

13 JAN 2025

7th January 2025

Irwin Shire Council – Planning Department
11-13 Waldeck Street
Dongara...6525

Dear Sir/Madam,

Re: Application for Approval of Unhosted Short-Term Rental Accommodation at 7 Reeve Terrace, Port Denison WA 6525.

Please find attached completed application for development approval for short term accommodation at my property 7 Reeve Terrace, Port Denison, hereafter referred to as "The Property". In accordance with the Short-Term Rental Accommodation Local Planning Policy, prepared under Schedule 2, Part 2 of the deemed provisions in the Planning and Development (Local Planning Schemes) Regulations 2015 and the Shire of Irwin Local Planning Scheme No 5, I provide detailed management plan for review and approval.

Article 5.1: LOCATION

The Property is situated at the intersection of Reeve Terrace and Canny Place leaving enough room for reversing cars and boat trailer without inconveniencing local traffic. It is approximately a 16min walk to local shopping centre, and a 8 minute drive to boat ramp and Marina.

Article 5.2: NUMBER OF GUESTS

The Property is advertised to accommodate a maximum of 4 guests, consistent with policy requirements. This number is appropriate given the property having 1 queen size bedroom, and 1 smaller bedroom with 2 single beds. The maximum occupancy and configuration ensure adequate space and facilities for all guests.

Article 5.3: COMPLAINTS MANAGEMENT

Contactable Manager: I am the designated manager for the property and will be available 24/7 via phone on 0417937521. Additionally an agent will be available if I am unavailable.

Complaint Handling: All complaints from guests, neighbours and the public will be logged including details of resolution, and records will be submitted with renewal applications as required.

Article 5.4: GUEST CHECK-IN AND CHECK-OUT PROCEDURES

Guests will be provided clear instructions for:

Check in from 2pm

Check out by 10am

Keys are accessible via a secure lockbox and assistance is available for late arrivals.

Article 5.5: ACCESS AND PARKING

The property has ample space off road for a large boat, and 2 cars. Parking is contained within the property boundary, with no use of verge or garden areas.

Existing vehicle access points meet Local Government standards and will be maintained to remain compliant.

Article 5.6: SIGNAGE

A sign displaying the manager's name and contact details will be installed in a visible location at the property. Guests receive detailed directions to the property within the 24hours before their check in time of their booking, which includes directions to the

property and contact details for assistance during check in.

Article 5.7: WASTE MANAGEMENT

As a rateable property, waste is collected kerbside weekly. I have a separate container for bottles and cans.

Article 5.8: MANAGEMENT PLAN DETAILS

AMENITY IMPACTS: Noise and anti-social behaviour will be monitored through booking rules which guests agree to before they request a reservation. These include quiet hours between 10pm and 7am and prohibition of parties or events.

PETS: No pets are allowed on property.

DAILY MANAGEMENT: Our Airbnb is managed through the reservation request method. As such, we vet each booking request by reviewing the guest profile, reviews and by advising guests that each adult staying at the property must be added to the booking or we will refuse the booking.

Keys are available through the lockbox onsite with codes changed regularly.

Cleaning and maintenance services are self managed.

All information regarding house rules and local information and businesses can be found in a folder left on kitchen table.

EMERGENCY RESPONSE: Smoke alarms and fire blanket are in place.

Article 5.9: APPLICATION INFORMATION

A site plan is attached

Article 5.10: FEES

The required application fee, as detailed in the policy, will be paid upon submission of this application.

Article 5.11: TIME-LIMITED APPROVAL

I acknowledge that approval is limited to 12 months and will submit renewal applications annually, ensuring all required documentation and evidence of effective management is provided.

Article 5.12: COMPLIANCE WITH FURTHER REQUIREMENTS 2323

The property is registered under the Short-Term Rental Accommodation Act 2024. The registration number (STRA65250YYRZX1H) is displayed on our advertisement and will be displayed on our property signage.

No food preparation services are offered to guests, thus exempting the property from food business registration requirements.

HISTORY OF PROPERTY

This property was rented out in 2011 full time till 2020 with Ray White and then in 2021 to 2023 under Dongara Holiday Homes. In 2023 to current time has been self managed through Airbnb.

Should you require additional information or clarification, please do not hesitate to contact me on 0417937521 or georgepeters1949@gmail.com

Thank you for considering this application.

Yours sincerely

Peter Neal
Property Owner / Manager



Author:

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