COMMUNITY DEVELOPMENT
Planning & Development Services

FOR OFFICE USE ONLY
PERMIT #: _____

RESIDENTIAL BEEKEEPING PERMIT APPLICATION

A Residential Beekeeping Permit shall be reviewed and approved consistent with the procedures and standards set forth in Chapter 2-39 and Chapter 3-41 of the Zoning Ordinance (ZO). The following items must be provided at the time of submittal: (1) completed Residential Beekeeping Permit Application including all documentation required by the checklist and (2) Property Owner Acknowledgment form. Failure to provide the above-mentioned items will cause an application to be denied for processing. Please complete Sections 1-3 below and move to the Checklist items beginning on page 3.

SECTION 1 - APPLICANT DATA

APPLICANT NAME		FIRM NAME	
ADDRESS		PHONE	FAX
CITY	ZIP	EMAIL	

I hereby certify that the information contained herein and in the accompanying exhibits is true and correct to the best of my knowledge and belief. Per State Government Code Section 65483, I acknowledge that I am applying for a development permit.

APPLICANT SIGNATURE _____ DATE _____

SECTION 2 - PROPERTY OWNER AUTHORIZATION

PROPERTY OWNER OF RECORD (Print)		
ADDRESS		
CITY	ZIP	PHONE

I am the owner of record, or his/her authorized representative, of the property which is the subject of this application. I approve of the action requested.

PROPERTY OWNER SIGNATURE _____ DATE _____

SECTION 3 - PROJECT LOCATION/LEGAL DATA

SITE ADDRESS	PLANNING AREA
LEGAL DESCRIPTION (Tract, Lot, Parcel)	ASSESSOR'S PARCEL NUMBER

PREVIOUSLY APPROVED DEVELOPMENT CASES FOR THIS SITE

RELATED DEVELOPMENT CASE SUBMITTALS AT THIS TIME? IF YES, PLEASE LIST OTHER CASE TYPES:

☐ YES ☐ NO

RESIDENTIAL BEEEKEEPING PERMIT APPLICATION

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AUTHORIZATION TO INSTALL BEEHIVE STRUCTURE

- ☐ The request demonstrates compliance with all requirements in Chapter 2-39 and development standards in Chapter 3-41 of the Zoning Ordinance.
- ☐ The applicant has certified that residential beekeeping practices on the subject property will comply with the City of Irvine's Best Management Practices Manual.

STAFF SIGNATURE _____ DATE _____

FINAL APPROVAL/PERMIT ISSUANCE

- ☐ Code Enforcement has completed and approved their on-site inspection of the beehive(s).
- ☐ The property owner has submitted proof of purchase of western honeybees (Apis mellifera).
- ☐ The property owner has submitted proof of registration with the Orange County Agricultural Commissioner.

STAFF SIGNATURE _____ DATE _____

NOTE: Staff signatures will be provided at the time a Residential Beekeeping Application has been determined to be complete and approval of the Residential Beekeeping request has been granted.

RESIDENTIAL BEEEKEEPING PERMIT APPLICATION

CHECKLIST

The following is a list of materials which must be submitted to have a complete application. Consult with the Planning Counter if you have questions. Please do not submit your application until all materials have been gathered. Your application will be reviewed for completeness by utilizing the items within this checklist.

PRE-SUBMITTAL MEETING (NOT REQUIRED, BUT RECOMMENDED)

- [ ] A meeting with a staff planner to discuss the project and required submittal materials.

SUBMITTAL REQUIREMENTS

- [ ] A complete Residential Beekeeping Permit Application signed by the property owner or authorized representative.
- [ ] Required Property Owner Acknowledgment form.
- [ ] Proof of notification to adjacent property owners (i.e. any property abutting the subject site) regarding the submittal of a Residential Beekeeping Permit. Proof of Notification shall include the following information:
  - [ ] Copies of notification letter
  - [ ] Neighbor's signature acknowledging receipt of letter
  - [ ] Contact information (name, email address, and phone number)
  - [ ] Property address
- [ ] Homeowners Association acknowledgement and authorization, if applicable.
- [ ] Proof of completion of a beekeeping course.

PROCESSING FEES

- [ ] Initial Application Fee: Refer to the Planning and Development Services Fee Schedule
- [ ] Renewal Fee: Refer to the Planning and Development Services Fee Schedule

SITE PLAN

- [ ] Provide a site plan (see Residential Beekeeping Plan - Form 41-10) depicting and labeling the location of the proposed beehive(s) and all existing structures on the lot.
- [ ] Show the setbacks of the proposed beehive from all property lines and adjacent streets.
- [ ] Label property lines, exterior walls/fences, and existing easements of record.
- [ ] Add a note stating “No easements exist on the property”, if applicable.
- [ ] Location of beehive signage.

EXHIBITS

- [ ] Photo and/or specification of beehive(s).