

# APPLICATION FOR ON-LICENCE OR RENEWAL OF ON-LICENCE



## Form 3, sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

### Send or deliver your application to:

The Secretary  
District Licensing Committee  
Kāpiti Coast District Council  
Private Bag 60601, Paraparaumu 5254  
175 Rimu Road, Paraparaumu 5032  
Email: [licence.application@kapiticoast.govt.nz](mailto:licence.application@kapiticoast.govt.nz)  
Telephone (04) 296 4700 Toll Free: 0800 486 486

For Council use

File #

Once this application is complete you may make an appointment for a pre-lodgement meeting with a Licensing Inspector at the numbers given above.

Application forms cannot be accepted by the District Licensing Committee (DLC) over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated. **Instructions on how to complete this application are included at the end of the form.**

This application is made in accordance with the particulars set out below:

### 1. Application Type

If you are not filing this renewal application, including paying the fee, at least 20 working days before the licence expires, provide a reason for the late filing as an attachment.

☐ New On-Licence

☒ Renewal of On-Licence

☐ Renewal of On-Licence with variation of conditions

Licence number: 45/ON 15/2023

Licence number:

### 2. Endorsements

Tick the appropriate box if you want to add an endorsement to the licence

☐ Allow BYO

☐ On-Licence plus Caterer's On-Licence

☐ BYO Licence only

☐ Caterer's On-Licence only (no restaurant)

### 3. Details of Applicant

Full legal name or names to be on licence (if a company, must be company name):

K Fam Limited

Whether licence already held for premises or conveyance concerned: ☒ Yes ☐ No, and if 'Yes' state kind of licence

On Licence

### 4. Applicant Status: by reference to section 28 of Sale and Supply of Alcohol Act 2012

☐ Natural person(s)

☒ Private Company

☐ Body Corporate

☐ Public Company

☐ Partnership

☐ Other (please specify).....

**5. For Applicant that is a Natural Person(s)**

Full legal name:

Any aliases (and/or maiden name):

Usual residential address: Number

Street:

Suburb:

City:

Postcode:

Sex:

Occupation:

Date of birth:

Place of birth:

Telephone:

Mobile:

Email:

**6. For Applicant that is a Body Corporate, Authority under which Incorporated****7. For Applicant that is Not a Natural Person(s), Details of Contact Person**

Name: Yeongjin Kim

Designation/Position: Director

**8. Postal Address for Service**

Number/Street/PO Box: 15 Maclean St.

Suburb: Paraparaumu Beach

City: Paraparaumu

Postcode: 5032

**9. Business Details**

Describe principal business, any other businesses

Korean deep fried chicken

**10. Criminal Convictions**

Does the applicant(s) have any criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies). ☐ Yes ☒ No, and if "Yes", then please provide nature of the offence, details of conviction, and penalty imposed.

**11. For a Company whether Incorporated under the Companies Act 1993 or Equivalent Foreign Legislation**

Full Legal Names of Directors:

Yeongjin Kim

**12. For a Private Company Incorporated under the Companies Act 1993**

Authorised capital:

Paid up capital:

**13. For a Partnership**

Full legal name of partner:

Usual residential address: Number

Street:

Suburb:

City:

Postcode:

Full legal name of partner:

Usual residential address: Number

Street:

Suburb:

City:

Postcode:

**14. Details of Premises (if not a Conveyance)**

Address: Number

15

Street:

Maclean SE

Suburb:

Paraparaumu Beach

City:

Paraparaumu

Postcode:

5032

Trading Name:

Krazy Chicken

**If not Owned by Applicant:**

Tenure: (state whether to be held as leasehold, or under tenancy agreement or licence)

Full legal name of owner:

Address: Number

Street:

Suburb:

City:

Postcode:

Is the licence conditional on completion of building work: ☐ Yes ☐ No, and if "Yes", state details:**15. Details of Conveyance**

Kind: (eg, ship, railway carriage, bus, etc)

Tenure: (state whether owned by applicant, or to be operated under charter, lease, or licence)

**If not Owned by Applicant:**

Full legal name of owner:

Address: Number

Street:

Suburb:

City:

Postcode:

Any registration number:

Any home base address:

Any name used or proposed for conveyance:

Is the licence conditional on completion of construction work: ☐ Yes ☐ No, and if "Yes", state details:**16. Details of Duty Manager(s)/Proposed Manager(s)** *If more than two certified managers please attach details separately*

Full legal name:

Yeong Jin Kim

Number of manager's certificate:

45 / CERT / 996 / 2026

Expiry Date:

14 May 2027

Full legal name:

Hyunmi Kang

Number of manager's certificate:

45 / CERT / 999 / 2026

Expiry Date:

12 May 2027

**17. Business Details**

State the general nature of the business to be conducted by applicant in the premises if licence granted: (for example, hotel, tavern, restaurant, entertainment/nightclub)

Korean deep fried chicken restaurant

Is the sale of alcohol intended to be the principal purpose of business: ☐ Yes ☒ No and advise the intended principal purpose of business (for example: sale of food; entertainment; accommodation).

Sale of Food

Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol, non-alcoholic refreshments and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and non-alcoholic refreshments, and food: ☐ Yes ☒ No - and if "Yes", advise the nature of other goods or services. *This is to assess whether other goods and services provided are compatible with the sale of alcohol.*

State the days and hours proposed for sale of alcohol (this is licensed hours not trading hours):

Monday to Sunday , 8am to 12 midnight

Do you have, or require, a Trading in Public Place licence to permit consumption of alcohol on footpath: ☐ Yes ☐ No If 'Yes', please attach and number #.....

18. Conditions

Doc attached?  
Number.

- Write answer below or attach relevant documents that demonstrate compliance.
- When including attachments please number the documents, circle 'Yes' and write the document number on '#.....'

Describe experience and training of applicant:

I have over 3 years of experience running Korean restaurant.

Yes / ☒ No  
#.....

Describe the type and range of food intended to be available for purchase:

Korean deep fried chicken, burgers, fries and some Korean street food

☒ Yes / No  
#.....

Describe the type and range of non-alcoholic beverages intended to be available for purchase:

Soft drinks, juice, water

Yes / ☒ No  
#.....

Describe the type and range of low-alcohol (2.5% ABV) beverages intended to be available for purchase (list the brands):

Export Citrus Beer Lager

Yes / ☒ No  
#.....

Describe to what extent, and where, drinking water is intended to be freely available to patrons (if no access to mains water supply, also advise the potability of water intended to be available):

Free drinking water available at the service Counter.

Yes / ☒ No  
#.....

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------|
| <p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>First, serving slowly to save time. And induce the customer to change their choices to a low alcoholic beverage or something more refreshing. Also selling food or recommending non-alcoholic drinks.</p>                                                                                                                                                                                                                                                                                                                                                  | <p>Yes / No<br/># <u>2</u></p>                                         |
| <p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <p>Food, water and non-alcoholic drinks available at all times.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <p>Yes / No<br/># <u>2</u></p>                                         |
| <p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:</p> <p><del>████████</del> All staff trained in alcohol sale laws and host responsibility</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                | <p>Yes / No<br/># <u>3</u></p>                                         |
| <p>Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:</p> <ul style="list-style-type: none"> <li>• reduced, by more than a minimal extent, by granting the licence; or</li> <li>• increased, by more than a minimal extent, by the refusal to renew the licence.</li> </ul> <p><i>This includes issues such as noise (including amplified music, people in outdoor areas or arriving or leaving premises), the effects on sensitive users within locality such as pre-schools, schools and medical centres:</i></p> <p>Staff will monitor customer behaviour and minimise noise and disturbances.</p> | <p>Yes / <u>No</u><br/># .....</p>                                     |
| <p><b>For Licence Renewal Only:</b> Describe any conditions of the licence the applicant seeks to vary or cancel:<br/>To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary</p> <p>Terms of condition at present:</p> <p>No change to existing licence conditions</p> <p>Action sought: <input type="checkbox"/> <b>Variation</b>      <input type="checkbox"/> <b>Cancellation.</b> If Variation, in what respect does the applicant seek to vary the condition?</p>                                                                                                                                              | <p>Yes / <u>No</u><br/># .....<br/># .....<br/># .....<br/># .....</p> |

|                                                                                                                                                                                                                                                                                                                                                                                      |                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------|
| Full reasons for variation or cancellation:                                                                                                                                                                                                                                                                                                                                          |                                  |
| <b>19. Attachments (if Not a Conveyance)</b> <ul style="list-style-type: none"> <li>When including attachments please number the documents, circle 'Yes' and write the document number on '#.....'</li> </ul>                                                                                                                                                                        | <b>Doc attached?<br/>Number.</b> |
| A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section 100(d) of the Act for new applications, or section 127(e) of the Act for renewals. <i>The Declaration of Evacuation Scheme template is available on the Council website.</i>                                                                                         | Yes / No<br>#.....4.....         |
| Copy of planning consent: Please attach certificate to show that the proposed use meets the requirements of the Resource Management Act 1991. <i>Not required for renewal unless the business activity or type has changed since the last version.</i>                                                                                                                               | Yes / No<br>#.....               |
| Copies of all relevant building certificates consents: Please attach certificate to show that the proposed premises meet the requirements of Building Code 2004. <i>Not required for renewal unless structural changes have been undertaken since the last issue or renewal.</i>                                                                                                     | Yes / No<br>#.....               |
| A scale floor plan showing the licensed area and, if applicable, each area to be designated as a supervised area or restricted area, and the principal entrance. <i>If this is a renewal application, include your existing 'approved alcohol licensed area' and check for any changes.</i>                                                                                          | Yes / No<br>#.....               |
| For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>                                                                                                                                                                           | Yes / No<br>#.....               |
| Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if 'Yes' attach a copy, and if 'No' complete a CPTED checklist (see HPA and the Ministry of Justice websites for more information). | Yes / No<br>#.....5.....         |
| Please attach a photograph or artist's impression of the exterior of the proposed premises. <i>Not required for renewal unless major changes have been undertaken since the last issue or renewal.</i>                                                                                                                                                                               | Yes / No<br>#.....               |
| Please attach a map showing the location of the premises. <i>Not required for renewal.</i>                                                                                                                                                                                                                                                                                           | Yes / No<br>#.....               |
| For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the 'Yes' and repeat the document number you have given it.                                                                                                                                                                                |                                  |
| Please attach a copy of your Host Responsibility Policy.                                                                                                                                                                                                                                                                                                                             | Yes / No<br>#.....3.....         |
| Please attach a copy of a sample food menu.                                                                                                                                                                                                                                                                                                                                          | Yes / No<br>#.....1.....         |
| If the premises are owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of a licence for the proposed premises. <i>Not required for a renewal unless the lease or ownership arrangements have changed.</i>                                                                                         | Yes / No<br>#.....               |

| 20. Attachments (Conveyance)                                                                                                                                                                                                                                       |                            | Doc attached?<br>Number. |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|--------------------------|
| <p>• When including attachments please number the documents, circle 'Yes' and write the document number on '#.....'</p>                                                                                                                                            |                            |                          |
| A scale floor plan showing the licensed area and, if applicable, each area to be designated as a supervised area or restricted area, and the principal entrance.                                                                                                   |                            | Yes / No<br>#.....       |
| For body corporate applicant, copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>                                                                         |                            | Yes / No<br>#.....       |
| Please attach a photograph or artist's impression of the exterior of the conveyance. <i>Not required for renewal unless major changes have been undertaken since the last issue or renewal.</i>                                                                    |                            | Yes / No<br>#.....       |
| For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the 'Yes' and repeat the document number you have given it.                                                              |                            |                          |
| Please attach a copy of your Host Responsibility Policy.                                                                                                                                                                                                           |                            | Yes / No<br>#.....       |
| Please attach a copy of a sample food menu.                                                                                                                                                                                                                        |                            | Yes / No<br>#.....       |
| If the conveyance is owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this conveyance. <i>Not required for a renewal unless the previous lease has expired.</i> |                            | Yes / No<br>#.....       |
| 21. Further details when Applicant is a Company                                                                                                                                                                                                                    |                            |                          |
| Include full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company.                                                                                                                              |                            |                          |
| Name: Yeongun Kim                                                                                                                                                                                                                                                  | Address: 2A Te Urihi Grove |                          |
| Suburb: Paraparaumu                                                                                                                                                                                                                                                | City: Paraparaumu          |                          |
| Postcode: 5032                                                                                                                                                                                                                                                     | Date of birth: 01.08.1980  |                          |
| Place of birth: South Korea                                                                                                                                                                                                                                        | Designation: Director      |                          |
| Name: Hyunmi Kang                                                                                                                                                                                                                                                  | Address: 2A Te Urihi Grove |                          |
| Suburb: Paraparaumu                                                                                                                                                                                                                                                | City: Paraparaumu          |                          |
| Postcode: 5032                                                                                                                                                                                                                                                     | Date of birth: 01.08.1980  |                          |
| Place of birth: South Korea                                                                                                                                                                                                                                        | Designation: Share holder  |                          |
| Name:                                                                                                                                                                                                                                                              | Address:                   |                          |
| Suburb:                                                                                                                                                                                                                                                            | City:                      |                          |
| Postcode:                                                                                                                                                                                                                                                          | Date of birth:             |                          |
| Place of birth:                                                                                                                                                                                                                                                    | Designation:               |                          |
| Are additional sheets attached? Yes <input checked="" type="radio"/> No <input type="radio"/> - Doc number #.....                                                                                                                                                  |                            |                          |

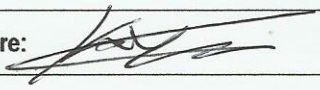
**22. Further details when Applicant is a Partnership**

|                 |                |            |
|-----------------|----------------|------------|
| Name:           | Address:       |            |
| Suburb:         | City:          |            |
| Postcode:       | Date of birth: |            |
| Place of birth: | Date:          | Signature: |
| Name:           | Address:       |            |
| Suburb:         | City:          |            |
| Postcode:       | Date of birth: |            |
| Place of birth: | Date:          | Signature: |
| Name:           | Address:       |            |
| Suburb:         | City:          |            |
| Postcode:       | Date of birth: |            |
| Place of birth: | Date:          | Signature: |

Are additional sheets attached? Yes / No - Doc number #.....

**23. Signature of Applicant** (this must be signed by applicant not their agent)

I authorise New Zealand Police to disclose any personal information it considers relevant to my application to the Medical Officer of Health and/or the Licensing Inspector for the purpose of assessing my suitability.

|                    |              |                                                                                                 |
|--------------------|--------------|-------------------------------------------------------------------------------------------------|
| Name:              | Yeongjin Kim |                                                                                                 |
| Date:              | 20.6.2026    | Signature:  |
| Dated at location: | Paraparauy   |                                                                                                 |

**Privacy Statement**

Information contained in your application and any supporting information will be held by Kapiti Coast District Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request. The information will be provided to the Kapiti Coast District Licensing Committee, the NZ Police, the Medical Officer of Health and Council's Licensing Inspectors. This information may form part of a public hearing of your application before the Kapiti Coast District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publicly available.

Council is required to keep a statutory register of all applications and the District Licensing Committee's decisions on them. Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority. Any member of the public may request access to this information under the Local Government Official Information and Meetings Act 1987. This information may also be used under the Privacy Act 2020. You have the right to see and correct personal information that Council holds about you.

**Method of payment (must be made at time of application)**

- ☐ I have paid at a Kāpiti Coast District Council Service Centre when I delivered this application.
- ☒ I have paid by electronic transfer (Council Bank Account Number: 03-0732-0306101-00) and quoted my name and "alcohol" in the reference fields; and
- ☐ I have included proof of electronic payment with this application.

**How I would like to receive my alcohol licence (please select one only)**

- ☒ I will collect the alcohol licence – please contact me when it is ready by ☐ Phone or ☒ Email
- OR
- ☐ Please email the alcohol licence to me.

**Next Step:** Once your application is complete, if you would like to make an appointment for an optional pre-lodgement meeting with the Licensing Inspector then please Telephone (04) 296 4700 or Toll Free: 0800 486 486.

**After your application is lodged**

**Public Notices**

You are responsible for giving notice within 20 working days of the Council formally accepting your application (or 10 working days if it is an application for renewal) and the Council will send you a template to approve. The notice and application will be made available on the Public Notices page of Council's website for a period of 25 working days. A copy of this notice must also be displayed in a conspicuous place on the premises or conveyance to which this application relates for the period of public notification.



# Krazy CHICKEN

## KOREAN FRIED CHICKEN



KRISPY  
(ORIGINAL CRISPY)



SEASONED   
(SWEET & SPICY)



HONEY SOY



CREAMY ONION



HONEY MUSTARD



SNOW CHEESE  
(PARMESAN)



HOT



KRAZY HOT

### WINGS & BONELESS

1BOX

2BOXES BIG COMBO

WINGS  
or  
BONELESS

KRISPY \$25

2 X KRISPY BOXES \$46

FLAVOUR \$26  
(CHOOSE 1 FLAVOUR)

1 KRISPY + 1 FLAVOUR(CHOOSE1) \$47

2 X FLAVOURS(CHOOSE2) \$48

### RICE BOWL

CHICKEN BOWL  
BONELESS CHICKEN,  
COLESLAW, CORN,  
PICKLED RADISH

KRISPY(ORIGINAL CRISPY)

BOWL

\$17.50

COMBO  
+330ml CAN DRINK

\$19.50

FLAVOURED CHICKEN  
(CHOOSE 1 FLAVOUR)

\$18.50

\$20.50



CHICKEN KATSU  
WITH SALAD

CRISPY BREADED CUTLET

\$18.50

\$20.50



BEEF BULGOGI  
WITH SALAD

KOREAN MARINATED BEEF

\$18.50

\$20.50



KIMCHI FRIED RICE   
WITH FRIED EGG

KOREAN FRIED RICE WITH  
KIMCHI

\$18.50

\$20.50



### BURGER

BONELESS CHICKEN, LETTUCE, GHERKINS, COLESLAW

BURGER

\$16.50

COMBO  
CHIPS + 330ml CAN DRINK

\$20.50

KRISPY CHICKEN

FLAVOURED CHICKEN  
(CHOOSE 1 FLAVOUR)

\$17.50

\$21.50



## CHICKEN & CHIPS

BONELESS CHICKEN AND CHIPS

CHICKEN & CHIPS

COMBO  
+ 330ml CAN DRINK

KRISPY CHICKEN

\$17.50

\$19.50

FLAVOURED CHICKEN  
(CHOOSE 1 FLAVOUR)

\$18.50

\$20.50



## LOADED

KRAZY CHICKEN \$15

(BONELESS CHICKEN, CAJUN CHIPS, JALAPENO  
WITH WHITE SAUCE & GARLIC DIPPING SAUCE)



KIMCHI \$15.50

(CAJUN CHIPS WITH STIR-FRIED KIMCHI AND CHEESE)



BUGOGI \$15.50

(CRISPY CHIPS WITH MARINATED BEEF BULGOGI)



## CHIPS

ORIGINAL \$7.50

CAJUN \$8.50

SNOW CHEESE \$9  
(PARMESAN-COATED)



## SIDE

TTEOK BOKKI  
SPICY RICE CAKE

ORIGINAL \$16.90

ROSE \$18.50  
CREAMY HOT



TTEOK BITES 12PCS \$9.50  
FRIED RICE CAKE WITH  
SEASONED SAUCE



CHEESE BALL 4PCS \$10  
CREAMY CHEESY BALL



KOREAN CORNDOG \$6.90  
(MOZZARELLA CHEESE)



VEGE DUMPLING 6PCS \$8  
10PCS \$11  
DEEP FRIED DUMPLING



COLESLAW S \$3.90 M \$4.90

PICKLED RADISH \$3.90

KIMCHI \$7

RICE \$4

SAUCE

SEASONED / HONEYSOY  
CREAMY / HONEY MUSRARD  
HOT / KRAZY HOT  
GARLIC DIPPING

\$3

TOMATO SAUCE

\$1.5

# Dealing with Prohibited Persons



Why is it important to engage your customers as they approach the bar?  
So you can determine their state – if they have already been drinking, their intentions for the evening/session and if any other issue could cause problems.

## **Slowing Service**

You can slow service by appearing busy, serving others, wiping and clearing tables, stocking the fridge, till management.

## **Diverting Choice**

Making the customer aware of low alcohol beverages available and encourage distractions such as a game of pool or darts

## **Selling Alternatives**

Offering food, try something new for market research, suggest a zero beer can work if person is worried about image in front of mates

## **Refusing Service**

You can refuse service to anyone for any reason except if it breaches human rights. Use a statement like 'I cannot serve you it's against the law. Can I get you something to eat or a soft drink.'

# Host Responsibility

What is host responsibility? It is the creation of right environment alongside products and services that will contribute to the reduction of harm caused by alcohol abuse.

Managing  
Intoxication

Managing  
Minors

Provision of  
Food

Provision of  
non-  
alcoholic  
and low  
beverages

Responsible  
Service &  
Promotions  
Only

Provision of  
Transport  
Options

# Fire Evacuation Statement

*This statement must be accompanied with all new or renewal applications for on-licence (including BYO licences), off-licence, special and club licences in accordance with section 100 and 127 of the Sale and Supply of Alcohol Act 2012.*

## 1. Applicant details

Premises name:

Krazy Chicken

Applicants name:  
(Individual or Company)

K Fam Limited

Premises address:

15 Maclean St, Paraparamu

Contact phone:

Home:

Mobile: 0211493114

Contact email:

krazychickenpram@gmail.com

## 2. Fire evacuation scheme

Most commonly a building requires an evacuation scheme because it is used for the following purposes:

- The gathering together, for **any purpose of 100 or more persons**:
- Providing **employment facilities for 10 or more persons**:
- Providing **accommodation for more than 5 persons** (other than in 3 or fewer household units):
- **Storing or processing hazardous substances in quantities exceeding the minimum amounts** prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.

**See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.**

*If you are unsure that the building has or requires an approved evacuation scheme, check with the **building owner**. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. **[www.fireandemergency.nz](http://www.fireandemergency.nz)** or Contact Fire and Emergency New Zealand, [wellingtondistrict-rteams@fireandemergency.nz](mailto:wellingtondistrict-rteams@fireandemergency.nz).*

## Statement

I hereby state that (tick one):

☐ the **owner** of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

☒ because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

☐ because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

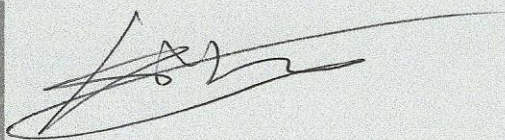
### NOTE:

*If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018 – this does not require approval by Fire and Emergency New Zealand.*

Name:

Yeongjin Kim

Signature:



Date:

19.06.2026

## Submitting applications

Email completed forms to: [licence.application@kapiticoast.govt.nz](mailto:licence.application@kapiticoast.govt.nz)

### Post to:

Alcohol Licensing Team  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

### or deliver to:

Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu

# CPTED checklist for on-licensed premises

## Bar Area

|                                                                                       |                              |                             |                                         |
|---------------------------------------------------------------------------------------|------------------------------|-----------------------------|-----------------------------------------|
| Bar staff have good visibility of entire premises                                     | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| Area behind the bar is raised to improve visibility                                   | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| Bar area is open with no obstructions affecting monitoring of premises                | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| Cash registers are front facing                                                       | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| If cash registers are not front facing mirrors are installed for monitoring customers | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| Safe is out of public view                                                            | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |

## Internal Layout

|                                                                |                                         |                             |                                         |
|----------------------------------------------------------------|-----------------------------------------|-----------------------------|-----------------------------------------|
| Premises is laid out so staff can monitor patrons at all times | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A            |
| There are no obstructions within the bar causing blind spots   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A            |
| Where there may be blind spots, mirrors or CCTV are installed  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A            |
| Bar is easily approached by customers                          | <input type="checkbox"/> Yes            | <input type="checkbox"/> No | <input checked="" type="checkbox"/> N/A |
| Customers can easily move around the premises                  | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A            |
| Sufficient seating is provided                                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A            |
| Customers cannot climb on structures or fittings               | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A            |

## Crowding

|                                                                               |                                         |                             |                              |
|-------------------------------------------------------------------------------|-----------------------------------------|-----------------------------|------------------------------|
| The premises are not overcrowded                                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| The maximum number of patrons for the premises is displayed and complied with | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

## Lighting

|                                                                                 |                                         |                             |                              |
|---------------------------------------------------------------------------------|-----------------------------------------|-----------------------------|------------------------------|
| Internal lighting is suitable                                                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Lighting allows door staff to check IDs etc                                     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Lighting allows staff to monitor patrons inside the premises                    | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| No areas are too dark inside the premises                                       | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Internal lighting can be raised in an emergency or incident and at closing time | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| External lighting is suitable                                                   | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| External security lighting is installed                                         | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

## Ventilation

|                                                       |                                         |                             |                              |
|-------------------------------------------------------|-----------------------------------------|-----------------------------|------------------------------|
| A ventilation system is installed                     | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| The premises are maintained at a suitable temperature | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

## CCTV

|                                                |                                         |                             |                              |
|------------------------------------------------|-----------------------------------------|-----------------------------|------------------------------|
| CCTV is installed                              | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| CCTV is positioned to monitor vulnerable areas | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Patrons are aware of the CCTV system           | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |
| Staff understand its operation                 | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> N/A |

**From:** [김영진](#)  
**To:** [Mailbox - Licence Application](#)  
**Subject:** Re: Alcohol Licence Due for Renewal & Annual Fee Due - ON819 - Krazy Chicken  
**Date:** Saturday, 20 June 2026 2:06:22 am  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[2026 ON.pdf](#)  
[1.pdf](#)  
[2.pdf](#)  
[3.pdf](#)  
[5.pdf](#)  
[4.pdf](#)

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Hi there,

I am writing to submit the required documents and supporting materials for my on-licence application.

I would also like to apologise for the delay in sending these documents. I mistakenly believed that I had already submitted them as part of the manager certificate application, which caused some confusion and delay in my response.

In addition, my wife has been dealing with ongoing health issues over the past few months, and I have been heavily involved in supporting her through frequent medical appointments. As a result, my attention has been quite divided during this period.

I sincerely apologise for any inconvenience caused and appreciate your understanding. Please find all required documents attached. Let me know if anything further is needed.

Thank you for your time and consideration.

Kind regards,

Kim

2026년 6월 19일 (금) 오전 11:59, Mailbox - Licence Application  
<[licence.application@kapiticoast.govt.nz](mailto:licence.application@kapiticoast.govt.nz)>님이 작성:

Good morning, as discussed, I am re-sending this reminder email which sets out the requirements for renewing your alcohol licence. We received your payment of the fees applicable on 23/5/26, however we have not received your application form to renew the licence. I have attached the link to the forms required below.

<https://www.kapiticoast.govt.nz/media/2x2jd3oa/dlc-form-003-application-for-on-licence-may-2025-type-in-form.docx>

<https://www.kapiticoast.govt.nz/media/vh3laso2/dlc-065-fire-evacuation-statement.pdf>

Please ensure all supporting documentation is submitted (as below), and also provide a reason for the late filing of the application.

**If you are not filing this renewal application, including paying the fee, at least 20 working days before the licence expires, provide a reason for the late filing as an attachment.**

| <ul style="list-style-type: none"> <li>When including attachments please number the documents, circle 'Yes' and write the document number on '#.....'.</li> </ul>                                                                                                                                                                                                         | Number.            |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section 100(d) of the Act for new applications, or section 127(e) of the Act for renewals. The Declaration of Evacuation Scheme template is available on the Council website.                                                                                     | Yes / No<br>#..... |
| Copy of planning consent: Please attach certificate to show that the proposed use meets the requirements of the Resource Management Act 1991. Not required for renewal unless the business activity or type has changed since the last version.                                                                                                                           | Yes / No<br>#..... |
| Copies of all relevant building certificates consents: Please attach certificate to show that the proposed premises meet the requirements of Building Code 2004. Not required for renewal unless structural changes have been undertaken since the last issue or renewal.                                                                                                 | Yes / No<br>#..... |
| A scale floor plan showing the licensed area and, if applicable, each area to be designated as a supervised area or restricted area, and the principal entrance. If this is a renewal application, include your existing 'approved alcohol licensed area' and check for any changes.                                                                                      | Yes / No<br>#..... |
| For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). Not required for renewal unless changes have occurred since the last issue or renewal.                                                                                                                                                                       | Yes / No<br>#..... |
| Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED. <input type="checkbox"/> Yes <input type="checkbox"/> No, and if 'Yes' attach a copy, and if 'No' complete a CPTED checklist (see HPA and the Ministry of Justice websites for more information). | Yes / No<br>#..... |
| Please attach a photograph or artist's impression of the exterior of the proposed premises. Not required for renewal unless major changes have been undertaken since the last issue or renewal.                                                                                                                                                                           | Yes / No<br>#..... |
| Please attach a map showing the location of the premises. Not required for renewal.                                                                                                                                                                                                                                                                                       | Yes / No<br>#..... |
| For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the 'Yes' and repeat the document number you have given it.                                                                                                                                                                     |                    |
| Please attach a copy of your Host Responsibility Policy.                                                                                                                                                                                                                                                                                                                  | Yes / No<br>#..... |
| Please attach a copy of a sample food menu.                                                                                                                                                                                                                                                                                                                               | Yes / No<br>#..... |

Kind regards

**Donna Want**

Regulatory Services Support Officer  
Te Kai Maangai Whakaanga Kiritaki  
04 296 4700  
Kapiti Coast District Council

**From:** Mailbox - Licence Application

**Sent:** Friday, 22 May 2026 10:21 am

**To:** [athlonvj@gmail.com](mailto:athlonvj@gmail.com)

**Subject:** FW: Alcohol Licence Due for Renewal & Annual Fee Due - ON819 - Krazy Chicken

Kia ora,

As per the email below, this is a further reminder regarding the renewal of your alcohol licence and payment of the annual fee.

The licence will expire on **26 June 2026** and, in accordance with Sale and Supply of Alcohol Act 2012 (the Act), your renewal application must be:

- filed with The Secretary of the District Licensing Committee ***no later than 20 working days before the expiry of the licence.***
- made in the form and manner prescribed in Sale and Supply of Alcohol Regulations 2013; and
- accompanied by the prescribed fee

You can download and complete the renewal application form available on the KCDC [website](#).

**20 working days filing requirement:**

If you do not file the application at least 20 working days prior to the licence expiry date, you must include a reason for the late filing with your completed application form. Please note that both the completed application form and payment of the application fee are required.

The District Licensing Committee (DLC) Chairperson will consider your explanation and advise if they are satisfied that the failure to file the application on time was not wilful and that the application will be accepted. Alternatively, the DLC may decline the waiver request and reject the application.

Once a licence has expired it cannot be renewed – no waiver can be granted

*Section 122(2) of the Act*

*If no application to renew a licence has been made before the end of its currency, it expires at the end of its currency.*

Nga Mihi

**Donna Want**

Regulatory Services Support Officer  
Te Kai Maangai Whakaanga Kiritaki  
04 296 4700  
Kapiti Coast District Council

**From:** Mailbox - Licence Application

**Sent:** Friday, 10 April 2026 11:35 am

**To:** 'athlonjy@gmail.com' <athlonjy@gmail.com>

**Subject:** Alcohol Licence Due for Renewal & Annual Fee Due - ON819 - Krazy Chicken

Kia ora,

Please see Invoice attached for your Alcohol licence fees. The Licence will expire on **26 June 2026**, and you must apply to renew it **no later than 20 working days before** this date. Once a licence has expired it cannot be renewed.

In accordance with the *Sale and Supply of Alcohol Act 2012* your renewal application must be:

- filed with The Secretary of the District Licensing Committee no later than 20 working days before the expiry of the licence.
- made in the form and manner prescribed in Sale and Supply of Alcohol Regulations 2013; and
- accompanied by the prescribed fee (see invoice attached)

You can download and complete the renewal application form available on the KCDC [website](#). The deadline for lodging your application with the required supporting documents and paying the application fee is **29 May 2026**.

In addition, the Licence **annual fee** for your business is due on the anniversary date of when the licence was issued. Please note that the annual fee must be paid within 30 days of your anniversary date each year. If the fee is not paid in full within the 30 days, your alcohol licence is automatically suspended, and you will not be able to sell alcohol until such time that the fee has been paid in full.

**Please read the attached invoice carefully to ensure you pay by the due date.**

If you have any questions in relation to this email, please contact the Alcohol Licensing Team by responding to this email (referencing the name of your business) or by phoning 04 296 4700 or 0800 486 486.

Nga Mihi

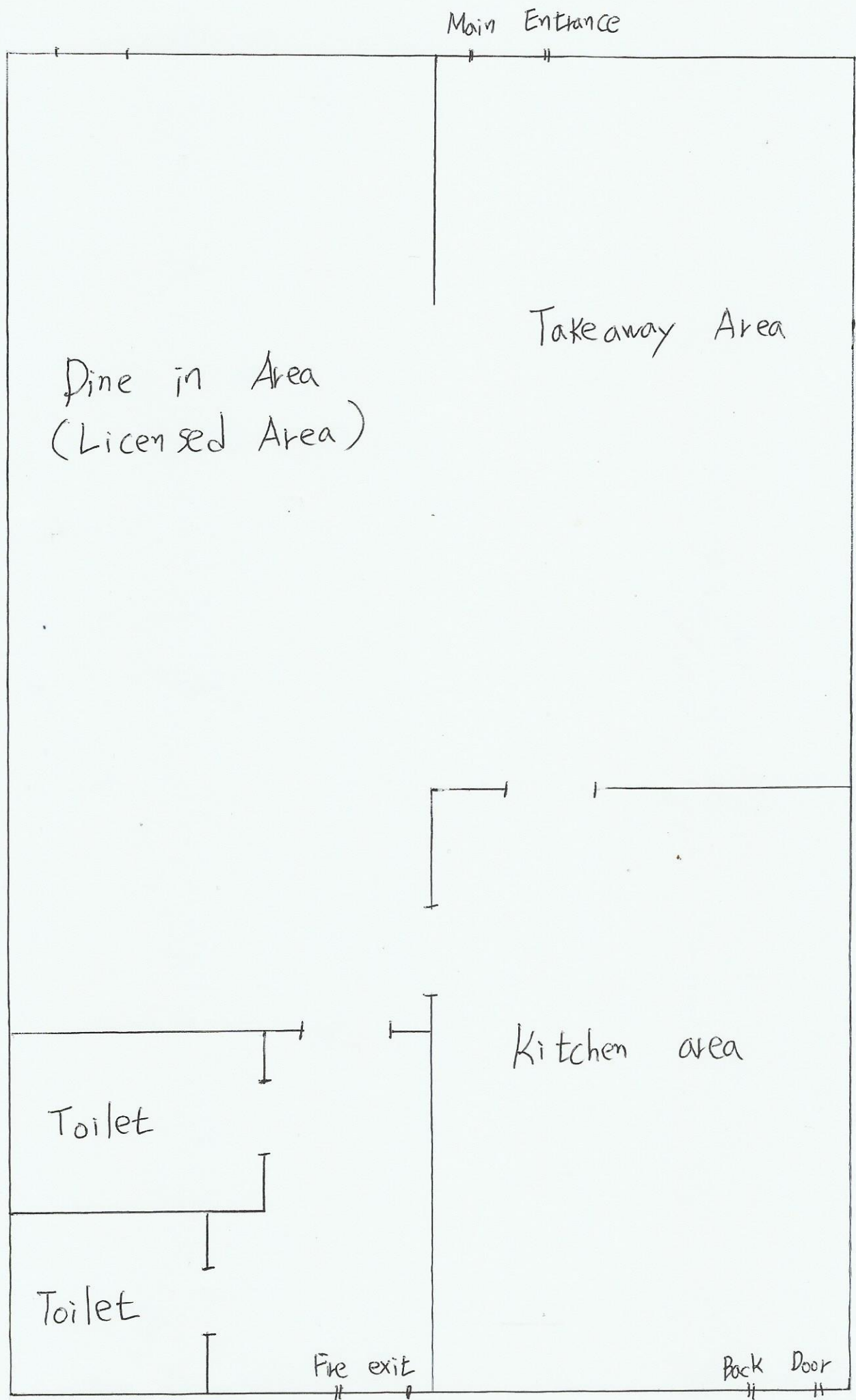
**Donna Want**

Regulatory Services Support Officer  
Te Kai Maangai Whakaanga Kiritaki  
04 296 4700



[www.kapiticoast.govt.nz](http://www.kapiticoast.govt.nz)

The material in this email is confidential to the individual or entity named above, and may be protected by legal privilege. If you are not the intended recipient please do not copy, use or disclose any information included in this communication without Kāpiti Coast District Council's prior permission.



No changes to Licensed Area

**IN THE MATTER** of the Sale and Supply of Alcohol Act  
2012 (the Act)

**AND**

**IN THE MATTER** of a request to consider a late filed  
licence renewal by K Fam Limited  
pursuant to section 127(2)(b) of the  
Sale and Supply of Alcohol Act 2012  
(the Act) for the renewal of an ON  
Licence in respect of premises  
situated at 15 McLean St,  
Paraparaumu Beach, known as  
Krazy Chicken

## **BEFORE THE KAPITI COAST DISTRICT LICENSING COMMITTEE**

Chairperson: Cr. Bede Laracy

## **DECISION ON THE PAPERS**

### **Introduction**

1. K Fam Limited holds on-licence ON819 in respect of premises known as Krazy Chicken. The end of currency of the licence was 26 June 2026. The application to renew was not made within the period required by s127(2)(b) but was made prior to expiry. The Inspector has referred the question to me for determination.
2. The procedural question before me is whether I allow a later date for filing under s127(2)(b) and accept the application as duly made. The application has not yet been notified, and no objection has been filed. I determine the question on the papers. Nothing in this decision touches the merits of the renewal. Those fall for determination once the application has been notified and reported on.

### **Background**

3. The Inspectorate sent renewal reminders to the applicant on 10 April 2026 and 22 May 2026. The reminder correspondence on the file states the deadline for lodging the application with the required supporting documents.
4. The applicant paid the prescribed fee on 23 May 2026. No application form was filed.
5. A final reminder issued on 19 June 2026, advising that the fee had been received but the application form had not, and attaching the required forms. The applicant responded on 20 June 2026 with the application and supporting material. The

Inspectorate sought further information on the morning of 22 June 2026, and the applicant supplied it the same morning.

6. The application made on Saturday 20 June 2026 was incomplete. The further information sought was supplied on Monday 22 June 2026. I find that the complete application was received on 22 June 2026, being the first working day on which it could be received and the day on which it was complete. That date fixes a single date from which the period in s127(3) runs.
7. The explanation provided for the late filing is that the applicant thought he had already submitted it as part of his manager's certificate renewal application. He also explained that his wife had been sick, which had taken much of his attention.
8. The applicant's previous renewal, in 2024, was filed well ahead of the date required by s127(2)(b). This is the first occasion on which this applicant has filed late.

### **The filing requirement**

9. s127(2)(b) requires an application for renewal to be made no later than 20 working days before the expiry of the licence, or by such later date, not being later than the date of expiry, as the licensing committee may allow.
10. The application was required to be made by Thursday 28 May 2026, the count excluding King's Birthday on 1 June 2026. It was made on 22 June 2026, 16 working days late and four days before the expiry of the licence.
11. A committee has a limited discretion to allow a later date, which cannot be later than the expiry of the licence.<sup>1</sup> The section caps the date that may be allowed, not the date on which the allowance is made. As the date of filing was earlier than the date of expiry, the discretion is available. Availability does not guarantee a grant.
12. If the later date is allowed, then the application is one made before the end of currency, s122(2) does not apply, and the licence did not expire on 26 June 2026.

### **The exercise of the discretion**

13. s127(2)(b) permits a committee to allow a later date for filing but prescribes no test for exercising that discretion. In *Sara v Johns* Heath J identified as relevant to the exercise of a discretion to relieve against a late filing, among other things, the delay in making the application, the seriousness of the neglect or omission, the consequences of granting relief, any prejudice that might be caused to third parties, and any relevant public interest factors.<sup>2</sup> I adopt those factors as follows:

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<sup>1</sup> *Golden Empire Holdings Ltd v Police* [2023] NZARLA 231 at [124].

<sup>2</sup> *Sara v Johns* HC Auckland CIV 2008-404-7746, 13 February 2009 at [34].

- (a) **The delay:** Sixteen working days is a little over three working weeks. That is a significant delay.
- (b) **The reason for the delay:** The applicant believed he had already filed the renewal as part of his manager's certificate application. His wife was unwell over the period and that took his attention. Neither reason removes the obligation to file. Both are consistent with the rest of his conduct. He paid the fee on 23 May 2026, before the date the section required. He filed the day after being told the form was outstanding. His previous renewal was filed in time. This was an oversight and not a disregard of the statutory requirement.
- (c) **The seriousness of the omission:** The duty to file rests on the licence holder. Two reminders went out before the date passed and each set out what was required and by when. A belief that the form had gone in with another application does not answer them. Payment of the fee is one of six requirements in s127(2) and is not a substitute for the application.
- (d) **The consequences:** Refusing the allowance would mean the application was never duly made, the licence expired at the close of 26 June 2026 under s122(2), and the premises could not lawfully sell or supply alcohol until a new on-licence had been applied for and granted. That consequence is severe and is out of proportion to a filing failure of this kind.
- (e) **Prejudice to third parties:** There is none identified. Public notice runs from the date the application is made under s127(3), and objections may be filed within 25 working days after first publication under s128(2). The late filing does not compress the period in which the public may participate. It moves that period later.
- (f) **The public interest:** Two public interests are engaged. The first is that applications are filed on time, so that the reporting agencies can inquire under ss103 and 129 and the public can object under s128 within a predictable period. The agencies have lost no time to inquire, and the objection period is not shortened by the delay. The second is that the suitability of licensed premises is tested against the criteria in s131 rather than settled by a filing error. That interest is served only by the application proceeding. Refusing the allowance would serve the first interest only as an example to others and would defeat the second entirely.

14. Weighing those matters, the delay is significant and the explanation does not excuse it. Against that, the applicant paid the fee before the date the section required, filed the day after being told the form was outstanding, and has not filed late before. No third party is prejudiced. The cost of refusing the allowance falls entirely on the applicant and benefits no other party. The discretion is exercised in the applicant's favour.

## Determination

15. Under s127(2)(b) Sale and Supply of Alcohol Act 2012 I allow 22 June 2026 as the later date by which the application for renewal of on-licence ON819 may be made. The application is accepted as duly made on 22 June 2026.

## Directions

16. The application is to be publicly notified and reported on in the ordinary way and is then to be set down for determination under s131.
17. A copy of this decision is to be provided to the applicant, to the Inspector, to the Police, and to the Medical Officer of Health.
18. The Inspector has sought a reminder to the applicant about statutory timeframes. It is given in these terms. s127(2)(b) permits the Committee to allow a later date only where that date falls on or before the date the licence expires. Had this application been made after 26 June 2026 the licence would have expired under s122(2), the application would have lapsed under s124, and the Committee would have had no power to remedy it.<sup>3</sup> Payment of the fee does not make the application. The applicant is to allow enough time in future that the application is filed within the period required by s127(2)(b).

**DATED** at Raumati on 29 July 2026



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Cr. Bede Laracy  
Chairperson  
Kapiti Coast District Licensing Committee

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<sup>3</sup> *AZ Hobson Liquor Ltd v Galloway* [2012] NZHC 2331 at [25] and [29].