

# Community Consultation on Development (Planning) Applications for Home Business and Short-term Accommodation

## Frequently Asked Questions

### How are development (planning) applications for a home business and short-term accommodation in the City of Joondalup assessed?

A development application (sometimes referred to as a planning application) is a request from an external party for approval to carry out building work and/or a land use in the City. This can range from construction of a house to undertaking a business and ensures that building work and/or a land use complies with the relevant planning legislation and statutory requirements.

When the City receives a development application for a home business or short-term accommodation, it is generally assessed against the City's Local Planning Scheme No.3, Home Business Local Planning Policy or Short-term Accommodation Local Planning Policy (as applicable).

The local planning policy sets out requirements such as car parking, scale of the business or accommodation and other amenity considerations that are used to determine whether the home business or short-term accommodation is appropriate.

### How is community consultation conducted?

Consultation is undertaken in accordance with the City's Planning Consultation Local Planning Policy.

The consultation process for a home business or short-term accommodation will include letters to affected adjoining residents and information on the City's website. In accordance with legislation, the consultation period can only be for 14 days, unless it is occurring over the Christmas or Easter period.

### When is community consultation conducted?

Community consultation is generally undertaken after the City has completed an assessment of an application.

### Who can submit feedback on planning applications?

Landowners and/or occupiers of properties which may be affected by a planning proposal are notified by the City in writing that community consultation is taking place and are invited to submit their feedback.

In addition, anyone interested in a planning application (even if not directly affected) can submit feedback. Responses are limited to one per person.

### What aspects of the planning application can I submit feedback on?

Submissions are to relate to planning matters and link to specific elements of the proposal. In general planning matters include:

- The impact of the proposal on adjoining properties or the streetscape.
- The impact of the proposal on the amenity of the locality (amenity relates to those factors that contribute to the character and enjoyment of an area).

You can also refer to the objectives of the Home Business Local Planning Policy and Short-term Accommodation Local Planning Policy.

The City cannot consider feedback that relates to civil or non-planning matters. These include:

- Impact on property values.
- Dividing fences.
- Matters dealt with through other legislation.

Although the above concerns may be legitimate in certain circumstances, they are dealt with under separate legislation and/or under the planning legislation they cannot inform the decision making on a planning application.

## How do I make a submission?

A submission can be made in writing during the consultation period via the online submission form on the City's website preferred [joondalup.wa.gov.au](http://joondalup.wa.gov.au) an email to [info@joondalup.wa.gov.au](mailto:info@joondalup.wa.gov.au) or via post to **PO Box 21, Joondalup WA 6919**. All submissions must be made in writing and include your full name, address, and email address. Submissions must be received by the due date.

## What happens next?

Consultation forms part of the City's planning assessment, and informs, but does not replace decision-making. Once the community consultation period has closed, submissions will be considered as part of the overall assessment process and must be balanced against the City's statutory obligations. In most cases the feedback received is summarised and provided to the applicant for their response.

If you object to the development or opt to be kept informed on the submission form, you will be advised of the outcome once a decision has been made.

## Will my submission or personal details be released to the public?

The City will not publish your name and address in any publicly available report on the outcomes of the community consultation. However, your full (de-identified) comments may be published.

## Where can I get further information?

Details of current consultations, including development plans, can be accessed via the 'Community Consultation' section of the City's website [joondalup.wa.gov.au](http://joondalup.wa.gov.au) or in person at the City of Joondalup Administration Building located at **90 Boas Avenue, Joondalup**.

City officers can assist by providing general guidance on planning requirements and understanding the application. Please contact the City's Planning Services Team on **9400 4000** or via email to [info@joondalup.wa.gov.au](mailto:info@joondalup.wa.gov.au)