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APPLICATION & MANAGEMENT PLAN.
RENEWAL: SHORT TERM ACCOMMODATION

UNIT 18/7 PEACH STREET NORTH PERTH

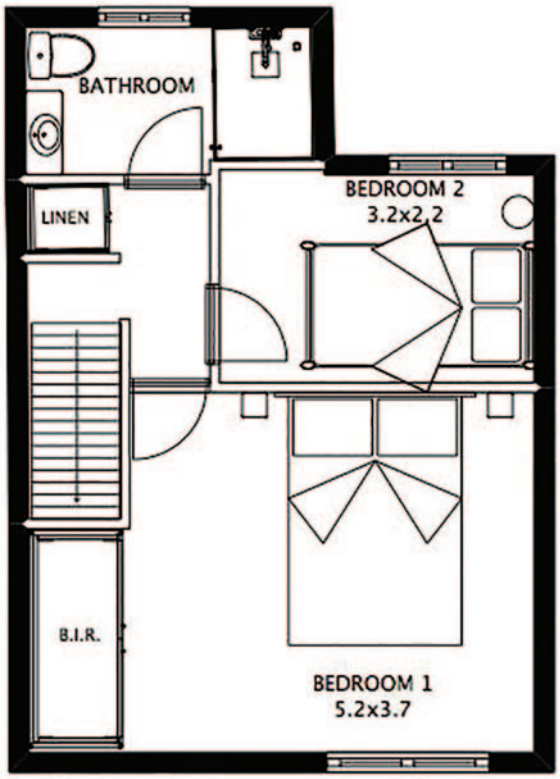
Prepared for: The City of Vincent. October 2026



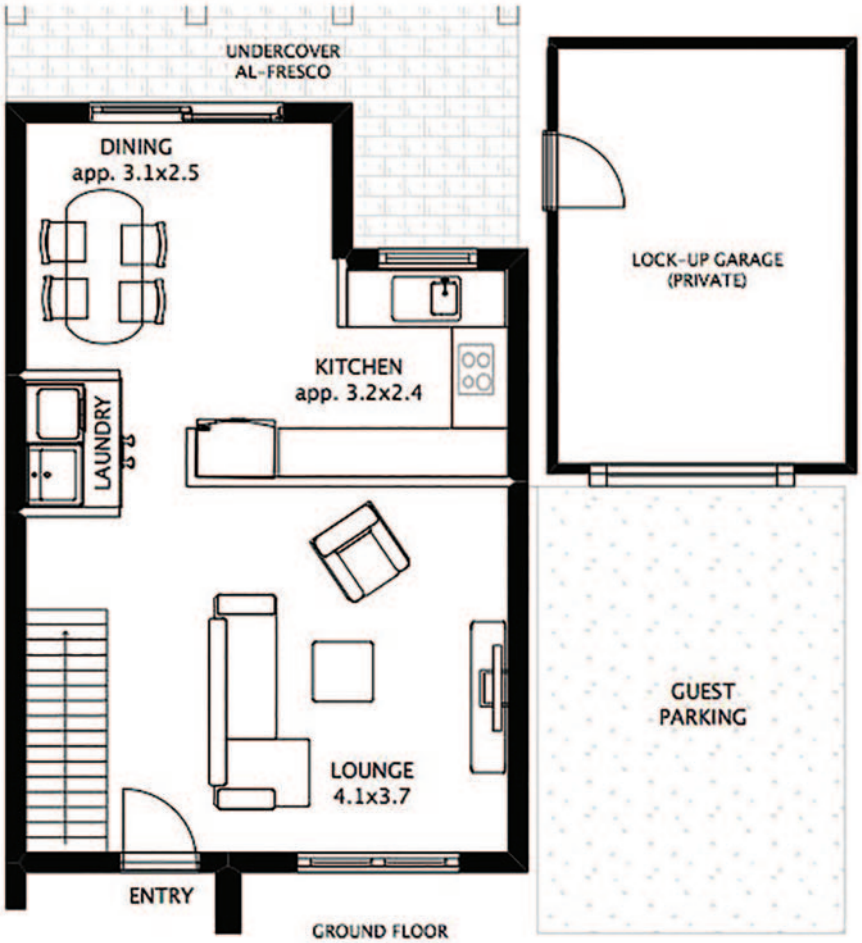
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1ST FLOOR



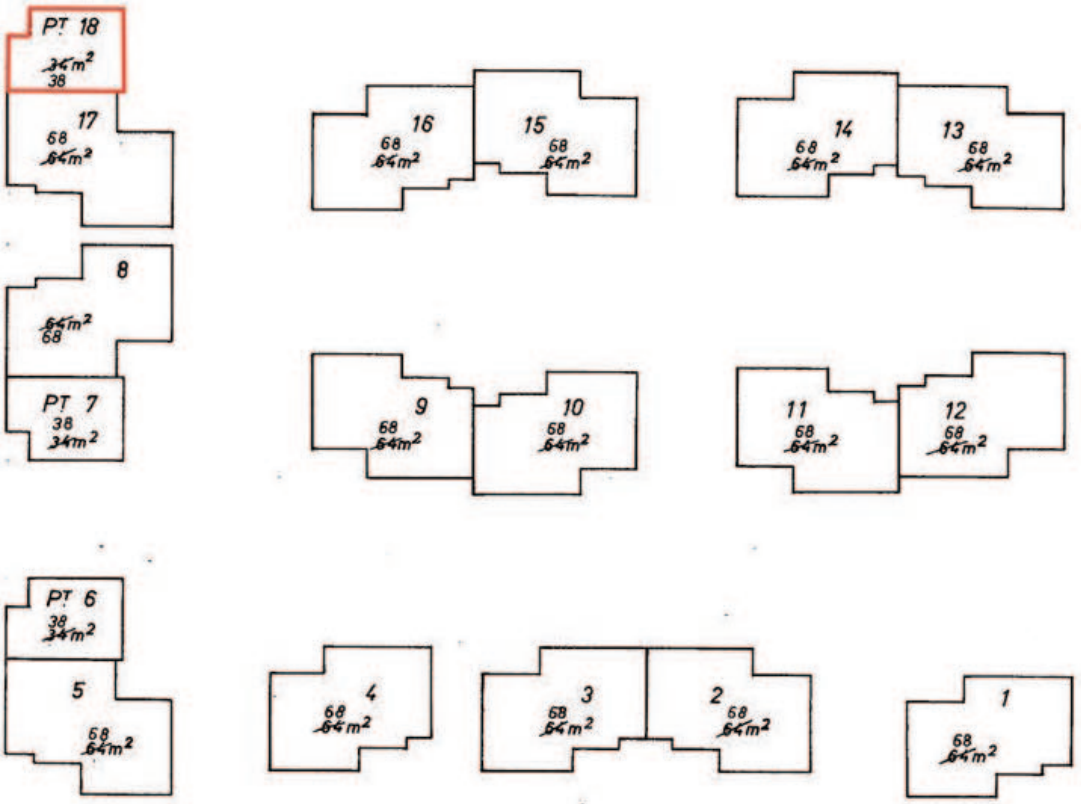
GROUND FLOOR

U18, 7 PEACH STREET,
NORTH PERTH

STRATA PLAN No. 8754

GROUND FLOOR





FOR OTHER PART OF LOTS 6, 7, 18 SEE SHEET 2.

AREAS OF LOTS AMENDED

SCALE 1 : 400

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD

DATE ..... CHAIRMAN

LOCAL AUTHORITY City of Perth

DATE 21 DEC 19[illegible] SHIRE TOWN CLERK

C.A. 4

SHEET No. 2 OF 2 SHEETS

STRATA PLAN No. 8754

FIRST **FLOOR**



PT 18
~~24~~ 37 m²

PT 7
~~34~~ 37 m²

PT 6
~~24~~ 37 m²

FOR OTHER PART OF LOTS SEE SHEET 1.

SCALE 1 : 400

AREAS OF LOTS AMENDED
Z David.

APPROVED

FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD

DATE ... 1985 CHAIRMAN

LOCAL AUTHORITY City of Perth

DATE 20 FEB 1985 SHIRE/TOWN CLERK

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MANAGEMENT PLAN
PROPERTY DESCRIPTION/USE

Unit 18/7 Peach Street North Perth is a 2 bedroom, 1 bathroom townhouse with open plan living/dining and kitchen and an alfresco area which is not accessible to guests.

Maximum guests per booking: 2

Minimum Booking: 3 nights.

Maximum Booking: 90 nights.

Parking: 1 vehicle in a designated parking bay in front of the locked garage (used by the owner)

The location is close to main roads with public transport, a supermarket, cafes, a hotel, restaurants and Hyde Park.

This location will appeal to tourists and business travellers because of facilities in the area and proximity to the CBD.



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MANAGEMENT PLAN
INTRODUCTION

This Short-Term Accommodation Management Plan has been prepared to demonstrate to the City of Vincent that if approval is granted to continue offering Short-Term accommodation the property will be professionally managed according to the current, approved Management Plan.

A noise detector has been installed in the living area and a wifi camera has been installed on the front door.

The noise monitor sends an alert to the host, but the pre-set level has never been exceeded.

The door camera records any movement at the front door and to date only approved guests have entered the property.



MANAGEMENT PLAN
COMPLAINTS MANAGEMENT

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Complaints Register

Will be maintained by the manager and be available for inspection by an authorised Council Officer.

The complaints register will contain the following information:

1: The date and time of the complaint;
2: The name and address of the complainant;
3: The nature of the complaint;
4: Investigations carried out;
5: Action taken; and
6: Response provided to complainant.

Neighbours will be provided with information relating to the complaints management procedure, guest's code of conduct and contact details for the host and owner.

Complaints are divided into two categories:

Level 1: Complaint (minor noise disturbance and/or complaint)

In the event of a Level 1 complaint the following procedure is to be adopted:

1: The neighbour is encouraged to contact the manager;

3: The manager will contact the guests to advise them of the complaint and remind them of their obligations under the Code of Conduct.

4: If the issue is not resolved and a further complaint is received within 12 hours, the Manager or an appointed security firm will attend the property and the guests can be evicted in accordance with the Code of Conduct.

Level 2 Complaint (major noise disturbance)

Guests are encouraged to enjoy their time on the property, but as specified in the Code of Conduct, social gatherings are not permitted and a 'no visitor' policy applies.

If a Level 2 complaint is received, the following procedure is to be adopted:

1: The manager or security firm will attend the premises within one hour of the complaint to verify if this is a major noise disturbance or social gathering.

2: If the complaint is verified as a Level 2 complaint, the guests will be evicted in accordance with the Code of Conduct.

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MANAGEMENT PLAN
CHECK-IN AND CHECK-OUT

Check-In

At the time of booking online, guests must review and agree to accept the house rules which specifically state:

1: No visitors. No social events.

2: Quiet house after 9.00 pm

Check-In from 3:00 pm - 9.00pm

Guests are provided with a code for keypad entry into the property.

If guests expect to arrive at the property after 9.00 pm they must advise the manager who can meet them to ensure noise is kept to a minimum.

Check-Out

Check-Out time is between 7:00am and 10:00 am on the day of departure, unless other arrangements have been made with the manager.

In the event that the manager grants approval for check-out before 7.00am, guests are to ensure that noise is kept to a minimum to avoid disturbing neighbours.



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MANAGEMENT PLAN
ON-SITE REGISTER / MAINTENANCE

On-site register.

A register of all occupants will be kept by the manager and be available for inspection by an authorised Council Officer, and shall contain:

1: The full names and usual place of residence of all occupants

2: The dates of arrival and departure of the occupants.

Maintenance.

Maintenance refers to both building maintenance and care of the gardens.

Maintenance will be managed by the manager.

Maintenance will preferably be performed at a time between occupancy unless it is urgent and requires attendance at time of occupancy.

Other than in the case of an emergency, any maintenance contractors or staff will be engaged to attend during normal business hours to minimise disruptions to neighbours.



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MANAGEMENT PLAN
GUEST GUIDE

A guide containing the following information shall be prepared for guests and kept in a folder on the premises:

1: Manager name and contact details.

2: Code of Conduct.

3: Procedure in the event of the house alarm activating.

4: Wi-Fi Device name and password.

5: Key lockbox code.

6: TV Information.

7: Air Conditioner operation.

8: Location of the first aid kit.

9: Extra towels and sheets.

10: Hot water systems operation.

11: Rubbish bin location and procedure for collection of rubbish bins.

12: Check-in time.

13: Check-out time.

14: Local restaurants and shopping.

15: Local parks and recreation services.

16: Other major attractions.

17: Important contact numbers.

18: Any other information as required.

Manager's Guide and Responsibilities.

A guide documenting tasks and processes will be retained by the Manager for the following:

1: General hosting (Including liaisons with clients, providers and Local Government);

2: Cleaning information between occupants;

3: Procedure for bin collection;

4: Laundry requirements;

5: Garden preventative maintenance; and

6: Building preventative maintenance.

The manager shall maintain:

The Register of Complaints as referred to in this Management Plan;

A register of all occupants referred to in this Management Plan.

MANAGEMENT PLAN
CODE OF CONDUCT FOR GUESTS

The Code of Conduct is provided at the property to ensure that guests know and comply with specific behaviour governing their permission to enter and occupy the property.

The Code of Conduct will be displayed in a conspicuous place in the property so that it can be easily viewed by guests.

General Principles

Short-Term Accommodation is a unique experience and the guiding principles of this Code of Conduct are:

1: Treat the property as if it is your own home.
2: Respect your neighbours.
3: Leave it in the appropriate condition as it was upon occupation.

General Requirements

1: Guests must comply with this Code of Conduct and instructions from the manager during their stay.

2: Guests must notify the manager of any disputes or complaints from neighbours as soon as practicable.

Noise and Residential Amenity

1: Guests must not create noise which is offensive or has the potential to create a nuisance to occupiers of neighbouring properties especially between 9pm and 7am Monday to Saturday and 9pm – 9am on Sunday and public holidays, during arrival and departure, and at any time throughout the occupancy.

2: Offensive noise is prohibited and may result in termination of permission to occupy the property, eviction, loss of rental paid and extra charges for security and other expenses, which may be deducted from the security deposit or bond under the terms and conditions.

3: Guests must not engage in any anti-social behaviour and must minimise their impact upon the residential amenity of the neighbours and the local community.

A noise monitor has been installed in the living area.

Visitors

1: A ‘no visitor’ policy applies. Guests are not to invite visitors to the property.

MANAGEMENT PLAN
CODE OF CONDUCT FOR GUESTS

Parking.

One vehicle in a dedicated parking bay.

The shared driveway must remain clear at all times.

Waste Management

Three bins are provided: 1 x general waste bin collected fortnightly; 1 x recycle bin collected fortnightly (on the alternate week); and 1 x Food Organics and Garden Organics bin (FOGO) bin collected weekly.

Instructions will be attached to the refrigerator in the kitchen and on the bins to enable guests to dispose of waste in the correct bins.

After each guest vacates, the cleaners check all bins. If waste has been placed in the incorrect bin they place it in the correct bin.

To ensure proper use of the FOGO bin, each unit has a kitchen caddy and a supply of certified compostable liners available for guests to be used during their stay.

Bins should not be placed on the verge before 12pm on the day before collection day.

The Manager is to check by 6pm on the evening prior to collection day that the bins have been placed on the verge. In the event that bins are not placed on the verge by 6pm on the evening prior to collection day, the Manger will place the bins on the verge.

The Manager is to check by 6pm on the day of collection that the bins have been brought onto the property and are not on the verge. In the event that bins are still on the verge at 6pm on the day of collection, the Manger will bring the bins back on the property.

MANAGEMENT PLAN
CODE OF CONDUCT FOR GUESTS

Security.

1: Whenever guests are absent from the property they must close and lock all windows and doors to maintain security and prevent rain and water damage.

2: At all other times, doors and windows should be secured as a general security measure.

3: The mains electricity RCD's (Residual Current Devices) are located in the property's meter box.

In the event of the house security alarm being accidentally activated, guests are to endeavour to stop the alarm sounding as soon as possible and advise the Manager of the incident.

Outdoor Areas.

The outdoor area is not accessible to guests. The access door from the townhouse will be locked and the key retained by the manager.

There are no other points to access the outdoor area except through the garage which is locked and not accessible to guests.

Smoking.

Smoking is not permitted within the residence.

Pets.

Pets are not permitted.

Motorcycles and Bicycles.

Motorbikes and bicycles are not permitted within the residence.

Damages and Breakages.

Any damage or breakages must be reported to the Manager.

Compliance.

1: Breach of the Code of Conduct is a breach of The Terms and Conditions of Contract and permission to occupy the property.

2: The owner and manager reserve the right, in accordance with the law, to terminate permission to occupy and to evict from the property guests who refuse to follow the Code of Conduct, or who cause a nuisance.