



City of
Melville

MINUTES

DEVELOPMENT ADVISORY UNIT MEETING

9:30 AM Tuesday, 9 December 2025

Held in the Melville Civic Centre, 10 Almondbury
Road, Booragoon

The City of Melville acknowledges the Bibbulmun people as the Traditional Owners and custodians of the lands on which the City stands today and pays its respect to the Whadjuk people, and Elders both past, present and emerging.



Development Advisory Unit

1. **The DAU is not a decision making forum – it is an operational meeting to inform the recommendation to the Manager Statutory Planning on Development Applications and other planning proposals.**
2. **Should any Elected Member wish to discuss the content of any item included as part of the attached agenda, please contact Kate Bainbridge, Manager Statutory Planning and Building. Contact should be established as soon as possible after the publication of the agenda to the City of Melville website. Contact details are as follows: Tel 9364 0626 or via the Elected Members Portal.**
3. **Should an Elected Member propose that an item on this agenda be referred to Council for determination, a request to that effect must be made to the Chief Executive Officer (CEO). This request shall be made in accordance with the requirements set out by DAU Terms of Reference contained within Local Planning Policy LPP 1.1 'Planning Process and Decision Making'.**
4. **Should any applicant or adjoining property owner object to any proposal included as part of this DAU agenda, then an opportunity exists to request that the application be determined by Council. All such requests should be referred to an Elected Member of Council for the Ward within which the development application is located. An Elected Member may request that the application be determined by Council. Any call up request from an Elected Member shall be made in accordance with the requirements set out by DAU Terms of Reference contained within Local Planning Policy LPP 1.1 'Planning Process and Decision Making'.**
5. **In the absence of any referral request, a decision on any application included as part of this DAU agenda can take place under delegated authority to the Manager Statutory Planning and Building, after midday on the second Monday after the Friday publication of the minutes to the City's website. In the event that the DAU Agenda is not published to the City's website until the Monday after the DAU meeting, a decision on the application can still take place the following Monday.**

DISTRIBUTED: 23 JANUARY 2026

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UNCONFIRMED

1 ATTENDANCE AND APOLOGIES

In Attendance

Members

Ms K Bainbridge	Manager Statutory Planning
Mr T Cappellucci	Principal Statutory Planner
Mr D Hinge	Statutory Planner
Mr G Davey	Statutory Planner
Mr J Caracciolo	Senior Statutory Planner
Mr L Johnson	Senior Statutory Planner

2 BUSINESS

	Matters for consideration	Notes from meeting
UP25/98	DA-2025-939 - Change of Use from Residential (Multiple Dwelling) to Unhosted Short Term Rental Accommodation at Lot 4 (No. 4/6) Kintail Road, Applecross	

3 OUTCOMES

The following items are to have recommendations created and included in the next agenda:

- Nil.

The following items are to be deferred to the next DAU and represented with more information:

- Nil.

4 ITEMS

UP25/98 Change of Use from Residential (Multiple Dwelling) to Unhosted Short Term Rental Accommodation at Lot 4 (No. 4/6) Kintail Road, Applecross

Ward	Central Ward
Category	Operational
File Number:	
Responsible Officer:	Manager Development Approvals
Voting Requirements:	Simple Majority
Officer Disclosure of Interest:	None
Application Number:	DA-2025-939
Applicant:	Mr H Moon
Owner:	Mr H Moon & Mrs A J F Moon
Proposal:	Change of Use from Residential (Multiple Dwelling) to Unhosted Short Term Rental Accommodation
Attachments:	1. Development Plans & Short Term Accommodation Management Plan ↓

COUNCIL'S ROLE

Quasi-Judicial: When the Council determines an application/matter that directly affects a person's rights and interests. The judicial character arises from the obligation to abide by the principles of natural justice.

SUMMARY

- Development approval is sought for a change of land use from Residential (Multiple Dwelling) to Unhosted Short Term Rental Accommodation at Lot 4 (No.4/6) Kintail Road, Applecross.
- The subject development application has been assessed against Local Planning Scheme No.6 (LPS6), relevant local planning policies including Local Planning Policy 1.21 – Short Stay Accommodation (LPP1.21) and the Canning Bridge Activity Centre Plan (CBACP).
- The application was advertised in accordance with the provisions of Local Planning Policy 1.1 – Planning Processes and Decision Making (LPP 1.1) and LPP1.21 due to the proposed Unhosted Short Term Rental Accommodation land use possibly impacting on the amenity of adjoining owners and occupiers. In response, two submissions of objection were received. As a result of the objections received, the applicants submitted a revised Operational Management Plan (OMP) which confirmed the applicant will be managing the property, updated their contact details and updated the minimum stay to two (2) nights.
- Notwithstanding the two objections received, it is considered that the development is acceptable when assessed against the relevant objectives and development standards contained in LPP1.21 and the CBACP.
- Accordingly, this application was discussed in accordance with LPP 1.1) at the Development Advisory Unit (DAU) meeting held on 8 December 2025.
- It is recommended that a condition is applied limiting the amount of visitors who can visit the people staying at the short term accommodation.

OFFICER RECOMMENDATION

That the Development Advisory Unit recommend approval of the change of use from Residential (Multiple Dwelling) to Unhosted Short Term Rental Accommodation, subject to the following conditions and advice notes:

Conditions:

1. This Development Approval requires development to be undertaken in accordance with the submitted application, enclosed plans stamped as approved.
2. No other persons other than those staying at the Unhosted Short Term Rental Accommodation and owners of the subject property and unit are permitted to visit or stay on-site.
3. Use of the subject property for Unhosted Short Term Rental Accommodation is limited to a maximum of three persons at any given time.

Advice Notes:

- i. This planning decision is confined to the authority of the Planning and Development Act 2005 and the City of Melville Local Planning Scheme No. 6. This decision does not remove the obligation of the applicant and/or property owner to ensure that all other required approvals are first obtained, applicable State and Federal legislation is complied with, and any restrictions, easements or encumbrances are adhered to.
- ii. This approval does not infer approval of any other unauthorised development or development which has been constructed contrary to its development approval which may be depicted on the approved plans.
- iii. This approval is based on the plans and information provided by the Applicant and issued in reliance on the accuracy of that information. If the information provided by the Applicant is inaccurate.

PURPOSE

The purpose of this report is to provide an outline of the key matters of consideration for the proposed development, outline where discretion is required to be exercised and appropriateness of this discretion against the relevant performance criteria and provide an officer recommendation given Unhosted Short Term Rental Accommodation is not a preferred use in the Q1 quarter of the CBACP, where the subject site is located.

STRATEGIC ALIGNMENT

Outcome	3	Sustainable, connected development and transport infrastructure across our City.
	4	Economic prosperity and vibrant resilient communities and businesses.
Objective	3	Sustainable and Connected Development
	3.1	Facilitate enhanced and sustainable urban development and amenity.
	3.4	Protect and promote the City's character and heritage.
	4	Vibrant and Prosperous
	4.1	Facilitate vibrant activated local places and centres.
	4.2	Increase awareness of Melville as a tourism and eco-tourism destination.

BACKGROUND

This development application seeks approval for the change of use at Lot 4 (No.4/6) Kintail Road, Applecross (subject site) from a Multiple Dwelling to Unhosted Short Term Rental Accommodation. The City of Melville Local Planning Scheme No. 6 (LPS6) sets land use permissibility. Under Table 3 – Zoning Table of LPS6 is zoned Centre C2 and therefore as per Clause 18 (7) of LPS6, land use permissibility defers to the CBACP. As Unhosted Short Term Rental Accommodation is not listed as a preferred land use where the subject site is located, which is within the Q1 quarter of the M10 Zone of the CBACP, under Element 1 – Land use the proposal requires the exercise of discretion as to determine the appropriateness of the land use within zone.

Advertising of the proposal was undertaken in accordance with Clause 3.4 of LPP1.1 and Clause 6.1 of LPP1.21 as the non-residential land use of Unhosted Short Term Rental Accommodation has the possibility of impacting the amenity of adjoining owners and occupiers. Advertising commencing on 27 October 2025 and concluding on 12 November 2025.

Consultation was undertaken via written correspondence to the owners/occupiers of the adjoining properties and publication of the development plans and supporting documents on the City's website for a period of 14 days.

Two submissions were received during the advertising period objecting to the proposal. A summary of the submissions, along with the officer's comments, is tabled below under the heading Engagement. In response, the applicant submitted an updated OMP addressing some of the concerns raised.

As a result of the objections received, the application has progressed through the City's DAU process with a recommendation that the change of use be supported subject to conditions.

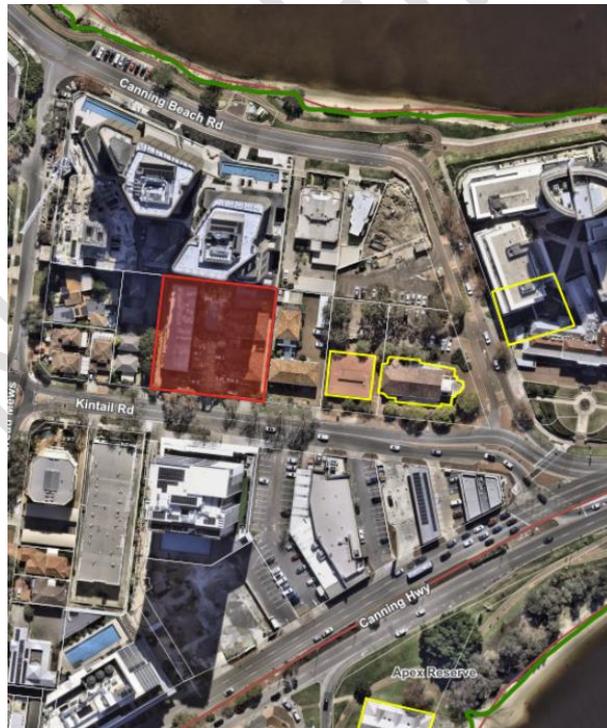


Figure 1: Subject site aerial photograph



Figure 2: LPS6 Zoning map context with subject site marked in red

Scheme Provisions

MRS Zoning	Urban
LPS Zoning	C2 – District Centre
R-Code	N/A
Use Type	Unhosted Short Term Rental Accommodation
Use Class	LPS6 defers to the CBACP for land use permissibility – however the CBACP has not listed the use

Site Details

Lot Area	2,529m ² (Parent lot)
Retention of Existing Vegetation	N/A
Street Tree(s)	N/A
Street Furniture (drainage pits etc.)	N/A
Site Details	Existing Multiple Dwelling

CONSIDERATION

The application has been assessed against the provisions of LPS6, CBACP and relevant Local Planning Policies. The proposal complies with all the relevant development requirements except for those matters listed below, for which a performance assessment is required.

Local Planning Scheme and Local Policy Requirements

City of Melville Local Planning Scheme No. 6 and Canning Bridge Activity Centre Plan

As the subject site is located within the Q1 quarter of the CBACP, it is within the C2 (District Centre) zone of LPS6. Therefore, in accordance with the provisions of Table 3 – Zoning Table and Clause 18 (7) of LPS6, 'Unhosted Short Term Rental Accommodation' is not a preferred use within the Q1 quarter of the CBACP and therefore due regard must be given to the provisions of the CBACP.

In considering the discretionary nature of the use proposed, it is necessary to take into consideration the objectives of the CBACP and the Desired Outcome for the Q1 Quarter under Element 1 – Land Use.

The objectives of the 'CBACP' are as follows:

1. Meet district levels of community need and enable employment, goods and services to be accessed efficiently and equitably by the community.
2. Support the activity centre hierarchy as part of a long-term and integrated approach to the development of economic and social infrastructure.
3. Support a wide range of retail and commercial premises and promote a competitive retail and commercial market.
4. Increase the range of employment within the CBACP area and contribute to the achievement of sub-regional employment self-sufficiency targets.
5. Increase the density and diversity of housing in and around the CBACP to improve land efficiency, housing variety and affordability and support the facilities in the area.
6. Ensure the CBACP area provides sufficient development intensity and land use mix to support and increase high frequency public transport.
7. Maximise access to and through the CBACP area by walking, cycling and public transport while reducing private car trips.
8. Plan development in the CBACP area around a legible street network and quality public spaces.
9. Concentrate activities, particularly those that generate steady pedestrian activation, within the CBACP area.

In addition, for the Q1 quarter of the CBACP, the applicable desired outcomes under DO1.1 that need to be considered given Unhosted Short Term Rental Accommodation is not a preferred land use are as follow:

- Q1 will be the premier retail and entertainment destination within the CBACP area; and
- Retail, entertainment and food and beverage outlets are encouraged at the ground floor, visually interacting with pedestrians, cyclists and vehicle passers-by.

The Unhosted Short Term Rental Accommodation use appropriately addresses the objectives of the CBACP and desired outcomes under DO 1.1 for the following reasons:

- The Unhosted Short Term Rental Accommodation is within walking distance of retail and entertainment uses;
- Unhosted Short Term Rental Accommodation provides an active and flexible use which is compatible with the surrounding residential and commercial uses. The transient nature of STRA guests encourages regular activity without conflicting with long-term residential amenity of adjacent properties;
- Providing short term accommodation contributes to the mix of compatible land uses anticipated in the CBACP. It complements housing and other community services by offering diverse accommodation options, while proper management ensures that any potential nuisances, such as noise or parking impacts, are mitigated to preserve amenity and safety;
- STRA fits within the commercial-residential mix, which further compliments the CBACP by supporting visitor accommodation needs without undermining commercial services. It supports a vibrant, attractive mixed use environment where people can live, work and stay;
- The scale and form of the STRA is inherently compatible with the existing residential character of the area and does not compete with or prejudice the primary commercial functions of the CBACP; and
- Allowing short term accommodation with the M10 zone will encourage economic growth and social benefits to the CBACP.

City of Melville Local Planning Policy 1.21 – Short Term Accommodation

Development Requirement	Deemed to Comply Requirement	Proposed	Comments
Clause 2 – Site Characteristics - 2.2 Other Zones	Mixed use zones and the non-residential zones of activity centres are preferred for short term rental accommodation uses. These locations are likely to have less impact on residential amenity and provide good access to services such as shopping centres, workplaces, and public transport.	Unhosted short-term rental accommodation of one multiple dwelling.	Refer to comments section below for further discussion on the suitability of this use.

The City is satisfied that the change of use to Unhosted Short Term Rental Accommodation can be supported for the following reasons:

- Despite being situated within multiple dwelling complex, the proposed short-term accommodation is located on the ground floor of the complex which will provide a better amenity outcome of occupiers of the complex. Furthermore, locating the short term accommodation on the ground floor reduces noise associated with suite cases and other noise associated with guests coming and going on a regular basis;
- The multiple dwelling is a one-bedroom dwelling therefore limiting the maximum occupancy to three people (the third person occupying a sofa bed). This also reduces the potential of large parties using the site, with the aim to reduce noise/antisocial behaviour at the site;

- To further reduce impacts to other residence of the complex, a condition of planning approval is recommended to limit the guests and visitors to the STRA unit at any one time;
- Locating short stay accommodation within the M10 zone of the CBACP is suited to this area as it is within walking distance to restaurants/cafes/bars, a supermarket and high frequency bus routes to Perth and Fremantle. The CBACP also encourages a diverse range of uses and this proposed use complements the intent of the CBACP; and

Whilst the owners do not reside within Applecross, they are approximately 15-minute drive away from the subject site. The 15-minute drive is based on driving to the subject site at night when disturbance are more likely to occur.

ENGAGEMENT

Advertising Required	Yes
Neighbour's Comment Supplied	Yes
Reason	Required pursuant to LPP1.1 Planning Process and Decision Making Clause 3.4 (c) and LPP1.21 Short-Term Rental Accommodation Clause 6.1
Support/Object	Two Objections

A summary of the content of the objections received and a response is provided in the table below:

Submission Number	Summary of Submission	Support / Objection	Officer's Comment	Action (Condition / Uphold / Not Uphold)
1	Concerns regarding shortage of long-term rentals, other apartment owners changing to short stay, safety, security, noise and traffic generation.	Objection	See justification of the development against LPP1.21, LPS6 and CBACP above.	Not Uphold
2	Concerns regarding security, unknow individuals in the complex, short term tenant screening, parking, attending urgent issues onsite in a timely manner and other apartment owners changing to short stay.	Objection	See justification of the development against LPP1.21, LPS6 and CBACP above about concerns over noise generation.	Not Uphold

SUSTAINABILITY IMPLICATIONS

There are no sustainability implications presented as part of this report.

LEGISLATIVE AND POLICY ALIGNMENT

This proposal has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* (P&D Regs) and LPS6. The requirements of the P&D Regs and LPP1.1 necessitated the advertising of this application, and receipt of objections requires, as per DA-20 and LPP1.1, that this application is required to go through the Development Assessment Unit (DAU) process prior to determination at either Council or by officers under delegation.

FINANCIAL IMPLICATIONS

There are no direct financial implications for the City relating to this proposal.

CONSEQUENCE

This application is recommended to be approved and if it is not called up through the DAU process, will be determined under delegation. However, should Elected Members have an alternative view to the recommendation, the DAU 'call-up' procedures provide opportunity to call this matter up for formal Council consideration and determination.

If this application is not called up, this application will be determined in accordance with the officer recommendation under delegation.

BRIEFING FORUM – FURTHER INFORMATION

This section may be updated following the Agenda Briefing Forum to include any Elected Members questions and responses, or requests for further information.

OFFICER RECOMMENDATION

That the Development Advisory Unit recommend approval of the change of use from Residential (Multiple Dwelling) to Unhosted Short Term Rental Accommodation, subject to the following conditions and advice notes:

Conditions:

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5 OUTCOMES FOLLOWING CALL UP PERIOD

Following the call up period – there were no requests to call up items:

- UP25/98

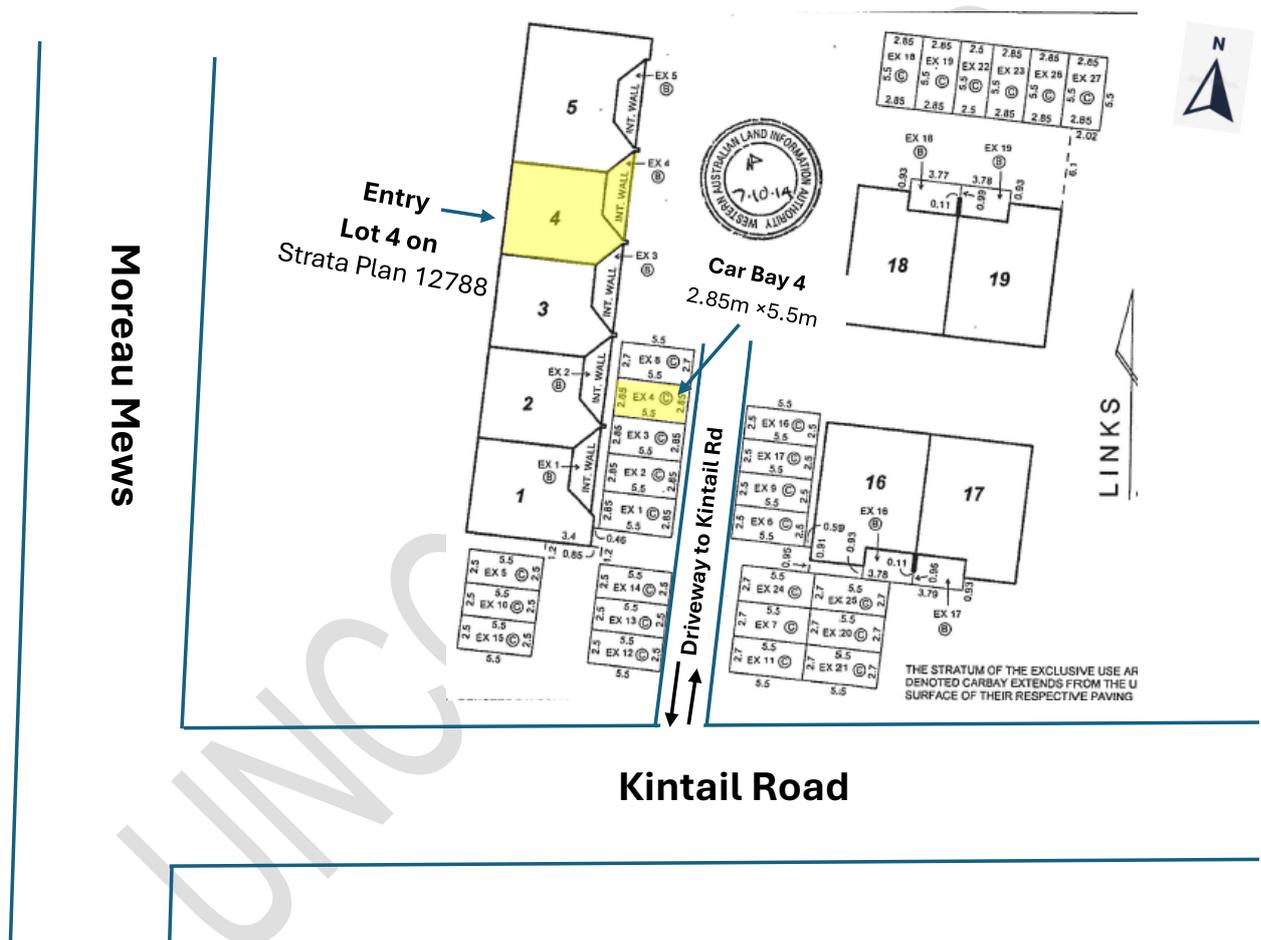
by Elected Members and therefore the application will be determined under delegation in accordance with the officer recommendation from the DAU meeting dated 9 DECEMBER 2025.

6 CLOSURE

There being no further business, the meeting was closed at 10:30AM.

UNCONFIRMED

Site Plan – Unit and Allocated Parking Bay (highlighted in yellow)



Note:

- No bicycle/loading bays provided on site
- No visitor parking bay provided on site

Floor Plan



Operational Management Plan

Property: Unit 4, 6 Kintail Road, Applecross WA 6153

Type: Unhosted Short-Term Rental Accommodation (>90 nights per year)

Maximum Guests: 3 persons

1. Management Arrangements

- The property is managed by the owner, Hyungsul Moon, who is the 24/7 contact person.
- Phone: 0410 785 750
- Email: gudtnf100au@gmail.com
- The owner resides at 250 Beaufort Street, Perth, approximately 15 minutes' drive from the property.
- Contact will be available by phone and email for guests, neighbours, and the City.
- Bookings will be managed through recognised platforms (e.g. Airbnb, Booking.com).
- Minimum stay for all bookings is two (2) nights.

2. Property Overview

- The property is a 1-bedroom residential unit within Florina Lodge (SP12788).
- Maximum occupancy is 3 guests at any one time.
- One designated on-site car bay is provided; verge and street parking are not permitted.
- The property will not be used for parties or events.

3. Guest Screening & Booking Process

- Guests must have verified accounts on booking platforms.
- All bookings will require agreement to house rules before confirmation.
- Communication prior to arrival will confirm guest numbers and ensure understanding of rules.

4. Check-In & Check-Out Procedures

Check-In: From 3:00 PM

Check-Out: By 11:00 AM

Guests are required to:

- Remove rubbish and recycling.
- Return keys securely.
- Leave the property tidy and secure.

5. Code of Conduct

- Quiet hours: 10 PM to 7 AM.

- No smoking inside or on common property.
- No parties or gatherings permitted.
- Guests must respect neighbours and treat the property with care.

6. Waste & Bin Management

- Waste and recycling bins are located on-site.
- Guests will be advised of collection days.
- The manager will ensure bins are properly managed and returned promptly.

7. Safety & Maintenance

- Smoke alarms and RCDs are installed and maintained.
- Emergency contacts and safety information will be displayed inside the property.
- Routine inspections will be conducted between guest stays.

8. Complaints & Noise Management

- A 24/7 phone contact will be available to address complaints.
- All complaints will be logged and addressed within 24 hours.
- Noise complaints will result in immediate guest contact and possible booking termination.

9. Strata By-Laws

- Use of the designated on-site parking bay only.
- No smoking in common areas.
- Respect for neighbours and shared facilities.