

Guidelines For Facilitating Home Based Business

Introduction

Planning regulators are encouraged to support and encourage home based businesses because of the economic and social benefits they bring to local communities and the economy in general.

To minimise the compliance burden for home based businesses, regulators should consider using:

- a self assessment process, with prescriptive criteria, to determine whether approval will be required to operate a business from home; or
- outcome based criteria to determine whether a business should be allowed to operate from home.

Objectives:

- To enable appropriately sized businesses to operate from home.
- To ensure the amenity of the neighbourhood is not adversely affected by a home based business.

Application:

A home based business that meets the following criteria **should not** be required to obtain planning permission to operate.

SELF-ASSESSMENT CHECKLIST	DOES YOUR PROPOSAL COMPLY?
The dwelling is your principal place of residence.	
The business employs no more than two people at any one time who do not live in the dwelling.	
The total floor area used by the business, including the storage of any materials or goods, does not exceed one-third of the total floor area of the dwelling.	
The business does not impose a load on any utility greater than normally required for domestic use.	
The business does not adversely affect the amenity of the neighbourhood by: <ul style="list-style-type: none"> • the storage of chemicals, gases or other hazardous materials • impact on local traffic flow • the appearance of any building, works or materials used • transporting of materials or goods to or from the dwelling • the hours of operation • interfering with electrical transmission • emissions from the site 	
The business does not involve the service or repair of motor vehicles.	
No more than two commercial vehicles, not exceeding two-tonnes capacity and with or without a trailer are registered to a resident of the dwelling. The vehicle is not fuelled or repaired on the site.	
No vehicles over two tonnes in size are used by the business.	

All vehicles used by the business can be parked on site.	
No goods, other than goods manufactured or serviced in the business, are offered for sale.	
Materials used or goods manufactured, serviced or repaired in the home business are stored within a building.	
Goods manufactured, serviced or repaired are not visible from outside the site.	