

Renting My Property for Holiday Accommodation

What are the different types of holiday accommodation?

The City's Local Planning Scheme No. 3 (LPS 3) outlines two types of holiday accommodation. The main difference between the two is whether you are living at the property to be used as holiday accommodation.

Short Stay Accommodation is 'a dwelling designed or intended to be used for the purpose of human habitation on a temporary basis for a maximum time period of six consecutive weeks for a single person or single family, and includes a serviced apartment, but does not include a Residential Building, Hotel or Motel'.

Bed and Breakfast 'means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short-term commercial basis and includes the provision of breakfast'.

Online home sharing platforms like Airbnb can be used to run either Short Stay Accommodation or Bed and Breakfast.

Do I need Planning Approval?

Yes. A Planning Application for either Short Stay Accommodation or Bed and Breakfast is required to be submitted prior to renting out your property for holiday accommodation.

Do I need my neighbour's permission to operate?

Generally, no. However both Short Stay Accommodation and Bed and Breakfast are 'A' uses within the Residential zone under LPS 3 which means that each development application is required to be advertised for public comment when proposed in residential areas.

If the application relates to a strata property, you may require approval from your body corporate or other landowners within the strata.

Do I need to provide parking for guests?

Yes. For **Bed and Breakfast** accommodation, one parking space is required per bed and breakfast room in addition to the parking bays required for the residential component of the dwelling.

Short Stay Accommodation in the Residential zone is required to comply with the parking requirements in State Planning Policy 7.3 Residential Design Codes (either Volume 1 or 2 depending on whether the application relates to single houses, units or apartments).

Short Stay Accommodation in the Local Centre, District Centre, Hotel, Mixed Use or Regional Centre zones is to comply with the parking requirements for apartments in State Planning Policy 7.3 Residential Design Codes Volume 2 – Apartments.

Are there any Planning Policies that relate to Short Stay Accommodation or Bed and Breakfast?

The City's Local Planning Policy 2.3 Bed and Breakfast Accommodation applies to all Bed and Breakfast applications.

The policy is available on the City's [website here](#).

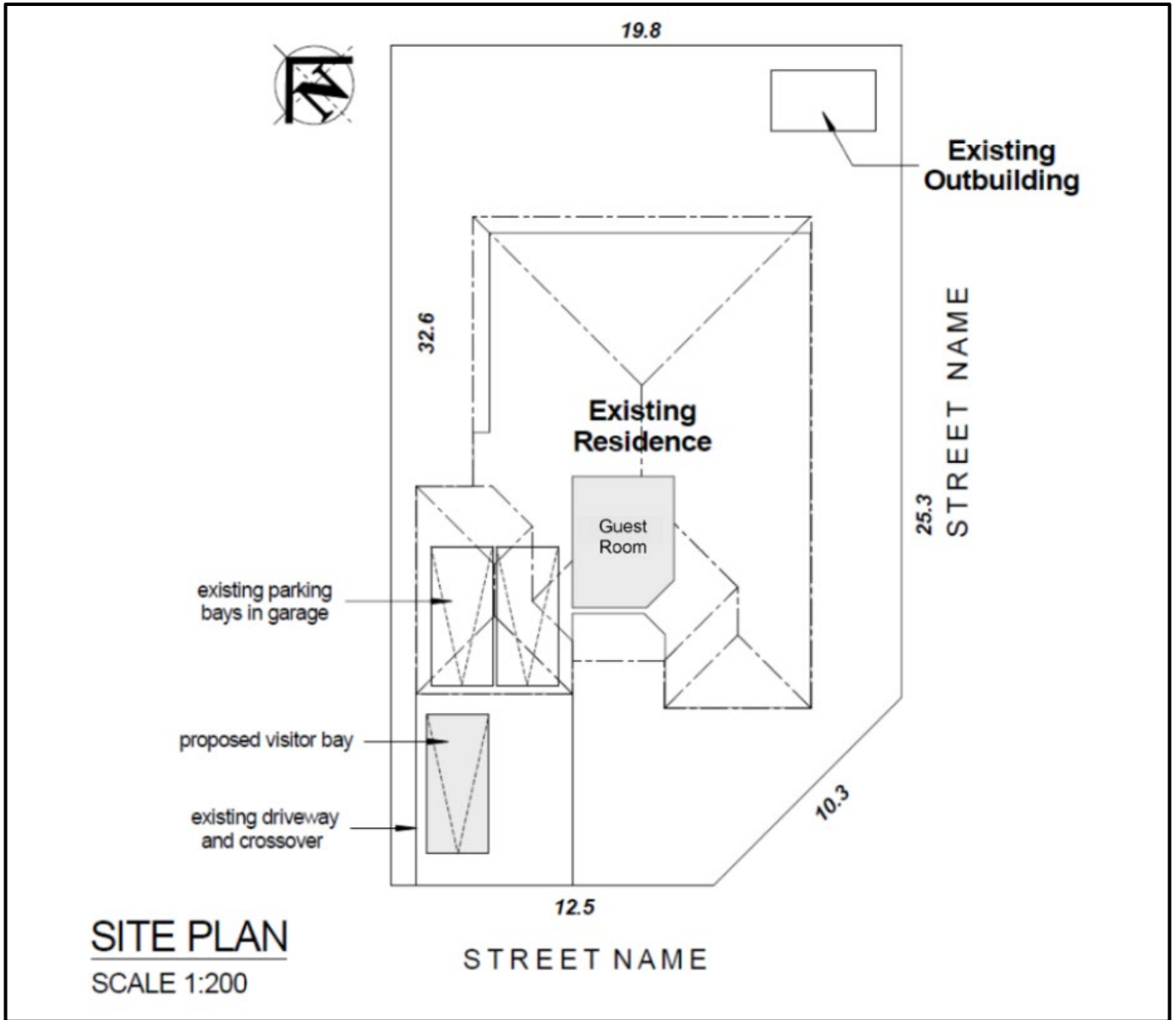
The City does not currently have an enacted planning policy for Short Stay Accommodation.

What information do I need to submit with my Planning Application?

1. Completed Development Application Forms signed by ALL owners (LPS 3 Form and MRS Form)
2. Development Application Fee
3. Certificate of Title issued within the last 6 months
4. Site Plan – one copy – drawn to scale and showing:
 - North point
 - Lot boundaries
 - The dwelling on the lot and other structures
 - Existing parking and parking to be used for guests
5. Floor Plan – one copy – drawn to scale and showing the areas of the dwelling to be used by guests if only a portion of the house is going to be used
6. Elevation Plans – one copy – drawn to scale and showing:
 - Proposed signagePlease note that if no signage is proposed, no elevations are required
7. Additional Information:
 - Written description of how the Short Stay Accommodation or Bed and Breakfast will operate including:
 - Management arrangements
 - The number of guests to be accommodated
 - Sleeping arrangements in the proposed accommodation
 - House rules and complaint resolution
 - Waste management

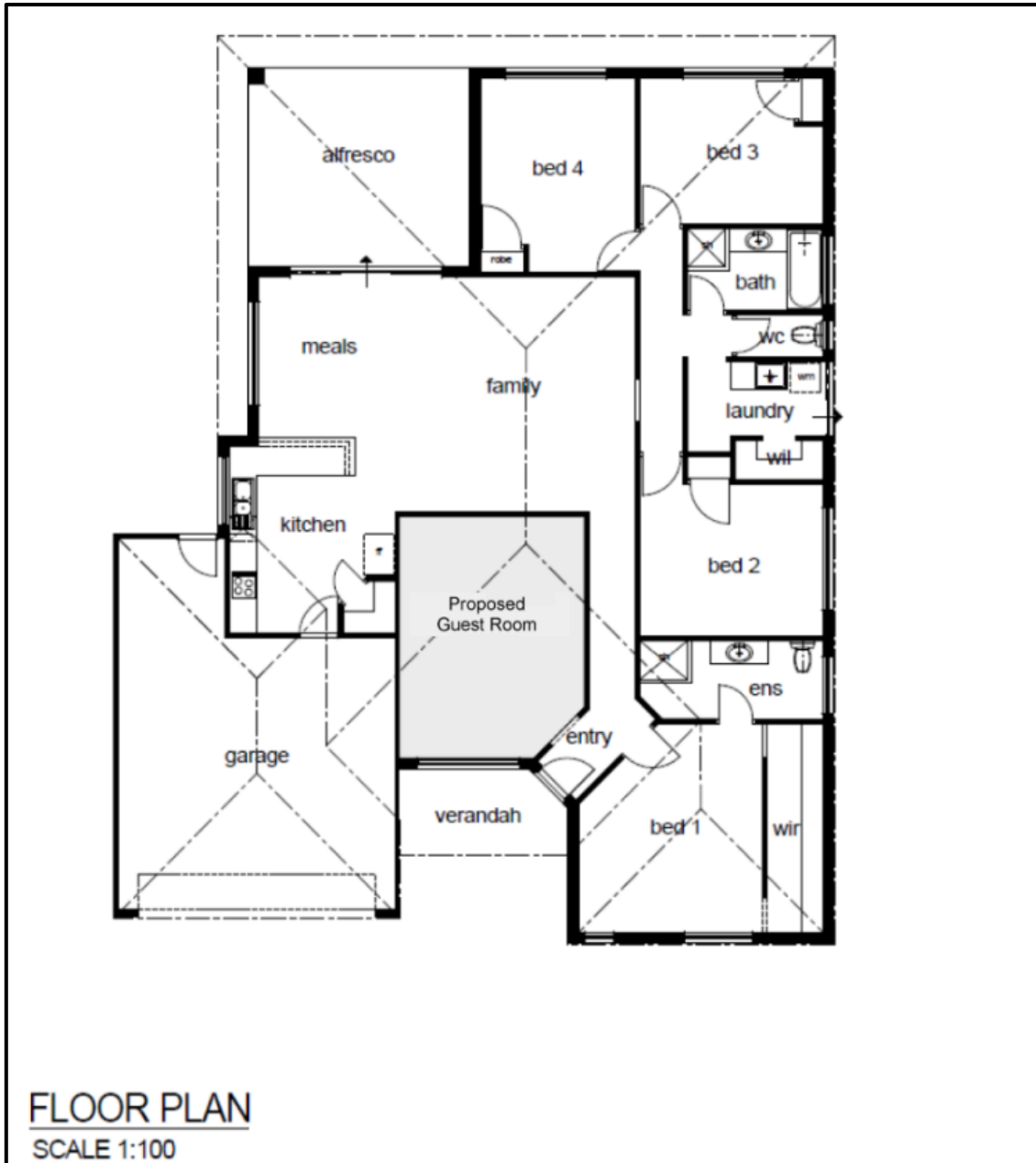
Application forms, a fee schedule and the City's submission checklist can be [found here](#). Please refer to the example plans below.

Site Plan:



Note: Guest parking must be provided within your property boundaries.

Floor Plan:



Note: If the entire dwelling is to be used as Short Stay Accommodation, please note this on the plan.

Elevations:

