

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



## Form 4, 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  
Telephone (04) 296 4700 Toll Free: 0800 486 486

<b>For Council use</b>
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 attached at the back of the form.**

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

**1. Application Type**

<input checked="checked" type="checkbox"/> New Off-Licence	<input type="checkbox"/> Renewal of Off-Licence Licence number:	<input type="checkbox"/> Renewal of Off-Licence with variation of conditions Licence number:
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**2. Endorsements**

Tick the appropriate box if you want an endorsed licence only

Auctioneer     Remote Sales

**3. Details of Applicant**

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

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

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

<input type="checkbox"/> Natural person(s)	<input checked="checked" type="checkbox"/> Private Company
<input type="checkbox"/> Body Corporate	<input type="checkbox"/> Public Company
<input type="checkbox"/> Partnership	<input type="checkbox"/> 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:

Preferred mode of contact:

**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: Tony Patmore

Designation/Position: Manager

Telephone: 021461732

Email: tony@sandhill.co.nz

Mobile: 021461732

Preferred mode of contact: email

**8. Postal Address for Service**

Number/Street/PO Box: 56 Puruaha road

Suburb: Te Horo

City: Kapiti

Postcode: 5581

**9. Business Details***Describe principal business, any other businesses.**Small batch gin and rum manufacture and sale on internet or through 3<sup>rd</sup> party distribution***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: Antony Sean Patmore

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

Authorised capital: 100	Paid up capital: 100
Name: Kapiti Distillery Limited	Address: 56
Street: Puruaha Road	Suburb: te Horo
City: Kapiti	Postcode: 5581
Date of birth: 29-08-68	Place of birth: Lower Hutt
Designation: MD	Face value of shares held:

**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**

Address: Number 56	Street: Puruaha road	
Suburb: Te Horo	City: Kapiti	Postcode:5581
Trading Name: Kapiti Distillery Limited		
<b>If not Owned by Applicant:</b>		
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:
Type: <i>state whether grocery, hotel, retail shop (other than grocery), or tavern</i>		
Is the licence conditional on completion of building work: <input type="checkbox"/> Yes <input type="checkbox"/> No, and if "Yes", state details:		

**15. Details of Duty Manager(s)/Proposed Manager(s)** *If more than two certified managers please attach details separately*

Full legal name: Antony Sean Patmore

Number of manager's certificate: 45/CERT/1230/2024

Expiry Date: 26/08/2025

Full legal name:

Number of manager's certificate:

Expiry Date:

**16. Business Details**

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 alcohol, sale of food; entertainment; accommodation*).

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 your current licensed hours not trading hours):

24/7 web based sales but deliveries and collections from couriers will only be 7am-7pm Monday to Friday except where the law prohibits.

**17. Conditions**

Doc attached?  
Number.

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

Describe experience and training of applicant:

30 Years experienced as a business manager with Government security clearance to secret level showing trust.

Managing Director of 3 Phase Electrical Ltd and Red Wolf High Level Security Ltd.

Many years ago, I worked as a barman in a hotel in NZ and London as well as worked for Guinness Breweries for 2 years.

Yes / **No**  
#.....

<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>As the sale of liquor will be by remote website, there will be some age qualifications to gain access to sales area. There will be another age qualification at the checkout stage and the delivery system will be such that the products will not be delivered to minors and will require a signature.</p>	<p>Yes / <input checked="" type="radio"/> No #.....</p>
<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <p>We are developing our own host responsibility policy based on another which has given us as an example and also based on guidelines from the Act and the DSA (Distilled Spirits Aotearoa of which we are a member)</p>	<p><input checked="" type="radio"/> Yes / No #.....1....</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>Have achieved NZQA 4646 and 16705 via Service IQ and will use this same training program for anyone else in the future</p>	<p><input checked="" type="radio"/> Yes / No #.....2.....</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> </ul> <p>Answer: We have kept well away from the view of anyone, most people would not even know its onsite being in the middle of 50 acres.</p> <ul style="list-style-type: none"> <li>increased, by more than a minimal extent, by the refusal to renew the licence.</li> </ul>	<p>Yes / <input checked="" type="radio"/> No #.....</p>

**For Licence Renewal Only:** Describe any conditions of the licence the applicant seeks to vary or cancel:  
*To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary*

Terms of condition at present:

Action sought:  **Variation**       **Cancellation.** If Variation, in what respect does the applicant seek to vary the condition?

Full reasons for variation or cancellation:

Yes / No  
#.....  
#.....  
#.....  
#.....

<b>18. Attachments</b>	<b>Doc attached? Number.</b>
<ul style="list-style-type: none"> <li>• <i>When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....'</i></li> </ul>	
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. A copy of the 'Evacuation of Declaration Scheme' is available on the website.	Yes / No #.....3...
Please attach certificate to show that 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 #.....4....
Copy of Building Compliance Certificate. Please attach certificate to show that the 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 #.....5....
Where the premises are a grocery store, the statement of annual sales revenue required by regulation 12 or 13 (as the case requires) of the Sale and Supply of Alcohol Regulations 2013.	Yes / No #.....
Where the premises are a grocery store or supermarket, a scale floor plan must be provided clearly defining the single alcohol area, or sub-area, and layout of the premises including entry/exit and checkouts.	Yes / No #.....
Where the premises are a bottle store or tavern off licence, a plan must be provided showing designations and the principal entrance.	Yes / No #.....
For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless there have been changes since the last issue or renewal.</i>	Yes / No #.....

<p>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.</p> <p>If 'No', discuss with the Licensing Inspector if you need to complete a CPTED checklist for this application (see <i>HPA and the Ministry of Justice websites for more information</i>).</p>	Yes <input type="radio"/> No <input checked="" type="radio"/> #.....
<p>If premises 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 premise. <i>Not required for a renewal unless the lease or ownership arrangements have changed.</i></p>	Yes <input type="radio"/> No <input checked="" type="radio"/> #.....

**19. Further Details where 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: Antony Sean Patmore	Address: 56 Puruaha Road	
Suburb: Te Horo	City: Kapiti	
Postcode: 5581	Date of birth: 29/08/1968	
Place of birth: Lower Hutt	Designation: MD	
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 #.....

**20. Further Details where 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 #.....		



**21. 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: Antony Sean Patmore

Date: 03/09/2024

Signature: 

Dated at location: 56 Puruaha Road Te horo Kapiti

**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 publically 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.
- I have enclosed a cheque with this form.

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

- I will collect my alcohol licence – please contact me when it is ready by  Phone or  Email
- OR
- Please post my 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.

- 1 This form must be accompanied by the prescribed fee.
- 2 This form must be accompanied by the required attachments (refer Points 19 or 20).
- 3 Within 20 working days after filing your application with the District Licensing Committee (or 10 working days if it is an application for renewal), the application must be publically notified. The public notice template will be provided on receipt of your application by the Alcohol Licensing Team.

**For Office Use: Application Fee Risk Categories**

Very Low

High

Low

Very High

Medium

Application Fee Payable: \$ \_\_\_\_\_ Signature of Licensing Inspector \_\_\_\_\_

Name of Licensing Inspector \_\_\_\_\_ Date: \_\_\_\_\_

## Guidance for Completing Off-Licence Application/Renewal Form

### Background

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.

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.

### Before lodging application

Once this application is complete then you must ring and make an appointment for a pre-lodgement meeting with the Licensing Inspector. Please Telephone (04) 296 4700 or Toll Free: 0800 486 486. The application forms cannot be accepted by the DLC over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated.

You should also apply for certificate of compliance with the Resource Management Act and the Building Act from the Kapiti Coast District Council.

### Completing your application

### Who should complete which fields

1	Type of Application	All applicants to complete.
2	Endorsements	Only complete if you are <b>only</b> seeking a licence for use as an Auctioneer, or for remote sales (the 'sale for delivery', or 'sales from a distance').
3	Details of Applicant	All applicants to complete. If a company takes profits must 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.
6	For Applicant that is Body Corporate	Only complete if applicant is a body corporate.
7	For Applicant that is <b>not</b> a Natural Person(s)	Only complete if applicant is a body corporate, partnership, private company or public company.
8	Postal Address for Service	All applicants to complete.
9	Business Details	What is your principal business? For example supermarket/ bottlestore/grocery store.
10	Criminal Convictions	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	All applicants to complete.
15	Details of Duty Manager(s)/Proposed Managers	All applicants to complete. If more than two, please attach separately.
16	Business Details	All applicants to complete.

17	Conditions	All applicants to complete.
18	Attachments	All applicants to complete.
19	Further Details where Applicant is a Company	Only complete if private or public company.
20	Further Details where Applicant is a Partnership	Only complete if a partnership.
21	Signature of Applicant	All applicants to complete.

### After your Application is Lodged

#### Public Notices

You are responsible for giving notice in the Kapiti Observer or Kapiti News 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 sent you a template to complete this, along with further information. Unless notified otherwise by a Licensing Inspector, the notice must be published twice and there must not be less than five days and not more than 10 days between the two dates of publication. The notices must be worded according to Form 7 (and in compliance with regulations 36, 37 and 38 of the Sale and Supply of Alcohol Regulations 2013). A Form 7 notice must also be displayed in a conspicuous place on the premises or conveyance to which this application relates for 10 days from the first newspaper notification.

# Lemon Fellows

Traditional with a Twist

## Host Responsibility Policy Off Licence

Although we at Lemon Fellows like to take a light-hearted approach to life – we do take the responsibilities that come with the Sale and Supply of Alcohol very seriously. We operate within the requirements of the Sale and Supply of Alcohol Act 2012 (the Act). The following steps will be taken to minimise the harm from alcohol and promote a safe environment. We are a family owned and operated business after all! Our policy is to serve all our customers in a friendly yet responsible way, the way Guiseppe (our guru) likes it.



### WE WILL PREVENT ALCOHOL BEING SERVED TO MINORS

When samples are available to the public our staff will insist on age verification if you look 25 years of age or younger. Although they have been trained, it's a judgment call so be flattered if they ask!

### WE WILL PREVENT THE SALE OF ALCOHOL TO MINORS

#### Website Tools:

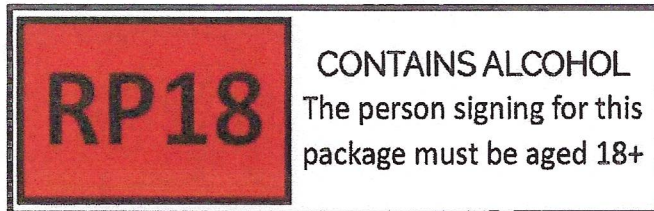
1. Upon entering the site our website a box will appear with two options:
  - o **I am 18+ years old**
    - Selecting this option will gain them admission to the website
  - o **I'm not quite that old yet!**
    - Selecting this option displays a message *"sorry little fellow... you're not quite old enough to shop on our website! Stay in school and be kind."*
2. In the terms and conditions, which must be read and accepted prior to completing any purchase it will read:
  - o **Age Restriction:** You must be 18+ years old to purchase alcohol under New Zealand law. By purchasing through Lemon Fellows, you warrant that you are 18+ years old. Should your purchase be a gift, you warrant that the recipient is 18+ years old.
3. During the checkout procedure, where the purchaser inputs the delivery name there will be the below reminder:
  - o **Age Restriction:** Please remember you must be 18+ years to receive a delivery from Lemon Fellows and our delivery company will require a signature from someone aged 18+ to accept delivery.



## Delivery Methods:

Lemon Fellows orders will be delivered via one of two delivery options:

1. Via a courier company with the agreed conditions below:
  - o All deliveries will occur during the hours of the licence
  - o A signature from a person 18+ years old is required
  - o The below sticker will be attached next to the address label to help the courier to ensure the recipient is aged 18+



2. In the case of a local delivery, a Lemon Fellows Staff member may deliver the product themselves:
  - o The staff member will hold a current Duty Manager Certificate
  - o All deliveries will occur during the hours of the licence
  - o A signature from a person 18+ years old is required upon delivery

## WE WILL PROMOTE OUR PRODUCTS RESPONSIBLY

We will not encourage or promote the rapid consumption of alcohol or consumption of an excessive volume of alcohol. Our products should be savoured!

## WE WILL DISPLAY APPROPRIATE SIGNAGE

- o We will display our off licence, host responsibility policy, and duty manager's name prominently on the sampling area.
- o We will clearly mark restricted areas
- o Our off-licence details, including a link to the image of the licence, will be available on our website.
- o This host responsibility policy will be available on our website.

*Thank you and look after yourselves!*

*The Lemon Fellows*

# Licence Controller Qualification

This is to certify that on  
2 August 2024

## Antony Sean Patmore

was issued the Licence Controller Qualification recognised by Te Pūkenga,  
incorporating the following NZQA unit standards

NZQA ID

- 4646 Demonstrate knowledge of the Sale and Supply of Alcohol Act 2012 and its implications for licensed premises
- 16705 Demonstrate knowledge of host responsibility requirements as a duty manager of licensed premises

Certificate No: 183958



Gus Gilmore  
Chief Executive  
Te Pūkenga



# 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:	Kapiti Distillery Ltd.	
Applicants name: (Individual or Company)	Anthony Sean Patmore	
Premises address:	56 Punaha Rd. Te Horo Kapiti	
Contact phone:	Home: /	Mobile: 021 461 732
Contact email:	tony@sandhill.co.nz	

## 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: | Antony Sean Patmore

Signature: | *Y Patmore*

Date: | 3-9-24

**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

**Ref: PB0052**

**22 August 2024**

**Antony Patmore  
Kapiti Distillery Limited  
56 Puruaha Road  
Te Horo 5581**

**Dear Antony Patmore**

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

<b>Business Name:</b>	<b>Kapiti Distillery Limited</b>
<b>Site Address:</b>	<b>56 Puruaha Road, Te Horo</b>
<b>Legal Description:</b>	<b>Lot 22 DP 414735</b>
<b>Zone:</b>	<b>General Rural (Precinct 48 - Rural Dunes Precinct)</b>
<b>Consent Description:</b>	<b>Planning Certificate</b>
<b>Proposal:</b>	<b>Application is for a new (remote sales) Off Licence.</b>

**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 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 (remote sales) Off Licence in order to accommodate the proposed activity at the above existing premises.

The Applicant (and part owner of the property) proposes to manufacture and produce Gin and Rum from the above premises. The proposed activity will be carried out within a designated area of an existing accessory building, which is located approximately 85 metres to the west of the existing primary dwelling onsite, and currently utilised for car parking and storage.

The Applicant has advised that ingredients will be sourced from external suppliers and delivered to the premises by courier.

The products will be sold direct to the public via online/internet sales and potentially under special licence at markets/ fairs (subject to availability). In the future, the produce may also be wholesaled to bars and bottle stores.

In this regard, the Applicant has advised that all associated deliveries will be made via courier only, there will be no direct sales of goods to the public from the subject property, and no associated signage is proposed.

The Applicant (Antony Patmore) will be the primary operator of the proposed business and does not envisage employing additional staff.

As noted above, the property is zoned General Rural under the Operative Kapiti Coast District Plan 2021, and is located within an established area, surrounded by other spacious rural lifestyle properties, predominantly incorporating dwellings and accessory buildings.

The surrounding environment comprises the Te Horo Beach Township/beach settlement, which lies immediately to the north of the property. State Highway No. 1 and the Expressway are located further to the east/southeast.

The District Plan provisions that relate to the land apply. Resource Consent is not required for the land use, as the proposed activity falls within the definition of a 'Home Business' and is a permitted activity providing all of the following District Plan permitted activity standards are complied with:

<b>GRUZ-R5</b>	<p><u>Home businesses</u> and <u>home craft occupations</u> in all Rural <u>Zones</u>. <u>Qualifying criteria</u> apply to activities under this rule.</p>
<p><u>Permitted Activity</u></p>	<p><b>Standards</b></p> <ol style="list-style-type: none"><li>1. All <u>permitted activity</u> standards for <u>buildings</u>, traffic generation and <u>environmental nuisances</u> must be complied with.</li><li>2. The floor area used (whether temporary or permanent) shall not exceed 40m<sup>2</sup>.</li><li>3. No more than one non-resident person shall be employed.</li><li>4. No deliveries shall be made to the <u>subject site</u> between the hours of 7pm and 7am.</li><li>5. <u>Retail activities</u>:<ol style="list-style-type: none"><li>a. must be an <u>ancillary activity</u> to the primary <u>home business</u>;</li><li>b. no goods on display shall be visible from outside the <u>buildings</u>; and</li><li>c. total floor area used for <u>retailing</u> (whether temporary or permanent) must not exceed 10m<sup>2</sup> (this is to be included within the maximum floor area used set out in Standard 2).</li></ol></li></ol> <p><u>Qualifying Criteria</u></p> <p><u>Home businesses</u> and <u>home craft occupations</u> are performed entirely within a <u>residential building</u> or <u>accessory building</u>.</p> <p><u>Home businesses</u> and <u>home craft occupations</u> shall not include any activity involving any panel beating, spray painting, motor vehicle repairs, fibre glassing, <u>heavy trade vehicles</u>, sheet metal work, wrecking of motor vehicles, bottle or scrap metal storage, rubbish collection service (except that empty, clean drums may be stored in a suitably screened area), wrought iron work or manufacture, motor body <u>building</u>, fish processing, breeding or boarding of dogs or cats, <u>visitor accommodation</u> or any process which involves repetitive use of power tools, drills or hammering or any <u>business activity</u>, trade, craft or profession which creates a <u>nuisance effect</u> at or beyond the <u>boundary</u> of the <u>property</u> on which the activity is occurring, and does not include <u>temporary residential rental accommodation</u>.</p>



Ref: PB0052

20 August 2024

Antony Patmore  
56 Puruaha Rd  
Te Horo  
5581

Dear Antony

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

**Business Name:** Kapiti Distillery Ltd  
**Site Address:** 56 Puruaha Rd Te Horo  
**Legal Description:** Lot 22 DP 414735  
**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.

This is an existing building that the applicant has declared (see declaration attached to the Building Certificate application form) will not require a change of use or any building work for it to be operated for the use outlined in the declaration. Accordingly, no building consent is required under the 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.

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



# Pay a bill

You're on page **3** of 3

 **Success! Your payment has been processed**

## Receipt

**From account:** 38-9014-0578162-01 KAPITI DISTILLERY

**To account:** KAPITI COAST DISTRICT COUNCIL - OTHER

**Start date:** 3 September 2024

**Processing time:** We send payments to other banks every hour between 9am and midnight every day. Payments submitted after midnight will be sent after 9am.

**Frequency:** One-off payment

**Amount:** \$804.50

Statement details	Particulars	Code	Reference
On your statement	Kap dist	Alcohol	Patmore
On their statement	Kap dist	Alcohol	Patmore

Make another transaction