
LPP 7 – Local Planning Policy 7 – Short-Term Accommodation

1. Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). This Policy may be cited as Local Planning Policy 7 Short-term Accommodation.

2. Purpose

The purpose of this policy is to provide guidance on the appropriate location, scale, use and management of short-term accommodation in the Shire.

3. Objectives

Short-term accommodation is located and managed to prevent adverse impacts upon the amenity of surrounding areas by way of noise, traffic and visual quality.

4. Application of this Policy

This policy applies throughout the district and is relevant to proposals for the following land uses:

- Holiday accommodation
- Holiday house
- Bed and breakfast

The Zoning Table of the Shire of Waroona Town Planning Scheme No. 7 designates which zones these types of land uses can be permitted.

5. Provisions

Property Management

- a. A property management plan is to be prepared for an application for short-term accommodation that addresses the following:
 - Contact information of responsible property manager;
 - Role and duties of the property manager;
 - Details of reservation arrangements;
 - Code of conduct containing information on maximum number of guests, waste disposal, parking, noise restrictions, guest behaviour and termination of accommodation.
 - Emergency contact numbers;
 - Emergency information
 - Bushfire evacuation route for internal house fire with designated muster point
 - Emergency information and a site map that provides advice on what to do in the event of a bushfire if the property is within Preston Beach or is otherwise within a bushfire prone area.

Note: An example property management plan is at Appendix 1.

- b. The property manager contact details, code of conduct and bushfire and emergency information shall be displayed in a prominent location inside the holiday house so that guests have convenient access to it.

- c. The roles and responsibilities of the property manager and code of conduct shall be made available to all nearby residents so these residents have the contact information of the property manager and are able to make a complaint.
- d. Current electrical certificate for smoke alarms is to be provided with an application.
- e. No car parking is permitted off site, including the verge. All car parking must be contained on site and there must be sufficient space on site to accommodate a minimum of one vehicle per bedroom.
- f. The maximum number of guests is restricted to 2 per room available for short-term accommodation.
- g. No person is permitted to either continuously or from time to time stay in the short-term accommodation for a period totalling more than 3 months in any 12 months period.
- h. The property manager must be based within a 1-hour drive of the site in order to attend to issues quickly and be available to answer complaints at all times.
- i. The short-term accommodation shall not cause a nuisance to the amenity of the neighbourhood.

Bushfire Protection

Note: These provisions apply to proposals on land within a bushfire prone area.

- j. A bushfire attack level assessment may be required to be prepared by a qualified consultant to ascertain the level of bushfire threat to the dwelling on the property. Depending on the circumstances, a bushfire management plan and/or an emergency evacuation plan may also be required to be prepared to accompany the bushfire attack level assessment.
- k. Proposed short-term accommodation that entails a bushfire attack level rating of BAL-40 or higher may not be considered appropriate for use as short-term accommodation, dependant on whether the associated bushfire management plan can meet the bushfire protection criteria set out in the Western Australian Planning Commission's *Guidelines for Planning in Bushfire Prone Areas*.

6. Definitions

Bed and breakfast means a dwelling –

- (a) used by a resident of dwelling to provide short-term accommodation, including breakfast, on a commercial basis for not more than 4 adult persons or one family; and
- (b) containing not more than 2 guest bedrooms

Bushfire prone area means an area that has been designated by the Fire and Emergency Services Commissioner under s.18P of the *Fire and Emergency Services Act 1998* as an area that is subject or likely to be subject to bushfires. Such areas are identified on the *Map of Bush Fire Prone Areas* and can be found on the Department of Fire and Emergency Services website.

Holiday accommodation means 2 or more dwellings on one lot used to provide short-term accommodation for persons other than the owner of the lot.

Holiday house means a single dwelling on one lot used to provide short-term accommodation but does not include a bed and breakfast.

Short-term accommodation means temporary accommodation provided either continuously or from time to time with no guest accommodated for periods totalling more than 3 months in any 12 month period.

Division	Infrastructure and Development				
Policy Number	LPP 7				
Contact Officer	Coordinator Regulatory and Development Services				
Related Legislation	Planning and Development Act 2005 Planning and Development (Local Planning Schemes) Regulations 2015				
Related Shire Documents	Nil				
Risk Rating	Medium	Review Frequency	Every 5 years	Next Review	2029
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Amendments		
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22/06/2021	Updated as part of major review and reformatted.	OCM21/06/071
01/02/2024	Updated as part of major review and reformatted.	OCMXXX
Previous Policies		
PR012 – Holiday Houses		