



ATTACHMENTS

Development and Infrastructure Services Committee Meeting

04 December 2019

6.00pm

City of Albany Council Chambers

DEVELOPMENT AND INFRASTRUCTURE SERVICES COMMITTEE
ATTACHMENTS – 04/12/2019

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Fixed Standpipes



Frequently Asked Questions

Pricing for Local Government owned Fixed Standpipes in country regions changed on the 1 July 2019. This factsheet is provided to address frequently asked questions in relation to the change.

Please note, that this new pricing structure relates to potable water only.

What is changing?

Local Government Authorities (LGAs) who own a regional fixed standpipe will now have their standpipes priced based on the size of the meter and the end user.

LGAs are still entitled to access concessional pricing for water used for their own purposes. This will not change. However high flow rate LGA owned fixed standpipes that are publicly accessible will no longer be charged concessional rates and commercial rates will instead apply.

Who does this pricing change affect?

This change will affect users of high flow LGA owned fixed standpipes in regional areas. Although the price is charged to the LGA directly, the costs are generally passed on to users such as businesses, farmers and properties not connected to the scheme.

How will rates and charges be applied to fixed standpipes?

The new pricing structure is linked to the size of the standpipe meter, as this determines the flow rate. Small standpipes (20mm and 25mm) generally deliver between 20 – 60 litres per minute. Large standpipes (any pipe larger than 25mm) generally deliver from 80 litres per minute and above.

All LGA standpipes with a meter size of 20mm or 25mm will receive concessional rates and can be used by the LGA or for wider community use.

All LGA standpipes with a meter size above 25mm that are publicly available will be charged at a commercial rate. However, an exemption to consumption charges will continue to be applied for water used for fire-fighting purposes.

Standpipes with a meter above 25mm that are located in a shire depot or locked for Shire use only will be able to access the concessional rate by providing evidence of the ability to control user access.

There will be no change to dedicated Fire Standpipes or fixed standpipes installed on privately owned property.

Why is 25mm the cut off for a concessional service?

The lower flow rate is less likely to be able to deliver more than 49 kilolitres per day, which would qualify for a Major Consumer Agreement. Anything above 25mm is viewed as being used for a commercial purpose. This is consistent across the state including in the Perth metropolitan area.

What are the new prices for Standpipe use?

The new pricing structure is outlined in Appendix 1.

Why are these changes being made?

Some commercial customers have in the past accessed LGA owned standpipes with concessional rates which are below the regulated Town Class rate for the location as set by Government. Water is a precious resource and is regulated by the State Government like any other valuable natural resource and correct pricing must be enforced.



When the incorrect water rates are used, it creates inequity and results in the community and State Government subsidising the activities of private enterprises on an unequal basis.

Fixed standpipes provide an essential source of water for the following:

- customers who are remote from reticulated water schemes;
- amenities to communities by enabling local governments to maintain street trees;
- undertake minor building activities; and
- enable economic growth by supplying businesses that rely on carted water as an input to production.

These changes will ensure the rate commercial customers pay is consistent across Western Australia whether someone is connected to the scheme or not connected to ensure equity for all users.

Why are water use charges higher for customers in regional areas?

Prices for water use in most regional towns are higher than in the metropolitan area because the cost of supplying water is higher, usually due to their remote location and smaller population size (where costs are spread over fewer customers).

The maximum charge per kilolitre for non-residential customers is based on Non-Residential Class Step 15 (refer to fees and charges) on Water Corporation website for current charges. This maximum charge protects customers from very high water bills, even when the cost of providing water services may be substantially higher than this.

How can Shires better manage and control the use of standpipes?

Many standpipe infrastructure suppliers offer control systems for standpipes. Some Shires already have these installed for better management of their own standpipes.

Alternatively, having a lock on the standpipe to restrict access also provides security to protect the scheme supply.

Can contractors working on Local Government projects access a Local Authority standpipe if required as part of a Shire project?

Contractors working on Shire projects are permitted to use locked LA standpipes, thereby minimising the volumetric costs incurred by Local Government. Contractors are not entitled to use an LA standpipe for other commercial (non-LGA) purposes.

Can Local Government still obtain a concessional rate for any water taken from a Commercial standpipe for Shire purposes?

Yes, but there will now be a requirement to provide evidence of the volume taken. Local Government will need to submit a Claim form via the Water Corporation website to obtain the concessional rate from a Commercial standpipe. The claim must be actioned within 12 months from the date the water was drawn.

Can Shires continue to on-sell water?

Yes, Shires are able to set the price for on-selling at their discretion. Water Corporation charges the local governments at the correct regulated prices, and the local governments may choose to add a surcharge to cover maintenance and operational costs for offering a public water service.

My Shire has been charging GST on water from a local government owned standpipe to third parties, can this continue?

No, charging GST on water is not allowed. Guidance surrounding this is outlined by the Australian Tax Office via their website – www.ato.gov.au.



Do standpipes require backflow prevention?

Yes. An ongoing threat to the quality of our drinking water supply is the reverse flow of water from a property back through the internal water service connection. Without prevention, this water may be contaminated by the activities carried out at the standpipe.

It is the owner of the standpipes responsibility to ensure suitable high rated backflow prevention is installed. These devices also require annual testing. Your licensed plumbing contractor certified in backflow prevention, will be able to assist you in meeting these backflow requirements.

Does backflow prevention impact on water pressure?

Yes. Some forms of backflow prevention will reduce water pressure and flow rate downstream of the device. If water pressure and flow rate is critical for the activities on your property, you need to consult with a licensed plumbing contractor or hydraulics consultant before choosing and installing a backflow prevention device.

Are the design standards for new standpipes changing?

Yes, all new standpipes will require the installation of a gate valve to ensure adequate control over water flow when standpipes are turned on and off to prevent water hammering in the pipes.

This requirement is for all new standpipes only, however if an existing standpipe has been identified as constantly being a problem, the Water Corporation will discuss an upgrade to a gate valve option with the cost being borne by the standpipe owner. Having a gate valve installed will help reduce breakages in the water pipes, which owners are currently being billed for if evidence shows the standpipe is being impacted through water hammering occurring from the standpipe.

How do I know if commercial users are accessing water from our Shire use meter, we work on an honesty system?

Shires are responsible for knowing who is using their standpipes and if it is being used inappropriately. Introducing a control system may support this, e.g. Swipe card or managed within LGA depot to identify major users.

Why is the cost of water going up for commercial users when we have been accessing water without any issue?

Water is a valuable resource and regulated charges are set by the State Government based on its use. Pricing of water is based on a 'user pays' principle and in regional Western Australia it has not been implemented according to legislation for fixed standpipes. Having a regulated pricing structure ensures all users are paying the correct rate for water use no matter where they are located across the State.

Current usage patterns on fixed standpipes have shown that commercial suppliers are getting charged at the concessional level by accessing LGA standpipes which is inequitable for other commercial operators that are charged correctly.

Accessing large volumes of water from a fixed standpipe can also cause water supply issues to other users on the scheme and any large users need to be directed to the Water Corporation to be set up on a major consumer agreement.

Will high-flow standpipes be accessible for commercial use?

Yes, but they will now be charged a commercial rate and not have access to concessional rates.



However if more than 49 kilolitres per day is required, the Shire should direct these commercial users (if known) to the Water Corporation so a Major Consumer Agreement can be set up instead.

From time to time, Water Corporation may restrict access if the high usage affects other users on the scheme.

What happens in drought conditions for the price of water to farmers?

A 'Water Deficiency Declaration' is a government response to safeguard the commercial interests of farmers during very dry periods.

When a state government declared drought zone exists, all large shire-owned fixed standpipes will be made available at concessional rates to the community for drought relief in accordance with the terms of the declaration conditions. If conditions for commercial use relief are not specified then standard rates will apply.

If water carters are hired by farmers to transport water during a drought, this cost is the responsibility of the farmer and water will be available at the concessional rate since the end use is for the farmer.

Will a fixed standpipe ever be closed?

Yes, fixed regional standpipes can sometimes become unavailable for a number of reasons including scheduled or ad hoc maintenance, drought or scheme operational issues. If this occurs, Water Corporation will work with the standpipe owner to temporarily restrict public access to protect the town drinking water supply.

Water Corporation's supply to farmland areas cannot always be guaranteed and standpipes are subject to restriction or removal from time to time in order to protect the integrity of the scheme, and allow for prioritisation of supply to groups of water users as Water Corporation deems necessary.

When standpipes are closed, the Water Corporation endeavours to keep the closure minimal to ensure no long term inconvenience to the public.

In some regions, an SMS Alert process is available, but you will need to check with your local government to confirm availability of this service. If it is available, you can register to get closure alerts.

If standpipes are unavailable, the public can approach the Department of Water and Environmental Regulation (DWER) to source alternative water sources.

What are the responsibilities for users of regional fixed standpipes?

When using a public standpipe, you have the following responsibilities:

- Seek advice on how to safely access the fixed standpipe before operating it;
- Treat carted potable water before drinking, showering, food preparation and other potable uses;
- Seek treatment advice for carted potable water from Department of Health;
- Report any fault or damage to a public fixed standpipe to the local Shire;
- Report any misuse of a fire-fighting standpipe to the Water Corporation.

From time to time, Water Corporation may advise a public fixed standpipe is not be used for operational reasons. You must comply with this directive to ensure protection of the drinking water supply.

How do I get more information?

Contact your local Shire or Water Corporation. Further information is also available on the Water Corporation website - www.watercorporation.com.au/regionalstandpipes

Fixed Standpipes FAQ

Appendix 1- New Standpipe Charges

Type of standpipe:	Rates 2019\20 New Description
LA Standpipe (Shire Use only – no public access)	<p>Use: For use by Shire only – locked and no public access available.</p> <p>Meter: Can be any size service as long as it is for direct Shire use.</p> <p>Charges: Non-residential Class 1 tariff applied to water use and 100% discount on service charges.</p>
Community Use Standpipe (low flow) (Publicly available)	<p>Use: Owned by Local Government and available to anyone in the community.</p> <p>Meter: Only available for 20mm and 25mm standpipes.</p> <p>Charges: Farmlands tariff applies to water use (concessional community purpose rate). Service charges based on 20mm meter.</p>
Commercial Standpipe (high flow) (Publicly available)	<p>Use: May be privately owned or made available by Local Government. Must be less than 49 kilolitres per day. For other options, call 13 13 95.</p> <p>Meter: Any meter above 25mm.</p> <p>Charges: Town based charges apply to water use. Service charges vary depending on size of meter.</p>
Fire Standpipe (No public access)	<p>Use: Fire-fighting only. Access by DFES and volunteer firefighting units. Must be locked or controlled to limit access.</p> <p>Meter: Any meter size but usually 25mm or larger to ensure high flow when required.</p> <p>Charges: Nil charges.</p>
Water Corporation owned (Not available in all areas)	Various charges apply, contact 13 13 95 for further information.





Guidelines for the bulk cartage of drinking water

The following information is designed to assist persons and organisations who are involved in the bulk cartage of drinking water (quantities in excess of 100 litres) to comply with the microbiological and chemical quality criteria of the 2004 Australian Drinking Water Guidelines.

The Bulk Cartage Guidelines outline the:

- responsibilities of the carrier
- design, construction, maintenance of containers and fitments
- selection of drinking water sources
- collection, transportation and discharge
- disinfection of drinking water
- consumer advice
- record keeping.

Definitions

- Bulk Cartage** : the collection, transportation and storage of bulk drinking water
- Bulk Drinking Water** : a quantity of drinking water in a single container exceeding 100 litres in volume water that is intended or used for the purpose of human consumption
- Carrier** : an individual or company who undertakes the bulk cartage of drinking water
- Consumer** : for the purpose of these Guidelines a person who consumes or intends to consume drinking water in a house.
- Container** : includes tank or other vessel used in the bulk cartage of drinking water
- Fitments** : may include a hose, pipe, coupling, pump, valves or other object that may either be used to transfer bulk drinking water to or from the container; or come into contact with bulk drinking water during bulk cartage.
- Source** : the point at which water is obtained from any body of water, whether moving or not and whether underground or not.
- Treat** : includes the removal of foreign substances, filtration, exposure to ultra violet light, the addition of any substance to bulk drinking water and includes carrying out alterations to containers and fitments.

Responsibilities of carriers

Carriers are responsible for providing consumers with drinking water that complies with the 2004 Australian Drinking Water Guidelines. To fulfil this responsibility carriers should:

- notify the Local Government of the district in which the business is registered prior to undertaking the bulk cartage of drinking water
- obtain drinking water from a source that is either run by a licensed drinking water provider or has been approved by the Department of Health
- seek permission of the source owner to draw bulk drinking water from that source and comply with the source owners conditions
- use containers and fitments that comply with these Guidelines
- ensure the containers and fitments used for the transportation and delivery of bulk drinking water are not used for any other purpose
- ensure that all persons involved in the bulk cartage of drinking water are adequately trained in the safe operation of equipment, handling of treatment chemicals and the application of these Guidelines
- make material safety data sheets available to all persons handling chemicals used for water treatment;
- provide advice to the consumer regarding the treatment and use of the drinking water.

Design, construction and maintenance of containers and fitments

Design

All materials that come into contact with drinking water within containers and fitments must either comply with:

- Australian Standard AS 4020 2005 'Testing of Products for Use in Contact with Drinking Water'
- Australian Technical Specification ATS 5200.026–2004 'Technical Specification for plumbing and drainage products, Cold Water Storage Products'
- Australian Standard AS 2070 'Plastic materials for food contact use'.

Only use WaterMark, AS 4020, ATS5200.026 or "Drinking Water Only", marked containers and fitments.



In addition:

- All fitments used to transfer bulk drinking water either to or from containers should be designed to prevent back flow contamination of the water source or bulk drinking water in the container in accordance with AS 3500.1-1992. . Back flow devices on tanks used solely for the bulk cartage of drinking water shall conform to the medium hazard rating of AS 3500.1-1992, National Plumbing and Drainage Code, Part 1: Water Supply.

Construction

- Brass snap on hose fittings reduce the potential for contamination and are preferable to screw on fittings. However, screw on fittings may be used providing the threads are thoroughly inspected and cleaned before attachment.
- All drinking water containers should be marked "Drinking Water Only" in lettering 100 millimetres high.
- Fitments used for drinking water should either be labelled "Drinking Water Only" or Water Marked in accordance with AS 4020 or ATS5200.026. (See More information)
- The use of canvas materials or coal tar based products in containers and fitments is prohibited.

Maintenance

The condition of water containers and associated fitments can contribute to the deterioration of the microbiological or chemical quality of bulk drinking water.

- Where containers and fitments are continually used they should be regularly cleaned at least once every three months by:
 - physically cleaning and flushing out the inside of the container
 - filling and keeping full for at least 30 minutes with water containing at least 4.0 mg per litre free chlorine
- The above procedure should also be used where container and fitments are to be used for the first time or following a period of storage.
- During transport, containers and fitments should be completely sealed to prevent the ingress of dust and contaminants.
- When not in use, containers and fitments should be sealed stored and in such a manner as to prevent contamination.

Drinking water containers and fitments must not be used for any other purpose.

Selection of drinking water sources

Licensed drinking water providers operate most town water (reticulated) supplies in Western Australia. If you are unsure of the water treatment undertaken in a town or community, contact the Local Government Environmental Health Officer, the Department of Health or the Water Corporation.

Any other source of water should be treated with suspicion and not be used.

Collection, transportation and discharge

Initial use of containers

If containers are going to be used for the first time to store drinking water:

- Only use containers that are designed for drinking water storage (See design, construction, maintenance of containers and fitments).
- Drain containers dry.
- Where possible scrub the inside using a clean soft bristle broom or cleaning rag and a solution of chlorinated water or water and dishwashing liquid. (Clean the exterior of the container with particular attention to the area around filling and discharge openings).
- Rinse clean with drinking water (town water supply) to remove any residue of the cleaning agent.
- Fill with drinking water from a town water supply, chlorinated with 7 grams of calcium hypochlorite per 1,000 litres of water and leave to stand for 24 hours to allow the chlorine taste and smell to dissipate.
- Seal securely against dust and sunlight with a tight fitting lid.

Initial use of fitments

Before fitments are attached to containers to supply drinking water:

- Soak in a solution of chlorinated water.
- Rinse clean with drinking water (town water supply) to remove any residue of the cleaning agent.
- Seal securely against dust and dirt.

Continual use

- Treat Drinking water that is continually used with 1 gram of calcium hypochlorite per 1,000 litres of water each week.
- Wait for 2 hours to allow the chlorine taste and smell to dissipate.

Topping up containers

- Only use fittings marked "Drinking Water" to fill containers. Clean and rinse the external surfaces of fittings that are to be placed inside water containers.
- Treat Drinking water that is occasionally topped up from a drinking water supply with 1 gram of calcium hypochlorite per 1,000 litres of water every time drinking water is added to the container.

During transportation

- Empty all hose connections to containers, stand pipes and supply points.
- Join end to end or cap hoses, standpipes or supply points to eliminate any chance of contamination by dirt, dust or foreign object.
- Cap and seal outlets on containers.
- Empty any other fitting that is used in the water system and store away from dirt, dust and other contaminants.

Disinfection of drinking water

The microbiological quality of bulk drinking water transferred into and transported via a container cannot be guaranteed. During bulk cartage drinking water should be treated using either

- 7 grams of calcium hypochlorite (60 to 70% strength)
or
- 40 ml of sodium hypochlorite (12.5% solution) per 1000 litres of water.

Calcium hypochlorite is recommended for use as a disinfectant in drinking water in vehicle mounted containers as it may be stored for long periods of time and it is heat stable.

Do not use stabilised chlorine or chlorine containing cyanuric acid.

Chemical safety and storage

Liquid and solid chlorine are strong alkalis that can burn skin or damage eyes.

- Use only in a well-ventilated area.
- Avoid inhaling fumes or ingesting granules or droplets.
- Before handling any chemicals put on chemical resistant gloves, splash proof goggles or a face shield.
- Store all chlorine in a secure, clearly marked, water tight container.

If Calcium Hypochlorite comes in contact with either diesel or acid the resultant chemical action could cause a fire.

Operator advice

Place the attached disinfection tag inside the vehicle in a sealed waterproof container. (See page 6)

Consumer advice

Carriers should advise consumers to disinfect and maintain the drinking water prior to consumption by providing the 'Consumer Advisory Notice' attached on page 8 of these Guidelines.

Record keeping

Carriers should keep a logbook in delivery vehicles that record:

- the date, source, destination and volume of bulk drinking water delivered
- chemical treatment test results for each load of drinking water delivered (free available chlorine)
- the date of cleaning and inspection of tanks and fittings.

(A model log book is attached on page 9 of these Guidelines.)

Emergency drinking water treatment

For advice on how to treat drinking water in an emergency (24 hours a day) send an email to the healthinfo@health.wa.gov.au automatic email reply service. Type **emergency** in the subject line and send.

References

AS 4020, 1999 Products for Use in Contact with Water Intended for Human Consumption With Regard to their Effect on Quality of Water. Standards Australia.

AS 2300.1, 1992 National Plumbing and Drainage Code, Part 1:Water Supply. Standards Australia

AS 5200.000, 2005 Technical specification for plumbing and drainage products. Part 000: Procedures for certification of plumbing and drainage products.

ATS 5200.026, 2004 Technical Specification for plumbing and drainage products. Part 026: Cold water storage tanks

2004 Australian Drinking Water Guidelines, National Health and Medical Research Council and Agriculture and Resource Management Council of Australia and New Zealand



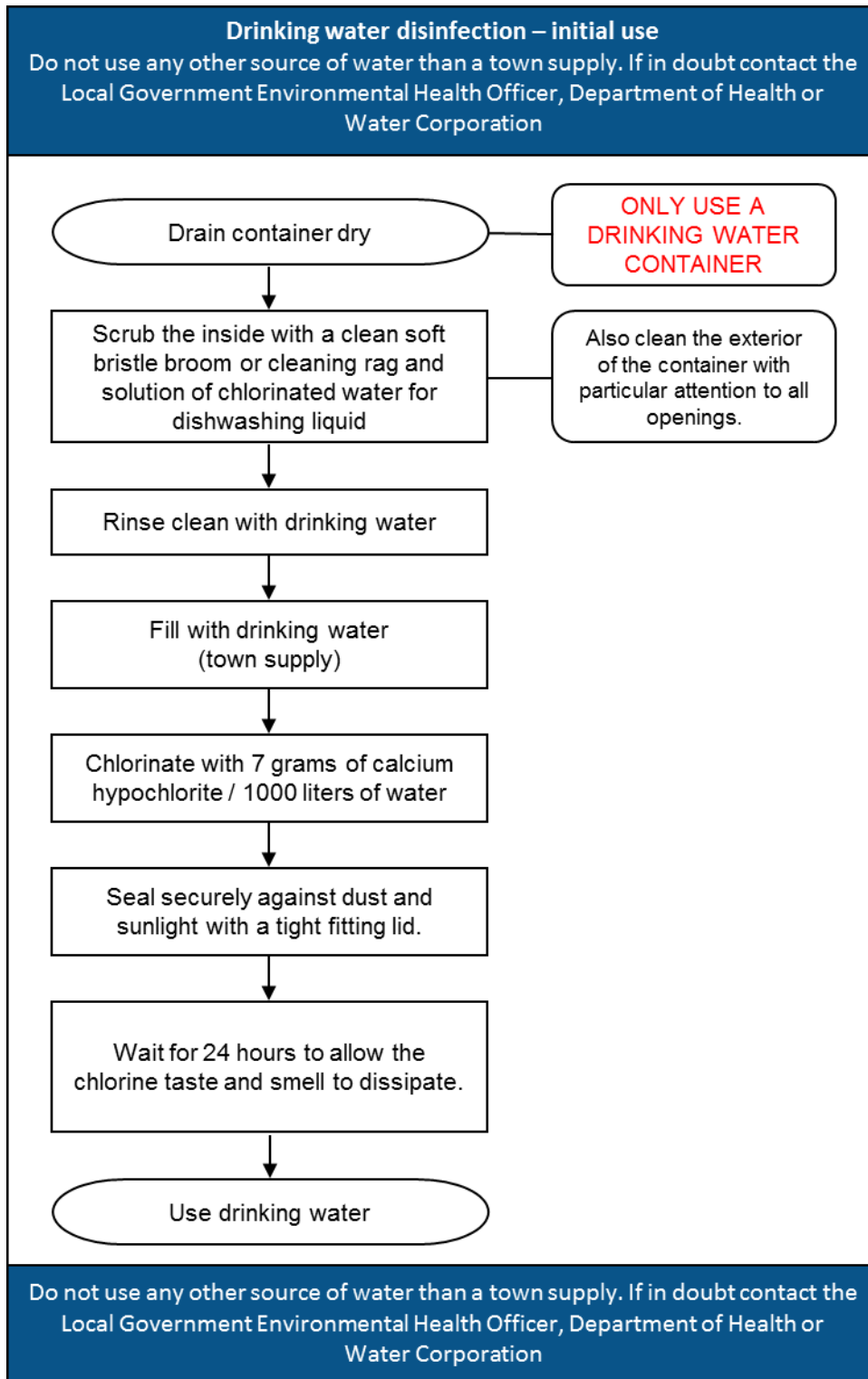
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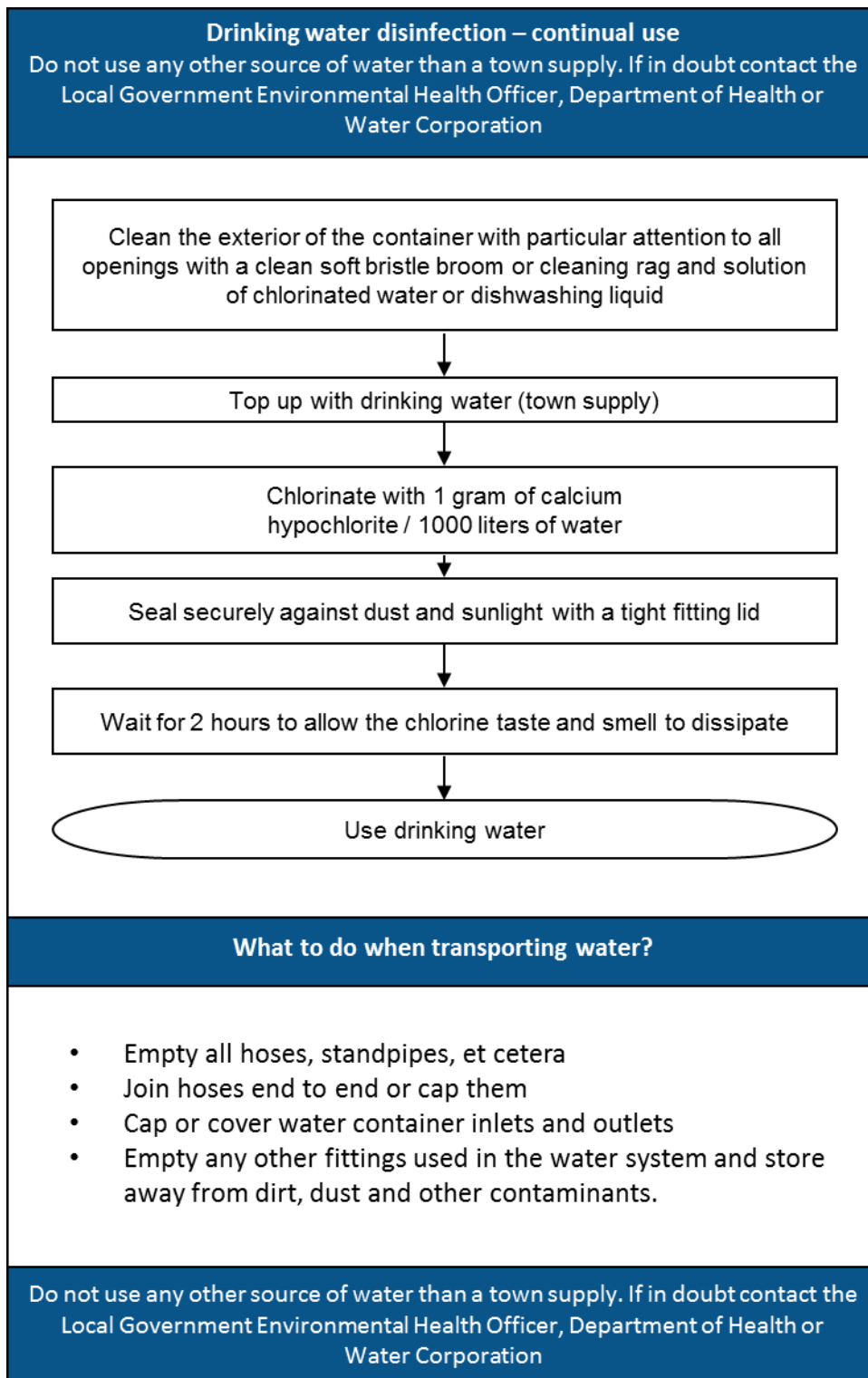
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Disinfection tag

Cut this double sided tag out, seal with plastic waterproofing and attach to the water container





Consumer advisory notice

Prior to consumption you are advised to disinfect your drinking water as follows:

After Delivery treat the drinking water with either;

- 7 grams of calcium hypochlorite (60 to 70% strength) per 1000 litres of water; OR
- 40 ml of sodium hypochlorite (12.5% solution) per 1000 litres of water.

Leave the treated water for at least 24 hours to allow the chlorine taste and smell to dissipate.

To maintain a safe water supply after the initial dose add either:

- 1 gram of calcium hypochlorite (60–70%) per 1000 litres; OR
- 4 ml of sodium hypochlorite (12.5%) per 1000 litres

each week to the holding tank and allow to stand for a minimum of 2 hours prior to consumption.

Dissolve or mix chlorine with water in a plastic bucket in the open air before mixing in the water tank.

Model log book**Carrier**

Carrier		Driver	
Business address		Driver's mobile phone	
		Vehicle Licence No	
Business phone		Business fax	

Equipment Check

1	Have the container or fittings been used to cart reclaimed water, chemicals or human or animal wastes?	Yes	No
If "Yes", do not use container or fittings.			
2	Have the container or fittings been used for transporting foodstuffs intended for human consumption such as molasses, milk or wine?	Yes	No
If "Yes", disinfect the container, fittings and pump in accordance with the Bulk Cartage of Water Guidelines.			
3	Visually inspect container to ensure it is empty and clean	Clean	Dirty
4	Flush hoses (with fittings attached) and pumps for at least 2 minutes	Flushed	Not flushed
5	Prior to filling the container, check the free chlorine residual of the source water.	mg/L	
If the free chlorine residual is less than 0.5 mg/L, check with the water provider that the water has been treated or chlorinated.			

Water source

Source		Collection point	
Fill date		Time fill commenced	AM / PM
Water type	Raw water / Treated water		
Type of supply	Standpipe / Hydrant / Other		

Delivery

1	Prior to discharge, check the free chlorine residual of the water to be used	mg/L	
If the free chlorine residual is less than 0.2 mg/L add chlorine (See Initial use instruction in the Bulk Cartage of Water Guidelines).			
2	Flush hoses (with fittings attached) and pump with water from the container	Yes	No
3	Consumer advisory given	Yes	No
Location Address		Discharge point	
Date		Discharge time	

Form completed by:		
Driver:	Signature	Date

Fixed Fire Standpipes

Important changes to dedicated Fire standpipes

Fixed Fire Standpipes in regional areas owned by Local Governments are intended for firefighting and training purposes only. To prevent misuse of dedicated fire standpipes the following changes are being introduced:

- From 1 July 2019, access to dedicated firefighting standpipes in regional Western Australia must be restricted for fire-fighting or training purposes only; public/commercial use must be prevented at all times.
- The method of restriction should be determined by the standpipe owner, in consultation with those authorised to use it and based on local conditions.
- Arrangements should be put in place to ensure access is easily provided in the event of an emergency.
- Fire Standpipe owners should also clearly mark or have signage to indicate the standpipe is for firefighting and training use only.

While Water Corporation will do everything possible to maintain scheme water supplies during a bushfire, it cannot be guaranteed and should not be relied upon as the primary source of water for firefighting purposes.



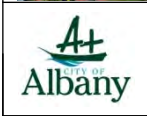
The WA Local Government Association (WALGA) and Department of Fire and Emergency Services (DFES) have been consulted in the development of this change.

For more information, please contact:

Wendy Mathews

Ph: 6330 6694

e: wendy.mathews@watercorporation.com.au



15/11/2019

1:2000



Cover letter:

Dear City of Albany,

Please find enclosed our Holiday Accommodation application for our house on 62 Parade Street, Albany.

The plans attached show are from the recent council approved renovation. No further work is required at the property.

The management plan outlines the suitability of the property for such use.

Thank you for your consideration,

Joshua and Caitlin Mead

Holiday Accommodation Management Plan for

62 Parade Street, Albany:

1. Location

The property is located at 62 Parade Street Albany, which is within the area identified as the "Preferred Area of Holiday Accommodation".

The property is a walking distance from York Street, Albany Visitors Centre, Albany Plaza and Mt Melville walking trails.

It is in close proximity to main beaches, the Anzac centre, a variety of restaurants and cafes.

2. Property Management

The property is managed by the owners Joshua and Caitlin Mead who reside at 1567 Yellanup Road Porongurup. We will also have assistance from Hanna Wilkes with management and maintenance; who lives within Albany.

The managers will maintain a register of all people who utilise the holiday accommodation during the year and ensure that the maximum stay for any one person within the holiday accommodation is 3 months within any 12 month period.

Keys to the accommodation will be left in a lock box at the front door and the code of the lock box will be sent to the preferred contact number at the time of booking.

3. Terms of Occupancy

Acceptance

- Payment of the deposits constitutes acceptance of the Terms and Conditions
- Check in time is 2pm or later. Check out time is no later than 10am

Payment

- A deposit will be paid at the time of making the booking
- Payment must be received in full no later than 30 days prior to arrival
- If booking is within 30 days of reservation full payment must be received within 48 hours of booking

Cancellation

- Full refund if check-in is at least 30 days away, or within 48 hours of reservation
- 50% refund, minus the service fee if the reservation is less than 30 days away or greater than 7 days away
- Refund of cleaning fee only if reservation is within 7 days

Minimum night's stay policy

- We have a minimum night's stay policy of 3 nights.

Security Bond:

- If there is damage to the property a charge of up to \$750 to the credit card provided on booking

Unavailability:

- If the property becomes unavailable for your occupancy due unforeseen circumstances (e.g., fire, storm, damage etc) management will inform you immediately and any moneys paid will be refunded in full.

Linen, towels and servicing:

- Linen, pillows, blankets and towels are supplied. Beach towels are not included
- The property is not serviced. The property will be thoroughly cleaned between each guest stay.
- Linen will be laundered at Zenith laundry on a rotational basis

4. House Rules

- No smoking inside
- No drugs at all times
- Pets are allowed, please see below pet policy:
 - o Pet must be flea free
 - o please ensure no damage to the garden
 - o no pets inside. the large backyard is fully enclosed
 - o guests are full responsible for the payment of any damages caused by their pet
 - o Please clean up after your pet
- Self check in with key safe
- Please respect our home like your own
- Please leave the house found
- A maximum of 12 people can stay at the property

Noise and Residential amenity:

- Parties and functions are strictly prohibited
- Guests must not create noise which is offensive to neighbours especially between 10pm – 8am
- Offensive noise is prohibited and may result in termination of permission to occupy the Property, eviction, loss of rental paid and extra charges for other expenses may be deducted from credit card provided under the Terms and Conditions
- Guests must not engage in anti-social behaviour

Parking:

Guests and visitors are to comply with parking regulations

- There are two parking bays available at the front of the house

- There is room for multiple cars at the rear of the property, which is secured by a lockable gate. This is ideal for parking of a trailer, boat etc
- There is a double garage at the rear of the property for undercover parking.

Garbage and Recycling:

Guests are to dispose of garbage and recycling as described in the City of Albany Guidelines regarding recycling and waste.

The guidelines will be located in the house information booklet, located in the living area.

5. Conflict resolution

Guests have an obligation to report any problems or incidents promptly as follows:

- Guests with formal complaints should in the first instance approach Management
- If the complaint cannot be resolved amicably and immediately guests are to
 - o Document the complaint in writing and take relevant photographs
 - o Contact AirBnb within 24 hours if the issue is noted on check-in
 - o If the issue occurs during your stay contact AirBnb immediately
- More information can be found on the AirBnb Guest Refund Policy Terms, including information about the minimum quality standards for accommodation, and what qualifies as a travel issue.

6. Emergency Plan:

Emergency Contact:

In the event of an emergency relating to the Property please contact:

- Caitlin Mead on 0428 303 140
- Joshua Mead on 0458 000 276

Medical Emergency:

If a medical emergency is reported, dial 000 and request an ambulance

Fire Emergency:

If there is a fire call 00 to alert the Fire Department

Evacuate the building of all occupants away from the fire

Meet Fire Department Incident Commander. Inform the IC if everyone is has been accounted for and if there are any injuries.

STORM WATER
STORM WATER TO BE CONNECTED TO EXISTING STORMWATER SYSTEM. ADD NEW SOAKWELLS IF REQUIRED

PLUMBING
ALL EXISTING PLUMBING AFFECTED BY PROPOSED EXTENSION TO BE MODIFIED OR REDIRECTED IF REQUIRED BY A LICENSED PLUMBER TO CONFORM WITH AS CODE.

TERMITE TREATMENT
BIFENTHRIN (BIFLEX) CHEMICAL PRETREATMENT BY QUALIFIED APPLICATOR.
PHYSICAL TERMITE BARRIER TO BOUNDARY WALL.
TERMITE TREATMENT TO AS3660.1

PARADE ST.



GROUND FLOOR PLAN -

1:100

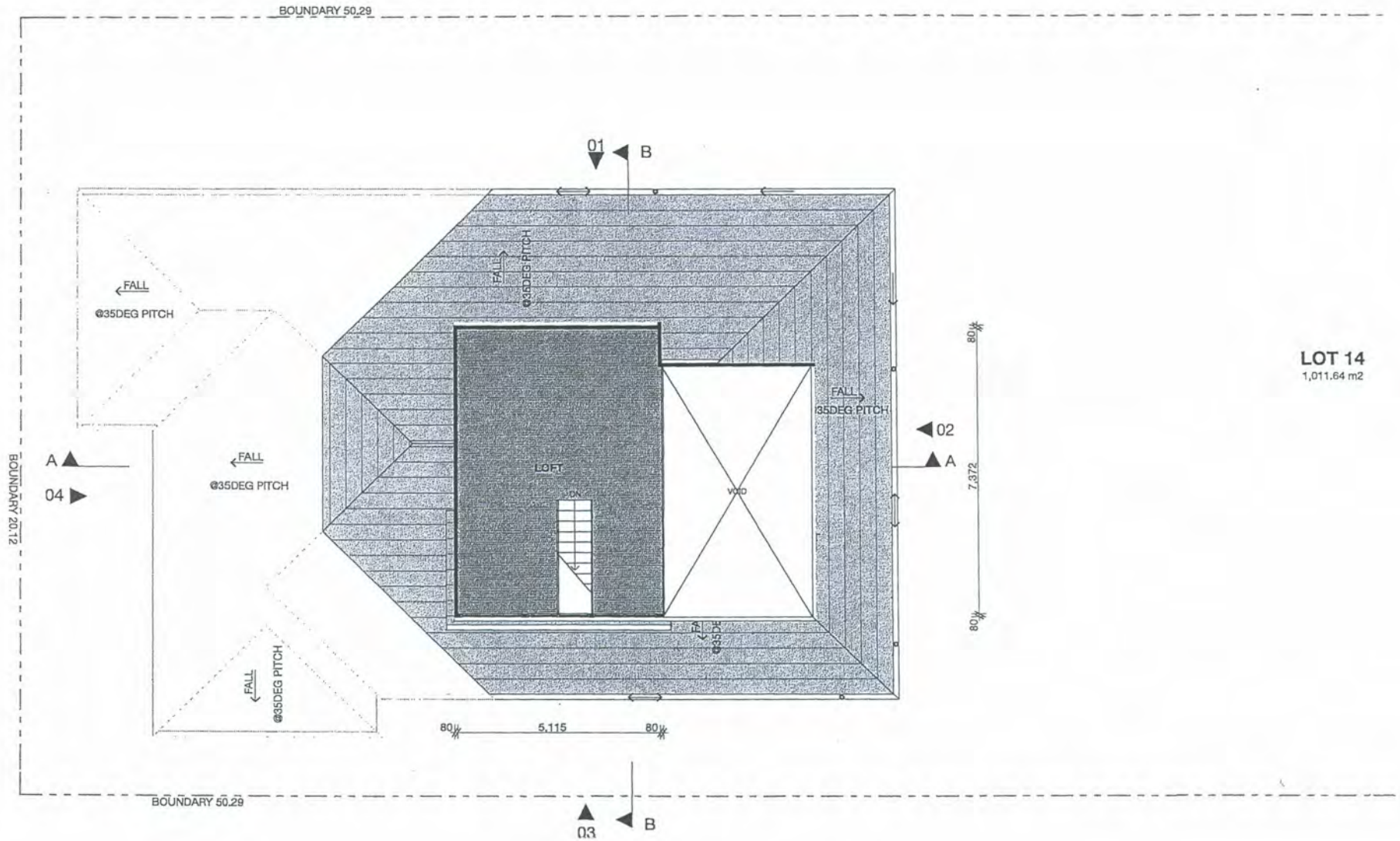
Ⓐ Rear access behind the gate where 3 cars could easily be parked.

Ⓑ Double garage at rear of the block.

GROWDEN & MEAD RESIDENCE
LOT 14, PARADE STREET, ALBANY

SK1.05 REV
GROUND FLOOR PLAN - PROPOSED





LOT 14
1,011.64 m2

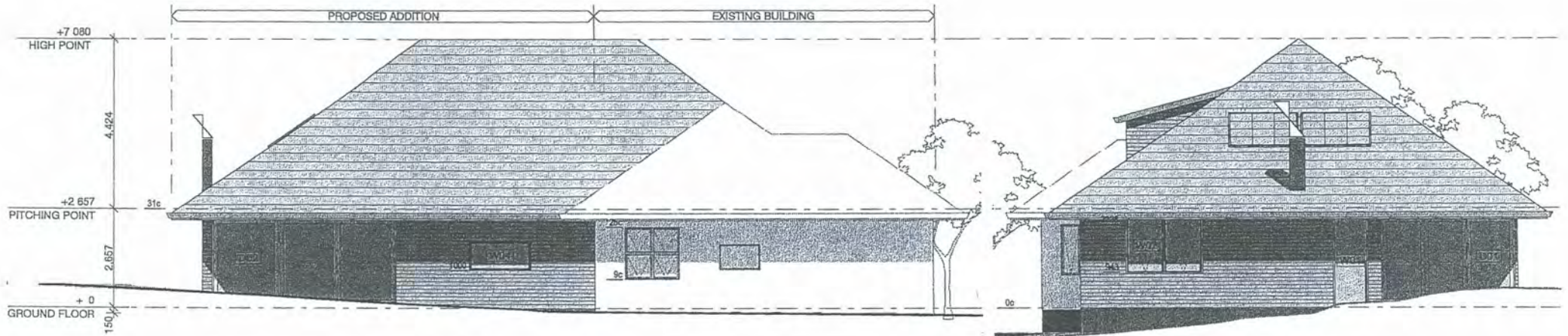


UPPER FLOOR PLAN

1:100

GROWDEN & MEAD RESIDENCE
LOT 14, PARADE STREET, ALBANY

SK1.06 REV A
UPPER FLOOR PLAN - PROPOSED

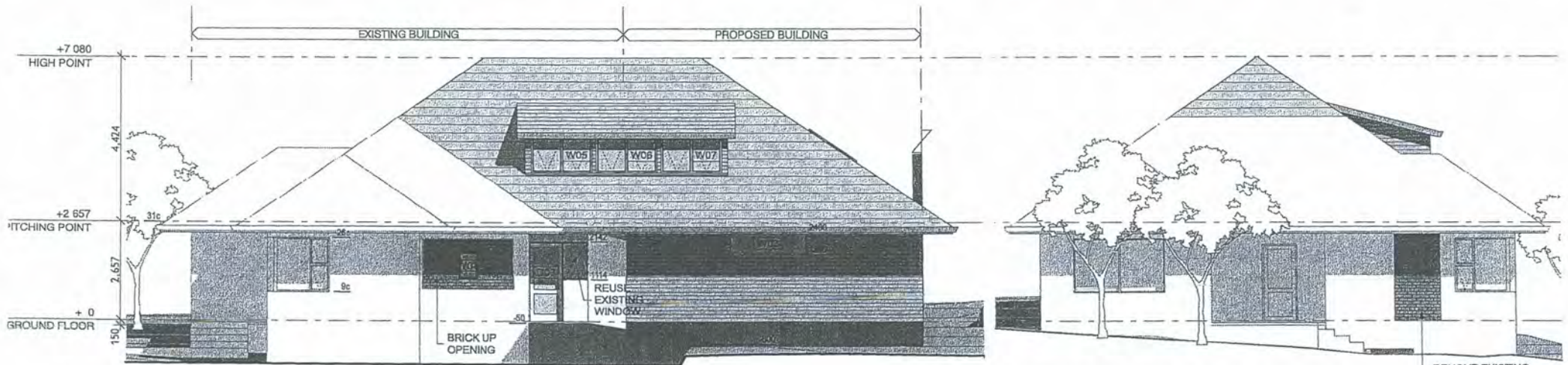


01 NORTH ELEVATION - PROPOSED

1:100

02 EAST ELEVATION - PROPOSED

1:100



03 SOUTH ELEVATION - PROPOSED

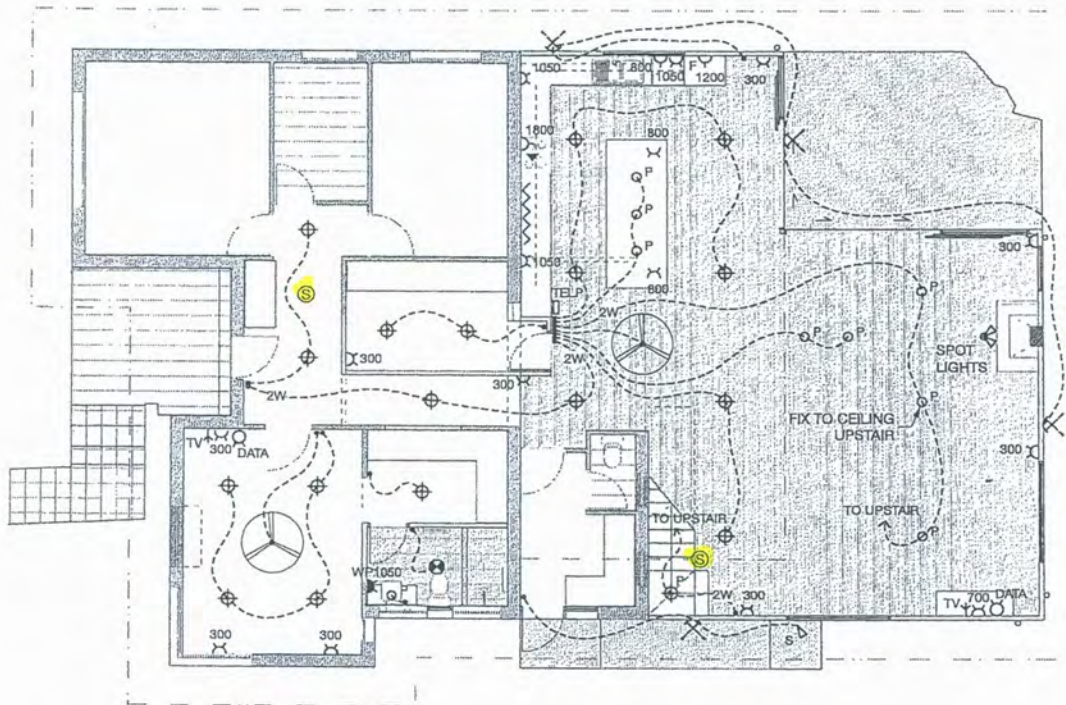
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04 WEST ELEVATION - PROPOSED

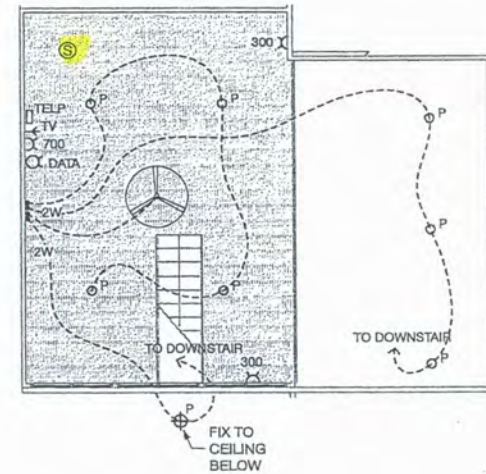
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GROWDEN & MEAD RESIDENCE
 LOT 14, PARADE STREET, ALBANY

SK1.10 REV A
 ELEVATIONS - PROPOSED



GF ELECTRICAL LAYOUT
1:100



FF ELECTRICAL LAYOUT
1:100

- SWITCH & WIRE
 - 2S --- TWO WAY SWITCH
 - D --- DIMMER TO LIGHTS
 - ⊕ --- RECESSED DOWNLIGHTS
 - ⊗ --- WALL MOUNTED LIGHT FITTING
 - |— FLUORESCENT LIGHT FITTING
 - ∇S --- LIGHT SENSOR (INCLUDE OVERRIDE SWITCH)
 - ⊗ --- EXHAUST, LIGHT & HEAT COMBO
 - Ⓢ --- SMOKE DETECTOR
 - ⊕ --- CEILING FAN
-
- ⊗ --- DOUBLE WP (WATER PROOF) GPO HEIGHT ABOVE FLOOR SHOWN
 - ⊕ --- SINGLE GPO HEIGHT ABOVE FLOOR SHOWN
 - ⊗ --- DOUBLE GPO HEIGHT ABOVE FLOOR SHOWN
 - ▲ --- PERMANENT ELECTRICAL CONNECTION - ISOLATOR SWITCH TO UNDER BENCH OVEN.
 - --- TV OUTLET
 - --- TELEPHONE
 - --- DOUBLE DATA GPO

GROWDEN & MEAD RESIDENCE
LOT 14, PARADE STREET, ALBANY

SCHEDULE OF SUBMISSIONS
62 Parade Street Albany
Holiday House

No.	Summary of Submission(s)	Proponent Comment	Officer Comment
1	<p>In regards to the application for a Holiday house @ 62 Parade Street. Council has promoted infill and subdivision of blocks in our area, so people now live in closer proximity to each other and it seems wrong to me that council now allows short term holiday accommodation to proliferate in the same area.</p> <p>Allowing up to 12 people with their vehicles and animals to stay, will seriously impact all of us in the immediate vicinity, just from the increased coming and going alone. Also, 58 and 58a Parade street are already short term holiday accommodation and owned by people who live elsewhere, which will be the same as this application.</p> <p>Our whole community in the area is starting to decline, as so many of the houses are empty a lot of the time and towns like Denmark and Dunsborough have already recognized that as a big problem. I feel that there is already a lot of proper tourist accommodation in Albany that is owned and run by locals, who need to make all their living from their efforts.</p> <p>I realise that the applicants have a set of rules etc, but quite frankly, they won't be there to make sure they are followed.</p> <p>I do hope Council will take a look into just how many holiday house are appearing in my area and what the effect on residents really is.</p>	<p>While we no longer live in Albany we only live 43km out of town. Josh works everyday in Albany and I (Caitlin) work between Mount Barker and Albany. We therefore feel that while we are not in the city of Albany it is very different from owners living in Perth. Because of this we can be at the property in half an hour and will have a contact in town that can be there sooner if needed. We have given our contact details to the neighbours so they can call with any concerns.</p> <p>We also therefore still feel that we are very much apart of the Albany community after living in the great southern for 4 years; 3.5 years of this in Albany, most of which was in 62 parade street. We will be employing a local cleaner and zenith's laundry for the linen.</p>	<p>The applicant was contacted in relation to the number of guests proposed and has agreed to reduce the number to eight. A condition will be applied for the management plan to include this revision.</p> <p>It is necessary to consider that the Holiday House is classified as a "D" use within the 'Residential' zone under <i>Local Planning Scheme No. 1</i>. Further to this, the City of Albany's Local Planning Policy covering the matter outlines the location of the proposal as being within the preferred area. The number of a specific land use within a zone where it is a discretionary land use is not outlined as a matter to be considered within the planning framework.</p>

REPORT ITEM DIS190 REFERS

		<p>With regards to there being other accommodation available in Albany, recently friends of ours were looking for accommodation over Christmas for 8 people and there were only 2 options available, one being a 15 minute drive out of town. They have now decided to remain on the farm for Christmas.</p>	
<p>2</p>	<p>We have a number of concerns re the planning proposal for 62 Parade St Albany.</p> <p>Firstly we believe that a maximum of twelve guests is too many. This number of people, especially in summer when more time is spent outside, is likely to change the quiet residential nature of this area. We would like to see the maximum number reduced to six.</p> <p>Another concern is the proposal that the House is pet friendly, but only outside. Dogs, in particular, are likely to become more distressed and lonely in an unfamiliar environment and may resort to long periods of barking and howling when left alone for long periods. From experience we know that this would not be good for the dogs or the neighbours.</p> <p>Added to this is the fact that the back of the house has an extremely bright and intrusive motion sensitive external security light. We are already very aware of this light as it shines directly into our bedroom window and is bright enough to wake us up. Dogs left outside at night will mean the light is being constantly activated. We would like to see this light replaced/ modified in terms of its excessive brightness, its sensitivity to movement and its angle.</p> <p>We also note that noise offensive to neighbours, especially between the hours</p>	<p>We had asked to have 12 people as the house is of a large size with many bedrooms and bathrooms as well as a large backyard. We were hoping to attract families to stay together and enjoy Albany. We are intended to set the house at a high price with a minimum 3 night stay in order to attract families.</p> <p>We are happy to change the motion sensor and were unaware that it was shining into the neighbours window. We will be happy to turn off the sensor aspect to the outdoor light.</p> <p>As stated above we have freely handed out our numbers to the neighbours and are happy to make sure they all have our</p>	<p>The applicant was contacted in relation to the number of guests proposed and has agreed to reduce the number to eight. A condition will be applied for the management plan to include this revision.</p> <p>It is considered appropriate for more measures to be added to protect the amenity of the surrounding area. It is therefore recommend that a condition be put on the approval requiring additional management measures in respect to pets.</p> <p>It is considered that a condition requiring compliance with Australian Standard AS4282/1997 will be appropriate. The referenced Australian standard covers the matter of light spillage from properties and the impact they have on adjoining properties.</p>

REPORT ITEM DIS190 REFERS

	<p>10pm to 8am, will not be tolerated by the owners. How will this be regulated? And how, in the event of excessive noise, do the neighbours register their disapproval and distress with the owners?</p>	<p>contact details. If there is excessive noise neighbours are also welcome to call the police, just as they would have to with any long term tenants.</p> <p>We are intending to have a substantial bond which will be immediately forfeited if any parties are held at the property. This will hopefully also serve as a strong deterrent.</p> <p>If dogs is an issue we would be willing to change this. We have dogs included as pet owners we know that it is difficult to find accommodation which is pet friendly.</p>	<p>The ongoing implementation and enforcement of the management plan is applied as an ongoing condition of consent on all holiday accommodation proposals.</p>
<p>3</p>	<p>Thankyou for the information regarding my neighbour's application. I live [REDACTED] Parade Street and my property is the closest to both their driveway and outdoor entertainment area. While the Terms of Occupancy appear to be very fair, there are two things that are likely to affect my home and amenity. They are as follows:</p> <ol style="list-style-type: none"> 1. <u>Twelve occupants</u>. Please consider reducing occupancy to eight. More than this will create excessive movement of people and vehicles and their gated driveway borders my property. To say that there may never actually be 12 people plus pets is unrealistic. Three families could easily club together in a rental of this size and be coming and going all day. Parking for cars and boats is behind their house. 	<p>I believe this has been addressed in the answers above.</p>	<p>The applicant was contacted in relation to the number of guests proposed and has agreed to reduce the number to eight. A condition will be applied for the management plan to include this revision.</p> <p>It is considered appropriate for more measures to be added to protect the amenity of the surrounding area. It is therefore recommend that a condition be put on the approval requiring additional management</p>

	<p>2. <u>Pets</u>. Please consider a no pets policy. Dogs that remain outside in unfamiliar territory are likely to bark more than usual and cause a nuisance.</p> <p>I appreciate that I live in what has grown to be a busy city centre and I accept that times are changing, but I ask that my two point be taken into consideration and at the least, some form of caveat about occupancy and pets be placed on the approval. Thankyou.</p>		<p>measures in respect to pets.</p>
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15/11/2019

1:2041



N & N Davidson
PO Box 5109
Albany WA 6332

16 September 2019

Planning
Albany City Council
PO Box 484
Albany WA 6331

Dear Sir

**APPLICATION FOR HOLIDAY ACCOMMODATION
2 O'KEEFE PARADE, MCKAIL**

Please find enclosed our planning approval application for holiday accommodation. We confirm that the use will be for only short term accommodation where any one person shall be limited to a maximum stay of 3 months within a 12 month period.

The property is located in close proximity of the Great Southern Regional TAFE as well as Coles Shopping Centre.


2 O'Keefe Parade is a relatively modern residence with very good, secure and comfortable conveniences for a family visiting Albany.

There is lockable area for trailered boats and able secure parking.

Access to the property and garaging is adjacent to the corner of O'Keefe Parade and Drome Road so there will no disturbance to neighbouring properties.

There will also be a limit of 6 persons at any time visiting the property with the purpose of limiting holiday makers to family type stayers and avoiding situations that could impact on our house or disturbance to neighbours.

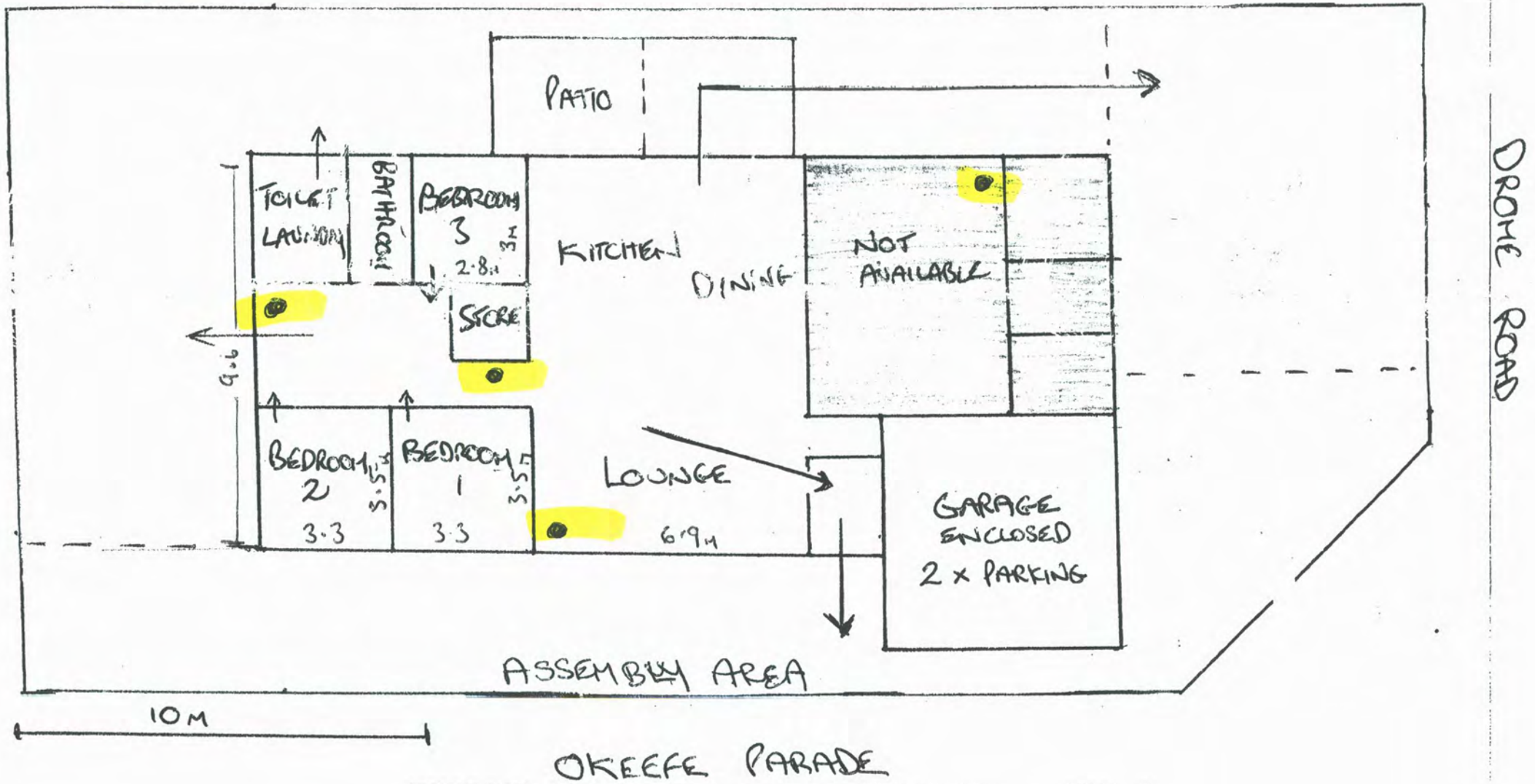
Yours faithfully



Neville & Natalya Davidson

FLOOR PLAN

● SMOKE ALARMS

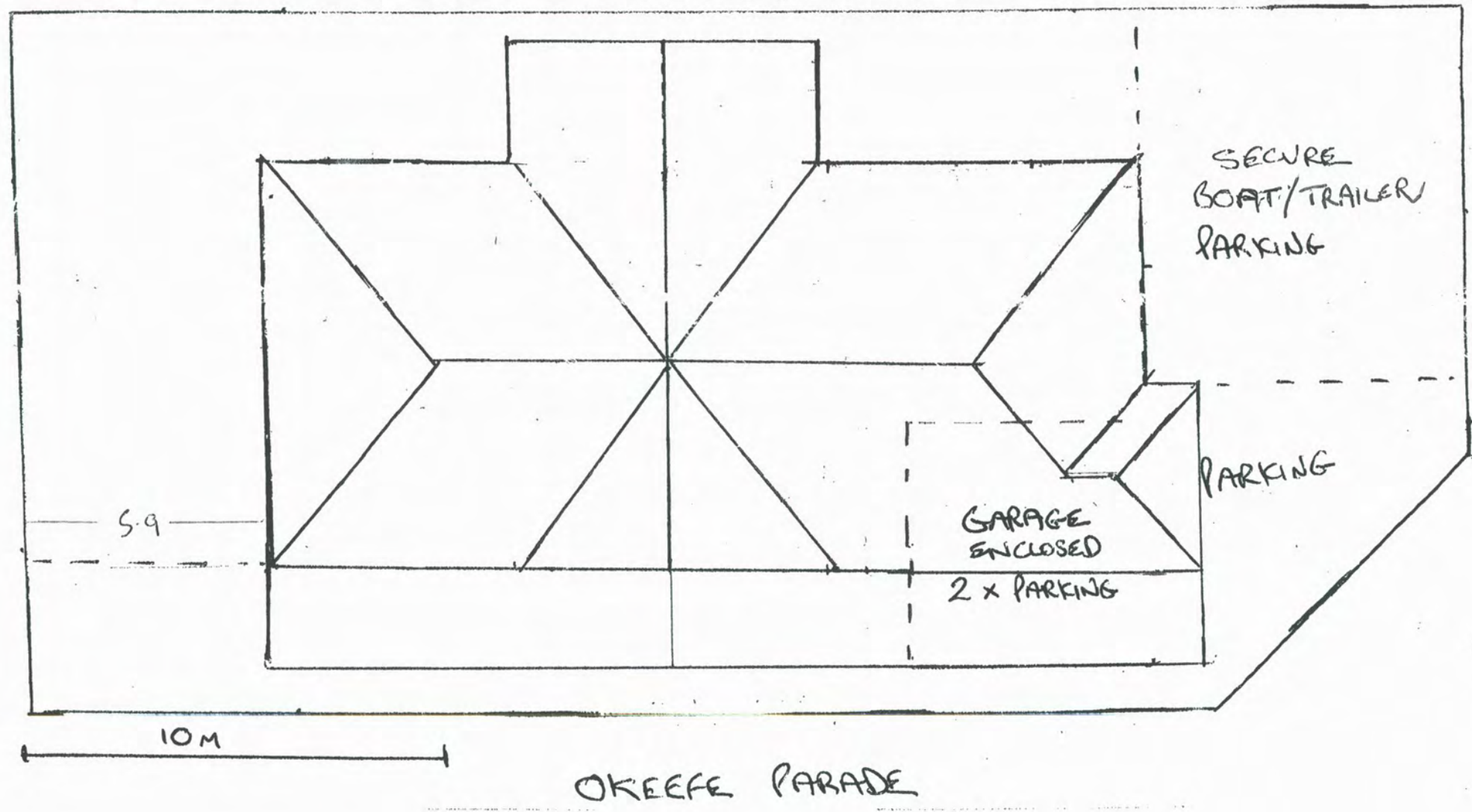


← NORTH

SITE PLAN

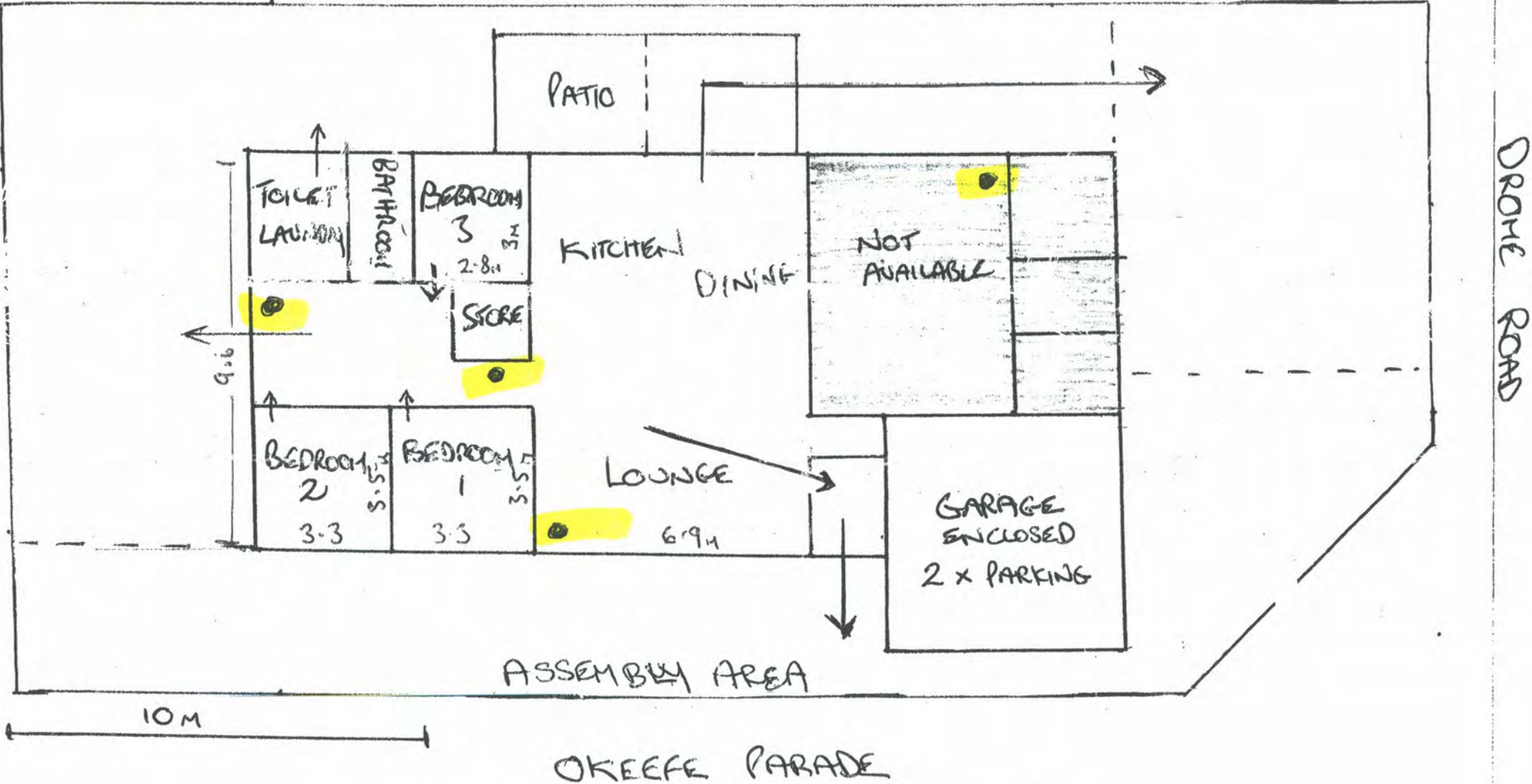
7.6m

39m



FLOOR PLAN

● SMOKE ALARMS

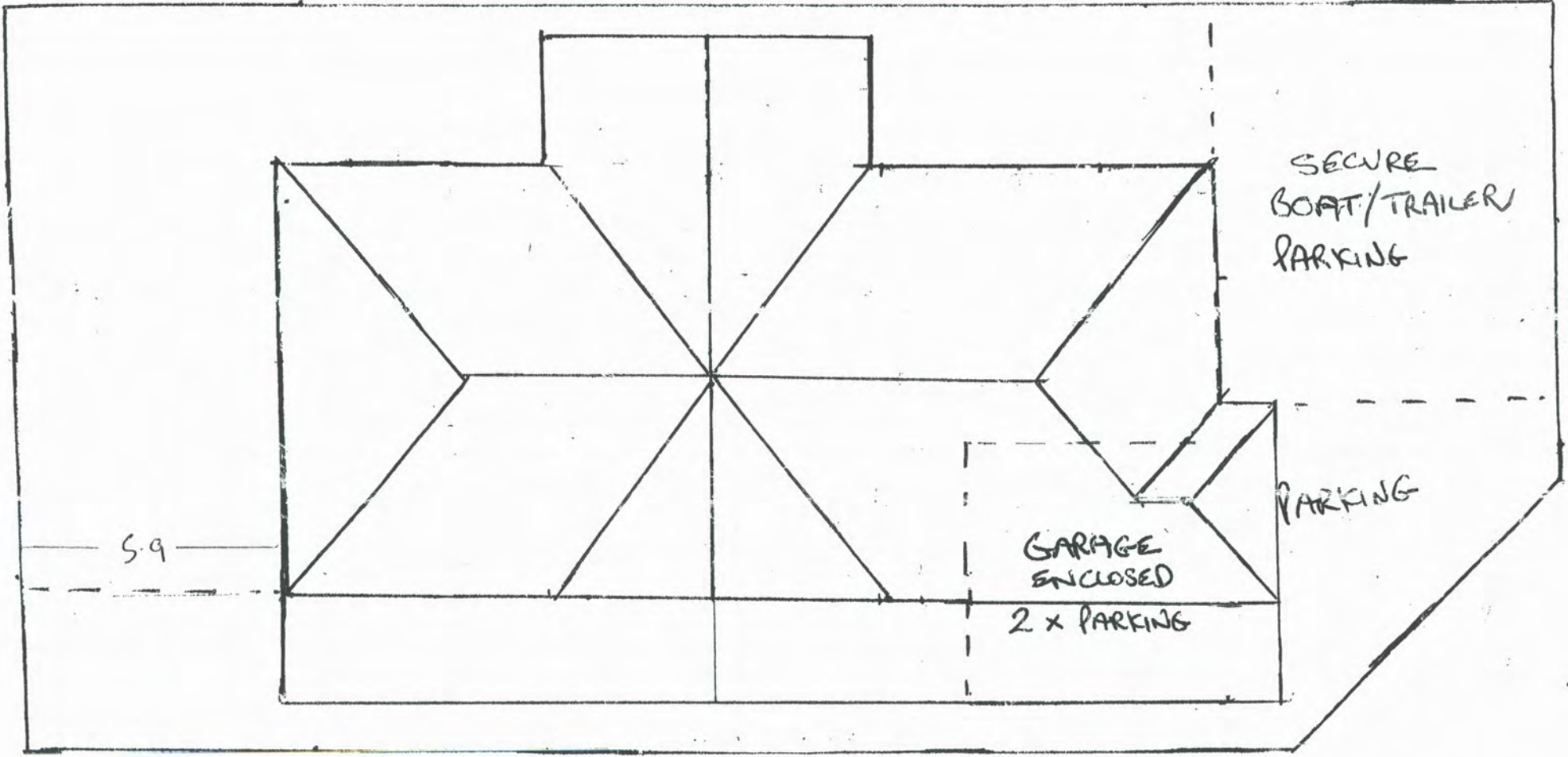


NORTH ←

SITE PLAN

7.6m

39m



DROME ROAD

OKEEFE PARADE

O'Keefe House

Holiday accommodation

Management plan

Property details

2 O'Keefe Parade McKail WA 6330

Emergency Contact Information

Natalya Davidson 0427917432

Neville Davidson 0413782330

Emergency Procedures

- The property contains hard-wired smoke alarms.
- A fire extinguisher will be supplied in the kitchen.
- The front door has sufficient glass to be illuminated by street lighting and will be the primary evacuation route in accordance with the evacuation plan displayed for the information of guest and visitors.
- No smoking is allowed in the premises. No smoking signs will be displayed in each bedroom.

Register of occupants

Register of occupant's names and address and contact details will be kept for a period of 12 months.

Overcrowding

In order to preserve the quite amenity of O'Keefe Parade the occupancy will be limited to 5-6 persons and will depend on the group applying for the accommodation.

Noise/ complaints

REPORT ITEM DIS191 REFERS

The property and its occupants will not cause a nuisance or detriment to the surrounding area.

Occupants have been advised to keep noise to a minimum and that any music being played must be reduced to an inaudible level outside the property by 9pm.

A no extreme party policy is in place police and/or nuisance call outs will not be tolerated and will result in immediate removal of the occupants.

The name and contact details of the manager to deal with complains and noise issues will be distributed to the immediate neighbours.

Animals

Animals are not permitted.

Maintenance

All bedrooms, toilets, bathrooms, laundry, kitchen, living room and other areas provided within the accommodation will kept in good working order and state of repair, and in a clean, sanitary and hygienic condition.

I declare that the above information is correct and will contact Council immediately if any charges occur.

Property Owner
Name..... NATALYA Davidson
Signed..... Dahjeer Date..... 16/09/19