



NYC Parks

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**City of New York**  
**Parks & Recreation**

**GreenThumb**

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[www.greenthumbnyc.org](http://www.greenthumbnyc.org)

Dear GreenThumb Community Gardener,

Once again, the Department of Environmental Protection (DEP) will allow registered GreenThumb community gardeners to use city fire hydrants for maintaining these gardens. Please read the instructions below for requesting this year's hydrant permit and having the hydrant uncapped.

***Your garden must have a DEP Hydrant Permit to use water from the hydrant.***

In order to obtain a permit,

1. Bring this letter & envelope to the DEP office in your borough. Locations are listed on back.
2. Request hydrant permit for your community garden this season. Explain that you are a registered GreenThumb garden. You should also know the address closest to the hydrant you plan on using.
3. The fees for the permit will be waived (the permit will be free).

If the hydrant nearest your garden is capped,

1. Obtain a DEP hydrant permit (per the instructions above).
2. Mail or fax a copy of the permit to GreenThumb (Attention: Harold/Carlos). Fax: (212) 602 5334. Please also include the following information:
  - a. Garden Name
  - b. Address of the building nearest to the hydrant.
  - c. Description of hydrant location (*ex: northside of street, close to 2<sup>nd</sup> Avenue*)
3. For questions, please contact Harold Paynter at: [harold.paynter@parks.nyc.gov](mailto:harold.paynter@parks.nyc.gov)
4. Hydrant wrenches and adapters will be available for new gardens while supplies last. Please note only gardens that have *not* received a hydrant wrench or hydrant adapter in the last 2 years will be eligible for this supply.

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### **REMEMBER: BE WATER WISE!**

***Water when it's cool.*** Before 9am or after 7pm, when the evaporation rate is low. Morning is best to prevent the growth of fungus on wet leaves during the night.

***Use a watering wand,*** can, or any other container instead of a hose to water each plant individually.

***Use drip irrigation or soaker hoses*** when possible.

***Water deeply and less frequently*** to encourage deep root systems.

***Collect rainwater*** from the roof of a casita, garden shed or adjacent building:  
[waterresourcesgroup.org](http://waterresourcesgroup.org)



# NYC Department of Environmental Protection

## Borough Offices

### **Manhattan:**

Bureau of Customer Service  
Manhattan Borough Office  
1250 Broadway, 8th Floor  
New York, New York

### **Bronx:**

Bureau of Customer Service  
Bronx Borough Office  
1932 Arthur Avenue, 6th Floor  
Bronx, New York

### **Brooklyn:**

Bureau of Customer Service  
Brooklyn Borough Office  
250 Livingston Street, 8th Floor  
Brooklyn, New York

### **Queens:**

Bureau of Customer Service  
Queens Borough Office  
96-05 Horace Harding Expressway, 1st Floor  
Queens, New York

### **Staten Island:**

Bureau of Customer Service  
Staten Island Borough Office  
60 Bay Street, 6th Floor  
Staten Island, New York