



LOCAL PLANNING POLICY: SHORT TERM ACCOMMODATION

PURPOSE

- To encourage good quality, well managed short-term accommodation for use by visitors that does not compromise the amenity of residential areas or nearby residents.
- To provide guidance and development provisions for operators seeking to establish short-term accommodation within the Shire of Beverley.
- To establish a clear framework for the assessment and determination of applications for short-term accommodation.

1. AUTHORITY TO PREPARE AND ADOPT A LOCAL PLANNING POLICY

This Policy has been prepared in accordance with Schedule 2, Part 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* which allows the local government to prepare local planning policies relating to planning and development within the Scheme area.

2. APPLICATION

This policy applies to all Bed & Breakfast, Guest House, Holiday House and Holiday Accommodation uses in all zones.

3. STATEMENT

The Shire of Beverley supports diversity of accommodation types to facilitate tourism and other activities within its district. In considering applications for short-term accommodation, Council will take into consideration the siting, design and management of the short-term accommodation to ensure such accommodations are compatible with, and avoid adverse impacts on, the amenity of adjoining and surrounding areas.

4. DETAILS

4.1 GENERAL REQUIREMENTS FOR ALL SHORT-TERM ACCOMMODATION

4.1.1 CAR PARKING

Car parking bays are to be provided in accordance with Table 6 in Shire of Beverley Local Planning Scheme No. 3, as well as in accordance with the following:

For Guest House, Holiday House and Holiday Accommodation Land Uses, in accordance with the R-Codes clause 5.3.3 where the R-Codes apply.

On-site car parking is to be designed and vehicular access provided in accordance with the R-Codes where they apply.



Where the provisions of the *'Residential'* zone are applicable, the short-term accommodation must not require the provision of car parking bays in a manner that would detract from the residential appearance of the dwelling or dominate the streetscape.

4.1.2 MANAGEMENT PLAN

- a. A management plan is required to be submitted at the time of lodging a development application for short-term accommodation. The requirement for the operation of the short-term accommodation in accordance with the management plan will be included as a condition of any development approval issued.
- b. The management plan is to include, but not be limited to the following matters:
 - i. a code of conduct detailing the expected behaviour and obligations of guests. The code of conduct shall be displayed in a prominent position within the premises;
 - ii. management of complaints, in the form of a Complaints Management Procedure (which must include the provision of the short-term accommodation owners/managing agents contact telephone number for adjoining neighbours);
 - iii. control of anti-social behaviour and the potential conflict between guests and permanent residents of the area, detailing the expected behaviour of guests and control of noise;
 - iv. details regarding guest check-in and check-out procedures;
 - v. management of car parking;
 - vi. details regarding waste management which must include specifying the expectations on guests with regard to general rubbish and bin collection (if applicable).

4.1.3 GUEST REGISTER

- a. A register of all persons occupying the short-term accommodation is required to be kept on the premises of the short-term accommodation or at such other place as agreed by the Shire, and shall be open to inspection on demand by an authorised Shire Officer.
- b. The register shall:
 - i. show the name and address of every occupant staying within the accommodation and the unit occupied; and
 - ii. include the date of arrival and date of departure of the occupants of the accommodation.

4.1.4 SIGNAGE

Any signage associated with short-term accommodation is to be in accordance with the Shire of Beverley Signage Policy.

4.1.5 APPLICATION INFORMATION

- a. In addition to the management plan referred to above and the normal development application submission requirements, the following additional



information is required to be submitted with an application for development approval for short-term accommodation:

- i. justification as to how and why the proposed accommodation will be compatible with the adjoining area and is consistent with the objectives of this Policy.

4.1.6 PUBLIC CONSULTATION

For proposals where the provisions of the '*Residential*' zone apply, development applications for new short-term accommodation, or applications where the existing use is proposed to be intensified, will be advertised for public comment for a minimum period of 14 days by way of letters to adjoining and nearby landowners.

4.2 DEVELOPMENT REQUIREMENTS FOR A BED & BREAKFAST

- a. The owner/resident of the accommodation must reside on-site at all times while the Bed & Breakfast accommodation is in operation.
- b. Meals may only be provided for Bed & Breakfast accommodation guests.

4.3 DEVELOPMENT REQUIREMENTS FOR A HOLIDAY HOUSE

- a. Development applications for a holiday house within an existing dwelling will be processed as a change of use.
- b. Development applications for a purpose-built holiday house are required to meet the relevant single house requirements of the Residential Design Codes.

4.4 DEVELOPMENT REQUIREMENTS FOR HOLIDAY ACCOMMODATION

- a. Development applications for holiday accommodation within existing grouped or multiple dwelling developments will be processed as a change of use.
- b. Development applications for purpose-built holiday accommodation are required to meet the relevant grouped or multiple dwelling development requirements of the Residential Design Codes.