SHIRE OF SHARK BAY
PUBLIC NOTICE

DEVELOPMENT APPLICATION – PROPOSED HOLIDAY HOUSE (RENEWAL)
3 CAPEWELL DRIVE, DENHAM

The owner of the above-mentioned property lodged a 'first time' planning application last year seeking approval to use the existing house as a holiday house. The Shire granted a 12-month approval on 20 January 2026, which is valid until 12 January 2027.

The owner would like to continue using the house for short stays and has lodged a second planning application. The Shire has discretion to consider issuing a longer 3-year approval.

Prior to determining this application, the Shire would like to provide you with the opportunity to comment on the proposal. The plans, including a parking plan, can be viewed at the Shire of Shark Bay, 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 **4.00 PM, 30 October 2026.**

Please note, if no comments are received by the closure date, we will assume that you have no comments 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 0488910869 (between Tuesday and Friday).

_____
Dale Chapman
CHIEF EXECUTIVE OFFICER

16 October 2026

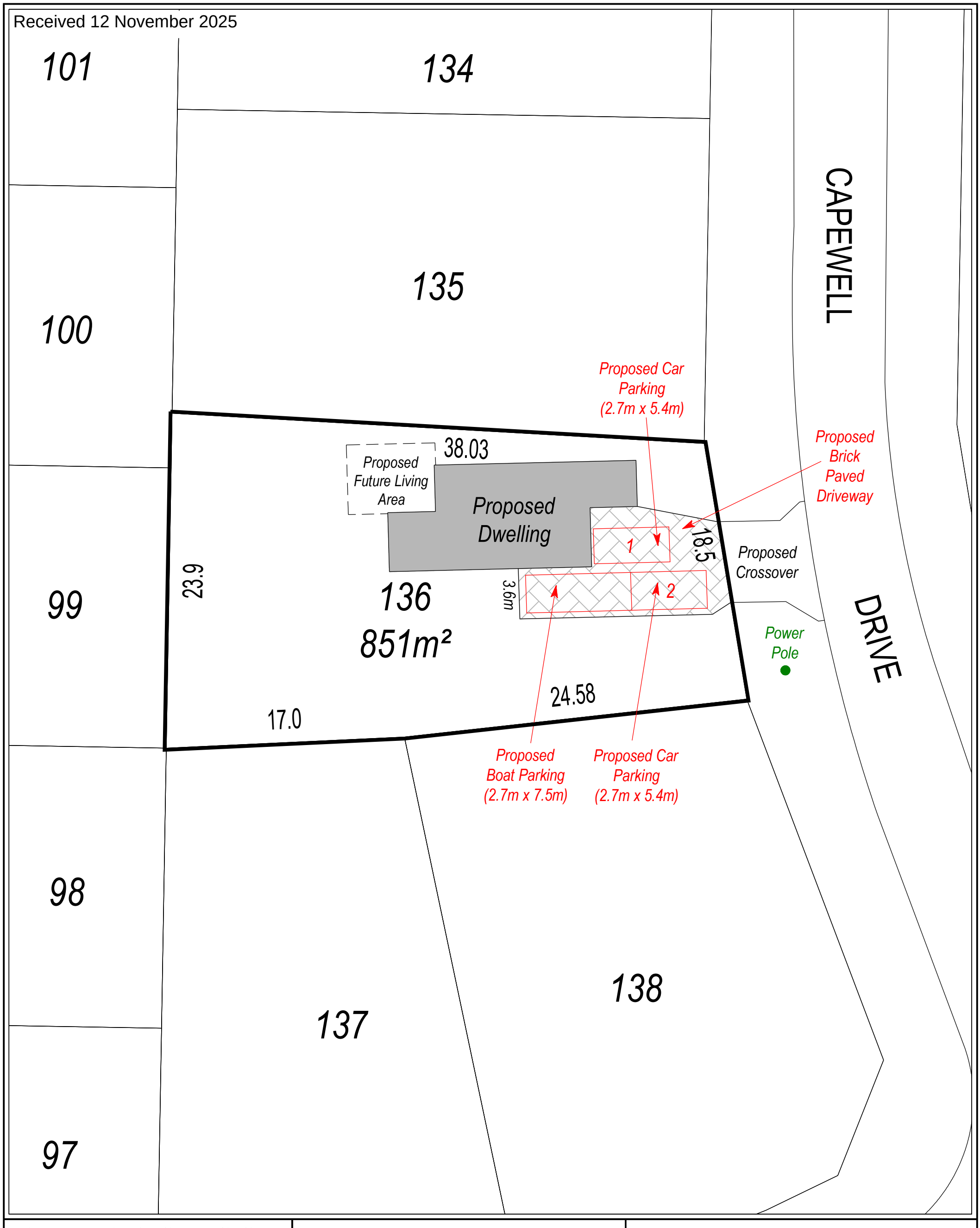
Attachment 2

Street View – 3 Capewell Drive

Attachment 2

Aerial View

Received 12 November 2025



0 2 4 6 8 10 12 16 18m

SCALE 1:250
ORIGINAL PLAN SIZE: A3

NORTH

PREPARED FOR:
Anna Herrmann
C/- Ray White Shark Bay

E: gcmcorpservices@gmail.com
T: 0423 787 440

LEGEND:

SUBJECT LAND

NOTE:
Dimensions and areas subject to survey.

DATE: 06.11.2025

PROPOSED PARKING BAYS SITE PLAN

LOT 136 (No. 3) CAPEWELL DRIVE
DENHAM
Shire of Shark Bay

Attachment 5

RAY WHITE SHARK BAY

MANAGEMENT PLAN

1. PROPERTY ADDRESS: 3 CAPEWELL DRIVE, DENHAM

2. PROPERTY MANAGER DETAILS:

Name: Ray White Shark Bay – Debbie Byett
Address: U3/ 71 Knight Terrace, Denham
Phone Number: 9948 1323
Mobile: 0448 753 314
Email: sharkbay.wa@raywhite.com

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

☑ Internet (please specify) : All bookings through Ray White Shark Bay

☑ Property Manager : All bookings through Ray White Shark Bay

☐ Other (please specify) N/A

4. RAY WHITE SHARK BAY MANAGEMENT STATEMENT

Ski At Denham Pty Ltd T/A Ray White Shark Bay has been managing holiday accommodation houses and units in Denham continuously for the past 20 years.

Ray White Shark Bay are a complete property management service and over the years have developed the skills necessary to help the owners of the properties, and, the many thousands of visitors we deal with annually. We are based permanently in Denham and have an office located at 3/71 Knight Terrace. The office is officially open 6 days a week and we are available by mobile if the office is not open.

Some key points of our service below.

- The premises are inspected after guests check out to ensure that it has been kept in a neat and tidy condition. Guests can provide their credit card details as security or pay a bond which is refunded after inspection.
- Bins are put out weekly for standard Council pick up or as necessary.
- We arrange regular cleaning of the premises in between guest stays and ongoing maintenance of the property.
- Any damage, safety or general maintenance issues are reported to the owner, including smoke alarms and fire emergency equipment.
- If works are needed, such as replacement of smoke alarms, new batteries in smoke alarms, or general safety / maintenance repairs then we organise those works for the owners.
- Fire extinguishers and fire blankets are checked and certified on a 6 monthly basis as per Australian standard.
- As premises are inspected regularly we have a high level of knowledge about the condition of each property/dwelling under our management.
- Because we are based locally and live in the Denham community, we have excellent knowledge of what happens at all the properties that we manage.

Attachment 5

5. BOOKING PROCEDURE CONDUCT FOR GUESTS

Ray White Shark Bay have booking procedures and provide guests with the following at the time of booking:

TERMS AND CONDITIONS (House rules) Need to know items such as Check in / Check out times. After Hour Key Pick Up. Linen and what is provided. Cancellation Policy. Pet Information. Rubbish collection. Guest Numbers. Excessive Noise. Guest Responsibilities. Left Items. Feedback. Call Outs. Loss or Damage to Property. Alternate Accommodation. Property Keys. Covid-19 information.

CONFIRMATION LETTER which the guest acknowledges the booking is for a total of **6 guests** and that there is a strict no smoking policy inside the premises. They also acknowledge that if house rules are broken and false or misleading information has been given that, as the Property Manager, we have the authority to order the premises be vacated with no refunds given.

When guests check in whether it be in business hours or after hours they collect an envelope with a town map and directions to their accommodation, a set of keys, our after hours contact numbers if they are needed and important things to know.

6. MAINTENANCE AND ACCESSIBILTY

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 reguarly to ensure that the smoke alarms are in working order?	Owner or Property Manager (already installed)
Who will inspect the premises reguarly to ensure that the fire extinguisher is in working order?	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?	Organised by Ray White Shark Bay via local contract
Is there a working outdoor hose available to guests?	Yes (2 in total) –at the front and rear right hand side of the house
If windows are fitted with locks, are the keys provided to guests?	Yes – organised by Ray White Shark Bay
Are guests given keys to all external lockable doors, including security doors?	Yes - organised by Ray White Shark Bay
What arrangements are in place for maintenance of external yard areas?	Organised by Ray White Shark Bay and also conducted via owners on a regular basis. The place is always well kept.

7. RAY WHITE SHARK BAY ACTIVE COMPLAINTS POLICY

- Ray White Shark Bay have staff available after hours who are contactable by mobile and email if neighbours need to report any guest behaviour issues.
- All complaints are recorded in an electronic form with the address and nature of complaint.
- Each complaint is assessed based on the individual situation taking into regard the seriousness of the complaint.
- Any premises would be inspected in person on receipt of a complaint and staff would talk to the guests about any issue reported by a neighbour.
- Depending on the nature of the issue, staff may give the guests a warning or under extreme circumstances our company has authority to evict guests.
- The complainant / neighbour would be informed of the outcome of any inspection and action taken by our company to respond to the complaint. Advice would generally be provided in writing by email for recording purposes.
- Owners are also advised in writing of the any serious or justified complaint and action taken to respond or resolve any compliant.

- If warranted we would liaise with police over any serious issues. We have a good working relationship with local police.
- During peak holiday periods we conduct drive by inspections of properties under our care to ensure that they are well managed. We take an active role in overseeing the use of all holiday houses under our management to ensure that they are used responsibly.
- It is in our interest to ensure that all properties under our care are well managed, looked after and maintained to fulfill our contractual obligations with land owners.

Also being a part of a large franchise group such as Ray White we can also call on our corporate office for assistance and support regarding any complaints or disputes.

As outlined in Point 5 all guests are provided with detailed terms and conditions as part of the booking process.

8. PARKING

Boat Parking for 3 Capewell Drive 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, 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 (and also available on the Ray White website).

Attachment 4

CODE OF CONDUCT FOR GUESTS

(BLUE OASIS)

PROPERTY ADDRESS: 3 CAPEWELL DRIVE, DENHAM WA 6537

PROPERTY MANAGER: RAY WHITE SHARK BAY

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 unathorised people are permitted to stay overnight.
- There shall be a maximum of **6 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 occuring.
- Any damage repairs or excessive cleaning that is attributed to guests stay will be paid for by the guests.

Attachment 4

LINEN:

- Ray White Shark Bay 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 per the Ray White Shark Bay Information Sheet (on the fridge door for rubbish days and within the information booklet).

KEYS:

- At the end of your stay please lock the premises (including all doors and windows) and return the keys to Ray White Shark Bay.

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. Refer to the Ray White Shark Bay Rental Agreement.

Internal Floor Plan

3 Capewell Drive, Denham "Blue Oasis"

FIRE AND EMERGENCY RESPONSE PLAN

BLUE OASIS

1. PROPERTY ADDRESS: 3 CAPEWELL DRIVE, DENHAM WA 6537

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

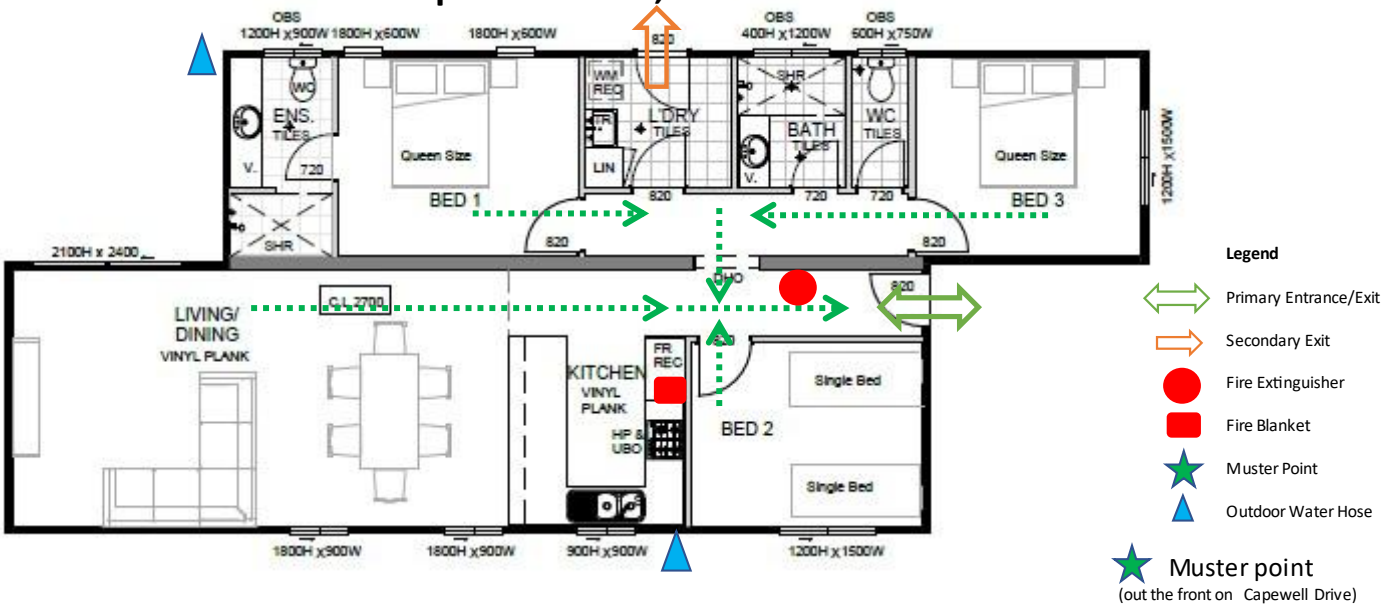
Fire Blanket Location: Fixed on the side of the fridge in the kitchen.

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 Capewell Drive, Denham "Blue Oasis"



<u>In Case of Fire</u>:

- 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.

3. EMERGENCY CONTACT DETAILS:

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

A. Property Manager Contact Ray White Shark Bay
Name Debbie Byett Mobile: 0448 753 314

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
13 DFES (13 33 37)

5. CYCLONES:

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:

BLUE ALERT Get ready for a cyclone. You need to start preparing for cyclonic weather.

YELLOW ALERT Take action and get ready to shelter from a cyclone. You need to prepare for the arrival of a cyclone.

RED ALERT Take shelter immediately. You need to go to shelter immediately.

ALL CLEAR The cyclone has passed but take care. Wind and storm surge dangers have passed but you need to take care to avoid dangers caused by any damage.

6. USEFUL CONTACT INFORMATION (NOT FOR EMERGENCIES):

Shark Bay Health Centre – 9948 1400

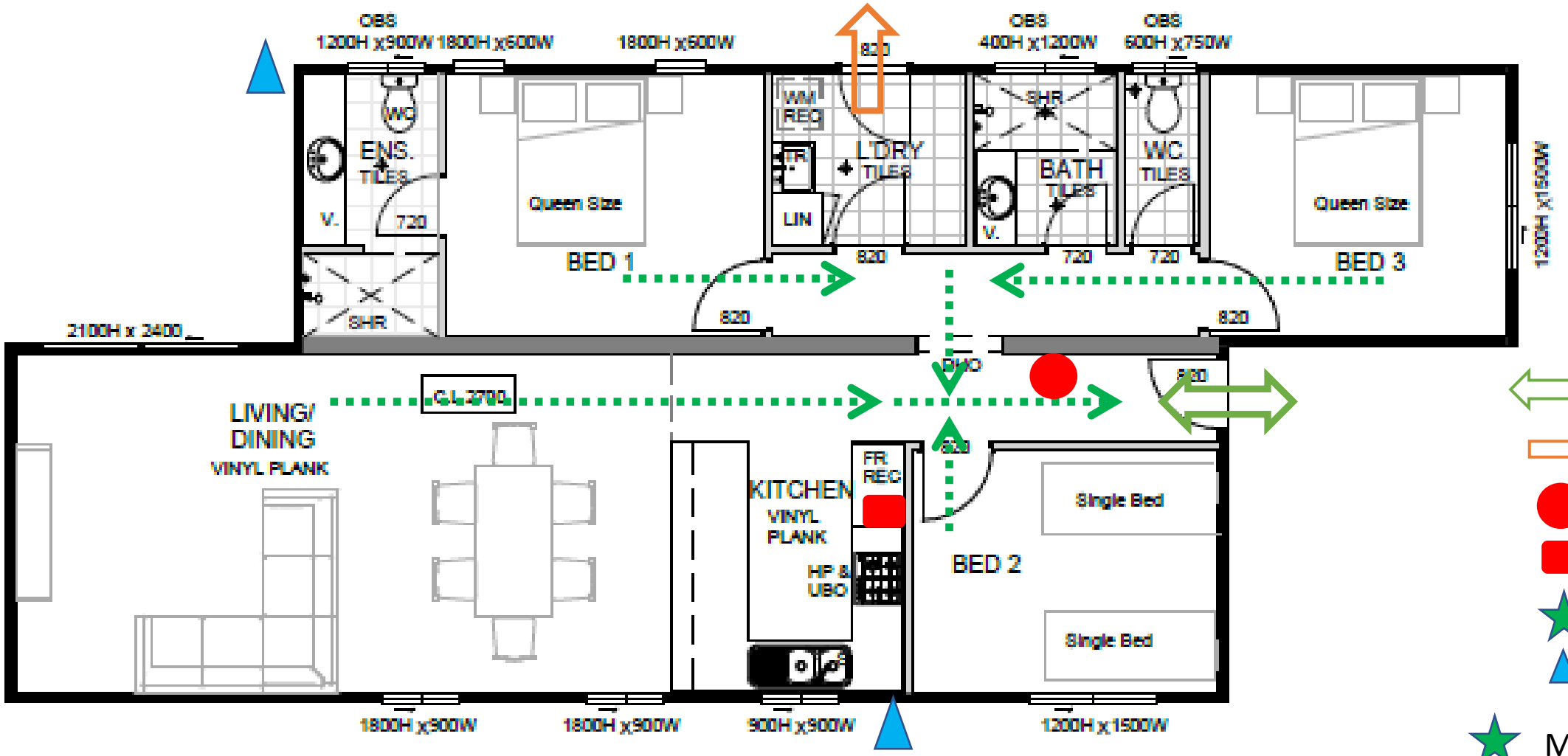
Denham Police Station (for general enquiries) – 9948 1201

Shire of Shark Bay – 9948 1218

Ray White Shark Bay (Property Manager) – 9948 1323

Fire & Emergency Evacuation Plan

3 Capewell Drive, Denham "Blue Oasis"



Legend

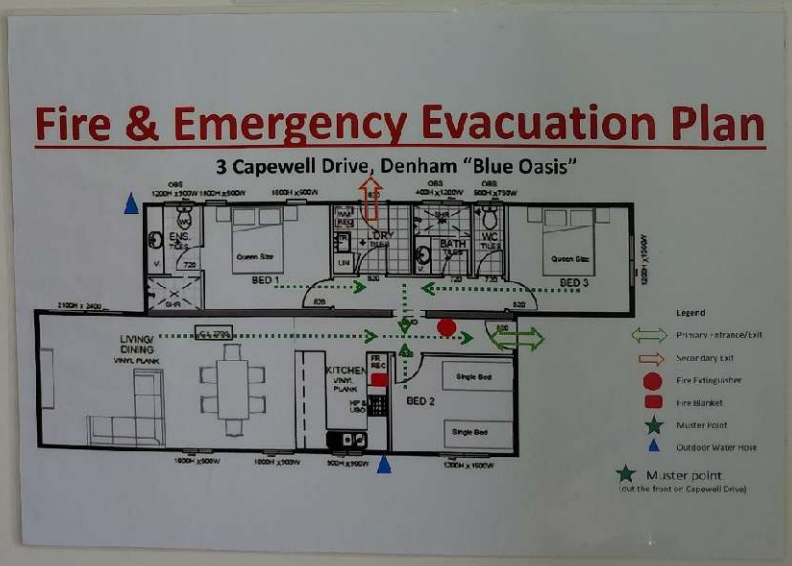
- Primary Entrance/Exit
- Secondary Exit
- Fire Extinguisher
- Fire Blanket
- Muster Point
- Outdoor Water Hose

Muster point
(out the front on Capewell Drive)

FIRE BLANKET
FIRE BLANKET
1.2m x 1.8m
PULL TABS DOWNWARDS
ENERGY RATING

FIRE
EXTINGUISHER
Welcome

Parking Plan
101
134
135
100
99
98
97
136
851m²
137
138
CAPEWELL
DRIVE
Dwelling
Car Parking
Boat Parking
Power Pole
PROPOSED PARKING BAYS
SITE PLAN
LOT 136 (No. 3) CAPEWELL DRIVE
DENHAM
Shire of Shark Bay


Fire & Emergency Evacuation Plan
3 Capewell Drive, Denham "Blue Oasis"
ENS.
Queen Size
BED 1
DRY
BATH
WC
Queen Size
BED 3
LIVING/
DINING
KITCHEN
BED 2
Single Bed
Single Bed
Legend
Primary entrance/Exit
Secondary Exit
Fire Extinguisher
Fire Blanket
Muster Point
Outdoor Water Hose
Muster point
(out the front on Capewell Drive)

GP970