

Form No. S16-III  
表格第 S16-III 號

APPLICATION FOR PERMISSION  
UNDER SECTION 16 OF  
THE TOWN PLANNING ORDINANCE  
(CAP. 131)

2024年11月6日

此文件在 收到・城市規劃委員會  
只會在收到所有必要的資料及文件後才正式確認收到  
申請的日期。

This document is received on - 6 NOV 2024  
The Town Planning Board will formally acknowledge  
the date of receipt of the application only upon receipt  
of all the required information and documents.

根據《城市規劃條例》(第131章)  
第16條遞交的許可申請

**Applicable to Proposal Only Involving Temporary Use/Development of Land  
and/or Building Not Exceeding 3 Years in Rural Areas or Regulated Areas,  
or Renewal of Permission for such Temporary Use or Development\***

**適用於祇涉及位於鄉郊地區或受規管地區土地上及/或建築物內進行  
為期不超過三年的臨時用途/發展或該等臨時用途/發展的許可續期的建議\***

*\*Form No. S16-I should be used for other Temporary Use/Development of Land and/or Building (e.g. temporary use/developments in the Urban Area) and Renewal of Permission for such Temporary Use or Development.  
\*其他土地上及/或建築物內的臨時用途/發展 (例如位於市區內的臨時用途或發展) 及有關該等臨時用途/發展的許可續期，應使用表格第 S16-I 號。*

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

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

**General Note and Annotation for the Form**

**填寫表格的一般指引及註解**

- # "Current land owner" means any person whose name is registered in the Land Registry as that of an owner of the land to which the application relates, as at 6 weeks before the application is made  
「現行土地擁有人」指在提出申請前六星期，其姓名或名稱已在土地註冊處註冊為該申請所關乎的土地的擁有人的人
- & Please attach documentary proof 請夾附證明文件
- ^ Please insert number where appropriate 請在適當地方註明編號
- Please fill "NA" for inapplicable item 請在不適用的項目填寫「不適用」
- Please use separate sheets if the space provided is insufficient 如所提供的空間不足，請另頁說明
- Please insert a 「✓」 at the appropriate box 請在適當的方格內上加上「✓」號

For Official Use Only 請勿填寫此欄	Application No. 申請編號	A/NE - KLH/646
	Date Received 收到日期	- 6 NOV 2024

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

<b>1. Name of Applicant 申請人姓名/名稱</b>	
( <input checked="" type="checkbox"/> Mr. 先生 / <input type="checkbox"/> Mrs. 夫人 / <input type="checkbox"/> Miss 小姐 / <input type="checkbox"/> Ms. 女士 / <input type="checkbox"/> Company 公司 / <input type="checkbox"/> Organisation 機構 )	
Man Kit Chiu (Manager of Man Tsing (or Ching) Po Neung (or Leung)) Man Kwok Choi (Manager of Man Tsing (or Ching) Po Neung (or Leung))	
<b>2. Name of Authorised Agent (if applicable) 獲授權代理人姓名/名稱 (如適用)</b>	
( <input type="checkbox"/> Mr. 先生 / <input type="checkbox"/> Mrs. 夫人 / <input type="checkbox"/> Miss 小姐 / <input type="checkbox"/> Ms. 女士 / <input checked="" type="checkbox"/> Company 公司 / <input type="checkbox"/> Organisation 機構 )	
WinLi Group Limited T/A WinLi Consulting Engineers	
<b>3. Application Site 申請地點</b>	
(a) Full address / location / demarcation district and lot number (if applicable) 詳細地址/地點/丈量約份及地段號碼 (如適用)	Lot No.1704 RP in D.D.7 Tai Hang Tsuen, Tai Po, N.T.
(b) Site area and/or gross floor area involved 涉及的地盤面積及/或總樓面面積	<input checked="" type="checkbox"/> Site area 地盤面積 ..... 98 ..... sq.m 平方米 <input type="checkbox"/> About 約 <input type="checkbox"/> Gross floor area 總樓面面積 ..... sq.m 平方米 <input type="checkbox"/> About 約
(c) Area of Government land included (if any) 所包括的政府土地面積 (倘有)	..... 0 ..... sq.m 平方米 <input type="checkbox"/> About 約

(d) Name and number of the related statutory plan(s) 有關法定圖則的名稱及編號	S/NE-KLH/11
(e) Land use zone(s) involved 涉及的土地用途地帶	V-Zone (Village Type Development)
(f) Current use(s) 現時用途	臨時私人停車場 (只限私家車)  (If there are any Government, institution or community facilities, please illustrate on plan and specify the use and gross floor area) (如有任何政府、機構或社區設施，請在圖則上顯示，並註明用途及總樓面面積)

#### 4. "Current Land Owner" of Application Site 申請地點的「現行土地擁有人」

The applicant 申請人 –

- ☒ is the sole "current land owner"<sup>#</sup> & (please proceed to Part 6 and attach documentary proof of ownership).  
是唯一的「現行土地擁有人」<sup>#</sup> & (請繼續填寫第 6 部分，並夾附業權證明文件)。
- ☐ is one of the "current land owners"<sup>#</sup> & (please attach documentary proof of ownership).  
是其中一名「現行土地擁有人」<sup>#</sup> & (請夾附業權證明文件)。
- ☐ is not a "current land owner"<sup>#</sup>.  
並不是「現行土地擁有人」<sup>#</sup>。

- ☐ The application site is entirely on Government land (please proceed to Part 6).  
申請地點完全位於政府土地上 (請繼續填寫第 6 部分)。

#### 5. Statement on Owner's Consent/Notification 就土地擁有人的同意/通知土地擁有人的陳述

- (a) According to the record(s) of the Land Registry as at ..... (DD/MM/YYYY), this application involves a total of ..... "current land owner(s)"<sup>#</sup>.  
根據土地註冊處截至 ..... 年 ..... 月 ..... 日的記錄，這宗申請共牽涉 ..... 名「現行土地擁有人」<sup>#</sup>。

(b) The applicant 申請人 –

- ☐ has obtained consent(s) of ..... "current land owner(s)"<sup>#</sup>.  
已取得 ..... 名「現行土地擁有人」<sup>#</sup>的同意。

Details of consent of "current land owner(s)"<sup>#</sup> obtained 取得「現行土地擁有人」<sup>#</sup>同意的詳情

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

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

- ☐ has notified ..... "current land owner(s)"#  
已通知 ..... 名「現行土地擁有人」#。

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

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

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

Reasonable Steps to Obtain Consent of Owner(s) 取得土地擁有人的同意所採取的合理步驟

- ☐ sent request for consent to the "current land owner(s)" on \_\_\_\_\_ (DD/MM/YYYY)#&  
於 \_\_\_\_\_ (日/月/年)向每一名「現行土地擁有人」#郵遞要求同意書&

Reasonable Steps to Give Notification to Owner(s) 向土地擁有人發出通知所採取的合理步驟

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

Others 其他

- ☐ others (please specify)  
其他（請指明）

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Note: May insert more than one 「✓」.

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

註：可在多於一個方格內加上「✓」號

申請人須就申請涉及的每一地段（倘適用）及處所（倘有）分別提供資料

<b>6. Type(s) of Application 申請類別</b>	
<b>(A) Temporary Use/Development of Land and/or Building Not Exceeding 3 Years in Rural Areas or Regulated Areas</b> 位於鄉郊地區或受規管地區土地上及/或建築物內進行為期不超過三年的臨時用途/發展 (For Renewal of Permission for Temporary Use or Development in Rural Areas or Regulated Areas, please proceed to Part (B)) (如屬位於鄉郊地區或受規管地區臨時用途/發展的規劃許可續期，請填寫(B)部分)	
(a) Proposed use(s)/development 擬議用途/發展	臨時私人停車場 (只限私家車) (為期3年)  (Please illustrate the details of the proposal on a layout plan) (請用平面圖說明擬議詳情)
(b) Effective period of permission applied for 申請的許可有效期	<input checked="" type="checkbox"/> year(s) 年 3 ..... <input type="checkbox"/> month(s) 個月 .....
<b>(c) Development Schedule 發展細節表</b>	
Proposed uncovered land area 擬議露天土地面積	98 .....sq.m <input checked="" type="checkbox"/> About 約
Proposed covered land area 擬議有上蓋土地面積	0 .....sq.m <input type="checkbox"/> About 約
Proposed number of buildings/structures 擬議建築物/構築物數目	0 .....
Proposed domestic floor area 擬議住用樓面面積	0 .....sq.m <input type="checkbox"/> About 約
Proposed non-domestic floor area 擬議非住用樓面面積	0 .....sq.m <input type="checkbox"/> About 約
Proposed gross floor area 擬議總樓面面積	0 .....sq.m <input type="checkbox"/> About 約
Proposed height and use(s) of different floors of buildings/structures (if applicable) 建築物/構築物的擬議高度及不同樓層的擬議用途 (如適用) (Please use separate sheets if the space below is insufficient) (如以下空間不足，請另頁說明) ..... ..... .....	
Proposed number of car parking spaces by types 不同種類停車位的擬議數目 Private Car Parking Spaces 私家車車位 5 ..... Motorcycle Parking Spaces 電單車車位 0 ..... Light Goods Vehicle Parking Spaces 輕型貨車泊車位 0 ..... Medium Goods Vehicle Parking Spaces 中型貨車泊車位 0 ..... Heavy Goods Vehicle Parking Spaces 重型貨車泊車位 0 ..... Others (Please Specify) 其他 (請列明) 0 .....	
Proposed number of loading/unloading spaces 上落客貨車位的擬議數目 Taxi Spaces 的士車位 0 ..... Coach Spaces 旅遊巴車位 0 ..... Light Goods Vehicle Spaces 輕型貨車車位 0 ..... Medium Goods Vehicle Spaces 中型貨車車位 0 ..... Heavy Goods Vehicle Spaces 重型貨車車位 0 ..... Others (Please Specify) 其他 (請列明) 0 .....	

Proposed operating hours 擬議營運時間

星期一至日 (包括公眾假期), 24 小時

(d) Any vehicular access to the site/subject building? 是否有車路通往地盤/ 有關建築物?	Yes 是	<input checked="" type="checkbox"/> There is an existing access. (please indicate the street name, where appropriate) 有一條現有車路。(請註明車路名稱(如適用)) <u>大窩西支路</u>
	No 否	<input type="checkbox"/> There is a proposed access. (please illustrate on plan and specify the width) 有一條擬議車路。(請在圖則顯示, 並註明車路的闊度)  <input type="checkbox"/>

(e) Impacts of Development Proposal 擬議發展計劃的影響

(If necessary, please use separate sheets to indicate the proposed measures to minimise possible adverse impacts or give justifications/reasons for not providing such measures. 如需要的話, 請另頁註明可盡量減少可能出現不良影響的措施, 否則請提供理據/理由。)

(i) Does the development proposal involve alteration of existing building? 擬議發展計劃是否包括現有建築物的改動?	Yes 是	<input type="checkbox"/> Please provide details 請提供詳情 ..... ..... .....
	No 否	<input checked="" type="checkbox"/>

(ii) Does the development proposal involve the operation on the right? 擬議發展是否涉及右列的工程?	Yes 是	<input type="checkbox"/> (Please indicate on site plan the boundary of concerned land/pond(s), and particulars of stream diversion, the extent of filling of land/pond(s) and/or excavation of land) (請用地盤平面圖顯示有關土地/池塘界線, 以及河道改道、填塘、填土及/或挖土的細節及/或範圍)  <input type="checkbox"/> Diversion of stream 河道改道  <input type="checkbox"/> Filling of pond 填塘 Area of filling 填塘面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 Depth of filling 填塘深度 ..... m 米 <input type="checkbox"/> About 約  <input type="checkbox"/> Filling of land 填土 Area of filling 填土面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 Depth of filling 填土厚度 ..... m 米 <input type="checkbox"/> About 約  <input type="checkbox"/> Excavation of land 挖土 Area of excavation 挖土面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 Depth of excavation 挖土深度 ..... m 米 <input type="checkbox"/> About 約	
	No 否	<input checked="" type="checkbox"/>	

(iii) Would the development proposal cause any adverse impacts? 擬議發展計劃會否造成不良影響?	On environment 對環境	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	On traffic 對交通	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	On water supply 對供水	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	On drainage 對排水	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	On slopes 對斜坡	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	Affected by slopes 受斜坡影響	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	Landscape Impact 構成景觀影響	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	Tree Felling 砍伐樹木	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	Visual Impact 構成視覺影響	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>
	Others (Please Specify) 其他 (請列明)	Yes 會 <input type="checkbox"/>	No 不會 <input checked="" type="checkbox"/>

	<p>Please state measure(s) to minimise the impact(s). For tree felling, please state the number, diameter at breast height and species of the affected trees (if possible)</p> <p>請註明盡量減少影響的措施。如涉及砍伐樹木，請說明受影響樹木的數目、及胸高度的樹幹直徑及品種(倘可)</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>.....</p>
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**(B) Renewal of Permission for Temporary Use or Development in Rural Areas or Regulated Areas**  
**位於鄉郊地區或受規管地區臨時用途/發展的許可續期**

(a) Application number to which the permission relates 與許可有關的申請編號	A/ _____ / _____
(b) Date of approval 獲批給許可的日期	..... (DD 日/MM 月/YYYY 年)
(c) Date of expiry 許可屆滿日期	..... (DD 日/MM 月/YYYY 年)
(d) Approved use/development 已批給許可的用途/發展	
(e) Approval conditions 附帶條件	<p><input type="checkbox"/> The permission does not have any approval condition 許可並沒有任何附帶條件</p> <p><input type="checkbox"/> Applicant has complied with all the approval conditions 申請人已履行全部附帶條件</p> <p><input type="checkbox"/> Applicant has not yet complied with the following approval condition(s): 申請人仍未履行下列附帶條件：</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>Reason(s) for non-compliance: 仍未履行的原因：</p> <p>.....</p> <p>.....</p> <p>.....</p> <p>(Please use separate sheets if the space above is insufficient) (如以上空間不足，請另頁說明)</p>
(f) Renewal period sought 要求的續期期間	<p><input type="checkbox"/> year(s) 年 .....</p> <p><input type="checkbox"/> month(s) 個月 .....</p>

**7. Justifications 理由**

The applicant is invited to provide justifications in support of the application. Use separate sheets if necessary.  
現請申請人提供申請理由及支持其申請的資料，如有需要，請另頁說明。

因本村入住人口不斷增加，需要將現有的空地用作泊車用途，現向貴署申請臨時私人  
停車場作居民停泊車輛，望貴署批准有關申請。



**8. Declaration 聲明**

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

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

Signature  
簽署




Li Kin Ming

☐ Applicant 申請人 / ☒ Authorised Agent 獲授權代理人

Director

Name in Block Letters  
姓名（請以正楷填寫）

Position (if applicable)  
職位（如適用）

Professional Qualification(s)  
專業資格

☐ Member 會員 / ☐ Fellow of 資深會員

☐ HKIP 香港規劃師學會 / ☐ HKIA 香港建築師學會 /

☐ HKIS 香港測量師學會 / ☐ HKIE 香港工程師學會 /

☐ HKILA 香港園境師學會 / ☐ HKIUD 香港城市設計學會

☐ RPP 註冊專業規劃師

Others 其他

on behalf of  
代表

WinLi Group Limited T/A WinLi Consulting Engineers



☒ Company 公司 / ☐ Organisation Name 機構名稱及蓋章（如適用）

Date 日期

30/08/2024

(DD/MM/YYYY 日/月/年)

**Remark 備註**

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

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

**Warning 警告**

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

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

**Statement on Personal Data 個人資料的聲明**

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

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

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

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

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

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

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

## Gist of Application 申請摘要

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

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

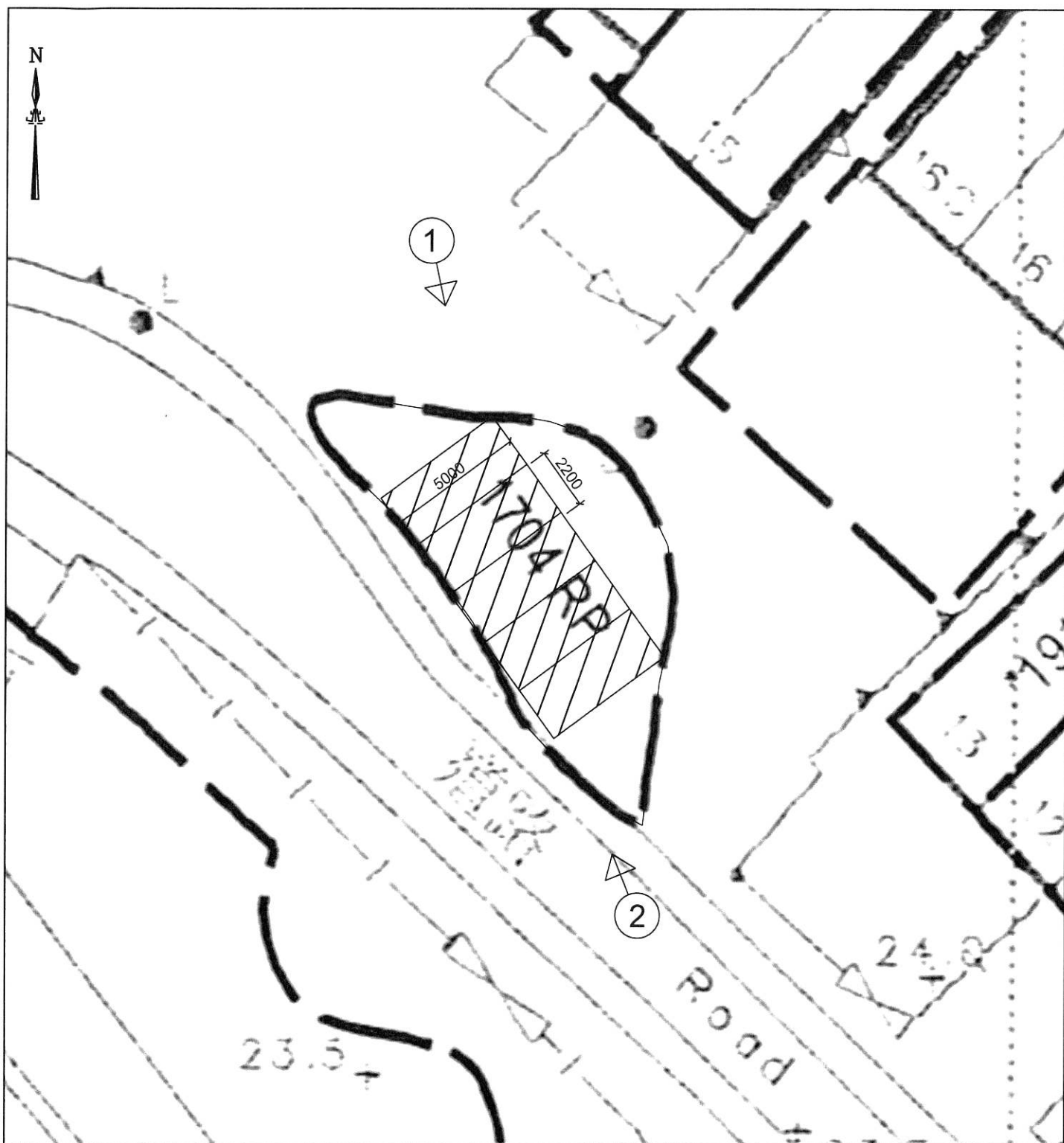
Application No. 申請編號	(For Official Use Only) (請勿填寫此欄)
Location/address 位置／地址	Lot No.1704 RP in D.D.7 Tai Hang Tsuen, Tai Po, N.T.
Site area 地盤面積	98 sq. m 平方米 <input checked="" type="checkbox"/> About 約 (includes Government land of 包括政府土地 sq. m 平方米 <input type="checkbox"/> About 約)
Plan 圖則	S/NE-KLH/11
Zoning 地帶	V-Zone (Village Type Development)
Type of Application 申請類別	<input checked="" type="checkbox"/> Temporary Use/Development in Rural Areas or Regulated Areas for a Period of 位於鄉郊地區或受規管地區的臨時用途/發展為期 <input type="checkbox"/> Year(s) 年 <u>3</u> <input type="checkbox"/> Month(s) 月 _____ <input type="checkbox"/> Renewal of Planning Approval for Temporary Use/Development in Rural Areas or Regulated Areas for a Period of 位於鄉郊地區或受規管地區臨時用途/發展的規劃許可續期為期 <input type="checkbox"/> Year(s) 年 _____ <input type="checkbox"/> Month(s) 月 _____
Applied use/ development 申請用途/發展	臨時私人停車場 (只限私家車) (為期3年)

(i) Gross floor area and/or plot ratio 總樓面面積及／或地積比率		sq.m 平方米	Plot Ratio 地積比率
	Domestic 住用	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於
	Non-domestic 非住用	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於
(ii) No. of blocks 幢數	Domestic 住用	0	
	Non-domestic 非住用	0	
(iii) Building height/No. of storeys 建築物高度／層數	Domestic 住用	0	m 米 <input type="checkbox"/> (Not more than 不多於)
		0	Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於)
	Non-domestic 非住用	0	m 米 <input type="checkbox"/> (Not more than 不多於)
		0	Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於)
(iv) Site coverage 上蓋面積	0 % <input type="checkbox"/> About 約		
(v) 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		5
	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) _____ _____		5 0 0 0 0 0
	Total no. of vehicle loading/unloading bays/lay-bys 上落客貨車位／停車處總數		0
	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) _____ _____		0 0 0 0 0 0

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
<b>Plans and Drawings 圖則及繪圖</b>		
Master layout plan(s)/Layout plan(s) 總綱發展藍圖／布局設計圖	<input type="checkbox"/>	<input checked="" 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"/>
<hr/>		
<b>Reports 報告書</b>		
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"/>
<hr/>		
Note: May insert more than one 「✓」. 註：可在多於一個方格內加上「✓」號		

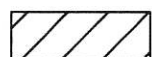
Note: The information in the Gist of Application above is provided by the applicant for easy reference of the general public. Under no circumstances will the Town Planning Board accept any liabilities for the use of the information nor any inaccuracies or discrepancies of the information provided. In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

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



## SITE PLAN (SCALE 1:200)

### COLOUR INDICATION



車位

Lot 1704 RP in D.D. 7,  
TAI HANG FUI SHA WAI, TAI PO, N.T.

## Site Photo



Photo - 01



Photo - 02

Lot 1704 RP in D.D.7,  
TAI HANG FUI SHA WAI, TAI PO, N.T.



☐Urgent ☐Return receipt ☐Expand Group ☐Restricted ☐Prevent Copy [ ]

**Theodora Pui Shan CHAN/PLAND**

---

寄件者: WinLi  
寄件日期: 2025年02月07日星期五 17:49  
收件者: Theodora Pui Shan CHAN/PLAND  
主旨: Lot No.1704 RP in D.D.7  
附件: LOT 1704 RP in D.D.7\_to WSD\_2025.02.07.pdf  
  
類別: Internet Email

Dear,

Please kindly find the attached further information of Lot No. 1704 RP in D.D.7 for your arrangement, thank you.

Should you have any inquiries, please contact Mr. Vincent Li at  
Thank you very much for your consideration.

Best Regards,

**WINLI CONSULTING ENGINEERS**

G/F & M/F, No.19 Tsing Yuen Street, Tai Po, N.T., Hong Kong



# 永利建設

WINLI CONSULTING ENGINEERS

村屋人則申請  
地盤平整需免  
渠務方案  
屋身監管T2  
舊屋重建  
村屋發展

G/F. No. 19, Tsing Yuen Street, Tai Po, N.T. Tel : 2147 0889 Fax : 2147 0884

7th February 2025

## OUR REPLY TO THE WATER SUPPLIES DEPARTMENT (WSD)

CASE NUMBER: A/NE-KLH/646

Please see our reply as follows:

- a) No discharge of effluent or foul water into adjoining land, storm water drain, channel stream or river course is allowed. Such foul water or effluent shall be collected and disposed of outside WGG.

### Reply:

We acknowledge and will strictly adhere to the requirement that no effluent or foul water be discharged into adjoining land, storm water drains, channels, streams, or river courses within the WGG<sub>6</sub>. To ensure compliance, the development will not include any facilities that generate foul water. A dedicated site manager will regularly monitor the area, and warning signs will be prominently displayed on the fencing to reinforce this prohibition.

- b) All solid waste and sludge arising from the proposed development shall be disposed of properly outside WGG.

### Reply:

All solid waste and sludge produced by the proposed development will be properly disposed of at an appropriate facility located outside the WGG area.

- c) The use and storage of pesticides, herbicides, toxicants, chemical solvents, larvicidal oil, rodenticide, tar and petroleum oil are strictly prohibited in WGG.



Reply:

We understand and will fully comply with the prohibition on the use and storage of pesticides, herbicides, toxicants, chemical solvents, larvicidal oil, rodenticide, tar, and petroleum oil within the WGG. These materials will not be permitted on-site. A dedicated site manager will monitor the area and enforce this restriction, and warning signs will be posted on the fencing.

- d) No chemicals including fertilizers and detergents shall be used/stored without the prior approval from the Water Authority.

Reply:

No chemicals, including fertilizers and detergents, will be used or stored on-site without prior written approval from the Water Authority. To ensure compliance, these materials will not be allowed on the premises. A dedicated site manager will oversee and enforce this regulation, and warning signs will be displayed on the fencing.

- e) Oil leakage and spillage are not allowed within WGG at all time. Oli and grease decontamination kit such as absorbent pads shall be made available to decontaminate any possible oil leakage or spillage. Control measures including not allowing oil tanker to park inside the vehicle parking spaces shall be implemented to avoid oil leakage or spillage in the gathering grounds.

Reply:

We will prevent oil leakage and spillage within the WGG area at all times. Oil tankers and lorries will not be permitted to enter the site, and no oils or oil-related facilities will be used or stored on the premises. An on-site manager will enforce these prohibitions, and warning signs will be posted on the fencing.

- f) The vehicle park and its associate activities shall be locate away from any water course as far as possible, signage for alerting not to pollute WGG should be displayed.

Reply:

*We understand and will comply with the requirement to locate the vehicle park and associated activities away from any watercourse as far as possible. We will also ensure that appropriate signage is displayed to alert individuals not to pollute the WGG.*

- g) Fencing shall be erected on the sides facing the nearest stream course to trap all the wind-blown litters within the site of the development.

Reply:

*We understand and will comply with the requirement to erect fencing on the sides facing the nearest stream course to trap wind-blown litter within the development site*

- h) Site surface should be impermeable to oil and grease as far as practicable. Any soil contaminated with fuel leakage shall be immediately removed off site and the voids arising from the removal of contaminated soil shall be replaced by suitable material to the satisfaction of the Water Authority.

Reply:

*We understand and will comply with the requirement to ensure the site surface is impermeable to oil and grease as far as practicable. We will also immediately remove and replace any soil contaminated with fuel leakage, in accordance with the Water Authority's requirements*

- i) Vehicle park shall be surrounded by kerbs and drains. Drainage traps such as grease traps and petrol interceptors shall be installed at each of the drainage outlets and should be under proper maintenance. All such drainage traps shall have sufficient capacity to ensure the proper interceptors and collection of the fuel and lubricants in the surface run-off for off-site disposal. Proper maintenance and disposal record should be maintained.

Reply:

*We understand and will comply with the requirement to surround the vehicle park with kerbs and drains. We will install and maintain drainage traps (grease traps and petrol interceptors) at each drainage outlet, ensuring sufficient capacity for fuel and lubricant interception. We will also maintain proper maintenance and disposal records*

- j) Besides vehicle parking, other activities such as on-site vehicle inspection, maintenance, repairing and washing activities shall not be allowed in the proposed development.

Reply:

*We understand and will comply with the restriction that on-site vehicle inspection, maintenance, repairing, and washing activities are not allowed in the proposed development.*

k) The 'Condition of Working within Water Gathering Grounds" should be complied.

Reply:

We fully understand and commit to complete compliance with the "Condition of Working within Water Gathering Grounds" requirements.

Please kindly follow up on the above. Should you have any inquiry, please contact Mr. Vincent Li at . Thank you for your consideration.

Regards!

Yours faithfully,

A handwritten signature in black ink, appearing to be a stylized 'V' or 'W' with a small loop at the end.

---

WINLI CONSULTING ENGINEERS

☐Urgent ☐Return receipt ☐Expand Group ☐Restricted ☐Prevent Copy |

寄件者: WinLi [REDACTED]  
寄件日期: 2025年05月12日星期一 16:53  
收件者: tpbpd/PLAND; [REDACTED]  
主旨: A/NE-KLH/646  
附件: Lot1704RP\_DD7 (20250305)-car.pdf; 1704 RP Site Photo.pdf  
  
類別: Internet Email

Dear,

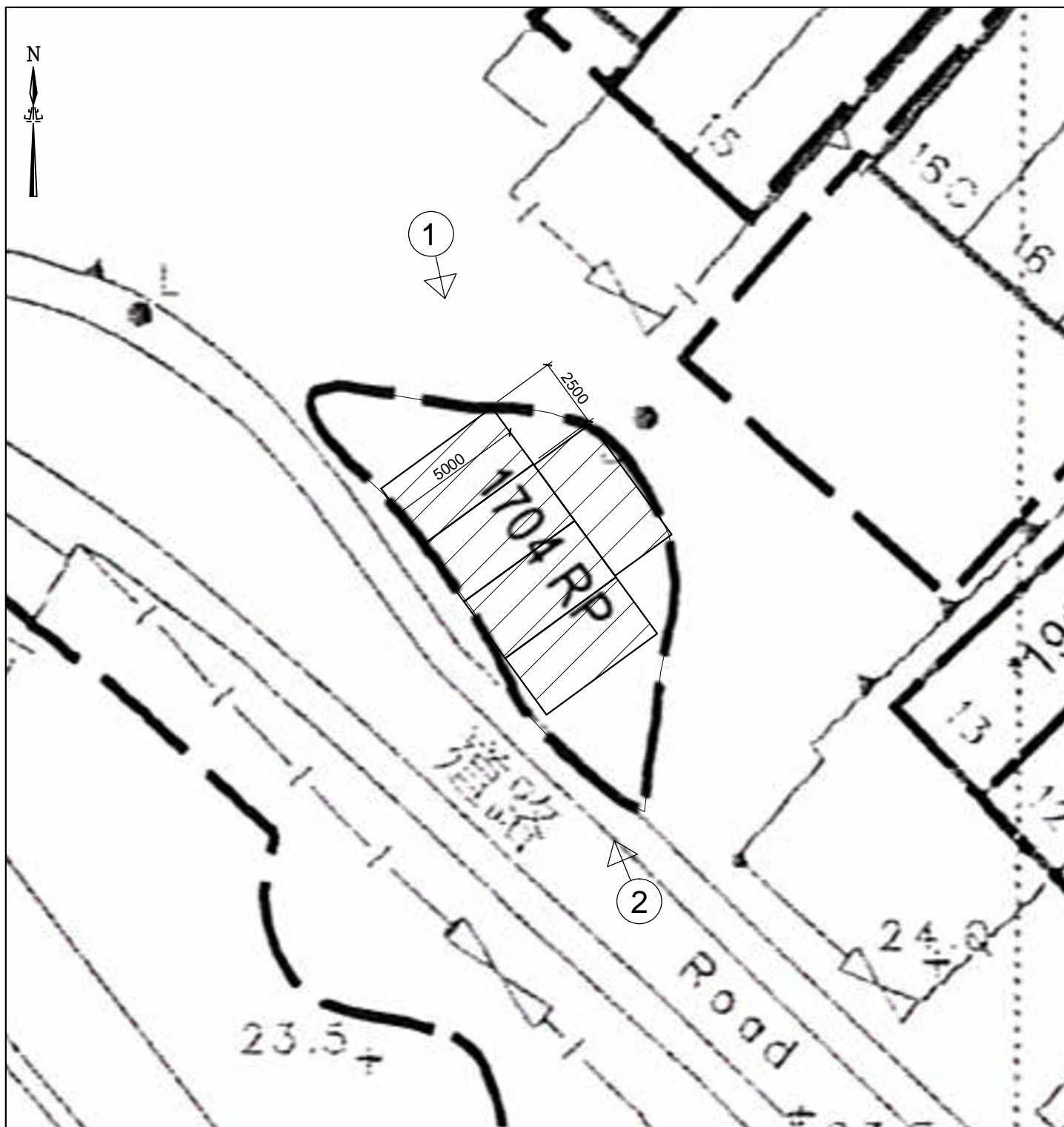
Please kindly find the attached file for your arrangement, thank you.

Should you have any inquiries, please contact Mr. Vincent Li at [REDACTED]  
Thank you very much for your consideration.

Best Regards,

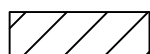
***WINLI CONSULTING ENGINEERS***

G/F & M/F, No.19 Tsing Yuen Street, Tai Po, N.T., Hong Kong



**SITE PLAN** (SCALE 1:200)

**COLOUR INDICATION**



車位

Lot 1704 RP in D.D. 7,  
TAI HANG FUI SHA WAI, TAI PO, N.T.



## Site Photo



Photo - 01



Photo – 02

Lot 1704 RP in D.D.7,  
TAI HANG FUI SHA WAI, TAI PO, N.T.



永利建設

WINLI CONSULTING ENGINEERS

村屋入則申請  
地盤平整豁免  
渠務方案  
屋身監管T2  
舊屋重建  
村屋發展

G/F. No. 19, Tsing Yuen Street, Tai Po, N.T. Tel : 2147 0889 Fax : 2147 0884

Ref no. : A/NE-KLH/646

16<sup>th</sup> May 2025

Town Planning Board  
15/F, Government Office,  
333 Java Road,  
North Point,  
Hong Kong

Dear Sir/Madam,

**Our reply to the water supplies department (WSD)**

**A/NE-KLH/646**

After review of the Further Information ('FT'), the information is considered insufficient to prove and demonstrate that there would be no material increase in pollution effect to the Water Gathering Grounds ('WGG') resulting from the proposed development. Therefore, our previous comments dated 9.12.2024 remain valid. In particular, the applicant should confirm whether oil and grease decontamination kit such as absorbent pads will be made available on site.

In response to the comments from the Water Supply Department above, we confirm that oil and grease decontamination kits, including absorbent pads, will be made available at the car park site for public use in the event of any oil leakage.

Should you have any inquiry or comments, please feel free to contact Mr. Vincent Li on telephone number: [REDACTED].

Yours faithfully,

WinLi Group Limited T/A  
WinLi Consulting Engineers

**Similar Applications**

**Approved Applications**

<b>Application No.</b>	<b>Proposed Use(s)/Development(s)</b>	<b>Date of Consideration</b>
A/NE-KLH/601 <sup>1</sup>	Temporary Public Vehicle Park (Private Cars Only) for a Period of 3 Years	24.12.2021
A/NE-KLH/606 <sup>2</sup>	Temporary Private Vehicle Park (Private Cars Only) for a Period of 3 Years	10.6.2022
A/NE-KLH/607	Temporary Public Vehicle Park (Private Cars Only) for a Period of 3 Years	10.6.2022 (Revoked on 10.12.2023)
A/NE-KLH/645	Proposed Temporary Public Vehicle Park (Private Cars Only) with Ancillary Facilities for a Period of 5 Years	14.2.2025
A/NE-KLH/647 <sup>1</sup>	Renewal of Planning Approval for Temporary Public Vehicle Park (Private Cars Only) for a Period of 3 Years	20.12.2024
A/NE-KLH/649	Proposed Temporary Public Vehicle Park (excluding Container Vehicles) with Ancillary Electric Vehicle Charging Facilities and Utility Installation for Private Project (Solar Photovoltaic System) for a Period of 5 Years	14.3.2025
A/NE-KLH/655 <sup>2</sup>	Renewal of Planning Approval for Temporary Private Vehicle Park (Private Cars Only) for a Period of 3 Years	6.6.2025

**Remarks**

<sup>1</sup>: Application Nos. A/NE-KLH/601 and A/NE-KLH/647 are in the same site.

<sup>2</sup>: Application Nos. A/NE-KLH/606 and A/NE-KLH/655 are in the same site.



**Government Departments' General Comments**

**1. Land Administration**

Comments of the District Lands Officer/Tai Po, Lands Department (DLO/TP, LandsD):

- no objection to the application;
- the Site falls within Lot 1704 RP in D.D. 7, which is an Old Schedule Agricultural Lot held under the Block Government Lease which contains the restriction that no structures are allowed to be erected without the prior approval of Government;
- it seems that some cars parked on the Site encroach on adjoining Government Land (GL). The lot owner(s) should confine car parking within the Site. Should illegal occupation of GL be confirmed, his office reserves the rights to take necessary land control action without further notice;
- no Small House application on the Site received;
- there is no guarantee of the grant of a right of way to the Site or approval of the emergency vehicular access thereto; and
- his advisory comments are at **Appendix IV**.

**2. Environment**

Comments of the Director of Environmental Protection (DEP):

- no adverse comment on the application from environmental planning perspective;
- no environmental complaint in relation to the Site was received in the past three years; and
- his advisory comments are at **Appendix IV**.

**3. Drainage**

Comments from the Chief Engineer/Mainland North, Drainage Services Department (CE/MN, DSD):

- no adverse comment on the application from public drainage point of view;
- if the application is approved, an approval condition on the submission and implementation of drainage proposal for the Site to the satisfaction of Director of Drainage Services or the Town Planning Board should be included to ensure that it will not cause adverse drainage impact to the adjacent area; and
- her advisory comments are at **Appendix IV**.

#### **4. Water Supply**

Comments from the Chief Engineer/Construction, Water Supplies Department (CE/C, WSD):

- no objection to the application, subject to the following:
  - the implementation of preventive, control and mitigation measures on pollution or contamination of the Water Gathering Grounds (WGG) as identified in the accepted risk assessment report to the satisfaction of the Director of Water Supplies; and
  - the development should not cause any water pollution to the upper indirect WGG at any time during the planning approval period; and
- his advisory comments are at **Appendix IV**.

#### **5. Fire Safety**

Comments of the Director of Fire Services (D of FS):

- no in-principle objection to the application subject to fire service installations and water supplies for firefighting being provided to his satisfaction; and
- his advisory comments are at **Appendix IV**.

#### **6. Other Departments**

The following departments have no objection to/no comment on the application:

- Chief Highway Engineer/New Territories East, Highways Department (CHE/NTE, HyD);
- Director of Agriculture, Fisheries and Conservation (DAFC);
- Chief Town Planner/Urban Design and Landscape, Planning Department (CTP/UD&L, PlanD);
- Project Manager (North), Civil Engineering and Development Department (PM(N), CEDD);
- Head of Geotechnical Engineering Office, CEDD (H(GEO), CEDD); and
- District Officer (Tai Po), Home Affairs Department (DO(TP), HAD).

**Recommended Advisory Clauses**

- (a) prior planning permission should have been obtained before commencing the applied use at the Site;
- (b) to note the comments of the District Lands Officer/Tai Po, Lands Department (DLO/TP, LandsD) that:
- the applicants/lot owner(s) should confine car parking within the Site. Should illegal occupation of Government Land (GL) be confirmed, his office reserves the rights to take necessary land control action without further notice;
  - the lot owner(s) shall apply to LandsD for a Short Term Waiver (STW) if they wish to erect structures on the Site, for instance electric charging devices fixed on ground. The application for STW will be considered by the Government in its capacity as a landlord and there is no guarantee that it will be approved. The STW, if approved, will be subject to such terms and conditions including payment of waiver fee and administrative fee as considered appropriate by LandsD. Besides, given the applied use is temporary in nature, only erection of temporary structures will be considered;
  - the applicants will likely make use of the adjoining GL for access to the Site. The maintenance and management responsibility of the said GL and any other GL leading to the Site should be sorted out with the relevant Government departments, prior to the use of access purpose; and
  - there is no guarantee to the grant of a right of way to the Site or approval of the emergency vehicular access thereto;
- (c) to note the comments of the Commissioner for Transport (C for T) that:
- sufficient manoeuvring space shall be provided within the Site or its adjacent area. No vehicles are allowed to queue back to public roads or reverse onto/from public roads; and
  - the applicants shall obtain consent of the owners/managing departments of the local track for using it as the vehicular access to the Site;
- (d) to note the comments of the Chief Highway Engineer/New Territories East, Highways Department (CHE/NTE, HyD) that:
- adequate drainage measures shall be provided to prevent surface water running from the Site to the nearby public roads and drains; and
  - the applicants should ensure a run in/out is constructed at the public road near Tai Wo Service Road West in accordance with the latest version of HyD standard drawings no. H1113 and H1114, or H5133, H5134 and H5135, whichever set is appropriate to match with the existing adjacent pavement;
- (e) to note the comments of the Director of Environmental Protection (DEP) that the applicants should follow the relevant mitigation measures and requirements in the 'Code of Practice on Handling the Environmental Aspects of Temporary Uses and Open Storage Sites' to

meet the statutory requirements under relevant pollution control ordinances;

(f) to note the comments of the Chief Engineer/Mainland North, Drainage Services Department (CE/MN, DSD) that:

- the applicants should have its own stormwater collection and discharge system to cater for the runoff generated within the Site and overland flow from surrounding of the Site, e.g. surface channel of sufficient size along the perimeter of the Site; sufficient openings should be provided at the bottom of the boundary wall/fence to allow surface runoff to pass through the Site if any boundary wall/fence are to be erected. Any existing flow path affected should be re-provided. The applicants should neither obstruct overland flow nor adversely affect the existing natural streams, village drains, ditches and the adjacent areas. The applicants are required to maintain the drainage systems properly and rectify/modify the nearby existing/original drainage systems if they are found to be inadequate or ineffective to accommodate the additional runoff arisen from the development of the Site. The applicants shall also be liable for and shall indemnify claims and demands arising out of damage or nuisance caused by failure or ineffectiveness of the modified drainage systems caused by their works. The runoff within the subject premise including the runoff from the rooftop shall be served by a designated stormwater collection and discharge system and shall not be drained to the public sewerage network;
- there are public sewers maintained by DSD existing in the vicinity but the feasibility of sewerage connection is subject to the invert level of the discharge connection pipe leading from the Site. The applicants shall demonstrate the technical feasibility of sewerage connection. Should the applicants choose to dispose of the sewage of the applied use through other means, views and comments from the Environmental Protection Department should be sought. A copy of drainage record is at **Attachment I** for ease of reference; and
- the applicants shall resolve any conflict/disagreement with relevant lot owner(s) and seek LandsD's permission for laying new drains/channels and/or modifying/upgrading existing ones in other private lots or on GL (where required) outside the Site; and
- the cost and work of drainage and sewerage connection as well as future maintenance responsibility shall be borne by the applicants;

(g) to note the comments of the Chief Engineer/Construction, Water Supplies Department (CE/C, WSD) that:

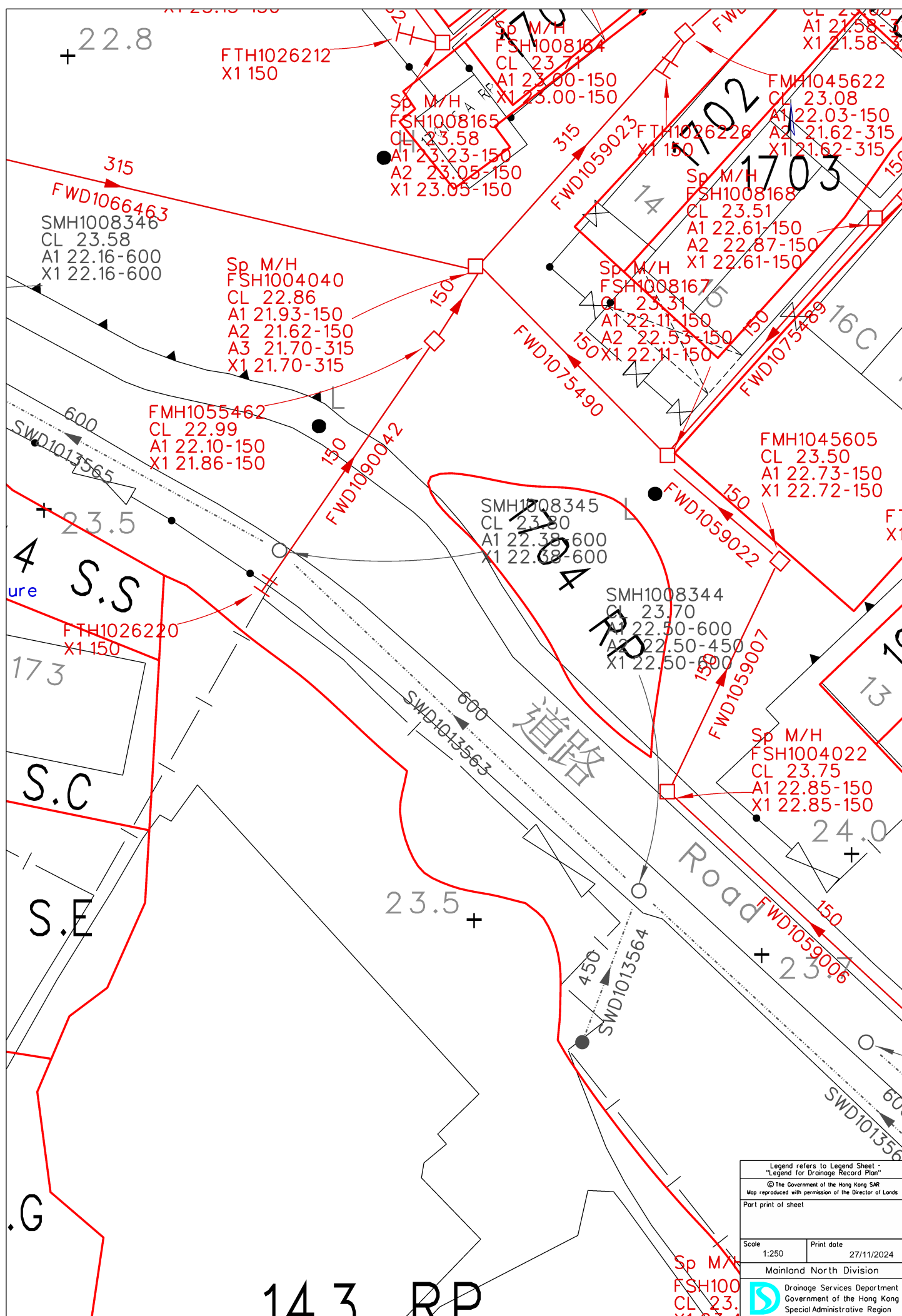
- additional mitigation measures may be required when the actual situation renders the initial submissions and/or undertakings inviable; and
- should pollution be detected in future due to the applied use, immediate remedial action to clear the pollution must be taken by the grantee; and

(h) to note the comments of the Director of Fire Services (D of FS) that:

- in consideration of the design/nature of the proposal, fire service installations (FSIs) are anticipated to be required. The applicants should submit relevant layout plans

incorporated with the proposed FSIs to his office for approval. The layout plans should be (i) drawn to scale and depicted with dimensions and nature of occupancy, and (ii) the location of where the proposed FSI to be installed should be clearly marked on the layout plans;

- if the proposed structure(s) is required to comply with the Buildings Ordinance (Cap. 123), detailed fire service requirements will be formulated upon receipt of formal submission of general building plans; and
- if an electric vehicle charging station is involved, the applicants should make reference to the requirement of Fireman's Emergency Switch at **Attachment II**.



**Requirements for the Fireman's Emergency Switch**

1. A fireman's emergency switch conforming EMSD's Code of Practice shall be provided to cut off the power supply of **all** EV charging facilities within the car parking facilities.
2. The switch shall be situated in a conspicuous position, yet out of reach of the public in general. Thus, switch(es) provided at vehicle entrance(s) shall be positioned no more than 3m but not less than 2.5 from ground level. Where more than one fireman's emergency switch is installed on any one building, such switches shall be clearly marked to distinguish one from another.
3. In case the switch is installed at a location other than the vehicle entrance, notice plate(s) shall be provided at conspicuous location(s) of vehicle entrance(s) acceptable to the Director of Fire Services to indicate the location of fireman's emergency switch.
4. The 'ON' and 'OFF' position of the fireman's emergency switch shall be conventional (i.e. push upward – 'OFF'; push downward – 'ON') and clearly indicated by lettering legible to a person standing on the ground at the intended site.
5. The switch is to be affixed on a board approximately 300 mm long by 250 mm wide, which is painted white and edged with a 50 mm red border. The inscription 'EV CHARGING FACILITIES - FIREMAN'S SWITCH' in English is to be painted on the top and '電動車充電設施 - 消防員開關掣' in Chinese at the bottom of the board in black. The switch is to be positioned in the middle of the board.