Shire of Exmouth
INFORMATION

Holiday House and Holiday Accommodation

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

'*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.

These uses require development approval and can be considered in the following zones:

Land Use	Residential Zone *(except Skipjack Circle Subdivision) map attached*	Tourism	Rural Residential	Rural	Some Special Use Zones
Holiday Accommodation	✓	✓	X	✓	✓
Holiday House	✓	✓	✓	✓	✓

Provisions that apply to these uses include the following:

See Local Planning Scheme 4 (LPS4) cl 4.17 for a comprehensive list of requirements

- ☐ Maximum of one (1) sign not more than 0.2 m^2 in area.
- ☐ To be managed by local caretaker manager, living and readily contactable within 10 minutes of the property.
- ☐ Provide at least two (2) rubbish bins.
- ☐ The maximum occupancy is not to exceed 12 persons (subject to occupancy rates outlined in LPS4 cl 4.17.2).

What is required to submit the application:

- ☐ Completed Development Application form, signed by the owner/s of the land.
- ☐ Current copy of the Certificate of Title (could be ordered from the Shire at $32.60 search fee).
- ☐ Accurate site plan to a recognised scale showing all existing buildings/structures on the property and access to the property, allocated parking spaces*, number and location of rubbish bins (at least two bins).
- ☐ Floor plan to a recognised scale (showing length, width & ceiling heights of each room).
- ☐ Emergency response plan (a floor plan showing fire escape route maps, location of a fire extinguisher, fire blanket, emergency lighting, emergency contacts and outside meeting place).
- ☐ Management Statement (should include information on operation management, rubbish collection, occupier's code of conduct and maintenance, emergency contacts, security and occupant rules).
- ☐ A Bushfire Management Plan may be required, depending on the location and number of accommodation units. Please check with our staff prior to lodging your application.
- ☐ Payment of the relevant fee ($295).

***** *The following car parking applies:*

- *One (1) space per 4 guests, must be displayed to scale of the following dimensions: 2.4m wide by 5.4m long.*
- *A maximum of five (5) spaces per dwelling which includes trailers. (note this is only if there is adequate space on the lot for five spaces).*
- *Car parking is required to be fully within the property boundaries.*

Approval Process

Once a complete development application has been received by the Shire it is likely to be advertised for a minimum of 14 days in accordance with *the Planning and Development Regulations 2015*. Council will have regard to the comments of adjoining property owners prior to determining the development application.

The statutory timeframe for the assessment is within 90 days (including advertising period).

Any approval granted is limited to a period of one (1) year, renewed by way of further annual application prior to expiry to allow continuous operation.

Renewal of Approvals

Any approval granted is limited to a period of one (1) year, renewed by way of further annual application prior to expiry to allow continuous operation.

If the Shire has received complaints regarding the short stay use, a further approval may not be granted.

NOTE:
The Shire must be further notified on any changes to the property, management/caretakers, etc. that might affect the use.

Attachment – Skipjack Circle Subdivision is highlighted in colour



The information provided above is a basic guide only. Local Planning Scheme No.4 is available at the Shire offices or online on www.exmouth.wa.gov.au. Should you require further information, please do not hesitate to contact the Shire's Planning Department on (08) 9949 3000. 1 March 2022.