Planning & Development, City of St. Albert
2nd Floor, 5 St. Anne Street
St. Albert, AB T8N 3Z9

780-459-1642
bees@stalbert.ca

FOR OFFICE ONLY
Date Received:
Date Reviewed:

URBAN BEEKEEPING LICENCE APPLICATION

Name:
Street Address, City, Province, Postal Code:
Phone Number:
Email Address:
Address of Hives:
Number of Hives Interested:

ATTACHMENTS (Please add '✓' where applicable)		
YES	**N/A**	
		1. Written Authorization If the applicant is not the registered owner of the subject property, written authorization from the registered owner or leaseholder consenting to urban beekeeping on the subject property is required. Honey beekeeping on city-owned lands is not permitted.
		2. Business Licence A Business Licence is required should beekeeping be operated on **non-residential** properties. A separate fee and application form is required. Please contact Business Licensing at licensing@stalbert.ca or 780-459-1618, or visit https://stalbert.ca/dev/business/stalbert/licensing/ for more details.
		3. Neighbour Consent Letters If you are adjoining an apartment building, church, or school, please contact the property manager, school principal, etc. If you are adjoining city lands, such as parks, consent is not required. Please attach all written permission from adjoining neighbours, and note that unanimous consent is required.
		4. Drawings You may use an existing Real Property Report, an aerial photo from Google Maps, or a scaled drawing. Please ensure the following is shown: ☐ Location of hives must be located within a rear yard enclosed by a solid fence or hedge a minimum of 6 feet in height. ☐ Setback measurements from side and rear property lines, and surrounding structures on the property. Hives on properties adjacent to pedestrian walkways must be located a minimum of 3 metres from the property line. ☐ Size of the hives (length, width, height). ☐ Location of hive entrance, which must be directed away from adjoining properties.
		5. Disease and Swarm Control Plan Please attach a written plan on how you will manage disease and swarms.
		6. Beekeeping Training Course Certificate Please attach a copy of your certificate indicating that you have completed a beekeeping training course.

		7. Mentor Requirement A mentor or a local beekeeping association for mentorship for your first year of beekeeping is required. • **Name of Mentor or Beekeeping Association:** • **Experience:** • **Contact Information:**
		8. Beekeeper Registration Certificate Pursuant to the Alberta Bee Act, anyone owning bees or using beekeeping equipment for operating bees is required to register annually with the Provincial Apiculturist. Beekeepers are required to renew their registration annually or for any major changes during the current registration year. Please register here: https://www.alberta.ca/beekeeping-registration.aspx and attach your Beekeeper Registration Certificate.
		9. Premises Identification (PID) Number All new and registered beekeepers are required to have a Premises Identification Number (PID). The PID is provided through Alberta's traceability program and is separate from the apiculture program registration number. The PID number is a requirement to have access to medications for bee diseases and pests. • **PID Number:**
		10. Licence Fee Please check one of the following boxes on how you would like to pay: ☐ Online with your file number and credit card information. Your file number and a link to the online payment system will be provided AFTER your application is submitted. ☐ In person with credit card and fee slip, at the Planning & Engineering Department on the 2nd Floor, 5 St. Anne Street. A fee slip is required when paying in-person, please contact bees@stalbert.ca first. ☐ Cheque made payable to the City of St. Albert.

TERMS AND CONDITIONS

- ☐ I have read and agree to follow the City of St. Albert Bylaw 34/2017, Urban Beekeeping Bylaw.
- ☐ I am aware that I need to immediately contact the City of St. Albert Public Works by calling 780-459-1557, should there be any bee swarming issues.
- ☐ I understand that failure to abide by all requirements of Bylaw 34/2017, after I have received my Licence, may result in the Urban Beekeeping Licence being revoked.
- ☐ I am 18 years old or older.
- ☐ I understand that an Urban Beekeeping Licence is valid for one year following the date of issuance, and that a renewal fee is required annually in order for the licence to remain active.

Signature of Applicant **Date**

Personal information provided in submissions relating to urban beekeeping is collected under the authority of Section 4(c) of the *Protection of Privacy Act, SA 2024, c P-28.5*, as amended, for the purpose of issuing an Urban Beekeeping Licence. Information collected will be treated in accordance with the Part 1 of the Protection of Privacy Act. If you have questions regarding the collection and use of your personal information, please contact the Planning Branch or the City's Access and Privacy Coordinator at foip@stalbert.ca or 780-418-6663.