

Appendix A

Planning Statement

Application for Permission under Section 16 of the Town Planning Ordinance (Cap. 131)

Proposed Eating Place at Portion B, Ground Floor, No. 15 Fa Po Street, Yau Yat Chuen, Kowloon (New Kowloon Inland Lot No. 4747)

Applicant: W & D Pet Limited (trading as “Woofy and Doofy”)

Authorised Agent: Ho & Partners Architects Engineers & Development Consultants Ltd. (hpa)

This application seeks planning permission under section 16 of the Town Planning Ordinance for the use of **Eating Place** at Portion B, Ground Floor, No. 15 Fa Po Street, Yau Yat Chuen, Kowloon. The premises, of about **73 sq. m**, fall within the **R(C)2** and **R(C)6** zone on the Approved Shek Kip Mei Outline Zoning Plan No. S/K4/31, where ‘Eating Place’ is a Column 2 use that may be permitted on application to the Town Planning Board. The planning intention of the zone expressly allows commercial uses serving the residential neighbourhood to be permitted on application.

The combined operation is wholly contained within the existing G/F corner shop. The small neighbourhood café serves light refreshments and coffee, with cooking by **electricity only** and no open-flame cooking. The premises being now vacant with fitting out nearly completed internally is awaiting planning permission and food licensing. **No alteration to the building fabric, no increase in gross floor area, and no change to the external appearance** are involved. Operating hours are limited to **08:00 to 20:00 daily**. A mechanical ventilation system with fresh-air intake and exhaust to open air has been designed and installed in accordance with FSD Circular Letter No. 2/2023 (Drawing No. VP-01), and applications for a Light Refreshment Restaurant Licence are already being processed by FEHD, FSD and BD in parallel.

There is a direct precedent within the same building: planning permission for an eating place at Flat A-2, G/F, 15 Fa Po Street was granted on **19 July 2013 (No. A/K4/62)**, and a further eating place at G/F, Yau Yat Lau, 11–11C Fa Po Street was approved on **7 May 2010 (No. A/K4/58)**. The subject frontage at the Fa Po Street / Tseuk Kiu Street junction forms part of an established ground-floor commercial cluster, opposite the Tseuk Kiu Street Rest Garden. Yau Yat Chuen remains short of eating places, and the café will serve a genuine neighbourhood need without adverse traffic, environmental or visual impact.

本申請根據《城市規劃條例》第 16 條，就九龍又一村花圃街 15 號地下 B 部分（新九龍內地段第 4747 號）申請規劃許可，作食肆用途商店的用途。申請處所面積約 73 平方米，位於《石硤尾分區計劃大綱核准圖編號 S/K4/31》的「住宅（丙類）2」及「住宅（丙類）6」地帶。根據該圖註釋，「食肆」屬第二欄用途，可向城市規劃委員會申請許可；該地帶的規劃意向亦明確容許經申請批准後設立為住宅社區服務的商業用途。

提供擬議綜合用途完全設於現有地下轉角商舖內。現在提議店舖擬用途為小型社區咖啡店，只供應輕食及咖啡，**全部以電力煮食**，不涉及明火。現處所前身為地產代理，內部裝修已接近完成；**不涉及任何建築物改動、不增加總樓面面積、外觀維持不變**。營業時間為每日上午 8 時至晚上 8 時。機械通風系統（圖則編號 VP-01）按消防處通函第 2/2023 號設計，鮮風及排氣均通往戶外；小食食肆牌照申請已同步由食環署、消防處及屋宇署處理。

同一建築物內已有直接先例：花圃街 15 號地下 A-2 舖的食肆申請（編號 A/K4/62）於 2013 年 7 月 19 日獲批；花圃街 11-11C 號又一樓地下的食肆申請（編號 A/K4/58）亦於 2010 年 5 月 7 日獲批。申請處所位於花圃街與雀橋街交界的地舖商業群，對面為雀橋街休憩處。又一村區內食肆長期不足，本申請可切實服務社區，且不會造成交通、環境或視覺上的不良影響。懇請委員會批准本申請。

1. Introduction

- 1.1 This planning statement is submitted by Ho & Partners Architects Engineers & Development Consultants Ltd. (hpa) on behalf of the applicant, **W & D Pet Limited**, in support of an application under section 16 of the Town Planning Ordinance (Cap. 131) for permission to use Portion B, Ground Floor, No. 15 Fa Po Street, Yau Yat Chuen, Kowloon (the “Premises”) as an **Eating Place**.
- 1.2 The applicant is the **tenant** of the Premises under a stamped tenancy agreement dated 15 May 2026 for a term of three years (16 May 2026 to 15 May 2029) granted by the registered owner, Joanne Investment Limited, whose sole ownership of the Ground Floor register (20/40th shares of New Kowloon Inland Lot No. 4747) is confirmed by a Land Registry search dated 30 July 2026 (Ref. ESN260730021127, copy at Annex C). The applicant is not a current land owner; the requirements of TPB PG-No.31B regarding owner’s consent/notification have been addressed as set out in Part 5 of the application form.
- 1.3 The Premises has been fitting out as a café trading as “Woofy and Doofy”, comprising a small café. An application for a Light Refreshment Restaurant Licence is concurrently under processing by the Food and Environmental Hygiene Department (FEHD Ref. P/L(K) 36-40/31/2026/094), with fire safety requirements issued by the Fire Services Department on 25 June 2026 (FSD Ref. (3) in FP KW6/70705, Case No. 3016965). Planning permission under this application is the outstanding statutory prerequisite for the eating place use.

2. The Premises and Site Context

- 2.1 No. 15 Fa Po Street is a three-storey composite building on New Kowloon Inland Lot No. 4747 at the **junction of Fa Po Street and Tseuk Kiu Street** in Yau Yat Chuen. The ground floor comprises shop units; the upper floors are residential flats. The Premises occupy the corner portion (Portion B) of the ground floor (As show in demarcation plan) with a splayed corner entrance addressing the junction, and a total floor area of about **73 sq. m**.
- 2.2 The immediate context is an established ground-floor commercial cluster: the adjoining unit at 15 Fa Po Street is occupied by a real estate agency (Midland Realty), with a further agency across the junction; an organic grocery (Biofamily) and other neighbourhood shops occupy nearby frontages; and a licensed restaurant operates on the ground floor of Yau Yat Lau at 11–11C Fa Po Street, one block to the south, approved under planning application No. A/K4/58. Directly opposite the Premises is the **Tseuk Kiu Street Sitting-out Area** with public toilet, a well-used pocket of public open space.
- 2.3 The Premises were last occupied by a **real estate agency** and is currently vacant, and fitting out nearly completed for the café use but not yet in operation pending planning permission for eating place and the food licence.

3. Statutory Planning Framework

3.1 The Premises fall within an area zoned **R(C)2** and **R(C)6** on the **Approved Shek Kip Mei Outline Zoning Plan No. S/K4/31** (approved on 13 September 2022).

3.2 The planning intention of the R(C) zone is stated in the Notes as follows:

“This zone is intended primarily for low-density residential developments where commercial uses serving the residential neighbourhood may be permitted on application to the Town Planning Board.”

3.3 Under the Notes for the R(C) zone, **‘Eating Place’ is Column 2 use**, which may be permitted with or without conditions on application to the Board. No development parameter of the sub-area (maximum plot ratio 3; maximum building height 46 mPD for R(C)6) is affected, as the proposal involves **no building works, no additional gross floor area and no change in building height**.

4. The Proposal

4.1 The proposed is to use the Premises for a eating place in the form of a café serving light refreshments (no open-flame cooking) and specialty coffee. The operational parameters are summarised below.

Parameter	Proposal
Use	Eating Place (light refreshment restaurant)
Floor area	About 73 sq. m (single storey, ground floor portion)
Seating	Maximum capacity of the existing shop is 30 persons. The maximum capacity of the proposed cafe, which is 24 persons, with 21 diners and 3 staff in the eating place. (Drawing L-01)
Operating hours	08:00–20:00 daily
Cooking	Electricity only — no gas, no open flame
Menu scale	Light refreshments and coffee (Light Refreshment Restaurant Licence category)
Staff	Small team commensurate with the licensed capacity and in compliance with all applicable regulations, max 3 staff.

4.2 **Layout.** The layout plan (Drawing L-01, reproduced at Annex D) shows the internal arrangement: the splayed **corner entrance** with outdoor bench recess addresses the Fa Po Street / Tseuk Kiu Street junction; the front **dine-in area** wraps the curved service counter; a central **bar / water-bar zone** with display cake cabinet and coffee machine serves both seating zones; a second **dine-in area** of round tables lines the Fa Po Street frontage glazing; the **back kitchen (food preparation room)** with hood and the **lavatory** (including accessible provision) are located at the rear, separated from the seating areas by the passage. The licensed seating layout and the mechanical ventilation arrangement are shown on Drawing No. VP-01 (Annex E), which designates the food preparation room, bar, seating areas and lavatory on a raised floor of +100 mm within the licensed area.

5. Planning Justifications

5.1 Conformity with the planning intention

The R(C) zone expressly anticipates neighbourhood-serving commercial uses being permitted on application. A small daytime café of 73 sq. m on an existing shop frontage, serving residents of a low-density residential area, is precisely the kind of use the planning intention contemplates. The eating place does not intrude into any residential floor, does not extend the commercial frontage beyond its existing extent, and maintains the ground-floor retail character established along this section of Fa Po Street.

5.2 Direct precedents in the same building and street

The Board has twice approved eating places on this very frontage:

Application No.	Premises	Decision
A/K4/62	Flat A-2, G/F, 15 Fa Po Street (same building as the Premises)	Approved by the TPB on 19.7.2013 , subject with conditions on the fire service installations
A/K4/58	G/F, Yau Yat Lau, 11–11C Fa Po Street	Approved on 7.5.2010 ; the restaurant remains in operation

In considering A/K4/62, departments raised no objection; the sole public comment received was from a local resident **supporting** the application on the ground that eating places were badly needed in the district. The present proposal is materially indistinguishable in land-use terms — indeed it is more modest, being limited to electric-only light-refreshment cooking rather than a general restaurant kitchen — and there has been no material change in planning circumstances along this frontage since those approvals. Consistency of decision-making strongly supports approval.

5.3 Neighbourhood need and community benefit

Yau Yat Chuen is a mature low-density residential area with very limited dining provision; residents must otherwise travel to Kowloon Tong or Shek Kip Mei for a simple meal or coffee. The café will supply a **genuine neighbourhood service** within walking distance of the surrounding houses and flats, and animate the junction opposite the rest garden during daytime hours, consistent with the district's low-density residential character.

5.4 No adverse impacts

Traffic. The Premises replace a shop (real estate agency) of the same floor area. A 24 seat café generates predominantly walk-in, local patronage; no parking or loading provision is proposed or required, consistent with the previous shop use and with the approved precedents. The goods arrival frequencies/delivery schedule would be twice a day, one in the early morning around 0700 and the other at night around 2100. It would not establish localized traffic impacts to the area.

Environment. Cooking is by **electricity only**, limited to light refreshments; there is no open-flame cooking and no gas installation. The mechanical ventilation system (Drawing No. VP-01) provides dedicated fresh-air intake from open air and exhaust-air outlets to open air with a hooded food preparation room, designed to comply with **FSD Circular Letter No. 2/2023** and FEHD licensing requirements, which will control any cooking-fume or odour emission at source. Operating hours of 08:00–20:00 preclude late-night noise. Waste water will discharge via grease trap in accordance with licence requirements.

Building safety. The change of use involves **no alteration of the building structure**. Internal fitting-out has been completed under the Minor Works Control System with statutory records (Annex F); fire service installations have been installed and certified on Form FS 251, and the FSD fire safety requirements for the Light Refreshment Restaurant Licence (PPA/101(F), PPA/102, PPA/104(A)) are being implemented under the concurrent licence application. The Buildings Department has been consulted through the licensing channel.

Visual. The external appearance of the building is unchanged. The reinstated shopfront — white-painted masonry with slender steel-framed glazing, glass-block clerestory and a recessed corner entrance — is visually quieter than the previous agency shopfront and enhances the streetscape at the junction (see the photo record at Annex G).

5.5 Interim and reversible nature

The use is contained wholly within an existing shop unit. Should the use ever cease, the premises revert to shop use without residual impact. No land, tree, drainage or infrastructure works are involved.

6. Environmental and Operational Mitigation Measures

The following measures form part of the proposal and may be reflected in conditions of approval should the Board see fit:

Aspect	Measure
Cooking emissions	Electricity-only cooking; hooded food preparation room; exhaust ducting to open air per Drawing No. VP-01; ductwork cross-section not exceeding 900 mm; no plant exceeding 150 kg suspended from ceiling
Ventilation compliance	Ventilating system inspection and certification under FSD Circular Letter No. 2/2023 (Form Vent/425)
Fire safety	Implementation of FSD requirements PPA/101(F)-1 to -3, PPA/102 and PPA/104(A) under Case No. 3016965; FS 251 certification of fire service installations
Noise	Daytime operation only (08:00–20:00); no live entertainment; A/C condensers wall-mounted at high level as existing
Hygiene waste	/ FEHD Light Refreshment Restaurant Licence conditions; grease trap; daily refuse handling within the premises until collection

7. Conclusion

The proposed eating place use is a small-scale, daytime, electric-only combined neighbourhood operation within an existing ground-floor shop, in a zone whose planning intention expressly contemplates such uses upon application. It follows two direct approvals on the same street — one within the same building — raises no traffic, environmental, building-safety or visual concern, and answers a demonstrated local shortage of eating places.

Appendix B

Date: 31 July 2026

To: The Secretary,
Town Planning Board
15/F, North Point Government Offices,
333 Java Road, North Point, Hong Kong

Dear Sir/Madam,

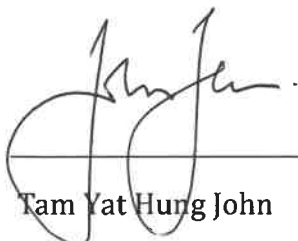
**Consent of Current Land Owner — Application for Planning Permission
under Section 16 of the Town Planning Ordinance (Cap. 131)**

**Proposed Eating Place at Portion B, G/F, No. 15 Fa Po Street, Yau Yat Chuen,
Kowloon (N.K.I.L. 4747)**

We, **Joanne Investment Limited (眾安投資有限公司)**, of 3rd Floor, Golden Hill Commercial Building, Nos. 39–41 Argyle Street, Kowloon, being the current land owner of the captioned premises, hereby confirm that we **consent** to the submission by our tenant, **W & D Pet Limited**, of the captioned application for planning permission for an eating place use at the premises.

Yours faithfully,

For and on behalf of
Joanne Investment Limited





Tam Yat Hung John
Director

致：城市規劃委員會秘書處

香港北角渣華道333號

北角政府合署15樓

關於：對花園街15號B舖開設咖啡店之規劃申請之持份者意見書

敬啟者：

我們為香港花園街15號地舖的業主及現有租客。

就目前提交予貴會、關於在花園街15號B舖開設及經營咖啡店之規劃申請，我們特此致函，從鄰近直接持份者的角度表達關切與意見。

經了解該物業擬議的用途及營運模式後，我們對是次規劃申請持正面及不反對態度。主要基於以下考量：

1. 滿足社區基本生活所需：擬議之咖啡店主要為區內居民及鄰近文職人員提供輕食與飲品，屬輔助性質的民生配套，有助提升周邊居住環境的生活便利度。
2. 人流性質溫和，不致造成滋擾：該店之營運模式與傳統大型食肆不同，其性質普遍較為安靜、低調。其服務對象分散，預期不會引致聚集性或過度密集的人流，亦不會對上層住宅居民的作息及寧靜居住環境構成負面影響。
3. 技術及環境管理合規：申請人已表明會妥善規劃抽風、隔音及廢物處理等基礎設施。作為緊鄰的地面商戶，我們相信其營運能與社區保持和諧平衡。

綜上所述，花園街15號地舖之業主及租客均對是次申請表示不反對，並盼 貴會審酌上述實際情況，予以批准。

隨函附上我們的簽署及聯絡資料以茲證明。

此致 城市規劃委員會

聲明人簽署：

1. 地舖業主

- 公司名稱：眾安投資有限公司
- 公司商業登記證號碼：05697797
- 聯絡電話：[REDACTED]
- 簽署及蓋章：[Signature]
- 日期：2026年 7 月 3 日



JOANNE INVESTMENT LIMITED

MINUTES OF A MEETING OF THE BOARD OF DIRECTORS OF THE ABOVENAMED COMPANY DULY CONVENED AND HELD AT ITS REGISTERED OFFICE ON 20th July 2026 AT 10:00 A.M.

PRESENT: Mr. Tam Yat Hung John

Mr. Cheng Kwok Yuen George,

Mr. Tam Hing Sun

1. Mr. Tam Yat Hung John took the chair of the meeting.
2. It was noted that a quorum was present in accordance with the Articles of Association of the Company.
3. Approval for Eating Place Use & Section 16 Application
The Board considered a request from the W&D Pet Limited (“the tenant”), regarding at Portion B, Ground Floor, No. 15 Fa Po Street, Kowloon, Hong Kong (“the premises”) for the Company’s consent to:
 - change the permitted use of the premises to an eating place; and
 - submit a Section 16 application to the Town Planning Board.
4. Resolutions
It was unanimously resolved that:
 1. The Company approves the change of use of the premises to an eating place.
 2. The Company consents to W&D Pet Limited submitting a Section 16 application to the Town Planning Board.
 3. Mr. Tam Yat Hung John be hereby authorized to sign the Landlord consent from and all related application documents on behalf of the Company.
5. There being no further business the Chairman declared the Meeting closed.


TAM YAT HUNG JOHN
CHAIRMAN



消防(裝置及設備)規例(第9條(1)款)消防裝置及設備證書
FIRE SERVICE (INSTALLATIONS AND EQUIPMENT) REGULATIONS
(REGULATION 9(1))
CERTIFICATE OF FIRE SERVICE INSTALLATIONS AND EQUIPMENT

序號 Serial Number

018903300000 000341

消防處檔號:
FSD Ref.

顧客姓名
Name of Client

W&D Pet Limited

地址
Address

Shop B, Floor G, 15 FA PO STREET, SHAM SHUI PO DISTRICT, Kowloon
九龍, 深水埗區, 花園街 15 號, G 樓, B 舖

持牌/註冊處所類型

(如適用)

Type of Licensed/

Registered Premises

(If applicable)

請在合適空格內填

上「✓」號

Please tick the

appropriate "box"

☐ 簡樸房 Basic Housing Unit

☐ 危險品倉 Dangerous Goods Store

☐ 食物業處所 Food Premises

☐ 校舍 School Premises

☐ 幼兒中心 Child Care Centre

☐ 酒店 Hotel

☐ 會社 Club

☐ 木料倉 Timber Store

☐ 電器廢物處置設施/處所 E-waste Disposal Facility/Premises

☐ 改建校舍 Non-designed School Premises

☐ 私營骨灰安置所 Private Columbaria

☐ 賓館 Guesthouse

☐ 床位寓所 Bedspace Apartment

☐ 危險品車輛 Dangerous Goods Vehicle

☐ 公眾娛樂場所 Place of Public Entertainment

☐ 安老院舍 Residential Care Homes for the Elderly

☐ 殘疾人士院舍 Residential Care Homes for Persons with Disabilities

☐ 卡拉OK場所 Karaoke Establishment

第一部 只適用於年檢事項
Part 1 Annual Inspection
ONLY

根據消防(裝置及設備)規例第8條(1)(b)條, 擁有裝置在任何處所內的任何消防裝置或設備的人, 須每12個月由一名註冊承辦商檢查該等消防裝置或設備至少一次。

In accordance with Regulation 8(1)(b) of the Fire Service (Installations and Equipment) Regulations, the owner of any fire service installation or equipment which is installed in any premises shall have such fire service installation or equipment inspected by a registered contractor at least once in every 12 months.

編碼 Code (1-35)	裝置類型 Type of FSI	位置 Location(s)	狀況評述 Comment on Condition	完成日期 Completion Date (DD/MM/YYYY)	到期日 Due Date (DD/MM/YYYY)

第二部 裝置/保養/修理/檢查工作 Part 2 Installation / Maintenance / Repair / Inspection work

編碼 Code (1-35)	裝置類型 Type of FSI	位置 Location(s)	完成之工作內容 Nature of Work Carried out	數量 Quantity	狀況評述 Comment on Condition	完成日期 Completion Date (DD/MM/YYYY)	消防裝置關閉/嚴重損壞/ 恢復通知書消防處檔案編號 FSD serial number of Notification of FSI Shutdown/ Major Defect/Resumption
28	花灑系統	G/F, B舖	68°C花灑頭	3	符合消防處規定	13/07/2026	

第三部 欠妥事項 Part 3 Defects

編碼 Code (1-35)	裝置類型 Type of FSI	位置 Location(s)	欠妥事項 Defects (請以「*」註明主要系統 嚴重損壞) Please indicate major defects in major system with a "*" sign	數量 Quantity	欠妥事項評述 Comment on Defects	消防裝置關閉/嚴重損壞/ 恢復通知書消防處檔案編號 FSD serial number of Notification of FSI Shutdown/ Major Defect/Resumption

本人/我們藉此聲明, 上述之消防裝置/設備經測試及/或檢查, 其運作狀況符合消防處處長訂明適用於該建築物/處所的《最低限度之消防裝置及設備守則》中的規格/要求, 以及最新的《裝置及設備之檢查、測試及保養守則》中的要求, 以證明其性能良好, 除在第三部分中詳列的裝置/設備欠妥事項(如有)。

I/We hereby declare that the above installations/equipment has/have been tested and/or inspected, with its/their working conditions certified in conformance with the specifications/requirements in the Code of Practice for Minimum Fire Service Installations and Equipment applicable to the building/premises and the requirements in the latest Code of Practice for Inspection, Testing and Maintenance of Installations and Equipment prescribed by the Director of Fire Services to be in efficient working order except defect(s) of the installations/equipment, if any, detailed in Part 3.

請將此證書張貼於大廈或處所當眼處以供消防處人員查核
Please display this certificate at a conspicuous position in the building
or premises for FSD's inspection.

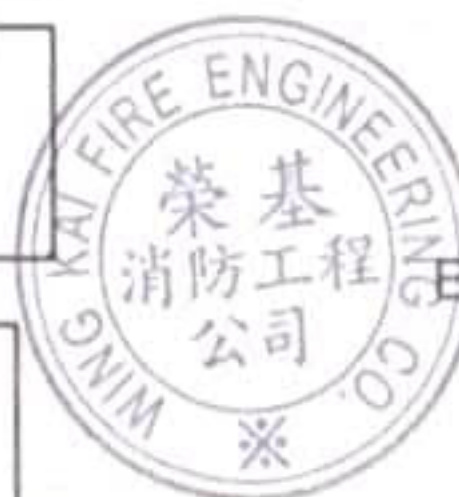


獲授權簽署人簽署
Signature of Authorized Signatory

獲授權簽署人姓名
Name of Authorized Signatory

已由 CHAN Kin San 電子簽署
Digitally signed by CHAN Kin San

CHAN Kin-san



註冊編號
Registration No.

RC1/0189 RC2/0330

註冊消防裝置承辦商名稱
Name of Registered Fire Service
Installation Contractor

Wing Kai Fire Eng Co.

聯絡電話
Telephone

電郵地址
Email address

日期
Date

16/07/2026

備註
Remark

N/A

掃描此二維碼, 可查核此 FS251 證書是否真確, 並確認證書已傳送至消防處

Scan this QR code to verify this FS251 certificate and confirm that it has been submitted to the Fire Services Department

018903300000 000341





榮基消防工程公司
Wing Kai Fire Engineering Co.

香港九龍彌敦道9-15號和利中心7樓1室
Unit 1, 7/F.,
Henley Industrial Centre,
Nos. 9-15 Bute Street,
Kowloon, Hong Kong.

信函編號: L/WK/PL/26/102

日期: 14-07-2026

消防處
牌照及審批總區
香港九龍尖沙咀東部
康莊道1號5樓
消防總部大廈

執事先生台啟:

有關新加/改置消防設備事宜

施工地址: Shop B on G/F, No. 15 Fa Po Street, Kowloon

有關上述地址之新加/改置消防系統事宜。因舖位需要加改消防設備。現呈上消防系統設計圖則及 FSI/314A 予 貴處。望得到 貴處之批核。

順祝

安好




榮基消防工程公司
陳健生

FIRE SERVICES
DEPARTMENT
FIRE SAFETY COMMAND

15 JUL 2026

RECEIVED

To : Director of Fire Services

Fire Service Installation Plans for Building at

Shop B on G/F, No. 15 Fa Po Street, , Kowloon

This is to certify that the details and specifications of all installations shown on the attached fire service installation plans are as prescribed by the Fire Services Department and in accordance with the relevant Rules and Codes of Practice as listed below :-

- ☐ Rules of the Fire Offices' Committee for -
- ☐ Automatic Sprinkler Installations (29th Edition)
 - ☐ Automatic Fire Alarm Installations (11th/12th Edition)
 - ☐ Installation of External Drenchers (4th Edition)
- ☒ Rules of the Loss Prevention Council for Automatic Sprinkler Installations
- ☐ Codes of National Fire Protection Association for -
- ☐ Carbon Dioxide Extinguishing Systems (Standard 12)
 - ☐ Clean Agent Fire Extinguishing Systems (Standard 2001)
 - ☐ Water Spray Fixed Systems for Fire Protection (Standard 15)
- ☐ Code of Practice for Minimum Fire Service Installations and Equipment, Fire Services Department.
- ☐ Fire Alarm Systems
 - ☐ Fire Hydrant / Hose Reel Systems
- ☐ Others _____

Correspondence

Address : Unit 1, 7/F, Henley Industrial Centre, No. 9-15 Bute Street, Mong Kok, Kowloon

Tel. : [REDACTED]Signature of FSI Contractor/ Consultant : 

Full Name of FSI Contractor/-Consultant : Wing Kai Fire Engineering Co

Date : 14/07/2026

☐ Mark "x" where applicable

1. ALL FITTINGS ABOVE GROUND SHALL BE OF STEEL GRADE C.I. TYPE CONFORMING TO B.S. 1387 STEEL TUBULAR FOR SCREWING TO BE B.S. 21 PIPES THREADE
2. ALL FITTINGS AND FITTING SHALL BE HYDRAULICALLY TESTED TO ENSURE WATER TIGHTNESS TO A WATER PRESSURE OF 1.5 TIMES OF THE MAXIMUM WORKING PRESSURE OF THE PIPING SYSTEM CONCERNED.
3. ALL FITTINGS AND FITTINGS OF SPRINKLER PIPES SHALL BE AT LEAST 32mm DIAMETER UNLESS OTHERWISE SPECIFIED.
4. THE EJECTION OF ALL FIRE SERVICE INSTALLATION SHALL BE CARRIED OUT IN ACCORDANCE WITH THE DESIGN DRAWINGS.
5. ALL EQUIPMENT USED IN ALL INSTALLATION SHALL BE OF THE APPROVED TYPE AND APPROVED MAKE.
6. ALL SPRINKLER HEAD SHALL BE SPRAY PENDENT TYPE & TO BE OPERATED AT A TEMPERATURE OF 68°C UNLESS OTHERWISE SPECIFIED.

LEGENDS :

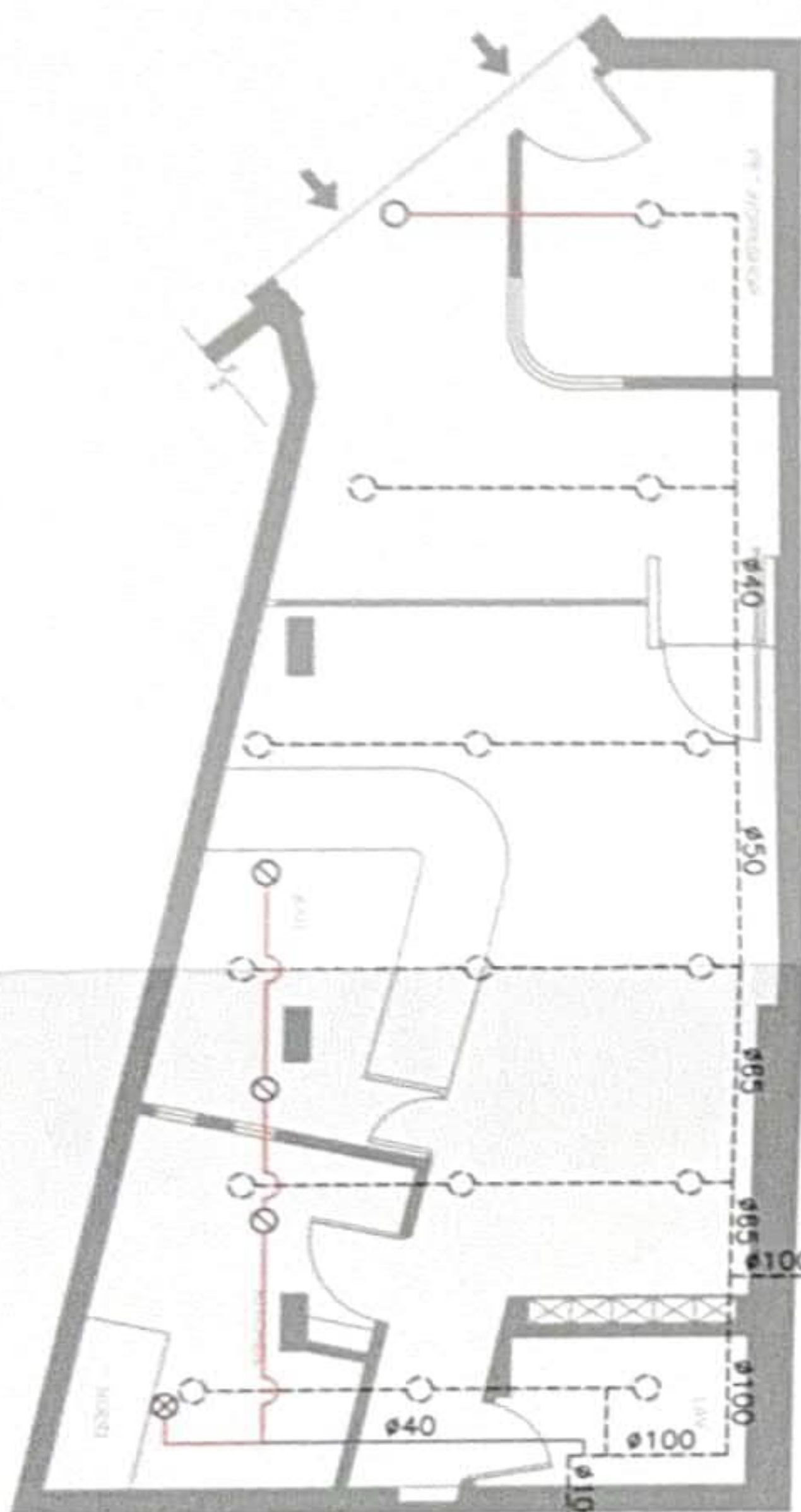
- 68°C SPRINKLER HEAD (UNDER STRUCTURE SLAB)
- 68°C SPRINKLER HEAD (UNDER AC SERVICES)
- 68°C SPRINKLER HEAD (UNDER EXHAUST HOOD)
- NEW INSTALLED
- P.S. EQUIPMENTS
- EXISTING INSTALLED
- P.S. EQUIPMENTS

COLOUR CODE FOR PIPING		
PIPE SIZE (mm)	COLOUR CODE	
32	RED	RED
40	PURPLE	PURPLE



LOCATION PLAN (N.T.S.)

BLOCK PLAN (N.T.S.)



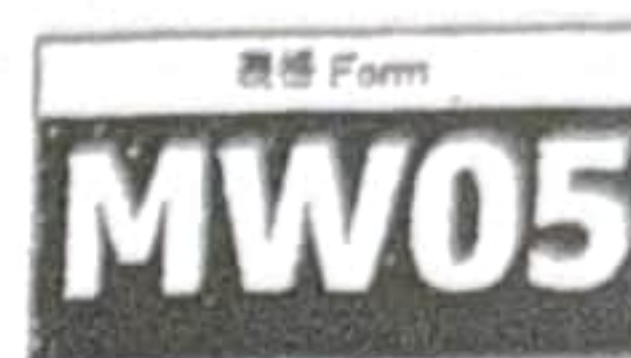
SHOP B LAYOUT PLAN (1:100)

PROJECT		Shop B ON G/F, NO. 15 FA PO STREET, KOWLOON	
DRAWING TITLE		F.S. NOTES, LEGENDS, LOCATION PLAN & F.S. LAYOUT PLAN	
SCALE		1:100(A3)	
DATE		14/07/2028	
DRAWN		P LEUNG	
CHECKED		K POON	
PROJECT NO.		010726-FS-314A-PL-VER0	



第 III 級別小型工程完工通知及證明書

Notice and Certificate of Completion of Class III Minor Works



- 本表格及所有證明文件最遲須在工程完成後14天內呈交。
- 請以正楷填寫，並在適當方格內加上「✓」號。填寫前，請細閱《注意事項》。
- Submit this form and all supporting document(s) within 14 days after the completion of works.
- Read the "Matters to Note", complete in BLOCK LETTERS and tick the appropriate boxes.

2026 JUL -3 P 3:46

R & D Section
BUILDINGS DEPARTMENT

致建築事務監督 To the Building Authority

甲部 獲委任訂明註冊承建商的委任通知

Part A Notice of Appointment of the Appointed Prescribed Registered Contractor

由安排進行小型工程的人填寫
To be completed by the person who arranged for the minor works to be carried out

1 已完成小型工程的位置或地址

Location or Address of the Completed Minor Works

區域 Area	☐ 香港 Hong Kong	☒ 九龍 Kowloon	☐ 新界 New Territories
地區 District	九龍塘		
街道/鄉 Street/Village	花園街	街道號碼 Street No.	15
大廈/屋苑 Building/Estate			
樓層 Floor	地下	單位/室 Flat/Room	B舖

2 已完成小型工程的詳情

Details of the Completed Minor Works

小型工程項目 Minor Works Item	工程描述 Description of Works (包括性質、位置及數量，including the nature, location and quantity)	相關命令、指示、通知、 屋宇署檔案編號(如有) Relevant Order / Direction / Notice / BD Reference No. (if any)
3.27	豎設4個冷氣機支架。該支架並無任何部份伸出外牆多於600毫米。該支架的最高點與地面距離多於3米。	

3 獲委任訂明註冊承建商的資料

Details of the Appointed Prescribed Registered Contractor

- a. 根據《建築物(小型工程)規例》第28條的規定，本人/我們已就本部所述工程委任下述的訂明註冊承建商。
- In accordance with the provisions of section 28 of the Building (Minor Works) Regulation, I/we have appointed the prescribed registered contractor as below.

訂明註冊承建商名稱(中文)* Name of Prescribed Registered Contractor (Chinese)*

明德電業鋁窗裝飾工程公司

訂明註冊承建商名稱(英文)* Name of Prescribed Registered Contractor (English)*

MING TAK ELECTRICAL CO.

註冊證明書編號* Certificate of Registration Number*

MWC 1569 2012

* 根據註冊記錄
* In accordance with the registration record

僅供職員使用 For official use only

小型工程呈交編號
Minor Works Submission Number



小型工程呈交編號 Minor Works Submission Number

MW

① 只在涉及招牌的工程，並已獲分配呈交編號時適用
Only applicable to works relating to signboard with Minor Works Submission Number

徵收差餉及/或地租通知書左上角的帳目編號(可選擇提供)
The Account Number printed on the top left-hand corner of the Demand for Rates and/or Government Rent (Optional)

① 為方便確定工程位置或地址
For easy identification of location or address of works

另加附頁
Additional Pages

① 如空位不敷應用，請另加紙張填寫
If space is insufficient, please attach additional sheet(s).



4 安排進行小型工程的人的詳情
Particulars of the Person Who Arranged for the Minor Works to be Carried Out

中文名稱 Name in Chinese

① 姓氏先行 Surname first

英文名稱 Name in English

① 姓氏先行 Surname first

W&D PGT LIMITED

身份證明 (任擇其一) Identification (Choose one)

☐ 香港身份證號碼:
HKID No.:

--	--	--	--	--	--	--	--	--	--

 (☐)

☒ 商業登記號碼:
Business Registration No.: 75870587

☐ 護照號碼:
Passport No.:

--	--	--	--	--	--	--	--	--	--

☐ 簽發國家:
Country of Issue:

--	--	--	--	--	--	--	--	--	--

☐ 其他 (請註明):
Others (Please specify):

--	--	--	--	--	--	--	--	--	--

☐ 號碼:
No.:

--	--	--	--	--	--	--	--	--	--

聯絡電話 Contact Tel. No.

傳真號碼 Fax No.

--	--	--	--	--	--	--	--	--	--

--	--	--	--	--	--	--	--	--	--

電郵地址 E-mail Address

本人/我們已閱讀並同意於《注意事項》內所列之條款。

I/we have read and hereby agree the terms and conditions as stated in the "Matters to Note" section.

安排進行小型工程的人簽署及 (如適用) 蓋上公司印鑑
Signature of the person who arranged for the minor works to be carried out & (if applicable) affixed with company seal



任何失實核證或聲明可引致法律行動。##
Any false certification or declaration may be subject to legal action.##

日期 Date

03 07 20 26
日 dd 月 mm 年 yyyy

通訊地址 Correspondence Address

☒ 住宅地址
Home Address

☐ 香港 Hong Kong ☐ 九龍 Kowloon ☐ 新界 New Territories

區域 Area

地區 District

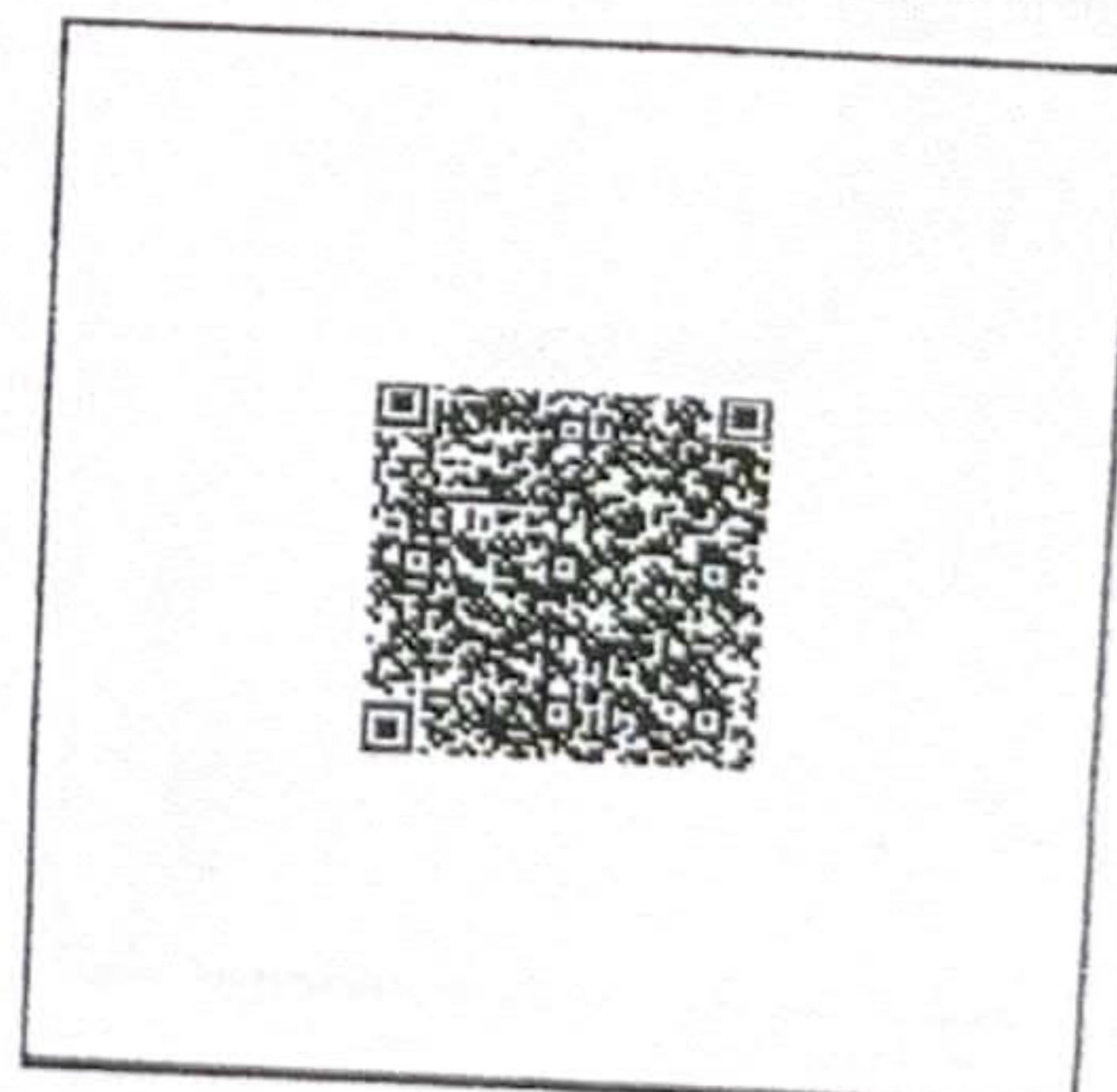
街道/鄉 Street/Village

大廈/屋苑 Building/Estate

樓層 Floor

街道號碼 Street No.

單位/室 Flat/Room



乙部 訂明註冊承建商委任確認及完工通知及證明
Part B Confirmation of Appointment Notice and Certificate of Completion by the Prescribed Registered Contractor

由已獲委任的訂明註冊承建商填寫
To be completed by the appointed prescribed registered contractor

訂明註冊承建商名稱 Name of the Prescribed Registered Contractor

中文名稱* Name in Chinese*

明德電業鋁窗裝飾工程公司

英文名稱* Name in English*

MING TAK ELECTRICAL

早前相關的小型工程呈交編號 (如適用)

Previously Related Minor Works Submission Number (if any)

MW

--	--	--	--	--	--	--	--	--	--

① 只適用於早前已獲分配相關呈交編號的文件而不能繼續處理時
Only applicable where the previous submission with Minor Works Submission Number assigned but cannot be further processed

工程展開日期

Date of Commencement of the Works

30 06 2026
日 dd 月 mm 年 yyyy

工程完成日期

Date of Completion of the Works

02 07 2026
日 dd 月 mm 年 yyyy

本人/我們，根據《建築物 (小型工程) 規例》第 36 條及第 37 條的規定，

1. 確認本人/我們已獲委任為甲部所述工程的訂明註冊承建商；
2. 確認甲部所述工程已分別於上述日期展開並完成；
3. 現呈交顯示有關處所在緊接甲部所述的工程展開前及完工後的實際狀況的照片，及顯示已完成工程的圖則或工程描述；
4. 核證所有甲部所述的工程，已按照《建築物條例》及於本部所呈交的圖則或工程描述進行，(如適用)而該些圖則均由本人/我們製備和簽署 (作為已簽署有關圖則的人，本人/我們同意為該等圖則負起《建築物條例》下的所有責任)；
5. 當本人屬於根據《建築物 (小型工程) 規例》第 11 條註冊的小型工程承建商【亦即註冊小型工程承建商 (個人)】時，核證甲部所述工程已由本人親自進行；
6. 當甲部所述的工程涉及豎設招牌時，確認有關招牌是為某人而豎設的人士已在丙部提供建築事務監督所要求的詳情。

I/We, in accordance with the provisions of sections 36 and 37 of the Building (Minor Works) Regulation,

1. confirm that I/we have been appointed as the prescribed registered contractor of the works detailed in Part A;
2. confirm that the works detailed in Part A had been commenced and completed on the above dates respectively;
3. submit herewith the photographs showing the physical condition of the premises immediately before the commencement and after the completion of the works detailed in Part A, and the plans or description of works showing the works as completed;
4. certify that all the works detailed in Part A, have been carried out in accordance with the Buildings Ordinance and the plans or description of works submitted in this Part; and the said plans have been prepared and signed by me/us (as the person who has signed the plans, I/we agree to assume all responsibilities under the Buildings Ordinance regarding the plans) (if applicable);
5. where I am a contractor registered under section 11 of the Building (Minor Works) Regulation [also known as Registered Minor Works Contractor (Individual)], certify that I have personally carried out the works detailed in Part A; and
6. where the works detailed in Part A involve the erection of a signboard, confirm that the person for whom the signboard is to be erected has provided the particulars of the person as required by the Building Authority in Part C.

獲授權簽署人姓名(中文)* Name of the Authorized Signatory (Chinese)*

徐宇明

註冊證明書編號* Certificate of Registration Number*

MWC 1569 2012

獲授權簽署人姓名(英文)* Name of the Authorized Signatory (English)*

Tsui Yu Ming

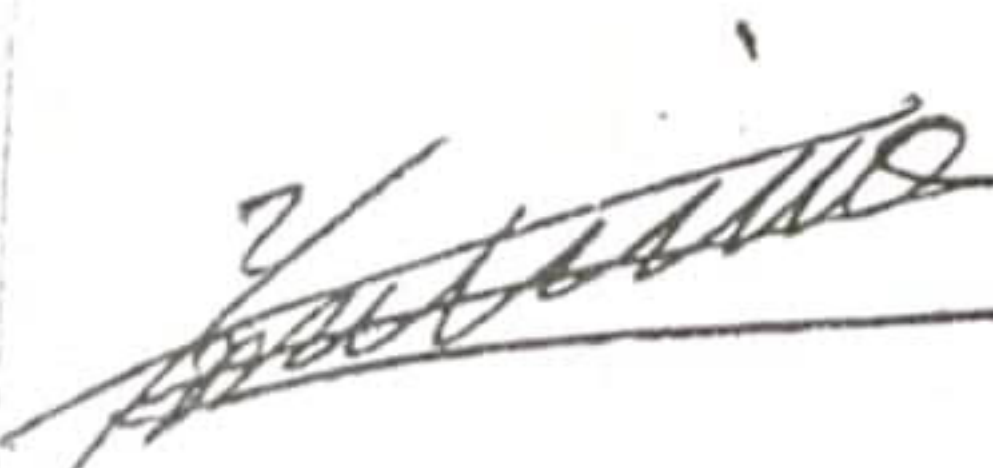
註冊屆滿日期* Date of Expiry of Registration*

10 06 2028
日 dd 月 mm 年 yyyy

聯絡電話 Contact Tel. No.

傳真號碼* Fax No.*

訂明註冊承建商簽署 (獲授權簽署人，如適用)*
Signature* of the Prescribed Registered Contractor (Authorized Signatory, if applicable)*




* 根據註冊記錄
* In accordance with the registration record

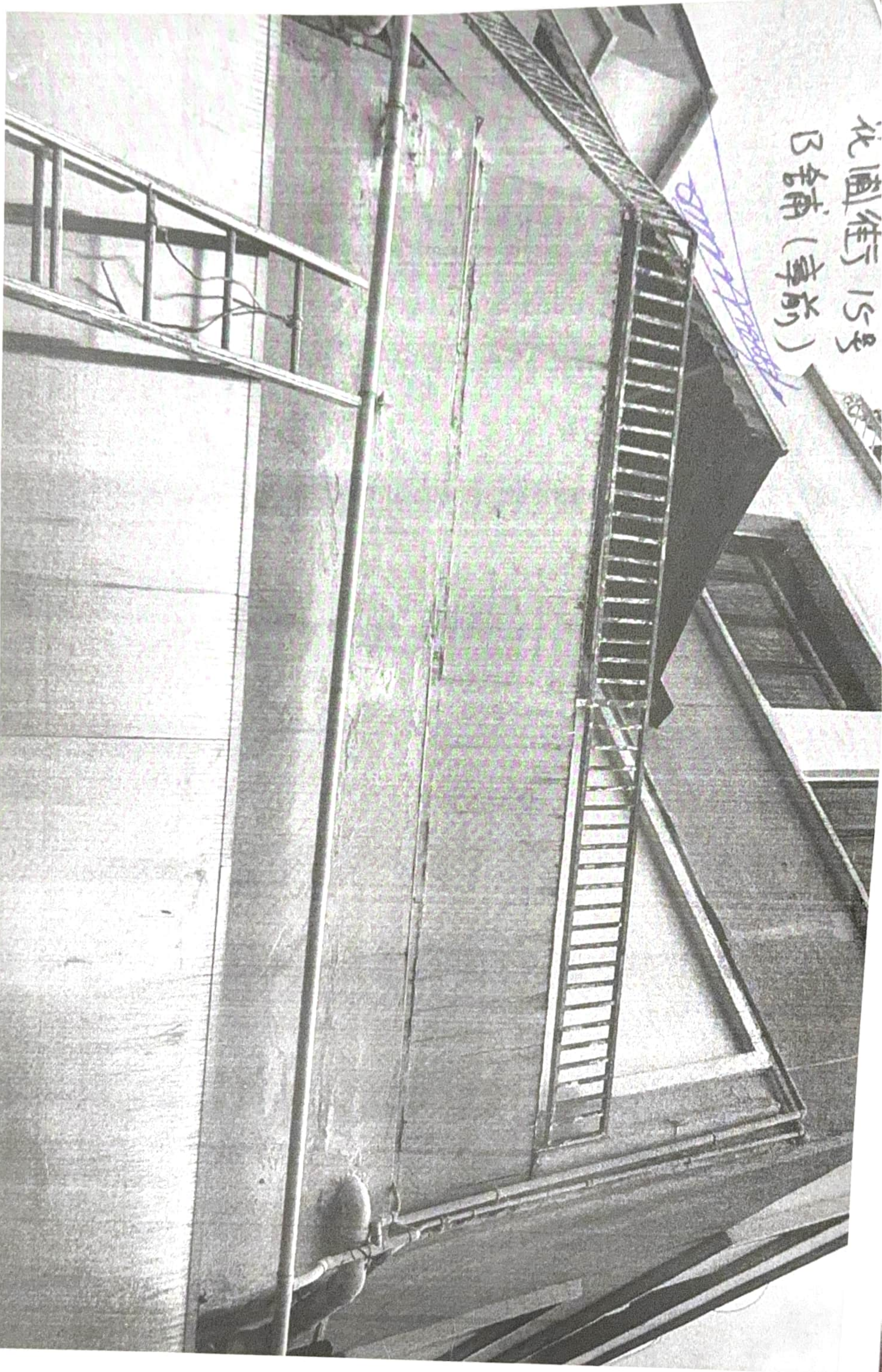
任何失實核證或聲明可引致法律行動。
Any false certification or declaration may be subject to legal action.

日期 Date

03 07 2026
日 dd 月 mm 年 yyyy



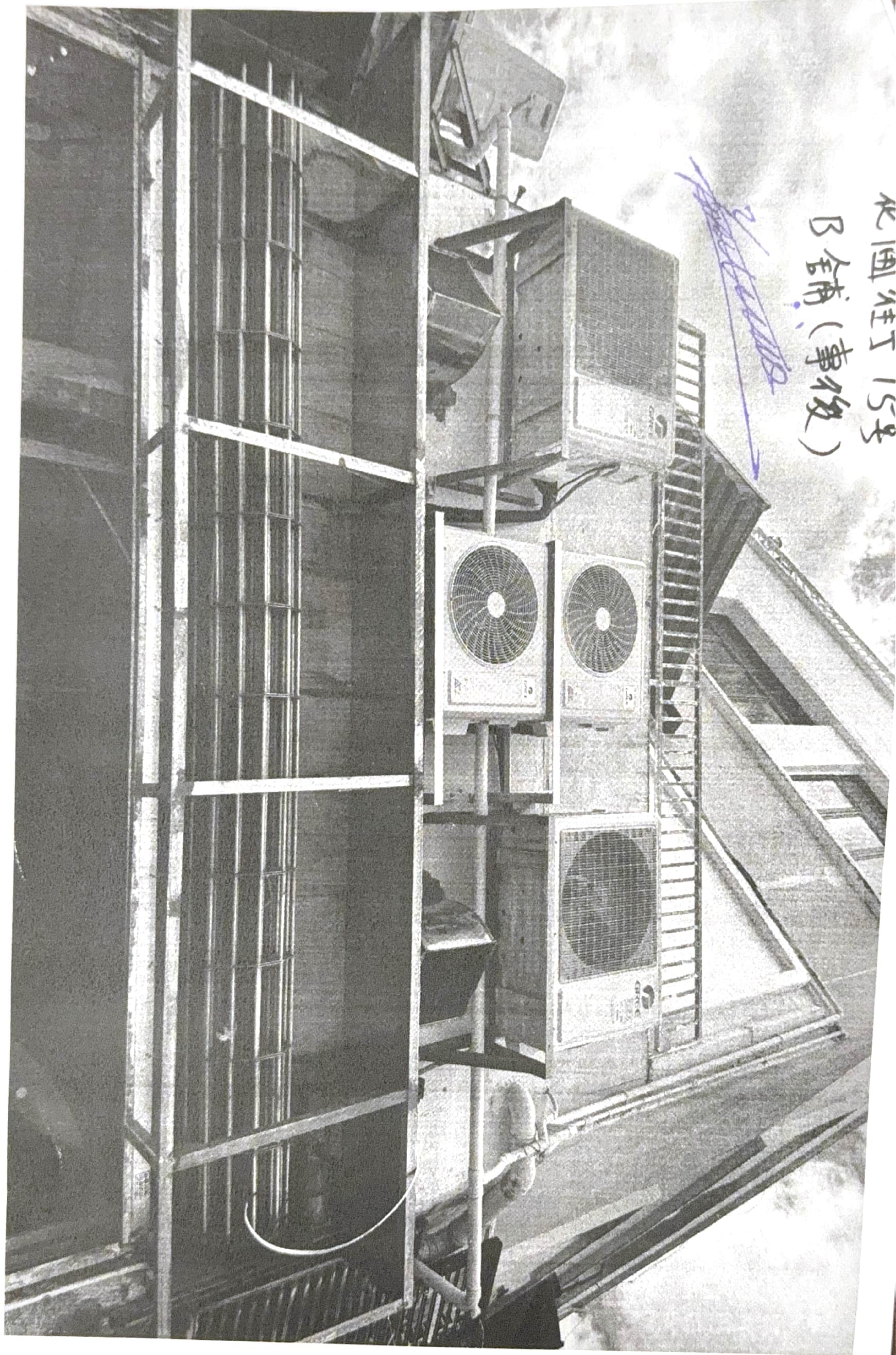
花園街15號
B舖(事前)



水園街 15 号

B 舖 (事後)

Handwritten signature



10. 如有其他問題, 可致電 [REDACTED] 與本署職員聯絡。

屋宇署署長

高級結構工程師 / 小型工程 周珮玲 代行
(此乃電腦自動編印之有效文件, 無需簽署。)

副本送抄送: W&D PET LIMITED

傳真: (九龍九龍塘花園街 15 號地下 B 舖)

2026 年 7 月 3 日

SL-MW05N (09/2021)

請即下載「小型工程錦囊」流動應用程式
Please download the mobile application of MWCS



明德電業鋁窗裝飾工程公司

(傳真: (2337 0122))

先生/女士:

小型工程呈交編號 MW260700452

九龍九龍塘花圃街 15 號地下 B 舖

就上述「小型工程呈交編號」你所呈交的完工通知及證明書（小型工程項目：3.27/）已於 2026 年 07 月 03 日收悉。在該完工證明書上，獲委任人核證有關小型工程已根據小型工程監管制度簡化規定進行，並按照圖則或工程描述完成，以及獲委任人認為有關工程在結構上是安全的。如你是註冊小型工程承建商（個人），有關工程應由你本人親自進行。

2. 基於在呈交表格上所作的核證及所提供的資料，本署現藉此確認收到有關上述小型工程的完工通知及證明書。
3. 此認收書只確認收到上述呈交的文件，不應被理解為所呈交的文件已經過查核並符合《建築物條例》及其附屬法例的規定。
4. 本署另外會採用隨機抽樣方式，選取一些就小型工程呈交的文件作審查，以確保有關文件及小型工程符合《建築物條例》及其附屬法例的規定。如有違反《建築物條例》及其附屬法例的情況，本署會對違例的小型工程採取執法行動及對獲委任人及相關人士提出檢控/採取紀律行動。
5. 此認收書並不賦予任何土地業權或構成免除任何租契或特許的任何條款。請參閱《建築物（小型工程）規例》第 61 條。訂明註冊承建商應確保安排進行小型工程的人明白本信件的内容。
6. 若有關小型工程涉及大廈外牆的公用部份或樓宇的其他公用部份，你應先與共同業主/業主立案法團、物業管理公司或有關業主商討使用公用部份的權利，特別是在展開工程前，並遵守大廈公契所訂定的責任。這責任包括（但不限於）第三者責任保險的安排。在未有得到共同業主/業主立案法團/物業管理公司/有關業主同意的情況下於大廈外牆的公用部分或樓宇的其他公用部分進行小型工程，則有可能違反公契，並有可能會遭受民事起訴及須負上民事法律責任。
7. 訂明註冊承建商應採取合適的措施，確保建築廢物會得到適當的處理。
8. 如工程涉及豎設或改動招牌，根據《註冊承建商作業備考》71，請於該招牌上展示小型工程呈交編號。
9. 根據簡化規定進行的小型工程及就訂明建築物或建築工程的檢查及核證而呈交屋宇署的文件，是與「中央處理建築圖則」制度不同，文件不會轉介到其他政府部門。所以擬進行的小型工程涉及其他政府部門的管轄範疇，你須另外與有關政府部門商討及取得其所需的批准或同意。

SL-MW05N (09/2021)

Appendix C

The Government of the HKSAR - Buildings Department



Fax Transmission

From: LU4	To: [REDACTED]
Date Sent: 2026/07/06 08:59:04 Pages: 14	Fax Number: [REDACTED]

Subject: (Ref: BD 8/5172/63)

Dear Sir/Madam,

Please note reply as enclosed.

[See attachment "58 in 8-5172-63.pdf"]

Regards,
HL WONG
Buildings Department

如發現缺頁或內容不清，請電 王小姐 [REDACTED] 聯絡。

If you find any page missing or illegible please contact Ms. WONG at [REDACTED]

MEMO

By Fax

From Chief Building Surveyor/NTE1&L
Buildings Department
Ref. 58 in BD 8/5172/63
Tel. No. [REDACTED]
Fax. No. [REDACTED]
Email [REDACTED]
Date 2 July 2026

To Director of Food and Environmental Hygiene
(Attn.: [REDACTED])
Your Ref. (5) in FEHD P/L(K)
36-40/31/2026/094
Dated 15/06/2026
Fax. No. [REDACTED]
Total Pages (54)

Application for Light Refreshment Restaurant Licence and Provisional Licence SHOP B, G/F, 15 FA PO STREET, SHAM SHUI PO, KOWLOON

General Comments

I have the following comments on the licence application and ~~*layout plan / revised layout plan / V/S plan / revised V/S plan~~ submitted by consultant on 25/06/2026 (copy as attached) for the captioned premises:

Reference is made to the three categories of building safety requirements as shown in LU Appendix VI attached.

- A. The proposal ~~*is/is not~~ structurally satisfactory;
*subject to the requirements shown in the table on the right.

	Cat. 1	Cat. 2	Cat. 3
Item	(i) - (iii)	--	--

- B. The layout for means of escape arrangement ~~*is/is not~~ satisfactory; *subject to the requirements shown in the table on the right.

	Cat. 1	Cat. 2	Cat. 3
Item	(iv) - (x)	(iv)	--

- C. The fire resisting construction ~~*is/is not~~ satisfactory;
*subject to the requirements shown in the table on the right.

	Cat. 1	Cat. 2	Cat. 3
Item	--	(iii)(b)	--

- D. I have no objection to the issue of a Letter of Requirements at this stage.
~~I object to the issue of a Letter of Requirements in view of Category 3 item(s).~~

- E. The premises are designed for ~~*DOMESTIC/NON-DOMESTIC~~ use.

- *F. The premises ~~*is/is not~~ eligible for joining Self-certification System *subject to no change in the boundaries of the licence area.

- (i) All the means of escape provision of the premises ~~*are/are not~~ exclusive and direct exit(s) to ultimate place(s) of safety.
(ii) The premises ~~*is/is~~ not served by fire safety constructions based on fire engineering design.
(iii) Resubmission of ~~*layout plan / v/s plan~~ ~~*is/is~~ not required for BD's further comment and acceptance.

Unauthorised Building Works (UBW)

2. Please draw the applicant's attention to the Guideline UBW-1 of "Guidelines for Authorized Person and Registered Structural Engineer (AP/RSE) for Certification of Food Business Premises Free of Unauthorized Building Works" issued by the Buildings Department (BD). * The following UBW which need not be included in the said certification system have also been noted and the applicant's attention should be drawn to LU Appendix II attached:

- (a) **Shopfront extensions, which do not consist of stone, tiles, glass or cement mortar and are not constructed of concrete, attached to the external wall with a projection over the pavement not more than 150mm beyond the building line.**

Ref: (58) in BD 8/5172/63

- 2 -

3. The applicant is required to appoint an AP/RSE to directly submit the certification of Free of UBW (Form UBW-1 for Provisional Licence and Form UBW-2 for Full Licence) to you. In this connection, record photos and relevant layout plan incorporating the UBW mentioned in para. 2 should be attached to the respective Form UBW-1/Form UBW-2. ~~*Structural justification prepared by the AP/RSE should be attached to the Form UBW-2 for assessing and confirming the integrity of the following UBW and that they will have no adverse effect on the integrity of the approved structure.~~

Minor Works (MW)

4. In preparation of Forms UBW-1 and UBW-2, AP/RSE should be reminded to ensure that MW, if any, are completed in accordance with Minor Work Control System (MWCS) including the submission under the simplified procedures. For existing MW in the licensed premises, the MW records in this Department could be checked for indication on the licence plan. If the concerned MW are located outside the licensed premises (such as signboards), the applicant may indicate the address of MW item in the relevant part of the forms if necessary (e.g. in the slot "Particulars of the person who arranged for the Minor Works to be carried out" of the forms). Any licence issued should not be construed that the relevant MW or even building works not classified as MW have been completed in accordance with the Buildings Ordinance. Details of the MWCS can be found at the BD website (www.bd.gov.hk).

~~* It is noted that Specified Form and relevant documents regarding the following completed MW for previous licence application at subject premises were submitted to BD according to office record :~~

Self-certification System for Revised Plan at Licence Application Stage / Alteration Plan of Licensed Restaurant

* 5. Under the Self-certification System (The System), for licence applications/alteration applications processed and verified to have met certain criteria by BD, the applicant can opt for joining The System when submission of revised plan at licence application stage or alteration plan of licensed restaurant. Under The System, the applicant shall submit an AP's certification to certify that the proposed changes shown on such plans are in compliance with the building safety requirements and FEHD will handle the applications without referral to BD upon receipt of the AP's certification. The details of the System are stipulated at LU Appendix IX attached and can be found at the BD website (<https://www.bd.gov.hk/en/about-us/our-services/licensing-advisory-services/index.html>).

** Signboards*

~~* 6. The BD takes enforcement action against unauthorised signboards. If the applicant is the owner of existing unauthorised signboards associated with the subject premises and the signboard(s) are in existence or completed before 2 September 2013 and eligible for joining the voluntary Validation Scheme for Unauthorised Signboards, the applicant is required to participate in the Scheme for retaining such. If they are not eligible to join the Scheme, the applicant is required to remove them. Details of the Scheme can be downloaded from BD's website (http://www.bd.gov.hk/english/documents/pamphlet/SCS_VSFUSE.pdf).~~

Responsibilities of AP/RSE¹

7. The appointed AP/RSE has a duty to check that the documents for the application of licence or provisional licence that he submits, justifies or certifies such as Certificate of Compliance B, structural justifications, MW records, etc., are true representation of facts and correct information and all the MW items required under the Category B building safety requirements have been covered. They will be held responsible for any irregularities or misrepresentation in this regard.

P.3 /... ..

¹ The APs/RSEs mentioned herewith (including appendixes, if any) are those registered under section 3 of the Buildings Ordinance and are acting in the capacity of an AP/RSE under the BO.

Ref: (58) in BD 8/5172/63

- 3 -

Scope of Comments

8.* The above comments are based on the proposed layout shown on the *submitted plan/~~revisions highlighted on the submitted plan~~ and are confined to 4 aspects, namely structural safety, means of escape and means of access for firefighting and rescue, fire resisting construction and unauthorised building works. Other areas of concern including those on health, ventilation, fire safety (fire service installations), provision of sanitary fittings for the premises, etc., are outside the purview of this Department in the subject licensing regime as stated therein.

~~8.* The above comments are restricted to special comments on the aspects that you have requested in your above referral and highlighted on the submitted plan.~~

9. Please incorporate the following as Standard Conditions to be observed by the licensee:

"The premises shall be constructed and maintained in accordance with the provisions of the Buildings Ordinance and allied Regulations and the "Code of Practice for Fire Safety in Buildings 2011" issued by the Buildings Department."

10. Please advise the applicant that for works outside the licensed area, consent should be obtained from the relevant building owners, the Owners' Corporation and other concerned parties prior to the commencement of works.

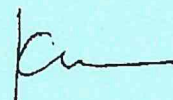
~~* 11. The applicant confirmed that the premises would be served by centralized air-conditioning system and there would not be any supporting frames for air-conditioning condenser units projecting from external walls.~~

* 12. ~~* It has been noted that the subject premises is combined from approved shops. / It has been noted that the subject premises is sub-divided from an approved shop. / It has been noted that the approved cockloft store is currently separated from the subject premises. As the cockloft was in fact approved as an ancillary portion to the subject premises, the /~~ The applicant should be advised that when circumstances require in future, BD may require reinstatement of the original layout of subject premises in accordance with the approved plans.

~~* 13. It is noted that the premises is a historic building graded under the Antiquities Monuments Ordinance. In this connection, you are advised to consult the Antiquities and Monuments Office if the licence application would be in breach of any of their terms and conditions. The above comments are only formulated from the building safety point of view.~~

~~* 14. My memo dated under ref.: () is *still applicable / superseded as the previous comments have been incorporated in this memo.~~

15. Enquiries concerning the above may be made to [REDACTED] (email address: [REDACTED]) of this department at [REDACTED]



(SIT Sai-wo, Kaph)
for Chief Building Surveyor/NTE1&L
Buildings Department

c.c. Director of Fire Services

*EB file (para. 2 refers)/(para. 2 & 3 refer)/(para. 2, 3 & 12 refer)

*Signboard Control Unit (para. 2 refers) Attn: BS/SC1 (Fax: [REDACTED])

Applicant (Fax: [REDACTED])

SL 12aL (UBW) (May 2020)/ ps-318546

*Delete whichever is inapplicable

Ref : (58) in BD 8/5172/63

Building Safety Requirements for the Issue of a Provisional Licence

Category 1

The applicant is required to certify compliance direct to FEHD in respect of the following :

(i) It is noted that the proposal incorporates certain building works being subject to the control of the Minor Works Control System:-

- (a) Erection of non-load bearing block wall in a flat
在樓宇單位內，豎設用磚建造的非承重牆
- (b) Erection of wall signboard at the shopfront
於舖面豎設靠牆招牌
- (c) Erection of supporting frame for the air-conditioning units projecting from the external wall
豎設自建建築物外牆伸出用於支承空調機的支架
- (d) Erection of external metal ventilation duct or associated supporting frame projects from an external wall
豎設室外自建建築物外牆伸出的金屬通風管道或相關的承托支架
- (e) Erection/ addition/ alteration/ repair/ removal to aboveground /underground drains.
豎設／加建／改動／修葺／拆除地底以上／地下的排水渠。

小型工程

(items (a) to (e) were confirmed with the applicant's consultant on 16/06/2026)

The Certificate of Completion of the above works as stipulated in the B(MW)R should be submitted to the Buildings Department by a relevant prescribed building professionals/prescribed registered contractor. A copy of such Certificate of Completion together with relevant photos for the above work should be produced to FEHD for record. For Class I & II minor works, the applicant is also required to submit a copy of Notice of Commencement of the Minor Works as stipulated in B(MW)R to FEHD for reference.

The applicant is reminded that for the Class I & II minor works, notification of commencement of works with required documents under B(MW)R should be submitted to the Buildings Department prior to the commencement of work. Besides, Prescribed Building Professional should be appointed for the Class I minor works.

(ii) As confirmed with the applicant's consultant on 16/06/2026, the weight of ventilating plant(s) suspended at the ceiling inside the premises would be not more than 150 kg each and the smallest cross-sectional dimensions of ventilation ducts inside the premises would be not more than 900 mm. In this connection, upon submission of V/S plan, indication of the above should be submitted for FEHD's record.

Ref : (58) in BD 8/5172/63

Category 1 (Cont'd)

- (iii) **Only lightweight false ceiling should be provided to the restaurant. The void above false ceiling should be kept vacant and should not be used for any other purpose.**
- (iv) **Exit routes within the restaurant leading to the required and designated exits should be free of obstructions at all times.**
- (v) **All exit doors should be capable of being readily opened from the inside without the use of key(s) at all times.**
- (vi) **The roller shutter across the required and designated exits at the shopfront should be kept open during business hours as denoted on the submitted plan.**
- (vii) **The "PASSAGE" shown on the submitted plan should not be used as seating accommodation and should be maintained clear and unobstructed at all times.**
- (viii) **The total number of persons to be accommodated in the restaurant should not exceed 30 persons including patrons and staff at all times.**
- (ix) **The total number of persons including patrons and staff to be accommodated in the restaurant should not exceed the capacity as denoted on the submitted plan at all times.**
- (x) **As confirmed with the applicant's consultant on 02/07/2026, vision panel should be provided to the door of Food Prep. Room. Revised plan indicating the above should be submitted for FEHD's record.**

Category 2

- (i) The authorized person/registered structural engineer (AP/RSE) is required to check and confirm the integrity of the following unauthorized building works and confirm that they have no adverse effect on the integrity of the approved structure :
 - (a) **NIL**
- (ii) The AP/RSE is required to check and confirm the structural adequacy of the existing floor in respect of the additional loads due to the following :
 - (a) **NIL**
- (iii)(a) It is noted that the proposal incorporated certain building works comprising
NOT APPLICABLE

which require/have already obtained the approval from the Building Authority. The applicant is required to appoint an AP/RSE to certify that the new building works have been approved under the Buildings Ordinance and completed in accordance with the approved plans.

Ref : (58) in BD 8/5172/63

Category 2 (Cont'd)

- (b) The AP/RSE is required to certify the fire resistance rating (FRR) in respect of the following :

(1) The walls separating the restaurant from the adjoining premises (as highlighted on the attached plan) should have an FRR of not less than 60 minutes and should be constructed up to the structural ceiling.

防火磚報告

- (iv) The AP/RSE is required to certify compliance in respect of the following :

- (a) The clear width of the exit door opening for the restaurant at shopfront should be not less than 750mm.
- (b) The clear width of the exit door "D3" opening at the passage should be not less than 750mm.
- (c) All passages leading to the required and designated exit(s) within the licence premises should have a minimum clear width of 1 050 mm and headroom of not less than 2 000 mm.

Category 3

The AP/RSE is required to verify compliance to Buildings Department in respect of the following :

- (i) NIL

Ref : (58) in BD 8/5172/63

Additional Requirements for the Issue of a Full Licence

1. ~~Unless the premises have been reinstated under the supervision of the AP/RSE in accordance with the approved plans, the applicant is required to submit direct to FEHD the AP/RSE's structural assessment justifying the integrity of the unauthorized building works referred to in Category 2(i) above and assessing their effect on the integrity of the approved structure. Attached LU Appendix VIII refers.~~
2. ~~The applicant is required to submit direct to FEHD the supporting calculations prepared by the AP/RSE in accordance with the attached LU Appendix VIII in respect of Category 2(ii) above. With regard to raised screed, the AP/RSE should either confirm that the screed was laid under his supervision or submit the results of core tests (together with his assessments thereon) carried out in respect of material, type, density and thickness.~~
3. ~~Form BA14 is to be submitted to and acknowledged by the Building Authority in respect of the proposed building works referred to in Category 2(iii)(a)(1) above. A copy of the Form BA14 and Building Authority's acknowledgement should be submitted direct to FEHD. Buildings Department is prepared to revise this requirement in case the Building Authority's acknowledgement letter is not available due to outstanding works not affecting the building safety of the subject premises. In this connection, upon clearance of outstanding works related to the building safety of the subject premises, the AP/RSE should approach Buildings Department direct.~~
4. Duly completed Appendix A to Practice Note for Authorized Persons and Registered Structural Engineers APP-13 (Former PNAP53) with supporting test/assessment reports should be submitted direct to FEHD in support of Category 2 (iii)(b) above. Such reports are not required for submission if Practice Note for Authorized Persons and Registered Structural Engineers ADM-20 (Former PNAP 292) is applicable.

LU APPENDIX II

It has been noted by the Building Authority that certain building works, not being exempted works under Section 41 of the Buildings Ordinance, have been carried out at the above premises without the prior approval and consent of the Building Authority.

2. The application for a licence and the existence of unauthorised building works which do not pose a risk to public safety are treated by the Building Authority as separate issues. The applicant should note that future action may be taken under Sections 24 and 40 of the Buildings Ordinance to secure removal or rectification of the unauthorised building works. In the meantime, the applicant is strongly advised to remove or rectify the unauthorised building works voluntarily.

3. Although the Building Authority has not recommended rejection of the application, the applicant should note that the structural integrity of the unauthorised building works has been assessed on the basis of visual inspection only. The permanent structural stability of the unauthorised building works cannot be established.

LU Appendix IX

Self-certification System when Submission of Revised Plans at Licence Application Stage/ Submission of Alteration Plans of Licensed Restaurant under Restaurant Licensing Regime

Introduction

1. The Self-certification System (the System) is a streamlining measure in which FEHD will handle the applications of revised plans at licence application stage/ alteration plans of licensed restaurant without referral to BD for comment on building safety issues.
2. The System is an alternative option for the applicant. When the applicant submits the revised plans at licence application stage/ alteration plans of licensed restaurant to FEHD, he/she can opt for the system if the restaurant is under the situations mentioned either in paragraphs 5 or 6 below.
3. Under the System, the applicant is required to submit an Authorized Person (AP)'s certification to certify that the proposed changes shown in those revised plans/ alteration plans are in compliance with the building safety requirements.
4. FEHD will handle the applications without referral to BD upon receipt of the AP's certification.

Eligibility and Situation for Adoption of the Self-certification System

5. The System is applicable to submission of revised plans (including ventilation plans) for the to-be-licensed restaurant at licence application stage subject to
 - (i) the restaurant has been processed by BD after implementation of the system; and
 - (ii) the criteria stated in the **Annex I** have been met.
6. The System is applicable to submission of alteration plans (including ventilation plans) of licensed restaurant subject to
 - (i) the licenced restaurant is licenced under the System **or** an alteration plan of the licenced restaurant has been processed by BD after implementation of the system; and
 - (ii) the criteria stated in the **Annex I** have been met.
7. The memorandum issued by the BD after launching of the system would state whether or not the premises meet the criteria (a) & (b) of Annex I.
8. If following building safety requirements have been imposed in the memorandum issued by the BD, the applicant cannot opt for the System until those building safety requirements have been complied with.
 - (i) Category 3 requirements or
 - (ii) Category 1 or Category 2 requirements that requires the re-submission of plans for comment and acceptance by BD

9. If there is/are other food business licence(s) (e.g. Bakery Licence) connected to the restaurant which is eligible for joining the System, those food business licence(s) is/are also eligible to join the System.

AP's certification

10. The AP's certification should cover compliance of all the items (a) to (c) in **Annex I** to ensure the applicant's eligibility to adopt the system.
11. The AP's certification should certify the revised plans at licence application stage/ alteration plans of licensed restaurant complying with the building safety requirements in accordance with the prevailing "A Guide to Application for Restaurant Licences" (the Guide) issued by FEHD and the provision of facilities for persons with a disability in the premises has not been reduced.
12. In addition, submission of plans and report of works completion at the same time, the AP is required to confirm that the premises have been completed in accordance with the plans and verify the full compliance of all building safety requirements.
13. The AP's Certification should be made in a prescribed form (ie. Form SCERT-1 or Form SCERT-1a) and submitted together with those revised plans/alteration plans. The prescribed form can be downloaded at the BD's website (<https://www.bd.gov.hk/en/about-us/our-services/licensing-advisory-services/index.html>).

Procedures for Adoption of the System

14. Submission of Revised Plans at Licence Application Stage

- (i) In case that the applicant submits the revised plans together with prescribed form at licence application stage to FEHD **for comment only**, the AP should duly complete and sign Part A and some items¹ of Part B of the prescribed form – (Form SCERT-1).
- (ii) In case that the applicant submits the revised plans together with prescribed form at licence application stage to FEHD **for comment and for issue of provisional licence**, the AP should duly complete and sign Part A and some items² of Part B of the prescribed form – (Form SCERT-1). The submission of the Certificate of Compliance B (Building Safety Requirements) specified under item (c)3 of Appendix J of the Guide is not required.
- (iii) In case that the applicant submits the revised plans together with prescribed form at licence application stage to FEHD **for comment and for report of works completion**, the AP should duly complete and sign all items of prescribed form – (Form SCERT-1). The submission of the Certificate of Compliance (Category 1 requirements) and Certificate of Compliance (Category 2 requirements) specified under items (d)5 & (d)6 of **Appendix J** of the Guide are not required.

15. Submission of Alteration Plans of Licensed Restaurant

- (i) In case that the applicant submits the alteration plans of licensed restaurant to FEHD **for comment only**, the AP should duly complete and sign Part A and some items³ of Part B of the prescribed form – (Form SCERT-1a).

¹ You are not required to complete Part B item (e)

² You are not required to complete Part B item (e)

³ You are not required to complete Part B item (f). In addition, if the licenced restaurant is licenced under the System, the Part B item (d) is not required to be completed. While if an alteration plan of the licenced restaurant has been processed by BD after implementation of the system, the Part B item (c) is not required to be completed.

- (ii) In case that the applicant submits the alteration plans to FEHD **for comment and for report of works completion**, the AP should duly complete and sign Part A and some items⁴ of Part B of prescribed form – (Form SCERT-1a). The submission of the Certificate of Compliance (Category 1 requirements) and Certificate of Compliance (Category 2 requirements) specified under items (d)5 & (d)6 of **Appendix J** of the Guide are not required.
16. The prescribed form should be duly completed and signed by AP correctly, otherwise FEHD will be unable to process the application.
17. BD will conduct audit checks on the AP's certification in order to ascertain the compliance with the building safety requirements. AP's clarification/rectification should be required or disciplinary actions may be taken when false certification/ irregularities are subsequently found.

⁴ If the licenced restaurant is licenced under the System, the Part B item (d) is not required to be completed. While if an alteration plan of the licenced restaurant has been processed by BD after implementation of the system, the Part B item (c) is not required to be completed.

Appendix G

Layout Plan and Visual Analysis — Photo Record

Annex G to the Section 16 Application

Proposed Eating Place at Portion B, G/F, No. 15 Fa Po Street, Yau Yat Chuen, Kowloon

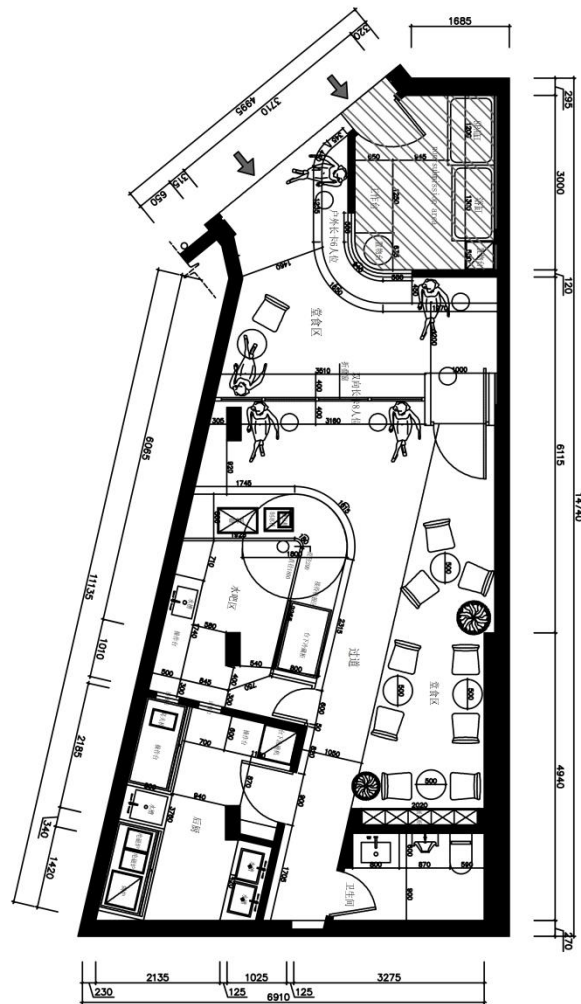
The plan below shows the **application premises** in red. The application area situated in the statutory R(C)2 & R(C)6 sub-area covering the 15 Fa Po Street lot (about 722 sq. m), in the Approved Shek Kip Mei OZP No. S/K4/31.

1. Layout Plan of the Application Premises

The layout plan below (Drawing L-01, in floor area about 73 sq. m) shows the internal arrangement of the proposed café. The splayed corner entrance addresses the Fa Po Street / Tseuk Kiu Street junction; two dine-in zones with max. 21 seats (堂食區) flank the curved bar/water-bar counter (水吧區); the back kitchen which can accommodate 3 staff (后厨, food preparation room) and lavatory (卫生间) are at the rear, reached via the passage (过道).

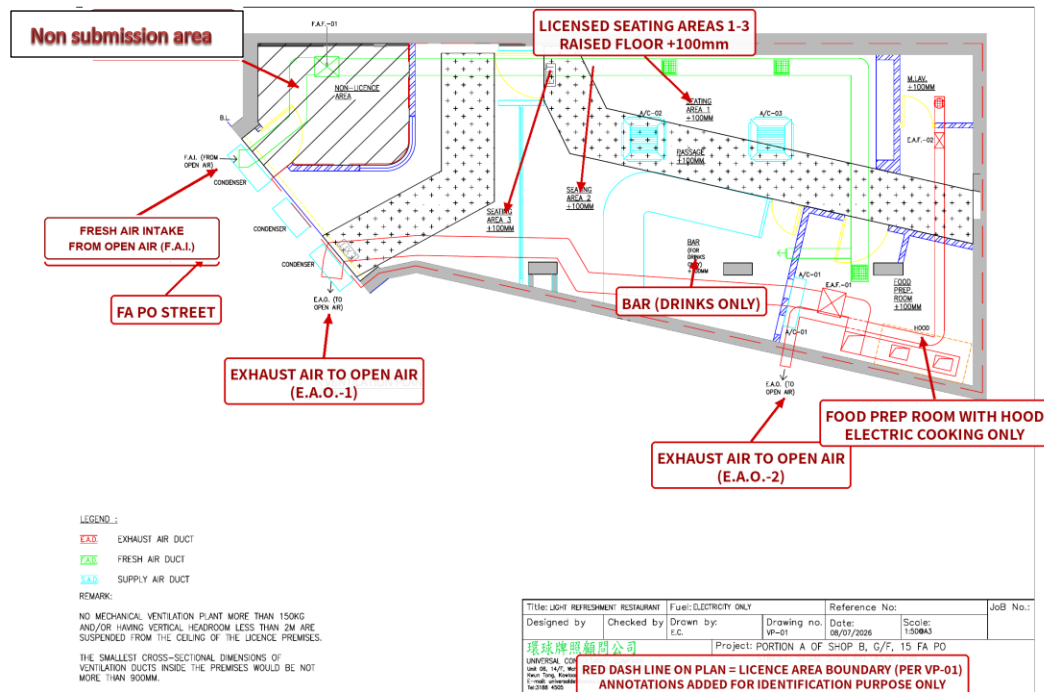


Ground Floor Plan — Drawing D-01



Layout Plan — Drawing L-01

The licensing layout, seating plan and mechanical ventilation arrangement are shown on Drawing No.VP-01 (Ventilation Plan, Universal Consultancy Company, 8 July 2026), submitted for the concurrent Light Refreshment Restaurant Licence application. The licensed area (raised floor +100 mm) comprises three seating areas, the bar (drinks only), the hooded food preparation room and the lavatory; fresh-air intake is drawn from open air and both exhaust-air outlets discharge to open air.



Ventilation Plan — Drawing VP-01

Zone (per L-01 / VP-01)	Function	Key provisions
Corner recess entrance	Entry + outdoor bench seat	Splayed double-door entrance to the junction
Seating (front)	Area 1 Dine-in	Bench and loose seating around curved counter
Seating (side)	Area 2 Dine-in	Round tables (Ø500) along Fa Po Street glazing; window bench
Bar / water bar	Drinks and cake display only	Coffee machine, display cake cabinet
Food preparation room	Light-refreshment preparation	Electric equipment only; extraction hood; E.A.F./F.A.F. fans
Lavatory	Customer WC	Accessible fittings

2. The Application Premises — Shopfront

Corner shopfront at the Fa Po Street / Tseuk Kiu Street junction. The premises occupy the corner ground-floor unit of the three-storey building at combined use of Portion B, No. 15 Fa Po Street, with a full-height openable glazed frontage, white-painted masonry and the café signage discreetly wall-painted. The adjoining unit (left) is a real estate agency (Midland Realty), illustrating the existing ground-floor commercial character of the building.

Shopfront along Fa Po Street. The reinstated shopfront comprises slender steel-framed glazing in a sage-green finish beneath a glass-block clerestory band, retaining the existing structural openings without alteration to the building fabric.

Photo 3 — Side frontage / entrance recess. The splayed corner entrance is recessed behind the building line, providing a sheltered threshold with an outdoor bench and keeping the pavement clear.



Photo 3 — Entrance recess

3. The Application Premises — Interior

Photo 4 — Service counter. The curved plywood-clad counter with stainless-steel worktop houses the coffee machine and display equipment; all cooking and beverage

equipment is electric.





4. The Surrounding Area

Junction of Fa Po Street and Tseuk Kiu Street (looking north-west). The application premises occupy the corner block at this junction. Directly opposite is the Tseuk Kiu Street Rest Garden with public toilet; Centaline Property occupies the ground-floor corner unit

across the junction, and Yau Yat Lau (11–11C Fa Po Street, containing the restaurant approved under A/K4/58) stands one block south.



Fa Po Street streetscape. Ground-floor shop uses line this section of Fa Po Street beneath low-rise residential upper floors, confirming the established neighbourhood-commercial character into which the proposed café.



Neighbouring commercial frontages. Estate agencies, grocery and convenience uses occupy the surrounding ground-floor units, serving the Yau Yat Chuen residential catchment.

Open space opposite the premises. The Tseuk Kiu Street Sitting-out Area provides sitting-out space directly across from the premises; the café will animate this frontage during daytime hours without extending activity into the evening (operation ends 20:00).



5. Visual Assessment Summary

The change of use generates **no external building works and no visual change** to the streetscape. The material palette of the executed shopfront — white-painted render, sage-green painted steel glazing frames, glass block, and timber joinery visible through the glazing — is subdued relative to the previous estate-agency shopfront (illuminated box signage and poster-covered glazing) and to the adjoining Midland Realty frontage. The visual effect of the proposal on the surrounding low-density residential area is therefore neutral to positive, and no photomontage or visual impact assessment is warranted.