



**TOWN PLANNING SCHEME NO. 7
TOWN PLANNING POLICY NO.2
(FORM 1)**

(INFORMATION SHEET P5a & P5b)

**APPLICATION FOR * PERMIT/RENEWAL OF PERMIT
TO CARRY ON A * HOME OCCUPATION/COTTAGE INDUSTRY**

Owner:

Full Name: _____

Address: _____

Occupier (if other than owner):

Full Name: _____

Address: _____

PHONE: _____

MOBILE: _____

Description of Land:

Lot No: _____ House No: _____

Street: _____ Locality: _____

Certificate of Title: Volume _____ Folio _____ Plan/Diagram _____

Nature of Proposed * Home Occupation/Cottage Industry:

Office Use Only:

Fees Paid

Amount: _____

Date: _____

TP No: _____ Assess No. A _____

Decision: _____

Renewal Date: _____

Receipt No: _____

<u>Location in Relation to Dwelling (please attach diagram):</u> _____ _____	
<u>Area of Building/Land (m²) to be used for * Home Occupation/Cottage Industry:</u> _____	
<u>Particulars of persons to be employed (state number of persons and relationship to occupier):</u> _____	
<u>Description of Equipment or Machinery to be used:</u> _____ _____	
<u>Description of Storage Areas:</u> _____ _____	
<u>Number of Vehicles for which parking is to be provided:</u> _____	<u>Frequency and Delivery of Goods:</u> _____
<u>Hours of Operation:</u> _____	<u>Additional Information:</u> _____
<u>Declaration:</u> <p>The occupier named above hereby applies for a * Permit/the renewal of a Permit in respect of the * Home Occupation/Cottage Industry described above and states that the above particulars are true.</p> <p>Dated: _____</p> <p>Signature of Applicant: _____</p> <p>Signature of Owner if not Applicant: _____</p>	

* Delete which is not applicable



HOME OCCUPATION AND COTTAGE INDUSTRY

(INFORMATION SHEET P5b)

Preamble

A Home Occupation is defined in the Scheme as follows:

Home Occupation:

Means a business or activity carried on with the written permission of the Council 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:

- a) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection due to the emission of light, noise, vibration, electrical interferences, smell, fumes, smoke, vapour, steam, soot, ash, dust, grit, oil, liquid wastes or waste products or the unsightly appearance of the dwelling house or domestic outbuilding or the land on which the business is conducted;
- b) does not entail employment of any person not a member of the occupier's household;
- c) does not occupy an area greater than 20m²;
- d) does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located;
- e) does not display a sign exceeding 0.2m² in area;
- f) 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 and will not in the opinion of the Council generate a volume of traffic that would prejudice the amenity of the area;
- g) does not entail the presence, use or calling of a vehicle or more than two tonnes tare weight;
- h) does not entail the presence of more than one commercial vehicle and does not include provision for the fuelling or repairing of motor vehicles within the curtilage of the dwelling house or domestic outbuilding;
- i) does not entail the offering for sale or display of motor vehicles machinery or goods (other than goods manufactured or serviced on the premises).

A Cottage Industry is defined in the Scheme as follows:

Industry - Cottage:

Means an industry which produces arts and crafts goods which cannot be carried out under the provisions relating to a "home occupation" and that:

- a) does not cause injury to or prejudicially affect the amenity of the neighbourhood including (but without limiting the generality of the foregoing) injury, or prejudicial affection, due to the emission of light, noise, vibration, steam, soot, ash, dust, grit, oil, liquid wastes or waste products;
- b) where operated in a Residential Zone, does not entail the employment of any person not a member of the occupier's household;
- c) is conducted in an outbuilding which is compatible to the zone and its amenity and does not occupy an area in excess of 55m²;
- d) does not require the provision of any essential service main of a greater capacity than normally required in the zone in which it is located; and
- e) does not display a sign exceeding 0.2m² in area.

The Scheme further provides that approval to conduct a Home Occupation or Cottage Industry shall be to the applicant only and not run with the land as follows:

Home Occupations and Cottage Industries:

Where the Council grants approval to carry on a home occupation or cottage industry:

- a) the approval shall be personal to the applicant and shall not be transferred to or assigned to any other person;
- b) the approval shall not run with the land in respect of which it was granted;
- c) the person to whom approval is granted by the Council to carry on a home occupation or cottage industry shall not carry on a home occupation or cottage industry at any premises other than the land in respect of which the Council's approval is granted; and
- d) if a home occupation or cottage industry has been carried on with the approval of the Council and if in the opinion of the Council such home occupation or cottage industry is causing a nuisance or annoyance to owners or occupiers of land in the neighbourhood, the Council may withdraw the approval granted by it and after such withdrawal, no person shall upon the subject land carry on a home occupation or cottage industry unless a further approval to do so is granted by the Council.

Provided Council is satisfied that:

- a) the proposal will conform to the conditions of operation in the definition of Home Occupation or Cottage Industry;
- b) the amenity of the area, and the interests of householders in the locality will not be adversely affected; and
- c) In considering an application for a Home Based Business Council is to consider the effect on similar existing businesses in the Waroona Town Centre.

Council may issue a permit for a Home Occupation or Cottage Industry.

Application:

The permission of the Council must be obtained prior to establishment of a Home Occupation or a Cottage Industry.

The applicant must lodge the specified Application Form together with an **initial fee (See current years current Planning fees and charges)**.

An **annual fee (See current years current Planning fees and charges)** will be paid thereafter until Council is notified of the closure of such Home Occupation/Cottage Industry.