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COVER LETTER

LOCAL GOVERNMENT: City of Melville
REGARDING: Application for Development Approval — Home Occupation (Beauty Room)
PROPERTY ADDRESS: 6 Ellis Road, Kardinya WA 6163

Dear Duty Planner,

Please accept this cover letter and the attached documentation in support of my Application for Development Approval for a Home Occupation (Beauty Room) at the above address.

To assist with your assessment, I have summarized the operational details below to demonstrate how the business will operate harmoniously within the residential area:

1. **Strictly Non-Invasive Services:** The business focuses entirely on topical, non-invasive treatments, specifically lash lifts, brow laminations, facials, and massages. There is no skin penetration involved (no cosmetic tattooing, skin needling, or body piercing).
2. **Exclusion of External Employees:** The business will be operated solely by me as the permanent resident of the home. No staff members, partners, or contractors will be employed on-site.
3. **Hours of Operation & Low Volume:** The business will operate strictly on an appointment-only basis, initially capped at just 3 to 4 clients per day on Fridays and every alternate Monday between 9:00 AM and 5:00 PM.
4. **Appointment Buffers:** I have implemented a mandatory 15-minute buffer gap between every single booking. This guarantees that clients will never overlap, completely preventing public congregation or street-side waiting.
5. **Dedicated Off-Street Parking:** A dedicated client parking bay has been allocated entirely off-street on our designated driveway space. There is ample room for a client vehicle to park safely without blocking the footpath, thoroughfare, or neighbouring properties.
6. **No Commercial Deliveries:** Most required stock will be picked up by me off-site. Any incoming stock deliveries will consist of standard consumer packages via courier. The business will not require heavy vehicle or commercial truck access.
7. **Low Spatial Footprint:** The beauty treatment setup utilizes a single bedroom located immediately adjacent to the front entry door. The space utilized is under 20m², fully satisfying the strict scale limitations of a Home Occupation classification.
8. **No External Signage or Retail Display:** To fully preserve the residential streetscape, there will be absolutely no window displays, commercial signage,

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advertisements, or promotional placards displayed outside or on the boundary of the property. There are no retail sales visible from the street.

9. **Zero Amenity Impact:** The business will operate quietly and will not cause any disruption, noise, vibration, smoke, or odours that alter the residential character and amenity of the neighbourhood.
10. **Finishes & Hygiene Management:** The beauty room features hard-wearing, non-porous vinyl flooring. This allows the room to be deeply sanitized, thoroughly maintained, and kept spotless to professional hygienic standards between every session.
11. **Handwashing Access:** A dedicated handwashing basin supplied with running hot and cold water is located directly outside the bedroom door (less than three steps away) for immediate use before and after treatments.
12. **Structural Preservation & Owner Consent:** No structural, building layout, or plumbing modifications will be made to the property. The property owner has reviewed this operational framework and has provided formal written consent, which is attached to this application.
13. **Health and Safety:** The proposed services are limited to non-invasive, standard beauty treatments. No skin penetration or high-risk procedures will be performed. As per the attached email confirmation from the Council's Environmental Health Department (dated Mon July 6th at 9:34 AM), a formal Health Registration or inspection is not required for this specific, non-invasive scope of work. All activities will adhere to strict internal hygiene and sanitisation standards. This was attached to my original submission.

Thank you for your time in reviewing this low-impact small business proposal. I am happy to discuss any specific conditions you may wish to apply to the approval.

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SITE PLAN

Lot 302, 6 Ellis Road, Kardinya WA 6163



SITE INFORMATION:

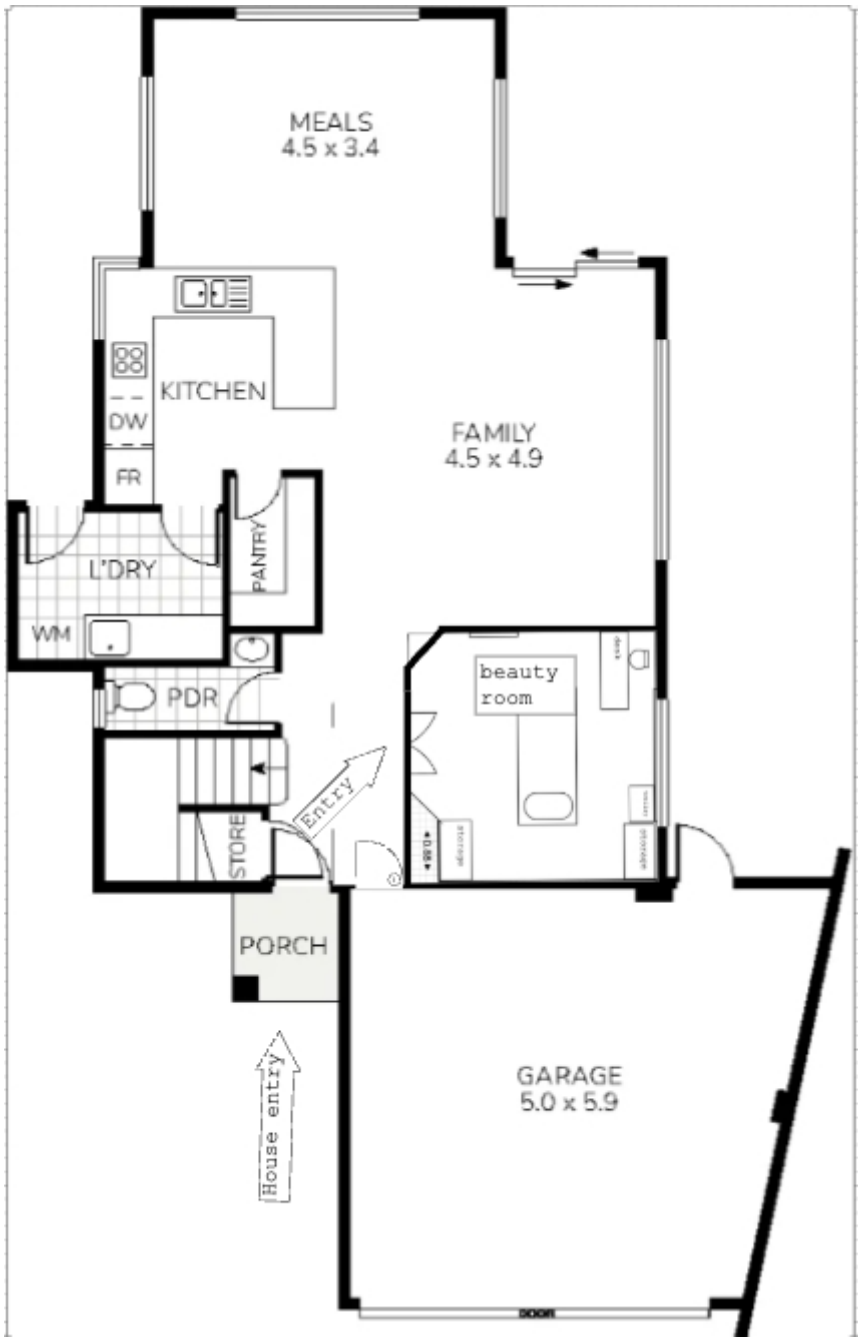
- North point and scale are shown on the supplied site layout
- Existing residence and property boundary are identified.
- Vehicle access is from Ellis Road via existing residential access.
- Client parking: 2 dedicated off-street car bays within the property boundary.
- No dedicated loading area is required.
- Business supplies are collected by the operator. Occasional small parcels may be received using existing residential access/parking arrangements.
- Proposed home beauty business is contained within the existing residence

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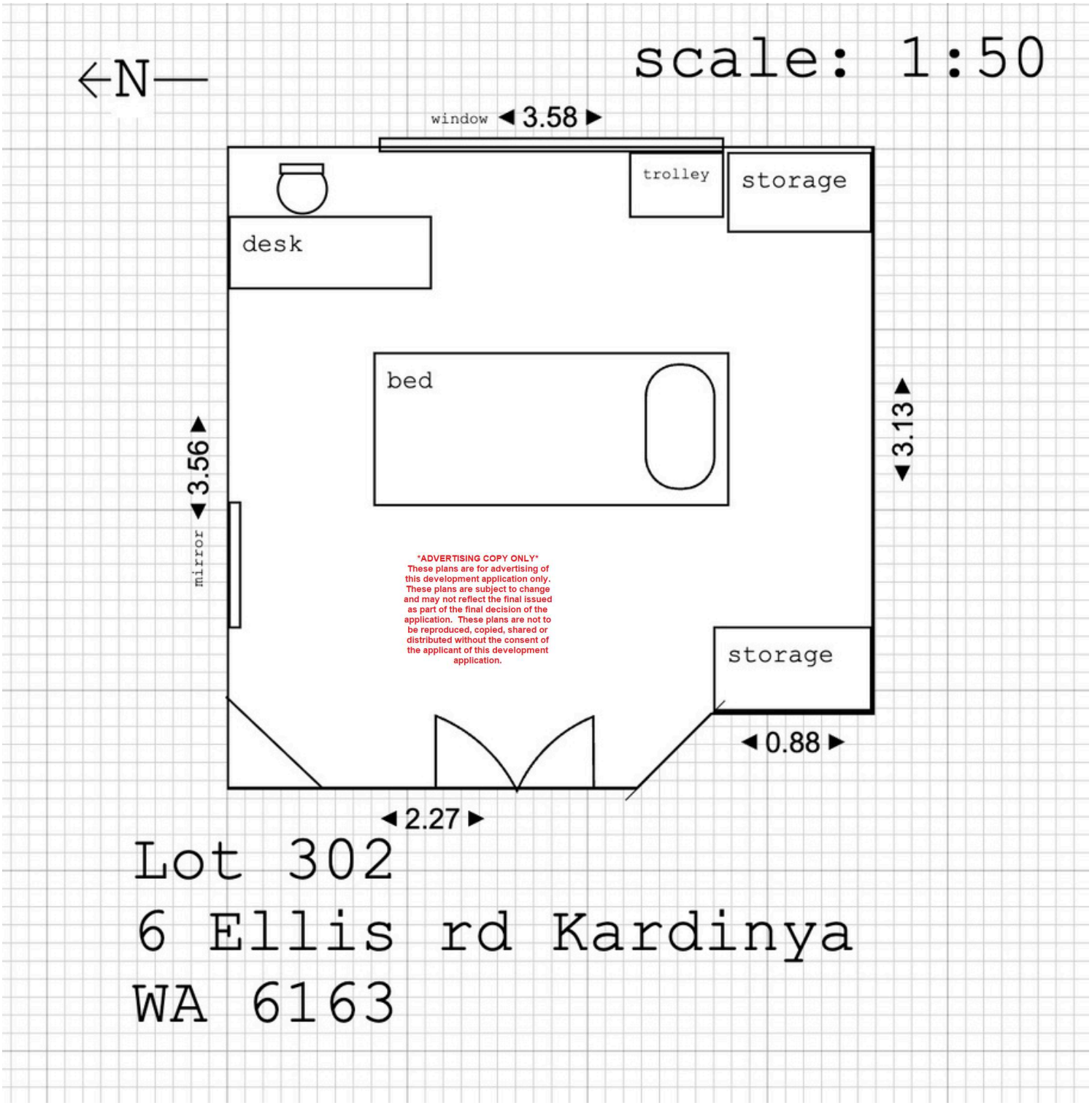


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INTERNAL FLOOR PLAN

Lot 302, 6 Ellis Road, Kardinya WA 6163



BUSINESS USE AND ACCESS NOTES:

- Clients only access point is via the front door.
- The beauty room shown in this floor plan is the only room clients will have access too
- All bussiness
- Self-contained commercial footprint, all storage and items relating to the business are contained within the proposed beauty room