

**TOWN PLANNING BOARD GUIDELINES FOR
APPLICATION FOR OFFICE DEVELOPMENT IN “RESIDENTIAL (GROUP A)” ZONE
UNDER SECTION 16 OF THE TOWN PLANNING ORDINANCE**

[Important Note :

The Guidelines are intended for general reference only.

Any enquiry on this pamphlet should be directed to the Secretariat of the Town Planning Board (by email: tpbpd@pland.gov.hk; by post: 15th Floor, North Point Government Offices (NPGO), 333 Java Road, North Point, Hong Kong; or by phone: 2231 4810 or 2231 4835) or the Planning Enquiry Counters of the Planning Department (Hotline : 2231 5000; email: enquire@pland.gov.hk; or by post: 17th Floor, NPGO and 14/F, Sha Tin Government Offices, 1 Sheung Wo Che Road, Sha Tin).

The Guidelines are subject to revision without prior notice.]

1. Introduction

The planning intention of the “Residential (Group A)” (“R(A)”) zone is primarily for high-density residential developments. Office use in “R(A)” zone, except on the lowest three floors of a building or in the purpose-design non-residential portion of an existing building, requires planning permission from the Board. This Guidelines sets out the main planning criteria for assessing planning applications for office development within the “R(A)” zone. Each application will be considered on its individual merits.

2. Scope and Application

- 2.1 This set of Guidelines sets out the main planning criteria for consideration of planning applications for office use within “R(A)” zone. The planning permission system will enable the Board to maintain adequate planning control over the use of “R(A)” sites while allowing flexibility to accommodate office developments within “R(A)” zone, provided there are strong justifications.
- 2.2 This set of Guidelines is applicable to planning applications for both development and redevelopment of sites within “R(A)” zone for office developments, which may incorporate commercial uses on the lower floors.

3. Main Planning Criteria

- 3.1 The following main planning criteria are relevant in consideration of proposed office development in “R(A)” zone:

- (a) The proposed office development should not be located in a predominantly residential area and should be compatible with the existing and planned land uses of the locality, e.g. a site located in close proximity to the core business centre/office hub to form an extension of the commercial area.
 - (b) There is a demand for office space in a particular area or district in which the proposed office development is located.
 - (c) There should be adequate provision of parking and loading/unloading facilities within the site in accordance with the Hong Kong Planning Standards and Guidelines and to the satisfaction of the Transport Department. For sites with narrow frontage, where on-site loading/unloading requirement cannot be met, the applicant should demonstrate that there are alternative locations for loading/unloading facilities to the satisfaction of the Transport Department.
 - (d) The site should be at an easily accessible location, e.g. close to the Mass Transit Railway Station or well served by other public transport facilities.
 - (e) The proposed office development should not cause congestion and disruption to the traffic flow of the locality. In areas prone to traffic congestion, the applicant may be required to submit a traffic impact assessment to demonstrate no adverse traffic impact in the area.
 - (f) The site should be of adequate size to achieve a properly designed office building. The minimum site area requirement for office development varies with site configuration and loading/unloading requirements in particular localities.
 - (g) The proposed office development should be purposely designed for office/commercial uses so that there is no risk of subsequent illegal conversion to substandard domestic units or other uses.
- 3.2 In general, the Board may give favourable consideration to planning applications for office developments which produce specific environmental and planning gains, for example, if the site is located near to major sources of air and noise pollution such as a major road, and the proposed office development is equipped with central air-conditioning and other noise mitigation measures which make it less susceptible to pollution than a residential development. Other forms of planning gain which the Board would favour in a proposed office development would include provision of public open space and community facilities catering to the needs of the district.