



# BEEKEEPING PERMIT APPLICATION

## CITY OF WAUPACA, WISCONSIN

(APPLICANT SHALL COMPLETE ALL ITEMS IN RED.)

**PERMIT IS VALID FOR ONE CALENDAR YEAR BEGINNING JANUARY 1, AND ENDING DECEMBER 31.** Permits purchased after January 1 in any given calendar year will also expire December 31 of that year; and permit fees will not be pro-rated. Permits are required for beekeeping in one & two family districts (R-1 or R-2) only.

### APPLICANT/PROPERTY INFORMATION

Applicant Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address (where beehives are to be kept): \_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_ Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-mail: \_\_\_\_\_

Property Zone: \_\_\_\_\_ (must be R-1 or R-2)     Single Family     Two-Family

### PERMITTING FEES

Permitting fee is \$25.00 per household initially plus \$20.00 annually. (Make checks payable to City of Waupaca)

### REGULATIONS FOR BEEKEEPING

1. **PERMIT REQUIRED.** Any person desiring to keep beehives in R-1 and R-2 District within the City must obtain a valid permit issued by the Community and Economic Development Department. The permit process requires a completed application accompanied with a fee \$25 per property initially and \$20 annually thereafter. The permit year shall commence on January 1 of each year and permit shall expire on December 31 of that year. The permit application shall include a site plan describing the location of the hive, stand or box in relationship to lot boundaries, the barrier and water supply. The permit is non-transferrable and non-refundable. The permit application is also subject to notification and approval pursuant to subsection 2. The propagation of honeybees for commercial purposes, and/or any other activities and/or non-residential uses including the sale of honey, is not permitted.
2. **NEIGHBORHOOD APPROVAL REQUIRED.** Before a permit is issued for the keeping of beehives, the applicant shall obtain the written consent from the owner of the property where the beehives shall be kept. When a permit application is submitted, all owners of property, including, but not limited to schools, businesses and rental properties, lying within a radius of two hundred (200) feet, from the premises for which the permit has been requested. Each said property owners shall be asked to sign the neighborhood approval section so as to indicate their approval of the applicant's request.
3. **STANDARDS.**
  - a. Two (2) hives are allowed for lots less than one acre and up to four (4) hives per lot if greater than one acre.
  - b. The maximum height of a hive, inclusive of any temporary or permanent stand or foundation, shall not exceed five (5) feet.
  - c. No hive shall be located within twenty-five (25) feet of any side and/or rear lot line. No hive, stand or box shall be sited to obstruct an existing drainage course or create a drainage problem for the property on which it is situated or for any neighboring properties.
  - d. A stand or box where bees are kept shall be constructed and finished in a workman-like manner of materials suitable for a residential district. The use of scrap, waste board, sheet metal and/or similar material is not allowed.
  - e. A constant supply of water shall be provided on-site within three (3) feet of a hive. Water facilities may not promote stagnant water. The use of a swimming pool and/or spa, bird bath, decorative pond, storm water pond or similar facility for a water facility is prohibited.
  - f. The flyway barrier shall consist of solid wood or vinyl fence not more than six (6) feet in height, a solid hedge or dense vegetation, or combination thereof between the hives and remaining property. The use of corrugate metal, plastic, scrap material and similar materials, and/or chain-link fencing with slats is not permitted. An artificial barrier may include a garage or garden shed on the property where a hive(s) is located.

- g. Beekeeping equipment shall not be closer than twenty-five (25) feet from a principal residential dwelling on abutting lot.
  - h. All honeybees shall be kept in hives with removable frames which shall be kept in sound and usable condition.
4. INSPECTIONS. The Code Compliance Officer or designee shall have the right to inspect the beehives for the purpose of ensuring compliance with this ordinance between 8 a.m. and 4 p.m. once annually upon prior notice to the owner of the beehive property, and more often upon compliant without prior notice.
  5. PERMIT REVOCATION. A permit may be revoked by the Community and Economic Development Director or his/her designee at the request of the Building Inspector, Code Compliance Officer, Director of Public Works, Fire Chief, Police Chief, or any of their designees for any of the following reasons:
    - a. Failure to comply with any of the provisions of this section of the Code.
    - b. Where the keeping of honeybees is determined to create a nuisance as defined in Chapter 10 of this Code.
    - c. Where it is determined that the keeping of the honeybees is detrimental to the life or health of an adjacent property owner. A written Doctor's report of an allergy is proof that it would be detrimental.
    - d. Failing to notify an adjacent property owner(s) about the requested permit.
    - e. Once revoked, a permit shall not be reissued for a two (2) year period.

You must provide the following with your application:

**Consent from all owners of property within a 200 foot radius of the property where the beehives shall be kept.**  
(Notification is not required for annual renewals.)

**Scaled Site Plan/Zoning approved by Community & Economic Development Department.**

Complete regulations regarding beekeeping within the City of Waupaca can be found in 26.07 of the City of Waupaca Municipal Code.

**REQUEST AND AFFIDAVIT**

**The applicant must read the following statement carefully and sign below:**

I hereby certify that the information submitted is true and correct to the best of my knowledge. In submitting the permit application, I acknowledge and agree the application is subject to all the regulations found in 26.07 Licensing and Regulating of Beekeeping, City of Waupaca Municipal Code and further agree to fully comply with said regulations. If the requirements of 26.07 are not complied with, the City of Waupaca may revoke any permit granted.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Owner Signature

\_\_\_\_\_  
Date

**The following page is required to be completed before the issuance of a permit.**

