

BEEKEEPING LICENSE APPLICATION

Department of Health & Human Services
2100 Ridge Avenue, Evanston, IL 60201
PHONE 847.866.2947
FAX 847.448.8134
EMAIL: health@cityofevanston.org

A property owner who seeks a Beekeeping License shall submit a written application that contains all of the information requested below. **Please refer to Ordinance 46-O-16 Title 9, Chapter 4, Sections 19 and 20, "Beekeeping," Effective Date: July 28, 2016, for the complete text referenced.**

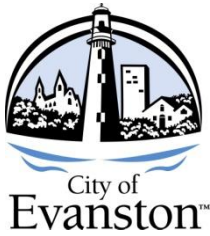
LICENSURE – Submit application form with the following:

- Proof of Illinois Department of Agriculture Registration
- Intent to Keep Bees Adjacent Property Owner Notification Form (*Please Note: Adjacent property owner(s) may file within 30 days' receipt of notice, a written objection with the Director of the Health and Human Services Department*)
- \$25 non-refundable application fee

To renew each calendar year, submit an application form to the Health Department and pay the fee.

GENERAL GUIDELINES

- Hives: All bee colonies must be kept in inspectable type hives with removable combs, which must be kept in sound and usable condition.
- Fencing, Gates, And Signage: All hives must be enclosed by fencing with a secure gate and prominent signage warning of the presence of a hive.
- Water: Each beekeeper must ensure that a convenient source of water is available at all times to the bees so that the bees will not congregate at swimming pools, bibcocks, pet water bowls, birdbaths or other water sources where they may cause human, bird, or domestic pet contact. The water must be maintained so as not to become stagnant.
- Maintenance: Each beekeeper must ensure that no bee comb or other materials that might encourage robbing are left upon the grounds of the apiary site. Upon their removal from the hive, all such materials must promptly be disposed of in a sealed container or placed within a building or other bee proof enclosure.
- Queens: In any instance in which a colony exhibits unusually aggressive characteristics by stinging or attempting to sting without due provocation, or exhibits an unusual disposition towards swarming, it must be the duty of the beekeeper to re-queen the colony. Queens must be selected from stock bred for gentleness and non-swarming characteristics.
- Colony Densities:
 1. There must be no more than eight (8) apiary sites in each ward in Evanston.
 2. For each two (2) colonies, there may be maintained one nucleus colony in a hive structure not exceeding one standard nine and five-eighths inch (9 5/8") depth ten (10) frame hive body with no supers attached as required from time to time for management of swarms. Each such nucleus colony must be disposed of or combined with an authorized colony within thirty (30) days after the date it is acquired.
- Prohibited: The keeping by any person of bee colonies in the City not in compliance with this Section is prohibited. Any bee colony not residing in a hive structure intended for beekeeping, or any swarm of bees, or any colony residing in a standard or homemade hive which, by virtue of its condition, has obviously been abandoned by the beekeeper, is unlawful.



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Email: health@cityofevanston.org
City Website: <http://www.cityofevanston.org>

BEEKEEPER LICENSE APPLICATION FORM

To apply online go to: <http://www.cityofevanston.org/health/permits-licenses/>

New (requires adjacent property owners' notification)

Renewal

Name _____

Address _____

Address of Apiary (if different) _____

Phone 1 _____ Phone 2 _____

Email _____

Ward number where apiary is located _____

Number of colonies/hives at the apiary address _____

Illinois Department of Agriculture Registration Number _____
(Attach proof of registration)

Email application to: egolden@cityofevanston.org or mail to:

City of Evanston
Department of Health & Human Services
Attn: Licensing Coordinator
2100 Ridge Avenue
Evanston, IL 60202

License Application Fee (non-refundable) \$25

Pay online at <http://www.cityofevanston.org/payhealthdept> or mail check payable to City of Evanston with your application.

INTENT TO KEEP BEES
ADJACENT PROPERTY OWNER NOTIFICATION FORM

“Adjacent Property Owner” - All persons or entities that own real property that share a property line(s) with the beekeeping applicant’s property. Municipalities and/or utilities are not considered adjacent property owners.

Please Note: Upon receipt of notice from the applicant, any adjacent property owner may file a written objection to the applicant’s license application. In order to object, the adjacent property owner must file, within 30 days’ receipt of notice, a written objection with the Director of the Health and Human Services Department. The authority to rule on an objection to a license application rests with the City’s Human Services Committee. Refer to City Ordinance 36-0-16 for details.

EVANSTON STREET ADDRESS OF APRIARY

In compliance with Title 9, Chapter 4, Chapters 19 and 20, Beekeeping

“Prior to license being granted to an applicant, the applicant must submit written proof of notice to all adjacent property owners”

**BY SIGNING THIS NOTICE, I AM CONFIRMING THAT I HAVE BEEN
NOTIFIED OF MY NEIGHBOR’S INTENT TO KEEP BEES**

Print Name/Address/Signature

Print Name/Address/Signature

Print Name/Address/Signature

Print Name/Address/Signature

Print Name/Address/Signature

Print Name/Address/Signature

In the event that a signature cannot be obtained, please submit a receipt from the USPS of the Certified Letter sent to the owner of the adjacent property along with this form.

If you have any questions or concerns, please direct them to the Department of Health & Human Services 847-866-2947 or email egolden@cityofevanston.org.

Make additional copies of this form as needed.