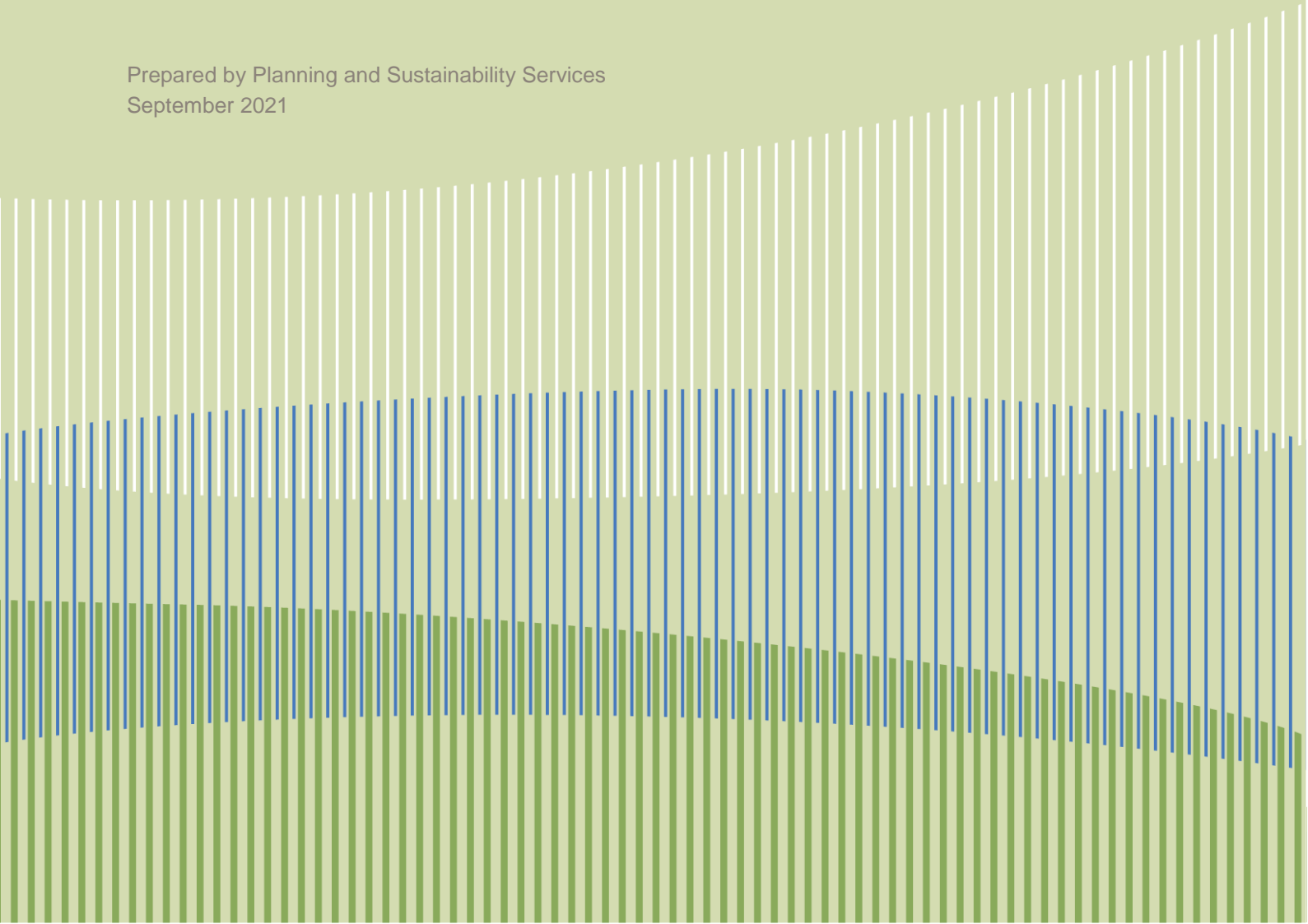


Local Planning Policy

Home Based Business

Prepared by Planning and Sustainability Services
September 2021



1. Introduction

Home based businesses can provide a convenient and cost-effective way to establish and run a small business. They can also provide the local community with easy access to a more diverse mix of local products and services and a greater range of local employment options.

In view of the demand and benefits that can be derived, the Shire is supportive of home-based business, that can be conducted in a manner that does not compromise the character, amenity and environment of the locality in which the business operates. This policy therefore sets out the circumstances where approval is required and then provides objectives and requirements to guide the assessment of home-based businesses.

2. Application of Policy

A home-based business is a small-scale business operated incidental to the residential use of a property.

This policy applies to all home-based businesses within the Shire where development approval is required under the Shire's *Local Planning Scheme No.4* (LPS4) including:

- Home Business
- Industry – Cottage, and
- Home-Based Trade

3. Activities not requiring Development Approval

The home-based business categories of 'home office' and 'home occupation' are exempt from development approval. 'Industry – Cottage' is also exempt from development approval where it is classified as a permitted 'P' use in relation to the zone in which it is located and if:

- a) the development has no works component; or
- b) if the works component of the development is exempt.

It should be noted that an exemption from the need for development approval does not mean that the business is exempt from obtaining approval, if necessary, under any other written law.

4. Development Approval Requirements

Applicants will need to clearly demonstrate that their proposed home-based business meets the objectives and requirements of this policy. Applications must also meet any other requirement of the Shire's planning framework that may be applicable for a particular site under any relevant Local Planning Scheme, Structure Plan, Local Planning Policy or Local Development Plan.

5. Objective

To promote and facilitate home-based businesses in a manner that does not compromise the character, amenity and environment of the locality in which the business operates.

6. Requirements

- 6.1 Home-based businesses must comply with the relevant definition listed in LPS4.
- 6.2 Home-Based Trade may only operate within a Special Use Zone within which the land use is specifically contemplated under LPS4.
- 6.3 No more than five clients or customers visit the premises per day, with visits by appointment only and spaced so that only one client or customer is present at any one time.
- 6.4 Operating hours do not exceed 8.00am and 6.00pm, Monday to Saturday excluding public holidays.
- 6.5 Does not involve regular truck or delivery vehicle visits to the premises.

- 6.6 Does not include provision for the fuelling, repair or maintenance of motor vehicles.
- 6.7 Does not generate noise, light, smells, or other emissions, waste products, or disturbances that may detrimentally affect the amenity of the locality.
- 6.8 Does not involve the use of an essential service of a greater capacity than normally required in the zone.
- 6.9 Does not detract from the appearance or character of the dwelling, site or locality.
- 6.10 All client, staff and resident car parking must be contained onsite within the driveway, garage or carport.

Where visitor car parking cannot be provided on-site, the use of on-street car parking for visitors and clients may be permitted, where this has already been constructed as part of subdivision works.

7. Administration

Directorate		Officer Title	
Planning and Sustainability		Director Planning and Sustainability	
Version	Decision to Advertise	Decision to Adopt/Amend	Current Status
1	OCM09/284 22 December, 2009	OCM10/087 – 27 May 2010	Superseded
2	OCM17/054 - 27 April 2017	OCM17/054 - 28 September 2017	Superseded
3	OCM21/144 - 23 September 2021	OCM21/144 - 23 September 2021	Current