



Honey Bee Permit Instructions and Application

APPLICATION PROCESS

- 1. Review Ch. 340-9.33, Urban Agriculture of the Marion City Code regarding honey bees.
2. Confer with Planning Division staff regarding the general nature of the request.
3. Complete an application for a Conditional Use.
4. Prepare the required documents and drawings and, if necessary, recheck with staff to confirm that they are in proper form. Incomplete applications cannot be processed.
5. Submit the applications with the \$100 Conditional Use submittal fee, plus the notification sign fee required for your lot, \$6 per sign (staff will determine number of signs needed as multiple signs may be required).
6. At this time there is no separate fee for a Honey Bee Permit.
7. Staff will forward the Conditional Use request to the Planning & Zoning Commission for review and the Zoning Board of Adjustment for approval.
8. Upon approval of the Conditional Use, staff will issue the Honey Bee Permit. A copy of the approving resolutions and issued permit will be mailed to you at the mailing address listed on your application.

MATERIALS TO BE SUBMITTED

- 1. This APPLICATION completed in full and signed by the applicant and property owner.
2. A completed application for a CONDITIONAL USE and associated fees.
3. A SITE PLAN of the property clearly indicating property lines with dimensions, primary structure, primary structures of abutting properties if they are within 20 feet of the hive(s) (including door and window locations), nearby streets, alleyways, sidewalks and driveways. Show hive location(s) and dimensions, distances from the hive(s) to property lines, nearby streets, sidewalks and water source. Also, if required, show the flyaway location, material to be used, and dimensions (Option B).

CONTACT INFORMATION:

Property Owner: _____

Company Name if Applicable: _____

Mailing Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

Applicant (if different from Owner): _____

Company Name if Applicable: _____

Mailing Address: _____ City, State, Zip: _____

Phone: _____ Email: _____

Honey Bee Permit Instructions and Application *(continued)*

GENERAL INFORMATION:

Have you read Ch. 340-9.33, Urban Agriculture regarding honey bees?

Yes: _____ No: _____

Have you notified all adjacent property owners of your intention to maintain a bee hive(s)?

Yes: _____ No: _____

Do you plan to have a farmstand to sell honey on-site? Ref: Urban Farm Permit Ch. 340-9.33J(2)

Yes: _____ No: _____

Explanation of experience and/or training of keeping honey bees: _____

PROPERTY INFORMATION:

Property Address: _____

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

This dwelling is: Owner Occupied: _____ A Residential Rental: _____

Zoning District: _____

Lot Dimensions: _____ x _____ = _____ square feet

Will a water source be provided on-site? Yes: _____ No: _____

Have you attached the required Site Plan? Yes: _____ No: _____

If you need assistance preparing the site plan, contact Planning Division staff at 319-743-6320 or planning@cityofmarion.org.

BEE HIVE INFORMATION:

Number of hives: _____ (maximum 2 hives)

Hive 1 Dimensions*: _____ x _____ x _____ = _____ cubic feet

Hive 2 Dimensions*: _____ x _____ x _____ = _____ cubic feet

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

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FLYWAY SPECIFICATIONS:

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:

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

Flyway distance from hive entrance: _____ feet
(must be 3 feet or less AND extend at least 2 feet in width on either side of the hive opening)

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

_____ Not applicable. The hive(s) will be more than 20 feet from any doors or windows of a principal building, or there is a fence surrounding the area.

All bee keeping shall comply with applicable State and local laws and regulations.

Pursuant to Ch. 340-9.33 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.

Property Owner Signature: _____ Date: _____

Print Name: _____

Applicant Signature: _____ Date: _____

Print Name: _____

You may return this application by mail or in person at 1225 6th Avenue, Suite 210, Marion, Iowa 52302 or email it to planning@cityofmarion.org.