

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
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:

Licence number: 45/ON/049/2024

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): Lustre Food and Beverage 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 <u>Not</u> a Natural Person(s), Details of Contact Person		
Name: Timothy Banks	Designation/Position: Director	
Telephone:	Mobile: 0276946273	
Email: bankstim2023@gmail.com		
8. Postal Address for Service		
Number/Street/PO Box: 37 Tui Road	Suburb: Raumati Beach	
City: Kapiti Coast	Postcode: 5032	
9. Business Details		
Describe principal business, any other businesses		
Restaurant		
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). <input type="checkbox"/> Yes <input checked="" type="checkbox"/> 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:		

12. For a Private Company Incorporated under the Companies Act 1993		
Authorised capital:	Paid up capital:	
Name: Timothy Banks	Address: 37	
Street: Tui Road	Suburb: Raumati Beach	
City: Kapiti Coast	Postcode: 5032	
Date of birth: 03/05/1985	Place of birth: Christchurch, NZ	
Designation: Director	Face value of shares held: 100%	
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 7-13	Street: Seaview Road	
Suburb: Paraparaumu Beach	City: Kapiti Coast	Postcode: 5032
Trading Name: Lustre Kitchen and Dining		
If not Owned by Applicant:		
Tenure: <i>(state whether to be held as leasehold, or under tenancy agreement or licence)</i>		
Full legal name of owner:		
Address: Number	Street:	
Suburb:	City:	Postcode:
Is the licence conditional on completion of building work: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if "Yes", state details:		
15. Details of Conveyance		
Kind: <i>(eg, ship, railway carriage, bus, etc)</i>		
Tenure: <i>(state whether owned by applicant, or to be operated under charter, lease, or licence)</i>		

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: <input type="checkbox"/> Yes <input type="checkbox"/> No, and if "Yes", state details:		
16. Details of Duty Manager(s)/Proposed Manager(s) <i>If more than two certified managers please attach details separately</i>		
Full legal name: Timothy Edward Banks		
Number of manager's certificate: 49D/CERT/459/2021	Expiry Date: 08/10/2025	
Full legal name: Aaron Peter Banks		
Number of manager's certificate: 51/CERT/205/2015	Expiry Date: 17/12/2025	
17. Business Details		
State the general nature of the business to be conducted by applicant in the premises if licence granted: <i>(for example, hotel, tavern, restaurant, entertainment/nightclub)</i>		
Restaurant		
Is the sale of alcohol intended to be the principal purpose of business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No and advise the intended principal purpose of business <i>(for example: sale of food; entertainment; accommodation)</i> .		
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: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No - and if "Yes", advise the nature of other goods or services. <i>This is to assess whether other goods and services provided are compatible with the sale of alcohol.</i>		

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

Monday to Sunday 11am - 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:
20+ years in Hospo – 4 years as duty manager.

Yes / No
#.....

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

A la Carte and Tasting menu

Yes / No
#.....

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

Range of Sodas, Juices, Alcohol free Beer, Sparkling water, Mocktails

Yes / No
#.....

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

Garage Project 'Fugazi' low alcohol beer

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):

Yes / No
#.....

Served to the table by service staff, as well as available at water station in restaurant.	
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<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>All staff trained in 'Servewise' course. Signage/Host responsibility stating legal requirements placed in visible spaces.</p>	<p>Yes / No #.....</p>
<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <p>Restaurant designed as small numbers with dining as primary focus – all drinks service is table side so allows for maximum interaction/touch points to assess customers.</p>	<p>Yes / No #.....</p>
<p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act: Staff trained in online 'Serve Wise' course. One other staff member currently completing LCQ with intention of completing Duty Managers Cert.</p>	<p>Yes / No #.....</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"> reduced, by more than a minimal extent, by granting the licence; or increased, by more than a minimal extent, by the refusal to renew the licence. <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><i>The restaurant is lower numbers / low traffic with dining as primary service. Being zoned in a commercial area this reduces a risk of impacting sensitive users within locality such as pre-schools, schools and medical centres</i></p>	<p>Yes / No #.....</p>
<p>For Licence Renewal Only: Describe any conditions of the licence the applicant seeks to vary or cancel: <i>To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary</i></p> <p>Terms of condition at present: On Licence, 12 midday to 11pm, Monday to Sunday, tenancy 1.</p> <p>Action sought: <input checked="" type="checkbox"/> Variation <input type="checkbox"/> Cancellation. If Variation, in what respect does the applicant seek to vary the condition?</p> <p>Variation 1: Amend the licence time from current timing (12 midday to 11pm) to amended time - 11am to 12 midnight</p> <p>Full reasons for variation or cancellation:</p>	<p>Yes / No #..... #..... #..... #.....</p>

<p><i>Due to the nature of our restaurant, our tasting menus run for approximately 3 hours and the ability to take bookings up until 9pm would relieve the pressure of having to rush patrons as well as increase potential revenue.</i></p> <p><i>Variation 2: Extending the boundary of the licence to include tenancy 2 (see attached map).</i></p> <p>Full reasons for variation or cancellation:</p> <p><i>To increase overall capacity and to create a space for walk in guests to dine, as well as for tables that arrive early for bookings to begin tasting menu/pre dinner 'nibbles and drinks'.</i></p> <p><i>We have found that we are having to turn away people who arrive early and walk in as we cannot guarantee a seating space.</i></p>	
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19. Attachments (if Not a Conveyance)	Doc attached? Number.
<ul style="list-style-type: none"> When including attachments please number the documents, circle 'Yes' and write the document number on '#.....' 	
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 #..... <u>1</u>
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 #..... <u>2</u>
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 #..... <u>N/A</u>
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 #..... <u>3</u>
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 #.....
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 #..... <u>4</u>
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 #.....
Please attach a map showing the location of the premises. <i>Not required for renewal.</i>	Yes / No #.....
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 #..... <u>5</u>

Please attach a copy of a sample food menu.	Yes / No #.....6
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 #.....

20. Attachments (Conveyance)		Doc attached? Number.
<ul style="list-style-type: none"> When including attachments please number the documents, circle 'Yes' and write the document number on '#.....' 		
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 #.....
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 #.....
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 #.....
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 #.....
Please attach a copy of a sample food menu.		Yes / No #.....
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 #.....
21. Further details when Applicant is a Company <i>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.</i>		
Name: Timothy Banks	Address: 37 Tui Road	
Suburb: Raumati Beach	City: Kapiti Coast	
Postcode: 5032	Date of birth: 03/05/1985	
Place of birth:	Designation: Director	
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Designation:	
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Designation:	
Are additional sheets attached? Yes / No - 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: Timothy Banks

Date: 8/9/2025

Signature:



Dated at location:

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 1993. 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.

Guidance for Completing On-Licence Application Form

Background	
<p>The object of the Sale and Supply of Alcohol Act 2012 is that the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.</p> <p>It is a legal requirement of the Sale and Supply of Alcohol Act 2012 that you must have a licence before you can sell or supply alcohol.</p>	
Before lodging application	
<p>If your application for a NEW licence is regarding 'premises - not a conveyance', you must also apply for certificate of compliance with the Resource Management Act and the Building Act from the Kapiti Coast District Council. A 'conveyance' means an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle, used to transport people.</p>	
Completing your application	Who should complete which fields
1 Type of Application	All applicants to complete.
2 Endorsements	Only complete if seeking an endorsement for BYO or Caterer. This is for restaurants who only allow BYO and caterers who also have a restaurant or only cater.
3 Details of Applicant	All applicants to complete. If a company receives profits then apply in company name.
4 Applicant Status	All applicants to complete.
5 For Applicant that is Natural Person(s)	Only complete if applicant is a natural person. A natural person is an individual. Complete all sections.
6 For Applicant that is Body Corporate	Only complete if applicant is a body corporate.
7 For Applicant that is <u>not</u> a Natural Person(s)	Only complete if applicant is a body corporate, partnership, private company or public company. Complete all sections.
8 Postal Address for Service	All applicants to complete.
9 Business Details	What is your principal business? For example restaurant, entertainment centre, sale of alcohol (ie tavern).
10 Criminal Convictions	Convictions of applicant directors or shareholders. All applicants to complete.
11 For a Company full legal names of directors	Only complete if applicant is a public or private company.
12 For a Private Company	Only complete if applicant is a private company incorporated under the Companies Act 1983.
13 For a Partnership	Only complete if applicant is a partnership.
14 Details of Premises (if not a conveyance)	<p>All applicants must complete either 14 or 15.</p> <p>A 'conveyance' is premises which are used to transport people such as an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle.</p> <p>A 'premises - not a conveyance', are any other type of premises (building) for which you are seeking a licence.</p>
15 Details of Conveyance	
16 Details of Duty Manager(s)/Proposed Managers	All applicants to complete. If more than 2 please attach details separately.
17 Business Details	All applicants to complete.

18	Conditions	All applicants to complete.
19	Attachments (if not a conveyance)	All applicants must complete either 19 or 20 (see 14/15).
20	Attachments (conveyance)	
21	Further Details where Applicant is a Company	Only complete if private or public company.
22	Further Details where Applicant is a Partnership	Only complete if a partnership.
23	Signature of Applicant	All applicants to complete.

DEVBE ACCOUNT APPLICATION FORM

2025

The Lustrous Potluck -

Our signature 'Degustation' - a great way to taste your way through the menu - and often, off the menu too! \$99 per person (whole table only)

A bit of a tasting menu -

A few courses selected for you without the hassle of having to think, a toned-down potluck

Per-se - \$79 per person (whole table only)

Sourdough Focaccia, parsley and garlic butter - 16

Smoked Cheddar Gougère, Kapiti smoked cheddar cream, charred pickled onion - 16

Roasted Cauliflower Velouté, fennel pistou, parmesan pangrattato - 20

Cured Whitianga Trevally, sauce gribiche, dill, popped buckwheat - 28

Kallarney Blue Cheese Salad, compressed celery, pink lady apple, shungiku, lemon and herb dressing, candied walnuts - 25

Seared Wild Venison Striploin, roasted onion silk, salted turnip, cavolo nero cream, fried seeds - 28

12 Hour Beef Brisket, black garlic creamed collard greens, pomme puree, pickled fennel, jus lie - 42

Risotto Bianco, charred fennel, capers, pumpkin seed beurre noisette, soft herbs, dill crème fraîche - 39

Conscious Valley Farm Lamb Duo, charred honey carrot puree, pomme anna, snowball turnips, jus - 44

Something for after...

Earl Grey Panna Cotta, torched Italian meringue, burnt orange gel, salted orange tuille - 13

Dark Horse Coffee, chocolate and hazelnut tart, salted caramel, yoghurt parfait - 13

CPTED checklist for licensed premises (ix)

		Yes	No	N/A
Bar Area	Bar staff have good visibility of entire premises			✓
	Area behind the bar is raised to improve visibility			✓
	Bar area is open with no obstructions affecting monitoring of premises			✓
	Cash registers are front facing If cash registers are not front facing, mirrors are installed for monitoring customers			✓
	Safe is out of public view			✓
Internal layout	Premises is laid out so staff can monitor all patrons at all times	✓		
	There are no obstructions within the bar causing blind spots			✓
	Where there may be blind spots, mirrors or CCTV are installed			✓
	Bar is easily approached by customers			✓
	Sufficient seating is provided	✓		
	Customers cannot climb on structures or fittings	✓		
	A ventilation system is installed	✓		
	Premises are maintained at a suitable temperature	✓		
Crowding	The premises are not overcrowded	✓		
	The maximum number of patrons for the premises is displayed and complied with			✓
Lighting	Internal lighting is suitable	✓		
	Lighting allows door staff to check IDs etc.			✓
	Lighting allows staff to monitor patrons inside the premises	✓		
	No areas are too dark inside the premises	✓		
	Internal lighting can be raised in an emergency or incident and at closing time	✓		
	External lighting is suitable	✓		
	External security lighting is installed			

CPTED checklist for licensed premises continued...

		Yes	No	N/A
Outdoor drinking areas	The premises are maintained at a suitable temperature			✓
	Outdoor drinking areas are monitored by bar and/or security staff			✓
	Lighting allows staff to monitor patrons			✓
	Customers can move easily around the outdoor drinking areas			✓
	Outdoor drinking areas are well defined from surrounding external environment			✓
	Pavement creep is not evident			✓
	Outdoor drinking areas are not overcrowded			✓
	A street trading licence or equivalent is held and is current			✓
CCTV	CCTV is installed		✓	
	CCTV is positioned to monitor vulnerable areas			✓
	Patrons are aware of the CCTV system			✓
	Staff understand its operation			✓
Entrances and exits	Entrances and exits are visible from behind the bar area			✓
	CCTV is installed to monitor blind entrances and exits			✓
	Door staff monitor entrances and exits			✓
	Where queuing occurs outside the premises, there is sufficient space	✓		
Toilets	Toilet facility entrances are visible from the bar area	✓		
	Toilets are inspected regularly			
Staff	There are sufficient numbers of staff to ensure control of the premises	✓		
	Staff are visible to patrons	✓		
	Staff monitor the premises for conflict and crime	✓		
	Security staff are properly trained and certified			✓



DATE
24.06.24

Parapara Beach

Lease Plan Tenancy 1-3

A1.01

CAD FILE REFERENCE
 A101_7-13 Series Lease Plan Tenancy 1-3

A



5 August 2025

District Licensing Committee
Kapiti Coast District Council
175 Rimu Road
Paraparaumu

Dear Sirs,

Unit 3, 7-13 Seaview Road, Paraparaumu Beach – Landlord consent to sell liquor

We act as agent and manager for 7-13 Seaview Road Limited the owners of the above property.

I can confirm that I am authorised by the owners to consent to the proposed sale and supply of alcohol by Lustre Food and Beverage Limited trading as Lumen by Lustre on the following days and hours; Monday to Sunday 11.00am to 12.30am.

Yours faithfully

ANDREW MCCARTHY
Senior Property Manager
Andrew.mccarthy@cspartners.co.nz

Tel No: 021 237 7881



Host Responsibility Policy

The management and staff of Lustre Food and Beverage have a responsibility to provide an environment that is not only comfortable and welcoming, but where alcohol is served and consumed responsibly. Because of this, we have implemented the following Host Responsibility policy.

- We provide and actively promote a good range of food available for sale at all times. Menus are visible at all times.
- We provide and actively promote a range of low-alcohol and non-alcoholic drinks including low-alcohol beer and wine, fruit juices, soft drinks, tea and coffee
 - Cold water is presented and available free of charge at all times.
- It is against the law to serve alcohol to minors. If we are in doubt about your age, we will ask for identification. Acceptable forms of proof of age are a current photo driver's licence, an 18+ Evidence of Age card or a current passport.
- Customers who are visibly intoxicated will not be served alcohol, will be asked to leave the premises and will be encouraged to take advantage of safe transport options.
 - Our policy is zero tolerance for aggressive, coercive or violent behaviour.
- We promote a range of transport options to get you home safely. These include Taxi, App based transport.
- We encourage people to have a designated driver. We will make the driver's job more attractive by providing an interesting range of alcohol-free drinks.
 - We make sure all of these services are well promoted - you won't have to go looking for them
- We maintain a training and management policy to give our staff the skills and support they need to do their job responsibly. Please be our guest and take advantage of the services we offer. We pride ourselves on being responsible hosts.

..... (Signed)

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:

Add 7-13 Seaview Rd.

Applicants name:

(Individual or Company)

Add Luvvie Food and Beverage LTD

Premises address:

Add 7-13 Seaview Rd,
Paparua Beach, 5032.

Contact phone:

Home: Add

Mobile: Add

0276946273

Contact email:

Add banksfilm2023@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 or Contact Fire and Emergency New Zealand, 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:

Add

Timothy Banks

Signature:

Add



Date:

Add

8/9/2025

Submitting applications

Email completed forms to: 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

Ref: PB0064

14 August 2025

Mr Timothy Banks
37 Tui Rd
Raumati Beach
5032

Dear Timothy,

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

Business Name:	Lumen
Site Address:	7- 13 Seaview Rd Paraparaumu Beach
Legal Description:	Part Lot 40 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 this is an existing building that will only require building work for which a building consent is not required under Building Act 2004. The applicant is reminded that the building is required to meet the requirements of the New Zealand Building Code to the extent required by the Building Act 2004.

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. But is due to be renewed. It is the building owner/s responsibility under the Building Act 2004 to ensure that the building warrant of fitness is current. If you are not the building owner please remind them of this.

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

Ref: PB0064

2 September 2025

**Timothy Edward Banks
37 Tui Road
Raumati Beach
Paraparaumu 5032**

Dear Timothy Edward Banks

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

Business Name:	Lumen (by Lustre)
Site Address:	7-13 Seaview Road, Paraparaumu Beach
Legal Description:	Units 1 and 2, 7 Seaview Road, Paraparaumu Beach LOTS 38 39 41 PT LOT 40 DP 4828 LOT 41, BEING SUBJ TO & INT IN R/W
Zone:	Town Centre
Consent Description:	Planning Certificate
Proposal:	Application is for a new On Licence with extension to existing licensed premises and change of existing operating hours.

This letter serves as a certificate for the purpose of Section 100(f) of the Sale and Supply of Alcohol Act 2012 that the proposed use of the premises meets the requirements of the Resource Management Act 1991, and the Operative Kapiti Coast District Plan (2021).

Category of Activity:

- | | |
|------------------------------|-----|
| • Permitted Activity | Yes |
| • Existing Use | N/A |
| • Resource Consent Required | N/A |
| • Resource Consents Granted: | N/A |

Conclusion

This application is for a new On Licence to accommodate the proposed activity, which includes an extension of the existing licensed premises, and change of existing operating hours.

A previous Planning Certificate was issued by Council to the Applicant on 12 July 2024, for a change of owner/operator details and business name (Lustre Food & Beverage) including the approved hours of operation of 12.00 midday-11.00pm (Monday to Sunday inclusive).

The Applicant now proposes to extend the licensed premises to incorporate the adjacent Tenancy 2 floor space as shown on the attached floor plan titled 'Lease Plan Tenancy 1- 3' Plan A1.01 Revision A (dated 10.3.2020), submitted with the application. This specific space will be renamed 'Lumen by Lustre' and utilised as a licenced reception area where patrons can sit prior to being seated in the restaurant.

The premises are incorporated within the Copperfield complex and have been licensed and operated as a restaurant style On Licence since 1998. The general nature of the business is that of a restaurant, the principal business being the sale of food for consumption on the premises.

In this regard, Andrew McCarthy (Senior Property Manager) acting on behalf of the owners of the property (Cornerstone Partners Ltd), has provided written consent for the sale and supply of alcohol on the premises, in the form of a letter (dated 5 August 2025) and submitted to Council with the application.

As previously noted, the premises are located within land zoned Town Centre under the Operative Kapiti Coast District Plan (2021).

The immediate environment comprises a diverse range of activities and public amenities, including retail outlets, cafes, restaurants, takeaways, hairdressers, a service station, tavern and bottle store. The surrounding locality includes land zoned Residential, Open Space (Local Parks), (Conservation and Scenic), Private and Recreation and Leisure, incorporating the beach foreshore and Paraparaumu Beach Golf Course.

The District Plan provisions that relate to the land apply. Resource Consent was not required for the land use as it is a permitted activity under the Operative Kapiti Coast District Plan (2021).

The Applicant is advised however, that should the scale and intensity of the existing activity increase, a resource consent application may be required.

Approved hours of operation are as follows:

11.00am to 12.30am (Monday to Sunday inclusive)

Decision: Approved

Dated: 2 September 2025

A handwritten signature in blue ink, appearing to read 'Janice Lee'.

Janice Lee
AUTHORISED OFFICER

A handwritten signature in blue ink, appearing to read 'Beth Robertson'.

Beth Robertson
AUTHORISED OFFICER