

2.9 WORKING FROM HOME

(ADOPTED 26 APRIL 2005)

1. INTRODUCTION

Changes to the nature of work and advances in technology mean that the home is becoming increasingly viable and attractive as a place of work. Working from home can provide advantages in economic, social and environmental respects and is generally supported provided that the character and amenity of the locality is not adversely affected.

2. OBJECTIVES

The objectives of this policy are to:

- provide opportunities to work from home in the form of a Home Occupation, Home Office or Home Business;
- ensure that a Home Occupation, Home Office or Home Business is small in scale, unobtrusive and compatible with surrounding buildings and land uses;
- ensure that a Home Occupation, Home Office or Home Business does not have a prejudicial affect on the amenity of the locality.

3. DEFINITIONS

The City's Town Planning Scheme No. 4 (the Scheme) sets out the following three definitions for working from home activities:

3.1 Home Occupation

A Home Occupation is 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 20 square metres;
- d) does not display a sign exceeding 0.2 square metres;
- 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 volume in the neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and
- g) does not involve the use of an essential service of greater capacity than normally required in the zone.

3.2 Home Office

A Home Office is 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.

3.3 Home Business

A Home Business is a business, service or profession 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 50 square metres;
- 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; and
- f) does not involve the use of an essential service of greater capacity than normally required in the zone.

4. NEED FOR DEVELOPMENT APPROVAL

4.1 Home Occupation and Home Office

A Home Occupation and a Home Office are exempt from the requirement to obtain Development Approval provided that they accord with the standards set out in Part 3.1 and 3.2 of this policy respectively.

Note: Where it is proposed to undertake a Home Occupation or Home Office which accords with the relevant standards and which does not require Development Approval, it is suggested that the City be advised in writing of this intention. The City can then provide written acknowledgment of the proposal.

4.2 Home Business

A Home Business requires Development Approval from the City and is required to meet all of the standards set out in Part 3.3 of this Policy.

5. VARIATIONS TO STANDARDS

5.1 Development approval

If it is proposed to work from home in a manner that does not accord with the definition of Home Occupation, Home Office or Home Business set out in Part 3 of this policy, then Development Approval for this activity will be required.

5.2 Permissibility

At the time of lodgement of the application for development approval the permissibility of the proposal will be determined in accordance with the requirements of the Scheme. If the proposal does not fit within a use class specified under Table 1 – Zoning Table the proposal will be considered under Clause 14(5) of the Scheme. In this respect it is noted that there is very limited capacity to allow non-residential uses in a residential zone.

5.3 Public consultation

Where a development application for home-based business activities is received, the City will seek the comments of the owners and occupiers of the surrounding properties prior to determination of the proposal.

6. ADVERTISING SIGNS

The City's Advertising Signs Policy states that an advertising sign associated with a Home Business, Home Occupation or Home Office, which meets the following requirements, does not need Development Approval:

- a) there is only one such sign per street frontage of the subject dwelling;
- b) it is mounted flush against the ground floor facade of the subject dwelling or perimeter fence;
- c) it does not exceed 0.2m² in size; and
- d) it is not illuminated.

In order to vary any of the provisions for advertising signage set out above, Development Approval will be required (see the City's Advertising Signs Policy for more detail).