselein, Executive Director
Gowanus Canal Conservancy

Email: hans@gowanuscanalconservancy.org
Letter of Support from Joseph Lentol

October 22, 2013

Mr. Daniel Klein
Director, Office of Real Estate
NYC Department of Sanitation
125 Worth Street
New York, NY 10013

Dear Mr. Klein:

I am writing you today in support of the Warsoff Wilds project proposed by 596 Acres – a local organization that leads the way in reclaiming public land for community use. This project is slated for a city owned property located at 48 Warsoff Street, Brooklyn (Block 1718, Lot 15), which is currently severely underutilized.

The potential this site has to serve the community in various ways pertaining to the environment are endless. Much research and design has already gone into the implementation of a community garden, composting project, recycling center, and rainwater collection system at this site. Yet, the benefits this project could provide the community only begin at education. It also can serve as an open space, in a neighborhood that struggles to preserve green space for the communities use and benefit.

The sustainable nature of this project and the various positive undertakings that could serve the community if the Warsoff Wilds plan was executed would be exponential. I urge the NYC Department of Sanitation to seriously consider providing this land to Warsoff Wilds.

If you have any questions please feel free to call me or my staff member Edward Baker at (718) 383-7474.

Sincerely,

Joseph R. Lentol
Appendix 3 – the Warsoff Wilds Team

Executive Committee

Oliver Lamb is a musician, solar panel installer and was recently certified in permaculture design. His interest in this project includes developing an educational space for local residents to see and learn about regenerative farming practices, watershed protection, rain water harvesting and composting.

Marissa Provenza is a youth educator with experience as a naturalist mentor & teacher, having recently returned from a teaching internship in Northern California. She is currently seeking a certificate in Sustainability Management at the New School for Public Engagement and looks forward to bringing these experiences to the Bed-Stuy community, which has been her home for the last five years.

Neil Richardson is a gardener, environmental educator and advocate of a low-energy future. Certified in permaculture design, his interest in this project is to create working examples of sustainable urban farming that can educate & inspire others. As project coordinator for CUNY’s compliance with PlaNYC, Neil also has extensive experience of city agencies, city policy, grants and funding and working with diverse groups of people.

Farming & Gardening Supervision

Allison Khalnik is an environmental educator, food sustainability writer and has experience working to empower female farmers via micro-financing. Transferring her upstate farming experience to the city with this project, Allison also has organized farm visits and related learning opportunities for New York City school children through Student Conservation Alliance.

Gabriella Scott is an active gardener, trained Master Composter and long-term resident of Bed-Stuy. A graduate of Medgar Evers College, she is active in the New York Housing Authority’s Gardening and Greening Program at the Marcy Housing complex and a member of NYCHA’s Resident Green Committee. Gabriella brings this experience and her local knowledge to the project.

(Also in this group Neil Richardson & Oliver Lamb)

Composting Consultant

Tanya Bley is passionate about composting and has been a city-trained Master Composter since 2009. She is a founding member of the in the North Brooklyn Compost
Project, a member of Brooklyn’s Solid Waste Advisory Board (SWAB) and actively supports various composting programs and projects around the city, working with BIG!Compost, Earth Matter and GrowNYC among others to promote organic waste recovery.

- **Community Strategy Consultant**

  Lisa Bloodgood is a community advocate and liaison officer to City Councilman Stephen Levin, coordinating multiple public initiatives – including parks and community spaces - in the north Brooklyn area. Lisa also manages the Participatory Budgeting process for Districts 33, assisting local residents determine how public funds are spent in the neighborhood.

- **Resource Management**

  Oliver Lamb
  Neil Richardson

- **Educational Programs**

  Allison Khalnik
  Marissa Provenza
  Noelle Tannen

- **Communications and Outreach**

  Zack Brady
  Marissa Provenza
  Nikolai Schveitser
  Noelle Tannen
  Stephanie Toft
Appendix 4 – Prospective Timeline

The following represents an approximate breakdown of the various tasks and activities that will take place in the lead-up to the opening of the site. (The timeline is subject to change, based on the timing of any approval for access to the site from the Department of Sanitation.)

Winter 2013/14

- Preparing the site, including clearing overgrowth, removing unwanted debris, amending & adding soil, mulching, general clean-up
- Sourcing materials and resources needed for the above, including organizing ‘clean-up’ and ‘workday’ events involving community members & others
- Install lockable gate(s) at the site
- Delineate the various areas of activity, based on the design template, starting with the Community Space area
- Source and install the basic items needed for the Community Space area, including seating & tables to welcome neighbors and others to the site
- Design and install signs and displays to inform and involve the local community
- Host one or more ‘opening’ events to promote the garden to the local community and gather input on how the space might develop under the interim license
- Continue and build on outreach efforts to partner organizations, local schools, community groups and others to support the development of the site and the planned activities
- Invite local artisans & educators to host seasonally-appropriate workshops at the site (for example Apple Cider Making)
- Begin effort to source materials to build the community garden, including wood and soil for raised beds, materials for a tool shed and composting area.
- Begin groundwork for installing water-catchment system, including working with neighboring building owners for roof-based water catchment
- Begin fundraising efforts to secure grants or other financial assistance, to support the material needs of the site
- Secure the necessary insurance coverage for the site
• Finalize By-Laws or similar rules and policies for garden membership and community use, including a ‘box holder’ agreement

Spring 2014

• Construct the tool shed, raised beds, composting area and water-catchment systems, involving local residents, schools, partner organizations and others in this effort, as appropriate
• Begin allocating raised beds to individual garden members, together with ‘box holder’ agreement
• Begin composting activity at the site, including tracking volumes for future reporting
• Continue fundraising efforts to support the site
• Continue sourcing materials such as wood and soil for raised beds, seeds, tools and equipment, seating and similar
• Continue developing partnerships with local groups, schools and organizations to involve them in the growth of the site, learning activities or making good use of the space
• Host one or more Spring events to encourage local residents and others to participate in the site, become box holders or otherwise be involved
• Develop a mural project or contest
Appendix 5 – The Gowanus Canal Conservancy’s Community Composting Leaflet

[Image: COMPOSTING GWANANS! A Guide to Building a Compost Heap]

www.gowanuscanaconservancy.org
info@gowanuscanaconservancy.org
(718)-541-4378
COMPOSTING GOWANUS!

New York City generates more than 3,500,000 tons of food waste a year. By composting, we can reduce the amount of waste entering landfills, recycle minerals and nutrients, and support a more sustainable food system. Our volunteers and staff help build and maintain our compost windrows at the Gowanus Canal Conservancy, where we recover more than 1,000,000 lbs of food scraps a year and convert them into nutrient-rich compost.

*Composting of Organic Waste Department of Environmental Conservation.*
REGIONAL PARTNERSHIPS

A majority of our composting ingredients are sourced within a 3 mile radius from the GCC. Our partners at GrowNYC Greenmarket, Department of Parks and Recreation, various schools, organizations and local businesses provide us with the labor and the base of “greens” and “browns” for our compost windrows.

ACCEPTABLE GREENS:
- Fruit & Vegetable Waste
- Coffee Grounds & Filters
- Grains & Flour Products
- Tea Bags
- Egg Shells

ACCEPTABLE BROWNS
- Yard Trimings
- Untreated Sawdust & Woodchips
- Pine Needles
- Newspaper

AVOID:
- Meats, Poultry & Fish Waste
- Pressure-treated Wood
- Dairy Refuse
- Fats & Oils
- Glossy Colored Paper
1.1 GETTING STARTED

In order to build our compost windrows, we first gather the necessary ingredients and tools. Because windrows are at a larger scale than DIY composting units, we delegate different roles to our staff and volunteers to facilitate a more efficient building process. At the Conservancy, we can build a compost windrow in 2 hours with approximately 25 volunteers.

1.2 TOOLS & MATERIALS

+ 1 Part Food Scraps (“Greens”)
+ 1 Part Wood Chips (“Browns”)
+ 1 Part Sawdust OR Leaves (“Browns”)
+ Wheelbarrows, bins
+ Pitchforks, Spades & Garden Rakes
+ Gloves
+ Finished Compost (Enough to Cover Entire Windrow)

Conversions:

Because we obtain our inputs from multiple sources, they arrive in different units of measurement. Below are some conversions we use when calculating the windrow footprint in steps 2 and 3.

1 cubic yard (CY) = 850 lbs (greens)
1 cubic yard (CY) = 200 gallons
1 cubic yard (CY) = 27 cubic ft

1.3 ROLES/TASKS

Project Manager: Ensures quality control, delivers proper instructions, and maintains correct sequential layering of compost; adjusts recipe as needed.

Green Waste Input Crew: Transports food scraps to the compost pile and ensures that the “recipe” is properly observed; verifies food scraps are in contact with browns.

Green Waste Chopper Crew: Chops larger food scraps with a flat-edge spade and shovels smaller pieces back into the windrow.

Brown Waste Input Crew 1 (Wood chips): Transports wood chips to the compost pile and ensures that the “recipe” is properly observed; caps windrow with finished compost.

Brown Waste Input Crew 2 (Wood Shavings or Leaves): Transports wood shavings OR leaves to the compost pile and ensures that the “recipe” is properly observed.

Cleaner: Cleans and stacks excessively dirty wheelbarrows, bins, containers used to transport inputs.
2.0 DETERMINING VOLUME OF GREENS & BROWNS

We begin by calculating the amount of materials we have which will inform us of the footprint of the windrow. From our experience at the Gowanus Canal Conservancy, we have discovered over the past year that our frozen veggies weigh 850 lbs per cubic yard.* Therefore, when we receive a truck load that weighs 8,500 lbs we can approximate that there are 10 cubic yards of scraps. Note that these calculations are only for the greens.

*Food scraps often arrive frozen because many folks find their freezer to be the best place to store food wastes in order to avoid any unpleasant odors.

3.0 DETERMINING WINROW FOOTPRINT

After determining the volume of greens and browns, we can estimate an appropriate windrow footprint. Our windows are typically 8 ft wide, 4 ft in height, with a varying length (x) depending on the amount of material we receive. We have found that these are optimal dimensions that allow multiple conservancy volunteers to layer and turn our windrows without the use of heavy machinery. If we have 7 CY of greens and 14 CY of browns, we would end up with a windrow length a bit over 20 ft. The greens to brown ratio should be 1:2, respectively.

Finding Windrow Length (X)

\[
\left(\frac{\text{CY of greens}}{\text{CY of browns}}\right) \times 0.8 = Y \text{ CY} \\
\left(\frac{Y \text{ CY}}{0.775 \text{ CY/ft}}\right) = X \text{ linear ft}
\]
4.0 WIN DROW LAYERING

Now that we’ve determined the windrow footprint area and volume, we can begin the layering process. Because the windrow tapers as its height increases, each layer will require less material over time. However, the proportion of wood chips to sawdust/leaf litter to food waste remains the same per layer.

RECIPE:

The amount of materials per layer can vary depending on the length of the windrow. There is no set formula but from our past experiences, we use the ratios below to guide how much material we need. For our 8’ x 4’ x 20’ windrows, we estimated that we would need 200 gallons for the first layer. However, the nature of the materials can vary greatly depending on the source. In our case, we adjusted the quantities of the materials of the first layer to 250 gallons. A good rule to follow: the greens layer should just be thick enough that each food scrap is in contact with a layer of browns.

<table>
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<tr>
<td>1</td>
<td>10 units of each material</td>
<td>200 gallons to 250 gallons</td>
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<tr>
<td>2</td>
<td>9 units of each material</td>
<td>180 gallons to 220 gallons</td>
</tr>
<tr>
<td>3</td>
<td>8 units of each material</td>
<td>160 gallons to 200 gallons</td>
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<tr>
<td>4</td>
<td>7 units of each material</td>
<td>140 gallons to 160 gallons</td>
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<tr>
<td>5</td>
<td>6 units of each material</td>
<td>120 gallons to 90 gallons</td>
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<tr>
<td>6</td>
<td>5 units of each material</td>
<td>100 gallons to 70 gallons</td>
</tr>
<tr>
<td>7</td>
<td>4 units of each material</td>
<td>80 gallons</td>
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RATIOS/LAYER
1 part food waste
1 part sawdust/leaf litter
1 part wood chips
5.0 CAP & BERM

After we finish layering our greens and browns, we blanket the windrow with 2" of finished compost. This acts as a bio-filter and inoculates the pile with some odor-eating bacteria. In addition, this deters rodents and keeps the windrow looking like a pile of dirt and not a pile of food. Ideally, the compost cap should cover all parts of the pile but some compost will cascade down leaving thin spots along the side.

Over time, leachate (food juice) may percolate down, especially if there is not enough browns in the windrow. A berm around the windrow will help catch this liquid and help neutralize the smell. The dimensions of the berm will vary depending on the source materials (and how much leachate is produced).
6.0 TURNING

Following the cap & berm stage, we let our compost windrow rest for two weeks. During this period, microbial activity and temperature increases exponentially, breaking down easily digestible sugars and starches followed by more complex compounds such as cellulose and lignin in the later weeks. To ensure that these beneficial bacteria and microorganisms are maintained, we turn (or mix) our windrow typically after two weeks before the core temperature rises to 160 degrees F. Following the initial turning, we continue to mix our compost windrow once a week for 5 weeks. This ensures proper aeration and even distribution of moisture and heat in our compost windrows that facilitate good microbial health. Stimulating aerobic bacterial activity also prevents the pile from stagnating and smelling rancid.

![Windrow Temperature-Time Relationship](image)

7.0 SIFTING

After the compost has gone through 5 weeks of decomposition and 2 weeks of cooling. All of the greens have broken down, but there is still a large amount of browns. This grade of compost can be used for landscaping projects, but for smaller scale projects, a finer grade of compost should be applied. The compost should be sifted through a ¼ inch wire mesh, sifting out all the large woody material, called “overs.” These overs will be reincorporated into a new windrow, as they take longer to break down. The compost that falls through the mesh is finally ready for use!
A LOCAL LAW

To amend the administrative code of the city of New York, in relation to the collection of food waste.

Be it enacted by the Council as follows:

Section 1. The definition of “compostable waste” in section 16-303 of the administrative code of the city of New York, as added by local law number 40 for the year 2010, is amended to read as follows:

"[Compostable] Organic waste" means any material found in the waste stream that can be broken down into, or otherwise become part of, usable compost, such as food scraps, soiled paper, and plant trimmings. [Such] As determined by the commissioner, such term may also include disposable plastic food service ware and bags that meet the [American society for the testing of materials] ASTM International standard...
specifications for compostable plastics, but shall not include liquids and textiles.

§ 2. Section 16-308 of the administrative code of the city of New York is amended by relettering subdivisions a through h as subdivisions b through i, respectively, and adding a new subdivision a to read as follows:


  a. 1. No later than October first, two thousand thirteen, the commissioner shall establish a voluntary residential organic waste curbside collection pilot program for the diversion of organic waste from households in one designated collection area. Such pilot program shall end no earlier than July first, two thousand fifteen. For purposes of this subdivision, a household shall mean a single dwelling or a residential unit within a dwelling that contains two or more residential units and a designated collection area shall mean a contiguous area within a borough comprised of no fewer than one thousand households.

  2. No later than January first, two thousand fourteen, the commissioner shall establish a school organic waste collection pilot program for the diversion of organic waste from no fewer than three hundred schools located in no fewer than three boroughs. Provided there is sufficient capacity in trucks on collection routes for such pilot program, the department shall provide organic waste collection service to residential buildings with nine or more units that are located on such collection routes and that volunteer for such collection. Such pilot program shall end no earlier than July first, two thousand fifteen.

  3. No later than January first, two thousand fourteen, the commissioner shall expand the voluntary residential organic waste curbside collection pilot program established pursuant to paragraph one of this subdivision to no fewer than a total of three designated collection areas, each of which shall be in a different borough. No later than June first, two thousand fourteen, the commissioner shall expand the voluntary residential organic waste curbside collection pilot program established pursuant to paragraph one of this subdivision to no fewer than a total of four designated collection areas, each of which shall be in a different borough, with a goal of expanding such pilot program to no fewer than one hundred thousand households by such date.

  4. No later than January first, two thousand fifteen, the commissioner shall expand the school organic waste collection pilot program established pursuant to paragraph two of this subdivision to no fewer than a total of four hundred schools located in no fewer than five boroughs. Provided there is sufficient capacity in trucks conducting collection on collection routes for such pilot program, the department shall
provide organic waste collection service to residential buildings with nine or more units that are located on such collection routes and that volunteer for such collection.

5. The commissioner shall have the authority, during the duration of the pilot program established pursuant to paragraph one of this subdivision, to discontinue voluntary residential organic waste curbside collection service to a designated collection area, provided, however, that the commissioner shall select a replacement designated collection area within sixty days of any such discontinuation.

6. The department or its designee shall conduct outreach and education to residents for the duration of the pilot programs established pursuant to this subdivision. Such outreach and education shall include, but need not be limited to, the environmental benefits of source separating organic waste for composting, instructions for how to properly source separate organic waste and the benefits of reducing organic waste.

7. On June first, two thousand fourteen and every six months thereafter for the duration of the pilot programs established pursuant to this subdivision, the department shall report to the mayor and the council the total amount of organic waste diverted during the previous six-month period from households and schools that participated in such pilot programs during the entirety of such six-month period. The department shall include such diversion information in the department’s annual recycling report required pursuant to subdivision k of section 16-305 of this chapter.

8. No later than January first, two thousand fifteen, the commissioner shall conduct a study on improving community composting and submit the findings of such study to the mayor and the council. The study shall include, but need not be limited to: (i) recommendations for how the city can optimize the use of existing community composting locations and resources; (ii) an assessment of markets for finished compost within the city, including use by city agencies and potential retail sales; and (iii) strategies to expand community composting locations in each of the five boroughs.

9. No later than October first, two thousand fifteen, the commissioner shall issue a report to the mayor and the council on the pilot programs established pursuant to this subdivision, which shall include, but need not be limited to information on: (i) the number of households, residential buildings, and schools participating; (ii) the total amount of organic waste diverted; (iii) the costs associated with the programs; (iv) the availability of organic material processing capacity in and around the city; and (v) resident feedback concerning such pilot programs, including the adequacy of the receptacles used for such pilot programs and any other issues of concern. Such report shall include recommendations as to whether the voluntary residential organic waste curbside collection pilot program and the school organic waste collection pilot program
should be expanded and, if so, a schedule for expanding such pilot program to additional designated collection areas in the city.

§ 3. Subdivision b of section 16-308 of the administrative code of the city of New York, as relettered by section 2 of this local law, is amended to read as follows:

b. [Except as provided in subdivision b of this section, within twenty-four months of the effective date of the local law that amended this section, the] On and after July first, two thousand sixteen, the commissioner shall provide for the source separation, collection and composting of department-managed yard waste generated within designated areas of the city in which a substantial amount of yard waste is generated from March [1] first to July [31] thirty-first and September [1] first to November [30] thirtieth of each year, unless the generator otherwise provides for recycling or storage for composting or mulching. In addition, the commissioner shall provide for the collection and composting of yard waste generated and source separated at residential properties owned or operated by the New York city housing authority. There shall be operated by or on behalf of the department one or more yard waste composting facilities through which the department shall compost yard waste collected by or delivered to the department pursuant to this section. In order to comply with this provision, the department may utilize the services of privately-owned or operated facilities. The department shall also work in consultation with the composting facility siting task force established by the [2006] two thousand and six solid waste management plan to identify additional locations to site yard waste composting facilities with the goal of establishing at least one such composting facility in each borough where the department conducts yard waste composting collection.

§ 4. Subdivision f of section 16-308 of the administrative code of the city of New York, as relettered by section 2 of this local law, is amended to read as follows:

f. Generators of yard waste, except those identified in subdivision [f] g of this section, shall separate, tie, bundle, or place into paper bags or unlined rigid containers, in accordance with rules promulgated by the commissioner, any yard waste set out for collection by the department pursuant to subdivision [a] b of this section. The commissioner shall notify all residents in districts that receive yard waste collection by the department of such pre-collection procedures, and undertake any other action necessary to effectuate the purposes of this subdivision.

§ 5. Subdivision h of section 16-308 of the administrative code of the city of New York, as relettered by section 2 of this local law, is amended to read as follows:
h. Each permitted composting facility within the city, including those operated by city agencies, shall annually report to the commissioner the amount of yard waste and any other [compostable] organic waste collected and disposed of by weight at such composting facility. All such reports shall be submitted prior to February first of each calendar year and shall contain the amount collected and disposed of for the previous calendar year. The department shall consolidate the information contained in all reports prepared pursuant to this subdivision and include such information as part of the department's annual recycling report required pursuant to subdivision k of section 16-305 of this chapter.

§ 6. Subdivision i of section 16-308 of the administrative code of the city of New York, as relettered by section 2 of this local law, is amended to read as follows:

i. No person residing in a district where the department provides residential yard waste composting collection pursuant to subdivision [a] b of this section shall dispose of grass clippings as regular waste for collection by the department during the period of time when the department conducts such composting collection. The department shall conduct outreach and education to inform residents within such districts of the dates when it will conduct yard waste composting collection. No person residing in a district where the department provides residential yard waste composting collection shall be held liable for a violation of this subdivision during the first year the department provides such residential yard waste composting collection.

§ 7. The opening paragraph of subdivision a and subdivision b of section 16-324 of the administrative code of the city of New York, the opening paragraph of subdivision a as amended by local law number 34 for the year 2010 and subdivision b as added by local law number 34 for the year 2010, are amended to read as follows:

a. Subject to the provisions of subdivision b of this section, any person who violates this chapter, except subdivision [f] g of section 16-308 of this chapter or section 16-310.1 of this chapter, or any rule promulgated pursuant thereto, shall be liable for a civil penalty recoverable in a civil action brought in the name of the commissioner or in a proceeding returnable before the environmental control board, as follows:

b. Any person who violates subdivision [f] g of section 16-308 of this chapter shall be liable for a civil penalty in the amount of two hundred fifty dollars for the first violation, one thousand dollars for the second violation committed within a twelve-month period, and two thousand five hundred dollars for the third and each subsequent violation committed within a twelve-month period.

§ 8. This local law shall take effect immediately.
THE CITY OF NEW YORK, OFFICE OF THE CITY CLERK, s.s.:

I hereby certify that the foregoing is a true copy of a local law of The City of New York, passed by the Council on September 12, 2013 and approved by the Mayor on October 2, 2013.

MICHAEL M. McSWEENEY, City Clerk Clerk of the Council.

CERTIFICATION OF CORPORATION COUNSEL

I hereby certify that the form of the enclosed local law (Local Law No. 77 of 2013, Council Int. No. 1107-A of 2013) to be filed with the Secretary of State contains the correct text of the local law passed by the New York City Council and approved by the Mayor.

JEFFREY D. FRIEDLANDER, Acting Corporation Counsel.
February 3, 2012

Matthew Mahoney
New York City Department of Environmental Protection
59-17 Junction Boulevard, 19th Floor
Elmhurst, NY 11373

Mr. Mahoney,

Thank you for taking the time to meet with us this week and for continuing to work with us to create a temporary community space at the Water Tunnel Number 3 Shaft 21B site. As per our conversation, what follows is a proposal for an interim use of the “Myrtle Avenue Parcel” of the site, previously referred to as Parcel C, that can begin as soon as March 1, 2012.

On the following three pages, we provide you with an illustrated narrative description of the proposed uses, provide background on Myrtle Village Green as an organization and introduce you to the community stakeholders that make up our coalition, and address the issues for control of the site that we identified in the following order: insurance, key policy, water, hours of operation, funding, and signage. In the description, we make reference to attached documents by their file names.

We thank you for taking the time to consider the details of this proposal and facilitating the drafting of a memo of understanding based on its content to be signed by your Department and representatives from Myrtle Village Green, hopefully in time for a March 1, 2012 opening of the space.

Thank you for all you do.

Best,

Paula Z. Segal
Myrtle Village Green

Paula Crespo
Myrtle Village Green

Stephan von Muehlen
Myrtle Village Green
NARRATIVE OF PROPOSED INTERIM USE OF MYRTLE AVENUE PARCEL OF WATER TUNNEL 3 SHAFT 21 B SITE

The temporary community space on the Myrtle Avenue Parcel will follow the design in the attached diagram (see “Shaft21BMyrtleAvenueParcelInterimCommunityUse.pdf”). It will include space for community composting, raised garden beds for growing flowers and greens, a demonstration modular portable container garden, a rainwater catchment system, a locking toolbox, border beds for tulips and paperwhites and benches and tables for community use.

The compost program will be run by Vokashi Kitchen Waste Solutions. It will demonstrate at least two distinct methods for converting food and garden waste to soil (fermentation and decomposition). See attached photos of the equipment (barrels, tumblers, and bins) and of youth volunteers working and learning at another Vokashi site (Compost_DecomposingBins_Sample.jpg, Compost_DecomposingTumblers_Sample.jpg, Compost_FermentingBarrels_Sample.jpg, Compost_VokashiYouth_Sample1.jpg, Compost_VokashiYouth_Sample2.jpg).

Raised beds will be about 5 feet by 3 feet. They will be modeled on the beautiful beds in front of Ingersoll Houses, also on Myrtle Avenue. See attached photo (raisedbeds_Sample.jpg). They will be designed based on available / donated materials.

A demonstration modular portable container garden will be created by Garden Direct based on their work with students at the neighboring Brooklyn High School for Leadership and Community Service. The basic building block of this demonstration garden is a subirrigated portable planter (see sub-irrigated planter_Sample.jpg).

The toolbox will be made of donated materials and will lock. Members will have their own keys to it.

Flower beds will feature flowers that will bloom in early spring – tulips and paperwhites – bringing color and light as soon as possible to a space that has laid dormant for over a decade in this community.

Tables and benches will be built by volunteer artists out of donated materials.
ABOUT MYRTLE VILLAGE GREEN AND
OUR COALITION OF COMMUNITY STAKEHOLDERS

Myrtle Village Green is a one-year old coalition of community stakeholders that is building on the previous work of community organizations that have focused on the water tunnel site and the need for green space in our corner of Bedford-Stuyvesant since the mid-1990s. Members of the Kent Avenue Stabilization Taskforce – the group that was approached by DEP and Community Board 3 in 2000 to help define community needs for development of a Per Cent for Arts proposal on this Water Tunnel Shaft Site – are members of Myrtle Village Green.

In addition, our coalition includes Pratt Center for Community Development, the Brooklyn Food Coalition Clinton Hill Working Group, Brooklyn Community Arts & Media High School at 300 Willoughby Avenue, Brooklyn High School for Leadership and Community Service also at 300 Willoughby Avenue, Myrtle Avenue Brooklyn Partnership, Community Board 3 Chair Henry Butler, New York City Community Gardens Coalition, Yokashi Kitchen Waste Solution at Trilok Garden on Myrtle Avenue and St. Lucy St. Patrick Church at 802 Kent Avenue.

INSURANCE

Myrtle Village Green will be insured under IOBY.org’s volunteer general liability policy. A sample rider to their policy that was created for another group is attached to this letter (“Certificate of Insurance_Sample”). IOBY.org will provide an identical document for Myrtle Village Green.

KEY POLICY

Keys to the site will be kept at a local small business called Myrtle Pets (642 Myrtle Avenue), where they can be signed out by members who wish to open to perform maintenance outside of regular operating hours. A second set will be kept at nearby member’s home for emergency access when Myrtle Pets is closed.

WATER

We will install a rainwater catchment system that runs from the roof of 642 Myrtle Avenue to provide water for the garden. As the operation grows, we will approach other neighboring buildingowners for permission to expand catchment to their roofs as well. An illustration of rainwater catchment is attached to this letter (Paula S: something missing here?)
HOURS OF OPERATION

The Green will be open regularly, every Saturday 10am-4pm and two weekday afternoons per week 3-7pm. It will also be open additional hours when any volunteer chooses to open it to perform maintenance.

FUNDING

The interim project will be entirely community-funded by Myrtle Village Green. No funding will be provided by DEP. Myrtle Village Green plans to initiate a crowd-funding campaign on IOBY.org next week to solicit donations from local stakeholders and green space advocates all over New York City. We will also pursue grant funding and in-kind donations. In the immediate term, we will begin construction immediately, thanks to donations of building materials from Build It Green NYC (a non-profit retail outlet for salvaged and surplus building materials).

SIGNAGE

A sign will be placed on the fence facing Myrtle Avenue that identifies the site as part of the Water Tunnel 3 project, thanks DEP for making the space available to the community, provides contact information for Myrtle Village Green and announces the hours of operation of the green space (as above).