

## Wanting to operate a business (Retail Activity) from your home?

*There are District Plan rules you should consider before you begin operating.*

### Why do businesses need to consult with Council?

The District Plan has rules in place to protect neighbouring properties, the roading network, and the amenity and character of the overall area, from adverse effects generated from a potential business, such as increase of vehicle movements to and from a site, noise levels, glare, and visual appearance. There may also be other consents/ licences needed, such as a building consent, Health certificate or Liquor Licence.

### How does the District Plan define Retail Activity?

Retail Activity means: Any land, building or part of a building on or in which goods or services are displayed, sold, or offered for sale or hire direct to the public.

### Which general District Plan rules should I/we be aware of when starting a business from home?

<p>What is the scale of retail area being used, including internal floor area and land area being occupied for your business?</p>	<p>Rule: Any retail activity in any Residential 1, 2, 3, 4A, 4B, 5, 6, 6A or 7 Zone, Rural Zone or Business 2 or 3 Zone shall not exceed 20% of the net floor area of the sum of all buildings on any site.</p> <p>i.e If the dwelling and garage on site equalled to 200m<sup>2</sup> in floor area, and the area being occupied for the business was within a 36m<sup>2</sup> garage, the above rule would be met. However if the business occupied the garage and kitchen, exceeding 40m<sup>2</sup> in floor area (over the 20% allowance, it would breach the above rule.</p>
<p>Selling products or hiring out equipment?</p>	<p>Rule: Goods retailed from any site in any Residential 1, 2, 3, 4A, 4B, 5, 6, 6A or 7 Zone, Rural Zone, or Business 2 or 3 Zone shall be produced and/or processed, on the site including ancillary products and goods.</p> <p>i.e growing vegetables from site and then selling the vegetables from that site will comply with the above rule. However, bringing products onto site, then selling the products from that site, will trigger the above rule.</p>
<p>Do you have space on-site to provide car parks? The rules are based on the type of activity proposed.</p>	<p>Rule:</p> <p>General retail area – 3 spaces per 100 m<sup>2</sup> gross floor area</p> <p>Home Occupation - 1 space per employee (who does not reside on the site) for general retail located within a dwellinghouse.</p> <p>Food &amp; Beverage - 10 spaces per 100 m<sup>2</sup> net floor area.</p> <p>Office - 1 space per 40m<sup>2</sup> gross floor area Industrial - 1 spaces per 70 m<sup>2</sup> gross floor area.</p>

	<p>Warehouse &amp; Storage - 1 space per 100 m<sup>2</sup> gross floor area.</p> <p>Visitor accommodation - 1 space per 2 bedrooms that are used for visitor accommodation or where accommodation is provided within dormitory rooms, one space per 4 beds.</p> <p>Please note – the below rule if requiring 2 or more car parks in a Residential zone and 10 or more in a Rural Zone</p> <p>Rule: Any land use on any site in the Mapleham Rural 4B Zone, any Residential 1, 2, 3, 4A, 4B, 5, 6 or 7 Zone that has a parking requirement of two or more on-site parking spaces, or three or more on-site parking spaces in the Residential 6A Zone, under Rule 30.6.1.34, is a discretionary activity (restricted).</p>
<p>What are the noise levels generated from your business?</p>	<p>Rule: Activities in any zone, shall not exceed the following noise limits within measurement time intervals in the time-frames stated at any point within the notional boundary of any dwellinghouse in the Rural Zone, or at any point within any Residential Zone:</p> <ul style="list-style-type: none"> <li>a) Daytime: 7am to 7pm Monday to Saturday, and 9am to 7pm Sundays and Public Holidays: 50dBA L<sub>10</sub>.</li> <li>b) Other times: 40dBA L<sub>10</sub>.</li> <li>c) Daily 10pm-7am the following day: 70dBA L<sub>max</sub>.</li> </ul>
<p>Proposing any signage to advertise your business?</p>	<p>Rule: Any sign in any zone shall advertise the goods or services available at that site and be wholly located within that site.</p> <p>Any sign in any zone shall not:</p> <ul style="list-style-type: none"> <li>• mimic traffic signals;</li> <li>• have flashing or revolving lights.</li> </ul> <p>Any sign in any Residential or Rural Zone shall not:</p> <ul style="list-style-type: none"> <li>• illuminate or reflect upon exposure to artificial light;</li> <li>• have movable parts (including blimps).</li> </ul> <p>On a site in any Residential Zone:</p> <ul style="list-style-type: none"> <li>• not more than one sign shall be erected per site;</li> <li>• the display area of any sign shall not exceed 0.6m<sup>2</sup>, except where a sign is facing a strategic or arterial road;</li> <li>• the display area of any sign facing a strategic or arterial road shall not exceed 3m<sup>2</sup>; and</li> </ul>

	<ul style="list-style-type: none"> <li>• free standing signs shall not exceed Rural Zones</li> </ul> <p>On any site in any Rural Zone:</p> <ul style="list-style-type: none"> <li>• not more than one sign shall be erected per site, except where a site has a road frontage of more than 200m and two or more frontages two signs can be erected, but no more than one sign per frontage;</li> <li>• where the sign is visible from any road with a posted speed limit of 70km/hr or greater, present an unrestricted view to the motorists for a minimum distance of 180m;</li> <li>• display no more than six words, or, if a combination of words and symbols, display no more than 40 characters;</li> <li>• display symbols or letters of a minimum height of 160mm;</li> <li>• have a display area of any free standing sign not exceeding 3m<sup>2</sup>,</li> <li>• not exceed a height limit of 3 metres.</li> </ul>
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Please refer to further rules relating to providing loading areas and on-site cycling parking in Chapter 30 of the District Plan and rules on glare, landscaping and bulk and locations of buildings are in Chapter 31 of the District Plan.

#### **What if we cannot meet a rule/s within the District Plan?**

If a rule is breached under the District Plan, resource consent approval is required for the proposed activity. For Council to assess your application, it helps providing all relevant information and the plans are detailed and easy to read for the Council to have a good understanding of your proposed activity when processing your consent. For more information on how to apply, please visit Council website:

<https://www.waimakariri.govt.nz/planning/resource-consents/land-use-consent>

#### **Pre-application meeting**

Council encourage pre-application meetings, which gives you a chance to discuss your proposal with Council staff, and our Planning Team can discuss all District Plan requirements, processes, relevant documents required with your application, cost and other consents that may be required, i.e building consent.

To book a pre-application meeting, please visit the Council website.

<https://www.waimakariri.govt.nz/planning/pre-application-services>

**Disclaimer:** The above information have been provided in good faith and without prejudice and should be used as a guide only. For further information can be obtained by contacting Council's Planning Staff at the Rangiora Service Centre - phone: 0800 965 468 or email [duty.planner@wmk.govt.nz](mailto:duty.planner@wmk.govt.nz)