

Our Ref. : DD104 Lot 343
Your Ref. : TPB/A/YL-NTM/485

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

By Email

18 August 2025

Dear Sir,

Supplementary Information

**Temporary Shop and Services with Ancillary Facilities
for a Period of 5 Years in "Recreation" Zone,
Lot 343 in D.D. 104, Ngam Tau Mei, Yuen Long, New Territories**

(S.16 Planning Application No. A/YL-NTM/485)

We are writing to submit supplementary information to support the subject application, including revised pages of the application form, planning statement and a drainage proposal for considerations of government departments (**Appendices I and III**).

Should you require more information regarding the application, please contact the undersigned at your convenience. Thank you for your kind attention.

Yours faithfully,

For and on behalf of
R-riches Planning Limited



Danny NG
Town Planner

(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

Supplementary Statement

1) Background

- 1.1 The applicant seeks planning permission from the Town Planning Board (the Board) to use *Lot 343 in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories* (the Site) for **‘Temporary Shop and Services with Ancillary Facilities for a Period of 5 Years’** (the development) (**Plans 1 to 3**).
- 1.2 The applicant would like to continue to use the Site to operate the applied use (i.e. convenience store selling food, drinks, personal care products etc.) serving the nearby residents and coping with such demand in the area.

2) Planning Context

- 2.1 The Site currently falls within an area zoned as “Recreation” (“REC”) on the Approved Ngau Tam Mei Outline Zoning Plan (OZP) No.: S/YL-NTM/14. According to the Notes of the OZP, the applied use is a Column 2 use within the “REC” zone, which requires planning permission from the Board (**Plan 2**).
- 2.2 Although the Site falls within the “REC” zone, as there is no known long-term programme to develop the Site for recreational use, approval of the current application on a temporary basis would not frustrate the long-term planning intention of the “REC” zone and would better utilise deserted land in the New Territories.
- 2.3 Similar applications for ‘*Shop and Services*’ use have been approved by the Board within the same “REC” zone on the same OZP; of which the latest approved application (No. A/YL-NTM/456) was approved by the Board in 2023. Therefore, approval of the current application is in line with the Board’s previous decisions and would not set an undesirable precedent within the same “REC” zone. Besides, the Site is surrounded by structures for residential use, temporary structures for warehouses and shrubland. The applied use is considered not incompatible with surrounding land uses.
- 2.4 The Site is the subject of a previous S.16 planning application submitted by the same applicant (No. A/YL-NTM/417) for ‘*proposed temporary shop and services*’ use, which was approved by the Board in 2021. Comparing with the previous application (No. A/YL-NTM/417), the site area, plot ratio (PR) and layout was amended by the applicant in order to meet the applicant’s

current business operation. The applicant has made effort to comply with approval conditions of the previous application which, details are shown at **Table 1** below:

Table 1 - Details of Compliance with Approval Conditions of the Previous Application

Approval Conditions of Application No. A/YL-NTM/417		Date of Compliance
(c)	The submission of a drainage proposal	15.11.2021
(d)	The implementation of the drainage proposal	Not complied with
(f)	The submission of a fire service installations (FSIs) proposal	09.04.2024
(g)	The implementation of the FSIs proposal	08.08.2024

2.5 During the approval period of the previous application, the applicant has made efforts in complying with approval conditions in regard to drainage and fire safety aspects. All fire service-related conditions have been complied with by the applicant. The applicant made multiple submissions of photographic records of the implemented drainage system within the Site for compliance with condition (d) on 07.10.2022, 15.01.2024, 27.05.2024, 10.09.2024 and 20.11.2024; whilst all submissions were considered not acceptable by the Chief Engineer/Mainland North, Drainage Services Department (CE/MN, DSD) on 10.01.2024, 13.05.2024, 09.07.2024, 09.10.2024 and 20.12.2024. The applicant did not have sufficient time to rectify the drainage system within the Site according to the comments from CE/MN, DSD within the planning approval period, which led to the revocation of the application on 17.03.2025.

2.6 The applicant wishes to continue to implement the rectification work of the drainage system within the Site during the planning approval period of the current application. In support of the application, the applicant has submitted a drainage proposal and the accepted FSIs proposal under the previous application to minimise potential impact(s) to the surrounding areas (**Appendices I and II**).

3) Development Proposal

3.1 The site occupies an area of 256 m² (about) (**Plan 3**). One structure is provided at the Site for shop and services and ancillary office uses with total GFA of 126 m² (about) (**Plan 4**). No domestic structure is proposed at the Site. Ancillary facilities (i.e. Office) is intended to provide indoor workspaces for administrative staff to support the daily operation of the Site. The operation hours of the Site are Mondays to Sundays from 09:00 to 19:00 daily, including

public holidays. The number of staff working at the Site is 2. It is anticipated that the Site would be able to attract about 10 visitors per day. Details of development parameters are shown at **Table 2** below:

Table 2 - Major Development Parameters

Application Site Area	256 m ² (about)
Covered Area	126 m ² (about)
Uncovered Area	130 m ² (about)
Plot Ratio	0.49 (about)
Site Coverage	49 % (about)
Number of Structure	1
Total GFA	126 m ² (about)
- Domestic GFA	Not applicable
- Non-Domestic GFA	126 m ² (about)
Building Height	4 m (about)
No. of Storey	1

3.2 The Site is accessible from Ngau Tam Mei Road via a local access (**Plan 1**). 1 loading/unloading (L/UL) space for light goods vehicles (LGV) is provided at the Site for transportation of goods use. As the proposed development is intended to serve nearby locals, no parking space is provided for customers. Staff will be deployed by the applicant to direct vehicles entering/exiting the Site to ensure pedestrian safety to/from the Site. Sufficient space is provided for vehicles to smoothly manoeuvre within the Site to ensure that no vehicle will turn back onto the local access (**Plan 5**). Details of parking and L/UL spaces provision are shown at **Table 3** below:

Table 3 - L/UL Provisions

Type of Space(s)	No. of Space(s)
L/UL space for LGV - 3.5 m (W) x 7 m (L)	1

3.3 Only LGVs are allowed to enter/exit the Site at any time during the planning approval period. No medium or heavy goods vehicles exceeding 5.5 tonnes, including container tractors/trailers are allowed to enter/exit the Site. The applicant will ensure no queuing and/or waiting of motor vehicles from the Site onto Ngau Tam Mei Road and no motor vehicles will be permitted

to reverse into and out of the Site onto Ngau Tam Mei Road. The trip generation and attraction rates are as shown at **Table 4** below.

Table 4 - Trip Generation and Attraction of the Development

Time Period	LGV		2-Way Total
	In	Out	
Trips at <u>AM peak</u> per hour (09:00 - 10:00)	1	1	2
Trips at <u>PM peak</u> per hour (18:00 - 19:00)	1	1	2
Traffic trip per hour (10:00 - 18:00)	0	0	0

- 3.4 Relevant environmental protection/pollution control ordinances, i.e. *Water Pollution Control Ordinance*, *Air Pollution Control Ordinance*, *Noise Control Ordinance* etc. will be strictly complied with at all times during the planning approval period. The applicant will also follow relevant mitigation measures and requirements in the latest '*Code of Practice on Handling the Environmental Aspects of Temporary Uses and Open Storage Sites*' issued by the Environmental Protection Department to minimise adverse environmental impacts and nuisance to the surrounding area.

4) Conclusion

- 4.1 The development has not been creating significant nuisance to the surrounding areas. Adequate mitigation measures are provided by the applicant, i.e. the submission of drainage and FSIs proposal to mitigate any adverse impact arising from the development (**Appendices I to II**).
- 4.2 In view of the above, the Board is hereby respectfully recommended to approve the subject application for '**Temporary Shop and Services with Ancillary Facilities for a Period of 5 Years**'.

R-riches Planning Limited

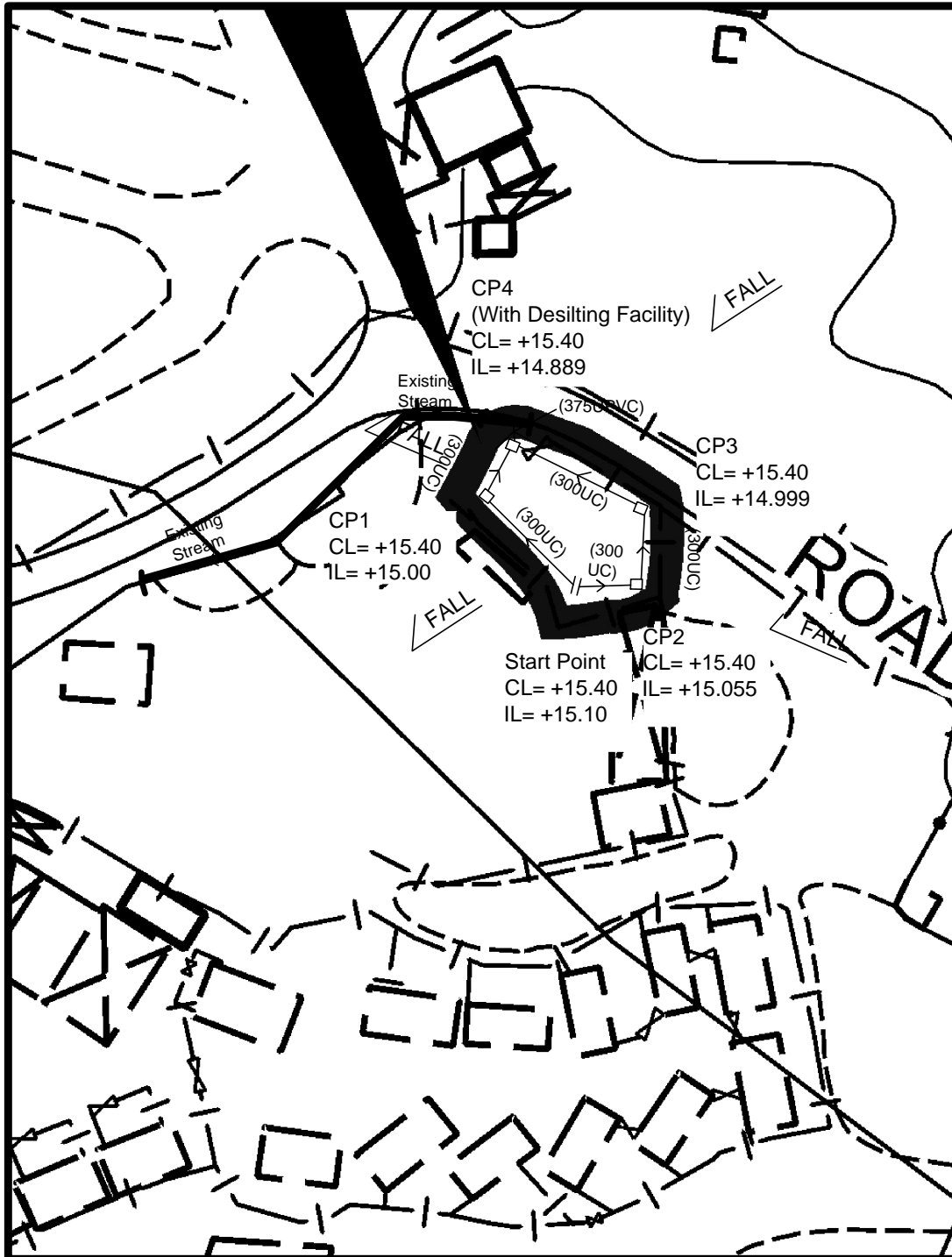
July 2025

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	Swept Path Analysis

APPENDICES

Appendix I	Drainage Proposal
Appendix II	Fire Service Installations Proposal



Note:

1. Proposed Catchpit (CP4) with desilting facility shall follow CEDD's standard drawing C2406.
2. Catchpit and UC follows Typical Details of Geotechnical Manual for Slope Fig 8.10 and Fig 8.11 ,respectively.
3. The inverted level of the connection point shall be verified on site prior the commencement of work.
4. No solid walls or hoardings are erected.
5. Existing / Temporary structure at adjacent lots have their own stormwater collection system

Legend:

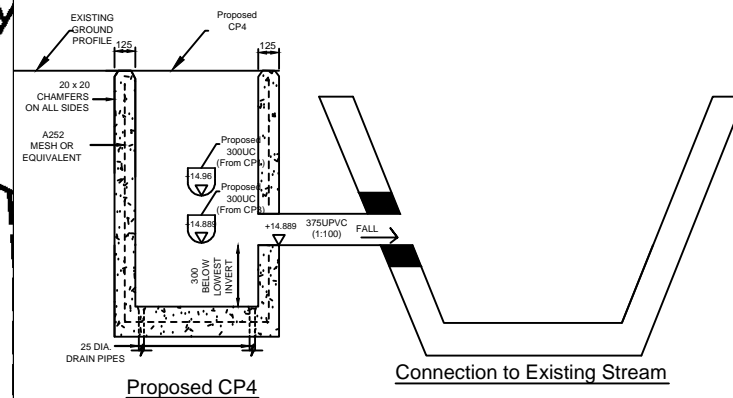
- Proposed UC/UPVC (1:100)
- Existing UC/UPVC/Drain
- Proposed Catchpit with iron cover

Company:

恆協工程有限公司
HANDSHIP
ENGINEERING
CO. LTD

Project :

Proposed Temporary Shop and Services for a Period of 5 Years at Lot 343 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long



Connection Detail of CP4

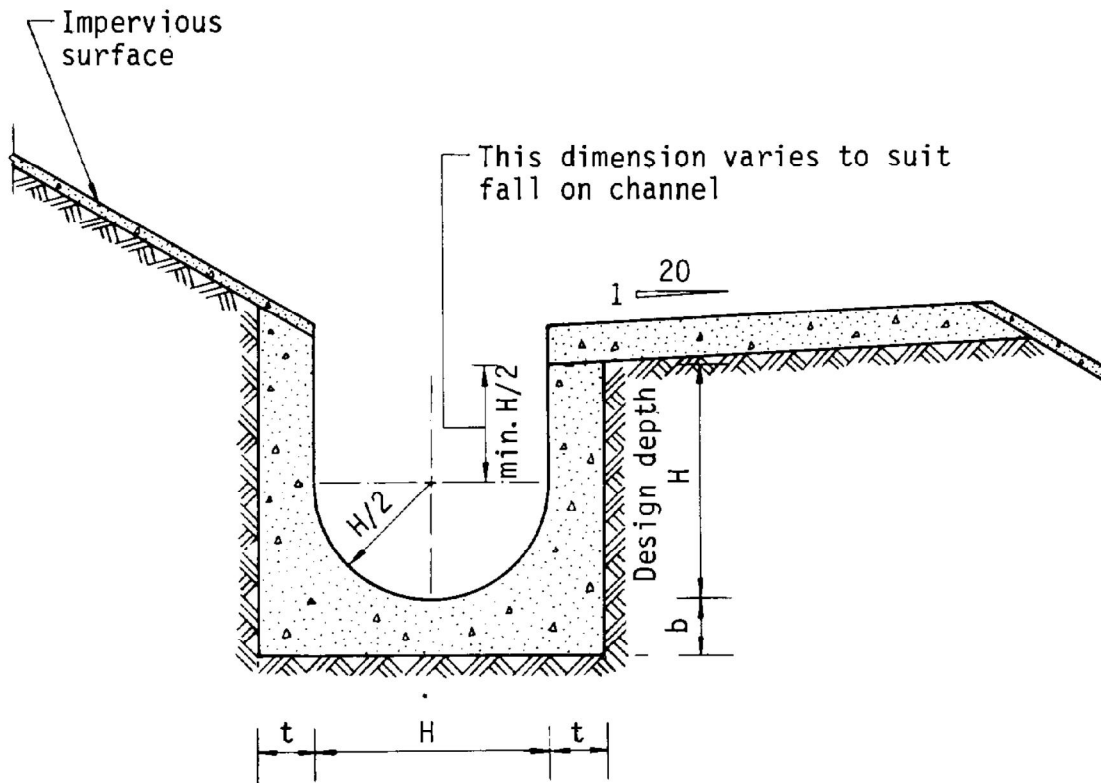
Title:

Drainage Proposal-
Layout and Catchment
Area

Date:

11th Nov
2021

Dwg No.



Dimensions of U - channel

Nominal size of channel H (mm)	Thickness t (mm)	Thickness b (mm)
225 to 600	150	150
675 to 1200	175	225

Figure 8.11 - Typical U-channel Details

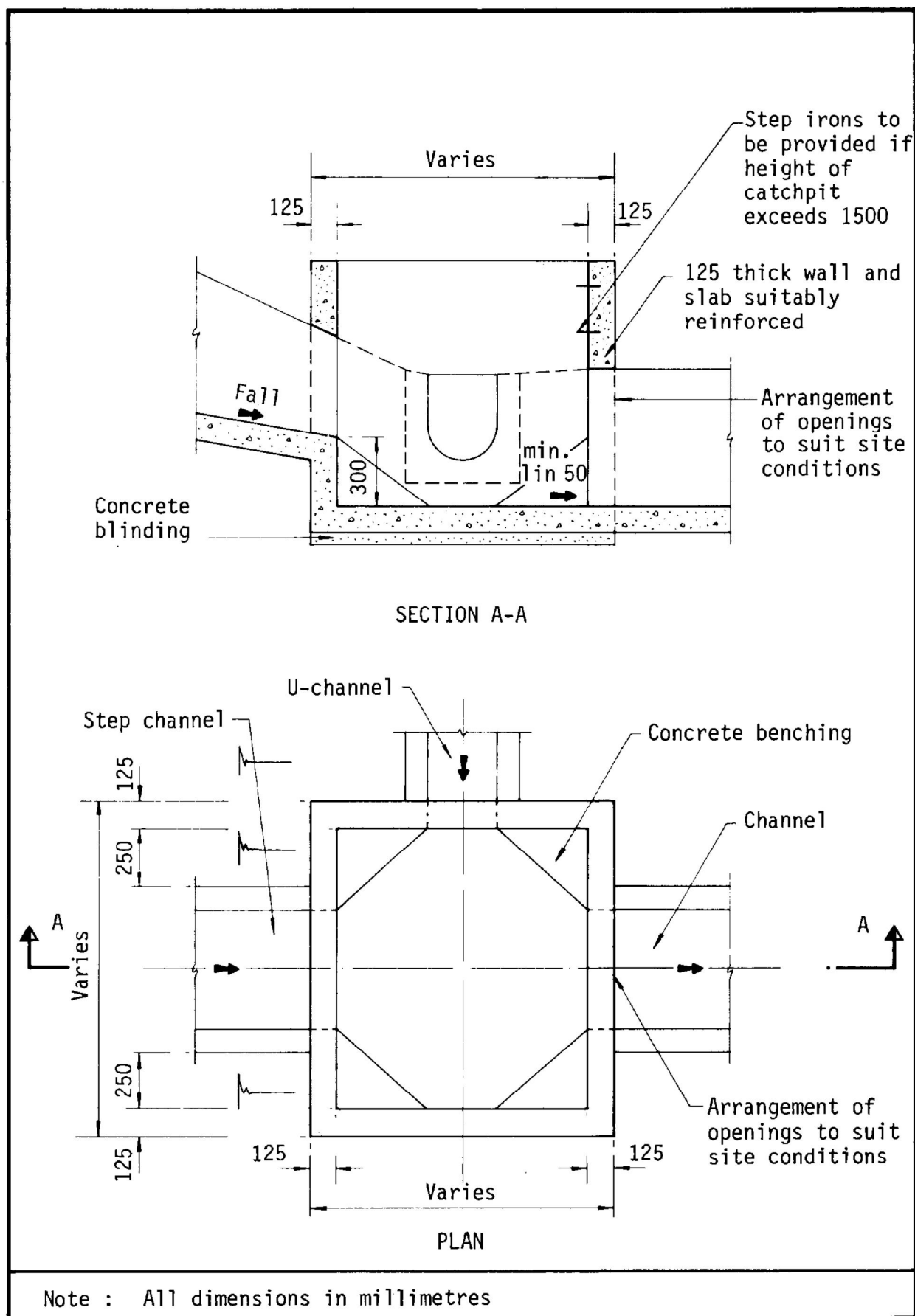
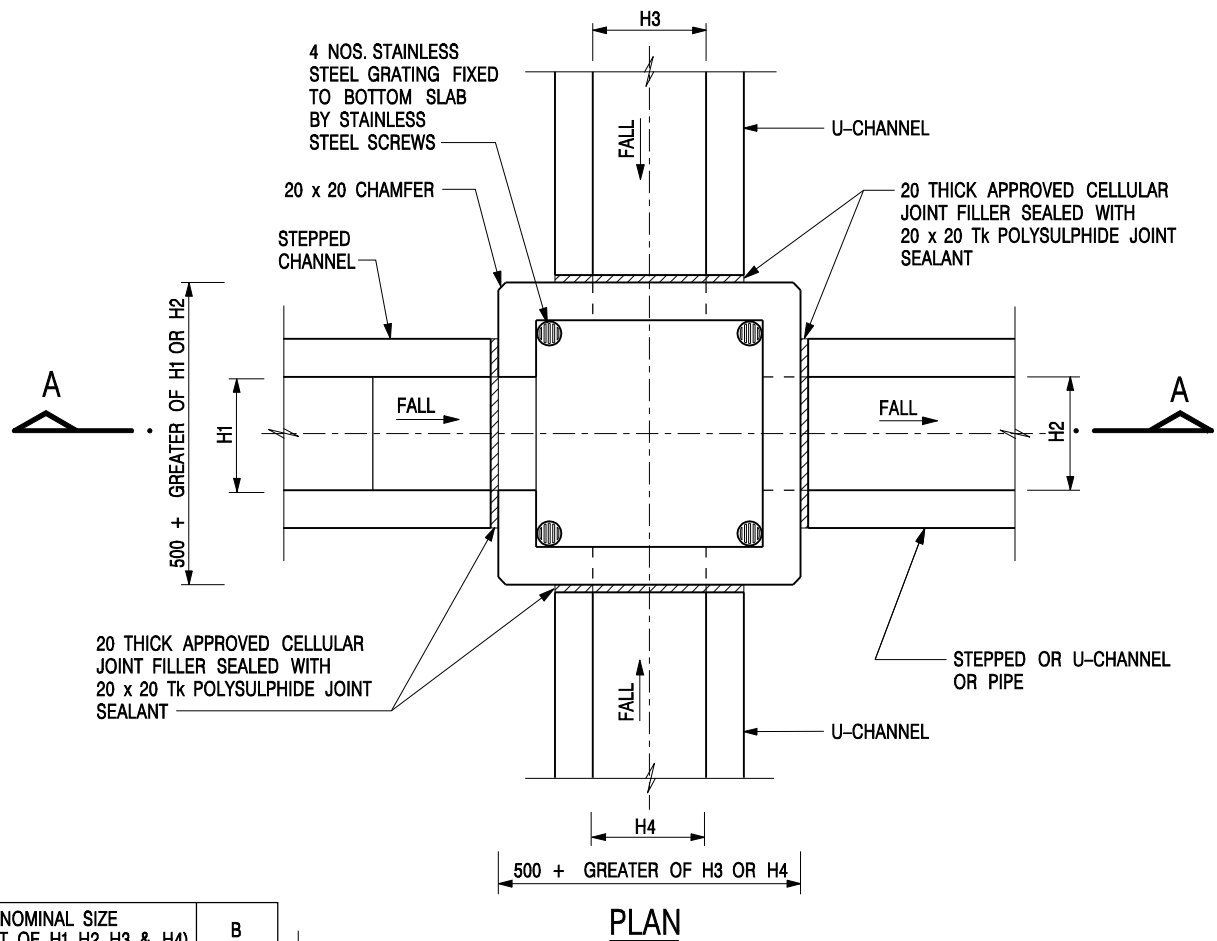
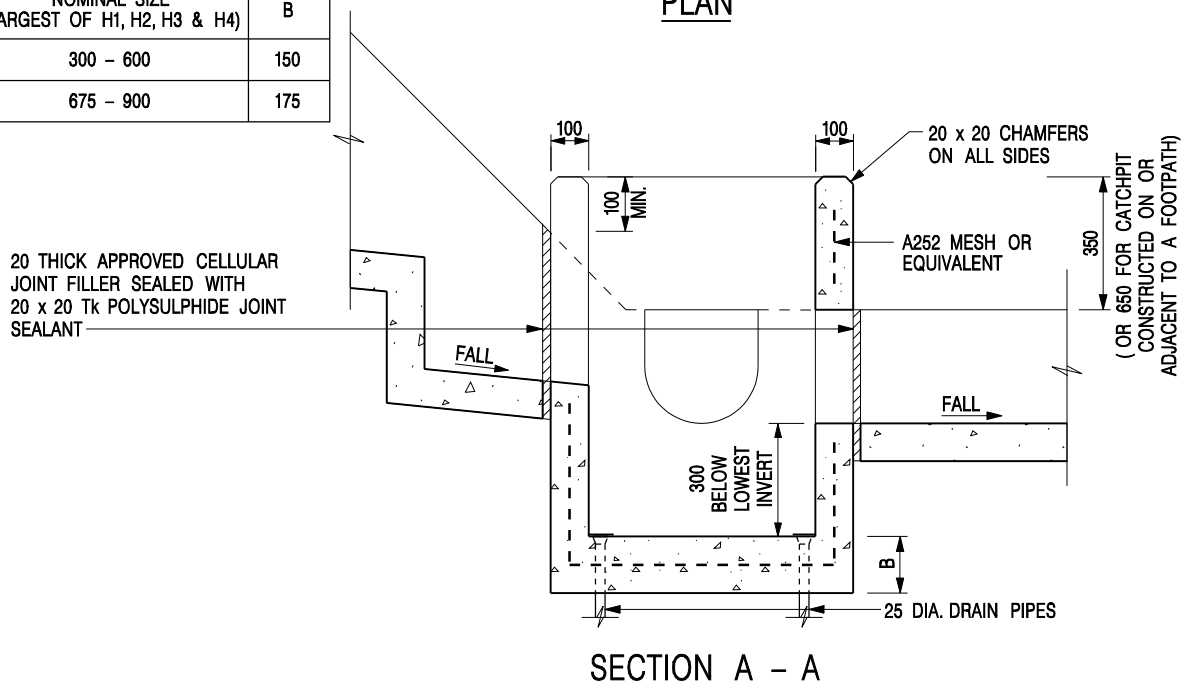


Figure 8.10 - Typical Details of Catchpits




NOMINAL SIZE (LARGEST OF H1, H2, H3 & H4)	B
300 - 600	150
675 - 900	175

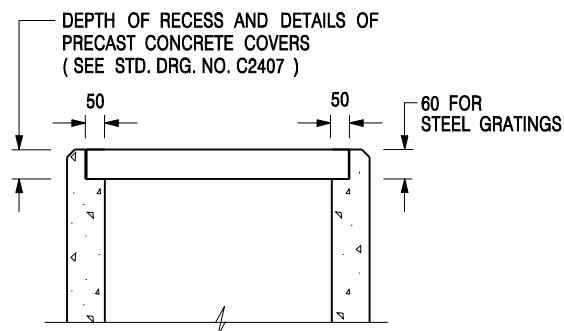


NOTES:

1. ALL DIMENSIONS ARE IN MILLIMETRES.
2. REFER TO SHEET 2 FOR OTHER NOTES.

CATCHPIT WITH TRAP
(SHEET 1 OF 2)

-	FORMER DRG. NO. C2406J.	Original Signed	03.2015
REF.	REVISION	SIGNATURE	DATE
 CIVIL ENGINEERING AND DEVELOPMENT DEPARTMENT		SCALE 1 : 20	
		DATE JAN 1991	
		DRAWING NO. C2406 /1	



ALTERNATIVE TOP SECTION FOR PRECAST CONCRETE COVERS / GRATINGS

NOTES:

1. ALL DIMENSIONS ARE IN MILLIMETRES.
2. ALL CONCRETE SHALL BE GRADE 20 /20.
3. CONCRETE SURFACE FINISH SHALL BE CLASS U2 OR F2 AS APPROPRIATE.
4. FOR DETAILS OF JOINT, REFER TO STD. DRG. NO. C2413.
5. CONCRETE TO BE COLOURED AS SPECIFIED.
6. UNLESS REQUESTED BY THE MAINTENANCE PARTY AND AS DIRECTED BY THE ENGINEER, CATCHPIT WITH TRAP IS NORMALLY NOT PREFERRED DUE TO PONDING PROBLEM.
7. UPON THE REQUEST FROM MAINTENANCE PARTY, DRAIN PIPES AT CATCHPIT BASE CAN BE USED BUT THIS IS FOR CATCHPITS LOCATED AT SLOPE TOE ONLY AND AS DIRECTED BY THE ENGINEER.
8. FOR CATCHPITS CONSTRUCTED ON OR ADJACENT TO A FOOTPATH, STEEL GRATINGS (SEE DETAIL 'A' ON STD. DRG. NO. C2405) OR CONCRETE COVERS (SEE STD. DRG. NO. C2407) SHALL BE PROVIDED AS DIRECTED BY THE ENGINEER.
9. IF INSTRUCTED BY THE ENGINEER, HANDRAILING (SEE DETAIL 'G' ON STD. DRG. NO. C2405; EXCEPT ON THE UPSLOPE SIDE) IN LIEU OF STEEL GRATINGS OR CONCRETE COVERS CAN BE ACCEPTED AS AN ALTERNATIVE SAFETY MEASURE FOR CATCHPITS NOT ON A FOOTPATH NOR ADJACENT TO IT. TOP OF THE HANDRAILING SHALL BE 1 000 mm MIN. MEASURED FROM THE ADJACENT GROUND LEVEL.
10. MINIMUM INTERNAL CATCHPIT WIDTH SHALL BE 1 000 mm FOR CATCHPITS WITH A HEIGHT EXCEEDING 1 000 mm MEASURED FROM THE INVERT LEVEL TO THE ADJACENT GROUND LEVEL. AND, STEP IRONS (SEE DSD STD. DRG. NO. DS1043) AT 300 c/c STAGGERED SHALL BE PROVIDED. THICKNESS OF CATCHPIT WALL FOR INSTALLATION OF STEP IRONS SHALL BE INCREASED TO 150 mm.
11. FOR RETROFITTING AN EXISTING CATCHPIT WITH STEEL GRATING, SEE DETAIL 'F' ON STD. DRG. NO. C2405.
12. SUBJECT TO THE APPROVAL OF THE ENGINEER, OTHER MATERIALS CAN ALSO BE USED AS COVERS / GRATINGS.

-	FORMER DRG. NO. C2406J.	Original Signed	03.2015
REF.	REVISION	SIGNATURE	DATE

**CATCHPIT WITH TRAP
(SHEET 2 OF 2)**



**CIVIL ENGINEERING AND
DEVELOPMENT DEPARTMENT**

SCALE 1 : 20

DATE JAN 1991

DRAWING NO.

C2406 /2