

POLICY NO: 7.5.9

HOME BUSINESS, HOME OCCUPATION AND HOME OFFICE AND HOME STORE

OBJECTIVES

1. To ensure that all home occupation, home offices, home businesses and home stores do not have an adverse impact on the amenity of the streetscape and neighbourhood.
2. To acknowledge the four types of home business and provide a framework for each definition so that development applications for home businesses are assessed using consistent guidelines.
3. To encourage the opportunity for low scale home businesses to conduct business at home.

POLICY STATEMENT

Applications subject to this Policy are considered to be Home Businesses, Home Occupations, Home Offices and Home Stores in Residential or Non-Residential Zones.

- 1 The approval of a Home Business, Home Occupation, Home Office or Home Store is subject to the following:
 - 1.1 Does not adversely impact the amenity of the neighbourhood and residential street through light emissions, noise, vibrations, dust, waste or odour
 - 1.2 Does not result in increased on street parking due to the lack of sufficient parking on site.
 - 1.3 Does not involve on site motor vehicle repairs/maintenance or refuelling
 - 1.4 Does not require modifications to the structure of the dwelling which would impact the residential character of the dwelling
 - 1.5 Does not involve deliveries outside of normal business hours of 8am to 5pm, Monday – Friday.
 - 1.6 Does not involve any operation which is involved with the penetration of skin (tattoo parlour, body piercing and electrolysis).
2. Home Office
 - 2.1 Does not require planning approval. It is required that appropriate notification to be submitted on the commencement of the *Home Office*, along with a site plan of the dwelling showing the area which will be used as a *Home Office*.
 - 2.2 The following standards apply for a *Home Office*:

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- 2.2.1 Does not employ any person not a member of the household;
 - 2.2.2 Does not entail clients or customers travelling to and from the dwelling;
 - 2.2.3 Does not involve any advertising signs on the premises; or
 - 2.2.4 Does not require any external modifications to the appearance of the dwelling
 - 2.2.4 Does not involve the retail sale, display or hire of goods of any nature;
 - 2.2.5 No external signage is permitted.
 - 2.3 There are no fees associated with a compliant *Home Office*
3. Home Occupation
- 3.1 Does not require a planning approval. It is required that appropriate notification to be submitted on the commencement of the *Home Occupation*, along with a site plan of the dwelling showing the area which will be used as a *Home Occupation*.
 - 3.2 The following standards apply for *Home Occupation*:
 - 3.2.1 Does not employ any person not a member of the occupier's household;
 - 3.2.2 Does not occupy an area greater than 20 square metres;
 - 3.2.3 Does not display an external sign exceeding 0.2 square metres;
 - 3.2.4 Does not involve the retail sale, display or hire of goods of any nature;
 - 3.2.5 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
 - 3.2.6 Does not involve the use of an essential service of greater capacity than normally required in the zone

3.3 There are no fees associated with a compliant *Home Occupation*

4. Home Business

4.1 A Development Application must be completed and submitted to city for determination

4.2 A site plan of the dwelling showing the proposed *Home Business*, including parking/access, any proposed signage and floor area of the business

4.3 2 parking bays must be provided on site and shown on the site plan

4.4 A written description of the business including opening hours and expected customer visitation rates

4.5 The following standards apply to *Home Business*

4.5.1 Does not employ more than 2 people not members of the occupier's household;

4.5.2 Will not cause injury to or adversely affect the amenity of the neighbourhood;

4.5.3 Does not occupy an area greater than 50 square metres;

4.5.4 Does not involve retail sale, display or hire of goods of any nature;

4.5.5 In relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and

4.5.6 Does not involve the use of an essential service of greater capacity than normally required in the zone.

4.5.7 No more than 2 customers may be present at any one time.

4.5.8 Does not display an external sign exceeding 0.5 square meters.

4.6 Fees for *Home Business* are charged as per the Development Application Schedule of Fees

4.7 The Development Application will be subject to a 2 week advertising period as per the City's Policy No. 4.1.5 relating to Community Consultation.

6. Home Store

- 6.1 A Development Application must be completed and submitted to city for determination
- 6.2 A site plan of the dwelling showing the proposed *Home Store*, including parking/access, any proposed signage and floor area of the store
- 6.3 2 parking bays must be provided on site and shown on the site plan
- 6.4 A written description of the business including opening hours/days and expected customer visitation rates
- 6.5 The following standards apply to *Home Store*
 - 6.5.1 Does not employ more than 2 people not members of the occupier's household;
 - 6.5.2 Will not cause injury to or adversely affect the amenity of the neighbourhood;
 - 6.5.3 A net lettable area not exceeding 25% of net floor space of the house
 - 6.5.4 In relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and
 - 6.5.5 Does not involve the use of an essential service of greater capacity than normally required in the zone.
 - 6.5.6 No more than 2 customers may be present at any one time.
 - 6.5.7 Does not display an external sign exceeding 0.5 square meters.
- 6.6 Fees for *Home Store* are charged as per the Development Application Schedule of Fees
- 6.74 The Development Application will be subject to a 2 week advertising period as per the City's Policy No. 4.1.5 relating to Community Consultation.

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| Date Initially Adopted: | 23 September 2014 |
| Date Amended: | |
| Date of Next Review: | September 2019 |