

Our Ref. : DD104 Lot 3250 S.B ss.16 & VL
Your Ref. : TPB/A/YL-MP/396

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

By Email

3 November 2025

Dear Sir,

1st Further Information

**Temporary Shop and Services and Public Vehicle Park and Associated Filling of Land
for a Period of 3 Years in “Residential (Group D)” Zone, Lots 3250 S.B ss.16 RP and
3250 S.B ss.17 RP in D.D.104, Mai Po, Yuen Long, New Territories**

(S.16 Planning Application No. A/YL-MP/396)

We are writing to submit further information to address departmental comments of the subject application (**Appendix I**).

Should you require more information regarding the application, please contact our Mr. Danny NG at (852) [REDACTED] or the undersigned at your convenience. Thank you for your kind attention.

Yours faithfully,

For and on behalf of
R-riches Planning Limited



Louis TSE
Town Planner

cc DPO/FSYLE, PlanD

(Attn.: Ms. Jessie LAU
(Attn.: Mr. Timothy CHAN

email: [REDACTED])
email: [REDACTED])



Responses-to-Comments

**Temporary Shop and Services and Public Vehicle Park and Associated Filling of Land
for a Period of 3 Years in “Residential (Group D)” Zone, Lots 3250 S.B ss.16 RP and
3250 S.B ss.17 RP in D.D.104, Mai Po, Yuen Long, New Territories**

(Application No. A/YL-MP/396)

- (i) Revised supplementary statement and layout plan are provided (**Annex I** and **Plan 1**)
- (ii) A RtoC Table:

Departmental Comments		Applicant's Responses
1. Comments of the Commissioner for Transport (C for T) (Contact Person: Mr. Donald LEUNG; Tel: [REDACTED])		
(a)	The subject site is connected to Kam Pok Road via a section of local access which is not managed by Transport Department. The land status of the local access should be clarified with Lands Department by the applicant. Moreover, the management and maintenance responsibilities of the local access should be clarified with the relevant lands and maintenance authorities accordingly.	Noted.
(b)	Please note that right turn movement is prohibited for westbound traffic on Fairview Park Boulevard at the junction of Fairview Park Boulevard / Kam Pok Road.	Noted.
(c)	As the site only provide PC parking spaces and LGV loading/unloading spaces, the applicant should confirm only PC and LGV would access the site during the planning approval period.	Only private car and light goods vehicle will be allowed to be parked/stored on or enter/exit the application site (the Site) at all times during the planning approval period.
(d)	Noted the applicant proposed to use Fairview Park Boulevard as the vehicular access route to/from the subject site. As Fairview Park Boulevard is a private road and outside TD's management purview, please seek consents from the management party of the private road on the right of way.	Noted. The applicant will liaise with relevant parties regarding the right of way after planning permission has been granted by the Town Planning Board (the Board).

2. Comments of the District Lands Officer/Yuen Long, Lands Department (DLO/YL, LandsD) (Contact Person: Mr. WONG Yu Chun; Tel: [REDACTED])		
(a)	<u>Unauthorized structure(s) within the said private lot covered by the planning application</u> LandsD has reservation on the planning application since there is/are unauthorized structure(s) on the Lot Nos. 3250 S.B ss.16 RP and 3250 S.B ss.17 RP in D.D. 104 which are already subject to lease enforcement actions according to case priority. The lot owner(s) should rectify/apply for regularization on the lease breaches as demanded by LandsD. If the planning application is approved, the lot owner(s) shall apply to this office for a Short Term Waiver (STW) to permit the structure(s) erected within the said private lot. The application for STW will be considered by the Government in its capacity as a landlord and there is no guarantee that they will be approved. The application, if approved, will be subject to such terms and conditions including the payment of waiver fee and administrative fee as considered appropriate by LandsD.	Noted. The applicant will submit Short Term Waiver (STW) application to rectify the applied use erected on the concerned lot after planning approval has been obtained from the Board. No structure is proposed for domestic use.

Supplementary Statement

1) Background

- 1.1 The applicant seeks planning permission from the Town Planning Board (the Board) to use Lots 3250 S.B ss.16 RP and 3250 S.B ss.17 RP in D.D. 104, Mai Po, Yuen Long, New Territories (the Site) for **'Temporary Shop and Services and Public Vehicle Park and Associated Filling of Land for a Period of 3 Years'** (the applied use) (**Plan 1**).
- 1.2 The Site is in close proximity to nearby residential developments (i.e. Fairview Park Boulevard), with a number of commercial/retails uses and workshops, where there is strong local demand for shop and service and vehicle parking spaces. The applicant would like to continue using the Site to serve the nearby residents and business operators, as well as alleviate the pressing demand for vehicle parking spaces in Mai Po areas.

2) Planning Context

- 2.1 The Site currently falls within an area zoned "Residential (Group D)" ("R(D)") on the Approved Mai Po & Fairview Park Outline Zoning Plan (OZP) No.: S/YL-MP/8 (**Plan 2**). According to the Notes of the OZP, the applied uses are Column 2 uses within the "R(D)" zone, which require planning permission from the Board. Filling of land also requires planning permission from the Board.
- 2.2 The applied uses are considered not incompatible with the surrounding area which is dominated by low-rise residential developments, eating places, shop and services and open storage uses. Although the applied uses are not entirely in line with the planning intention of the "R(D)" zone, there is no known development of the area for residential use. Hence, approval of the application on a temporary basis would not frustrate the long-term planning intentions of the "R(D)" zone and would better utilise precious land resources in the New Territories.
- 2.3 The Site is the subject of two previous applications (Nos. A/YL-MP/318 and 354) for the same applied uses by the same applicant, was approved by the Board on a temporary basis of 3 years between 2021 and 2023. Since the current application is in similar nature, approval of the application is in line with the Board's previous decisions and would not set an undesirable precedent within the "R(D)" zone.
- 2.4 **When compared with the previous application (No. A/YL-MP/354), the site area and operation**

mode remain unchanged while the plot ratio, gross floor area (GFA), number of structures, and parking spaces are revised to support the applied uses. Comparison of the development parameters between the proposed scheme and the approved scheme under previous application No. A/YL-MP/354 are shown at **Table 1** below:

Table 1 - Development Parameters Between the Proposed Scheme and the Previous Application No. A/YL-MP/354

	A/YL-MP/354 (a)	Current Application (b)	Difference (b) – (a)
Site Area	1,571 m ² (about)		-
Total GFA	555 m ² (about)	211 m ² (about)	-344m ²
- Domestic GFA	Not applicable	Not applicable	(-62%)
- Non-Domestic GFA	555 m ² (about)	211 m ² (about)	
Plot Ratio	0.35	0.13	+0.22 (-63%)
Site Coverage	23%	7%	-16%
No. of Structure	5	1	-4
Building Height	3 m - 7 m	6 m	-
No. of Storey	1 – 2	2	-
No. of Parking Spaces	23	42	+19
No. of L/UL and Spaces	1	0	-1

- 2.5 The applicant has made effort to comply with approval conditions of the previous application, details are shown at **Table 2** below.

Table 2 – Details of Compliance with Approval Conditions of the Previous Application

Approval Conditions of Application No. A/YL-MP/354		Date of Compliance
(c)	The implementation of the accepted fire service installations (FSIs) proposal	Not complied with
(d)	The implementation of the accepted drainage proposal	Not complied with

- 2.6 For condition (c), as prior approval of Short Term Waiver (STW) is required for the erection of structure, within which the proposed FSI will be installed. As such, the applicant submitted a STW application to the District Lands Officer/Yuen Long, Lands Department (DLO/YL, LandsD) in 2023, which is currently being processed by DLO/YL, LandsD. Therefore, the applicant failed to comply with this approval condition within the specified period.

- 2.7 For condition (d), the applicant made submission with a condition record showing the existing drainage facilities on the Site on 22.11.2024 while the submission was considered not acceptable by the Chief Engineer/Mainland North, Drainage Service Department (CE/MN, DSD) in January 2025. The applicant is rectifying the drainage facilities and will submit the photographic record showing the implemented drainage facilities on the Site after planning permission has been granted by the Board.
- 2.8 In support of the application, the applicant has submitted a fire service installations (FSIs) proposal to enhance fire safety of the Site and an accepted drainage proposal under the previous application No. A/YL-MP/354 to mitigate potential drainage impacts that would have arisen from the proposed development (**Appendices I and II**).

3) Development Proposal

- 3.1 The Site occupies an area of 1,571 m² (about) (**Plan 3**). 1 structure is proposed at the Site for shop and services, office and covered parking space with total GFA of 211 m² (about) (**Plan 4**). The Site is accessible from Fairview Park Boulevard via Kam Pok Road. The office is to provide indoor workspace for administrative staff to support the daily operation of the Site. Given that the proposed development would target at residents from nearby residents in Mai Po area, the applicant proposes to provide adequate number of private car (PC) parking spaces to alleviate the pressing demand for hourly and monthly parking spaces and to minimise illegal on-street parking in the vicinity. Details of the development parameters are shown at **Table 3** below:

Table 3 – Major Development Parameters

Site Area	1,571 m ² (about)
Covered Area	107 m ² (about)
Uncovered Area	1,464 m ² (about)
Plot Ratio	0.13 (about)
Site Coverage	7% (about)
No. of Structure	1
Total GFA	211 m ² (about)
- Domestic GFA	Not applicable
- Non-Domestic GFA	211 m ² (about)
Building Height	6 m (about)
No. of Storey	2

- 3.2 The entire Site has been hard paved since the 1990s (**Plan 5**). The applied 'filling of land' is intended to regularize the hard-paving at the Site. No further filling of land will be carried out at the Site after planning permission has been granted from the Board.

4) Operation Mode

Operation of the Shop and Services

- 4.1 The operation hours of the shop and services will be from 09:00 to 22:00 daily, including public holidays. The estimated number of staff working at the Site is 4. It is estimated that the shop and services would attract 15 visitors per day. The applicant is the operator of the applied uses and structure B1 will be used as real estate agency.

Operation of the Public Vehicle Park

- 4.2 The public vehicle park will be opened 24-hour daily, including public holidays. A 7.3 m-wide vehicular ingress/egress is proposed at the western part of the Site. A total of 42 parking spaces are proposed at the Site (**Plan 4**). Details of the parking provisions are shown at **Table 4** below.

Table 4 – Parking Provisions

Types of Space	Nos. of Space
Parking Space for PC for Staff - 2.5 m (W) x 5 m (L)	3
Parking Space for PC for Visitor - 2.5 m (W) x 5 m (L)	36
Parking Space for LGV - 3.5 m (W) x 7 m (L)	3

- 4.3 Sufficient space is provided for vehicle to smoothly manoeuvre within the Site to ensure that no vehicle will turn back onto the local access (**Plan 6**). As the estimated traffic generated/ attracted by the proposed development is expected to be minimal, adverse traffic impacts arising from the proposed development should not be anticipated. Details of the estimated trip generation/attraction are shown at **Table 5** below.

Table 5 – Estimated Trip Generation/Attraction

Time Period	Estimated Trip Generation/Attraction				
	PC		LGV		2-Way Total
	In	Out	In	Out	
Trips at <u>AM peak</u> per hour (09:00 – 10:00)	3	11	0	2	16
Trips at <u>PM peak</u> per hour (18:00 – 19:00)	7	4	0	0	11
Average trip per hour (Beyond AM & PM Peaks)	2	2	1	1	6

- 4.4 A notice will be posted at a prominent location of the Site to indicate that no medium or heavy goods vehicles exceeding 5.5 tonnes, including container tractors/trailers, as defined in the *Road Traffic Ordinance*, are allowed to be parked/stored on or enter/exit the Site at all times during the planning approval period. No vehicle without valid licence issued under the *Road Traffic (Registration and Licensing of Vehicle) Regulations* are allowed to be parked/stored at the Site at any time during the planning approval period.
- 4.5 No open storage, storage of unlicensed vehicle, vehicle repairing, dismantling or other workshop activities will be involved at the Site. The applicant will strictly comply with all environmental protection/pollution control ordinances, i.e. *Water Pollution Control Ordinance*, *Air Pollution Control Ordinance*, *Noise Control Ordinance* etc. at all times during the planning approval period. No public announcement system or any form of audio amplification system will be used at the Site during the planning approval period. The applicant will also follow relevant mitigation measures and requirements in the latest the 'Code of Practice on Handling the Environmental Aspects of Temporary Uses and Open Storage Sites' issued by the Environmental Protection Department (EPD) to minimise the potential adverse environmental impacts and nuisance to the surrounding area.

5) Conclusion

- 5.1 The proposed development is not anticipated to create significant nuisance to the surrounding area. Adequate mitigation measures have been provided by the applicant i.e. submission of a FSIs proposal and the accepted drainage proposal under the previous application (No. A/YL-MP/354) to alleviate any potential adverse impact arising from the proposed development (Appendices I and II).

- 5.2 In view of the above, the Board is hereby respectfully recommended to approve the subject application for **‘Temporary Shop and Services and Public Vehicle Park and Associated Filling of Land for a Period of 3 Years’**.

R-riches Planning Limited

August 2025

LIST OF PLANS

Plan 1	Location plan
Plan 2	Plan showing the zoning of the Site
Plan 3	Plan showing the land status of the Site
Plan 4	Layout plan
Plan 5	Filling of Land
Plan 6	Swept path analysis

LIST OF APPENDICES

Appendix I	Fire Service Installations Proposal
Appendix II	Accepted Drainage Proposal under Previous Application No. A/YL-MP/354

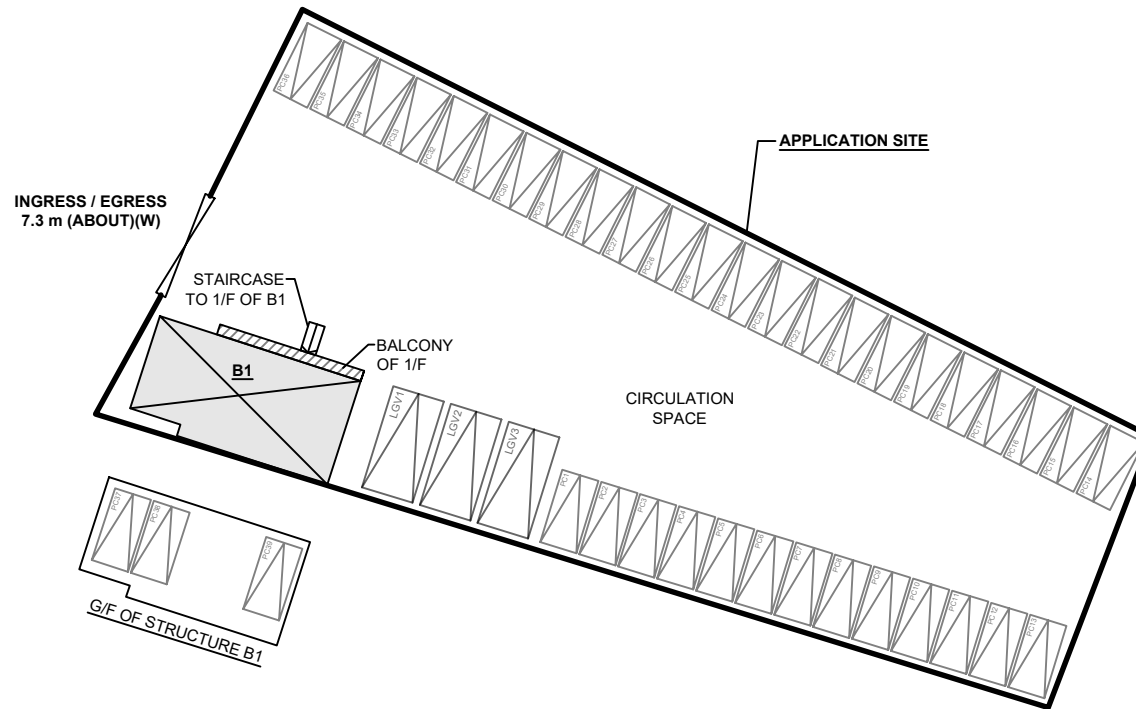
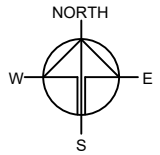
DEVELOPMENT PARAMETERS

APPLICATION SITE AREA	: 1,571 m ²	(ABOUT)
COVERED AREA	: 107 m ²	(ABOUT)
UNCOVERED AREA	: 1,464 m ²	(ABOUT)
PLOT RATIO	: 0.13	(ABOUT)
SITE COVERAGE	: 7%	(ABOUT)
NO. OF STRUCTURE	: 1	
DOMESTIC GFA	: NOT APPLICABLE	
NON-DOMESTIC GFA	: 211 m ²	(ABOUT)
TOTAL GFA	: 211 m ²	(ABOUT)
BUILDING HEIGHT	: 6 m	(ABOUT)
NO. OF STOREY	: 2	

STRUCTURE	USE	COVERED AREA	GROSS FLOOR AREA	BUILDING HEIGHT
B1 (G/F) (1/F)	COVERED PARKING SPACE SHOP AND SERVICES AND OFFICE	107 m ² (ABOUT)*	107 m ² (ABOUT) 104 m ² (ABOUT)*	6 m (ABOUT)(2-STOREY)
TOTAL		107 m ² (ABOUT)	211 m ² (ABOUT)	

* COVERED AREA OF STRUCTURE B1
 7 m^2 (BALCONY OF 1/F) + 3 m^2 (STAIRCASE) + 97 m^2 (ENCLOSED) = 107 m^2 (ABOUT)

#GFA OF STRUCTURE B1
 7 m^2 (BALCONY OF 1/F) + 97 m^2 (ENCLOSED) = 104 m^2 (ABOUT)



PARKING PROVISION

NO. OF PRIVATE CAR PARKING SPACE	: 39
DIMENSION OF PARKING SPACE	: 5m (L) X 2.5m (W)
NO. OF LIGHT GOODS VEHICLE PARKING SPACE	: 3
DIMENSION OF PARKING SPACE	: 7m (L) X 3.5m (W)

LEGEND

	APPLICATION SITE
	STRUCTURE (ENCLOSED)
	STRUCTURE (CANOPY)
	PARKING SPACE (PC)
	PARKING SPACE (LGV)
	INGRESS / EGRESS

PLANNING CONSULTANT



PROJECT

TEMPORARY SHOP AND SERVICES AND PUBLIC VEHICLE PARK AND ASSOCIATED FILLING OF LAND FOR A PERIOD OF 3 YEARS

SITE LOCATION

LOTS 3250 S.B SS.16 RP AND 3250 S.B SS.17 RP IN D.D. 104, MAI PO, YUEN LONG, NEW TERRITORIES

SCALE

1 : 500 @ A4

DRAWN BY	DATE
MN	4.8.2025
CHECKED BY	DATE
APPROVED BY	DATE
DWG. TITLE	
LAYOUT PLAN	
DWG NO.	VER.
PLAN 1	001