

RENEWAL OF AN UNHOSTED STRA APPROVAL APPLICANTS & MANAGERS *Frequently Asked Questions (FAQ)*

This FAQ is intended to provide general information and guidance to common questions regarding renewing an Unhosted Short-Term Rental Accommodation (STRA) Approval.

How do I find out when my current development approval expires?

Please refer to your current development approval to determine the validity period of your approval.

If you require a copy of your current development approval, please lodge a request online:

<https://www.busselton.wa.gov.au/council/report-an-issue-or-request-assistance>

Please be advised the signature(s) of the current landowner(s) will be required to release this information to a third party. If you are not the landowner(s) or an authorised representative of the landowner(s), please refer to the [How-to Guide – Application for Planning Services](#) to request this information.

Why was my approval for an Unhosted STRA a time-limited approval?

Council at its meeting held on the 11 June 2025 resolved to adopt the draft Local Planning Policy 4.1: Unhosted Short-Term Rental Accommodation (STRA).

The Policy introduced several key changes, which included time limited approvals. In accordance with the Policy an Unhosted STRA will be subject to an initial 12-month** approval period. When assessing an application to renew an Unhosted STRA the City will have due regard for any valid complaints made during the previous approval period and any operational changes. Should it be demonstrated that the Unhosted STRA can continue to operate without detrimental impact on adjoining or nearby landowners, renewals may be granted for three years initially, and up to five years for subsequent renewals.

*** Please note that, prior to the adoption of the Policy, the draft Policy was initially advertised with a 24-month approval period. Applications for Unhosted STRA that were considered and determined during the 'seriously entertained' period of the initial draft Policy were approved for a 24-month approval period.*

How do I lodge an application to renew an Unhosted STRA?

Please refer to the [How-to Guide - Application for Development Approval \(Renew an Unhosted STRA\)](#).

What are the application fees to renew and Unhosted STRA?

An application to renew an Unhosted STRA will incur the following fees:

Application fee	\$295.00
Advertising fee	\$142.80
TOTAL	\$437.80

All Communications to:

T (08) 9781 0444
E city@busselton.wa.gov.au

Locked Bag 1 Busselton WA 6280
www.busselton.wa.gov.au

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Once the application is accepted for assessment, you will be issued a Request for Payment.

What is the relevant planning framework and how is it assessed?

In considering an application for development (planning) approval, the local government shall have due regard to the matters to be considered under cl 67 of the *Planning and Development (Local Planning Schemes) Regulations 2015* (Deemed Provisions) and apply the principles of orderly and proper planning.

In making a determination on the suitability of the proposed development, the assessment shall have due regard to the purpose, objectives and provisions of the following, including, but not limited:

- Planning and Development (Local Planning Schemes) Regulations 2015
- Local Planning Scheme No. 21 (Scheme)
- Local Planning Policy 4.1: Unhosted Short-Term Rental Accommodation (STRA)
- Other relevant State and Local Planning Policy(s)

As part of the assessment to renew an Unhosted STRA, the City will also take into consideration any valid complaints made during the previous approval period and any operational changes.

How long will the renewal assessment take?

In accordance with the Policy all applications for Unhosted STRA are required to be advertised.

Pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015*, the statutory timeframe for development applications that require advertising is 90 days.

When should I apply to renew my Unhosted STRA?

To ensure timely processing of your application, it is essential that you lodge your application to renew an Unhosted STRA no less than 90 days prior to the expiry of your current approval. This will allow sufficient time for the assessment and determination process, which is required to be completed within the statutory 90-day timeframe for advertised applications.

What happens if I do not renew my Unhosted STRA approval?

If you do not renew, your Unhosted STRA approval will expire.

The City will advise Department of Local Government, Industry Regulation and Safety (DLGIRS) of all expired Unhosted STRA.

Further Assistance

If you need further help, contact Planning at (08) 9781 1731 or lodge an enquiry request online:

<https://www.busselton.wa.gov.au/council/report-an-issue-or-request-assistance>

**** Disclaimer ****

This FAQ sheet is intended for general information purposes only and should not be relied upon as a comprehensive source of guidance. For accurate and official information, please consult the relevant planning framework, Local Laws and applicable legislation. The City of Busselton accepts no liability for any errors, omissions, or reliance on the information contained herein.

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