

APPLICATION FOR VARIATION OR CANCELLATION OF CONDITIONS OF LICENCE



Form 14, Section 180, 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
Telephone (04) 296 4700, Toll Free: 0800 486 486

For Council use
File #

Once this application is complete you must 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.

This application for the variation or cancellation of the conditions of a licence is made in accordance with the details set out below.			
Details of Licensee			
Full legal name: KAPITI CLUB inc t/a CLUB VISTA			
Postal Address: Street Number/PO Box 32		Street: Marine Parade	
Suburb: Paraparaumu Beach		City: Paraparaumu	Postcode: 5032
Telephone: 04 298 4031	Mobile: 027 595 0446	Fax: —	
Email: sue@clubvista.co.nz	Website: www.clubvista.co.nz	Preferred mode of contact: Phone or email	
Details of Licence (please tick one)			
<input type="checkbox"/> On-licence	<input type="checkbox"/> Off-licence	<input checked="" type="checkbox"/> Club Licence	
Licence Number: 45/CLUB/028/2024			
Details of Premises (to be included only where the licence applies to any premises that are NOT a conveyance)			
Address: Number 32		Street MARINE PARADE	
Suburb Paraparaumu Bch		City Paraparaumu	Postcode
Trading or other name (if any): CLUB VISTA			
Details of Conveyance (to be included only where the licence applies to any conveyance)			
Type: (eg, ship, railway carriage, bus, etc)			
Address of home base: Number		Street	
Suburb		City	Postcode
Trading or other name (if any):			

Conditions (to be filled in for each condition to which this application relates)		Doc attached? Number.
State terms of condition at present: Please see attached current licence with terms + conditions		Yes / No #.....
Action sought (tick appropriate box): <input checked="" type="checkbox"/> Variation <input type="checkbox"/> Cancellation		
If variation, in what respect does the applicant seek to vary the condition (i.e. state the conditions you propose)? no changes to current conditions, Variation sought to extend floor area under the licence. Copy of plan attach with area highlighted in yellow.		Yes / No #.....
Full reasons for variation or cancellation: To enable the current proposed redevelopment to utilise extra space available at 32 Marine Parade. This area will have 3 snooker tables, darts, toilets + a small mini bar.		Yes / No #.....
Signature of Applicant (this must be signed by the 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: SUSAN Edser		
Date: 15-1-2026	Signature: [Signature]	
Dated at location: 32 Marine Parade, Paraparaumu Beach		
Privacy Statement		
<p>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 publically available.</p> <p>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 1993. You have the right to see and correct personal information that Council holds about you.</p>		

CLUB-LICENCE
Sections 21 and 64, Sale and Supply of Alcohol Act 2012



Kapiti Club Incorporated
Licence Number 45/CLUB/028/2024

Pursuant to the Sale and Supply of Alcohol Act 2012 (the Act), *Kapiti Club Incorporated* is authorised to sell and supply alcohol on the premises situated at 32a Marine Parade, Paraparaumu Beach and known as Club Vista, for consumption on the premises, to any person who—

- is member of the club; or
- is on the premises at the invitation of, and is accompanied by, a member of the club; or
- is a member of some other club with which the club has an arrangement for reciprocal visiting rights for members; or
- is on the premises at the invitation of, and is accompanied by, a member of some other club with which the club has an arrangement for reciprocal visiting rights for members.

The authority conferred by this licence must be exercised through a manager or managers appointed by the club in accordance with Part 7 of the Act.

Conditions

This licence is subject to the following conditions:

- (a) Alcohol may be sold, supplied and consumed only on the premises authorised by the licence which are more precisely identified in the plan approved on 28 September 2018, printed on the back of this licence (held on DLC file CL690).
- (b) Alcohol may be sold only on the following days and during the following hours:
Monday to Sunday - 9am to 1am the following day
- (c) A properly appointed certificated manager (or Acting or Temporary manager) must be present on Fridays, Saturdays and Public Holidays between the hours of 4pm and closing when the premises are open for the sale and supply of alcohol, and their full name must be on a sign prominently displayed in the premises.
- (d) Meals such as those described on the menu provided with the application, or variations of that menu of a similar range and standard, must be available at all times the premises are open for business.
- (e) The licensee must have available for consumption on the premises, a reasonable range of non-alcoholic and low-alcohol beverages and ensure that water is freely available for patrons at all times in clean drinking vessels.
- (f) The licensee must ensure that signs are prominently displayed within the licensed premises detailing information regarding alternative forms of transport from the premises.
- (g) The licensee must ensure that the provisions of the Act relating to the sale and supply of alcohol to prohibited persons are observed and must display appropriate signs adjacent to every point of sale detailing the statutory restrictions on the supply of alcohol and intoxicated persons.
- (h) The whole of the premises is undesignated except for the gaming area which has a Restricted designation.
- (i) A copy of this licence must be displayed in the interior of the licensed premises so as to be easily read by persons on the premises.

Duration

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, this licence continues in force—

- (a) either—
 - (i) until the close of the period for which it was last renewed; or
 - (ii) if has never been renewed before, until the close of the period of 12 months after the day it was issued; but
- (b) if an application for the renewal of the licence is duly made before the licence would otherwise expire, either—
 - (i) until the close of the period of 3 years after the period for which it was last renewed; or
 - (ii) if has never been renewed before, until the close of the period of 4 years after the day it was issued.

Dated at Paraparaumu on 17 July 2024



Secretary
Kapiti Coast District Licensing Committee

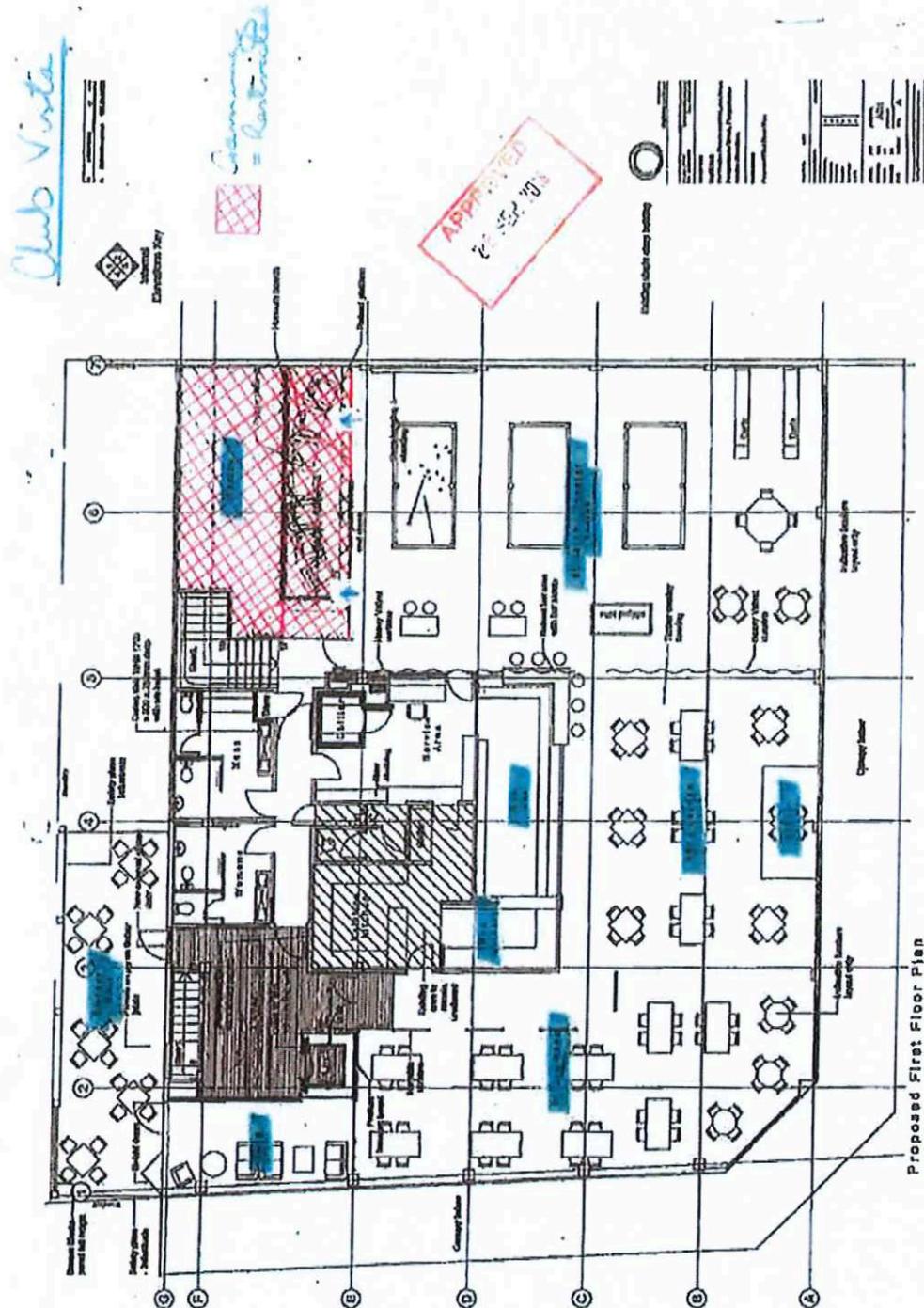
Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, the period for which the licence is renewed is three years expiring on:

23 July 2027

Note: This licence replaces licence number 45/CLUB/018/2019 issued by the Kapiti Coast District Licensing Committee

Plan of approved alcohol licensed area

Kapiti Club Incorporated, situated at 32a Marine Parade, Paraparaumu Beach, known as Club Vista



Undertaking for Club Vista Outdoor area.

- That Duty Managers will monitor the deck frequently for any issues such as loud or rowdy behavior from patrons which result in them being removed from the deck.
- On Friday and Saturday nights the deck door will be locked at 11.45pm.
- At 11.30pm any patrons on the deck will be given 15 minutes to vacate.

THIS PAGE IS TO BE IN CONJUNCTION WITH GENERAL CONSTRUCTION NOTES ON SHEET 0A

	EXISTING TIMBER FRAME WALLS, 90 OR 140
	EXISTING CONCRETE WALLS
	NEW 90x45 TIMBER FRAME SGB
	WALLS REMOVED
	NEW 140x45 TIMBER FRAME SGB (OR PACK FRAME TO MATCH EXISTING)

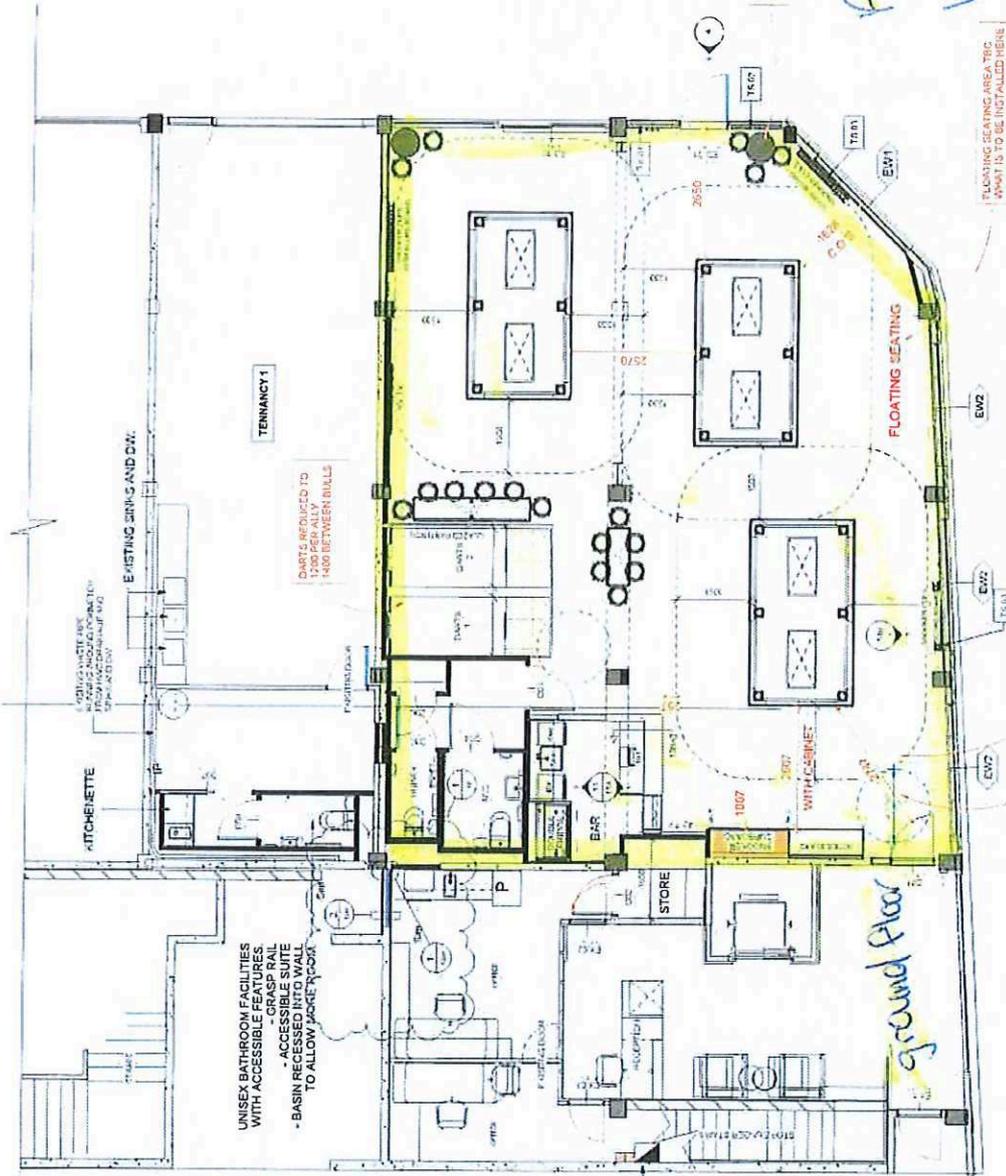
ALL MEASUREMENTS ARE TO BE CONFIRMED ON SITE

ALL TABLES LAID STRAIGHT

- WINDOW TREATMENTS**
- ALL WINDOWS ARE TO BE FITTED TO PROVIDE PRIVACY FROM THE STREET FRONTAGE. FINISHES AND DESIGNS TO BE CONFIRMED. IE BRANDING ETC.
 - ALL WINDOWS (WHERE APPLICABLE) ARE TO HAVE PULL DOWN ROLLER BLINDS INSTALLED OVER THEM FOR:
 - CLASH CONTROL
 - SOLAR SHADING

LEARNER REMOVED TO ALLOW TABLE TO BE LAIN TO TOWARDS MACLEAN STREET ENTRY

Area to be included in license



TURNING CIRCLE AND WAITING SPACE IS CLEAR OF THE 1500 PLAYING AREA AROUND SNOOKER TABLE
 15000 TURNING CIRCLE IN FRONT OF ACCESS DOOR INTO CLUB VEST LOBBY/VENTRANCE
 15000 TURNING CIRCLE IS THE REQUIRED OPENING AREA FOR WHEELCHAIRS AND ACCESSIBILITY AS PER 15.2.4(1)

FLOATING SEATING AREA 'TRIC' WHAT IS TO BE INSTALLED HERE

UNISEX BATHROOM FACILITIES WITH ACCESSIBLE TOILETS
 - ACCESSIBLE SUITE - BASIN RECESSED INTO WALL TO ALLOW JACKIE ROOM

DARTS RELOCATED TO 1700 PER ALLY 1400 BETWEEN BILLS

- EXISTING SECURITY BOARD/ ACCESS PANEL
- SECURITY BOARD
- SWITCH BOARD
- DATA CABINET
- METER BOARD (C.O.S)

SMA
STUDIO M ARCHITECTURE

Client: Club Vita
 Project: 27 Riverside Parade and 9 Maclean Street, Parramatta Branch
 Project Number: 202501

Drawing: **Annotated Plan STRAIGHT**

SCALE: 1:50 @ A1 1 100 @ A3 DATE: 22.12.2025

REV	Date	SHEET NO.
3	17.11.25	3b
5A	22.12.2025	

STAGE
ON SITE SNOOKER

Ref: PB0075

8 January 2026

Susan Edser
PO Box 1495
Paraparaumu Beach
5252

Dear Susan

Request for Building Certificate under Sale and Supply of Alcohol Act 2012

Business Name: Club Vista
Site Address: 32 Marine Pde Paraparaumu Beach
Legal Description: Lot 1 DP 23873 & Part Lot 65-66 DP 4828
Consent Description: Building Certificate

This letter serves as a certificate for the purpose of Section 100(f) of the Sale and Supply of Alcohol Act 2012.

This letter is **not** a Code Compliance Certificate, Certificate of Acceptance or Compliance Schedule under Sections 91 to 107 of the Building Act 2004.

The Council has been advised by the applicant that the use of this building will be changed and/or alterations made to accommodate the use outlined in building consent application BC250668. Building Consent number BC250668 has been issued for the building work required as a result of this building alteration.

The proposed use of the premises as a club meets the requirements of the New Zealand Building Code, to the extent required by the Building Act 2004 and subject to the issue of a Code Compliance Certificate for Building Consent number: BC250668.

The Council's records show that the building containing the proposed licensed premises is required to have a building warrant of fitness. The building warrant of fitness is current.

Please contact me on 04 296 4700 or 0800 486 486 if you would like to discuss any matters raised in this letter.

Yours sincerely,



Steve Cody
Building Team Manager