

Starting a Home Business

Planning Information Sheet



What is a Home Business?

When referring to 'Home Business', it is defined by:

- [Local Planning Scheme No.7](#) ← *click link*
- [Policy 9.8 – Home based Business](#) ← *click link*

There are three main categories:

- Home Business
- Home Office
- Home Occupation

Home Business

Home Business - means a business, service or profession (but not medical) carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which:

- (a) does not employ more than 2 people not members of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 50m²;
- (d) does not involve the retail sale, display or hire of goods of any nature;
- (e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight.
- (f) does not involve the use of an essential service of greater capacity than normally required in the zone.

Home Office

Home Office - means a home occupation limited to a business carried out solely within a dwelling by a resident of the dwelling but which does not:

- (a) entail clients or customers travelling to and from the dwelling;
- (b) involve any advertising signs on the premises; or
- (c) require any external change to the appearance of the dwelling

Home Occupation

Home Occupation - means an occupation carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which:

- (a) does not employ any person not a member of the occupier's household;
- (b) will not cause injury to or adversely affect the amenity of the neighbourhood;
- (c) does not occupy an area greater than 20m²;
- (d) does not display a sign exceeding 0.2m² in area;
- (e) does not involve the retail sale, display or hire of goods of any nature;
- (f) in relation to vehicles and parking does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volumes in the neighbourhood; does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and does not include provision for the fuelling, repair or maintenance of motor vehicles.
- (g) does not involve the use of an essential service of greater capacity than normally required in the zone.

Application Requirements

Development Approval is required for all categories in the following zones:

- Residential
- Commercial
- Rural Residential
- Tourist
- Regional Centre
- Rural Smallholdings

A Development Application can be obtained on the [Shire of Dandaragan](https://www.dandaragan.wa.gov.au/) website under **Building and Development > Development Policies, Guidelines & Forms**

Application Requirements - Checklist

Applications should at *minimum* include:

- ☐ Details of Proposed Activity (business name, nature of business, will the business generate noise, odour, waste, ect.)
- ☐ Details of Significant Equipment Used (if any)
- ☐ Proposed Hours of Operation
- ☐ Employees (if any), and their relationship to the occupier of the dwelling
- ☐ Frequency of Clients/Customers to the Site
- ☐ Any Other Information Considered Relevant to the Proposal
- ☐ Site Plan (to scale)
- ☐ Floor Plan, (showing dwelling and curtilage of dwelling depicting where the activity is to take place, including areas for storage and/or administration)
- ☐ Proposed Car Parking / Car Parking Provision

Starting a Home Business – Things to Consider

Annual Renewal

Approval of Home Occupations require annual renewal. Where there have been no written complaints received during the 12 months period preceding the request for renewal, and there has been no change in the circumstances under which the previous approval was granted, renewal can be granted upon payment of annual renewal fee.

Environmental Health

Depending on the type of business you are operating, further approvals and/or registration from the Environmental Health Services may be required – this includes:

- Food business registration
- Hairdressers
- Skin penetration (including beauty treatments, tattoos and piercings)

Please contact Environmental Health Officer for further information on approval requirements [**ehs@dandaragan.wa.gov.au**](mailto:ehs@dandaragan.wa.gov.au)

Enquiries

Contact Development Services on 9652 0800 or email directly at [**DSR@dandaragan.wa.gov.au**](mailto:DSR@dandaragan.wa.gov.au)

****Disclaimer****

This information sheet is a guide only. Verification with original Local Laws, Acts, Local Planning Schemes and other relevant documents is recommended for detailed references. The Shire of Dandaragan accepts no responsibility for errors or omissions