



**SHIRE OF SHARK BAY
PUBLIC NOTICE**

**DEVELOPMENT APPLICATION – PROPOSED HOLIDAY HOUSE (RENEWAL)
LOT 68 (NO 22) HARTOG CRESCENT, DENHAM**

The owners of the abovementioned lot had been granted approval by the Shire on the 29 April 2022 to use their existing house as a holiday house (for short stay). The initial 'first time' approval was limited to a 12 month period.

The Shire issued a second longer 3 year approval on the 3 August 2023, which has expired.

The owners have lodged a new planning application proposing to continue to rent out their existing dwelling at 22 Hartog Crescent for short stay accommodation. The Shire has discretion to issue a new approval for a longer 5 year period.

Prior to determining this application, the Shire would like to provide you with the opportunity to comment on the proposal. The plans can be viewed at the Shire of Shark Bay 65 Knight Terrace, Denham during office hours or on the Shire website.

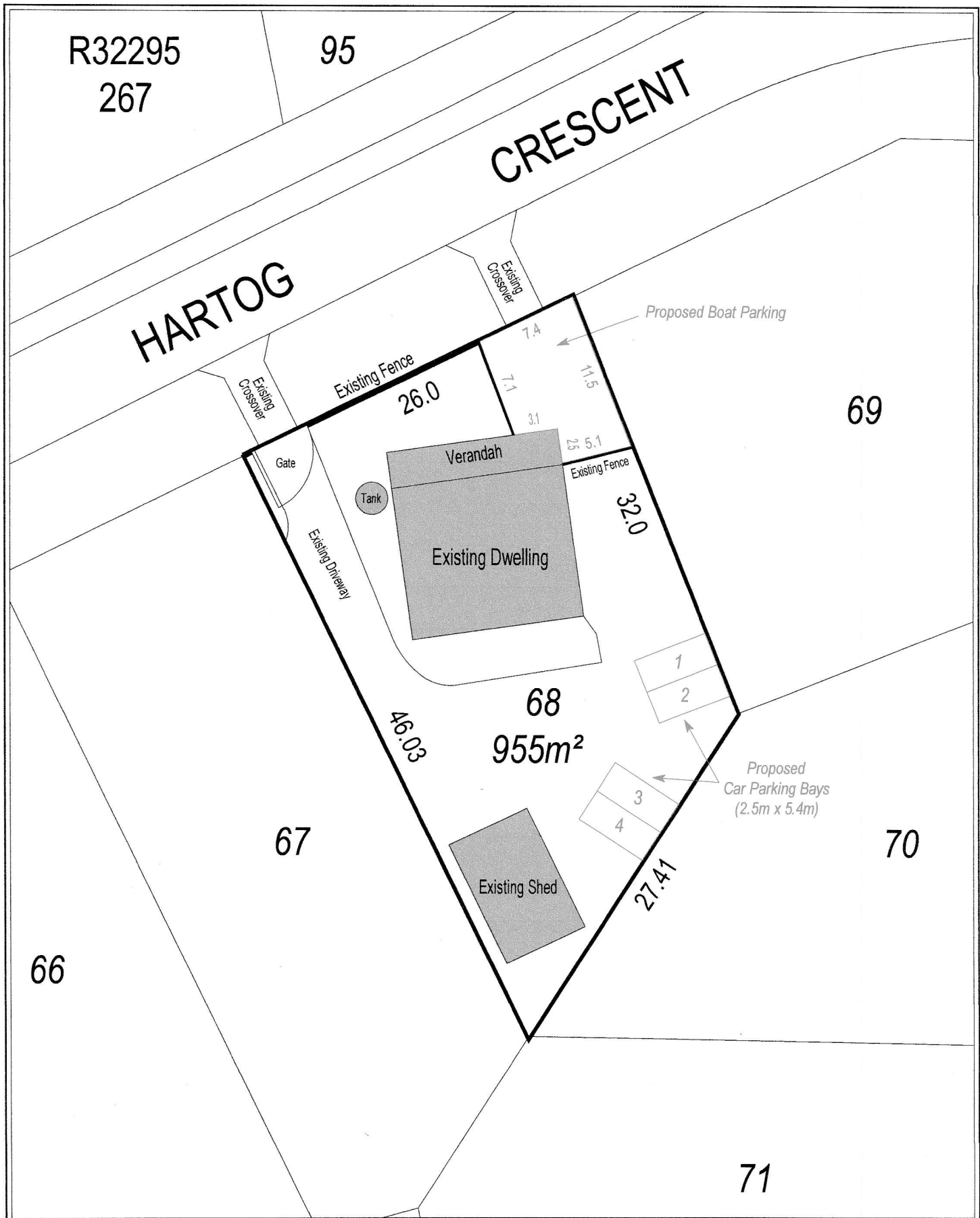
Should you wish to make a submission on the proposal, your comments (in writing) will need to be lodged with Council by **4.00 PM, 20 August 2026**.

Please note, 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 0488910869 (between Tuesday and Friday).

Dale Chapman
CHIEF EXECUTIVE OFFICER

6 August 2026



0 2 4 6 8 10 12 16 18m
 SCALE 1:250
 ORIGINAL PLAN SIZE: A3



NORTH

PREPARED FOR:
 RM & AE Noakes
 PO Box 33
 Witchcliffe WA 6286
 E: glenbraehaytrans@outlook.com
 T: 0409 575 065

NOTE:
 Dimensions and areas subject to survey.

LEGEND:

SUBJECT LAND



DATE: 30.07.2026

PROPOSED PARKING BAYS SITE PLAN

LOT 68 (No. 22) HARTOG CRESCENT
 DENHAM
 Shire of Shark Bay

RAY WHITE SHARK BAY

MANAGEMENT PLAN

1. PROPERTY ADDRESS: "Seabreeze" 22 Hartog Cres denham

2. PROPERTY MANAGER DETAILS:

Name: Debbie Byett, Ray White Shark Bay
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):

- ☒ Property Manager : All bookings through Ray White Shark Bay
- ☒ Other (internet) : All bookings through Ray White Shark Bay

4. RAY WHITE SHARK BAY MANAGEMENT STATEMENT

Ray White Shark Bay has been managing holiday accommodation houses and units in Denham continuously for the last 20 years.

Ray White Shark Bay are a complete property management service and have 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 staff are available by mobile if the office is not open.

Some key points of our service below.

- The premises are inspected after guest 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.
- 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.
- 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.

5. BOOKING PROCEEDURE CONDUCT FOR GUESTS

RAY White Shark Bay have booking proceedures 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 **10 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 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 hour 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?	Owner
Who will inspect the premises reguarly to ensure that the smoke alarms and fire extinguisher are in working order?	Porperty Manager / at least 2 times a year but up to 4
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. At the side of house near the clothes line.
If windows are fitted with locks, are the keys provided to guests?	The windows do not have locks.
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 & 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 be 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 complaint.
- If warranted we would liaise with police over any serious issues, and 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.

MANAGEMENT PLAN – ANNEXURE
CODE OF CONDUCT FOR GUESTS

PROPERTY ADDRESS: 22 Hartog Cres Denham

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 10 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.
- 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.

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.

Optional:

- Guests are responsible for taking out the outdoor rubbish bin where their stay coincides with collection days.
- Your collection day is: Tuesday and Friday

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:

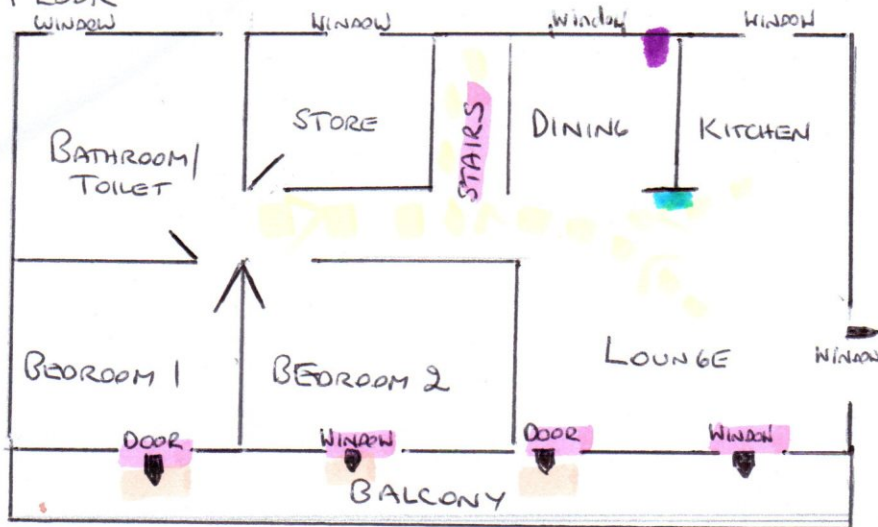
The Property Manager reserves the right to terminate accommodation if guests are found to have contravened any part of the Code of Conduct. No refunds will be made where termination is made due to a breach of the Code of Conduct.

FIRE AND EMERGENCY PLAN

PROPERTY - 22 HARTOG CRES DENHAM

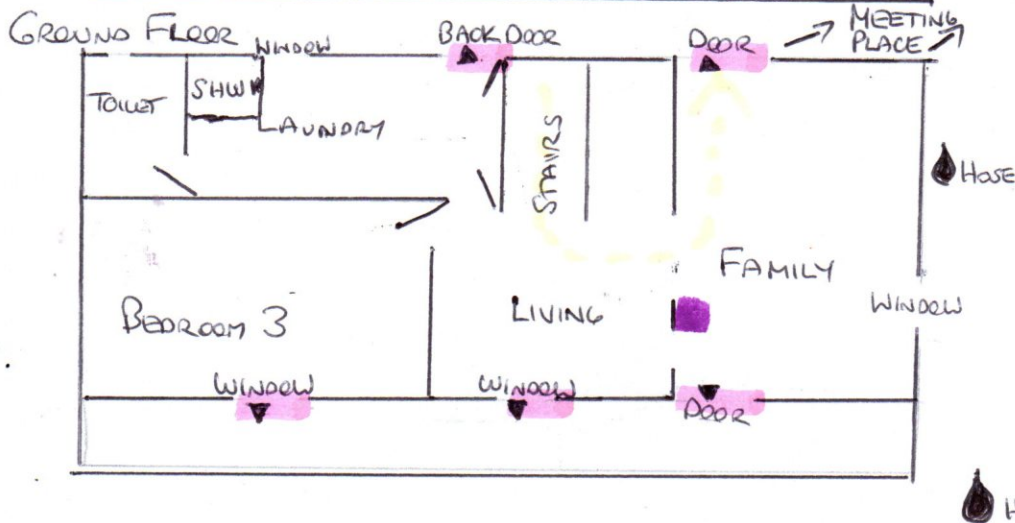
FIRE EXTINGUISHER LOCATIONS : 1) GROUND FLOOR FAMILY ROOM
2) 1ST FLOOR DINING ROOM

1ST FLOOR



MAP LEGEND

-  EXIT DOORS AND WINDOWS
-  PRIMARY ESCAPE ROUTE
-  SECONDARY ESCAPE ROUTE
-  OUTDOOR HOSE
-  FIRE EXTINGUISHER
-  FIRE BLANKET

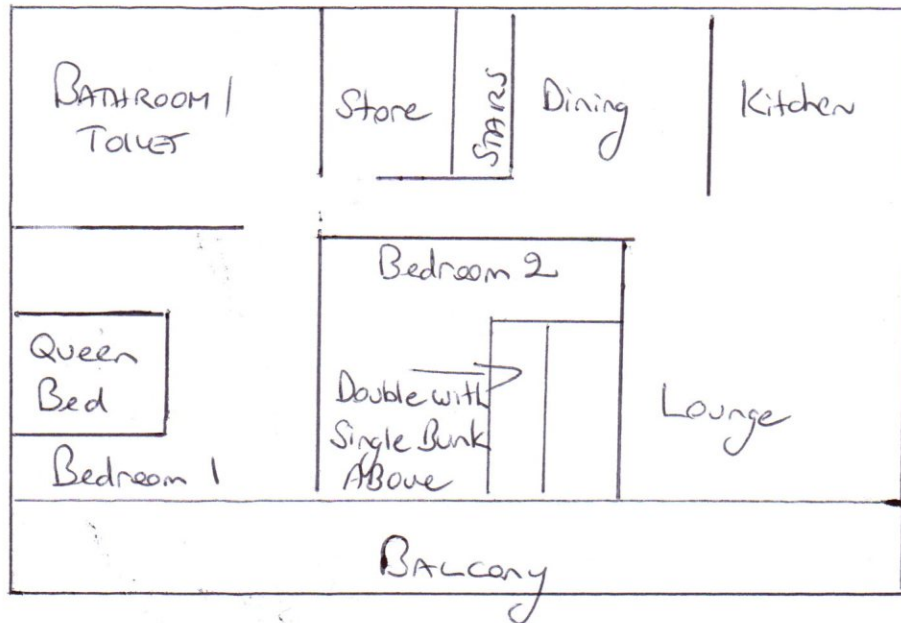


IN CASE OF FIRE:

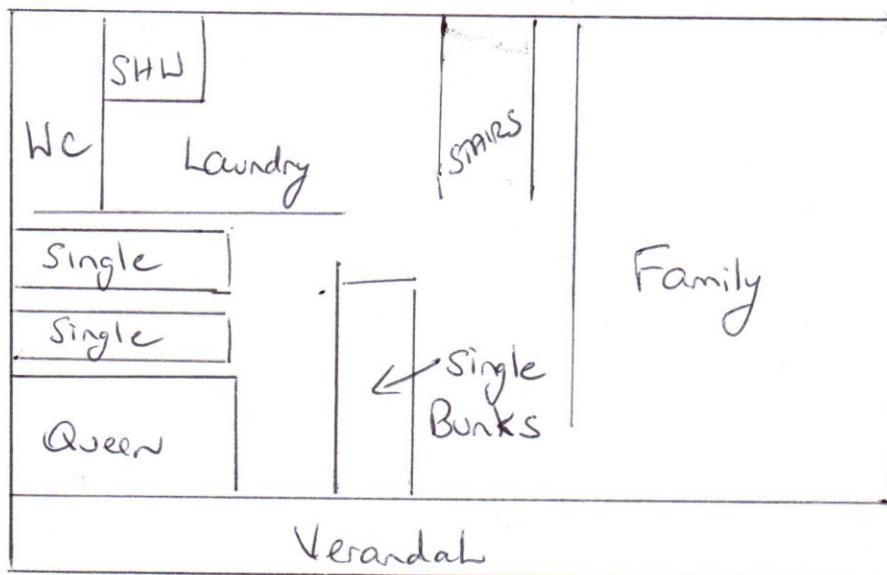
- ALL GUESTS TO EXIT HOUSE IMMEDIATELY. ADULTS SHOULD TAKE ALL CHILDREN OUTSIDE TO DRIVEWAY AT FRONT OF HOUSE ON ROAD VERGE.
- CALL '000' ONCE SAFELY EXITED THE HOUSE.
- ASSEMBLE IN DRIVEWAY NEAR FRONT ROAD VERGE.
DO NOT GO BACK INTO THE HOUSE.
- FOLLOW DIRECTIONS OF EMERGENCY PERSONNEL.

INTERNAL LAYOUT

1st FLOOR



GROUND FLOOR



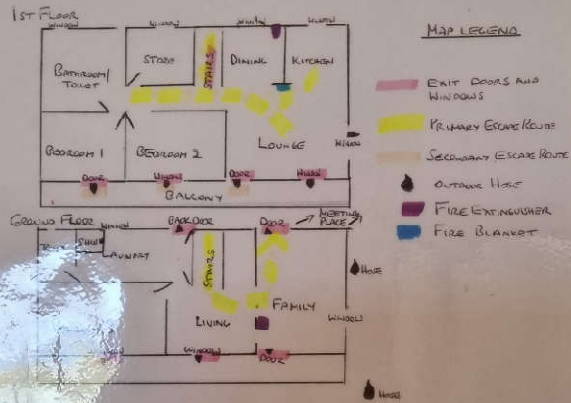
Photographs with application for renewal 2023



FIRE AND EMERGENCY PLAN

PROPERTY - 32 HARVEY GLEN DENHAM

FIRE EXTINGUISHER LOCATIONS : 1) GROUND FLOOR FAMILY ROOM
2) 1st FLOOR DINING ROOM



MAP LEGEND

- EXIT DOORS AND WINDOWS
- PRIMARY ESCAPE ROUTE
- SECONDARY ESCAPE ROUTE
- OUTDOOR HOSE
- FIRE EXTINGUISHER
- FIRE BLANKET

IN CASE OF FIRE

- ALL GUESTS TO EXIT HOUSE IMMEDIATELY. ADULTS SHOULD TAKE ALL CHILDREN OUTSIDE TO PARKWAY AT FRONT OF HOUSE OR ROAD VERGE.
- CALL '000' ONCE SAFELY OUTSIDE THE HOUSE.
- ASSEMBLE IN DRIVEWAY NEAR FRONT ROAD VERGE. DO NOT GO BACK INTO THE HOUSE.
- FOLLOW INSTRUCTIONS OF EMERGENCY PERSONNEL.





APPROVED CROSSOVER PLAN 22 HARTOG CRECENT, DENHAM

Signature:

Dale Chapman
Chief Executive Officer

Date

