



CAIRNS PLAN 2016

Home based business

What is a Home based business?

A Home based business is a business activity conducted in a dwelling, where the business is secondary to the primary use of the dwelling as a residence. Home based businesses are small scale and do not have an adverse impact on adjoining or surrounding residents. Home based businesses are operated by the residents of the dwelling and do not require more than one non-resident employee.

Examples of a home based business:

- Bed and breakfast
- Home office
- Small scale beauty or massage services
- Home-based childcare

Examples of a business that would not be considered home-based:

- Shop
- Vehicle repair workshop
- Gym or personal training centre
- Laundromat
- Swim school
- Commercial scale food preparation
- Food and drink outlet

Do I need to make an application for a Development Permit?

The level of assessment required for Home based business can be determined by referring to Part 5 of CairnsPlan 2016. For guidance on using CairnsPlan 2016 and determining the level of assessment for development, refer to the User Guide.

Some types of Home based businesses will be Self-assessable. Self-assessable development does not require a Development Permit. However, the Home based business must comply with all of the relevant Acceptable outcomes within the applicable codes of CairnsPlan 2016.

Where the Home based business does not comply with the relevant Acceptable outcomes of all applicable codes, or where the Home based business

is listed as requiring Code or Impact assessment within Part 5 of CairnsPlan 2016, a development application will be required.

How do I make a development for Home based business?

Lodge your development application:

- In person at Council's Administration Building at 119-145 Spence Street, Cairns
- Online at <http://www.cairns.qld.gov.au/payments/da-online>
- By mail to:
Attention: Manager, Strategic Planning & Approvals
Cairns Regional Council
PO Box 359
Cairns Qld 4870

If you need assistance with your development application, a consultant town planner can assist in preparing and lodging the development application for you.

What is the application fee?

Where the Home based business is Self-assessable but does not comply with 1-3 Acceptable outcomes within the applicable codes of the CairnsPlan 2016, the application fee is \$289.60.

Where the Home based business does not comply with 4 or more Acceptable outcomes within the applicable codes of the CairnsPlan 2016 or where it is listed as Code or Impact assessable in Part 5 of the CairnsPlan 2016, the application fee is \$871.

If approved, what conditions generally apply to a Home based business?

Any conditions of approval for a Home based business will depend on the scale, nature and location of the business. However, Council is likely to set conditions in regards to amenity and the operation of the Home based business. For example, Council may set conditions restricting the hours of operation or the



number of employees and vehicle trips or visitors per day.

Will I have to pay infrastructure charges for a Home based business?

Infrastructure charges are not applicable to Home based business.

Do I need any other approvals?

Home based businesses are generally undertaken within existing Dwelling houses. However, if any Building work is required for the Home based business, such as extensions to the Dwelling house, a separate Building works approval will be required.

An Operational works approval may be required for signage associated with the Home based business, where the type of signage is regulated by the CairnsPlan 2016. For more information on the types of advertising devices regulated by the CairnsPlan 2016, refer to the fact sheet on Advertising devices.

What else do I need to know?

CairnsPlan 2016 contains all the planning requirements for Home based businesses. However, there may be other regulations or licenses that will apply to your Home based business, including but not limited to:

- Local laws permit for Advertising devices that are regulated under *Local Law No. 4 (Advertising Devices)*.
- A food business licence from Council if you are preparing food, for example for a Bed and breakfast.
- Obligations under the *Public Health (Infection and Control for Personal Appearance Services) Act 2003* for businesses such as hairdressing.
- Body corporate rules or regulations.

Check with Council to see what other requirements may apply to your proposed development.

For more information

Phone: (07) 4044 3044

Visit: www.cairns.qld.gov.au

Email: townplanner@cairns.qld.gov.au

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