

# HOME OCCUPATION / HOME OFFICE



## **Policy Provision**

Council is prepared to consider applications for home occupations within the following zones:

- Residential
- Mixed Use
- Urban Development
- District Centre
- Rural Agriculture
- Rural Conservation
- Rural Landscape Interest
- Residential Bushland
- Special Rural
- Rural Composite
- Private clubs and institutions
- Commercial

In considering an application, Council will have regard for:

- (i) The ability of the applicant to demonstrate compliance with the provisions of the Local Planning Scheme, any other statute and by-law;
- (ii) The desirability of the proposed activity to be located within the zone;
- (iii) The relationship of the site to other land within the locality;
- (iv) Any potential to prejudice the amenity of other properties within the locality in relation to aesthetics, privacy, noise or any other disturbance;
- (v) The nature of roads giving access to the property;
- (vi) Any increase in pedestrian or vehicular traffic; and
- (vii) Any signage or advertising means associated with the business.

Council reserves the right to advertise an application for public comment where it considers the impact of the amenity of adjoining and/or nearby property may be affected.

In the event that objection is received to a proposal, Council offers may recommend to the applicant modifications to the proposal to overcome objections. Where objections cannot be satisfactorily resolved, the matter is to be referred to an Ordinary Council meeting for determination.

Council reserves the right to withdraw its approval with or without notice.

## **Application Requirements**

An application for approval to commence a home occupation is to consist of the following:

- (i) Completed application form signed by the applicant and owner of the land;
- (ii) \$185.00 application fee (non refundable).

On receipt of an application, Council reserves the right to seek additional information to allow full and proper assessment of the proposal prior to making a determination.

**Appendix A of Local Planning Scheme No. 3:**

**'Interpretations'**

"home occupation" means an occupation carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –

- (a) Does not employ any person not a member of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 20m<sup>2</sup>;
- (d) does not display a sign exceeding 0.2m<sup>2</sup>;
- (e) does not involve the retail sale, display or hire of goods of any nature
- (f) in relation to vehicles and parking, does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volume in the neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (g) does not involve the use of an essential service of greater capacity than normally required in the zone;

"home office" means a home occupation limited to a business carried out solely within a dwelling by a resident of the dwelling but which –

- (a) does not entail clients or customer travelling to and from the dwelling;
- (b) does not involve any advertising signs on the premises; and
- (c) does not require any external changes to the appearance of the dwelling;

A "home office" does not require formal Planning consent.

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