Shire of Coolgardie
Local Planning Policy –
Unhosted Short-Term Rental Accommodation

Purpose: To set out when development approval is needed to use a dwelling as Unhosted Short-Term Rental Accommodation, and how applications will be assessed

Statutory: Shire of Coolgardie Local Planning Scheme No 5
Planning and Development Act 2005
Planning and Development (Local Planning Schemes) Regulations 2015
Short-Term Rental Accommodation Act 2024

Policy Objectives:

The objectives of the Unhosted Short-Term Rental Accommodation Local Planning Policy are:

- To make it easy for residents to let their home to visitors for short periods, such as while they are away
- To support tourism in Coolgardie, Kambalda and the wider Shire by allowing a range of visitor accommodation
- To protect the amenity of neighbours from noise, parking and other impacts
- To help keep enough housing available for people who live and work in the Shire
- To make sure Unhosted STRA is safe, properly serviced and well managed

Definitions

Terms have the meaning given in the Regulations and the Scheme. In summary:

- ***Short-Term Rental Accommodation (STRA):*** a dwelling, or part of a dwelling, let to paying guests for stays of no more than three months in total in a 12-month period
- ***Hosted STRA:*** STRA where the owner or occupier lives in the dwelling, or in another dwelling on the same lot, during the stay
- ***Unhosted STRA:*** a dwelling used for STRA for 12 people or fewer per night, where the owner or occupier does not live in the dwelling
- ***Manager:*** the owner, or a person or agent appointed by the owner, who is responsible for the day-to-day running of the Unhosted STRA and for responding to complaints
- ***Relevant 12-month period:*** the 12 months starting on the date the property is registered on the State STRA Register

Application of Policy:

1. This policy is prepared under Part 2 of the deemed provisions in Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations). It applies to all land within the Shire covered by Local Planning Scheme No. 5 (the Scheme).
2. This policy supports Scheme Amendment No. 8, which replaces the former 'bed and breakfast' and 'holiday house' uses with the new land uses of Hosted STRA and Unhosted STRA. It also replaces 'holiday accommodation', 'motel', 'serviced apartment' and 'tourist development' with 'tourist and visitor accommodation'.
3. This policy does not apply to:
    a. Hosted STRA, which is exempt from development approval across Western Australia;

b. tourist and visitor accommodation, hotels, caravan parks, road houses or workforce accommodation, which are assessed under the Scheme;
c. a building accommodating more than 12 people per night, which is tourist and visitor accommodation rather than Unhosted STRA; or
d. land in the Settlement zone.

Policy Provisions:

When development approval is required

1. Development approval is required to use a dwelling as Unhosted STRA in **every** zone where the use can be approved. The table below shows how Unhosted STRA is treated in each zone under the Scheme, as amended by Amendment No. 8.

Zone	*Permissibility*	*What this means*
Residential	A	Approval required. The application will be advertised before a decision is made.
Rural Residential	A	Approval required. The application will be advertised before a decision is made.
Commercial	D	Approval required. Advertising is at the Shire's discretion.
Rural Townsite	D	Approval required. Advertising is at the Shire's discretion.
Rural	D	Approval required. Advertising is at the Shire's discretion.
Light Industry	X	Not permitted.
General Industry	X	Not permitted.

2. Despite provision 1, development approval is not required where all of the following apply:
   a. the dwelling is used as Unhosted STRA for 90 nights or less in the relevant 12-month period;
   b. the dwelling is lawfully approved as a dwelling;
   c. the dwelling is in a zone where Unhosted STRA is an 'A' or 'D' use under the Scheme; and
   d. the property is registered on the State STRA Register.
3. Owners should obtain development approval before taking bookings.
4. An existing valid approval for a 'holiday house' or 'bed and breakfast' continues to apply under its conditions. The owner does not need to reapply until the approval expires or the use changes.

Location

5. Unhosted STRA is generally supported in the Commercial and Rural Townsite zones, where it is compatible with tourism and town centre uses in Coolgardie and Kambalda.
6. In the Residential and Rural Residential zones, the Shire will consider the likely impact on neighbours, having regard to submissions received during advertising.

7. In the Rural zone and on rural residential lots, the Shire will consider whether the site has safe, all-weather access and is suitable for visitors unfamiliar with the area.

Occupancy

8. No more than **12 guests** may stay at one time.
9. Guest numbers should suit the size of the dwelling. As a guide, no more than two guests per bedroom.

Parking

10. All guest vehicles must be parked on site. At least one bay per two bedrooms should be provided.
11. Guests **must not** park on verges or the street.

Servicing

12. Where the dwelling is not on reticulated sewer or scheme water, the applicant must demonstrate that the septic system and water supply can cope with the proposed number of guests.
13. Waste / rubbish must be stored out of view and removed regularly. Where there is no kerbside collection, the Manager must arrange removal.

Bushfire

14. Unhosted STRA in a designated bushfire prone area must address State Planning Policy 3.7 *Bushfire*, including a bushfire emergency plan for guests.

Management

15. A Manager must be contactable 24 hours a day and able to attend the property within one hour if needed.
16. The Manager's contact details must be given to adjoining neighbours and displayed inside the dwelling.
17. A code of conduct covering noise, parking, rubbish and pets must be displayed inside the dwelling and given to guests when they book.

Signage

18. One small sign, no larger than 0.2m², may be displayed to identify the property.

Variations of Provisions:

Variations to the above policy provisions can be considered acceptable where there are no adverse amenity impacts on neighbouring properties or the locality.

When assessing variations, the Local Government may refer the application to neighbours for comment. Variations shall be determined in accordance with the purpose, objectives and other relevant provisions of this policy.

Application Requirements:

Planning Approval

When applying for Planning Approval, the following information must be submitted. The Shire will not accept an application as complete until these are provided.

1. A signed development application form, signed by all landowners, and payment of the appropriate fee.
2. A current copy of the certificate of title.

3. A site plan showing the dwelling, lot boundaries, parking bays, bin storage and any outdoor areas guests will use.
4. A floor plan showing the number and use of rooms, including bedrooms.
5. A management plan setting out the Manager's name and 24-hour contact number, maximum guest numbers, check-in and check-out arrangements, how complaints will be handled, rubbish collection, and the code of conduct.
6. Where the site is not connected to scheme water or sewer, details of the water supply and effluent disposal system and its capacity.
7. Where the site is in a designated bushfire prone area, a Bushfire Attack Level assessment and bushfire emergency plan for guests.
8. Where the dwelling is strata titled, written support from the strata company.
9. A copy of any earlier 'holiday house' or 'bed and breakfast' approval, where one exists.

The Shire may ask for other information needed to assess the application.

Consultation and Determination:

1. Applications in the Residential and Rural Residential zones ('A' use) will be advertised to adjoining landowners and occupiers for at least 14 days under clause 64 of the deemed provisions. Applications in other zones ('D' use) may be advertised where the Shire considers neighbours could be affected.
2. The Shire may grant an initial approval for a limited period, such as two years. This allows the Shire to monitor how the use operates before a longer approval is considered.
3. Conditions may be imposed on guest numbers, parking, management and the time limit of the approval.
4. Where the Shire receives substantiated complaints, it will take this into account when deciding any renewal application.

Other Requirements:

State STRA Register

1. All STRA, hosted or unhosted, must be registered on the State STRA Register under the *Short-Term Rental Accommodation Act 2024*. Registration is separate from, and does not replace, development approval.
2. Using a dwelling as Unhosted STRA without a required approval is an offence under the *Planning and Development Act 2005*. It may also lead to suspension from the State STRA Register.