

Home occupation / Home office – Redcliffe district

Under the Redcliffe City Planning Scheme, a home based business includes; home occupations, bed & breakfast accommodations and family day care facilities occurring on the same premises as a house.

The applicable definitions relating to home based business are as follows:

A *home occupation* is an occupation or profession conducted in or under a house or an ancillary building by a person resident on the premises. The term does not include an industrial activity or employment related storage.

Bed and breakfast is short-term accommodation for the travelling public in a house where: a) the number of bedrooms provided for guests does not exceed 4; and b) at least 1 substantial meal is offered to guests daily.

Family day care is the use of a house by one of its residents during the day to mind or care for up to 4 children under school age for fee or reward. The number of children excludes the children who live in the house.

A *home office* is that part of a house, duplex dwelling or multiple dwelling used for an office by a resident of the house, duplex dwelling or multiple dwelling to conduct a business or a profession that does not have employees, clients or deliveries to the house, duplex dwelling or multiple dwelling.

A *house* means premises freestanding on its own lot used as one self-contained dwelling for one household. The term includes a home office.

Home office

If your proposed business fits within the definition of a *home office* you will see that the use is included within the definition of a house, duplex dwelling or multiple dwelling. Therefore, as long as the house, duplex dwelling or multiple dwelling is lawfully established on the site, no town planning approval is necessary for the home office.

Home occupation

If your business fits within the definition of a *home occupation*, town planning approval from council is necessary as follows:

- All employees reside on premises - code assessable Material Change of Use development application
- Non-resident employees associated with the business – impact assessable Material Change of Use development application (note: requirements stipulate that a home occupation can have no more than 2 non-resident employees).

The relevant requirements for specific *home occupation* are outlined below:

Home occupation	
Specific outcome	Probable solutions
The use maintains the residential amenity of the locality.	<ul style="list-style-type: none"> • The floor area used, whether temporary or permanently, is a maximum of 40m² or 25% of the gross floor area of the house; and • Is undertaken in a house or the curtilage of a house; and • 1 sign is displayed with a maximum area of 0.3m²; and • No goods are publicly displayed or sold at the premises; and • The use operates between the hours of 7.00am and 7.00pm and not outside of those hours.
The use does not include the emission of noise, vibration, smell, smoke, fumes, vapour, steam, soot, ash, oil, waste products, radio or electrical interference.	
A maximum of 2 employees not resident in the house.	

Bed and breakfast accommodation

A development application for Material Change of Use is required for all bed & breakfast accommodation proposals. The relevant requirements are outlined below

Bed and breakfast accommodation	
Specific outcome	Probable solutions
A low key development which maintains the residential amenity of the area.	<ul style="list-style-type: none"> • A maximum of four bedrooms are available for guests; and • Bed and breakfast accommodation is provided within a house.
Guests and residents are afforded private, safe and quality accommodation.	<ul style="list-style-type: none"> • Guest rooms are capable of being enclosed to prevent visual intrusion or other intrusion by residents of the house; and • Bedrooms for guests are located in the same building as the accommodation for the operator and the kitchen, bathroom and toilet facilities provided for the guests; and • Separate bathroom and toilet facilities are provided within the house for the exclusive use of the guests; and • Guest rooms or suites do not contain cooking facilities; and • One sign with a maximum area of 0.3m² in area bearing the name and telephone number of the operator.

Family day care

A development application for Material Change of Use is required for all family day care proposals. The relevant requirements are outlined below

Family day care	
Specific outcome	Probable solutions
The use maintains the residential amenity of the locality.	<ul style="list-style-type: none"> • Is undertaken in a house or the curtilage of a house; and • 1 sign is displayed with a maximum area of 0.3m²; and • The use operates between the hours of 7:00am and 7:00pm and not outside those hours; and • The employees are resident in the house.

Car parking requirements

In addition to the above requirements for home occupation, bed & breakfast and family day care, the following car parking is required to be provided on the site for all home based business proposals.

Home based business Bed and breakfast accommodation	1 space per guest room plus 2 parking spaces per house including 1 covered space provided that both spaces may be provided in tandem.
Any other home based business	2 parking spaces per house including 1 covered space provided that both spaces may be provided in tandem plus 1 space for each additional non-resident employee.
House	2 parking spaces per house including 1 covered space provided that both spaces may be provided in tandem.

Car parking is very dependent on the particular business proposed. The most practical requirements for car parking will be determined by council at the time of assessing the development application. However for example, a home occupation with no non-resident employees that is likely to have very few clients and only ever one at any one time will require one additional parking space in addition to those required for the house.

In referring to the specific outcomes and probable solutions listed above, please have consideration for the following:

In accordance with State legislation, the planning scheme has been developed with a 'performance-based approach'. In other words, there may be different ways compliance can be achieved with the planning scheme. Generally, the proposed development must comply with the specific outcomes (left column). The probable solutions (right column) represent one option to satisfy the relevant specific outcome however alternative solutions can be presented by the applicant. Alternative solutions are assessed on their merits during the application process.

Approvals for building work and plumbing and drainage work will also need to be obtained for all home occupation or home offices.