

"This letter is submitted in support of a Change of Use application for the premises located at 32-34 Hines Rd, O'Conner, proposed to be used as a place of worship operating under the name **Prayer House Church**.

Prayer House Church is a not-for-profit, faith-based organisation providing worship services, pastoral care, and community-focused programs. Further information regarding the organisation can be found at www.prayerhouse.church.

This cover letter has been prepared in accordance with the Application Checklist and provides details regarding the nature, operation, and scale of the proposed use.

Description of Proposed Use

The proposed use of the premises is as a **church / place of worship**, incorporating worship gatherings, limited community programs, pastoral support, and administrative church functions. The use is local in nature and is not intended to operate as a large-scale event venue.

Management Plan

The church is led by **[Name]** who is responsible for the day-to-day operations of the premises, including staff and volunteer oversight.

Governance and accountability are further supported by:

- A **Board**, overseeing legal, financial, and compliance matters
- A team of **Elders**, providing pastoral oversight

Operational procedures are in place to ensure compliance with relevant regulations and to manage noise, safety, and patron behaviour.

Hours of Operation

Sunday

- 8:00 AM – 2:00 PM — Church gathering

Monday

- Closed

Tuesday – Thursday

- 9:30 AM – 2:30 PM — Administrative office use (1–5 staff)

Friday

- 9:30 AM – 2:30 PM — Office operations (5–10 staff/volunteers)
- 6:00 PM – 9:30 PM — Youth program

Saturday

- Closed

Floor Area per Use

The allocation of floor area and internal layout is detailed in the **proposed floor plan submitted with this application.**

Number of Employees

The premises will typically accommodate **5–10 staff and volunteers** at any one time.

Number of Attendees

On a Sunday morning *up to* a maximum of 500 people can attend (400 adults and 100 children). Numbers are currently a total of 250-300 in total.

Onsite Parking

The site provides access to approximately **200 onsite parking bays**, which is sufficient to accommodate staff, congregants, and visitors during all operating periods. We have confirmed no other tenants in the complex are open for business on a Sunday. There are no dedicated parking bays for the leased area.

Toilet Facilities

The proposed amenities include:

- Male toilets: **3**
- Female toilets: **4**
- Children's private toilets: **2**
- Accessible toilet: **1**

Refer to the proposed floor plan for further details.

Internal Fit-Out

The proposed works are limited to **internal, non-structural fit-out only**, as shown on the attached floor plan.

The internal layout includes:

- A main auditorium
- Foyer and café/kitchenette area
- Dedicated children's ministry areas with secure check-in
- Mother's room
- Offices and storage rooms
- Toilet and service areas

Acoustic sound barriers will be incorporated within the fit-out to minimise noise transmission beyond the tenancy. No external building works are proposed.

Structural Changes

No structural changes to the building are proposed.

Signage

Signage will be limited to **standard building signage consistent with surrounding development** and in accordance with council requirements.

Shop-Front Treatments

The existing shop-front will be retained, with only minor internal cosmetic treatments where required. No alterations to the external façade are proposed.

Deliveries and Visitation

- Deliveries: approximately **one delivery per week**, occurring during office hours
- Congregant visitation during weekday office hours: approximately **5–10 visits per week**

Additional Information

The proposed use is considered low-impact and compatible with surrounding land uses. Noise, traffic, and parking impacts are expected to be minimal and will be actively managed. The inclusion of acoustic treatments further mitigates potential amenity impacts.

Site Plan

A site plan has been provided showing the north point, onsite parking bays, vehicle access points, and loading arrangements. The internal floor plan has been provided separately.

Please note we are using a licensed builder, surveyor and draftsman. Please advise if you require their names.



CITY OF FREMANTLE
 These Plans Form Part of

DA0021/26

20 Jan 2026