

2025年 5月 1 5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。

Appendix I of RNTPC
Paper No. A/YL-NSW/347

The application is received on 2025-05-15.
The Town Planning Board will formally acknowledge
the date of receipt of the application only upon receipt
of all the required information and documents.

Form No. S16-III
表格第 S16-III 號

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

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

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

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/YC-NSW/347
	Date Received 收到日期	2025-05-15

- 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。

1. Name of Applicant 申請人姓名/名稱

(☐ Mr. 先生 / ☐ Mrs. 夫人 / ☐ Miss 小姐 / ☐ Ms. 女士 / ☒ Company 公司 / ☐ Organisation 機構)

Yuen Long Kam Kwong Church Limited 神召會元朗錦光堂有限公司

2. Name of Authorised Agent (if applicable) 獲授權代理人姓名/名稱 (如適用)

(☐ Mr. 先生 / ☐ Mrs. 夫人 / ☐ Miss 小姐 / ☐ Ms. 女士 / ☐ Company 公司 / ☐ Organisation 機構)

N. A. 不適用

3. Application Site 申請地點

(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)	Former Small Traders New Village Public School in D.D.115, Small Traders New Village, Nam Sang Wai, Yuen Long 元朗南生圍小商新村丈量約份第115約地段 前小商新村公立學校
(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 932.50 sq.m 平方米 <input type="checkbox"/> About 約 <input checked="" type="checkbox"/> Gross floor area 總樓面面積 522.45 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)	932.50 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	Approved Nam Sang Wai Outline Zone Plan No.S/YL-NSW/10 南生圍分區計劃大綱核准圖 編號S/YL-NSW/10
(e) Land use zone(s) involved 涉及的土地用途地帶	“Undetermined” 「未決定用途」
(f) Current use(s) 現時用途	Vacant 空置 (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”^{#&} (please proceed to Part 6 and attach documentary proof of ownership).
是唯一的「現行土地擁有人」^{#&} (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”^{#&} (please attach documentary proof of ownership).
是其中一名「現行土地擁有人」^{#&} (請夾附業權證明文件)。
- ☐ is not a “current land owner”[#].
並不是「現行土地擁有人」[#]。

N. A. 不適用

- ☒ 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)”[#].
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」[#]。

(b) The applicant 申請人 –

- ☐ has obtained consent(s) of “current land owner(s)”[#].
已取得 名「現行土地擁有人」[#]的同意。

Details of consent of “current land owner(s)” [#] obtained 取得「現行土地擁有人」 [#] 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)
N. A. 不適用	N. A. 不適用	N. A. 不適用
N. A. 不適用	N. A. 不適用	N. A. 不適用
N. A. 不適用	N. A. 不適用	N. A. 不適用

(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)
N. A. 不適用	N. A. 不適用	N. A. 不適用
N. A. 不適用	N. A. 不適用	N. A. 不適用
N. A. 不適用	N. A. 不適用	N. A. 不適用

(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）

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

6. Type(s) of Application 申請類別	
(A) Temporary Use/Development of Land and/or Building Not Exceeding 3 Years in Rural Areas or Regulated Areas 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	(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 type="checkbox"/> year(s) 年 <input type="checkbox"/> month(s) 個月
(c) Development Schedule 發展細節表	
Proposed uncovered land area 擬議露天土地面積sq.m <input type="checkbox"/> About 約
Proposed covered land area 擬議有上蓋土地面積sq.m <input type="checkbox"/> About 約
Proposed number of buildings/structures 擬議建築物/構築物數目
Proposed domestic floor area 擬議住用樓面面積sq.m <input type="checkbox"/> About 約
Proposed non-domestic floor area 擬議非住用樓面面積sq.m <input type="checkbox"/> About 約
Proposed gross floor area 擬議總樓面面積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
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)
Proposed number of loading/unloading spaces 上落客貨車位的擬議數目	
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)

Proposed operating hours 擬議營運時間			
.....			
.....			
(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 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))	
	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 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 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 On traffic 對交通 On water supply 對供水 On drainage 對排水 On slopes 對斜坡 Affected by slopes 受斜坡影響 Landscape Impact 構成景觀影響 Tree Felling 砍伐樹木 Visual Impact 構成視覺影響 Others (Please Specify) 其他 (請列明)		Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input type="checkbox"/> Yes 會 <input type="checkbox"/> No 不會 <input 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/ <u>YL-NSW</u> / <u>299</u>
(b) Date of approval 獲批給許可的日期	<u>15/7/2022</u> (DD 日/MM 月/YYYY 年)
(c) Date of expiry 許可屆滿日期	<u>15/7/2025</u> (DD 日/MM 月/YYYY 年)
(d) Approved use/development 已批給許可的用途/發展	擬議社會福利設施 (綜合社區服務中心) Proposal Social Welfare Facility (Integrated Community Service Center)
(e) Approval conditions 附帶條件	<div> <input type="checkbox"/> The permission does not have any approval condition 許可並沒有任何附帶條件 </div> <div> <input checked="" type="checkbox"/> Applicant has complied with all the approval conditions 申請人已履行全部附帶條件 </div> <div> <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： </div> <div> <hr/> <hr/> <hr/> </div> <div> Reason(s) for non-compliance: 仍未履行的原因： </div> <div> <hr/> <hr/> <hr/> </div> <div> (Please use separate sheets if the space above is insufficient) (如以上空間不足，請另頁說明) </div>
(f) Renewal period sought 要求的續期期間	<div> <input checked="" type="checkbox"/> year(s) 年 <u>3</u> </div> <div> <input type="checkbox"/> month(s) 個月 </div>

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。

申請人尋求批予規劃許可，准許將申請地點（前小商新村公立學校）用作擬議社會福利設施用途。

本中心的宗旨是透過提供多元化的服務，讓服務使用者達至自我實現、強化家庭和塑造健康的社會文化。

我們盼望在申請地點營造一個舒適的環境，幫助服務使用者在關係上成長，並為精神健康上有需要的人士提供服務。

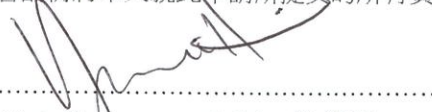
本發展計劃牽涉的非住用樓面面積為522.45平方米。申請地點主要依靠一條通道連接小商路。

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



Hui Wing-yan, Celia 許詠恩

Name in Block Letters
姓名（請以正楷填寫）

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

General Secretary 總幹事

Position (if applicable)
職位（如適用）

Professional Qualification(s) ☐ Member 會員 / ☐ Fellow of 資深會員

專業資格

☐ 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

Yuen Long Kam Kwong Church Ltd. 神召會元朗錦光堂有限公司

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

Date 日期

9 / 5 / 2025

(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 <u>as far as possible</u> . 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	Former Small Traders New Village Public School in D.D. 115, Small Traders New Village, Nam Sang Wai, Yuen Long 元朗南生圍小商新村丈量約份第115約地段前小商新村公立學校
Site area 地盤面積	<div style="text-align: right;">932.50 sq. m 平方米 □ About 約</div> <div> (includes Government land of 包括政府土地 932.50 sq. m 平方米 □ About 約) </div>
Plan 圖則	Approved Nam Sang Wai Outline Zone Plan No. 南生圍分區計劃大綱核准圖編號 S/YL-NSW/10
Zoning 地帶	“Undetermined” 「未決定用途」
Type of Application 申請類別	<div> <input 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 <div style="margin-left: 40px;"> <input type="checkbox"/> Year(s) 年 _____ <input type="checkbox"/> Month(s) 月 _____ </div> </div> <div style="margin-top: 10px;"> <input checked="" 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 <div style="margin-left: 40px;"> <input checked="" type="checkbox"/> Year(s) 年 3 <input type="checkbox"/> Month(s) 月 _____ </div> </div>
Applied use/development 申請用途/發展	擬議社會福利設施 (綜合社區服務中心) Proposal Social Welfare Facility (Integrated Community Service Center)

(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	N. A. 不適用 <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	522.45 <input checked="" 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	1	
(iii) Building height/No. of storeys 建築物高度／層數	Domestic 住用	N. A. 不適用	<input type="checkbox"/> (Not more than 不多於) m 米
		N. A. 不適用	<input type="checkbox"/> (Not more than 不多於) Storeys(s) 層
	Non-domestic 非住用	高度：7.43米	<input type="checkbox"/> (Not more than 不多於) m 米
		共一層	<input type="checkbox"/> (Not more than 不多於) Storeys(s) 層
(iv) Site coverage 上蓋面積	N. A. 不適用 % <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		3
	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) _____ _____		2 0 0 1 0
(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 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
Plans and Drawings 圖則及繪圖		
Master layout plan(s)/Layout plan(s) 總綱發展藍圖／布局設計圖	<input checked="" 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 checked="" type="checkbox"/>
1. "Records of existing drainage facilities on site"		
2. Fire Services Installation Plan		
Reports 報告書		
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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
1. The letter from Planning Department for accept "Compliance with Approval Condition(f) – Submission of Records of the Existing drainage facilities"		
2. 一份發展前小商新村公立學校為社會福利設施 (綜合社區服務中心)計劃書		
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。

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

Michael Chi Kin SO/PLAND

寄件者: [REDACTED]
寄件日期: 2025年05月23日星期五 9:25
收件者: Michael Chi Kin SO/PLAND; tpbpd/PLAND
主旨: 有關申請編號A/YL-NSW/347補充文件
附件: Appendix II.pdf; Drainage records_250522.pdf; 計劃書(5.2025).pdf; 實地照片_250522.pdf

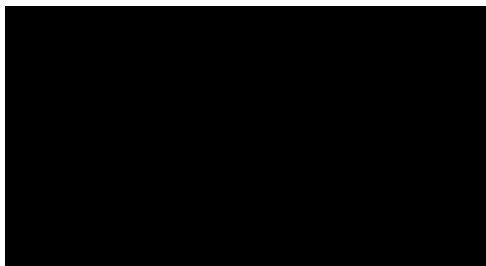
類別: Internet Email

執事先生/小姐:

附上申請編號 A/YL-NSW/347(元朗南生圍小商新村丈量約份第 115 約地段，前小商新村公立學校)之規劃申請補充文件。

如有任何問題，請與本會 [REDACTED] 聯絡(電話：[REDACTED])。

神召會元朗錦光堂



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

Michael Chi Kin SO/PLAND

寄件者: [REDACTED]
寄件日期: 2025年05月23日星期五 12:41
收件者: Michael Chi Kin SO/PLAND
主旨: Re: [Confirmation][Site Coverage] Application No. A/YL-NSW/347
類別: Internet Email

On 2025-05-23 12:34, Michael Chi Kin SO/PLAND wrote:

> Dear sir/madam,
>
> I refer to the captioned planning application.
>
> It is noted that the site area of the application site is about 932.5
> sq. meter with a covered land area of about 522.45 sq. meter. Please
> confirm that_ the site coverage is about 56%_ by today. Should you
> have any question, please contact Ms. Selena SIN via 3168 4047. Many
> thanks!
>
> Best Regards,
>
> Michael SO
>
> FS&YLE DPO, PlanD
>
> Tel: 3907 0963

Dear Sir/madam,

I would like to confirm that the site coverage is about 56%.
Thank you!

Best regards,
Yuen Long Kam Kwong Church

--

Yuen Long Kam Kwong Church, Ltd.

[REDACTED]



發展前小商新村公立學校為社會福利設施 (綜合社區服務中心) 計劃書

背景

由 2014 年 9 月開始，錦光元朗綜合社區服務中心（下稱「本機構」）在神召會元朗錦光堂全數資助下成立，借用教會內的一個房間展開服務。服務範圍以元朗市、天水圍、錦田及屯門的家庭為主。除了各類型的家庭活動，還有婚姻輔導、個人輔導服務、青少年及兒童、長者、少數族裔服務等。服務形式包括大型社區活動、小組、個案跟進，同時為有需要而合資格的家庭提供食物銀行服務。

機構特點

一. 服務回應地區/社會需要

本機構由神召會元朗錦光堂全數資助，人手編制簡單但社工均超過十年服務經驗，我們按社會需要迅速地提供專業服務。

2020 年 11 月油麻地無情的火災中，我們召集少數族裔義工到達現場，為災民提供即時翻譯及情緒輔導支援等；其後更蒙元朗民政事務處委託，向區內少數族裔家庭送贈福袋，表達摯誠的祝福，建立關愛共融的社會；2021 年 1 月在寒冷天氣及疫情影響下，本機構開展「關懷露宿者及清潔工服務」，定時定點地探訪露宿者，由開始至今每星期出訪，探訪已突破 200 次，關心社會上的弱勢社群。

二. 地區伙伴關係良好

本機構與區內不同辦學團體(幼兒及中小學校)、社福機構、政府部門(元朗警區、社會福利署、元朗圖書館)合作，建立良好及互信關係，從轉介服務會跟進及提供支援，共建關愛和諧的社區，締造「人間有情，社區有愛」文化。

三. 強大義工網絡

本機構重視義工發展，不斷培訓義工並提供服務機會，透過不同招募形式，讓婦女及退休人士投入社區服務，將愛及關懷傳遞開去，增加他們對地區的歸屬感；另外，推動青少年投入義工服務，探訪區內弱勢社群，從中體會「施比受更為有福」的道理，鼓勵少年人不放棄精神。

本機構於「元朗區傑出義工選舉 2023」中，「小麥子關懷服務」獲得成人組團隊優異獎，而義工郭少勤亦獲得成人組個人獎亞軍；另於「元朗區傑出義工選舉 2024」更得到三個組別獎項，個人組成人組獲得冠軍(一名接受過 12 次手術的癌症康復者)、個人組長者組獲得亞軍(曾中風的退休商人)以及「關懷露宿者及清潔工團隊」獲得成人團體組亞軍，義工們將繼續關顧弱勢社群，祝福社區。

四. 資源略為不足

本機構為神召會元朗錦光堂全力支持，但獨立運作，在有限的資源下，需申請不同基金以推行服務回應居民的需要，香港現行社會服務模式為市民提供服務，實在需要尋求社區上更多支援。

服務特色

一. 成為現時社會服務的橋樑

現時香港的福利制度完善，為各階層提供多元化的社會服務，而且力求緊貼社會變化，服務推陳出新。唯地區人士的需求實在不斷轉變，此時也無可避免地出現不同的服務空間。例如，本機構與部份中學合作，協助學生擴闊生活圈子、上門探訪；與綜合家庭服務中心合作，安排義工上門，指導肌肉萎縮症患者簡單煮食、家庭生活指導；協助精神病康復者與地區現有的服務連繫；為貧窮家庭安排二手傢俱；協助區內市民按需要尋求相關的服務；服務區內少數族裔，服務包括：探訪，合辦活動，青少年融入小組等。務求成為市民與區內各政府部分和服務的橋樑，讓市民得到適切的幫助。

二. 提供高質素義工團隊服務

本機構定期招募義工，並提供訓練，除了基本義工守則，也包括輔導技巧、團隊合作的訓練，並會定期檢討；也會因應服務性質，提供額外的訓練，例如：話劇訓練等。除了組織及訓練義工們，到各中小學以生命教育為題，進行話劇表演外，也以到戶的形式為癌症康復者、精神病康復者提供不同類型的家居服務，讓他們能有尊嚴地生活。

三. 運用靈性與輔導結合模式

本機構按照服務使用者的情況，以靈性與心理輔導的結合模式，提供全面的輔導服務。例如，協助精神病康復者適應社區生活時，按其需要轉介至教會內接受靈性的照顧，以朋輩的方式支援。

地區需要

2021 年元朗區總人口為 670,000 人¹，佔全港人口 9%。2023 年全港人口最多的 3 個地區依次為沙田（70.3 萬人）、元朗（67.3 萬人）及觀塘（67.1 萬人）²，而預計到 2031 年元朗會成為全港最多人口的區域。元朗區將會有全港最多的工作人口，達 50.1 萬人；該區亦將會有最多的年輕人口，達 7.1 萬人。元朗區人口年齡中位數為 45.7。

在 2021 年顯示，18 區議會分區當中，元朗區青年數目最多（10.3%）³，青少年每月主要職業收入中位數為\$18,500，青少年服務是必要的重點之一，青少年就業、情緒支援、生命教育等都刻不容緩。

元朗區人口佔全港人口的 9%，佔全港少數族裔人士數目的 7.4% (佔本區人口的 6.8%)⁴，以尼泊爾人居多，其次為巴基斯坦人，印尼人為第三多⁵。因此，少數族裔服務也是重點的範疇。

1. 社會福利署，《地區概覽：元朗區人口簡況》。

2. 規劃署人口分布推算小組《「人口分布推算 2023-2031」報告書》(2024)。

3. 政府統計處《2021 人口普查》主題性報告：青少年 (2023)。

4. 社會福利署，《地區概覽：元朗區人口簡況》。

5. 香港社會服務聯會《左鄰右里：元朗及葵青的少數族裔社群數據》。

中心開放時間

星期一至五	各類型服務、電話輔導、預約個案輔導服務，設偶到服務
星期六	只接受預約服務、個別班組及營會活動
星期日及公眾假期	休息

服務發展計劃

隨著大型私人屋苑落成，人口已不住加增，洪水橋發展計劃的實施，未來已預計為全港最多人口，整個元朗市將面對貧富差距的增加，社會的和諧、公共資源的分配將因而受到挑戰；青少年及家庭的需要會更加明顯；少數族裔的議題將愈趨重要。為回應社區需要，本機構未來發展重心如下：

- 一. 「關係成長」將成為重要的議題，人與自己、人與他人、人與社區，身心靈的整全發展，將減少情緒困擾。
- 二. 支援貧窮家庭以獲得與一般家庭相近的成長機會，例如親子相處時間、教養技巧、學童發展所長的機會等等。
- 三. 青少年培育，例如價值觀、自我認識、情緒管理等等。
- 四. 少數族裔在本地的適應與成長。
- 五. 營辦社會企業，為弱勢社群提供就業、社交訓練場所；自力更生，提升自尊感。

服務規劃如下：

服務範疇	服務規劃	具體例子	配合設施
1	個人輔導	情緒輔導、個人成長、心靈創傷	輔導室
2	加強親子關係	圖書館、親子伴讀、親子活動	中央活動空間/圖書館、 廚房、遊戲室
2	婚姻生活培育	婚前輔導、婚姻輔導、夫婦營	輔導室、多用途室、活動室
3	青少年培育	Joyful and Peaceful Team 訓練及活動	中央活動空間、多用途室、活動室
3	學生補習支援	協助學習有困難的學生	輔導室、多用途室、活動室
3	學校協辦活動	義工訓練及服務、領袖訓練活動	中央活動空間、多用途室、活動室
4	互助支援	「喜樂小組」— 癌症關懷互助小組	輔導室、多用途室、活動室
4	少數族裔活動	共融活動	中央活動空間、多用途室、活動室
5	基層關顧	社區街站、上門探訪、危機支援、物資轉贈、社區關懷訓練	中央活動空間、多用途室、活動室
5	食物支援	與社區機構合作派發凍餐服務	廚房、儲物室
6	社區網絡	社區街站、新春活動	中央活動空間、多用途室、活動室

服務範疇：

1. 專業輔導	2. 家庭培育	3. 青少年培育
4. 弱勢社群支援	5. 關顧貧窮	6. 社區網絡

為配合本機構的不同服務，中心設施包括：輔導室、活動室、遊戲室、多用途室、廚房、會議室、儲物室等。同時，為方便傷健人士，中心擬設有傷健洗手間及車位。

義務諮詢團隊

本機構在過去的發展中，透過不同專業界別的肢體，得到各種的支援，例如臨床心理學家■■■■小姐、商人■■■■先生、會計師■■■■先生等等。

參考理論

1. 相依理論

相依理論最基本的信念，相信人自幼與撫育者產生血肉相連的關係模式，影響至整個人的成長、對人生的探索。年幼的親密經驗，形式了一個人對世界的安全感，及日後的人際關係。

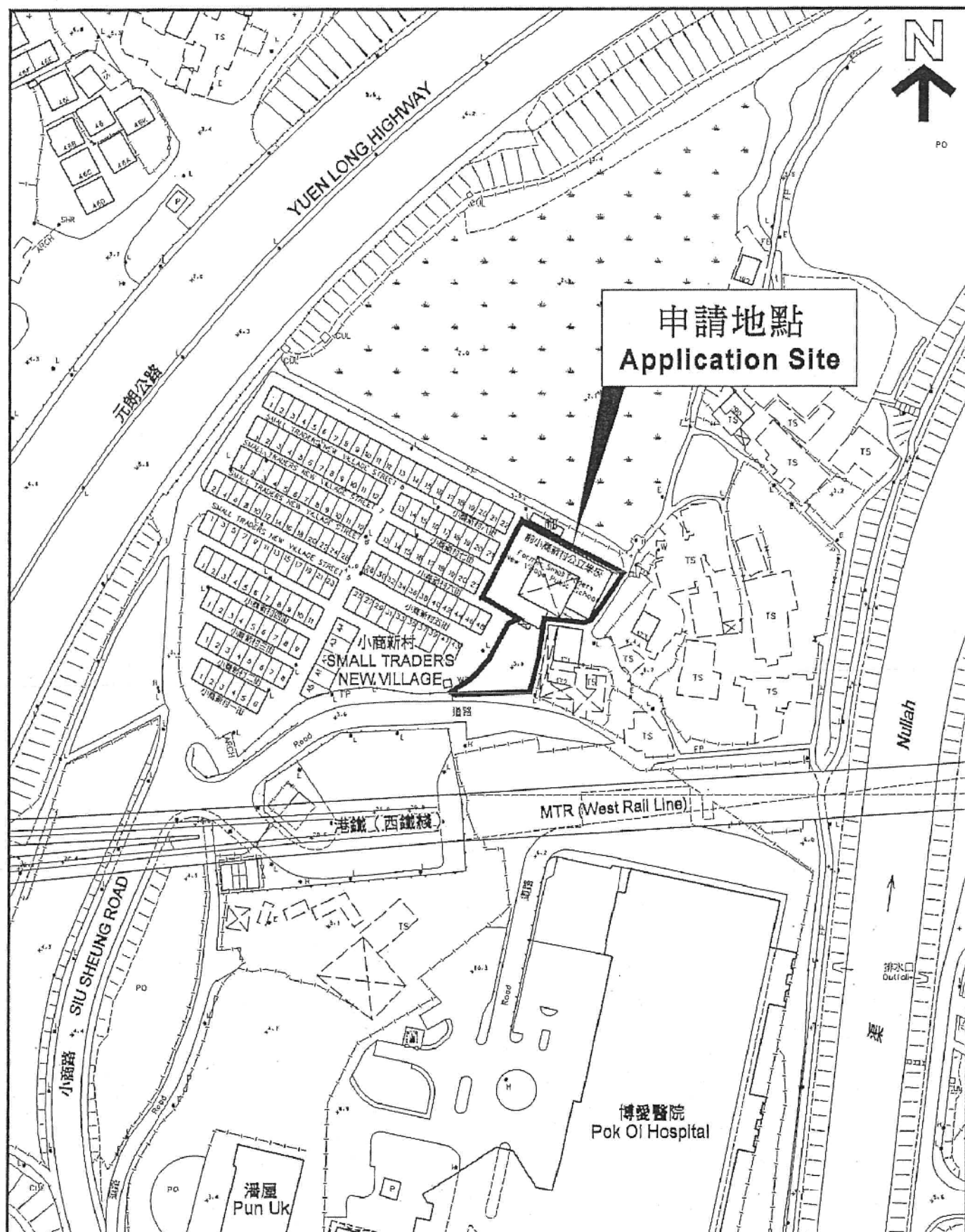
觀乎現時許多的破碎家庭、跨代教養、跨境兒童等等，令孩子自幼經驗的親密關係扭曲，長遠帶來婚姻及家庭的問題，影響社會文化發展。中心的服務以處理個人成長的根本入手，處理人與自己、人與他人及人與環境的關係。

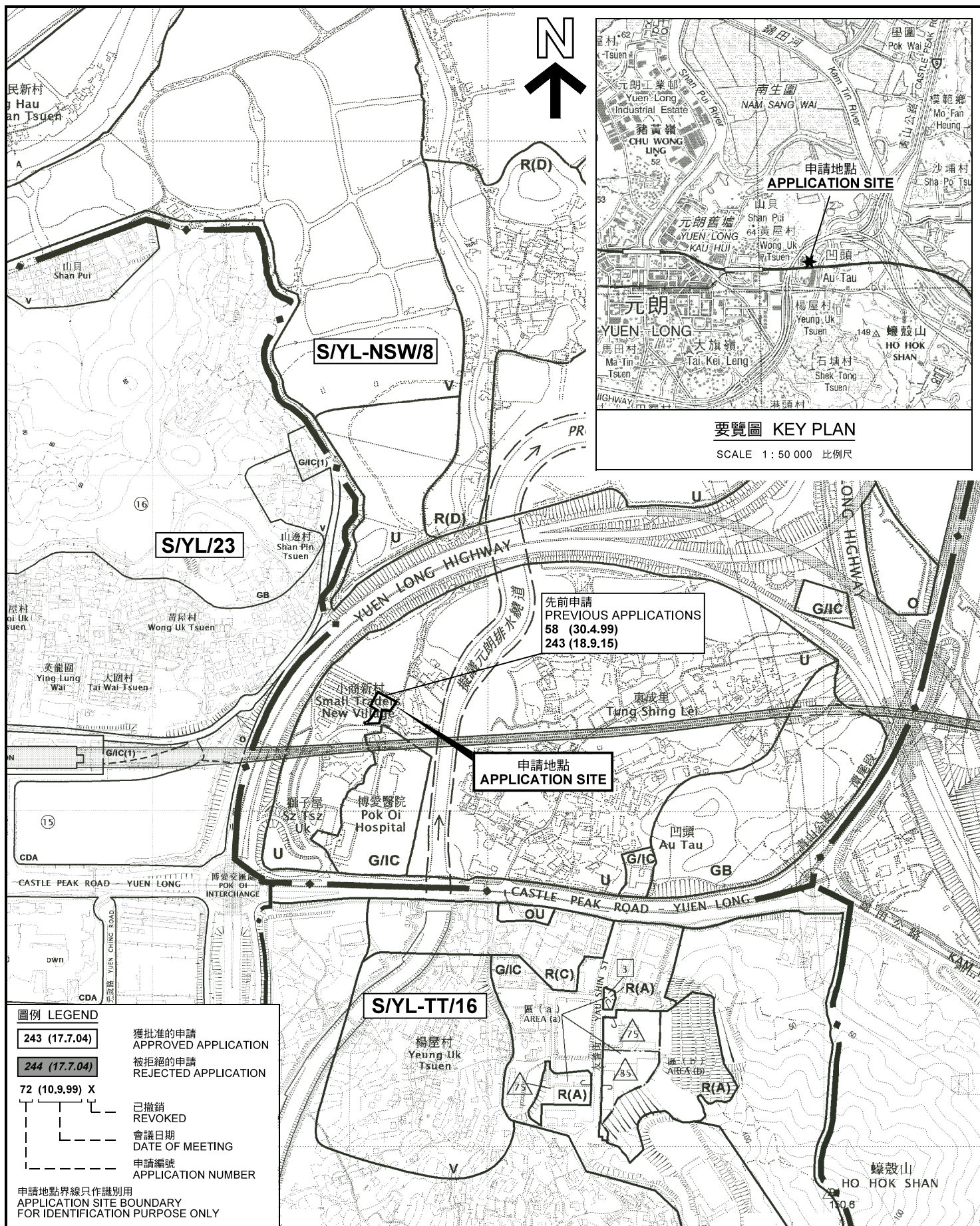
2. 復元模式

復元模式主要處理精神病康復者的復元過程中所需要的元素。世界衛生組織於 2014 年的研究指出，單是精神分裂症已經影響全球 2,100 萬人口；根據醫管局的資料，本港 2013 年就有超過 200,000 人接受精神科治療。精神情緒病患的出現，除了因為腦部傳遞物質出現問題，也牽涉個人成長經歷和回應環境的能力。

3. 靈性向導

不少的輔導學家、心理學者相信，人脫離了靈性的向導，只追求自我，在面對自己、環境及複雜的人際關係時，如果處理失當，也會產生各類型的情緒失調及精神病患。而透過與教會合作，提供健康的關愛環境、穩定的朋輩群體，對情緒需要較大的服務使用者特別有效。





要覽圖 KEY PLAN

SCALE 1 : 50 000 比例尺

圖例 LEGEND

243 (17.7.04)	獲批准的申請 APPROVED APPLICATION
244 (17.7.04)	被拒絕的申請 REJECTED APPLICATION
72 (10.9.99) X	已撤銷 REVOKED
---	會議日期 DATE OF MEETING
---	申請編號 APPLICATION NUMBER

申請地點界線只作識別用
APPLICATION SITE BOUNDARY
FOR IDENTIFICATION PURPOSE ONLY

本摘要圖於2018年1月31日擬備，
所根據的資料為：
於2006年10月17日核准的分區計劃大綱圖
編號 S/YL-NSW/8 和
於2016年10月18日核准的分區計劃大綱圖
編號 S/YL/23，以及
於2012年3月13日核准的分區計劃大綱圖
編號 S/YL-TT/16

EXTRACT PLAN PREPARED ON 31.1.2018
BASED ON OUTLINE ZONING PLANS No.
S/YL-NSW/8 APPROVED ON 17.10.2006,
S/YL/23 APPROVED ON 18.10.2016 AND
S/YL-TT/16 APPROVED ON 13.3.2012

位置圖 LOCATION PLAN

擬議臨時社會福利設施（綜合社區服務中心）（為期3年）
元朗南生圍小商新村前小商新村公立學校
PROPOSED TEMPORARY SOCIAL WELFARE FACILITY
(INTEGRATED COMMUNITY SERVICE CENTRE)
FOR A PERIOD OF 3 YEARS
FORMER SMALL TRADERS NEW VILLAGE PUBLIC SCHOOL,
SMALL TRADERS NEW VILLAGE, NAM SANG WAI, YUEN LONG

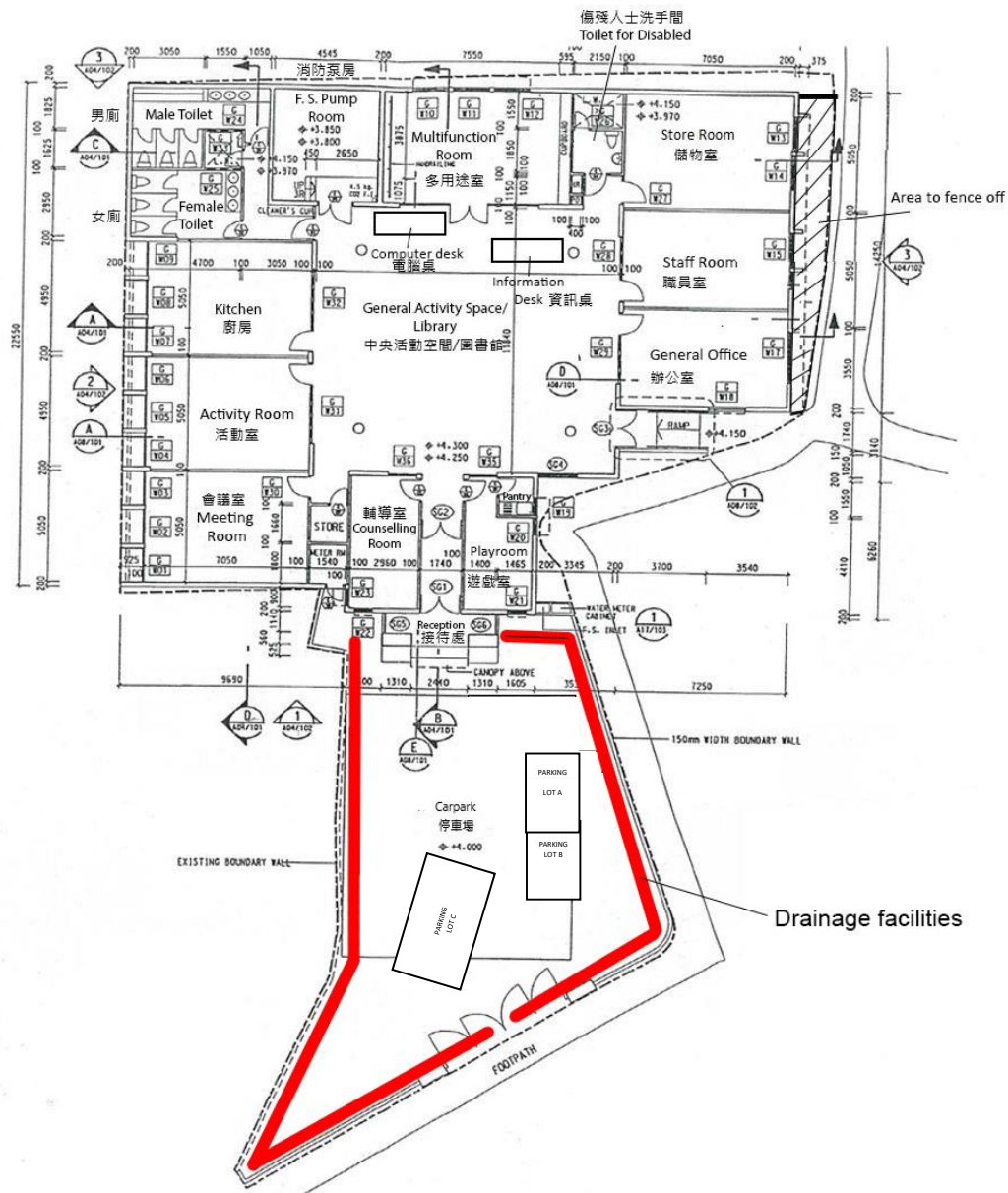
SCALE 1 : 7 500 比例尺
米 100 0 100 200 300 米
METRES

圖 PLAN

A-1

Appendix II: Floor Plan

附件二：平面圖

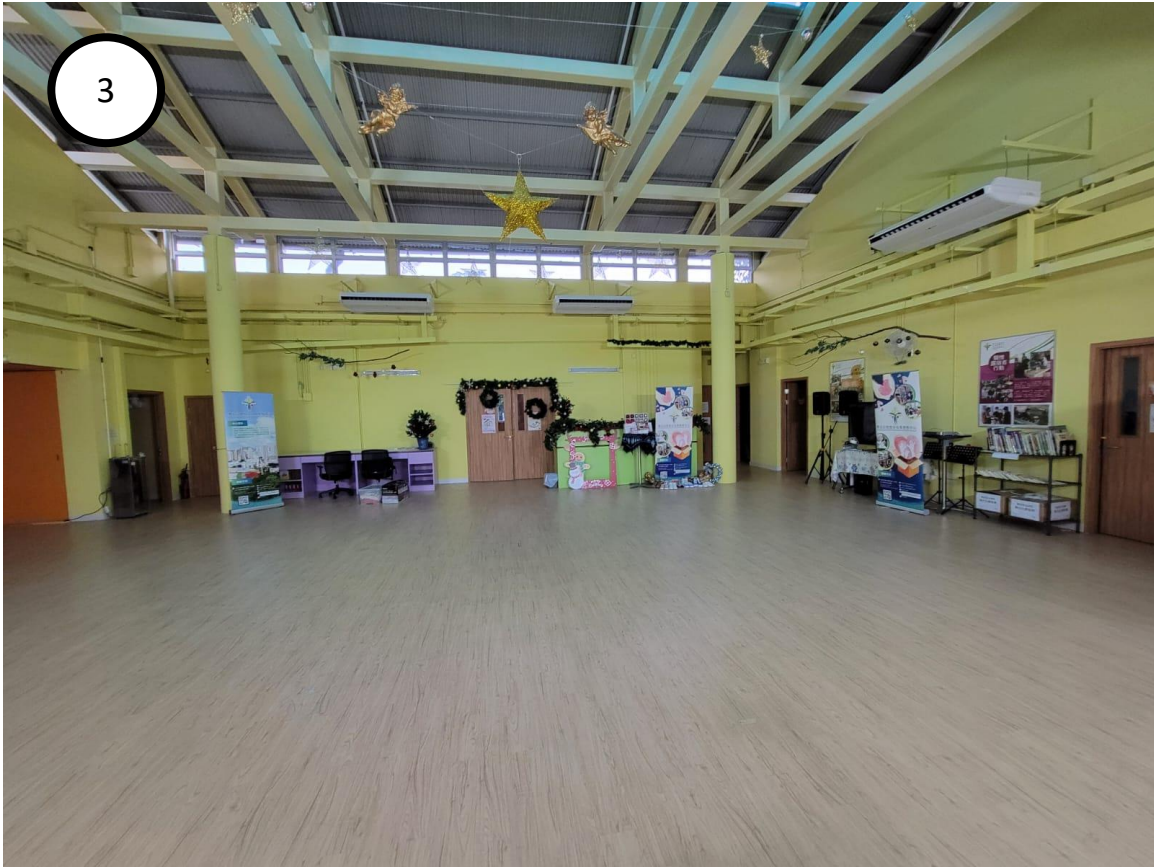


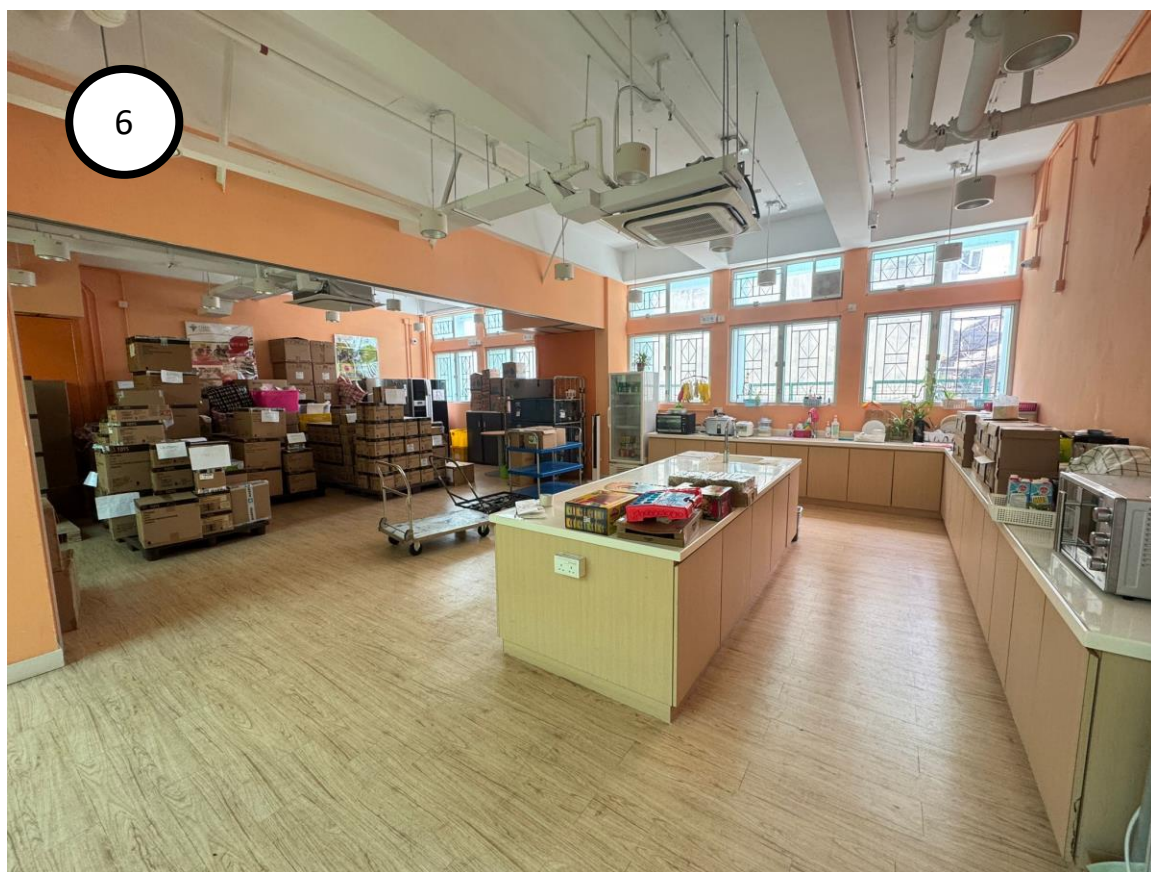
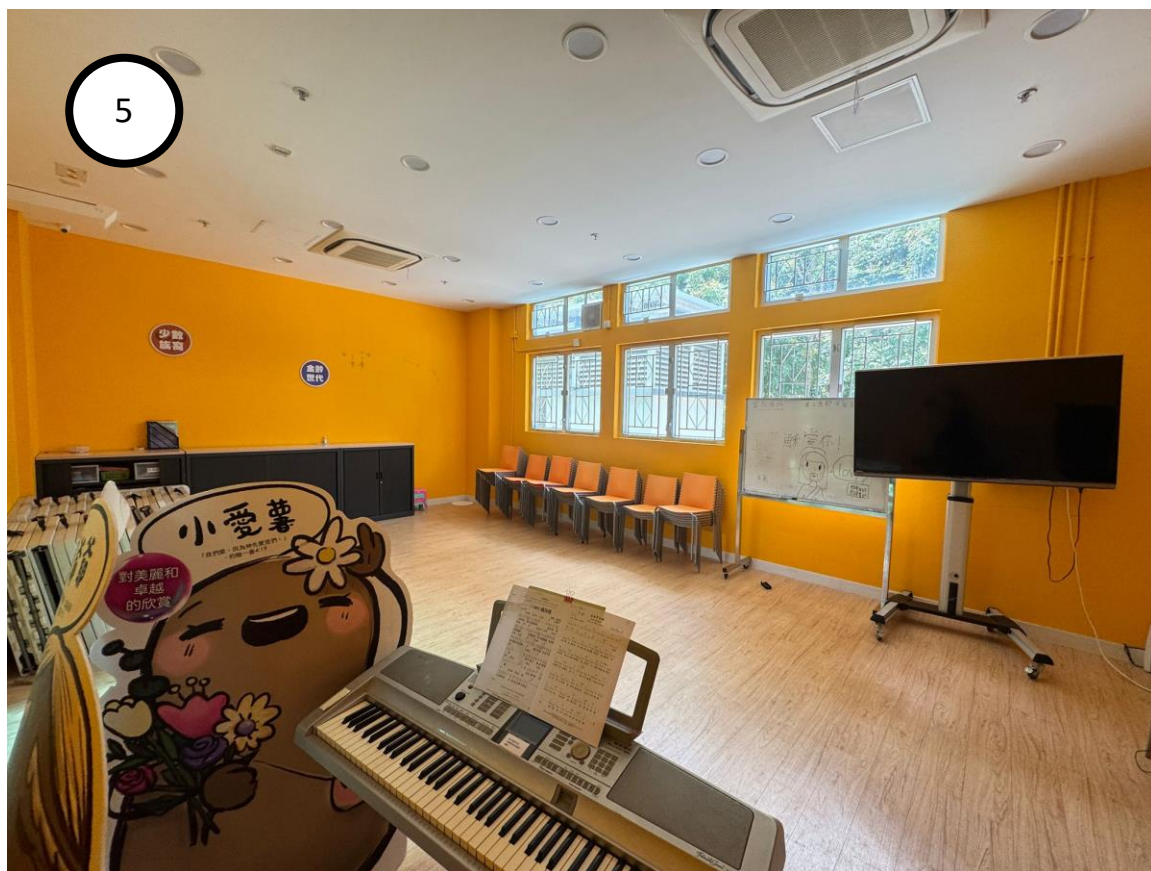
Parking Lot A (5010mm x 2510mm): Private car
 Parking Lot B (5010mm x 2510mm) : Private car
 Parking Lot C (6990mm x 3510mm) : Light Goods Vehicle

Total GFA=522.45

實景照片(攝於 2025 年 5 月 22 日)



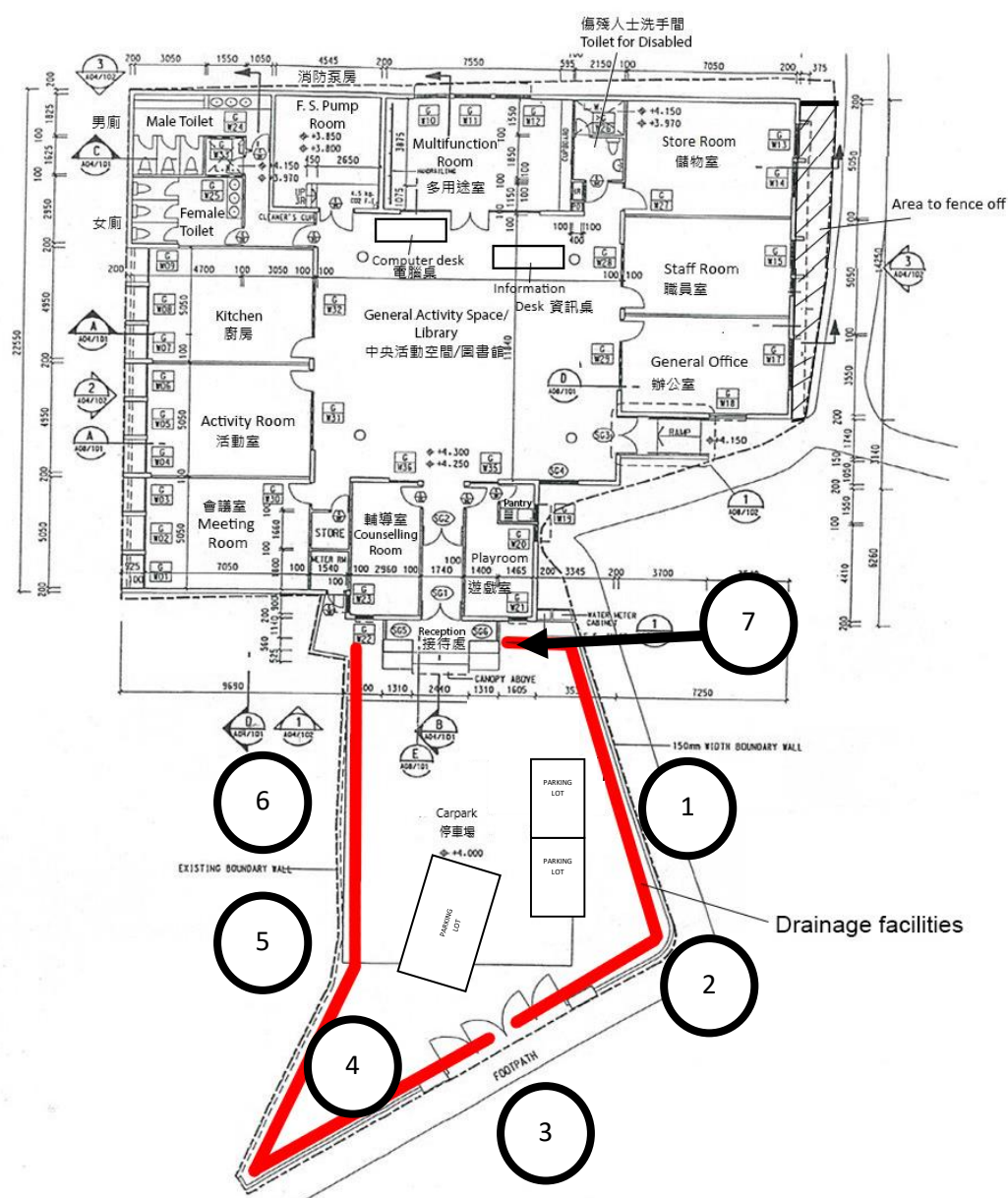




Proposed Temporary Social Welfare Facility (Integrated Community Service Centre)
Former Small Traders New Village Public School in D.D.115, Small Traders New
Village, Nam Sang Wai, Yuen Long

Records of existing drainage facilities on site

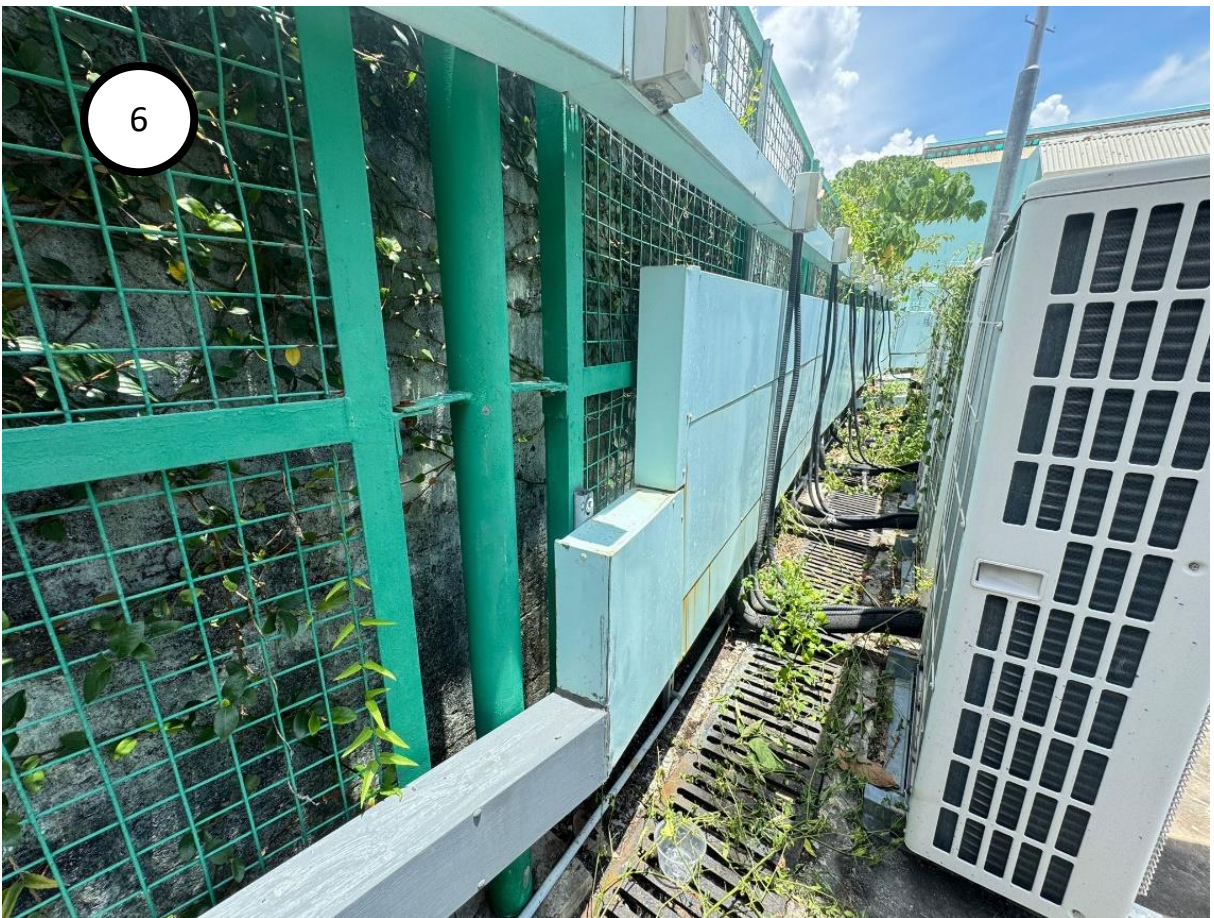
Drainage facilities were mainly found surrounding the whole multifunctional playground of the former school site (highlighted in red on the site plan).



Drainage facilities in detail (The below photos were taken on 22/5/2025):











Lee Mark Architecture and Surveying Limited

李麥建築及測量有限公司

A member of LM Group of Companies

By Post and By E-mail (kkcc@kamkwongchurch.org; [REDACTED])

February 18, 2022

Our Ref: LM-SW19-02-074

Your Ref:--

Yuen Long Kam Kwong Church Ltd.

Dear Madam,

**Provision of Revised Fire Services Installation Plan
Renovation of Former Small Traders New Village Public School for
Kam Kwong Integrated Community Service Center – Yuen Long
D.D.115, Small Traders New Village, Nam Sang Wai, Yuen Long**

Further to ad-hoc meeting dated February 17, 2022, we would like to enclose herewith the Revised Fire Services Installation Plan with additional requirements from Fire Services Department requesting to upgrade the existing Fire Services Installations at the subject premises for your onward submission. Please note that we had also transmitted the same to you via email on February 17, 2022.

Meanwhile, the main contractor would review on the works required to be executed to upgrade on the existing Fire Services Installations and provide a summary with estimated cost by the end of this week.

Should you have any queries, please contact our [REDACTED]

Yours faithfully,

For and on behalf of
Lee Mark Architecture and Surveying Limited

[REDACTED]
Director

JM/PH/tw(1434)

Encl.

c.c.

Shun Yip Construction Company Limited –

[REDACTED]

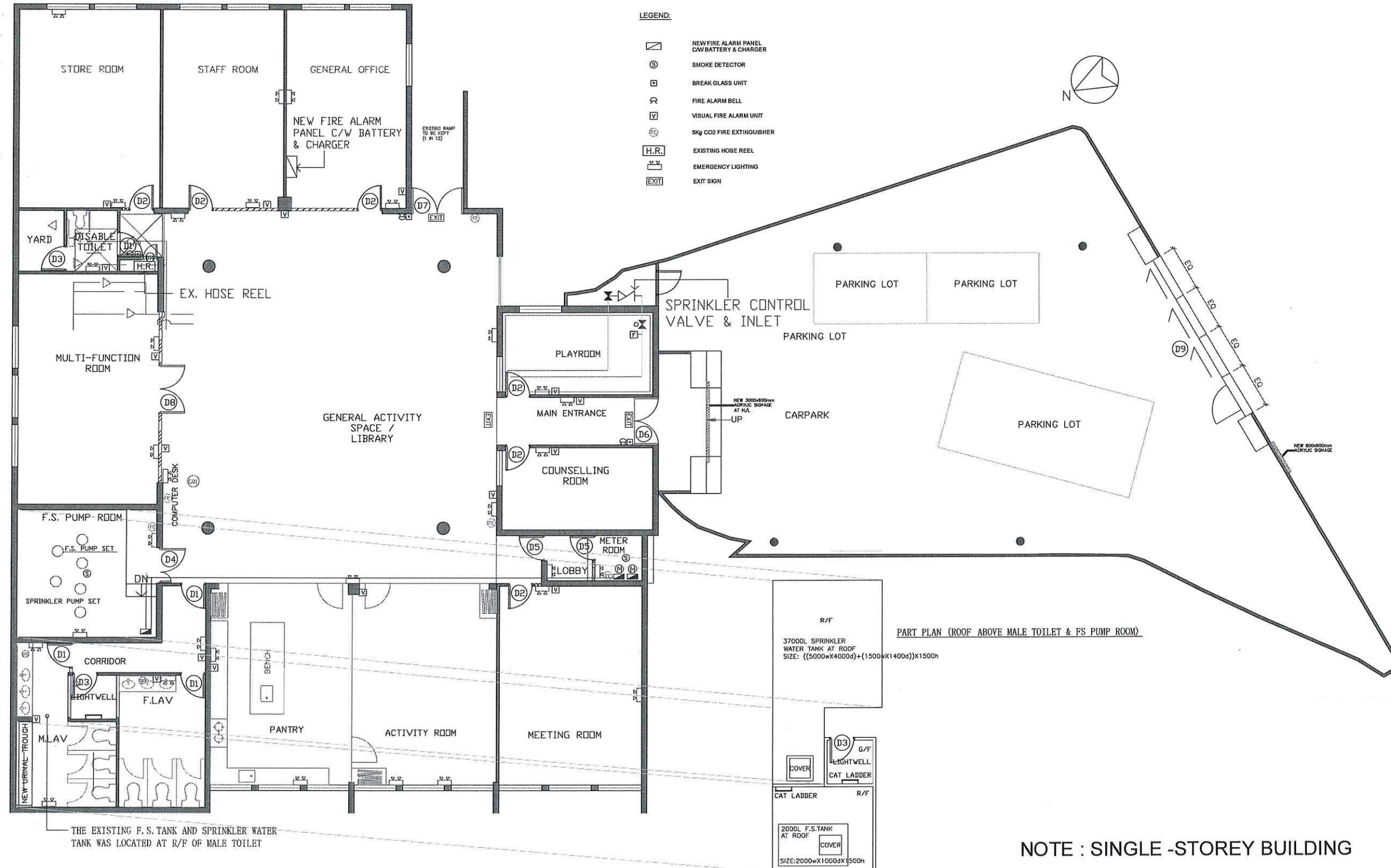
[REDACTED]



ISO 9001:2015
Certificate No.: CC 1088

F.S. NOTES :

1. THE SPRINKLER SYSTEM SHALL BE DESIGNED AND INSTALLED IN ACCORDANCE WITH LPC RULES INCORPORATING BS EN 12845 : 2003 AND HKFSD CIRCULAR LETTERS NO. 3/2006
2. THE HAZARD CLASSIFICATION OF THE SPRINKLER SYSTEM SHALL BE OH1
3. MODIFIED HOSE REEL SYSTEM SHALL BE PROVIDED IN ACCORDANCE WITH CODES OF PRACTICE 2012
4. AUTOMATIC FIRE ALARM & DETECTION SYSTEM SHALL BE PROVIDED IN ACCORDANCE WITH LPC RULES OF BS 5839-1 : 2002 + A2 2008 AND HKFSD CIRCULAR LETTER NO. 1/2009, 2/2009 & 2/2012 & 3/2010
5. VISUAL FIRE ALARM SHALL BE PROVIDED IN ACCORDANCE WITH BS 5839-1:2002 + A2 2008 AND FSD CIRCULAR LETTER NO.2/2012 AND BARRIER FREE ACCESS 2008
6. A MANUALLY OPERATED FIRE ALARM SYSTEM C/W MANUAL BREAKGLASS AND ALARM BELL SHALL BE PROVIDED THROUGH THE BUILDING AND INCORPORATED TO THE FH/HR SYSTEM
7. ALL BREAK GLASS UNITS SHOULD OPERATE ALL ALARM BELLS AND VISUAL FIRE ALARM AND START THE F.S. FIXED FIRE PUMP AUTOMATICALLY.
8. SUFFICIENT EXIT SIGNS AND DIRECTIONAL SIGNS SHALL BE PROVIDED IN ACCORDANCE WITH THE FSD CIRCULAR LETTER NO. 5/2008 AND CONNECTED TO THE POWER SUPPLIES SYSTEM AND WITH 2 HOURS BATTERY BACK UP WILL BE PROVIDED FOR THE ENTIRE DEVELOPMENT TO ENSURE THAT ; ALL EXIT ROUTES ARE CLEARLY INDICATED
9. EMERGENCY LIGHTING WILL BE DESIGN IN ACCORDANCE WITH BS EN 5266 PT 1 : 2016 AND BS EN 1838 : 2013 AND FSD CIRCULAR LETTER NO. 4/2021
10. SELF-CONTAINED LUMINAIRES EMERGENCY LIGHTS WITH 2 HOURS BACK UP SHALL BE PROVIDED TO ALL PUBLIC AREA AND ALL EXIT ROUTES LEADING TO GROUND FLOOR LEVEL
11. 37000L SPRINKLER WATER TANK (SIZE : ((5000wX4000d)+(1500wX1400d))X1500h) LOCATED AT ROOF
12. 2000L F.S. TANK (SIZE : 2000wX1000dX1500h) LOCATED AT ROOF
13. THE SECONDARY POWER SUPPLY WILL BE CONNECTED TO THE SOURCE BEFORE MAIN SWITCH
14. FIRE ALARM SIGNALS SHALL BE LINKED TO THE FIRE SERVICES COMMUNICATION CENTRE VIA A FIRE SERVICES DIRECT TELEPHONE LINE
15. THE APPROPRIATE TYPE FIRE EXTINGUISHERS SHALL BE PROVIDED AT LOCATIONS AS SHOWN ON PLAN
16. THE FLOOR AREAS DO NOT EXCEED 2000M2, THEREFORE, NO AUDIO / VISUAL ADVISORY SYSTEM WILL BE PROVIDED FOR THE ENTIRE BUILDING
17. SPLIT TYPE COOLING UNITS ARE ADOPTED AND NO DUCTWORK SYSTEMS ARE INSTALLED IN THE ENTIRE BUILDING. THEREFORE, NO VENTILATION / AIR-CONDITIONING CONTROL SYSTEM WILL BE PROVIDED.



NOTE : SINGLE -STOREY BUILDING

NOTE 備註

REVISION 修改

NO. 編號	REVISION 修改	DATE 日期	BY 修改人
REV.A	Visual gate, cabinet, parking space	30/09/2021	TC
REV.B		18/11/2021	TC

CONTRACTOR 承建商

PROJECT 工程項目

RENOVATION OF FORMER
SMALL TRADERS NEW VILLAGE
PUBLIC SCHOOL FOR KAM
KWONG INTEGRATED
COMMUNITY SERVICE CENTER -
YUEN LONG

DRAWING TITLE 圖紙名稱

FS Plan(AS-BUILT)

SCALE 比例

1 IN 150 (A3)

DRAWING NO. 圖號

FS-001

DRAWN BY 繪製

TC

CHECKED BY 審閱

-

DATE 日期

09/06/2021

PROJECT NO. 工程編號

LM-SW19-02

Application No. A/YL-NSW/347

Please see our response to comments as below table:

Department	Comments	Our Responses
Director of Environmental Protection	Please confirm the permitted gross vehicle weight of the goods vehicle under the application.	See Attachment 1- alternative page 11 The parking would change from medium goods vehicle to light goods vehicle.
District Lands Officer, Yuen Long	Please confirm that there is and will not have major material change in development parameters for the existing social welfare facility (錦光元朗綜合社區服務中心) as compared within the current valid s.16 planning scheme No. A/YL-NSW/299.	We would like to confirm that there is and will not have major material change in development parameters for the existing social welfare facility (錦光元朗綜合社區服務中心) as compared within the current valid s.16 planning scheme No. A/YL-NSW/299.
Director of Planning Department	According to the submission, a parking space for medium goods vehicle (MGV) is provided. Please justify the use of the MGV parking space.	-We would like to clarify the parking space is for light goods vehicles. The use of the LGV parking space is for loading and unloading donated items such as electrical appliances or furniture for the community, supporting the Food Assistance Service to collect meal boxes, food packs for the families and the elderly.
	Please clarify the operation hours of the applied social welfare facility.	The operation hours of the applied social welfare facility are as below: Mon-Fri 09:00-18:00 Sat 09:00-13:00 Sun Closed
	Please clarify the current use of the application site on page 3 of the application form	See Attachment 2- alternative page 3 Since our organization already started community services at this location in 2020, we are now applying to renew and continue using it.
	Please provide the trip generation and attraction due to the development and assess the traffic impact to Siu Sheung Road and the local assess.	See Attachment 3 – Trip generation & Attraction
	<p>We would like to clarify that no public announcement system or audio amplification system will be used at the outdoor area of the Site and no adverse traffic impact on Siu Sheung Road is anticipated.</p> <p>Since our organization already started community services at this location in 2020, we have built up a good relationship and network in the community , so we are now applying to renew and continue using this location to provide social services for the community.</p>	

Department	Comments	Our Responses
Director of Fire Services	Please submit the latest fire service installations (FSIs) proposal for planning application no. A/YL-NSW/299	See Attachment 4 - FSI
	Please submit the statement/undertaking to confirm that there is no change in the layout and applied uses as compared with the previous application no. A/YL-NSW/299.	We would like to confirm that there is no change in the layout and applied uses as compared with the previous application no. A/YL-NSW/299.
	the applicant is advised to submit a full set of valid F.S. 251(s) covering all the FSIs implemented on the application site for further consideration.	See Attachment 5 – FS251_01 See Attachment 6 – FS251_02

(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	N. A. 不適用 <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	522.45 <input checked="" 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	1	
(iii) Building height/No. of storeys 建築物高度／層數	Domestic 住用	N. A. 不適用	<input type="checkbox"/> (Not more than 不多於) m 米
		N. A. 不適用	<input type="checkbox"/> (Not more than 不多於) Storeys(s) 層
	Non-domestic 非住用	高度：7.43米	<input type="checkbox"/> (Not more than 不多於) m 米
		共一層	<input type="checkbox"/> (Not more than 不多於) Storeys(s) 層
(iv) Site coverage 上蓋面積	N. A. 不適用 % <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		3
	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) _____ _____		2 0 1 0 0
(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 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

(d) Name and number of the related statutory plan(s) 有關法定圖則的名稱及編號	Approved Nam Sang Wai Outline Zone Plan No.S/YL-NSW/10 南生圍分區計劃大綱核准圖 編號S/YL-NSW/10
(e) Land use zone(s) involved 涉及的土地用途地帶	“Undetermined” 「未決定用途」
(f) Current use(s) 現時用途	Social welfare facility (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”^{#&} (please proceed to Part 6 and attach documentary proof of ownership).
是唯一的「現行土地擁有人」^{#&} (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”^{#&} (please attach documentary proof of ownership).
是其中一名「現行土地擁有人」^{#&} (請夾附業權證明文件)。
- ☐ is not a “current land owner”[#].
並不是「現行土地擁有人」[#]。 N. A. 不適用

- ☒ 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)”[#].
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」[#]。

(b) The applicant 申請人 –

- ☐ has obtained consent(s) of “current land owner(s)”[#].
已取得 名「現行土地擁有人」[#]的同意。

Details of consent of “current land owner(s)” [#] obtained 取得「現行土地擁有人」 [#] 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)
N. A. 不適用	N. A. 不適用	N. A. 不適用
N. A. 不適用	N. A. 不適用	N. A. 不適用
N. A. 不適用	N. A. 不適用	N. A. 不適用

(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)

Application No: No. A/YL-NSW/347

The trip generation and attraction due to the development and assess the traffic impact to Siu Sheung Road and the local assess:

	Mon	Tue	Wed	Thu	Fri	Sat	Sun
0900-1000	#1,#2 (in)	#1,#2 (in)	#1,#2 (in)	#1,#2 (in)	#1,#2 (in)	#1,#2 (in)	
1000-1100			#3 (in)		#3 (in)		
1100-1200							
1200-1300			#3 (out)		#3 (out)	#1,#2 (out)	
1300-1400	#1 (out)	#1 (out)	#1 (out)	#1 (out)	#1 (out)		
1400-1500							
1500-1600							
1600-1700							
1700-1800	#2 (out)	#2 (out)	#2 (out)	#2 (out)	#2 (out)		

Remark:

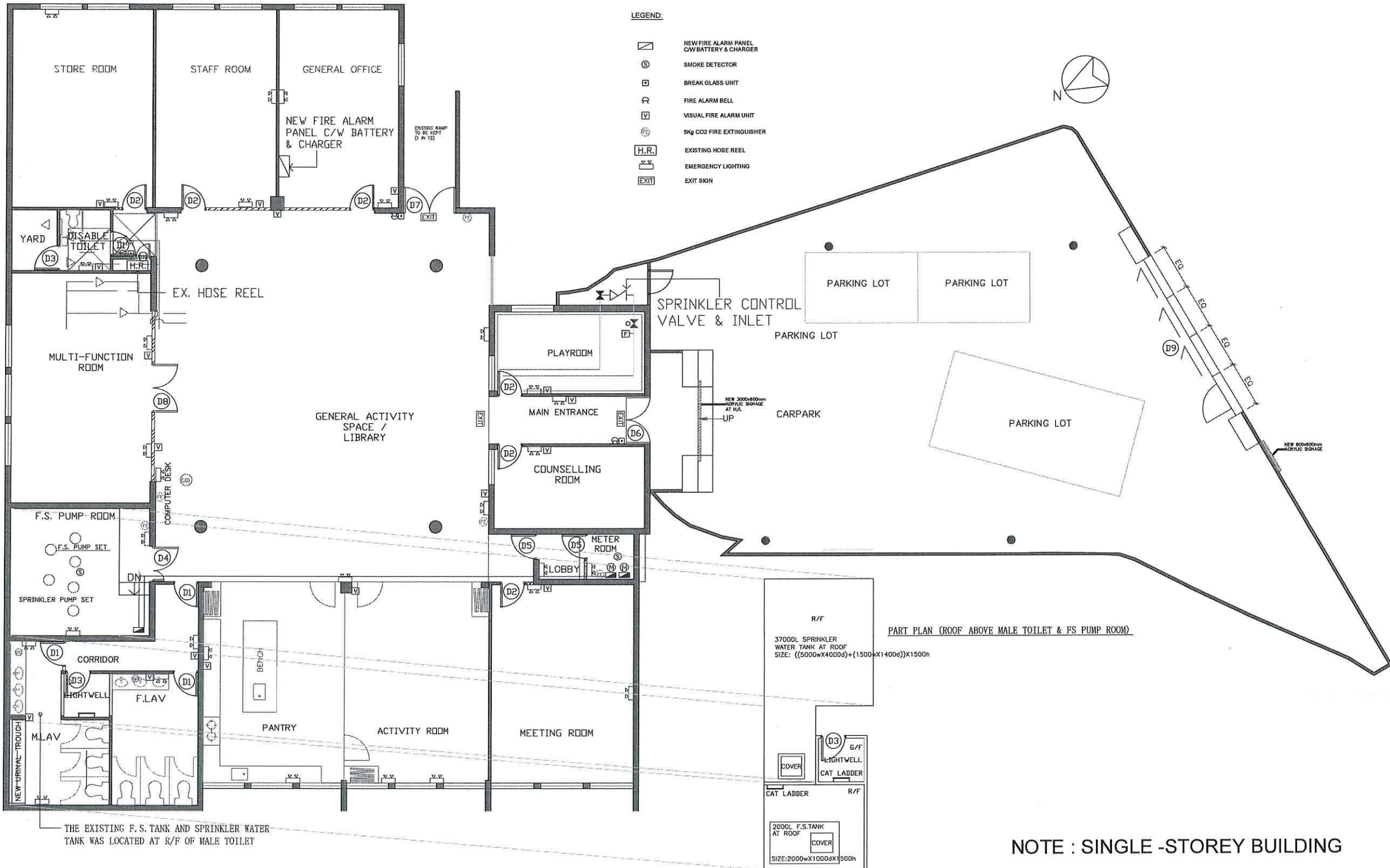
Private Car 1: #1

Private Car 2: #2

LGV: #3

F.S. NOTES :

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6. A MANUALLY OPERATED FIRE ALARM SYSTEM C/W MANUAL BREAKGLASS AND ALARM BELL SHALL BE PROVIDED THROUGH THE BUILDING AND INCORPORATED TO THE FH/HR SYSTEM
7. ALL BREAK GLASS UNITS SHOULD OPERATE ALL ALARM BELLS AND VISUAL FIRE ALARM AND START THE F.S. FIXED FIRE PUMP AUTOMATICALLY.
8. SUFFICIENT EXIT SIGNS AND DIRECTIONAL SIGNS SHALL BE PROVIDED IN ACCORDANCE WITH THE FSD CIRCULAR LETTER NO. 5/2008 AND CONNECTED TO THE POWER SUPPLIES SYSTEM AND WITH 2 HOURS BATTERY BACK UP WILL BE PROVIDED FOR THE ENTIRE DEVELOPMENT TO ENSURE THAT ; ALL EXIT ROUTES ARE CLEARLY INDICATED
9. EMERGENCY LIGHTING WILL BE DESIGN IN ACCORDANCE WITH BS EN 5266 PT 1 : 2016 AND BS EN 1838 : 2013 AND FSD CIRCULAR LETTER NO. 4/2021
10. SELF-CONTAINED LUMINAIRES EMERGENCY LIGHTS WITH 2 HOURS BACK UP SHALL BE PROVIDED TO ALL PUBLIC AREA AND ALL EXIT ROUTES LEADING TO GROUND FLOOR LEVEL
11. 37000L SPRINKLER WATER TANK (SIZE : ((5000wX4000d)+(1500wX1400d))X1500h) LOCATED AT ROOF
12. 2000L F.S. TANK (SIZE : 2000wX1000dX1500h) LOCATED AT ROOF
13. THE SECONDARY POWER SUPPLY WILL BE CONNECTED TO THE SOURCE BEFORE MAIN SWITCH
14. FIRE ALARM SIGNALS SHALL BE LINKED TO THE FIRE SERVICES COMMUNICATION CENTRE VIA A FIRE SERVICES DIRECT TELEPHONE LINE
15. THE APPROPRIATE TYPE FIRE EXTINGUISHERS SHALL BE PROVIDED AT LOCATIONS AS SHOWN ON PLAN
16. THE FLOOR AREAS DO NOT EXCEED 2000M2, THEREFORE, NO AUDIO / VISUAL ADVISORY SYSTEM WILL BE PROVIDED FOR THE ENTIRE BUILDING
17. SPLIT TYPE COOLING UNITS ARE ADOPTED AND NO DUCTWORK SYSTEMS ARE INSTALLED IN THE ENTIRE BUILDING. THEREFORE, NO VENTILATION / AIR-CONDITIONING CONTROL SYSTEM WILL BE PROVIDED.



NOTE : SINGLE -STOREY BUILDING

NOTE 備註

REVISION 修改

NO. 編號	REVISION 修改	DATE 日期	BY 修改人
REV.A	Visual gate, cabinet, parking space	30/09/2021	TC
REV.B		18/11/2021	TC

CONTRACTOR 承建商

PROJECT 工程項目

RENOVATION OF FORMER
SMALL TRADERS NEW VILLAGE
PUBLIC SCHOOL FOR KAM
KWONG INTEGRATED
COMMUNITY SERVICE CENTER -
YUEN LONG

DRAWING TITLE 圖紙名稱

FS Plan(AS-BUILT)

SCALE 比例

1 IN 150 (A3)

DRAWING NO. 圖號

FS-001

DRAWN BY 繪製

TC

CHECKED BY 審閱

-

DATE 日期

09/06/2021

PROJECT NO. 工程編號

LM-SW19-02

FIRE SERVICE (INSTALLATIONS AND EQUIPMENT) REGULATIONS

消防(裝置及設備)規例

(Regulation 9(1))

(第九條(1)款)

CERTIFICATE OF FIRE SERVICE INSTALLATION AND EQUIPMENT

消防裝置及設備證書

FSD Ref.:

消防處檔號

Serial Number

10401 006876

Name of Client 顧客姓名

Kam Kwong Integrated Community Service Center - Yuen Long

Address 地址

Former Small Traders New Village Public School in D.D.115, Small Traders New Village, Nam Sang Wai, Yuen Long

Type of Building 樓宇類型: ☐ Industrial 工業 ☐ Commercial 商業 ☐ Domestic 住宅 ☐ Composite 綜合 ☒ Licensed premises 持牌處所 ☐ Institutional 社團**Part 1 Annual Maintenance ONLY**
第一部 只適用於年檢事項

In accordance with Regulation 8(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. 根據消防(裝置及設備)規例第八條(b)款, 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。

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Comment on Condition 狀況評述	Completion Date 完成日期 (DD/MM/YYYY)	Next Due Date 下次到期日 (DD/MM/YYYY)
11	Emergency Lighting	G/F	(Defects see Part 3)	16/09/2024	15/09/2025
12	Exit Sign	G/F	Confirms with FSD requirements	16/09/2024	15/09/2025

Part 2 第二部 Installation / Modification / Repair / Inspection works 裝置/改裝/修理/檢查工作

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Nature of Work Carried out 完成之工作內容	Comment on Condition 狀況評述	Completion Date 完成日期 (DD/MM/YYYY)

Part 3 第三部 Defects 損壞事項

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Outstanding Defects 未修缺點	Comment on Defects 缺點評述
11	Emergency Lighting	G/F	1 nos of emergency lighting failure	Need to replace

Remark 備註

Supersede previous submission

I/We hereby certify that the above installations/equipment have been tested and found to be in efficient working order in accordance with the Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment published from time to time by the Director of Fire Services. Defects are listed in Part 3.

本人藉此證明以上之消防裝置及設備經試驗, 證明性能良好, 符合消防處處長不時公佈的最低限度之消防裝置及設備守則與裝置及設備之檢查測試及保養守則的規格, 損壞事項列於第三部。

如證書涉及年檢事項, 應張貼於大廈或處所當眼處以供消防處人員查核

This certificate should be displayed at prominent location of the building or premises for FSD's inspection if any annual maintenance work is involved.

Authorized

Signature:

受權人簽署

Name:

姓名

FSD/RC No.:

消防處註冊號碼

Company Name:

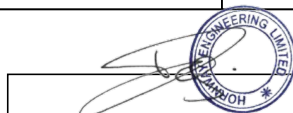
公司名稱

Telephone:

聯絡電話

Date:

日期



RC1 / 0401 RC2 / 0571

康威工程有限公司

16/09/2024

For FSD use only

Inspected

Key-in

Verified



Serial Number

10401 006876

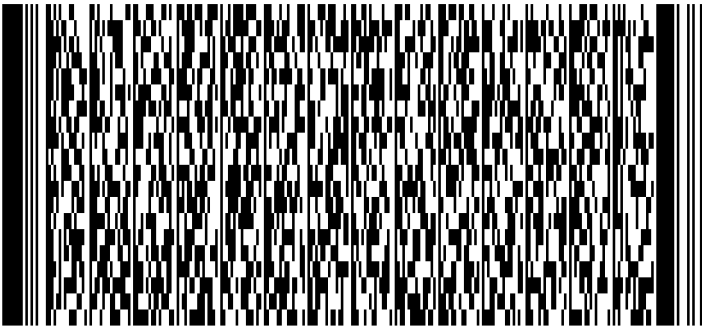
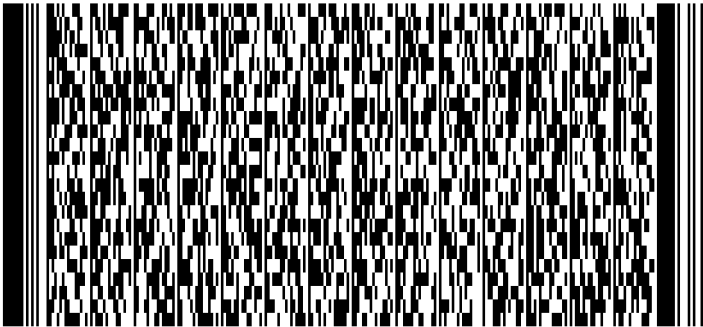
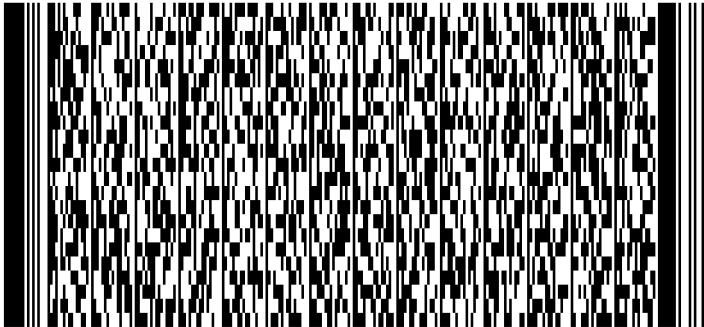
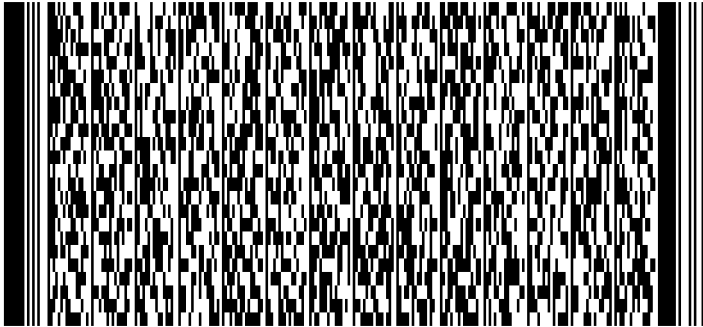
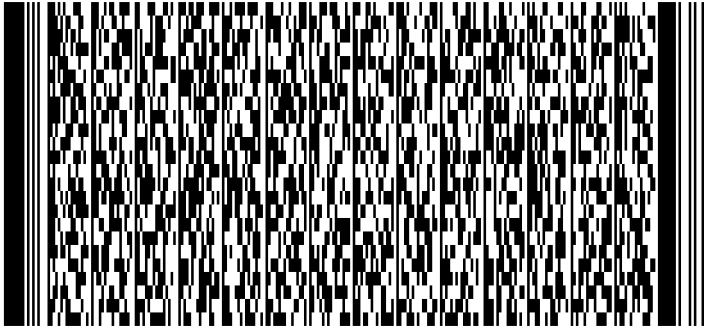
Name of Client 顧客姓名

Kam Kwong Integrated Community Service Center - Yuen Long

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

In accordance with Regulation 8(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. 根據消防(裝置及設備)規例第八條(b)款，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。

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Comment on Condition 狀況評述	Completion Date 完成日期 (DD/MM/YYYY)	Next Due Date 下次到期日 (DD/MM/YYYY)
13	Fire Alarm System (MFA)	G/F	Confirms with FSD requirements	16/09/2024	15/09/2025
15	Fire Detection System	G/F	Confirms with FSD requirements	16/09/2024	15/09/2025
23	Hose Reel	G/F	Confirms with FSD requirements	16/09/2024	15/09/2025
28	Sprinkler System	G/F	Confirms with FSD requirements	16/09/2024	15/09/2025

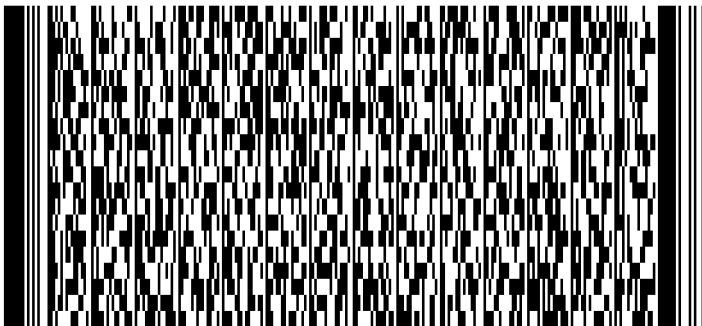
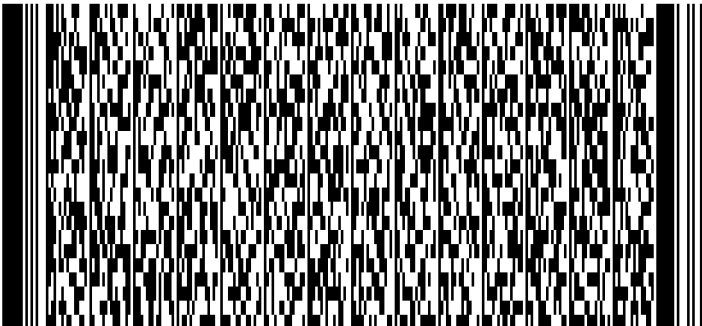
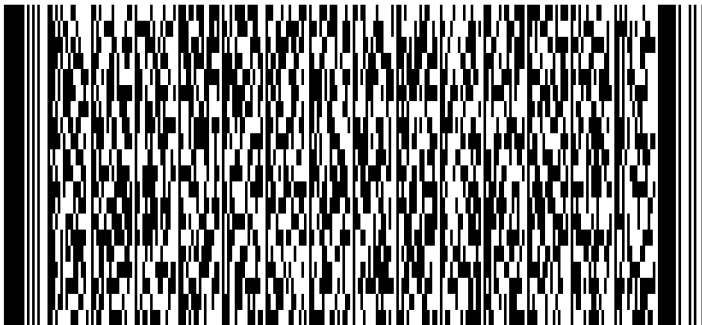
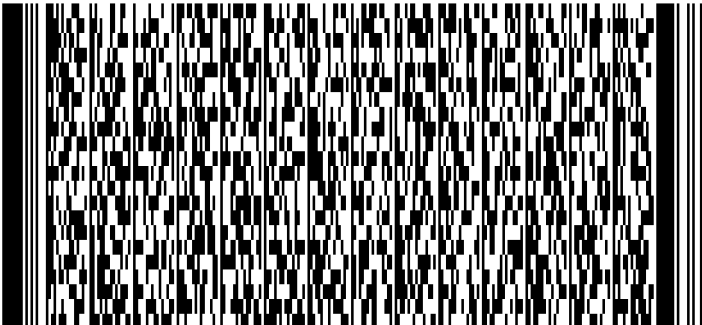
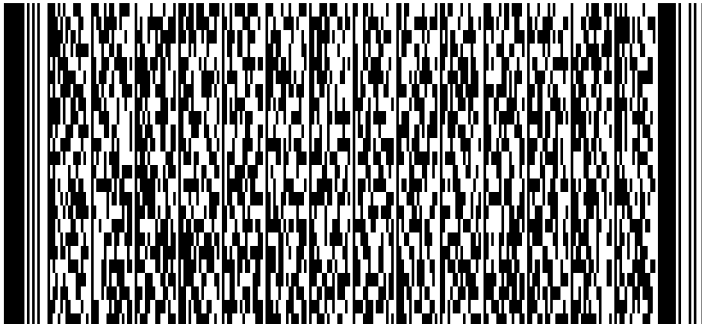
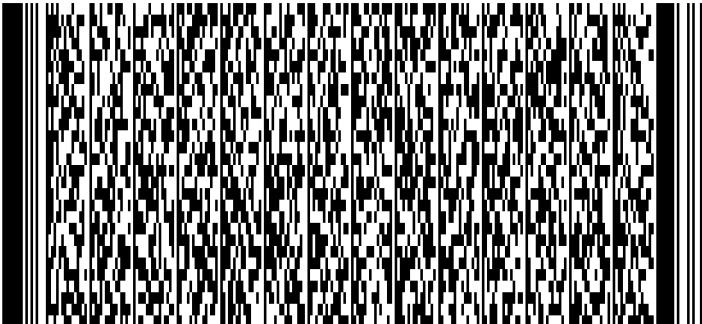
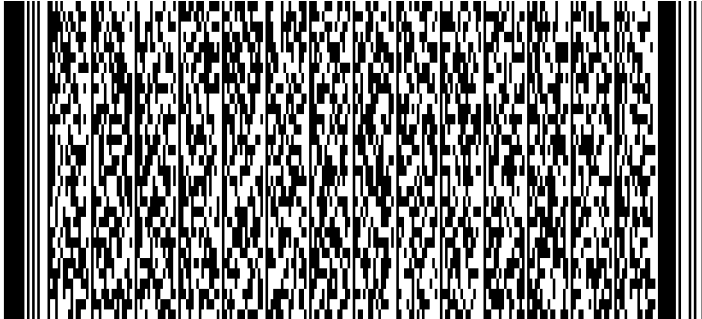
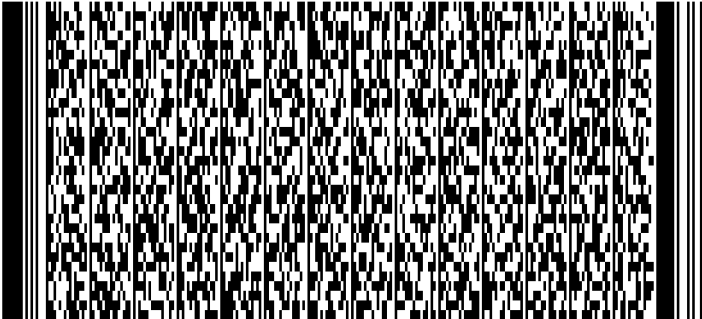


Serial Number

10401 006876

Name of Client 顧客姓名

Kam Kwong Integrated Community Service Center - Yuen Long



FIRE SERVICE (INSTALLATIONS AND EQUIPMENT) REGULATIONS

FSD Ref.:
消防處檔號消防(裝置及設備)規例
(Regulation 9(1))
(第九條(1)款)

Serial Number

30681 014248

CERTIFICATE OF FIRE SERVICE INSTALLATION AND EQUIPMENT

消防裝置及設備證書

Name of Client 顧客姓名

Kam Kwong Integrated Community Service Center - Yuen Long

Address 地址

Former Small Traders New Village Public School in D.D.115, Small Traders New Village, Nam Sang Wai, Yuen Long

Type of Building 樓宇類型: ☐ Industrial 工業 ☐ Commercial 商業 ☐ Domestic 住宅 ☐ Composite 綜合 ☒ Licensed premises 持牌處所 ☐ Institutional 社團**Part 1 Annual Maintenance ONLY****第一部 只適用於年檢事項**

In accordance with Regulation 8(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. 根據消防(裝置及設備)規例第八條(b)款, 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。

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Comment on Condition 狀況評述	Completion Date 完成日期 (DD/MM/YYYY)	Next Due Date 下次到期日 (DD/MM/YYYY)
24	Portable Fire Extinguisher 5 Kg CO2 F.E. x 5 nos	G/F	Confirms with FSD requirements	16/09/2024	15/09/2025

Part 2 第二部 Installation / Modification / Repair / Inspection works 裝置/改裝/修理/檢查工作

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Nature of Work Carried out 完成之工作內容	Comment on Condition 狀況評述	Completion Date 完成日期 (DD/MM/YYYY)

Part 3 第三部 Defects 損壞事項

Code 編碼 (1-35)	Type of FSI 裝置類型	Location(s)位置	Outstanding Defects 未修缺點	Comment on Defects 缺點評述

Remark 備註

I/We hereby certify that the above installations/equipment have been tested and found to be in efficient working order in accordance with the Codes of Practice for Minimum Fire Service Installations and Equipment and Inspection, Testing and Maintenance of Installations and Equipment published from time to time by the Director of Fire Services. Defects are listed in Part 3.

本人藉此證明以上之消防裝置及設備經試驗, 證明性能良好, 符合消防處處長不時公佈之最低限度之消防裝置及設備守則與裝置及設備之檢查測試及保養守則的規格, 損壞事項列於第三部。

如證書涉及年檢事項, 應張貼於大廈或處所當眼處以供消防處人員查核**This certificate should be displayed at prominent location of the building or premises for FSD's inspection if any annual maintenance work is involved.**

Authorized

Signature:

受權人簽署

Name:

姓名

FSD/RC No.:

消防處註冊號碼

Company Name:

公司名稱

Telephone:

聯絡電話

Date:

日期

16/09/2024

For FSD use only

Inspected

Key-in

Verified

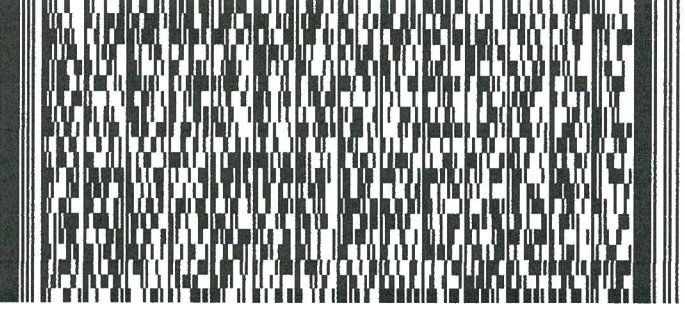
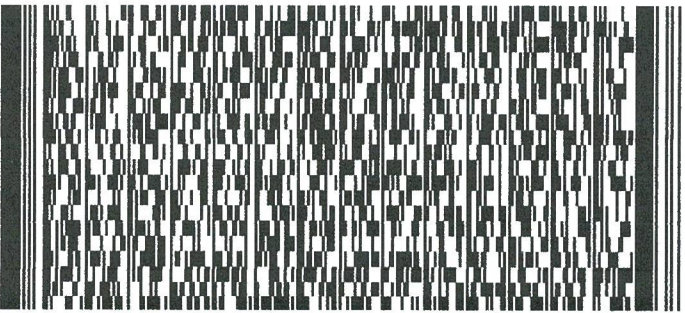
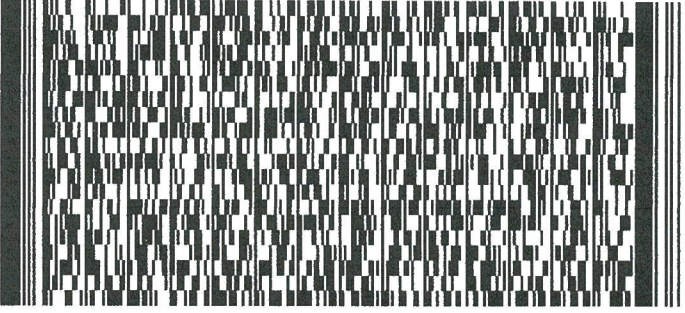
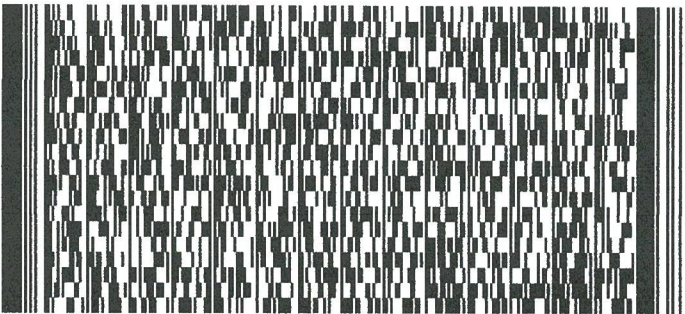
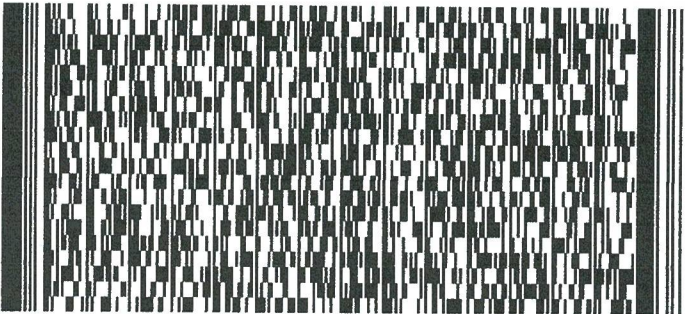
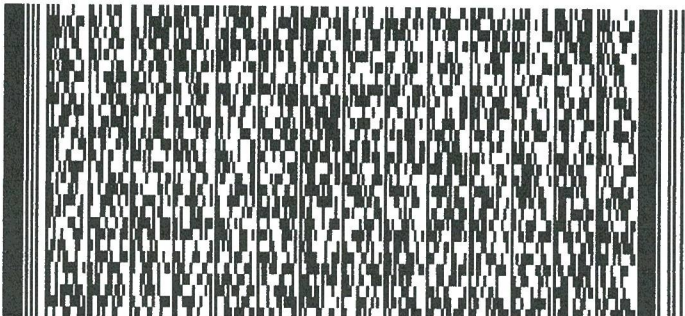
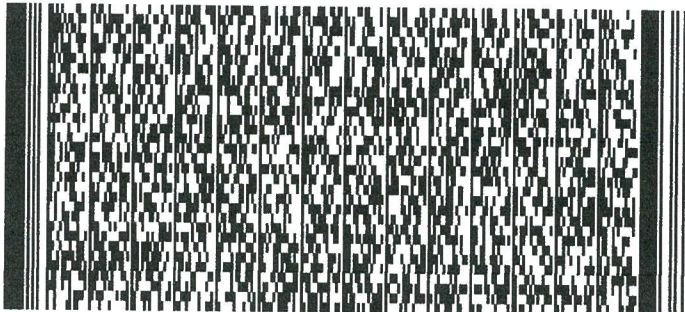
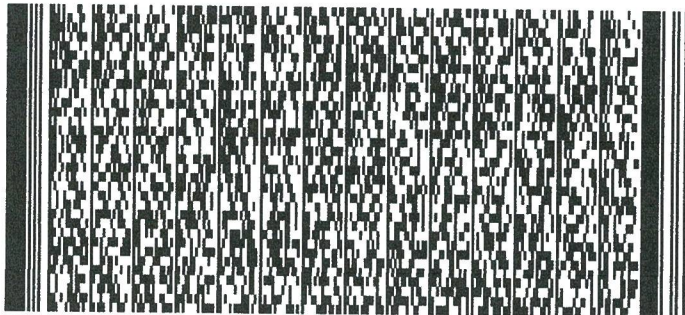


Serial Number

30681 014248

Name of Client 顧客姓名

Kam Kwong Integrated Community Service Center - Yuen Long



**Relevant Extract of Town Planning Board Guidelines No.34D on
‘Renewal of Planning Approval and Extension of Time for Compliance
with Planning Conditions for Temporary Use or Development’
TPB PG-No. 34D**

1. The criteria for assessing applications for renewal of planning approval include:
 - (a) whether there has been any material change in planning circumstances since the previous temporary approval was granted (such as a change in the planning policy/land-use zoning for the area) or a change in the land uses of the surrounding areas;
 - (b) whether there are any adverse planning implications arising from the renewal of the planning approval (such as pre-emption of planned permanent development);
 - (c) whether the planning conditions under previous approval have been complied with to the satisfaction of relevant Government departments within the specified time limits;
 - (d) whether the approval period sought is reasonable; and
 - (e) any other relevant considerations.
2. Under normal circumstances, the approval period for renewal should not be longer than the original validity period of the temporary approval. In general, the Board is unlikely to grant an approval period exceeding three years unless there are strong justifications and the period is allowed for under the relevant statutory plans. Depending on the circumstances of each case, the Board could determine the appropriate approval period, which may be shorter than the time under request.

Previous s.16 Applications covering the Application Site

Approved Applications

No.	Application No.	Use(s)/Development(s)	Date of Consideration
1.	A/YL-NSW/58	Redevelopment of Small Traders New Village Public School	30.4.1999
2.	A/YL-NSW/243	Proposed Temporary Place of Recreation, Sports or Culture (Civic Centre) for a Period of 3 Years	18.9.2015 (Revoked on 18.12.2016)
3.	A/YL-NSW/264	Proposed Temporary Social Welfare Facilities (Integrated Community Service Centre) for a Period of 5 Years	2.3.2018 (Revoked on 2.3.2022)
4.	A/YL-NSW/265	Proposed Temporary Place of Recreation, Sports or Culture (Chinese Culture) for a Period of 3 Years	18.1.2019 (Revoked on 18.10.2019)
5.	A/YL-NSW/299	Temporary Social Welfare Facility (Integrated Community Service Centre) for a Period of 3 Years	15.7.2022

Government Departments' General Comments

1. Land Administration

Comments of the District Lands Officer/Yuen Long, Lands Department:

- no objection the application;
- the application site (the Site) falls with Short Term Tenancy (STT) No. 3194 by direct grant to the Yuen Long Kam Kwong Church Limited for the purposes of providing social welfare facilities and operation of an integrated community service centre for a term of three years certain from 4.6.2019 and thereafter quarterly;
- the tenancy agreement of the STT contains, inter alia, the restrictions on maximum built-over area of 574m² and maximum building height of 8.5m above ground level; and
- advisory comments are in **Appendix V**.

2. Traffic

Comments of the Commissioner for Transport:

- no adverse comment on the application from traffic engineering perspective; and
- advisory comments are in **Appendix V**.

Comments of the Chief Highway Engineer/New Territories West, Highways Department (HyD):

- no in-principle objection to the application; and
- advisory comments are in **Appendix V**.

3. Drainage

Comments of the Chief Engineer/Mainland North, Drainage Services Department:

- no objection in-principle to the application from the public drainage point of view;
- should the application be approved, approval conditions should be stipulated in the approval letter requiring the applicant to maintain the existing drainage facilities under application No. A/YL-NSW/299 and submit conditions records of the existing drainage facilities on Site to the satisfaction the Director of Drainage Services; and
- advisory comments are in **Appendix V**.

4. **Fire Safety**

Comments of the Director of Fire Services:

- no objection in-principle to the application subject to the existing fire service installations implemented on the Site being maintained in efficient working order at all times; and
- advisory comments are in **Appendix V**.

5. **Building Matters**

Comments of the Chief Building Surveyor/New Territories West, Buildings Department:

- there is no record of approval granted by the Building Authority for the existing structure at the Site; and
- advisory comments are in **Appendix V**.

6. **Environment**

Comments of the Director of Environmental Protection:

- no objection to the application from environmental planning perspective;
- the applied use would not involve use of heavy vehicle and dusty operation. According to the desktop review, there are residential buildings within 100m from the boundary of the Site;
- there was no environmental complaint concerning the Site received in the past three years; and
- advisory comments are in **Appendix V**.

7. **Social Welfare**

Comments of the Director of Social Welfare:

- no adverse comment on the application, given that there is no financial implications, both capital and recurrent, incurred to his department;
- Yuen Long Kam Kwong Church Limited has been a charitable institution registered under Section 88 of the Inland Revenue Ordinance since 1984. At present, apart from the Kam Kwong Integrated Community Service Centre - Yuen Long (the Centre) situated in the Site, it is also operating a Youth Development Centre in Kam Tin, Yuen Long. Indeed, it all along maintains a satisfactory working relationship with Yuen Long District Social Welfare Office (YLDSWO) in recent years. In 2024-25, it echoed with “Care the Carer Campaign” in district and organised an activity with service expo for the carers in the district. Meanwhile, it also nominated different volunteers and volunteer groups to participate in “Yuen Long Outstanding Volunteer Election 2024” showing their support to the initiatives of YLDSWO and dedication in social welfare

services; and

- the Centre is a self-financing service unit founded in 2014 and it started to provide services in the Site through a successful application of STT in 2019. It provides diversified social services for the community, including care and support services for ethnic minorities, elderly, deprived individuals and families; outreaching service for street sleepers; developmental and educational programmes for youngsters; training and activities for volunteers and also marital counselling for couples, etc., with the aim to enhance self-confidence and promote positive development for individuals, strengthen family functions, as well as to build up a harmonious community. It is assessed that the services provided could help meet the district needs and benefit the local residents and are considered to be in line with Government's policy of strengthening individuals and families.

8. Landscape

Comments of the Chief Town Planner/Urban Design and Landscape, Planning Department:

- no objection to the application from landscape planning perspective;
- no significant landscape impact arising from the applied use is anticipate; and
- advisory comments are in **Appendix V**.

9. District Officer's Comments

Comments of the District Officer (Yuen Long), Home Affairs Department:

- no comment on the application; and
- his office has not received any comment from the village representatives in the vicinity upon close of consultation.

10. Other Departments

The following government departments have no objection to/no adverse comment/no comment on the application and their advisory comments, if any, are in **Appendix V**:

- Director of Agricultural, Fisheries and Conservation;
- Director of Electrical and Mechanical Services;
- Project Manager (West), CEDD;
- Chief Engineer/Railway Development 1-1, Railway Development Office, HyD; and
- Chief Engineer/Construction, Water Supplies Department.

Recommended Advisory Clauses

- (a) to note the comments of the District Lands Officer/Yuen Long, Lands Department (LandsD) that:
- the applicant should ensure the temporary social welfare facility complies with all conditions of Short Term Tenancy (STT) No. 3194. Failure to comply with any tenancy conditions may result in enforcement action being taken and the subject STT being terminated by Government; and
 - the application site (the Site) is accessible from Siu Sheung Road via Government land (GL). His Office does not provide maintenance work from the GL involved and does not guarantee that any right-of-way to the Site would be available;
- (b) to note the comments of the Commissioner for Transport that:
- no vehicle is allowed to queue back to or reverse onto/from public road at any time during the planning approval period; and
 - the Site is connected to the public road network via a section of a local access road which is not managed by Transport Department. The land status of the local access road should be checked with the LandsD. Moreover, the management and maintenance responsibilities of the local access road should be clarified with the relevant lands and maintenance authorities accordingly;
- (c) to note the comments of the Chief Highway Engineer/New Territories West, Highways Department (HyD) that:
- HyD shall not be responsible for the maintenance of the proposed access connecting between the Site and Siu Sheung Road, including the local track; and
 - adequate drainage measures shall be provided to prevent surface water running from the Site to the nearby public roads and drains;
- (d) to note the comments of the Chief Engineer/Railway Development 1-1, Railway Development Office, HyD that the Site falls within the railway protection boundary of the existing MTR Tuen Ma Line;
- (e) to note the comments of the Chief Engineer/Mainland North, Drainage Services Department that the submission of conditions records of the existing drainage facilities on the Site shall provide (i) the internal condition of drainage facilities, (ii) the previous agreed drainage plan, and (iii) the drainage discharge outlet condition;
- (f) to note the comments of the Director of Environmental Protection that:
- the revised “Code of Practice on Handling the Environmental Aspects of Temporary Uses and Open Storage Sites” shall be followed;
 - relevant guidelines and requirements in relevant Professional Persons Environmental Consultative Committee Practice Notes (ProPECCPNs), in particular the ProPECC PN 1/23 “Drainage Plans subject to Comment by the Environmental Protection Department” shall be followed;

- adequate supporting infrastructure/facilities for proper collection, treatment and disposal of waste/wastewater generated from the applied use shall be provided; and
 - the applied use at the Site shall meet the statutory requirements under relevant environmental legislation;
- (g) to note the comment of the Director of Fire Services that the existing fire service installations implemented on the Site shall be maintained in efficient working order at all times;
- (h) to note the comments of the Chief Town Planner/Urban Design and Landscape, Planning Department that approval of the application does not imply approval of tree works, if any, such as pruning, transplanting and felling. The applicant shall seek comments and approval for any proposed tree works from the maintenance parties and relevant government department prior to the commencement of the works; and
- (i) to note the comments of the Chief Building Surveyor/New Territories West, Buildings Department (BD) that:
- the existing structures (not being a New Territories Exempted House) are erected on unleased government land do not come under the control of the Buildings Ordinance (BO);
 - for unauthorised building works (UBW) erected on leased land, enforcement action may be taken by BD to effect their removal in accordance with the prevailing enforcement policy against UBW as and when necessary. The granting of any planning approval should not be constructed as an acceptance of any existing building works or UBW on the Site under the BO;
 - before any new building works (including containers / open sheds as temporary buildings, demolition and land filling, etc.) are to be carried out on the Site, the prior approval and consent of the Building Authority should be obtained, otherwise they are UBW. An Authorised Person should be appointed as the co-ordinator for the proposed building works in accordance with the BO;
 - the Site shall be provided with means of obtaining access thereto from a street and emergency vehicular access in accordance with Regulations 5 and 41D of the Building (Planning) Regulations (B(P)R) respectively;
 - the Site does not abut on a specified street of not less than 4.5m wide and its permitted development intensity shall be determined under Regulation 19(3) of the B(P)R at building plan submission stage;
 - any temporary shelters or converted containers for office, storage, washroom or other uses are considered as temporary buildings are subject to the control of Part VII of the B(P)R; and
 - detailed checking under the BO will be carried out at building plan submission stage.