



Honey Bee Permit Instructions and Application

GENERAL

The following is a set of instructions and application to aid you in filing a Honey Bee Permit request with the City of Marion, Iowa.

After preparing the necessary information and documentation please confirm with the Planning Department Staff to ensure that all information is in proper form. Submit the Honey Bee Permit to the Planning and Development Department, 1225 6th Avenue, Second Floor.

If you should have any questions regarding the following instructions and application please contact Tracey Bellach at 319-743-6320 or at tbellach@cityofmarion.org.

APPLICATION PROCEDURE

1. Confer with the Planning and Development Department staff regarding the general nature of the request.
2. Prepare the required documents and exhibits and if necessary, recheck with the Planning and Development Department to confirm that they are in proper form. Incomplete applications will not be accepted.
3. A Conditional Use Application is required to be submitted and approval by the Zoning Board of Adjustment must occur before the issuance of a Honey Bee Permit.
4. Fees are due at the time of submittal. The Conditional Use fee is \$100.00 plus \$6.00 per notification sign (number of required signs determined by staff). At this time there is not a separate fee for a Honey Bee Permit.

MATERIALS TO BE SUBMITTED

The applicant shall be required to submit the following information:

1. A completed application form (attached), and signed by the applicant.
2. A completed Conditional Use Application signed by the applicant and associated fees.
3. A site plan of the property clearly indicating boundary lines, primary structure, primary structures of abutting properties if they are within 20 feet of the hive(s) (including door and window locations), streets, alleyways, sidewalks and driveways, hive location(s) and dimensions, distances from the hive(s) to property lines, streets, and sidewalks and if required (Option B) - flyaway location, material to be used, and dimensions.

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CONTACT INFORMATION:

Owner: _____

Company Name if Applicable: _____

Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ Email: _____

Applicant (if different from Owner): _____

Address: _____ City, State, Zip: _____

Phone: _____ Fax: _____ Email: _____

GENERAL INFORMATION:

Have you read Marion City Code Section 176.49-9, Urban Agriculture – Accessory Keeping of Honey Bees? Yes: _____ No: _____

This dwelling is: Owner Occupied: _____ A rental: _____

Have you notified all adjacent property owners of your intention to maintain a bee hive(s)? Yes: _____ No: _____

Is this a Single-Family Dwelling? Yes: _____ No: _____

Zoning District: _____

Lot Dimensions: _____ x _____ = _____ square feet

BEE HIVE SPECIFICATIONS:

Number of Hives: _____ (2 hives maximum)

Hive 1 Dimensions ⁽¹⁾: _____ x _____ x _____ = _____ cubic feet

Hive 2 Dimensions ⁽¹⁾: _____ x _____ x _____ = _____ cubic feet

⁽¹⁾Hives cannot exceed 5 feet in height (includes stand/platform) and 20 cubic feet.

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FLYWAY SPECIFICATIONS ⁽²⁾:

⁽²⁾ For any ground level hive that is within 20 feet of any doors or windows of a principal building on an abutting lot either option 'A' or option 'B' is required.

_____ **Option A:** Hive opening must face away from doors and/or windows.

_____ **Option B ⁽²⁾:**

Flyway Height: _____ feet (minimum of 6 feet required)

Flyway Distance from Hive Entrance: _____ feet (must be 3 feet or less)

Type of Material to be Used for Flyway: _____
(lattice fence, dense hedge or similar barrier)

⁽²⁾ Flyway must extend at least 2 feet in width on either side of the hive opening.

HAVE YOU ATTACHED THE FOLLOWING REQUIRED ITEMS:

Site Plan? Yes: _____ No: _____

Clearly indicating boundary lines, primary structure, primary structures of abutting properties if they are within 20 feet of the hive(s) (including door and window locations), streets, alleyways, sidewalks and driveways, hive location(s) and dimensions, distances from the hive(s) to property lines, streets, and sidewalks and if required (Option B) - flyaway location, material to be used, and dimensions.

A site plan must be submitted and be to a reasonable scale. If you should require assistance, please contact the Planning and Development Department.

All bee keeping shall comply with applicable State and local laws (Marion City Code Section 176.49-9) and regulations.

Pursuant to Section 176.49 of the City of Marion Municipal Code, a permit is required to be obtained from the City of Marion before keeping honey bees. By signing this application, the applicant attests to have read and understood the requirements set forth within the ordinance and assures that all submitted information is true and correct. Failure to comply with the provisions of this or related ordinances shall result in fees, fines, penalties, and the possible revocation of this permit in accordance to law. This permit is intended for the applicant and is considered non-transferable.

Signature: _____ Date: _____

Please print name: _____