SAMPLE NEIGHBOUR NOTIFICATION LETTER

[DATE]

Attention:
[NEIGHBOUR FIRST AND LAST NAME]
[NEIGHBOUR ADDRESS]

Hello ___,

I am applying to the Village of Spring Lake to be included in the Urban Beekeeping Program as regulated in Bylaw No. 393. A permit will be applied for to allow for bees on my property. A requirement of the application is to demonstrate that I have notified my neighbours of my intention to add a beehive to my property. In addition to the notification there are a number of requirements to be successful in the program and are as follows:

- Beehives may only be located in the rear yard of the property. Each approved property shall house up to two active hives consisting of a bottom board, and a hive cover with a maximum of six supers each.
- Every beekeeper shall adhere to good management and husbandry practices and maintain bees in such a condition so as to prevent swarming and aggressive behaviour and disease.
- Each approved beekeeper of the site must complete an accepted beekeeping course.
- Approved beekeeping site owners shall make themselves and the hives available for an inspection by Parkland County Bylaw Enforcement Officers and/or the Development Officer.

This letter is to inform you of my intention to keep bees. If you have any concerns that I am not able to address, please contact the Village of Spring Lake at villageoffice@springlakealberta.com. Please respond within two weeks with any concerns you may have.

Sincerely,

[YOUR NAME]
[YOUR ADDRESS]