

**APPLICATION FOR
AMENDMENT OF PLAN UNDER SECTION 12A OF
THE TOWN PLANNING ORDINANCE
(CAP. 131)**

根據《城市規劃條例》(第131章)
第12A條遞交的修訂圖則申請

Applicant who would like to publish the notice of application in local newspapers to meet one of the Town Planning Board's requirements of taking reasonable steps to obtain consent of or give notification to the current land owner, please refer to the following link regarding publishing the notice in the designated newspapers:
https://www.tpb.gov.hk/en/plan_application/apply.html

申請人如欲在本地報章刊登申請通知，以採取城市規劃委員會就取得現行土地擁有人的同意或通知現行土地擁有人所指定的其中一項合理步驟，請瀏覽以下網址有關在指定的報章刊登通知：
https://www.tpb.gov.hk/tc/plan_application/apply.html

General Note and Annotation for the Form

填寫表格的一般指引及註解

"Current land owner" means any person whose name is registered in the Land Registry as that of an owner of the land to which the application relates, as at 6 weeks before the application is made
「現行土地擁有人」指在提出申請前六星期，其姓名或名稱已在土地註冊處註冊為該申請所關乎的土地的擁有人的人

& Please attach documentary proof 請夾附證明文件

^ Please insert number where appropriate 請在適當地方註明編號

Please fill "NA" for inapplicable item 請在不適用的項目填寫「不適用」

Please use separate sheets if the space provided is insufficient 如所提供的空間不足，請另頁說明

Please insert a 「✓」 at the appropriate box 請在適當的方格內上加上「✓」號

For Official Use Only 請勿填寫此欄	Application No. 申請編號	
	Date Received 收到日期	

- The completed form and supporting documents (if any) should be sent to the Secretary, Town Planning Board (the Board), 15/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong.
申請人須把填妥的申請表格及其他支持申請的文件 (倘有), 送交香港北角渣華道 333 號北角政府合署 15 樓城市規劃委員會(下稱「委員會」)秘書收。
- Please read the “Guidance Notes” carefully before you fill in this form. The document can be downloaded from the Board’s website at <http://www.tpb.gov.hk/>. It can also be obtained from the Secretariat of the Board at 15/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong (Tel: 2231 4810 or 2231 4835), and the Planning Enquiry Counters of the Planning Department (Hotline: 2231 5000) (17/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong and 14/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin, New Territories).
請先細閱《申請須知》的資料單張, 然後填寫此表格。該份文件可從委員會的網頁下載 (網址: <http://www.tpb.gov.hk/>), 亦可向委員會秘書處 (香港北角渣華道 333 號北角政府合署 15 樓 – 電話: 2231 4810 或 2231 4835) 及規劃署的規劃資料查詢處(熱線: 2231 5000) (香港北角渣華道 333 號北角政府合署 17 樓及新界沙田上禾輦路 1 號沙田政府合署 14 樓)索取。
- This form can be downloaded from the Board's website, and obtained from the Secretariat of the Board and the Planning Enquiry Counters of the Planning Department. The form should be typed or completed in block letters. The processing of the application may be refused if the required information or the required copies are incomplete.
此表格可從委員會的網頁下載, 亦可向委員會秘書處及規劃署的規劃資料查詢處索取。申請人須以打印方式或以正楷填寫表格。如果申請人所提交的資料或文件副本不齊全, 委員會可拒絕處理有關申請。

1. Name of Applicant 申請人姓名/名稱
(<input type="checkbox"/> Mr. 先生 / <input type="checkbox"/> Mrs. 夫人 / <input type="checkbox"/> Miss 小姐 / <input type="checkbox"/> Ms. 女士 / <input type="checkbox"/> Company 公司 / <input type="checkbox"/> Organisation 機構)

2. Name of Authorised Agent (if applicable) 獲授權代理人姓名/名稱 (如適用)
(<input type="checkbox"/> Mr. 先生 / <input type="checkbox"/> Mrs. 夫人 / <input type="checkbox"/> Miss 小姐 / <input type="checkbox"/> Ms. 女士 / <input type="checkbox"/> Company 公司 / <input type="checkbox"/> Organisation 機構)

3. Application Site 申請地點	
(a) Whether the application directly relates to any specific site? 申請是否直接與某地點有關?	Yes 是 <input type="checkbox"/> No 否 <input type="checkbox"/> (Please proceed to Part 4 請跳到第 4 部分填寫)
(b) Full address/ location/ demarcation district and lot number (if applicable) 詳細地址/地點/丈量約份及地段號碼 (如適用)	
(c) Site Area 申請地點面積sq.m 平方米 <input type="checkbox"/> About 約

(d) Area of Government land included (if any) 所包括的政府土地面積 (倘有)sq.m 平方米 <input type="checkbox"/> About 約
(e) Current use(s) 現時用途	(If there are any Government, institution or community facilities, please illustrate on plan and specify the use and gross floor area) (如有任何政府、機構或社區設施，請在圖則上顯示，並註明用途及總樓面面積)

4. Eligibility of Applicant 申請人資格

The applicant 申請人 –

- (a) is a person whose name is registered in the Land Registry as that of the sole owner or one of the owners of any non-Government land within the application site, when this application is made[&] (if the applicant is the sole owner, there is no need to fill in Part 5).
(a) 是一名人士，其姓名或名稱於提出申請時已在土地註冊處註冊，該註冊顯示申請人為申請地點內任何非政府土地的唯一或其中一名擁有人[&] (如申請人為唯一擁有人，不用填寫第 5 部分)。
- (b) is a person who has obtained consent to this application from at least one owner as defined in (a) above[&].
(b) 是一名人士，已獲得最少一名上述 (a) 所界定的擁有人同意這宗申請[&]。
- (c) is a person who has obtained consent to this application from the Director of Lands in relation to any government land within the application site[&].
(c) 是一名人士，就這宗申請地點內的任何政府土地，已獲得地政總署署長同意這宗申請[&]。
- (d) is a public officer.
(d) 是公職人員。
- (e) is a public body as defined by section 2 of the Prevention of Bribery Ordinance (Cap. 201).
(e) 是《防止賄賂條例》(第 201 章)第 2 條所界定的公共機構。

5. Statement on Consent from/Notification to “Current Land Owner”[#] 就「現行土地擁有人」[#]的同意/通知土地擁有人的陳述

(a) According to the record(s) of the Land Registry as at (DD/MM/YYYY), this application involves a total of “current land owner(s)”[#].

根據土地註冊處截至 年 月 日的記錄，這宗申請共牽涉 名「現行土地擁有人」[#]。

(b) The applicant 申請人 –

- has obtained consent(s) of “current land owner(s)”[#].
已取得 名「現行土地擁有人」[#]的同意。

Details of consent of “current land owner(s)” [#] obtained 取得「現行土地擁有人」 [#] 同意的詳情		
No. of ‘Current Land Owner(s)’ 「現行土地擁有人」數目	Lot number/address of premises as shown in the record of the Land Registry where consent(s) has/have been obtained 根據土地註冊處記錄已獲得同意的地段號碼/處所地址	Date of consent obtained (DD/MM/YYYY) 取得同意的日期 (日/月/年)

(Please use separate sheets if the space of any box above is insufficient. 如上列任何方格的空間不足，請另頁說明)

- has notified “current land owner(s)”[#]
已通知 名「現行土地擁有人」[#]。

Details of the “current land owner(s)” [#] notified 已獲通知「現行土地擁有人」 [#] 的詳細資料		
No. of ‘Current Land Owner(s)’ 「現行土地擁有人」數目	Lot number/address of premises as shown in the record of the Land Registry where notification(s) has/have been given 根據土地註冊處記錄已發出通知的地段號碼／處所地址	Date of notification given (DD/MM/YYYY) 通知日期(日/月/年)

(Please use separate sheets if the space of any box above is insufficient. 如上列任何方格的空間不足，請另頁說明)

- has taken reasonable steps to obtain consent of or give notification to “current land owner(s):
已採取合理步驟以取得「現行土地擁有人的同意或向該人發給通知。詳情如下：

Reasonable Steps to Obtain Consent of “Current Land Owner(s)”[#] 取得「現行土地擁有人」[#] 的同意所採取的合理步驟

- sent request for consent to the “current land owner(s)”^{#&} on _____ (DD/MM/YYYY)
於_____ (日/月/年)向每一名「現行土地擁有人」[#] 郵遞要求同意書[&]

Reasonable Steps to Give Notification to “Current Land Owner(s)”[#] 向「現行土地擁有人」[#] 發出通知所採取的合理步驟

- published notices in local newspapers[&] on _____ (DD/MM/YYYY)
於_____ (日/月/年)在指定報章就申請刊登一次通知[&]
- posted notice in a prominent position on or near application site/premises[&] on _____ (DD/MM/YYYY)
於_____ (日/月/年)在申請地點／申請處所或附近的顯明位置貼出關於該申請的通知[&]
- sent notice to relevant owners’ corporation(s)/owners’ committee(s)/mutual aid committee(s)/management office(s) or rural committee[&] on _____ (DD/MM/YYYY)
於_____ (日/月/年)把通知寄往相關的業主立案法團/業主委員會/互助委員會或管理處，或有關係的鄉事委員會[&]

Others 其他

- others (please specify)
其他（請指明）

Note: May insert more than one 「✓」.

Information should be provided on the basis of each and every lot (if applicable) and premises (if any) in respect of the application.

註：可在多於一個方格內加上「✓」號
申請人須就申請涉及的每一地段（倘適用）及處所（倘有）分別提供資料

6. Plan Proposed to be Amended 擬議修訂的圖則	
(a) Name and number of the related statutory plan(s) 有關法定圖則的名稱及編號	
(b) Land use zone(s) involved (if applicable) 涉及的土地用途地帶(如適用)	

7. Proposed Amendments 擬議修訂	
(a) Propose to rezone the application site to the following zone(s)/use(s) (May insert more than one 「✓」) (Please illustrate the details on plan) 建議將申請地點的用途地帶改劃作下列地帶 / 用途 (可在多於一個方格內加上「✓」號)(請在圖則顯示詳情)	
<input type="checkbox"/> Comprehensive Development Area [] 綜合發展區 []	<input type="checkbox"/> Commercial [] 商業 []
<input type="checkbox"/> Residential (Group <input type="checkbox"/> A/ <input type="checkbox"/> B/ <input type="checkbox"/> C/ <input type="checkbox"/> D/ <input type="checkbox"/> E) [] 住宅 (<input type="checkbox"/> 甲類 / <input type="checkbox"/> 乙類 / <input type="checkbox"/> 丙類 / <input type="checkbox"/> 丁類 / <input type="checkbox"/> 戊類) []	<input type="checkbox"/> Village Type Development [] 鄉村式發展 []
<input type="checkbox"/> Agriculture [] 農業 []	<input type="checkbox"/> Industrial [] 工業 []
<input type="checkbox"/> Industrial (Group D) [] 工業 (丁類) []	<input type="checkbox"/> Open Storage [] 露天貯物 []
<input type="checkbox"/> Government, Institution or Community [] 政府、機構或社區 []	<input type="checkbox"/> Open Space [] 休憩用地 []
<input type="checkbox"/> Recreation [] 康樂 []	<input type="checkbox"/> Green Belt [] 綠化地帶 []
<input type="checkbox"/> Country Park [] 郊野公園 []	<input type="checkbox"/> Coastal Protection Area [] 海岸保護區 []
<input type="checkbox"/> Conservation Area [] 自然保育區 []	<input type="checkbox"/> Site of Special Scientific Interest [] 具特殊科學價值地點 []
<input type="checkbox"/> Other Specified Uses (<input type="checkbox"/> Business/ <input type="checkbox"/> Industrial Estate/ <input type="checkbox"/> Mixed Use/ <input type="checkbox"/> Rural Use/ <input type="checkbox"/> Petrol Filling Station/ <input type="checkbox"/> Others (please specify _____)) [] 其他指定用途 (<input type="checkbox"/> 商貿 / <input type="checkbox"/> 工業邨 / <input type="checkbox"/> 混合用途 / <input type="checkbox"/> 鄉郊用途 / <input type="checkbox"/> 加油站 / <input type="checkbox"/> 其他 (請註明: _____)) []	
<input type="checkbox"/> Road 道路	<input type="checkbox"/> Others (please specify _____) 其他 (請註明: _____)
Please insert subzone in [] as appropriate. 請於 [] 內註明支區，如適用。	

(b) Propose to amend the Notes of the Plan(s) 建議修訂圖則的《註釋》

Covering Notes 《註釋》說明頁

Notes of the zone applicable to the Site 適用於申請地點土地用途地帶的《註釋》

Details of the proposed amendment(s) to the Notes of the Plan, where appropriate, are as follows:

(Please use separate sheets if the space below is insufficient)

建議修訂圖則的《註釋》的詳情，如適用：

(如下列空間不足，請另頁說明)

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Proposed Notes of Schedule of Uses of the zone attached

夾附對《註釋》的擬議修訂

8. Details of Proposed Amendment (if any) 擬議修訂詳情 (倘有)

Particulars of development are included in the **Appendix**.

附錄包括一個擬議發展的細節。

No specific development proposal is included in this application.

這宗申請並不包括任何指定的擬議發展計劃。

9. Justifications 理由

The applicant is invited to provide justifications in support of the application. Use separate sheets if necessary.

現請申請人提供申請理由及支持其申請的資料。如有需要請另頁說明。

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10. Declaration 聲明

I hereby declare that the particulars given in this application are correct and true to the best of my knowledge and belief.
本人謹此聲明，本人就這宗申請提交的資料，據本人所知及所信，均屬真實無誤。

I hereby grant a permission to the Board to copy all the materials submitted in this application and/or to upload such materials to the Board's website for browsing and downloading by the public free-of-charge at the Board's discretion.
本人現准許委員會酌情將本人就此申請所提交的所有資料複製及/或上載至委員會網站，供公眾免費瀏覽或下載。

Signature
簽署

Applicant 申請人 / Authorised Agent 獲授權代理人

.....
.....

Name in Block Letters
姓名（請以正楷填寫）

Position (if applicable)
職位（如適用）

Professional Qualification(s) Member 會員 / Fellow of 資深會員
專業資格

- HKIP 香港規劃師學會 / HKIA 香港建築師學會 /
 HKIS 香港測量師學會 / HKIE 香港工程師學會 /
 HKILA 香港園境師學會 / HKIUD 香港城市設計學會
 RPP 註冊專業規劃師

Others 其他

on behalf of
代表

Company 公司 / Organisation Name and Chop (if applicable) 機構名稱及蓋章（如適用）

Date 日期

..... (DD/MM/YYYY 日/月/年)

Remark 備註

The materials submitted in this application and the Board's decision on the application would be disclosed to the public. Such materials would also be uploaded to the Board's website for browsing and free downloading by the public where the Board considers appropriate.

委員會會向公眾披露申請人所遞交的申請資料和委員會對申請所作的決定。在委員會認為合適的情況下，有關申請資料亦會上載至委員會網頁供公眾免費瀏覽及下載。

Warning 警告

Any person who knowingly or wilfully makes any statement or furnish any information in connection with this application, which is false in any material particular, shall be liable to an offence under the Crimes Ordinance.

任何人在明知或故意的情況下，就這宗申請提出在任何要項上是虛假的陳述或資料，即屬違反《刑事罪行條例》。

Statement on Personal Data 個人資料的聲明

1. The personal data submitted to the Board in this application will be used by the Secretary of the Board and Government departments for the following purposes:

委員會就這宗申請所收到的個人資料會交給委員會秘書及政府部門，以根據《城市規劃條例》及相關的城市規劃委員會規劃指引的規定作以下用途：

- (a) the processing of this application which includes making available the name of the applicant for public inspection when making available this application for public inspection; and
處理這宗申請，包括公布這宗申請供公眾查閱，同時公布申請人的姓名供公眾查閱；以及
(b) facilitating communication between the applicant and the Secretary of the Board/Government departments.
方便申請人與委員會秘書及政府部門之間進行聯絡。

2. The personal data provided by the applicant in this application may also be disclosed to other persons for the purposes mentioned in paragraph 1 above.

申請人就這宗申請提供的個人資料，或亦會向其他人士披露，以作上述第 1 段提及的用途。

3. An applicant has a right of access and correction with respect to his/her personal data as provided under the Personal Data (Privacy) Ordinance (Cap. 486). Request for personal data access and correction should be addressed to the Secretary of the Board at 15/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong.

根據《個人資料(私隱)條例》(第 486 章)的規定，申請人有權查閱及更正其個人資料。如欲查閱及更正個人資料，應向委員會秘書提出有關要求，其地址為香港北角渣華道 333 號北角政府合署 15 樓。

**APPLICATION FOR AMENDMENT OF PLAN UNDER
SECTION 12A OF THE TOWN PLANNING ORDINANCE (CAP. 131)**

根據城市規劃條例(第 131 章)第 12A 條遞交的修訂圖則申請

Development Proposal (only for indicative purpose)

擬議發展的發展計劃 (只作指示用途)

1. Development Proposal 擬議發展計劃

- Proposed Gross floor area (GFA) 擬議總樓面面積 sq.m. 平方米 About 約
- Proposed plot ratio 擬議地積比率 About 約
- Proposed site coverage 擬議上蓋面積 % About 約
- Proposed number of blocks 擬議座數
- Proposed number of storeys of each block storeys 層
每座建築物的擬議層數
 include 包括.....storeys of basements 層地庫
 exclude 不包括.....storeys of basements 層地庫
- Proposed building height of each block m 米 About 約
每座建築物的擬議高度 mPD 米(主水平基準上) About 約
- Domestic part 住用部分
GFA 總樓面面積 sq.m. 平方米 About 約
number of units 單位數目
- average unit size 單位平均面積 sq.m. 平方米 About 約
estimated number of residents 估計住客數目
- Non-domestic part 非住用部分 GFA 總樓面面積
..... sq.m.平方米 About 約
 hotel 酒店 sq.m.平方米 About 約
(please specify the number of rooms
請註明房間數目:) About 約
- office 辦公室 sq.m.平方米 About 約
 shop and services/eating place sq.m.平方米 About 約
商店及服務行業/食肆
- Government, institution or community facilities (please specify the use(s) and concerned land
政府、機構或社區設施 area(s)/GFA(s)
(請註明用途及有關的地面面積/總樓面面積)
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.....
.....
- other(s)其他 (please specify the use(s) and concerned land
area(s)/GFA(s)
(請註明用途及有關的地面面積/總樓面面積)
.....
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.....
- Open space 休憩用地 (please specify land area(s)) (請註明面積)
 private open space 私人休憩用地 sq.m.平方米 Not less than 不少於
 public open space 公共休憩用地 sq.m.平方米 Not less than 不少於

Transport-related facilities 與運輸有關的設施

parking spaces 停車位 (please specify type(s) and number(s))
(請註明種類及數目)

Private Car Parking Spaces 私家車車位

Motorcycle Parking Spaces 電單車車位

Light Goods Vehicle Parking Spaces 輕型貨車泊車位

Medium Goods Vehicle Parking Spaces 中型貨車泊車位

Heavy Goods Vehicle Parking Spaces 重型貨車泊車位

Others (Please Specify) 其他 (請列明)

loading/unloading spaces 上落客貨車位 (please specify type(s) and number(s))
(請註明種類及數目)

Taxi Spaces 的士車位

Coach Spaces 旅遊巴車位

Light Goods Vehicle Spaces 輕型貨車車位

Medium Goods Vehicle Spaces 中型貨車車位

Heavy Goods Vehicle Spaces 重型貨車車位

Others (Please Specify) 其他 (請列明)

other transport-related facilities (please specify type(s) and number(s))
其他與運輸有關的設施 (請註明種類及數目)

Use(s) of different floors (if applicable) 各樓層的用途(如適用)

[Block number] [座數]	[Floor(s)] [層數]	[Proposed use(s)] [擬議用途]
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Proposed use(s) of uncovered area (if any) 露天地方(倘有)的擬議用途

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Any vehicular access to the site? 是否有車路通往地盤?

Yes 是 There is an existing access. (please indicate the street name, where appropriate)
有一條現有車路。(請註明道路名稱(如適用))

There is a proposed access. (please illustrate on plan and specify the width)
有一條擬議車路。(請在圖則顯示，並註明車路的闊度)

No 否

For Development involving columbarium use, please complete the table in the Annex to this Appendix.

如發展涉及靈灰安置所用途，請填妥於此附件後附錄的表格。

For Developments involving Columbarium Use, please also complete the following:
如發展涉及靈灰安置所用途，請另外填妥以下資料

Ash interment capacity 骨灰安放容量[@]

Maximum number of sets of ashes that may be interred in the niches

在龕位內最多可安放骨灰的數量

Maximum number of sets of ashes that may be interred other than in niches

在非龕位的範圍內最多可安放骨灰的數量

Total number of niches 龕位總數

Total number of single niches

單人龕位總數

Number of single niches (sold and occupied)

單人龕位數目 (已售並佔用)

Number of single niches (sold but unoccupied)

單人龕位數目 (已售但未佔用)

Number of single niches (residual for sale)

單人龕位數目 (待售)

Total number of double niches

雙人龕位總數

Number of double niches (sold and fully occupied)

雙人龕位數目 (已售並全部佔用)

Number of double niches (sold and partially occupied)

雙人龕位數目 (已售並部分佔用)

Number of double niches (sold but unoccupied)

雙人龕位數目 (已售但未佔用)

Number of double niches (residual for sale)

雙人龕位數目 (待售)

Total no. of niches other than single or double niches (please specify type)

除單人及雙人龕位外的其他龕位總數 (請列明類別)

Number of niches (sold and fully occupied)

龕位數目 (已售並全部佔用)

Number of niches (sold and partially occupied)

龕位數目 (已售並部分佔用)

Number of niches (sold but unoccupied)

龕位數目 (已售但未佔用)

Number of niches (residual for sale)

龕位數目 (待售)

Proposed operating hours 擬議營運時間

[@] Ash interment capacity in relation to a columbarium means –

就靈灰安置所而言，骨灰安放容量指：

- the maximum number of containers of ashes that may be interred in each niche in the columbarium;
每個龕位內可安放的骨灰容器的最高數目；
- the maximum number of sets of ashes that may be interred other than in niches in any area in the columbarium; and
在該靈灰安置所並非龕位的範圍內，總共最多可安放多少份骨灰；以及
- the total number of sets of ashes that may be interred in the columbarium.
在該骨灰安置所內，總共最多可安放多少份骨灰。

Gist of Application 申請摘要

(Please provide details in both English and Chinese as far as possible. This part will be circulated to relevant consultees, uploaded to the Town Planning Board's Website for browsing and free downloading by the public and available at the Planning Enquiry Counters of the Planning Department for general information.)

(請盡量以英文及中文填寫。此部分將會發送予相關諮詢人士、上載至城市規劃委員會網頁供公眾免費瀏覽及下載及於規劃署規劃資料查詢處供一般參閱。)

Application No. 申請編號	(For Official Use Only) (請勿填寫此欄)		
Location/address 位置/地址			
Site area 地盤面積		sq. m 平方米 <input type="checkbox"/> About 約	
	(includes Government land of 包括政府土地	sq. m 平方米 <input type="checkbox"/> About 約)	
Plan 圖則			
Zoning 地帶			
Proposed Amendment(s) 擬議修訂	<input type="checkbox"/> Amend the Covering Notes of the Plan 修訂圖則《註釋》的說明頁 <input type="checkbox"/> Amend the Notes of the zone applicable to the site 修訂適用於申請地點土地用途地帶的《註釋》 <input type="checkbox"/> Rezone the application site from _____ to _____ 把申請地點由 _____ 地帶改劃為 _____		
Development Parameters (for indicative purpose only) 發展參數(只作指示用途)			
(i) Gross floor area and/or plot ratio 總樓面面積及/或地積比率		sq.m 平方米	Plot Ratio 地積比率
	Domestic 住用	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於
	Non-domestic 非住用	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於
(ii) No. of block 幢數	Domestic 住用		
	Non-domestic 非住用		
	Composite 綜合用途		

(iii) Building height/No. of storeys 建築物高度／層數	Domestic 住用	m 米 <input type="checkbox"/> (Not more than 不多於)	
		mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)	
		Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於) (<input type="checkbox"/> Include 包括 <input type="checkbox"/> Exclude 不包括 <input type="checkbox"/> Carport 停車間 <input type="checkbox"/> Basement 地庫 <input type="checkbox"/> Refuge Floor 防火層 <input type="checkbox"/> Podium 平台)	
	Non-domestic 非住用	m 米 <input type="checkbox"/> (Not more than 不多於)	
		mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)	
		Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於) (<input type="checkbox"/> Include 包括 <input type="checkbox"/> Exclude 不包括 <input type="checkbox"/> Carport 停車間 <input type="checkbox"/> Basement 地庫 <input type="checkbox"/> Refuge Floor 防火層 <input type="checkbox"/> Podium 平台)	
	Composite 綜合用途	m 米 <input type="checkbox"/> (Not more than 不多於)	
		mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)	
		Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於) (<input type="checkbox"/> Include 包括 <input type="checkbox"/> Exclude 不包括 <input type="checkbox"/> Carport 停車間 <input type="checkbox"/> Basement 地庫 <input type="checkbox"/> Refuge Floor 防火層 <input type="checkbox"/> Podium 平台)	
(iv) Site coverage 上蓋面積	% <input type="checkbox"/> About 約		
(v) No. of units 單位數目			
(vi) Open space 休憩用地	Private 私人	sq.m 平方米 <input type="checkbox"/> Not less than 不少於	
	Public 公眾	sq.m 平方米 <input type="checkbox"/> Not less than 不少於	

(vii) No. of parking spaces and loading / unloading spaces 停車位及上落客貨車位數目	Total no. of vehicle parking spaces 停車位總數 Private Car Parking Spaces 私家車車位 Motorcycle Parking Spaces 電單車車位 Light Goods Vehicle Parking Spaces 輕型貨車泊車位 Medium Goods Vehicle Parking Spaces 中型貨車泊車位 Heavy Goods Vehicle Parking Spaces 重型貨車泊車位 Others (Please Specify) 其他 (請列明) _____	
	Total no. of vehicle loading/unloading bays/lay-bys 上落客貨車位／停車處總數 Taxi Spaces 的士車位 Coach Spaces 旅遊巴車位 Light Goods Vehicle Spaces 輕型貨車車位 Medium Goods Vehicle Spaces 中型貨車車位 Heavy Goods Vehicle Spaces 重型貨車車位 Others (Please Specify) 其他 (請列明) _____	

Submitted Plans, Drawings and Documents 提交的圖則、繪圖及文件

	<u>Chinese</u> 中文	<u>English</u> 英文
<u>Plans and Drawings 圖則及繪圖</u>		
Master layout plan(s)/Layout plan(s) 總綱發展藍圖／布局設計圖	<input type="checkbox"/>	<input type="checkbox"/>
Block plan(s) 樓宇位置圖	<input type="checkbox"/>	<input type="checkbox"/>
Floor plan(s) 樓宇平面圖	<input type="checkbox"/>	<input type="checkbox"/>
Sectional plan(s) 截視圖	<input type="checkbox"/>	<input type="checkbox"/>
Elevation(s) 立視圖	<input type="checkbox"/>	<input type="checkbox"/>
Photomontage(s) showing the proposed development 顯示擬議發展的合成照片	<input type="checkbox"/>	<input type="checkbox"/>
Master landscape plan(s)/Landscape plan(s) 園境設計總圖／園境設計圖	<input type="checkbox"/>	<input type="checkbox"/>
Others (please specify) 其他 (請註明)	<input type="checkbox"/>	<input type="checkbox"/>

<u>Reports 報告書</u>		
Planning Statement/Justifications 規劃綱領/理據	<input type="checkbox"/>	<input type="checkbox"/>
Environmental assessment (noise, air and/or water pollutions) 環境評估 (噪音、空氣及／或水的污染)	<input type="checkbox"/>	<input type="checkbox"/>
Traffic impact assessment (on vehicles) 就車輛的交通影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Traffic impact assessment (on pedestrians) 就行人的交通影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Visual impact assessment 視覺影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Landscape impact assessment 景觀影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Tree Survey 樹木調查	<input type="checkbox"/>	<input type="checkbox"/>
Geotechnical impact assessment 土力影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Drainage impact assessment 排水影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Sewerage impact assessment 排污影響評估	<input type="checkbox"/>	<input type="checkbox"/>
Risk Assessment 風險評估	<input type="checkbox"/>	<input type="checkbox"/>
Others (please specify) 其他 (請註明)	<input type="checkbox"/>	<input type="checkbox"/>

Note: May insert more than one 「✓」. 註：可在多於一個方格內加上「✓」號		

Note: The information in the Gist of Application above is provided by the applicant for easy reference of the general public. Under no circumstances will the Town Planning Board accept any liabilities for the use of the information nor any inaccuracies or discrepancies of the information provided. In case of doubt, reference should always be made to the submission of the applicant.

註：上述申請摘要的資料是由申請人提供以方便市民大眾參考。對於所載資料在使用上的問題及文義上的歧異，城市規劃委員會概不負責。若有任何疑問，應查閱申請人提交的文件。

(This part will not be made available for public inspection)
(這部分不會公開予公眾查閱)

Particulars of Applicant and Authorised Agent
申請人及獲授權代理人的詳細資料

1. Applicant 申請人	
(<input type="checkbox"/> Identity Document 身份證明文件 / <input type="checkbox"/> Business Registration Certificate ⁺ 商業登記證 ⁺ / <input type="checkbox"/> Certificate of Incorporation 公司註冊證)	
No 號碼	
Postal Address 通訊地址	
Tel. No. 電話號碼	Fax. No. 圖文傳真號碼
E-mail Address 電郵地址	
Contact Person (only for company) 聯絡人 (只適用於公司)	
Name 姓名 (<input type="checkbox"/> Mr. 先生 / <input type="checkbox"/> Mrs. 夫人 / <input type="checkbox"/> Miss 小姐 / <input type="checkbox"/> Ms. 女士)	
Position in company 公司職位	

2. Authorised Agent (if applicable) 獲授權代理人 (如適用)	
(<input type="checkbox"/> Identity Document 身份證明文件 / <input type="checkbox"/> Business Registration Certificate ⁺ 商業登記證 ⁺ / <input type="checkbox"/> Certificate of Incorporation 公司註冊證)	
No 號碼	
Postal Address 通訊地址	
Tel. No. 電話號碼	Fax. No. 圖文傳真號碼
E-mail Address 電郵地址	
Contact Person (only for company) 聯絡人 (只適用於公司)	
Name 姓名 (<input type="checkbox"/> Mr. 先生 / <input type="checkbox"/> Mrs. 夫人 / <input type="checkbox"/> Miss 小姐 / <input type="checkbox"/> Ms. 女士)	
Position in company 公司職位	

I would like to receive the correspondences from the Board in Chinese (all the correspondences will be in English if this checkbox is unticked). 我希望所收到來自城規會信函為中文 (如沒有剔選此方格, 所收到的信函將預設為英文。)

I would like to receive paper-based correspondences from the Board (for paper saving, email address should be provided and all correspondences will be sent by email if this checkbox is unticked.) 我希望城規會以書面信件和我通信 (為珍惜紙張, 如沒有剔選此方格, 需要提交電郵地址及所有信函將以電郵寄出)

+ Please provide "Certificate of Incorporation No." instead of "Business Registration Certificate No." if the subject is a "limited company".
如單位屬「有限公司」, 請提供「公司註冊證號碼」, 而不是「商業登記證號碼」。

(This part will not be made available for public inspection)
(這部分不會公開予公眾查閱)

Checklist of Documents **文件核對表**

Please indicate if you have enclosed the following documents with this application.
請說明你有否在這宗申請夾附下列文件

- A signed original copy of the application form*[@].
一份已簽署的申請表格正本*[@]。
- 4 hard copies and 1 soft copy each of the plans/drawings accompanying the application (e.g. location plan and site plan) and supplementary information (e.g. planning statement, report on technical assessments such as traffic impact assessment, and report on environmental assessment, etc.).
連同申請的圖則／繪圖(例如：位置圖及地盤平面圖)及補充資料(例如：規劃綱領、技術評估報告如交通影響評估及環境評估報告等)，一式四份硬複本及一份軟複本。
- Particulars of a development proposal.
擬議發展計劃的細節。
- Original authorisation letter signed by the applicant[@], if the application is submitted by an authorised agent on the applicant's behalf.
申請人簽署的授權書正本[@](如申請是由申請人授權的代理人遞交)。
- Copy/copies of Land Registry's record of land ownership and, if applicable, documentary proof of consent of land owner or the Director of Lands mentioned in Part 4[@].
第 4 部分提及土地擁有人於土地註冊處的土地業權紀錄，以及土地擁有人或地政總署署長的同意書證明文件(如適用)[@]。
- Copy/copies of consent(s) obtained from the "current land owner(s)" mentioned in Part 5[@].
第 5 部分提及「現行土地擁有人」的同意書副本[@]。
- Copy/Copies of notification given to the "current land owner(s)" mentioned in Part 5[@].
已發給第 5 部分提及的「現行土地擁有人」的通知書副本[@]。
- Particulars of applicant and authorised agent in the application form*.
申請表格內申請人及獲授權代理人的詳細資料*。

* Documents which must be submitted with the application. 必須連同申請一併遞交的文件。

[@] Soft copy not accepted. 不接受軟複本。

S12A