



## Home Occupations and Cottage Industries

A **Home Occupation** means a business or activity carried out within a dwelling house or the curtilage of a house by a person resident therein or within a domestic outbuilding by a person resident in the dwelling house to which it is appurtenant that:

- Entails the conduct of a business, office, a workshop only, and does not entail the retail sale or display of goods of any nature;
- Does not cause injury to or prejudicially affect the amenity of the neighbourhood;
- Does not detract from the residential appearance of the dwelling house or domestic outbuilding;
- Does not entail employment of any person not a member of the occupier's household;
- Does not occupy an area greater than 20m<sup>2</sup>;
- Does not display a sign exceeding 0.2m<sup>2</sup> in area;
- In the opinion of the Council is compatible with the principal uses to which land in the zone in which it is located may be put;
- Will not result in the requirement for a greater number of parking facilities than normally reserved for a single dwelling, and will not result in a substantial increase in the amount of vehicular traffic in the vicinity; and
- Does not entail the presence, parking and garaging of a vehicle of more than two (2) tonnes tare weight.

A **Cottage Industry** means a business, professional service, trade or light industry producing arts and craft goods that cannot be carried out under the provisions relating to a "home occupation" and which, in the opinion of Council:

- Does not cause injury to or prejudicially affect the amenity of the neighbourhood;
- Where operated in a Residential Zone, does not entail the employment of any person other than a member of the occupier's household;
- Is conducted in an out-building which is compatible within the principal uses to which land in the zone in which it is located may be put;
- Does not occupy an area in excess of 50m<sup>2</sup>; and
- Does not display a sign exceeding 0.2m<sup>2</sup> in area.

### HOME OCCUPATION AND COTTAGE INDUSTRY PERMITS

A Home Occupation or Cottage Industry Permit is required for all occupations operated from a private dwelling within the Shire, such as a home office or consulting room and all cottage industries as defined above. To be eligible for a Permit, the home occupation or cottage industry must comply with the above requirements as stipulated by Council Town Planning Scheme No.3.

All applications for a Home Occupation or Cottage Industry Permit are to be submitted on the Application for Planning Approval Form, signed by the owner(s) of the property. If the occupation / industry is to take place on rented premises, the signature of the property owner(s) is still required. Application forms should be accompanied by a letter outlining:

- The nature of the occupation / industry;
- Operating hours and whether clients will visit (including estimated number of visits per day);
- Details on the room(s) / outbuildings to be used for the occupation / industry; and
- Written confirmation that the occupation / industry complies with the relevant requirements outlined above.

The application is to be lodged together with the appropriate application fee. This fee is non-refundable in case of Council refusing the application, in accordance with Council's Town Planning Fees Policy.

### OTHER REQUIREMENTS

A Home Occupation or Cottage Industry Permit does not replace other approvals required by legislation relating to the proposed occupation / industry, such as Health Act and Building Code requirements. All appropriate licences / approvals must be obtained from the relevant authorities prior to the occupation / industry commencing.

**Please Note:** The information contained in this brochure is intended as a guide only. It is recommended that the advice and assistance of Council's Shire Planner be sought prior to lodgement of a development application. The Shire of Brookton disclaims any liability for any damages sustained by a person acting on the basis of this information.

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