

### Introduction

Working from your home in the Western Bay of Plenty District is a permitted activity and does not require resource consent or neighbours permission so long as you meet the criteria outlined for the zone you are living in.

As soon as you breach any of the criteria, you will need to apply for a resource consent.

Before beginning your home enterprise, it is wise to consult with Council to discuss your individual circumstances and ensure you meet all the criteria outlined.

You can do this by emailing the Duty Planner on [regulatoryadmin@westernbay.govt.nz](mailto:regulatoryadmin@westernbay.govt.nz) or by phoning Council on 07 571 8008 and requesting to speak with the Duty Planner.

### Definition – Home Enterprise

A 'Home Enterprise' means the use of a site for an activity which is secondary and incidental to the use of the site for residential purposes for an occupation, excluding occupations already provided as Permitted, Controlled or Discretionary Activities in the zone, which is carried out by at least one person who resides permanently on the subject site.

### Rural, Lifestyle and Rural Residential Zones – Home Enterprise Criteria

1. Shall be conducted within a building floor area not exceeding 120m<sup>2</sup> or an outdoor area not exceeding 500m<sup>2</sup>.
2. Does not have access within 30m of a State Highway.
3. Is carried out by a maximum of three persons.
4. Any retailing shall occur within a floor area not exceeding 20m<sup>2</sup>.
5. One car parking space is required per 120m<sup>2</sup> of site area dedicated to the use of the Home Enterprise.
6. Does not involve sales of products other than those produced on the site (This does not apply to the sale of any goods stored, distributed and manufactured off the site that are sold via the internet).
7. Advertising complies with signage rules (see Signage section of brochure).

### Residential Zones – Home Enterprise Criteria

1. Shall be conducted within a building floor area not exceeding 25m<sup>2</sup>.
2. Is carried out by a maximum of three persons.
3. Advertising shall comply with the specified rules (see Signage section of brochure).
4. Does not involve the sale of products other than those produced on the site (This does not apply to the sale of any goods stored,

distributed and manufactured off the site that are sold via the internet).

5. No additional parking spaces are required for permitted Home Enterprises in the Residential Zone.

### Sign Rules

#### Rural Zone

In conjunction with a home enterprise, a sign with a maximum cumulative area of 3m<sup>2</sup> per lot for the purposes of advertising the services offered or the sale of goods/produce manufactured or grown on the lot on which the sign(s) are to be located, and/or signs stating the occupants name, profession, occupation, trade or property name.

#### Residential and Rural-Residential Zones

A sign stating occupant's name, occupation or property name limited to a maximum area of 0.5m<sup>2</sup>.

### Certificates of Compliance

If you would like to voluntarily formalise your home enterprise and have it issued with a Certificate of Compliance that you can display, you can request Council complete one for you.

This process takes 20 working days.

You will need to fill out our standard application form, which is available through Council.

**Western Bay of Plenty District Council  
Contact Details**

*For further  
information and/or  
application forms,  
check out our  
website on  
[www.westernbay.govt.nz](http://www.westernbay.govt.nz)  
and search under  
District Plan.*

**Freephone: 0800 WBOPDC (926732)**

**Tauranga – Head Office**

Cameron Road  
Barkes Corner  
Private Bay 12803  
Tauranga  
Phone: (07) 571 8008  
Fax: (07) 577 9820

**Te Puke Library & Service Centre**

Jellicoe Street  
Te Puke  
Phone: (07) 573 9862  
Fax: (07) 573 6728

**Katikati Library & Service Centre**

Main Road  
Katikati  
Phone: (07) 549 0119  
Fax: (07) 549 0935

**Omokoroa Library & Service Centre**

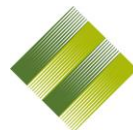
McDonnell Street  
Omokoroa  
Phone: (07) 548 2643  
Fax: (07) 548 2941

**Waihi Beach Library & Service Centre**

Waihi Beach Community Centre  
Waihi Beach  
Phone: (07) 863 4573  
Fax: (07) 863 5749

## Home Enterprises

Working from the family  
home or property



**Western Bay of Plenty  
District Council**