Planning and Sustainability
Local Planning Policy 4.22 - UNHOSTED SHORT-TERM RENTAL ACCOMMODATION

1.0 CITATION

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This policy may be cited as Local Planning Policy (LPP) 4.22 – Unhosted Short-Term Rental Accommodation

2.0 INTRODUCTION

The City of Wanneroo supports a variety of accommodation options to facilitate tourism and visitation for a diverse range of activities within its boundaries. The purpose of this policy is to ensure that short term rental accommodation is appropriately located, designed and managed to ensure that it does not adversely impact the amenity of the area and the nearby residents.

3.0 OBJECTIVES

The objectives of this Policy are to:

1) Encourage well designed and managed short term rental accommodation for use by a diverse range of visitors (including leisure, business, family, education or medical) that does not compromise the amenity of residential areas or nearby residents (e.g. noise, traffic and parking, proximity of outdoor living areas to surrounding residential properties, etc).

2) Encourage short-term rental accommodation in areas with good access to local services, or visitor amenities and is compatible with the surrounding area.

3) Provide guidance and development provisions for operators seeking to establish short term rental accommodation within the City of Wanneroo.

4) Establish a clear framework for the assessment and determination of applications for short term rental accommodation.

5) To encourage unhosted short-term rental accommodation operators to consider emergency procedures and options for the evacuation of visitors in the event of natural disasters (e.g. bushfire).

4.0 APPLICATION OF THIS POLICY

This policy should be read in conjunction with the development standards and requirements of the latest gazetted version of District Planning Scheme No. 2 and/or the Residential Design Codes. This policy applies to applications which propose unhosted short term rental accommodation intending to operate for a period greater than 90 days in a 12 month period.

The policy does not apply to the following short term rental accommodation:

- Unhosted short-term rental accommodation intending to operate for a period of 90 days or less in a 12 month period; or
- Hosted short-term rental accommodation.

5.0 POLICY PROVISIONS

1. Built Form

a. Unhosted short-term rental accommodation proposed where a density code applies shall be assessed under the Residential Design Codes.

b. Unhosted short-term rental accommodation proposed where no density code applies shall be assessed under the provisions of the District Planning Scheme No. 2. The City of Wanneroo may also consider it appropriate to apply relevant design elements of the Residential Design Codes to ensure that the development is compatible and consistent with the locality.

2. Car Parking

a. Car parking bays are to be provided on-site and in accordance with the Car Parking Standards in accordance with the City's District Planning Scheme No. 2.

b. All car parking must be designed and constructed in accordance with the relevant Australian Standards and will not be supported within the verge or road reserve. Car parking must also not impede on vehicle manoeuvring, sightlines or the streetscape.

3. Management Plan

a. A Management Plan is required to be submitted at the time of lodging a development application for unhosted short-term rental accommodation (Refer to Appendix 1). The Management Plan must include the following:

i. The maximum number of guests to be accommodated. This should also include information as to whether pets, or non-registered guests are permitted on the premises and how this will be managed;

ii. Details the minimum night stay and check-in and check-out procedures;

iii. Details regarding the expected behavior and obligations of guests, including the control of noise. This should include a complaints management procedure, which provides a contact telephone number for the owners/managing agents for the property. This number shall also be provided to immediately surrounding neighbours;

iv. A code of conduct for guests, which is displayed on site at all times. This code of conduct shall detail the expected behavior and obligations of guests during their stay, and outline consequences of non-compliance;

v. Details of how guests will be informed of the requirements for parking;

vi. Details regarding waste management. This should detail the expectations of guests with regards to general rubbish and bin collection;

vii. Bushfire mitigation and emergency evacuation measures (where relevant);

viii. Compliance with Strata By-Laws (if applicable); and

ix. Any other matter considered relevant to the application by the City.

b. Short-term rental accommodation is required to operate in accordance with a Management Plan, and this shall be included as a condition on any development approval. Non-compliance with the measures specified in an approved Management Plan will constitute a breach of a development approval. Non-compliance will be pursued in accordance with the City's Local Planning Policy 4.14: Compliance.

4. Servicing

a. Development should be connected to reticulated sewerage or serviced by an approved on-site effluent disposal system with adequate capacity for the proposed number of occupants.

b. Development should be connected to a reticulated potable water supply or provided with a rainwater tank with adequate capacity for its exclusive use.

5. Additional Information

Justification through a covering letter is required to be submitted with the development application detailing the following:

- How the proposal is compatible with the local area; and
- How the proposal meets the objectives of this Policy.

6. Approval Period

Where the use of a residential dwelling is proposed to be changed to short-term rental accommodation, any approval will be time limited to a 12 month period.

Following an 12 month period, a new development application will be required for the renewal of the approval of the unhosted short-term rental accommodation. This application is to be submitted as an application to amend development approval. As part of considering a renewal, the City will give regard to any history of complaints against the use, as well as the operation and management of the unhosted short-term rental accommodation in accordance with the conditions of its development approval. Should a subsequent approval be granted, this may be for a further time limited period or an unlimited period at the discretion of the City.

7. Signage

Any signage for the unhosted short-term rental accommodation shall be limited to one wall sign which does not exceed 0.2m^2 in area.

8. Public Consultation

Applications for unhosted short-term rental accommodation will be advertised for public comment by the City, in accordance with the requirements of Clause 64 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

DEFINITIONS

- **"Hosted Short-Term Rental Accommodation"** as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means any of the following:

    a) short-term rental accommodation where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the same dwelling during the short-term rental arrangement;
    b) short-term rental accommodation that is an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the other dwelling on the same lot, resides at that other dwelling during the short-term rental arrangement;
    c) short-term rental accommodation that is a dwelling on the same lot as an ancillary dwelling where the owner or occupier, or an agent of the owner or occupier who ordinarily resides at the dwelling, resides at the ancillary dwelling during the short-term rental arrangement.

- **"Short-Term Rental Accommodation"** as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015:*
    a) means a dwelling provided, on a commercial basis, for occupation under a short-term rental arrangement; but
    b) does not include a dwelling that is, or is part of, any of the following —
        (i) an aged care facility as defined in *the Land Tax Assessment Act 2002* section 38A(1);
        (ii) a caravan park;
        (iii) a lodging-house as defined in *the Health (Miscellaneous Provisions) Act 1911* section 3(1);
        (iv) a park home park;
        (v) a retirement village as defined in the *Retirement Villages Act 1992* section 3(1);
        (vi) workforce accommodation;

- "**Short-Term Rental Arrangement"** as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means an arrangement under which
    a) a dwelling, or part of a dwelling, is provided for occupation by a person; and
    b) the person occupies the dwelling, or part of the dwelling, for a period or periods not exceeding a total of 3 months in any 12-month period;

- **"Unhosted Short-Term Rental Accommodation"** as defined by the *Planning and Development (Local Planning Schemes) Regulations 2015* means short-term rental accommodation that –
    a) is not hosted short-term rental accommodation; and
    b) accommodates a maximum of 12 people per night.

Owner	Planning and Sustainability	**Document Reference**	26/96273
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VERSION	**DECISION TO ADOPT/AMEND**		
1 - 26/5793	Council Resolution to Adopt on 24 February 2026 (PS03-02/26)		

APPENDIX 1: MANAGEMENT PLAN TEMPLATE

UNHOSTED SHORT-TERM RENTAL ACCOMMODATION MANAGEMENT PLAN

Address

Date

1. **Background**
   Provide property address and overview of the short-term rental accommodation you wish to conduct.

2. **Manager Details**
   Name and contact details of the owner, manager and any other personnel in relation to the short-term rental accommodation, including their direct phone numbers and email address. This should also detail the proximity of the property manager or owner's place of residence to the short-term rental accommodation and availability to respond to any issues that may arise.

3. **Check In and Check Out Procedure**
   Detail check in and check out times and procedure.

4. **Number of Guests**
   Detail maximum number of guests permitted to stay and reside overnight and clearly outline procedures associated with visitors who do not stay overnight.

5. **Complaints Management**
   Outline management measures for the control of noise and other disturbances, including appropriate use of outdoor areas and pools. This may include providing guests with a code of conduct and should include a complaints procedure for both neighbours and occupants, a resolution procedure and timeframe. Contact details will need to be provided to nearby properties.

6. **Parking**
   Details regarding where designated car parking is located, the manner in which guests must park, and how the guests will be notified of the parking locations (e.g. detailed in the code of conduct or booking platform). This should include a site plan clearly depicting the location of the parking bays.

7. **Maintenance and Waste Disposal**
   Detail maintenance of the property, gardens, waste disposal, cleaning schedule, etc, including any bushfire mitigation measures.

8. **Code of Conduct**
   Provide a copy of the code of conduct that will be kept on-site at all times. The code of conduct must generally contain the information in the below headings to demonstrate that the site can be adequately managed.

   8.1 General Requirements
   General requirements occupants must adhere to, including check in/check out procedures.

8.2 Behaviour, Noise and Residential Amenity

Expected behaviour and noise requirements for guests.

8.3 Visitors and Pets

Will visitors other than those who have booked and are residing overnight or pets able to stay or visit the property? Include any management measures.

8.4 Gathering or Functions

Are gathering or functions allowed at the property? Include any management measures.

8.5 Pool and/or Spa

Is the use of the pool or spa allowed at the property (if applicable) and what are the rules to using the pool or spa?

8.6 Parking

How much and where parking is provided for guests? Noting that parking on verges and streets are not supported.

8.7 Garbage and Recycling

How will rubbish be disposed of and bin collection.

8.8 Compliance

How will breaches of this code of conduct be dealt with?

8.9 Emergency Evacuation Plan

Emergency evacuation plan for visitors in the event of a bushfire, applicable if the property is in a bushfire prone area. This should include a map of the area, provide advice on what to do in the event of a bushfire, identifies the subject property, access routes and suitable evacuation destinations.