

City of Wanneroo

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What is a Home Business?

A home business is a small scale occupation or business operating at home by a resident of the property.

Does a Home Business require Council approval?

By definition in the City's [District Planning Scheme No. 2](#) there are three different categories of home-based businesses:

- **Category 1** does not require Planning Approval.
- **Categories 2 and 3** require Planning Approval.

In addition:

- Home based food, hair and beauty or family day care businesses also require Health Approval.
- All home businesses must comply with the Environmental Protection (Noise) Regulations 1997 - please refer to the City's [Noise Information Sheet](#).

Home Business Categories

The below table provides a summary of each home business category. The City's District Planning Scheme No. 2 details the full definition of each category.

	Category 1	Category 2	Category 3
Description	An occupation carried on within a dwelling by a resident of the dwelling.	An occupation carried on in a dwelling or on land around a dwelling by a resident of the dwelling.	An occupation or professional practice undertaken for the purposes of commercial gain and carried on in a dwelling or on land around a dwelling by a resident of the dwelling.
Council Requirements	No Planning Approval is required. A Letter of Compliance can be provided upon request. Health Approval may be required (refer to table below).	Planning Approval is required before home business operations commence. Health Approval may be required (refer to table below).	Planning Approval is required before home business operations commence. Health Approval may be required (refer to table below).
Area	Must not occupy an area greater than 20m ² or 30m ² when more than one occupier is involved.	Must not occupy an area greater than 30m ² . The City may permit a greater area if justified.	Must not occupy an area exceeding 50m ² . The City may permit a greater area if justified.
No. of Staff	Must not employ any extra staff other than the occupants of the dwelling.	Must not require the employment of more than 1 person not a member of the occupier's household.	Must not entail employment of more than 2 persons other than occupiers of the household. The City may approve up to 4 persons if justified subject to community consultation.
Advertising Signs	Must not display advertising sign.	One advertising sign, up to 0.2m ² can be displayed.	One advertising sign, up to 0.2m ² can be displayed. (maximum of 2m high).
Size of Vehicles	Must not require a vehicle of more than 1.5 tonnes tare weight.	Must not require a vehicle of more than 3.5 tonnes tare weight.	Must not require a vehicle of more than 3.5 tonnes tare weight.
Other	Must not require visiting customers or frequent deliveries of goods or equipment.	May have clientele.	May have clientele.

Disclaimer:

This information sheet is produced by the City of Wanneroo in good faith and the City accepts no responsibility for any ramifications or repercussions for providing this information. This information sheet is correct as of January 2020 and prone to alteration without notification.

Council Approval Requirements

Note 1: Fees apply for applications, please refer to the City of Wanneroo website or contact us on 9405 5000 for further information.

	When Required	What is Required
Category 1	Only if requested by applicant	No formal Council Approval is required however a letter of compliance (written planning advice) can be provided upon request. To obtain a letter of compliance, an Application for Written Planning Advice ¹ is required. Family Day Care If you are running a family day care business and providing food to children, you will need to complete and submit a Notification and Registration Form - Food Act 2008 ¹ .
Categories 2 & 3	Always	Planning approval is always required by way of submitting an Application for Development Approval ¹ to the City. Please refer to the City's Home Business DA Checklist , which outlines all the documentation required to obtain Planning approval.
	Sometimes	Health Approvals are required for home based food, hair and beauty or family day care businesses. Food If you prepare, pack, store, handle, serve or supply food from a residential premise for sale or provided as part of a service to the public, the City has an Information Sheet which outlines the requirements that your premises must meet. In order to obtain approval for a home-based food business, you need to complete and submit Notification and Registration Form - Food Act 2008 ¹ . If you intend to operate a mobile food business you will also need to complete a Trading in Public Places Application Form ¹ . Hair Dressing & Skin Penetration If your home business involves any form of hair dressing or skin penetration (e.g. tattooing, ear piercing) you will need to complete and submit a Hair Dressing and Skin Penetration Notification Form ¹ . Family Day Care If you are running a family day care business and providing food to children, you will need to complete and submit a Notification and Registration Form - Food Act 2008 ¹ .
Annual Renewal		
Food Business	Always	An annual renewal is sent out in June each year.

Other points to consider

Further to the above, a home business must not:

- Detract from the safety and amenity of the neighbourhood.
- Sell, display or hire goods.
- Involve the service or repair of motor vehicles.
- Affect the residential appearance of the house or outbuilding.
- Require additional parking facilities than normally required for a single dwelling.
- Significantly increase traffic in the neighbourhood.

If you have further enquiries regarding a home business, please contact the City on 9405 5000 and select:

- **Health Services** for all food, hair and beauty or family day care related enquiries;
- **Planning Services** for all enquiries related to obtaining development approval or written planning advice.



Did you know?

Save time and apply online! Several of the abovementioned applications are available for lodgement via the City's website www.wanneroo.wa.gov.au