

SHORT-STAY ACCOMMODATION MANAGEMENT PLAN

Unit 408 / 23 Adelaide street, Fremantle

Property Management

Sunset Coast Stays ABN N.o 169 274 881 88 professionally manages the property and brings over years of experience in short-stay accommodation in Western Australia.

Property Manager:

Mobile:

Email:

Complaints Management Procedure

Guests:

Guests are encouraged to contact the management team through the booking platform (Airbnb) outlining the nature of their concern. A member of the management team will respond within 15 minutes during business hours (7:00 a.m. – 9:00 p.m.) and will take appropriate action to resolve the issue promptly.

Neighbours:

Neighbour concerns can be directed to the Property Manager via mobile or WhatsApp, providing your name, address, and details of the complaint. The Manager will contact you immediately upon receipt and take necessary steps to resolve the matter. You will be kept informed of the outcome and any actions taken.

Response Times:

- Management team availability: 7:00 a.m. – 9:00 p.m., 7 days a week
- For serious disturbances after 11:00 p.m., guests and neighbours are encouraged to contact WA Police (131 444).

Conduct & Operations

STRA Registration Number: **Pending**

Reservation Platforms: Airbnb

Guest Vetting:

Sunset Coast Stays carefully reviews all booking requests to reduce the risk of disruptive or unsuitable guests.

- Parties are strictly prohibited.



- One-night bookings are not accepted.
- Bookings from teenagers or guests with prior misconduct are declined.

Minimum Stay: 2 nights

Maximum Stay: 90 nights

Maximum Occupancy: 2 persons per bedroom

Sleeping Configuration:

- Bedroom (Master): 1 x Queen bed

Pets: Not permitted

Noise & Behaviour Management

Guests must comply with the House Rules and strata by-laws at all times. Noise or antisocial behaviour will not be tolerated and is managed under the Complaints Management Procedure.

Cleaning & Maintenance

Cleaning:

The cleaning team attends the property shortly after guest departure (typically from 10:00 a.m. onwards). Cleaning generally takes approximately two hours and includes a full reset of the property for the next guests.

Maintenance:

All maintenance is coordinated by the Property Manager in collaboration with the property owner. Routine maintenance occurs between 7:00 a.m. and 5:00 p.m. on weekdays. Urgent repairs (e.g., plumbing or electrical faults) may be attended outside these hours if necessary.

Waste Management

Guests are required to remove all rubbish prior to check-out and to correctly use the provided bins:

- Red-Lid Bin (General Waste): General waste (bagged)
- Yellow-Lid Bin (Recycling): Recyclables – glass, paper, metal, hard plastics (unbagged)
- Lime Green-Lid Bin (FOGO): Organic waste – food scraps, compostables (in green compostable bags).

Access & Parking

Access:

Guests access the property via a keyed or coded lockbox located near the front gate. Access instructions are provided prior to arrival (from 2:00 p.m. onwards).

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Parking:

Guests may park their vehicles in any available parking bay located in Gate 1 or Gate 2 of the building.

Strata & Signage

Strata Management Company:

EMS Strata Pty Ltd

Phone:

Signage:

No external signage is proposed for the property.

House Rules

A full copy of the House Rules is:

- Provided to guests via the booking platform prior to arrival, and
- Available on-site in the Guest Information Manual.

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House Rules

Unit 408 – 23 Adelaide Street, Fremantle

Welcome! We hope you enjoy your stay. Thank you for respecting the property and our neighbours. Please take a moment to read these house rules, designed to ensure comfort, safety, and compliance with the building's strata by-laws.

ASSISTANCE

Our team is available from 7:00 a.m. to 7:00 p.m. daily. For the fastest response, please contact us through Airbnb Messaging.

Alternative Contacts:

Host – Mobile/WhatsApp:

Emergency Contacts:

Emergency (Fire / Ambulance / Police): Dial 000

Police (non-emergency): 131 444 (for disturbances after 11:00 p.m.)

Health Direct (after-hours nurse line): 1800 022 222

1. Noise & Conduct

Please respect other residents' right to peace and quiet.

Quiet Hours:

- Weekdays: 9:00 p.m. – 9:00 a.m.
- Weekends & Public Holidays: 10:00 p.m. – 9:00 a.m.

No parties, loud music, heavy footsteps, shouting, or gatherings are permitted. Guests must behave respectfully in the apartment and all common areas.

2. Check-In / Check-Out

Check-In: From 2:00 p.m. onwards. If arriving late, please move quietly.

Check-Out: By 10:00 a.m.

Before leaving, please ensure:

- All lights and appliances are switched off.
- Rubbish is removed and placed in the correct bins downstairs.



3. Parking

Guests may park their vehicles in any available parking bay located at the rear of the building (Access via Gate 1 and Gate 2). Parking on driveways, on the street, or on the verge is not permitted.

4. Common Property

Keep common areas (driveways, stairs, lifts, entrances) clear of personal items.
Do not leave bikes, surfboards, prams, or luggage in shared spaces.
Smoking, loitering, or social gatherings in common areas are not permitted.

5. Laundry & Building Appearance

Do not hang laundry, towels, or clothing where visible from outside (balconies or windowsills).
Maintain a neat appearance of balconies and visible areas consistent with the rest of the building.

6. Waste & Recycling

Bins are located downstairs at the rear of the property.

Please sort waste correctly:

- Red-Lid Bin (General Waste): General waste (bagged)
- Yellow-Lid Bin (Recycling): Recyclables – glass, paper, metal, hard plastics (unbagged)
- Lime Green-Lid Bin (FOGO): Organic waste – food scraps, compostables (in green compostable bags).

Keep the waste area tidy and use bins responsibly.

7. Safety & Storage

Do not store or use flammable materials (e.g., fuel, gas bottles) on the property, other than normal household items.

Fire exits and access routes must remain clear at all times.

8. Pets

Pets are not permitted on the property at any time.

9. Property & Furniture

Please do not move furniture, alter décor, or attach items to walls or surfaces.

Damage, stains, or missing items will be charged at replacement cost.

10. Guests & Visitors

The property is for registered guests only.

Visitors are welcome during the day but may not stay overnight without prior approval.

The number of occupants must not exceed the booking limit.

11. Smoking / Vaping

Smoking and vaping are strictly prohibited inside the apartment and throughout common areas.

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12. Fire Safety

Smoke alarms are located outside bedrooms for your safety. Do not remove or disable them. A fire blanket is stored under the kitchen sink and should only be used in case of fire.

13. Emergency Evacuation

In a life-threatening situation, exit via the front door and proceed downstairs to the front carpark assembly area.

14. Departure Checklist

Before check-out, please:

- Remove all rubbish and place it in the correct bins.
- Wash dishes or load and start the dishwasher.
- Turn off all lights, air-conditioning, and appliances.
- Close and lock all doors and windows.

15. Compliance

These house rules comply with Strata By-laws and local council regulations.

Failure to comply may result in:

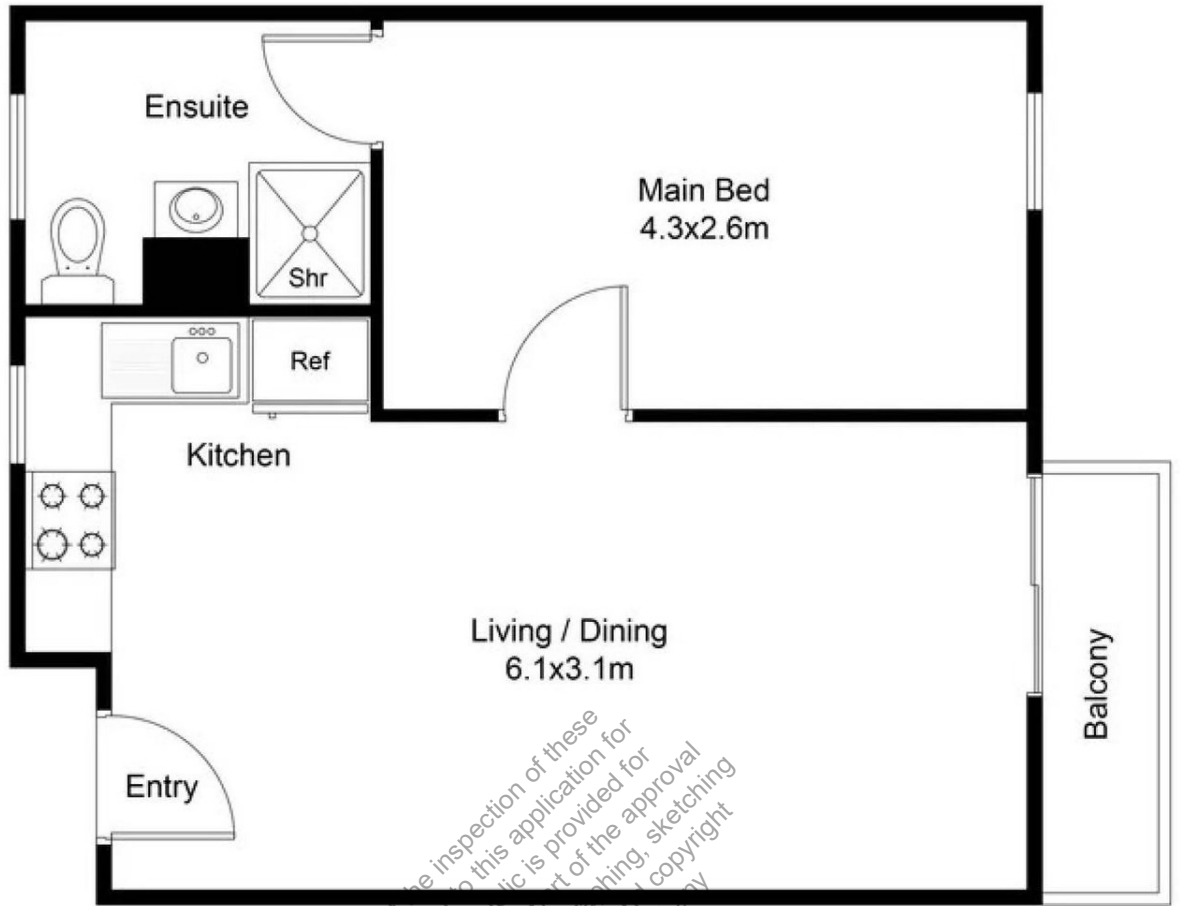
- Penalties or additional cleaning charges, and/or
- Termination of stay without refund.

16. Transport options

- **Train (Fastest and Most Direct)** -> The **Fremantle Line** runs directly from Perth Station to Fremantle Station in about **30 minutes**, making it the quickest and most convenient option for most travellers. Trains run frequently throughout the day and drop you right in the centre of Fremantle.
- **Bus (Flexible for Suburbs and Cross-City Travel)** -> Several Transperth bus routes connect Fremantle with surrounding suburbs and Perth CBD. For example, Route 910 links Perth city to Fremantle in around 55 minutes.
You can plan any journey using the Transperth JourneyPlanner, which allows you to enter your start and end points and get real-time route options.
- **From Perth Airport** -> A new Airport Line now connects Perth Airport to the wider rail network. Travellers can switch trains at Claremont Station to reach Fremantle smoothly. This makes arriving from the airport by public transport much easier than before.
- **Cycling & Walking (Within Fremantle)** -> Once in Fremantle, the city is compact and very walkable. Cycling paths are well-connected, making bikes a great option for short distances.

Thank you for your cooperation and understanding. We wish you a pleasant and relaxing stay In Fremantle!





408/23 Adelaide Street, Fremantle

Residence 40m² | Balcony 2m²

Total Area 42m²

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Scheme Certificate

In accordance with clause 63 of the

Metropolitan Region Scheme the following information relates to:

Location: Adelaide St, Fremantle

Certificate of Title: Vol: 1485 Folio:254

Strata Plan: 5493

Legend for reserved land and zones

Central city area

Certificate:
69148515

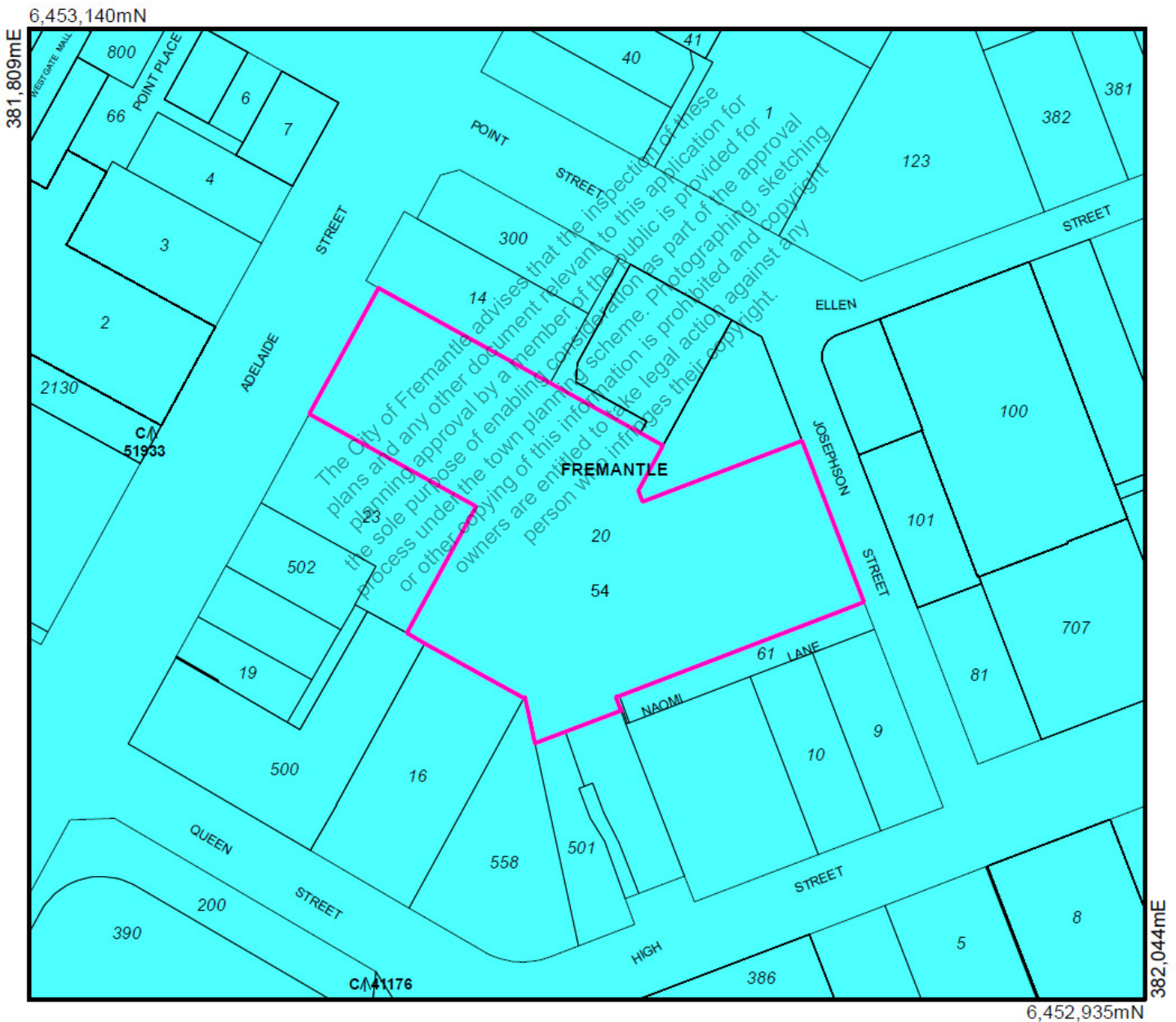
Receipt:
None

Date:
8/12/2025

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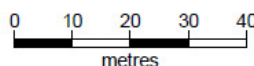
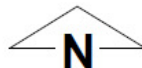


This certificate relates only to the provisions of the:
Metropolitan Region Scheme

and does not claim to indicate the land use allocation under any local government provision.

Produced by Data Analytics,
Department of Planning, Lands and Heritage, Perth WA.

Base information supplied by:
Western Australian Land Information Authority SLIP 1447-2023-1



Coordinates based on MGA Zone 50 (GDA 2020)
All dimensions are in metres
Subject to survey

Sam Boucher

Ms Sam Boucher
Secretary
Western Australian Planning Commission

FOURTH FLOOR



Lot 54
Unit 408
Floor 4

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MAPPING SERVICES PTY. LTD.
LICENSED SURVEYORS
1st Floor 192 Cambridge Street,
Wembley W.A. 6014,
Phone 81 6333

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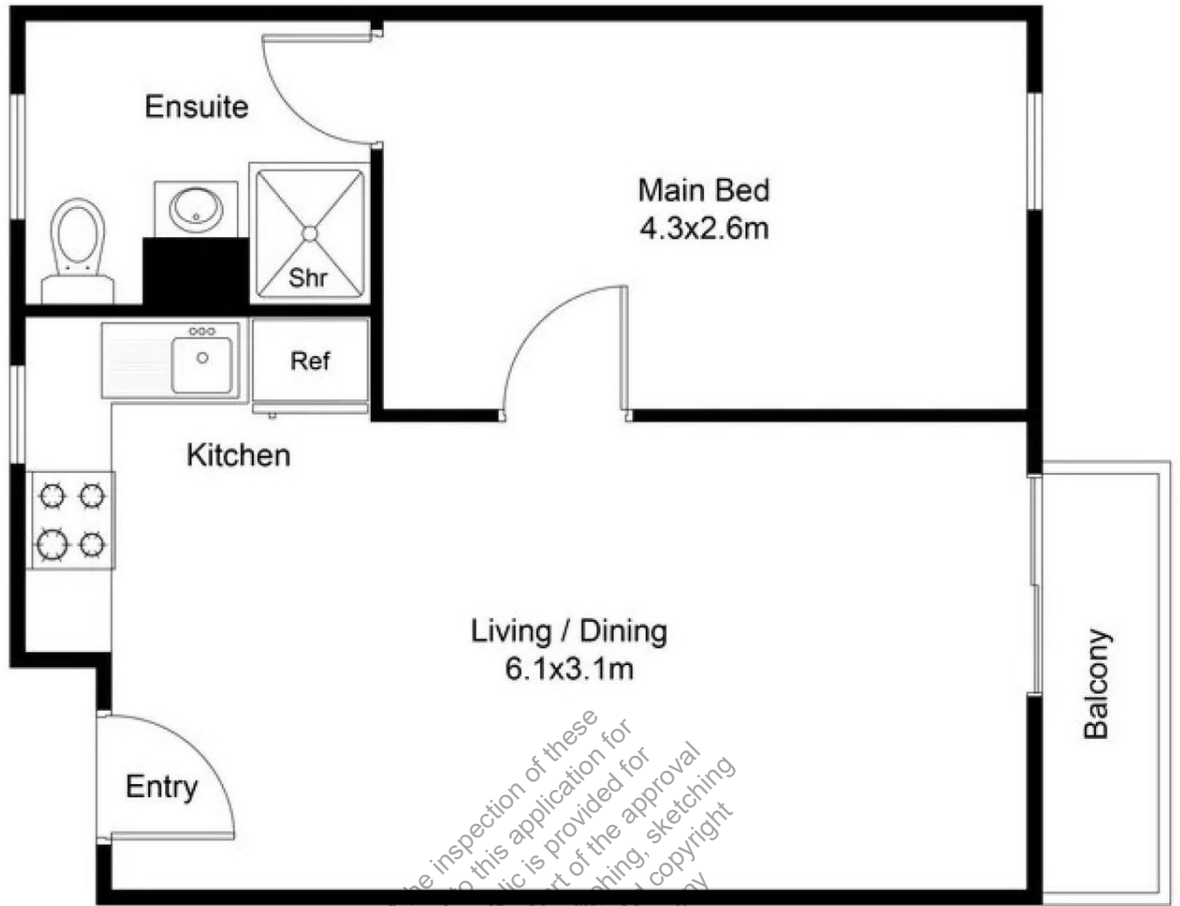
SCALE 1:750

APPROVED
FOR THE PURPOSES OF THE STRATA TITLES ACT 39 OF 1966 AS AMENDED

TOWN PLANNING BOARD
David Carr
DATE..... **CHAIRMAN**

LOCAL AUTHORITY CITY OF FREMANTLE
Paul
DATE *31st May, 1977* **SHIRE/TOWN CLERK**

57295/6/76-2M-C397



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Residence 40m² | Balcony 2m²

Total Area 42m²

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