



Kyogle Motel

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Mr Lachlan Black
Town Planner
Kyogle Council
Stratheden Street
Kyogle

Dear Mr Black

RE: APPLICATION TO CHANGE USE OF 301 SUMMERLAND WAY, KYOGLE

We refer to Council's letter of 28 June, 2013, and submit our application to change the use of these premises, to allow us to operate them as a serviced apartment. Please accept our apologies for our delayed response.

Please find attached documents requested plus our cheque for \$316, being Council's fee to process and archive the application.

Please note that our proposal does not involve any structural alteration to the existing building, which we understand was approved by Council in the early 1970s.

It is our proposal to rent the house as a serviced apartment or family unit attached to our existing operations at Kyogle Motel. Bookings would be managed and cleaning services provided through the motel. Guests would also be able to order breakfasts or dinner from the motel. Meals would be prepared in the motel's licensed kitchen and delivered to the house.

In response to questions raised in Mr Meyer's letter of 28 June we also provide the following information.

1. The likely (or intended) frequency or duration of accommodation.

For numerous sound commercial reasons, it remains our management practice to let rooms on a nightly tariff only. The premises will be offered to people seeking accommodation at the Kyogle Motel. This may involve people wishing to stay only one night but in our experience that demand for this type of facility for just one night is rare. In most cases the house will meet the needs of people seeking self-catering accommodation (not available in the motel) for a number of days. We would envisage this could include people visiting Kyogle for a family event such as a wedding or a major sporting event, such as the car rally or dog show. These people could be expected to stay for three-to-five nights, arriving early to assist with preparation and then staying one or two further nights while assisting with packing up.

Another likely guest would be someone visiting Kyogle on extended work assignment requiring a bit more than a basic motel room, Monday-to-Thursday nights.

This accommodation option distinguishes itself from other short-term offerings in that guests would be able to pay only for the facility on the days they occupied it and not be required to pay rental or electricity bonds.

For more than 15 years we have operated a successful business with a low advertising profile. We intend to maintain this practice. We do not use roadside 'A frame' advertising, nor do we intend advertise availability of the house on signs or publications, as word-of-mouth referrals or front desk assessments appear to be most effective for 'screening' potential guests.

We would not permit people operate any business activity from the house and have effectively utilised discreet measures to discourage return visits by prostitutes.

2. The maximum number of guests permitted.

We would permit no more than seven guests to stay in the premises at any time. It is a three-bedroom house. At present Bedroom 1 has a queen-sized bed, Bedroom 2 has a double and Bedroom 3 has two singles. In addition, one of the lounge room sofas may double as a fold-out single bed.

The house would be let to only one group, i.e. a family, or individuals linked through a sporting, recreation or work, at a time. Bedrooms would not be let individually. Further, house guests would not be allowed to accommodate additional guests by parking and occupying caravans, motor homes, camper trailers, etc, in the backyard.

3. How the property is serviced (linen, cleaning etc)

The house will be let 'fully-equipped'. Kyogle Motel will provide all linen. Bathroom and kitchen towels will be changed daily and bed linen on alternate days. Further, motel cleaners will visit the house every day to empty indoor garbage bins, wipe and clean kitchen and bathroom surface, vacuum floors and make or change beds. Daily servicing further allows us to monitor undue additional occupancy or other undesirable activity on the site.

4. Current fire safety measures

A hard-wired smoke detector is installed on the hallway leading from the living areas to the bathroom and bedrooms. It is equidistant to the three bedroom doors.

A Firemaster dry chemical fire extinguisher is mounted on the kitchen wall.

5. Site plans showing existing car parking areas and boundary fences

The plans are attached. In summary, the site has a lock-up garage and double space carport, allowing for off-street parking of three conventional vehicles. Access is gained from Boorrabee Street. Access from Summerland Way is possible but discouraged and could easily be prevented if required. Within the next week I propose to lay a concrete slab (5.8 metres square) to improve access to the carport and to provide a turning circle so that visitors' car may drive to and from the site (as opposed to reversing in one direction if they are to remain on the concrete driveway). Weld-mesh fencing is erected on all boundaries of the site with lockable gates on the Summerland Way entrance.

6. Current or proposed measures to ensure the protection of the residential amenity of surrounding houses.

A compendium of information, regarding house rules, guest facilities and services available and district attractions and services is provided in every room of the motel and the house. This information includes restrictions on smoking, accommodation of pets on the premises and warnings regarding undue noise or anti-social behaviour. Further, information provided in the house states that amplified music is not permitted, nor entertainment that would involve people gathering, talking, etc in the front or back yards at night. This advice includes a statement that one polite request to curtail noise will be followed by a direction to quit the premises (as we believe to be enforceable under provisions of the Innkeepers Act). It should be noted that we have operated Kyogle Motel for more than 15 years and have always acted promptly to address any neighbours' complaints regarding noise. Such complaints have been extremely rare and we have never been approached by Council officers regarding complaints of noise or other poor conduct by guests.

Further, we are well-known to all our neighbours, the Kyogle Motel is listed in the phone book and responsible staff are on duty at the motel on a 24/7 basis.

We hope this information is sufficient. Be assured of our prompt response and assistance should you require any further information.

Yours faithfully



Michael and Shun Donnelly

