



LOCAL PLANNING SCHEME NO. 3

PROPOSAL TO CARRY OUT A

HOME BUSINESS, RURAL HOME BUSINESS OR HOME STORE

TYPE OF BUSINESS (please tick)

Home Store
 Rural Home Business
 Home Business
 Renewal

Please note that an application for a Home Business, Rural Home Business or Home Store also requires a completed Planning Application Form (Schedule 9 – Form of Application for Planning Consent).

APPLICANT DETAILS

NAME:			
ADDRESS:		POSTCODE:	
PHONE:(WK):		(HOME):	
MOBILE:			
EMAIL:			
SIGNATURE:		DATE:	
SIGNATURE:		DATE:	

DECLARATION:
 The applicant hereby applies to carry out a home occupation / home business described below and states that all particulars are correct.

PROPERTY DETAILS

LOT NO:		HOUSE NO:	
STREET NAME:			SUBURB:
DIAGRAM/PLAN NO:		VOLUME NO:	
DIAGRAM/PLAN NO:		VOLUME NO:	
FOLIO NO:			FOLIO NO:

BUSINESS DETAILS

Name of Proposed Business:			
Location of Business in relation to the Dwelling:			
Total area of building/land used for the business:		m ²	
Number of persons employed (indicate if the person(s) are occupiers of the dwelling):			
Hours of operation (eg. 9am – 5pm Mon to Fri & 10am – 2pm Sat):			
Expected number of clients or customers travelling to and from the dwelling:		Per Hour	
		Per Day	
Number of parking spaces available for the business within the boundaries of the property:			
Details of any advertising sign(s) (indicate size and location):			
Details of equipment and/or machinery to be used and times they are likely to be operated:			
Description of storage areas:			
Frequency of delivery and collection of goods:			



LOCAL PLANNING SCHEME NO. 3 INFORMATION FOR HOME BUSINESS, RURAL HOME BUSINESS AND HOME STORE

In accordance with cl 61 of the *Planning of the Development (Local Planning Schemes) Regulations 2015*, the land uses of a 'home office' and 'home occupation' are permitted and do not require planning approval (except in the Service Commercial, Light Industry & General Industry Zones).

Planning approval is required to operate a 'home business', 'home store' or 'rural home business'.

Cl 17 of the Scheme provides that a Home Business approval:

- (i) relates only to the premises for which, and the person for whom, the application was made and the approval subsequently issued; and
- (ii) is not capable of being transferred or assigned to any other person and does not run with the land in respect of which it was granted.

A **home office** in the Scheme means:

"a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation –

- (a) is solely within the dwelling; and
- (b) does not entail clients or customers travelling to and from the dwelling; and
- (c) does not involve the display of a sign on the premises; and
- (d) does not require any change to the external appearance of the dwelling."

A **home occupation** in the Scheme means:

"a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation –

- (a) does not involve employing a person who is not a member of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 20m²; and
- (d) does not involve the display of a sign with an area exceeding 0.2m²; and
- (e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only means of the Internet; and
- (f) does not –
 - (i) require a greater number of parking spaces than normally required for the dwelling; or
 - (ii) result in an increase in traffic volume for the neighbourhood; and
- (g) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and
- (h) does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- (i) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located."

A **home business** in the Scheme means:

"a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession –

- (a) does not involve employing more than 2 people who are not members of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 50m²; and
- (d) does not involve the retail sale, display or hire of goods unless the sale, display or hire is done only by means of the Internet; and
- (e) does not result in traffic difficulties as a result of inadequacy of parking or an increase in traffic volumes in the neighbourhood; and
- (f) does not involve the presence, use or calling of a vehicle more than 4.5 tonnes tare weight; and
- (g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located."

A **home store** in the Scheme means:

"a shop attached to a dwelling that –

- (a) has a net lettable area not exceeding 100m²; and
- (b) is operated by a person residing in the dwelling".

A **rural home business** in the Scheme means:

"a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or occupation if the carrying out of the business, service or occupation –

- (a) does not involve employing more than 2 people who are not members of the occupier's household; and
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood; and
- (c) does not occupy an area greater than 200m²; and
- (d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the internet; and
- (e) does not involve the presence, use or calling of more than 3 vehicles at any one time or of a vehicle of more than 30 tonnes gross weight".

Refer to Council's adopted Fees and Charges for application fees.