



# APPLICATION FOR ONGOING APPROVAL FOR SHORT-TERM ACCOMMODATION USE

1B Davy Street, Alfred Cove

March 2026

## **APPLICATION FOR ONGOING APPROVAL FOR SHORT TERM RENTAL ACCOMMODATION – 1B DAVY STREET, ALFRED COVE**

### **INTRODUCTION**

This submission seeks development approval from the City of Melville for the ongoing use of the property at 1B Davy Street, Alfred Cove as Short Term Rental Accommodation (STRA).

The property previously received development approval for STRA use for a period of 12 months. Over this period, the accommodation has operated successfully and in a manner consistent with the commitments made in the original application.

During the approval period:

- No complaints have been received from neighbouring residents, and we have conversed and interacted with a few neighbours when we have attended the property.
- No issues have been notified to us as raised directly with the City of Melville regarding guest behaviour or property management.
- The property has been actively managed by the owners in accordance with the Management Plan submitted with the original application.
- Guest occupancy limits, parking arrangements and house rules have been strictly maintained.

The operation of the short stay accommodation has therefore demonstrated that it can operate responsibly within the residential neighbourhood without adversely affecting surrounding residential amenity.

Based on the successful operation of the accommodation over the past 12 months, we respectfully request that the City of Melville consider granting ongoing development approval for the continued use of the property as Short Term Rental Accommodation.

All operational controls and management measures outlined in the original application and Management Plan will remain in place to ensure continued responsible operation of the property.

Property Address	1B Davy Street, Alfred Cove
Lot Size	451m <sup>2</sup>
Local Planning Scheme Zoning	R20
Landowners and Applicants	Simba Simon Ngoma and Tecla Tendai Ngoma
Proposed Development	Ongoing Use as Short-Term Accommodation

## PROPOSAL

The development applicant proposes ongoing use for Short-Term Accommodation at 1B Davy Street, Alfred Cove, which includes the following:

- A maximum occupancy of six (6) people, accommodated in the three (3) existing bedrooms.
- A maximum of three (3) car parking spaces, provided on-site in the garage / carport / parking area.
- Use of the outdoor area limited to between 7am to 10pm on any day, to mitigate potential late night noise disturbances to adjacent neighbours.
- A noise monitoring device at the dwelling, to ensure effective management of the property and to mitigate any potential noise and amenity impacts to surrounding neighbours.
- No parties permitted at the accommodation, no loud music, no stays of less than two nights, and all visitors are to be approved by the property manager.
- The Management Plan included demonstrates the guest screening and booking process, house rules/guest conduct, property management, and complaint handling.
- A Code of Conduct for all guests provided when booking and displayed at the accommodation.
- The property owners will personally manage all aspects of the accommodation ensuring contactability, quick response and actioning/approval of any behavioural or maintenance issues.
- All dwelling occupants would be carefully vetted by the property owners ensuring occupancy by small groups or families, similar to how the dwelling would be occupied if it were used as a permanent residential dwelling. The maximum number of people ensures that the property is not booked by large groups or parties.

We understand the importance of maintaining harmony within the neighbourhood. To ensure that our short-term rental is compatible with the local environment, we have carefully considered the impact of our operations on the surrounding community. We will adhere to all city regulations and guidelines, and we will actively engage with neighbours to address any concerns that may arise. Our goal is to be a positive presence in the neighbourhood and to contribute to its well-being.

The limitations set out in the Management Plan and Code of Conduct - including no parties, no loud music, no use of the outdoor area after 10pm, no visitors without management consent, and all parking on-site - place strict controls on the use of the dwelling to mitigate potential noise and disturbance to surrounding residents. In fact, these controls are more onerous than how a permanent residential dwelling within the area could be used.

**Refer to Attachment 2 - Management Plan.**

## ACCOMODATION AND GUEST MANAGEMENT

### 1. Property Management and Personal Touch

The property is managed directly by Tecla Ngoma and Simba Ngoma as owners of the property. Our approach to management is hands-on and personal with prior experience co-managing a short-term rental in Dunsborough WA and ownership of other rentals in the greater Perth region. By managing the property ourselves, we can ensure that each guest is thoroughly vetted and that their stay meets our high standards of quality, behavioural expectations and safety.

We use the Airbnb platform for listing management allowing us to set clear rules and expectations such as not allowing parties on site, limiting loud music, limiting time in the patio area past 10pm. If guests fail to adhere to set house rules, this can be reported and recorded through Airbnb and the booking can be cancelled immediately.

We do not intend to take bookings for stays under 2 nights or last-minute end of the week bookings as this deters potential guests looking to hold parties or events.

### 2. Management Approach and Benefits

Our management strategy involves a comprehensive and proactive approach to ensure the seamless operation of the property. Key components of our management plan include:

- **Regular Inspections and Maintenance:** We will conduct regular inspections of the property after each stay to ensure it remains in pristine condition. Routine maintenance will be performed to address any issues directly to ensure the property is maintained to a high standard.
- **Effective Communication and contactability:** We will establish clear channels of communication with guests, including supplying our contact number for immediate issues. We live only 25 minutes away from the property and are contactable 24/7 and typically able to attend in person within a reasonable time for emergencies. This ensures that any concerns can be addressed swiftly and efficiently.
- **Stringent Vetting Process:** Guests will be screened and strictly managed through recognised platforms to ensure that they are respectful and align with our commitment to maintaining a harmonious neighbourhood environment.
- **Local Compliance:** We will stay informed about and comply with all local regulations and ordinances. This includes adhering to noise restrictions, waste disposal regulations, and any other community guidelines.
- **Personalised Guest Interaction:** By being directly involved in the management, we can offer personalised recommendations and support to guests, enhancing their experience and supporting wider explorations and patronage of key establishments in the area and wider Perth city. Our management procedures and guest handbooks include providing local recommended tips for nearby shops, restaurants,

entertainment, and attractions. This local spending supports local businesses within the local government area.

### **Benefits of This Management Approach**

- **Minimised Disruptions:** Regular inspections and a proactive approach to maintenance help prevent potential issues that could disrupt neighbours or affect the property's condition.
- **Community Harmony:** By being actively involved in the property's management, we can address any concerns from neighbours promptly, maintaining a positive relationship with the community.
- **Increased Safety and Security:** Direct oversight of the property allows us to implement and enforce safety measures effectively, ensuring a secure environment for both guests and neighbours.
- **Enhanced Guest Experience:** Personalised management ensures that guests receive a high level of service and support, leading to positive experiences.

### **3. Management of Behaviour and Minimal Disruption**

We are committed to maintaining the highest standards of behaviour and conduct at our property. To prevent any disturbances or issues, we implement a strict guest policy, which includes clear guidelines on noise levels, respect for neighbours, and adherence to local regulations. Any complaints or issues raised by neighbours will be addressed promptly and effectively. We will also establish a contact number for immediate communication in case of urgent matters related to the property.

### **4. Preservation of Community Environment**

We are dedicated to minimising any potential disruption to the surrounding environment. Our rental activities are conducted in a manner that respects the quiet and tranquillity of the neighbourhood. We ensure that guests are aware of and comply with local noise ordinances and other regulations. Additionally, we monitor the property regularly to ensure that it remains in excellent condition and that its use does not negatively impact the community.

## CONCLUSION

In summary, our approach to managing this short-term rental property is one of proactive engagement, responsible stewardship, and dedication to the well-being of the neighbourhood.

We aim to ensure consistency with the planning aims and objectives that apply to the subject site and to the proposed land use. The proposal is suitable for ongoing development approval, as it is generally consistent with the intent of the local planning scheme zoning and applicable local planning policy, and as the proposal has not had an impact on the amenity of neighbouring residential properties in the last 12 months of running.

Potential noise, traffic and amenity impacts have been mitigated through strict occupancy limits, house rules, and management controls. Operation of the accommodation is therefore be compatible with surrounding residential development, and comparable with how other permanent residential dwellings would be occupied and used.

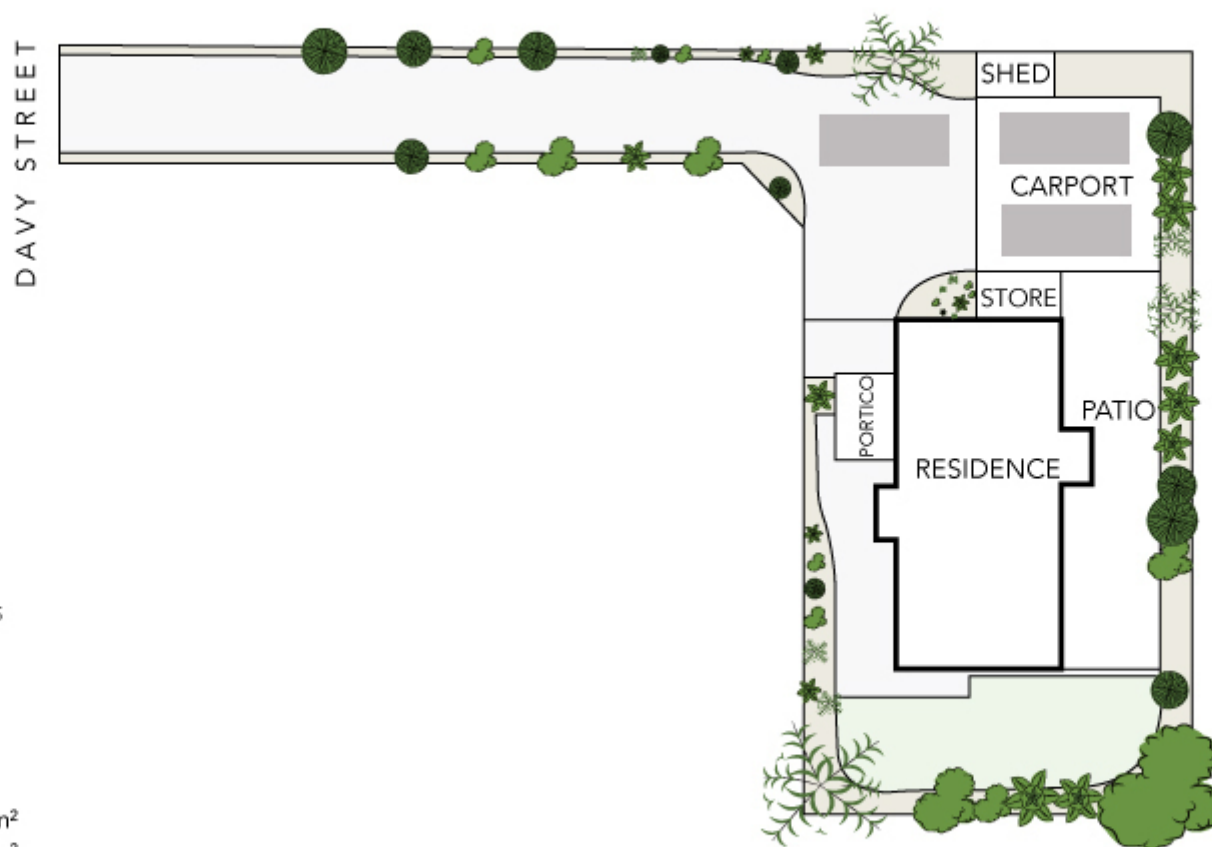
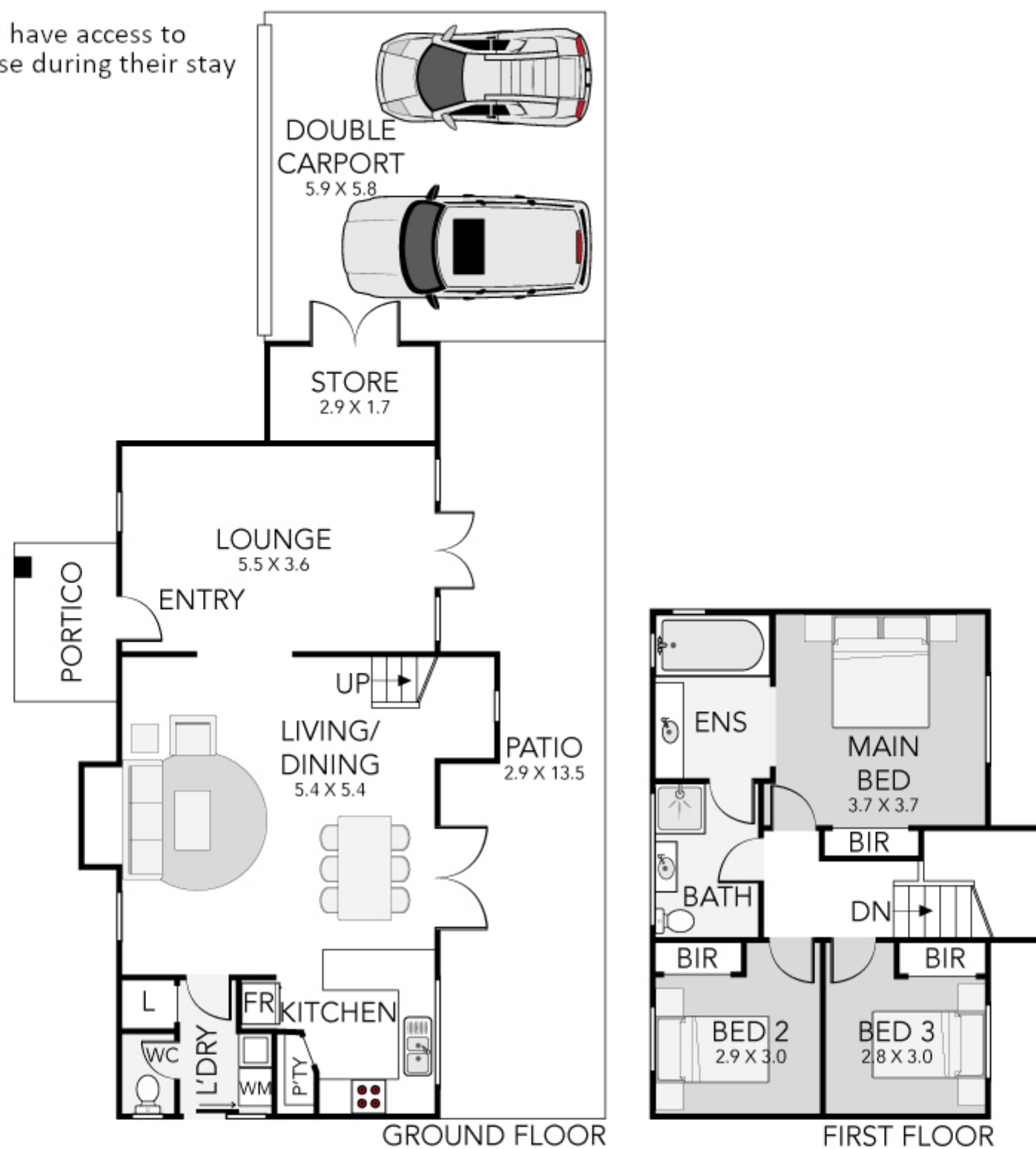
We appreciate your consideration of this application and kindly request your favourable consideration of our application for ongoing use of the property for short-term accommodation and trust that our professional approach is thoroughly demonstrated, along with our commitment to maintaining local amenity. We are available to provide any additional information or answer any questions you may have in person or through the below contact details.

## ATTACHMENTS

1. Management Plan
2. Development Plan



NB: Guests will have access to the whole house during their stay



APPROXIMATE AREAS

GROUND FLOOR:	76m <sup>2</sup>
FIRST FLOOR:	59m <sup>2</sup>
STORE:	5m <sup>2</sup>
PATIO:	39m <sup>2</sup>
CARPORT:	34m <sup>2</sup>
TOTAL AREA:	213m <sup>2</sup>

TOTAL LOT SIZE: 451m<sup>2</sup>

This floorplan is for illustration purposes only to show the layout of the property. Whilst every effort has been made to ensure the accuracy of this floor plan, all measurements, and any other information shown are an approximate interpretation only. Measurements and total areas do not include or account for wall thickness or roof area under eaves. Crib Creative will not be held liable or responsible for any error, omission, misrepresentation or use of any information shown on the final floor plan. Not to be used for any other purpose. www.cribcreative.com.au

➤ DAVY STREET, ALFRED COVE



# MANAGEMENT PLAN

## Short-Term Accommodation

1B Davy Street, Alfred Cove

March 2026

## CONTENTS

<b>1. PROPERTY OVERVIEW .....</b>	<b>2</b>
<b>2. OWNERS BACKGROUND .....</b>	<b>3</b>
<b>3. GUEST SCREENING &amp;BOOKING PROCESS .....</b>	<b>4</b>
<b>4. CHECK-IN &amp; CHECK-OUT PROCEDURE .....</b>	<b>5</b>
<b>5. GUEST HANDBOOK &amp; CODE OF CONDUCT .....</b>	<b>5</b>
<b>6. HOUSE RULES.....</b>	<b>5</b>
<b>7. HYGIENE, COMFORT &amp; WASTE MANAGEMENT .....</b>	<b>6</b>
<b>8. MAINTENANCE .....</b>	<b>6</b>
<b>9. SAFETY .....</b>	<b>7</b>
<b>10. NOISE MITIGATION &amp; COMPLAINTS PROCEDURE .....</b>	<b>7</b>
<b>11. NOISE MONITORING SOLUTION AND VIDEO RECORDING CAMERAS .....</b>	<b>7</b>

## 1. PROPERTY OVERVIEW

This Management Plan applies to the short-stay accommodation to be provided as detailed below. The Plan includes details of the property accommodation and parking; house rules and noise management; as well as booking procedures, complaint handling and other matters managed by Simba and Tecla Ngoma, owners of the property.

The property is conveniently located 2.7km to Garden City, 3.2km to Shirley Strickland Reserve, 3.8km to Jim Mills Park, 1.2km to Wireless Hill Park, 750m to The Good Grocer Myaree IGA, 400m to Canning Hwy After North Lake Rd Bus Stop and close to many restaurants on Canning Highway and Leach Highway. This provides a variety of amenities to tourists, interstate and local visitors looking for short term accommodation in a residential type setting.

The accommodation is intended for small groups, remote workers and families, who are seeking a relaxed, home-like stay away from home. It is not intended for large groups, parties and late-night activities, which are more suited to hotels and tourist precincts.

The property will be occupied and managed much like an ordinary residential dwelling within the local area. The number of guests and car bays will be consistent with the bedrooms and car bays that the dwelling has been designed for and will not require any building works or modifications to increase capacity beyond a typical residential dwelling.

Tourists and interstate visitors would usually have one hire car or use taxi / ride share. The property is also located within short (6 min) walking distance to bus stops connecting to the public transport network. Local guests will be aware of available car parking and limitations in the local streets prior to booking. As the property will be used like a residential dwelling, we do not expect an excessive number of vehicle trips to and from the property.

Property Address	1B Davy Street, Alfred Cove
Number of Bedrooms	3 Bedrooms
Maximum Number of Guests	6 Guests
Car Parking Location	2x car garage and additional parking for 1 vehicle in front of the house entry  3 Car parking bays in total
Outdoor use	No use of outdoor patio between 10pm to 7am
Visitors	Visitors require management consent No overnight visitors permitted
Pets	We are pet friendly; however, additional rules apply: <ul style="list-style-type: none"> <li>• Pets should not be left at the property unattended.</li> <li>• Guests to clean up after pets inside and outside the property.</li> <li>• Pets must be up to date with vaccinations and free of fleas and ticks</li> </ul>
Parties & Gatherings	No parties or gatherings permitted

Music & Noise	No loud music or noise levels to be heard outside of the property between 10pm to 7am. We request guests to respect neighbours as this is a quiet residential area.
Smoking	No smoking, vaping or e-cigarettes permitted at the property

## 2. OWNERS BACKGROUND

We are a family that has resided in Perth for the last 20 years having attended university in WA and have had continuous employment with WA businesses/corporations. Our 2 children attend nearby schools with friends in the Melville community. As such we have genuine interest and intentions to respect the public amenity and community.

Our approach to management will be hands-on and personal with prior experience co-managing a short-term rental in Dunsborough WA and ownership of other rentals in the greater Perth region. By managing the property ourselves, we can ensure that each guest is thoroughly vetted and that their stay meets our high standards of quality, behavioural expectations and safety.

Our contact details:

Our contact details are made available to all guests and we are obliging to provide our contact details to all adjacent neighbours in the rare chance of an issue arising. We are contactable 24/7 and typically able to attend the property in person within 30 minutes for emergencies.

### 3. GUEST SCREENING & BOOKING PROCESS

To ensure responsible hosting and minimise the impact on local amenities, we have a strict approach to guest screening and property management. This includes:

- **No Instant Bookings:** Each guest is manually vetted before approval.
- **Screening Process:** We assess the reason for stay, guest review history, and number of occupants.
- **Minimum Stay Requirement:** We enforce a minimum stay period to deter party-related bookings.
- **No Last-Minute Weekend Bookings:** To prevent high-risk bookings, we do not allow last-minute reservations before weekends.

These measures ensure that only responsible guests are accepted, reducing the likelihood of disturbances.

When a guest requests or books a stay at this property, we can view or determine whether the guest's profile includes their required verification steps, including:

- Contact details including full name(s), phone number & e-mail address
- Acceptance of our stipulated house rules
- Confirmed payment
- Profile photo (if set)
- Government issued ID (such as driver's licence or passport)
- Written reviews/recommendations from other hosts
- Their overall star rating which can be categorised for items such as observance of house rules, cleanliness & communication
- Total number of guests & location based
- Their reason for visiting Perth & booking the property

We can then further screen the potential guest by cross referencing linked social media accounts, obtaining names of all guests, requiring government issued ID, that all guests are required to submit upon successful booking confirmation. Once we have carried out a thorough check of the prospective guest, we then have a right to refuse, accept or cancel the reservation.

Our set of house rules are displayed both on the online listing and in our comprehensive guest handbook which is located inside the property in the living room. We can add additional house rules to suit the property, location, neighbourhood, or owner's desires.

In addition, the Airbnb platform uses artificial intelligence to proactively exclude and restrict bookings from guests identified as being/having a history of being problematic, potentially intending to host a party or other activity that is against policy. Airbnb can identify patterns or markers of detect undesired behaviours/intentions.

We are also active on social media platform group with other hosts to ensure we are across any concerning trends or emerging practices we need to be aware of to ensure good intentions from our guests and use of the property as intended.

Once a guest is confirmed, our direct phone numbers are automatically exchanged for any further required communication.

We anticipate approximately one booking per week, however, our research has shown that many guests in Perth city are either overseas guests visiting family who live in the neighbourhood, regional and domestic guests visiting Perth city for specific events like shows or for medical appointments at nearby hospitals, local guests needing somewhere to stay while their homes are renovated. As such we expect average trip lengths to range from a few days to a few weeks.

We specify a mandatory minimum stay length of two (2) nights as we find this significantly deters any unwanted targeting for parties or gatherings. We also have a booking cut-off time after 7:00pm so that we can't allow last minute and late-night bookings to occur from opportunistic and likely undesirable guests.

#### 4. CHECK-IN & CHECK-OUT PROCEDURE

Check-in is from 3:00pm until late, this is because guests can arrive off long haul flights, late at night or arrive after work as they have travelled by car from regional areas. We will obtain from the guests their arrival time. The property includes detailed check in instructions including pictures. Check-out is at 10am or earlier on their departure date.

A secured lockbox will be installed at the property and next to the front door so guests can easily access the property with ease. Our check-in instructions are issued to guests through Airbnb's automated messaging for safety & security. The guests will be issued with detailed check-in instructions to guide them through the whole process, they will receive a photo of the property they are staying at, how to access the lockbox, how to access the front door, a photo of their parking spot and where the council bins are located.

#### 5. GUEST HANDBOOK & CODE OF CONDUCT

When a guest checks in, they are encouraged to read our 'Guest Handbook' which provides them with all the important information they need to know to have an enjoyable, safe & respectful stay. The Handbook includes key contact details, house rules, parking rules, bin collection days, public transport, nearby amenities, sights, and attractions in the area and more.

Guests will also always have access to the Airbnb platform during their stay and are required to communicate with us on this platform so all details pertaining to their booking are documented. The Airbnb platform also provides guests with the hosts contact details. We will also include a Code of Conduct summarising house rules and expected behaviours for all people who are approved to visit the property. As we will only advertise on AirBnB, there is also the Code of Conduct enforced by the AirBnB platform. The Code of Conduct will be printed on a one-page, laminated document and affixed in a prominent place/s at the dwelling.

#### 6. HOUSE RULES

The following House Rules are displayed at the property:

1. Parties & Gatherings – This property has a strict no party policy. Prior permission must be obtained from management for any visitors.
2. Music & Noise – All guests must not create excessive noise, that may disturb any surrounding properties. Amplified music, loud movies, or other such entertainment must not be audible from outside the property between 10pm to 9am every day.
3. Outdoor Use – Outdoor areas, courtyard and balcony use is strictly between the hours of 7:00am to 10:00pm every day. All guests must make their way inside the property and keep noise to a minimum from 10:00pm.
4. Car Parking – Car parking is to be on-site in the allocated car bays only. Guest must not block access to neighbouring driveways / properties.
5. Smoking - This property has a strict no smoking policy. If there is a clear odour of any smoking odour upon checkout or cigarette butts have been found, guests will be charged a deodorising fee.
6. Pets - We are pet friendly; however, additional rules apply:
  - Pets should not be left at the property unattended.
  - Guests to clean up after pets inside and outside the property.
  - Pets must be up to date with vaccinations and free of fleas and ticks
7. Rubbish - Rubbish and recycling items are to be disposed in the correct allocated council bins and placed outside for weekly collection.
8. Security - All doors and windows should be locked when property is not occupied.

## 7. HYGIENE, COMFORT & WASTE MANAGEMENT

Rubbish and recycling items are to be disposed in accordance with the local council policies and in the correct allocated bins for weekly collection on Wednesdays. Guests are notified & reminded to place all rubbish & recycling in the allocated bins at the property. Any excess rubbish must not be left in sight of a public area and is removed each time the house is cleaned.

The property includes a fully functional kitchen with fridge and pantry for food storage. Guests are encouraged to notify the owner of any issues with the property, equipment or appliances that need rectification. Hygiene issues are attended to immediately either by the owners or through professionals depending on the issue. The linen and towels are removed off-site following each check out clean and washed, dried, and stored upon completion.

Exhaust fans & air conditioning/heating appliances are regularly checked and repaired or replaced if required, guests are also encouraged to report maintenance to us immediately upon discovery so that swift resolution can be made. A washing machine is provided for guest convenience to use during their stay to wash their clothes as required.

## 8. MAINTENANCE

The owners of the property have real-time access to the bookings calendar and may regularly schedule maintenance works in between guests stays to ensure the property is kept up to property and guest's expectations. Property maintenance is regularly reported and resolved swiftly either during or after guest's stays depending on the severity so that the appearance of the property meets or exceeds the standard of neighbouring properties.

## 9. SAFETY

The property includes compliant RCDs and Smoke Alarms. A licenced electrician may be required to provide an electrical safety certificate from time to time to make sure the property is compliant and safe. We also offer first aid kits, fire extinguisher and fire blanket. In our detailed guest handbook, guests are provided with the contact details for the local police station, hospitals & fire station and that our emergency contact number is '000'.

## 10. NOISE MITIGATION & COMPLAINTS PROCEDURE

Guests and visitors must not create noise that is excessive or disruptive to neighbouring properties, particularly between 10pm and 7am, Monday to Saturday, and 10pm to 9am on Sundays and public holidays. This includes during arrival, departure, and at any time throughout their stay. Anti-social behaviour is strictly prohibited, and guests must be mindful of minimizing their impact on the surrounding neighbourhood and community.

Our Airbnb listing, which guests must agree to before booking, along with our guest handbook, clearly outlines the house rules regarding the property and the surrounding residents. We prioritize adherence to our noise and parking policies. Failure to comply with these rules may result in immediate cancellation of the booking. In such cases, we, along with police, security, rangers, or other professionals, may attend the property to remove the guests. Lockbox codes and door locks may also be changed if necessary.

If a complaint is received, it will be addressed immediately. Guests will be notified of any breach of house rules, and based on the severity of the violation, the reservation may be terminated. We are available 24/7, and our contact details are provided to guests upon booking and displayed within the property. These details can also be shared with neighbours to further enhance the management of our properties.

Professionals, including police if required, may be called upon to attend the property at any time to minimize disruption to neighbours. Complainants will be kept informed throughout the process and encouraged to provide any evidence that supports the swift resolution of the issue. We will aim to resolve all issues promptly.

## 11. NOISE MONITORING SOLUTION AND VIDEO RECORDING CAMERAS

### **Noise Monitoring**

To proactively manage and mitigate noise concerns, we have installed a noise monitoring system that provides real-time alerts if noise levels exceed acceptable limits. The device works by monitoring decibel levels in the outdoor patio area and has been customised to SMS or call the guest and host if noise levels increase and persist above the set levels at the specific quiet hours between 10pm-7am as per our noise policy.

This device does not record conversations, ensuring guest privacy, but they effectively detect excessive noise and enable timely intervention.

The noise monitoring system offers three key benefits:

- **Proactive Management:** By detecting noise issues early, we can address them in a positive, friendly manner, helping guests follow the rules and enjoy their stay

- Peace of Mind: We are notified of any noise disturbances before they escalate, ensuring a peaceful night's sleep.
- Complaint Protection: Time-stamped noise data helps us quickly verify or dismiss any complaints, either during the stay or after check-out, preventing false or exaggerated claims.

**Device installed and location:**

**Minut:** Detects noise levels and integrates with AirBnB to message, text or call when excessive noise is detected beyond pre-set thresholds.

<http://www.minut.com>



**Located in Outdoor Patio**

