



HOME ACTIVITY Guidelines

HOME ACTIVITY GUIDELINES

WHAT IS DEFINED AS A HOME ACTIVITY?

A Home Activity is defined in the Regulations as follows:

The use of the site by a person resident on the site:

- a) *that does not detrimentally affect the amenity of the locality or any part of the locality (this is a Council decision but please indicate if you believe the proposed Home Activity will impact on the neighbours);*
- b) *that does not require or involve:*
- *assistance by more than one person who is not a resident in the dwelling;*
 - *use of a floor area exceeding 30m² (whether temporarily or permanently); or*
 - *the display of goods in a window or about the dwelling or its curtilage; or*
 - *the imposition on the services provided by a public utility organisation of any demand or load greater than that which is ordinarily imposed by other users of the services in the locality;*
 - *the use of a vehicle exceeding 3 tonne tare in weight;*

IS A DEVELOPMENT APPLICATION NECESSARY?

Provided the business activity can be conducted at all times strictly within the criteria above, then no formal development approval from Council is required.

It is a Council requirement that a “Home Activity – Notification Form” (attached) be completed and forwarded to council, for record keeping purposes only.

Anyone running a business from home needs to be mindful of the importance of operating at all times within the limits imposed by the home activity criteria. And, of course, to not cause any nuisance to neighbours nor create conditions which may give rise to complaint.

Ordinarily, mechanical repairs, wood working, panel beating, spray painting and activities which use noisy machinery or require regular delivery of materials or a constant turnover of customers do not fit comfortably into the definition of home activity.

ADDITIONAL ADVICE

It is strongly recommended that before setting up a business from home, the matter be first discussed with the Council planning officers so that the home activity guidelines and their ramifications can be explained, especially the importance of always remaining within the restrictions imposed by the criteria. Also, if the business involves the handling of food or personal services such as hairdressing, beautician, there may be health requirements under other legislation that have to be met.

HOME ACTIVITY Notification Form

SECTION 1: APPLICANT DETAILS

Applicant Name:	
Business Name:	
Postal Address:	
Phone number:	
Email Address:	

SECTION 2: PROPERTY DESCRIPTION WHERE HOME ACTIVITY IS TO OCCUR

Location:	Street No:	Lot No:
	Street Name:	Suburb:

SECTION 3: HOME ACTIVITY PROPOSAL

Description of proposed Home Activity business (*attach additional information if required*):

Proposed hours of operation:

Does the proposal comply with the definition outlined in Section 3? Yes No

If **yes**, development consent may not be required.

If **no**, a development application is required to be submitted to Council for determination.

If at any time the proposed business falls outside of the definition of a home activity the business should stop operating and a development application lodged with Council.

SECTION 4: ADDITIONAL APPROVALS/INSPECTIONS REQUIRED

Hairdresser	Yes	No
Beauty Therapist	Yes	No
Skin Penetration Premises / Tattooist	Yes	No
Preparation at home of food for sale	Yes	No
Bed and Breakfast	Yes	No



If yes is answered to any of the above, Council's Environmental Health Officer will need to arrange a suitable time to undertake an inspection. This inspection should occur **prior** to undertaking any works on the premises as there are design criteria that may be required to be met and if necessary you may have to lodge a development application.

Inspection fees are charged in accordance with the relevant Legislation.

SECTION 6: DECLARATION

Name:	
Signature of applicant:	
Date:	