



**SHIRE OF SHARK BAY
PUBLIC NOTICE**

**Development Application – Holiday Home
3 Poland Road**

The owner of the above mentioned property has lodged a Planning Application seeking approval to use the existing house as a holiday house. The Shire has discretion to issue a 'first-time' approval for a 12-month period.

The holiday house is proposed to be managed by local Denham, Western Australia Property Managers S Smith and J Green and would accommodate a maximum of 9 guests.

Prior to determining this application, the Shire would like to provide you with the opportunity to comment on the proposal. Details of the proposal, including a parking plan and management plan, can be viewed at the Shire of Shark Bay office, 65 Knight Terrace, Denham, during office hours or on the Shire website.

Should you wish to make a submission on the proposal, your comments (in writing) will need to be lodged with Council within 14 days by 4pm, 18 April 2026.

Please note that if no comments are received by the closure date, we will assume that you have no comment you wish to make, and the Application will be assessed and determined on its merits and without any further consultation.

Should you have any queries relating to the proposed Application, please do not hesitate to contact the Shire's Planning consultant, Ms Liz Bushby on 0488 910 869 (between Tuesday and Friday).

Dale Chapman
Chief Executive Officer

Attachment 2

Street View – 3 Poland Road



Attachment 2

Aerial View



VCL
558

6

216

Proposed Car
Parking Bays
(2.5m x 5.4m)

Power
Pole

FOOTPATH

POLAND

Existing
Carport

38.0

Existing
Gates

1

Retaining Wall

Fence

Compacted
Gravel

22.4

217
878m²

Steps

2

22.5

Existing
Dwelling

Steps

3

11

40.6

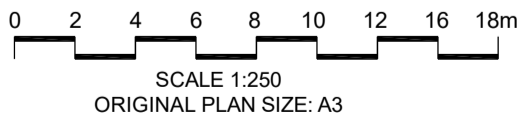
Proposed
Boat Parking
(4.5m x 8m)

ROAD

218

115

122



LEGEND:
SUBJECT LAND

PROPOSED PARKING BAYS
SITE PLAN

NOTE:
Dimensions and areas subject to survey.
DATE: 19.12.2025

LOT 217 (No. 3) POLAND ROAD
DENHAM
Shire of Shark Bay

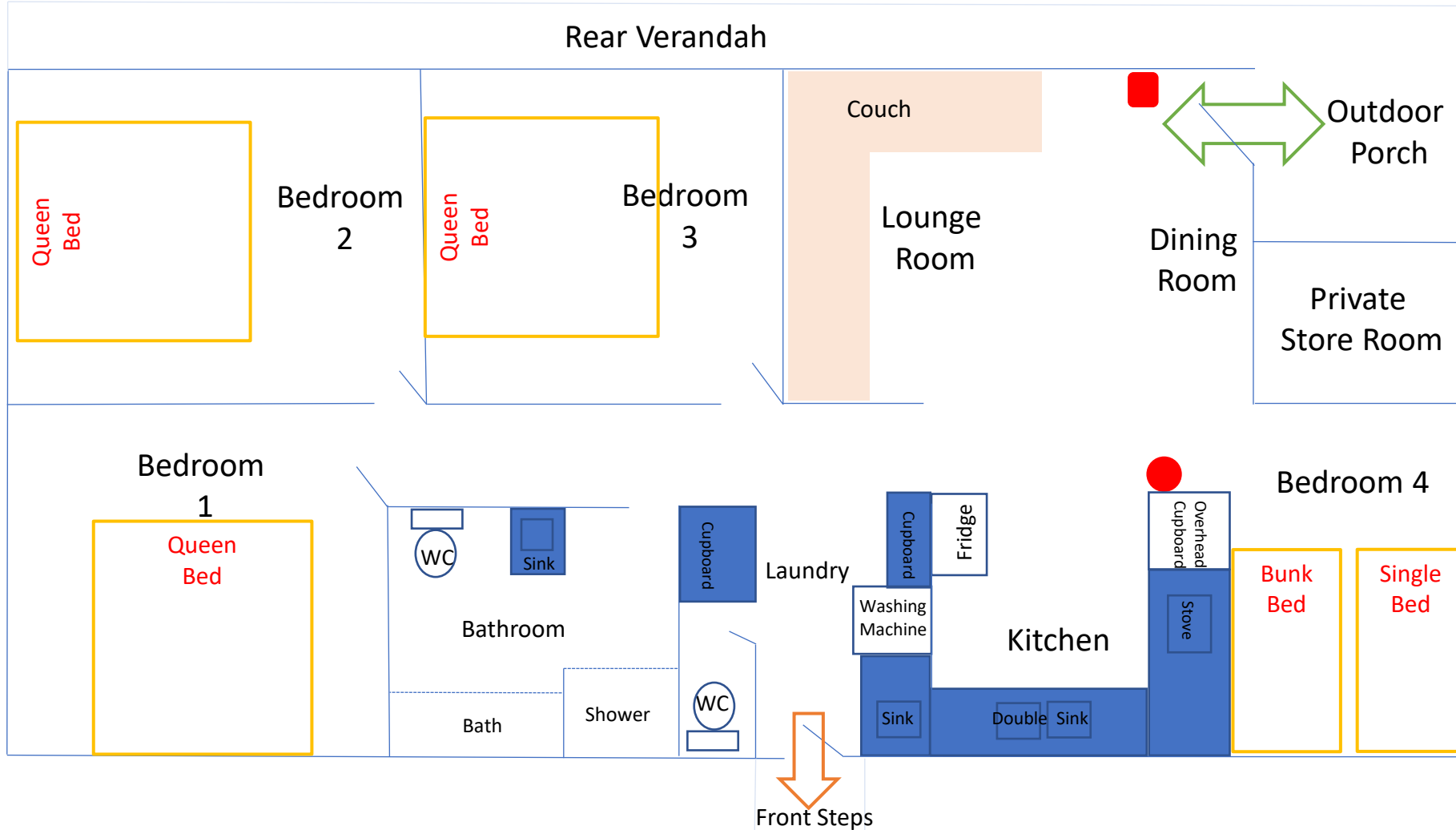


NORTH

PREPARED FOR:
Nathan Matera
50 Satinover Way
Wandi WA
E: gcmcorpsservices@gmail.com
T: 0423 787 440

Internal Floor Plan

3 Poland Road, Denham "Shark Bay Abode"



- Legend**
- ↔ Primary Entrance/Exit
 - ➡ Secondary Exit
 - Fire Extinguisher
 - Fire Blanket

CODE OF CONDUCT FOR GUESTS

(SHARK BAY ABODE)

PROPERTY ADDRESS: 3 POLAND ROAD, DENHAM WA 6537

PROPERTY MANAGER: Jane Green and Sherri Smith

Mobile: 0404 846 302 | 0437 055 313

Email: greenjane145@gmail.com | bscc1234@outlook.com

The following Code of Conduct governs guest behaviour and use of the property. All guests are to follow the Code of Conduct for themselves and any visitors they allow at the property.

GUESTS:

- A responsible adult (over 18 years of age) shall be on site at all times when children are present.
- No unauthorised people are permitted to stay overnight.
- There shall be a maximum of **9 guests** on the property at any one time.

NOISE AND NUISANCE:

- Guests are not to cause or permit nuisance at the property.
- This includes excessive noise, disruptive behaviour or anti-social behaviour.
- Noise should generally cease after 9:00pm Sunday to Thursday and 10:00pm Friday and Saturday.
- The Property Manager may contact any guests where noise levels are deemed unacceptable.

VEHICLE PARKING:

- Guests shall park all cars and any trailers, caravans or boats on the property at all times in the designated parking areas. Refer to the Parking Plan for further information (Attachment 2).
- Guests shall not park on the verge or on the street outside of the property.

PREMISE CONDITION AND CLEANLINESS:

- It is all guests responsibility to leave the premises in a clean and tidy condition upon vacating.
- All fittings and chattels are to be left in their original condition and position that they were in at the beginning of each stay.
- Guests are to notify the Property Manager of any damage or disrepair within 24 hours of this occurring.
- Any damage repairs or excessive cleaning that is attributed to guests stay will be paid for by the guests.

Attachment 4

LINEN:

- The Property Manager will provide all linen for guests stays. At the end of your stay please put all used linen into the linen bag provided.

FIRES:

- No candles or open fires are permitted on the property.
- All guests should read the Fire and Emergency Response Plan.

RUBBISH DISPOSAL:

- All rubbish is to be placed in the bins provided.
- Guests are responsible for taking out the outdoor rubbish bin where their stay coincides with collection days.
- Your collection day is as Tuesday and Friday each week.

KEYS:

- At the end of your stay please lock the premises (including all doors and windows) and return the keys to The Property Manager

TERMINATION OF ACCOMMODATION:

The Property Manager reserves the right to terminate accommodation if guests are found to have contravened any part of the Code of Conduct. No refunds will be made where termination is made due to a breach of the Code of Conduct. .

FIRE AND EMERGENCY RESPONSE PLAN

SHARK BAY ABODE

1. PROPERTY ADDRESS: 3 POLAND ROAD, DENHAM WA 6537

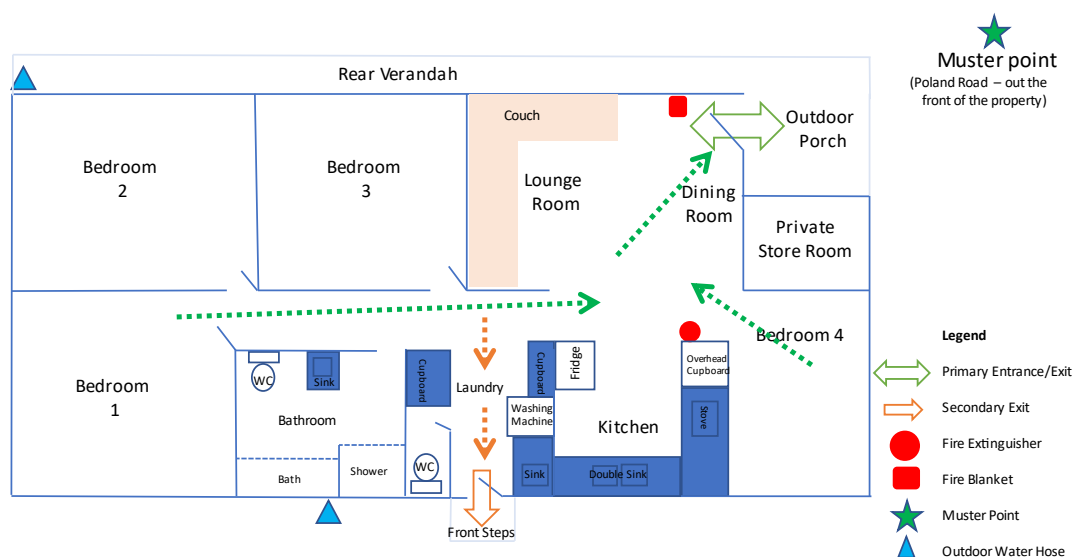
Fire Extinguisher Locations: Fixed on the wall near the main entrance of the home

Fire Blanket Location: Fixed on the side of the overhead cupboard in the kitchen.

Refer to the photos in Attachment A

2. FIRE AND EMERGENCY EVACUATION PLAN (to be displayed in house – A3 size)

Fire & Emergency Evacuation Plan



3 Poland Road, Denham "Shark Bay Abode"

In Case of Fire:

- All guests to exit the house immediately. Adults should take all children outside.
- Call emergency services on '000' once you have safely exited the house.
- Assemble out the front of the house on the street.

Do not go back into the house.

- Follow all instructions by emergency personnel.

Appendix 6 3. EMERGENCY CONTACT DETAILS:

FOR ALL EMERGENCIES DIAL TRIPLE ZERO – 000 for Police, Fire or Ambulance

A. Property Manager Contact:

Name: Jane Green | Sherri Smith

Address: 15 Spaven Way Denham | 6 Vlamingh Crescent Danham

Mobile: 0404 846 302 | 0437 055 313

Email: greenjane145@gmail.com | bscc1234@outlook.com

B. State Emergency Service: 132 500 or mobile: 0417 097 330

4. USEFUL SOURCES OF INFORMATION:

In the event of a fire, cyclone or evacuation information may be broadcast from the following

sources:

ABC Radio 846am
ABC RN: 107.5FM

DEPARTMENT OF FIRE AND EMERGENCY SERVICES – www.dfes.wa.gov.au

5. CYCLONES:

13 DFES (13 33 37)

The Bureau of Meteorology issues cyclone advice to the public through a Cyclone Watch and Cyclone Warning – www.bom.gov.au/cyclone The Department of Fire and Emergency Services then issues Community Alerts to keep people informed and safe - www.dfes.wa.gov.au. The Alert System changes to reflect the increasing risk to your life and advises what you need to do before, during and after a cyclone.

CYCLONE WATCH is used when damaging winds are expected to affect communities within 48 hours.

CYCLONE ALERT is used when damaging winds are likely to affect communities within 24 hours.

DFES then issues the following cyclone alerts:



ADVICE



WATCH AND ACT



EMERGENCY WARNING

Advice	Watch and Act	Emergency Warning
<p>An incident is active but there is no immediate threat to lives or homes. Be aware and keep up to date.</p> <ul style="list-style-type: none"> • Prepare now • Stay informed • Monitor conditions • Avoid the area • Return with caution • Avoid smoke • Threat is reduced 	<p>There is a possible threat to lives or homes. Take action now to protect yourself and others.</p> <ul style="list-style-type: none"> • Prepare to leave/evacuate • Leave/evacuate now (if you are not prepared) • Prepare to take shelter • Move/stay indoors • Stay near shelter • Monitor conditions as they are changing • Be aware of ember attack • Move to higher ground (away from creeks/rivers/coast) • Limit time outside (cyclone, heat, asthma) • Avoid the area/avoid the flooded area • Stay away from damaged buildings and other hazards • Prepare for isolation • Protect yourself against the impacts of extreme heat • Do not enter floodwater • Not safe to return • Prepare your property (cyclone/storm) 	<p>There is a threat to lives and homes. You may be in danger and need to take immediate action.</p> <ul style="list-style-type: none"> • Leave/evacuate (immediately, by am/pm/hazard timing) • Take shelter now • Shelter indoors now • Too late to leave

Appendix 6

6. USEFUL CONTACT INFORMATION (NOT FOR EMERGENCIES):

Shark Bay Health Centre – 9948 1400

Denham Police Station (for general enquiries) – 9948 1201

Shire of Shark Bay – 9948 1218

Appendix A: Location of Fire Extinguishers and Fire Blanket

A 2.5kg Fire Extinguisher has been installed near the main entrance door. A Fire Blanket has been installed on the side of the overhead cupboard in the kitchen area to current legislative requirements by a fully qualified service technician in the locations as per the fire plan. Signage is as per legislative requirements.

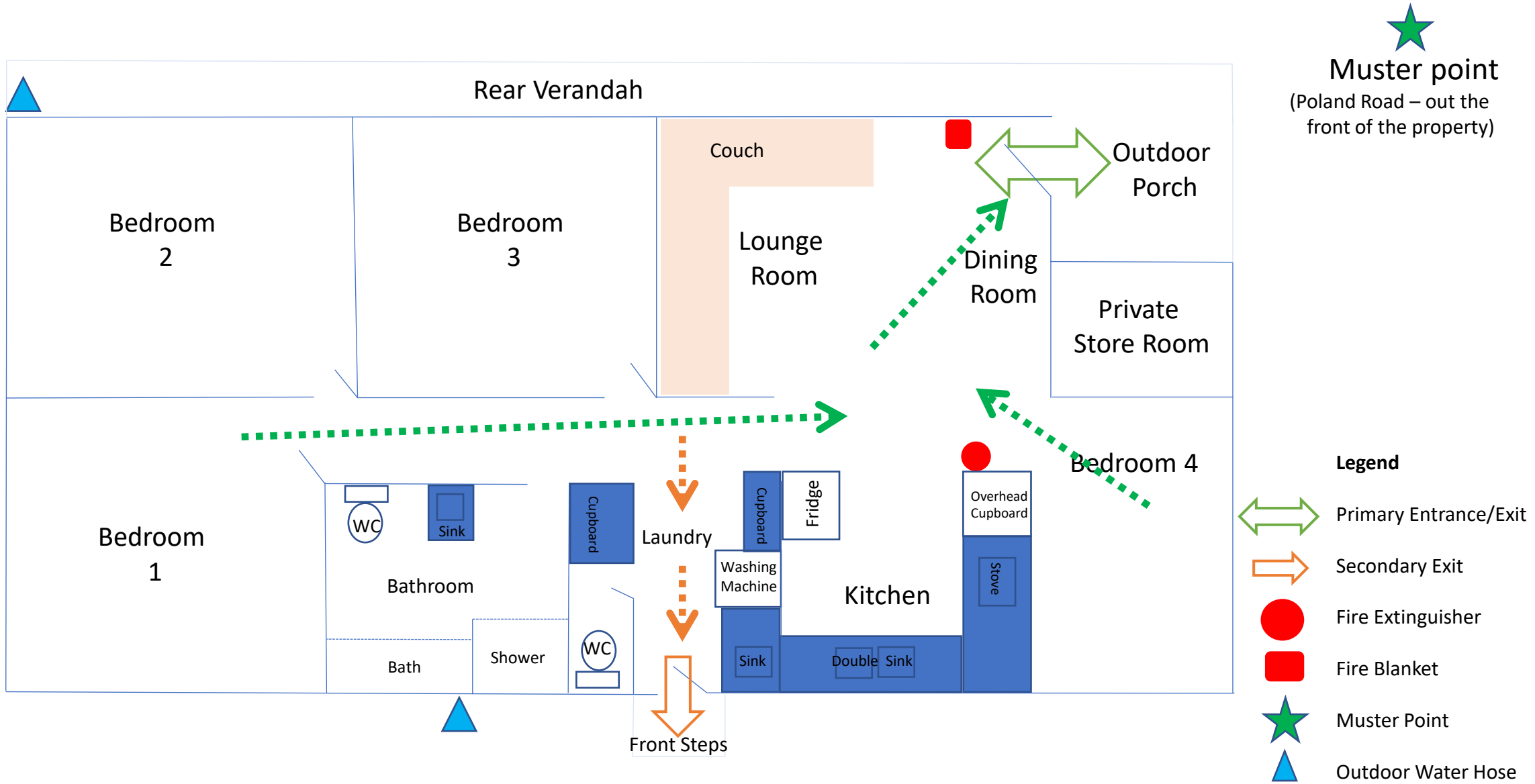


Fire Extinguisher



Fire Blanket

Fire & Emergency Evacuation Plan



3 Poland Road, Denham "Shark Bay Abode"

MANAGEMENT PLAN

1. PROPERTY ADDRESS: 3 Poland Road, Denham

2. PROPERTY MANAGER DETAILS:

Name: Jane Green | Sherri Smith

Address: 15 Spaven Way Denham | 6 Vlamingh Crescent Danham

Mobile: 0404 846 302 | 0437 055 313

Email: greenjane145@gmail.com | bscc1234@outlook.com

3. DETAILS OF RESERVATION ARRANGEMENTS (PLEASE TICK ALL APPLICABLE):

Internet (please specify): Airbnb [Shark's Bay Abode - Houses for Rent in Denham, Western Australia, Australia - Airbnb](#)

Property Manager: Bookings managed online by Nathan Matera. Once a booking is approved information will be shared with Jane & Sherri so they are aware of when people are at the property.

Other (please specify): N/A

4. DUTIES OF PROPERTY MANAGER:

- Supply, readily visible in the kitchen, dining or living area of the house, the Code of Conduct, the Management Plan and the Fire and Emergency Plan;
- Ensure guests are aware of the the Code of Conduct (Annexure A), the Management Plan and the Fire and Emergency Plan (including the Fire Evacuation Route);
- Ensure that an A3 laminated copy of the Fire Evacuation Route Plan is displayed in a prominent place near a front or back door, living area or kitchen of the house.
- Ensure that the maximum number of people staying overnight for each booking of the premises is consistent with planning approval conditions;
- Maintain a record / register of all bookings, available for inspection by the Shire of Shark Bay upon request;
- Ensure the premises are clean and maintained to a high standard;
- Ensure bed linen is clean and replaced upon tenant vacation; and
- Ensure rubbish and waste disposal bins are put out and collected as required.

5. MAINTENANCE AND ACCESSIBILITY

Who will be responsible for ensuring that a fire extinguisher will be provided?	Property Manager or Fire Technician (already installed)
Who will inspect the premises regularly to ensure that the smoke alarms and fire extinguisher are in working order?	Owner or Property Manager (already installed) By registered Fire Test & Tag Technician at least 2 times per year as per Australian regulations
What arrangements are in place for cleaning the house before each booking?	Following each stay a clean is organised with Beavis & Smith Cleaning.
Is there a working outdoor hose available to guests?	Yes (1 in total) –at the rear left hand side of the house. Additional tap at the front of the property.
If windows are fitted with locks, are the keys provided to guests?	Yes – provided on check-in
Are guests given keys to all external lockable doors, including security doors?	Yes – provided on check-in
What arrangements are in place for maintenance of external yard areas?	Jane & Sherri to advise when works needs to be done and Nathan will arrange with Shark Bay Maintenance.

6. COMPLAINTS PROCEDURE BY PROPERTY MANAGER:

Guests to follow the Airbnb code of conduct.

Check-in from 3.00pm.

Check-out before 11.00am.

Maximum of 9 guests.

Complaints sent to Nathan via the Airbnb app.

Jane & Sherri to raise any issues with Nathan following each stay. Nathan to rectify accordingly.

Parking

Boat Parking for 3 Poland Road is to be within the boundaries of the property at all times. Please be sure that your Car and Boat are not protruding past the property boundaries as indicated on the Parking Plan. At no time are vehicles or boats to protrude onto the verge or be parked on the road.

If you are unable to place your boat in the boat parking area as indicated on the parking plan, there is 24 hour boat parking available at Shark Bay Marine Repairs, 60 Monkey Mia Road, Denham.

Please contact 0427 481 324 for bookings. Please refer to the Parking Plan clearly displayed at the property.