

# FACT SHEET

## Home Based Business



### What is a Home Based Business?

A Home Based Business is a dwelling used for a business activity that is subordinate to the residential use.

Home Based Businesses are dwellings first and foremost and businesses second. They are intended to be compatible with the character of the area and not impact on the amenity of surrounding residents. Generally, Home Based Businesses are small scale, operated by the residents of the dwelling and do not need more than two non-resident employees.

Examples include: bed and breakfast, farm stay, home office and home based child care. It does not include an office, shop, warehouse or transport depot.

### Do I need an approval/permit?

A development permit (approval from Council) is not required if the Home Based Business complies with the planning requirements in the Logan Planning Scheme 2015 (i.e. all of the acceptable outcomes of the applicable codes and meets the requirements contained in the category of development and assessment table). If the proposal cannot meet one of these requirements, the development becomes assessable development and requires a development permit (development application approved by Council) before the use can be carried out.

As a general rule, if the Home Based Business:

- involves more than one non-resident employee or has a use area greater than 50m<sup>2</sup> → it becomes code assessable;
- involves more than two non-resident employees, has a use area greater than 100m<sup>2</sup> or involves an industrial activity → it requires impact assessment, which requires public notification to be undertaken.

To determine if a development permit is required, the zone of the property must be identified. Once the zone is known, refer to the [Logan Planning Scheme 2015](#) for the planning requirements for a Home Based Business. Part 5 (Tables of Assessment) specifies if the development is accepted development, code assessable or impact assessable and outlines what the assessment benchmarks are. The assessment benchmarks may include the Home Based Business Code (from Part 9 of the planning scheme) and the Servicing, Access and Parking Code. Alternatively, you can use the Planning Enquiry tool in the [Logan PD Hub](#) to select a property, select an activity (in this case a Home Based Business) and receive a report which outlines the criteria triggering the need for a development application (where applicable). The report also lists applicable development codes from the [Logan Planning Scheme 2015](#) and other selected considerations (e.g. size/height constraints, setbacks).

Development applications are subject to a range of conditions dependant on the type, scale, location and circumstances of the proposed Home Based Business. Council is likely to set conditions in regards to the amenity and the operation of the Home Based Business, e.g. restricting the hours of operation or the number of vehicle trips.

Some activities, such as food preparation, will require a food licence. Council officers can advise if these requirements apply to your business. Further information on [Business Licensing](#) is available on Council's website.

### How do I obtain a development permit?

If the Home Based Business is not accepted development, a development permit is required before the activity can be carried out. To obtain a development permit for a Home Based Business, a development application for a Material Change of Use needs to be lodged with Council electronically (online), in person, via post or via email. For more information on application lodgement methods and requirements (such as application forms and relevant supporting information e.g. plans) visit Council's [website](#).

#### Logan City Council

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### How much will it cost?

Fees for development applications vary depending on the type and scale of development, the category of assessment, and other factors. These fees are set by resolution of Council and can be identified via:

- The [Register of Cost Recovery Fees and Schedule of Commercial and Other Charges](#) published on Council's website;
- The [Logan PD Hub](#), which includes a Development Fees Estimator; or
- By emailing [dafeerequest@logan.qld.gov.au](mailto:dafeerequest@logan.qld.gov.au)

If the development application is lodged electronically (online), payment is not required up front and Council will issue a Notice of Account which identifies the required fees for payment.

Payment can be made [online](#) via credit card or BPay (savings or cheque account), in person via credit card, cheque or cash or by post (via cheque).

### Will I have to pay infrastructure charges?

Infrastructure charges are not applicable to a Home Based Business.

### Further information

For further information:

- visit Council's [Planning & Development webpage](#);
- contact Council using the details provided in the footer of this Fact Sheet; or
- visit the Planning, Building and Plumbing counter at 150 Wembley Road Logan Central; opening hours and directions are available on Council's [website](#).

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