

Home Business

Accompanying information

If you are applying for approval to operate a Home Business, please fill out this form, in addition to the application for Development Approval form.

The Town is collecting your personal information for the purpose of responding to your request. Some of the information may be provided to the Town's contractors for the purpose of addressing your request. Your information will not be provided to any other person or agency unless you have given us permission, or where legally obligated to do so. If you would like to know more about how the Town handles your personal information, please see the [Town's Privacy Statement and Collection Notice](#).

Home Business Details			
Description of business:			
Intended hours and days of operation:		Open Time:	Close Time:
	Monday		
	Tuesday		
	Wednesday		
	Thursday		
	Friday		
	Saturday		
	Sunday		
	Public Holidays		
Will anyone be employed at the site who is not a resident of the occupiers' household?			
Note: Home Businesses allow for the employment of no more than 2 people not members of the occupiers' household			
Yes ☐ No ☐ If 'Yes', please specify (including how many external employees will be hired, the days they will be on site and the intended hours that they will work): _____ _____ _____ _____ _____ _____ _____			

Estimated maximum number of patrons to attend the Home Business			
Per Day:		Per Week:	
Location of the Home Business on site			
Note: Home Businesses allow for a maximum space usage of 50sqm.			
		Approximate Area (m2)	
Within the Residence			
Within an Outbuilding (please specify if it is a carport, garage, shed) Type:			
Will the business involve consideration under Health Regulations? (for example; does it involve food, hair dressing, body piercing, body treatments). If unsure, tick yes and the Town will clarify.			
Yes	☐	No	☐
If 'Yes', please specify:			
Have you read the Town's Home Business, Home Occupation and Home Office Information Sheet and does the application conform to the conditions as listed on that sheet?			
Yes	☐	No	☐

Effective July 2026