

# 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 proposals not involving or not only involving:**

適用於建議不涉及或不祇涉及：

- (i) Construction of “New Territories Exempted House(s)”;  
興建「新界豁免管制屋宇」;
- (ii) Temporary use/development of land and/or building not exceeding 3 years in rural areas or Regulated Areas; and  
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;及
- (iii) 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的臨時用途或發展的許可續期

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

250 2543

7/11

by Hand  
Form No. S16-I 表格第 S16-I 號

For Official Use Only 請勿填寫此欄	Application No. 申請編號	A/ST/1046
	Date Received 收到日期	- 1 DEC 2025

1. 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。
2. 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。
3. 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 )

All Land International Enterprises Limited

### 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

### 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)	Portion Of Factory B4 On Ground Floor of Block 2, Kin Ho Industrial Building, Nos. 14-24 Au Pui Wan Street, Sha Tin, New Territories
(b) Site area and/or gross floor area involved 涉及的地盤面積及/或總樓面面積	<input type="checkbox"/> Site area 地盤面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 <input checked="" type="checkbox"/> Gross floor area 總樓面面積 ..... 22.50 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)	..... Not Applicable ..... 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/ST/38
(e) Land use zone(s) involved 涉及的土地用途地帶	I
(f) Current use(s) 現時用途	<p>Retail Shop</p> <p>(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)</p>

#### 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

## 6. Type(s) of Application 申請類別

Type (i) Change of use within existing building or part thereof  
第(i)類 更改現有建築物或其部分內的用途

Type (ii) Diversion of stream / excavation of land / filling of land / filling of pond as required under Notes of Statutory Plan(s)  
第(ii)類 根據法定圖則《註釋》內所要求的河道改道／挖土／填土／填塘工程

Type (iii) Public utility installation / Utility installation for private project  
第(iii)類 公用事業設施裝置/私人發展計劃的公用設施裝置

Type (iv) Minor relaxation of stated development restriction(s) as provided under Notes of Statutory Plan(s)  
第(iv)類 略為放寬於法定圖則《註釋》內列明的發展限制

Type (v) Use / development other than (i) to (iv) above  
第(v)類 上述的(i)至(iv)項以外的用途／發展

Note 1: May insert more than one '✓'.

註 1：可在多於一個方格內加上「✓」號

Note 2: For Development involving columbarium use, please complete the table in the Appendix.

註 2：如發展涉及靈灰安置所用途，請填妥於附件的表格。

## (i) For Type (i) application 供第(i)類申請

(a) Total floor area involved 涉及的總樓面面積	22.50 sq.m 平方米		
(b) Proposed use(s)/development 擬議用途/發展	Proposed Shop and Services (Retail Shop)  (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)		
(c) Number of storeys involved 涉及層數	nil	Number of units involved 涉及單位數目	1
(d) Proposed floor area 擬議樓面面積	Domestic part 住用部分 ..... sq.m 平方米 <input type="checkbox"/> About 約		
	Non-domestic part 非住用部分 ..... 22.50 ..... sq.m 平方米 <input checked="" type="checkbox"/> About 約		
	Total 總計 ..... 22.50 ..... sq.m 平方米 <input checked="" type="checkbox"/> About 約		
(e) Proposed uses of different floors (if applicable) 不同樓層的擬議用途(如適用)  (Please use separate sheets if the space provided is insufficient) (如所提供的空間不足，請另頁說明)	Floor(s) 樓層	Current use(s) 現時用途	Proposed use(s) 擬議用途
	N.A.	Not Applicable	Not Applicable

(ii) For Type (ii) application 供第(ii)類申請

(a) Operation involved 涉及工程	<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 填土地面積 .....	sq.m 平方米 <input type="checkbox"/> About 約
	Depth of filling 填土地厚度 .....	m 米 <input type="checkbox"/> About 約	
<input type="checkbox"/> Excavation of land 挖土	Area of excavation 挖土地面積 .....	sq.m 平方米 <input type="checkbox"/> About 約	
	Depth of excavation 挖土地深度 .....	m 米 <input type="checkbox"/> About 約	
<p>(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) (請用圖則顯示有關土地／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)</p>			
(b) Intended use/development 有意進行的用途／發展			

(iii) For Type (iii) application 供第(iii)類申請

(a) Nature and scale 性質及規模	<input type="checkbox"/> Public utility installation 公用事業設施裝置											
	<input type="checkbox"/> Utility installation for private project 私人發展計劃的公用設施裝置											
	<p>Please specify the type and number of utility to be provided as well as the dimensions of each building/structure, where appropriate 請註明有關裝置的性質及數量，包括每座建築物/構築物(倘有)的長度、高度和闊度</p>											
	<table border="1"> <thead> <tr> <th>Name/type of installation 裝置名稱／種類</th> <th>Number of provision 數量</th> <th>Dimension of each installation /building/structure (m) (LxWxH) 每個裝置／建築物／構築物的尺寸 (米) (長 x 寬 x 高)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Name/type of installation 裝置名稱／種類	Number of provision 數量	Dimension of each installation /building/structure (m) (LxWxH) 每個裝置／建築物／構築物的尺寸 (米) (長 x 寬 x 高)								
Name/type of installation 裝置名稱／種類	Number of provision 數量	Dimension of each installation /building/structure (m) (LxWxH) 每個裝置／建築物／構築物的尺寸 (米) (長 x 寬 x 高)										
<p>(Please illustrate on plan the layout of the installation 請用圖則顯示裝置的布局)</p>												

(iv) For Type (iv) application 供第(iv)類申請

(a) Please specify the proposed minor relaxation of stated development restriction(s) and also fill in the proposed use/development and development particulars in part (v) below –  
請列明擬議略為放寬的發展限制並填妥於第(v)部分的擬議用途/發展及發展細節 –

Plot ratio restriction From 由 ..... to 至 .....  
地積比率限制

Gross floor area restriction From 由 .....sq. m 平方米 to 至 .....sq. m 平方米  
總樓面面積限制

Site coverage restriction From 由 .....% to 至 .....%  
上蓋面積限制

Building height restriction From 由 .....m 米 to 至 .....m 米  
建築物高度限制  
From 由 .....mPD 米 (主水平基準上) to 至 .....mPD 米 (主水平基準上)

Non-building area restriction From 由 .....m to 至 .....m  
非建築用地限制

Others (please specify) \_\_\_\_\_  
其他 (請註明) \_\_\_\_\_

(v) For Type (v) application 供第(v)類申請

(a) Proposed use(s)/development 擬議用途/發展	(Please illustrate the details of the proposal on a layout plan 請用平面圖說明建議詳情)		
(b) <u>Development Schedule 發展細節表</u>			
Proposed gross floor area (GFA) 擬議總樓面面積 .....sq.m 平方米 <input type="checkbox"/> About 約 Proposed plot ratio 擬議地積比率 .....% <input type="checkbox"/> About 約 Proposed site coverage 擬議上蓋面積 .....% <input type="checkbox"/> About 約 Proposed no. of blocks 擬議座數 ..... Proposed no. of storeys of each block 每座建築物的擬議層數 .....storeys 層 <input type="checkbox"/> include 包括 .....storeys of basements 層地庫 <input type="checkbox"/> exclude 不包括 .....storeys of basements 層地庫			
Proposed building height of each block 每座建築物的擬議高度 .....mPD 米(主水平基準上) <input type="checkbox"/> About 約 .....m 米 <input type="checkbox"/> About 約			

<input type="checkbox"/> Domestic part 住用部分			
GFA 總樓面面積 number of Units 單位數目 average unit size 單位平均面積 estimated number of residents 估計住客數目		..... sq. m 平方米 <input type="checkbox"/> About 約 ..... sq. m 平方米 <input type="checkbox"/> About 約 ..... sq. m 平方米 <input type="checkbox"/> About 約	
<input type="checkbox"/> Non-domestic part 非住用部分			
<input type="checkbox"/> eating place 食肆 <input type="checkbox"/> hotel 酒店		<u>GFA 總樓面面積</u> ..... sq. m 平方米 <input type="checkbox"/> About 約 ..... sq. m 平方米 <input type="checkbox"/> About 約 (please specify the number of rooms 請註明房間數目) .....	
<input type="checkbox"/> office 辦公室 <input type="checkbox"/> shop and services 商店及服務行業		..... sq. m 平方米 <input type="checkbox"/> About 約 ..... sq. m 平方米 <input type="checkbox"/> About 約	
<input type="checkbox"/> Government, institution or community facilities 政府、機構或社區設施		(please specify the use(s) and concerned land area(s)/GFA(s) 請註明用途及有關的地地面積／總 樓面面積) ..... ..... .....	
<input type="checkbox"/> other(s) 其他		(please specify the use(s) and concerned land area(s)/GFA(s) 請註明用途及有關的地地面積／總 樓面面積) ..... ..... .....	
<input type="checkbox"/> Open space 休憩用地		(please specify land area(s) 請註明地地面積) <input type="checkbox"/> private open space 私人休憩用地 ..... sq. m 平方米 <input type="checkbox"/> Not less than 不少於 <input type="checkbox"/> public open space 公眾休憩用地 ..... sq. m 平方米 <input type="checkbox"/> Not less than 不少於	
(c) Use(s) of different floors (if applicable) 各樓層的用途 (如適用)			
[Block number] [座數]	[Floor(s)] [層數]	[Proposed use(s)] [擬議用途]	
.....	.....	.....	
.....	.....	.....	
.....	.....	.....	
.....	.....	.....	
(d) Proposed use(s) of uncovered area (if any) 露天地方 (倘有) 的擬議用途 ..... ..... ..... .....			

## 7. Anticipated Completion Time of the Development Proposal

### 擬議發展計劃的預計完成時間

Anticipated completion time (in month and year) of the development proposal (by phase (if any)) (e.g. June 2023)  
擬議發展計劃預期完成的年份及月份 (分期 (倘有)) (例: 2023 年 6 月)

(Separate anticipated completion times (in month and year) should be provided for the proposed public open space and Government, institution or community facilities (if any))

(申請人須就擬議的公眾休憩用地及政府、機構或社區設施(倘有) 提供個別擬議完成的年份及月份)

Jan 2026

## 8. Vehicular Access Arrangement of the Development Proposal

### 擬議發展計劃的行車通道安排

## 9. 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。

## 10. 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。

The justifications for the proposed Shop and Services are as follow:

The application site is planning to be used for Retails Shop which is majorly selling herbal tea products and drinks to convenience a nearby office and worker in Fo Tan during office hours only.

There is no similar Shop in Fo Tan.

Our Shop entrance is facing Au Pui Wan Street and opening hour is Monday to Sunday from 7:00am to 7:00pm.

Most of our products are provided in Fo Tan from our suppliers. Also, our company also have a unit in same building for storage our goods. This can eliminate manpower and transportation to reduce the traffic load and carbon emission.

Our company also have a parking spaces in this building for loading and unloading. Hence, it would not cause any traffic and environment implication in Fo Tan.

## 11. 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



.....  
KI Chung Hong

Applicant 申請人 /  Authorised Agent 獲授權代理人

Manager

Name in Block Letters  
姓名（請以正楷填寫）

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 All Land International Enterprises Limited

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

Date 日期 6/11/2025 (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

- 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：
  - 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
  - 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。
- 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。
- 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。

**For Developments involving Columbarium Use, please also complete the following:  
如發展涉及靈灰安置所用途，請另外填妥以下資料：**

Ash interment capacity 骨灰安放容量@

Maximum number of sets of ashes that may be interred in the niches

在龕位內最多可安放骨灰的數量

Maximum number of sets of ashes that may be interred other than in niches

在非龕位的範圍內最多可安放骨灰的數量

Total number of niches 龕位總數

Total number of single niches

單人龕位總數

Number of single niches (sold and occupied)

單人龕位數目 (已售並佔用)

Number of single niches (sold but unoccupied)

單人龕位數目 (已售但未佔用)

Number of single niches (residual for sale)

單人龕位數目 (待售)

Total number of double niches

雙人龕位總數

Number of double niches (sold and fully occupied)

雙人龕位數目 (已售並全部佔用)

Number of double niches (sold and partially occupied)

雙人龕位數目 (已售並部分佔用)

Number of double niches (sold but unoccupied)

雙人龕位數目 (已售但未佔用)

Number of double niches (residual for sale)

雙人龕位數目 (待售)

Total no. of niches other than single or double niches (please specify type)

除單人及雙人龕位外的其他龕位總數 (請列明類別)

Number of niches (sold and fully occupied)

龕位數目 (已售並全部佔用)

Number of niches (sold and partially occupied)

龕位數目 (已售並部分佔用)

Number of niches (sold but unoccupied)

龕位數目 (已售但未佔用)

Number of niches (residual for sale)

龕位數目 (待售)

Proposed operating hours 擬議營運時間

@ Ash interment capacity in relation to a columbarium means -

就靈灰安置所而言，骨灰安放容量指：

- the maximum number of containers of ashes that may be interred in each niche in the columbarium;  
每個龕位內可安放的骨灰容器的最高數目；
- the maximum number of sets of ashes that may be interred other than in niches in any area in the columbarium; and  
在該靈灰安置所並非龕位的範圍內，總共最多可安放多少份骨灰；以及
- the total number of sets of ashes that may be interred in the columbarium.  
在該骨灰安置所內，總共最多可安放多少份骨灰。

## 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	Portion Of Factory B4 On Ground Floor of Block 2, Kin Ho Industrial Building, Nos. 14-24 Au Pui Wan Street, Sha Tin, New Territories		
Site area 地盤面積	sq. m 平方米 <input 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/ST/38		
Zoning 地帶	I		
Applied use/ development 申請用途/發展	Proposed Shop and Services (Retail Shop)		
(i) Gross floor area and/or plot ratio 總樓面面積及／或 地積比率	Domestic 住用	sq.m 平方米 <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	22.50 <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		
	Non-domestic 非住用		
	Composite 綜合用途		

(iii) Building height/No. of storeys 建築物高度／層數	Domestic 住用	m 米 <input type="checkbox"/> (Not more than 不多於)
		mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)
		Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於) ( <input type="checkbox"/> Include 包括/ <input type="checkbox"/> Exclude 不包括 <input type="checkbox"/> Carport 停車間 <input type="checkbox"/> Basement 地庫 <input type="checkbox"/> Refuge Floor 防火層 <input type="checkbox"/> Podium 平台)
Non-domestic 非住用	m 米 <input type="checkbox"/> (Not more than 不多於)	
	mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)	
	Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於) ( <input type="checkbox"/> Include 包括/ <input type="checkbox"/> Exclude 不包括 <input type="checkbox"/> Carport 停車間 <input type="checkbox"/> Basement 地庫 <input type="checkbox"/> Refuge Floor 防火層 <input type="checkbox"/> Podium 平台)	
Composite 綜合用途	m 米 <input type="checkbox"/> (Not more than 不多於)	
	mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)	
	Storeys(s) 層 <input type="checkbox"/> (Not more than 不多於) ( <input type="checkbox"/> Include 包括/ <input type="checkbox"/> Exclude 不包括 <input type="checkbox"/> Carport 停車間 <input type="checkbox"/> Basement 地庫 <input type="checkbox"/> Refuge Floor 防火層 <input type="checkbox"/> Podium 平台)	
(iv) Site coverage 上蓋面積		% <input type="checkbox"/> About 約
(v) No. of units 單位數目		
(vi) Open space 休憩用地	Private 私人	sq.m 平方米 <input type="checkbox"/> Not less than 不少於
	Public 公眾	sq.m 平方米 <input type="checkbox"/> Not less than 不少於

(vii) No. of parking spaces and loading / unloading spaces 停車位及上落客貨車位數目	Total no. of vehicle parking spaces 停車位總數  Private Car Parking Spaces 私家車車位 Motorcycle Parking Spaces 電單車車位 Light Goods Vehicle Parking Spaces 輕型貨車泊車位 Medium Goods Vehicle Parking Spaces 中型貨車泊車位 Heavy Goods Vehicle Parking Spaces 重型貨車泊車位 Others (Please Specify) 其他 (請列明)  _____	
	Total no. of vehicle loading/unloading bays/lay-bys 上落客貨車位／停車處總數  Taxi Spaces 的士車位 Coach Spaces 旅遊巴車位 Light Goods Vehicle Spaces 輕型貨車車位 Medium Goods Vehicle Spaces 中型貨車位 Heavy Goods Vehicle Spaces 重型貨車車位 Others (Please Specify) 其他 (請列明)  _____	

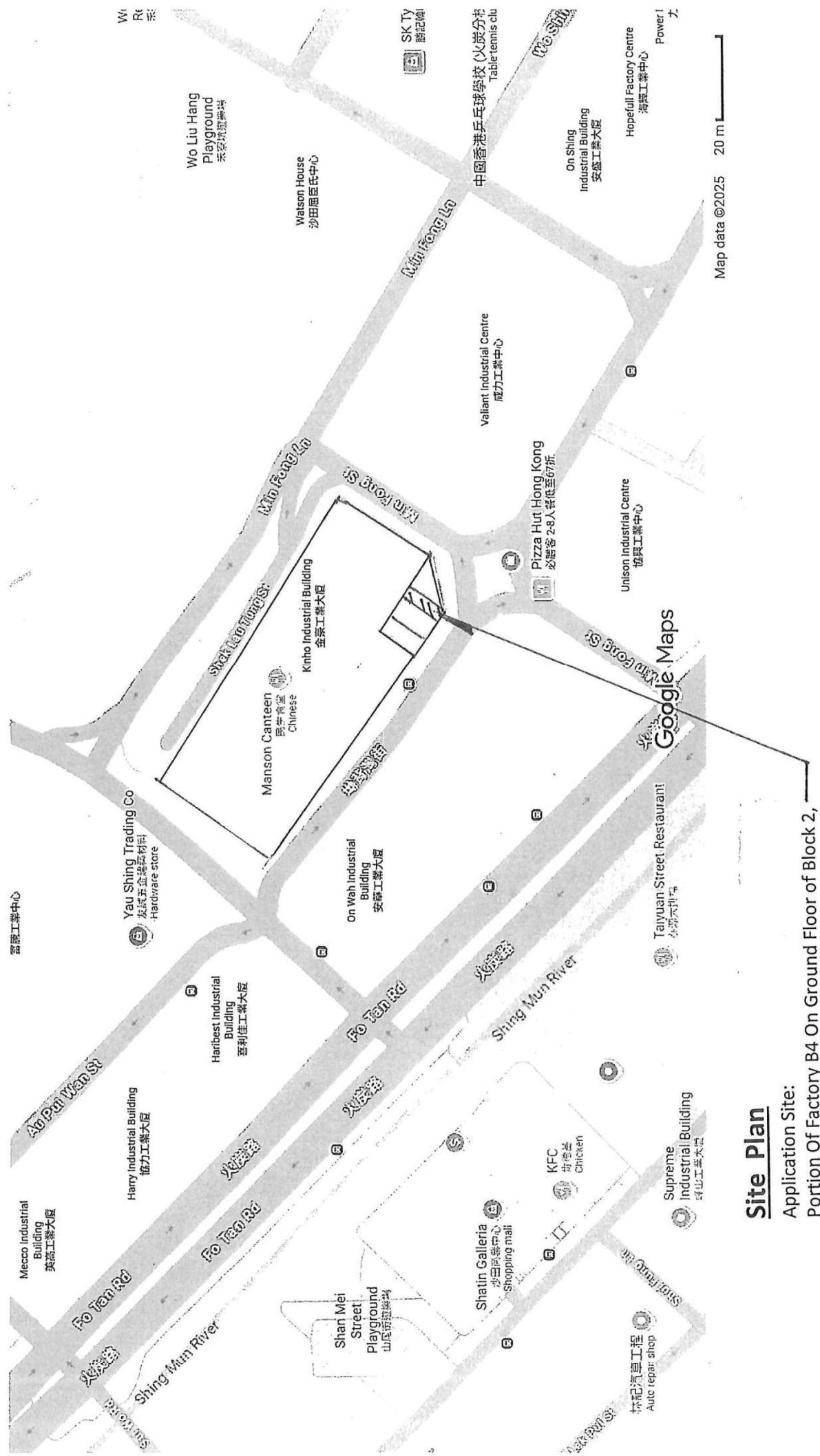
Submitted Plans, Drawings and Documents 提交的圖則、繪圖及文件		
	Chinese 中文	English 英文
<b>Plans and Drawings 圖則及繪圖</b>		
Master layout plan(s)/Layout plan(s) 總綱發展藍圖／布局設計圖	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Block plan(s) 樓宇位置圖	<input type="checkbox"/>	<input type="checkbox"/>
Floor plan(s) 樓宇平面圖	<input checked="" 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"/>
Site Plan		
<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"/>

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。

Google Maps



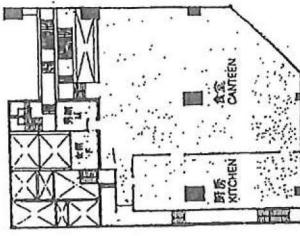
## Site Plan

Application Site:  
Portion Of Factor  
Kin Ho Industrial  
Nos. 14-24 Au Pu  
Sha Tin, New Ter

## Ground Floor Plan

金聚工業大廈 The KinHo Industrial Building

閣樓 Mezz FLOOR



詳請參閱「T.T. & F. 建築規例」第11章。

第一座 Block 1

第二座 Block 2

## Location Plan

### Application Site:

Portion Of Factory B4 On Ground Floor of Block 2,  
Kota Bharu, Kelantan

Kim Ho Industrial Building,  
Nos. 14-24 Au Pui Wan Street,  
Sha Tin, New Territories

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YOUR REF. :

OUR REF. :

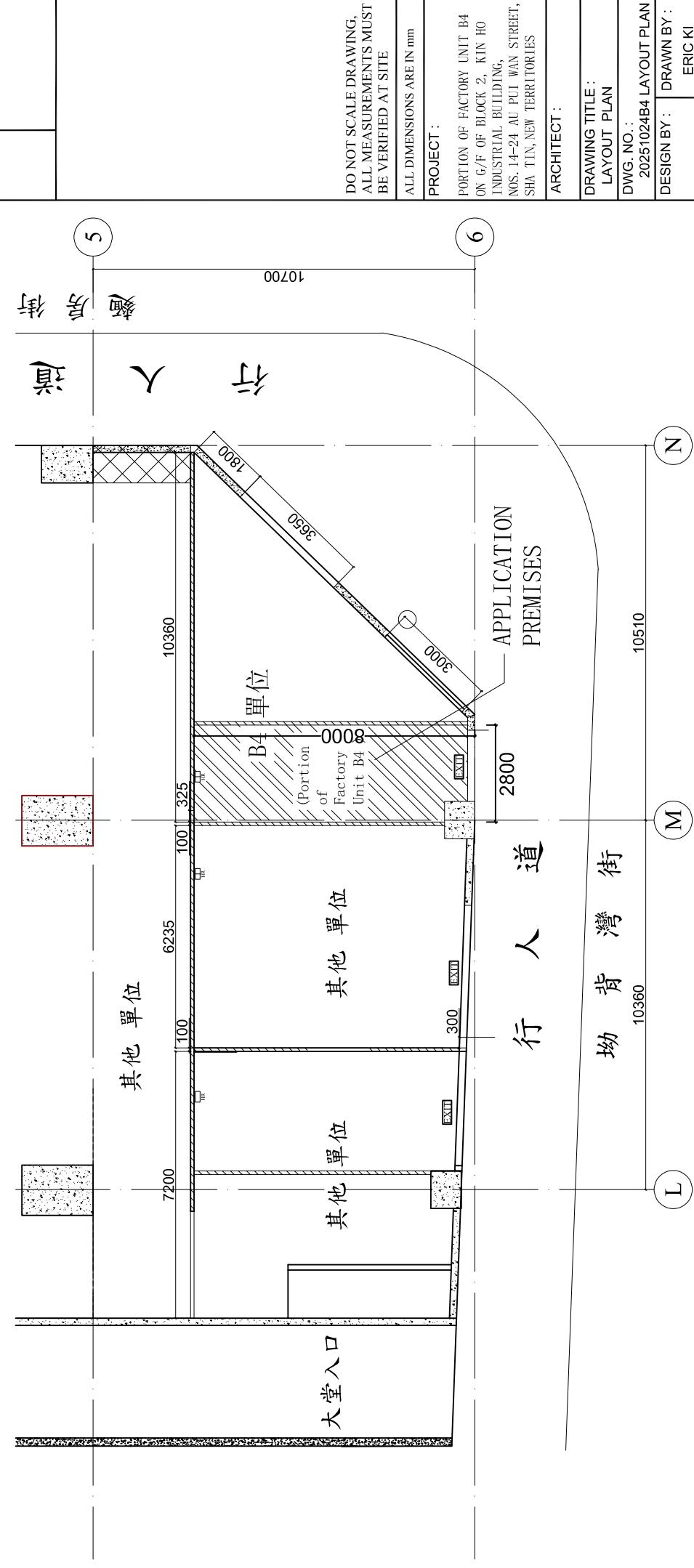
NOTES :

REV. : A DATE : 24-10-2025

LEGEND :  
NOTES :  
1) ALL MEASUREMENT MUST BE CHECKED AT SITE.  
2) DO NOT SCALE DRAWING.  
3) DRAWING IS NOT VALID FOR CONSTRUCTION UNLESS  
EXPRESSLY CERTIFIED

EXIT SIGN

Internal Floor Area:  
2. 80x8.0  
= 22.50m<sup>2</sup>



Urgent Return receipt Expand Group Restricted Prevent Copy

stndp/PLAND

寄件者: tpbpd/PLAND  
寄件日期: 2025年12月10日星期三 14:34  
收件者: stndp/PLAND  
副本: Frankie Ka Kei CHOI/PLAND  
主旨: Fw: A/ST/1045 & A/ST/1046 - Contact of Town Planning Board (TPB)  
附件: ST1046\_revised Pg14\_B4.pdf ✓ ST1045\_revised Pg14\_B2.pdf ✓

From: [REDACTED]

Sent: Wednesday, December 10, 2025 2:32 PM

To: tpbpd/PLAND <tpbpd@pland.gov.hk>

Cc: Jacky Koon Yin CHAN/PLAND <jkychan@pland.gov.hk>

Subject: RE: A/ST/1045 & A/ST/1046 - Contact of Town Planning Board (TPB)

Dear Sir,

As discussed, please kindly to find the attached revised pages regarding captioned submission for your approval .

Should you have any query, please feel free to contact me at [REDACTED]

Many Thanks,  
Regards & Thanks,  
KI Chung Hong  
General Manager  
All Land Inter Enterprises Limited

## 6. Type(s) of Application 申請類別

Type (i) Change of use within existing building or part thereof  
第(i)類 更改現有建築物或其部分內的用途

Type (ii) Diversion of stream / excavation of land / filling of land / filling of pond as required under Notes of Statutory Plan(s)  
第(ii)類 根據法定圖則《註釋》內所要求的河道改道／挖土／填土／填塘工程

Type (iii) Public utility installation / Utility installation for private project  
第(iii)類 公用事業設施裝置/私人發展計劃的公用設施裝置

Type (iv) Minor relaxation of stated development restriction(s) as provided under Notes of Statutory Plan(s)  
第(iv)類 略為放寬於法定圖則《註釋》內列明的發展限制

Type (v) Use / development other than (i) to (iii) above  
第(v)類 上述的(i)至(iii)項以外的用途／發展

Note 1: May insert more than one 「✓」.

註 1：可在多於一個方格內加上「✓」號

Note 2: For Development involving columbarium use, please complete the table in the Appendix.

註 2：如發展涉及靈灰安置所用途，請填妥於附件的表格。

## (i) For Type (i) application 供第(i)類申請

(a) Total floor area involved 涉及的總樓面面積	22.50 sq.m 平方米		
(b) Proposed use(s)/development 擬議用途/發展	Shop and Services (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)		
(c) Number of storeys involved 涉及層數	nil	Number of units involved 涉及單位數目	1
(d) Proposed floor area 擬議樓面面積	Domestic part 住用部分 ..... sq.m 平方米 <input type="checkbox"/> About 約		
	Non-domestic part 非住用部分 ..... 22.50 ..... sq.m 平方米 <input type="checkbox"/> About 約		
	Total 總計 ..... 22.50 ..... sq.m 平方米 <input type="checkbox"/> About 約		
(e) Proposed uses of different floors (if applicable) 不同樓層的擬議用途(如適用) (Please use separate sheets if the space provided is insufficient) (如所提供的空間不足，請另頁說明)	Floor(s) 樓層	Current use(s) 現時用途	Proposed use(s) 擬議用途
	N.A.	Not Applicable	Not Applicable

## 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	Portion Of Factory B4 On Ground Floor of Block 2, Kin Ho Industrial Building, Nos. 14-24 Au Pui Wan Street, Sha Tin, New Territories		
Site area 地盤面積	sq. m 平方米 <input type="checkbox"/> About 約 (includes Government land of 包括政府土地 <input type="checkbox"/> sq. m 平方米 <input type="checkbox"/> About 約)		
Plan 圖則	S/ST/38		
Zoning 地帶	I		
Applied use/ development 申請用途/發展	Shop and Services		
(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
		<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	<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
		Composite 綜合用途	

## **Cherry Sin Ying HO/PLAND**

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**主旨:**

Fw: S.16 application No. A/ST/1046 - Shop and Services at Unit B4 (Portion), G/F, Block 2, Kin Ho Industrial Building, 14-24 Au Pui Wan Street, Fo Tan Contact of Town Planning Board (TPB)

---

**From:** [REDACTED]

**Sent:** Thursday, January 8, 2026 12:30 PM

**To:** Jacky Koon Yin CHAN/PLAND <[jkychan@pland.gov.hk](mailto:jkychan@pland.gov.hk)>

**Subject:** RE: S.16 application No. A/ST/1046 - Shop and Services at Unit B4 (Portion), G/F, Block 2, Kin Ho Industrial Building, 14-24 Au Pui Wan Street, Fo Tan Contact of Town Planning Board (TPB)

Dear Sir,

We would like to confirm that there have not seating area in the premises under application. The existing tables and chairs will be removed once the application approved.

Should you have any query, please feel free to contact me at [REDACTED].

Many Thanks,  
Regards & Thanks,  
KI Chung Hong  
General Manager  
All Land Inter Enterprises Limited

**Relevant Extracts of the Town Planning Board Guidelines on**  
**“Use/Development within “Industrial” Zone”**  
**(TPB PG-No. 25D)**

6.2 For a proposed commercial use in an industrial building or on the upper floors of an industrial-office (I-O) building, the following main planning criteria are relevant:

- (a) it should be demonstrated that there is a genuine need for the proposed use under application and no suitable alternative accommodation can be found in the vicinity. The location and scale of the proposed use should be justified on operational grounds;
- (b) there should be an adequate provision of parking and loading/unloading facilities within the site in accordance with the Hong Kong Planning Standards and Guidelines and to the satisfaction of the Transport Department. The inclusion and operation of the proposed commercial use should not adversely affect the traffic conditions in the local road network; and
- (c) the Fire Services Department (FSD) should be satisfied on the risks likely to arise or increase from the proposed commercial use under application. Owing to fire safety concern, the aggregate commercial floor areas<sup>1</sup> on the ground floor of an existing industrial/I-O building with and without sprinkler systems should as a general principle not exceed 460m<sup>2</sup> and 230m<sup>2</sup> respectively. For any application which would result in a slight exceedance of the relevant floor area limit, the applicant has to demonstrate that the fire safety concern can be satisfactorily addressed, and each case will be considered by the Board on its own merits. The above limits on commercial floor area do not apply to uses which are ancillary to or for the purposes of supporting the industrial activities and the routine activities of the workers in the industrial or I-O building. These uses include bank, fast food counter (sited at street level without seating accommodation and licensed as food factory), electrical shop (selling electrical accessories usually with repairing services and small in scale), local provisions store (selling cigarettes, drinks, canned food and other local convenience goods, and small in scale) and showroom in connection with the main industrial use. Any prospective applicant may check with the Planning Department on the aggregate commercial floor area figure in the concerned industrial or I-O building. Moreover, the 230m<sup>2</sup> /460m<sup>2</sup> criteria do not apply to cases involving conversion of the low zone of an existing industrial or I-O building for commercial uses if the commercial portion is completely separated from the industrial or I-O portion on the upper floors by a buffer floor of non-hazardous occupancy such as a car-parking floor. In all cases, separate means of escape should be available for the commercial portion. Also, FSD will not support commercial uses in the basement(s) of an industrial or I-O building

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<sup>1</sup> In calculating the floor area, staircases, common circulation areas, lift landings, lavatories, water closets and any space occupied by machinery for any lift, air-conditioning system or similar service provided for the building may be excluded.

as the basement(s) are more susceptible to fire risk and pose more serious hazards when involved in fire.

**Appendix III of RNTPC**  
**Paper No. A/ST/1046**

**Previous s.16 Application at the Application Premises**

**Application approved by the Committee**

<b><u>No.</u></b>	<b><u>Application No.</u></b>	<b><u>Application Premises (Unit)</u></b>	<b><u>Proposed Use</u></b>	<b><u>Floor Area (m<sup>2</sup>) (About)</u></b>	<b><u>Date of Consideration</u></b>
1.	A/ST/949	Unit B1(portion), Block 2	Proposed Shop and Services (Retail Shop)	51	18.5.2018

**Application rejected by the Committee**

<b><u>No.</u></b>	<b><u>Application No.</u></b>	<b><u>Application Premises (Unit)</u></b>	<b><u>Proposed Use</u></b>	<b><u>Floor Area (m<sup>2</sup>) (About)</u></b>	<b><u>Date of Consideration</u></b>
1.	A/ST/245	Factory B1, Block 2	Fast Food Shop	215	4.12.1992

**Rejected Reasons**

- R1 There was no strong justification to sacrifice industrial ground floor space for fast food shop.
- R2 Commercial floor spaces were available in the nearby commercial centre within a short walking distance.
- R3 The approval of the application would set an undesirable precedent for similar applications.

**Appendix IV of RNTPC**  
**Paper No. A/ST/1046**

**Similar s.16 Applications for Shop and Services Uses on**  
**Ground Floor, Blocks 1 and 2 of Kin Ho Industrial Building over the past five years**

**Applications approved by the Committee**

<b><u>No.</u></b>	<b><u>Application No.</u></b>	<b><u>Application Premises (Unit)</u></b>	<b><u>Proposed/Applied Use</u></b>	<b><u>Floor Area (About) (m<sup>2</sup>)</u></b>	<b><u>Date of Consideration</u></b>
Uses applicable for the maximum permissible limit of 460m <sup>2</sup> for aggregate commercial floor area on the G/F of an industrial building (with sprinkler system)					
1.	A/ST/1004	Unit C5 (Portion), Block 1	Shop and Services (Real Estate Agency and Retail Shop)	33	24.9.2021
2.	A/ST/1005	G/F (Minor Portion) of Canteen Hall, Block 2	Proposed Shop and Services (Convenience Store)	9.713	18.2.2022
Uses <b>NOT</b> applicable for the maximum permissible limit of 460m <sup>2</sup> for aggregate commercial floor area on the G/F of an industrial building (with sprinkler system)					
3.	A/ST/1019	Unit C3, Block 1	Shop and Services (Fast Food Shop) <sup>#</sup>	57	10.11.2023
4.	A/ST/1037	Unit B5, Block 1	Shop and Services (Fast Food Shop) <sup>~</sup>	27.73	14.3.2025 (revoked on 14.9.2025)

<sup>#</sup> The applied use ceases operation and the subject premises is currently vacant.

<sup>\*</sup> A/ST/1037 was revoked due to the non-compliance with approval condition by the specified date.

**Government Departments' General Comments**

**1. Land Administration**

Comments of the District Lands Officer/Sha Tin, Lands Department (DLO/ST, LandsD):

- the application premises (the Premises) is situated on Sha Tin Town Lot Nos. 65 and 66 (the Lots) which are governed by New Grant Nos. 11268 and 11269 respectively (the New Grants). Under the New Grants, the Lots shall not be used for any purpose other than industrial or godown purposes or both excluding offensive trade. The applied 'Shop and Services' use is in conflict with the user restrictions under the New Grants. The owner of the Premises is required to apply for a temporary waiver from the LandsD to implement the proposal; and
- her advisory comments are at **Appendix VI**.

**2. Fire Safety**

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

- no objection to the application;
- the subject building is protected with a sprinkler system so that the maximum permissible aggregate commercial floor area on G/F is 460m<sup>2</sup> in accordance with TPB PG-No. 25D. The applied use should be counted up to the aggregate commercial floor area. Thus, the applied shop should not attract unreasonably large number of persons to stay for long periods of time; and
- his advisory comments are at **Appendix VI**.

**3. Traffic**

Comments of the Commissioner for Transport (C for T):

- no in-principle objection to the application from traffic engineering point of view provided that the applied use would not cause adverse traffic impact and road safety issue in the vicinity.

**4. Building Matters**

Comments of the Chief Building Surveyor/New Territories West, Buildings Department (CBS/NTW, BD):

- no objection to the application; and
- his advisory comments are at **Appendix VI**.

**5. Food and Environmental Hygiene**

Comments of the Director of Food and Environmental Hygiene (DFEH):

- no adverse comment on the application; and
- his advisory comments are at **Appendix VI**.

**6. Other Department**

The following department has no comment on the application:

- District Officer (Sha Tin), Home Affairs Department (DO(ST), HAD)

**Recommended Advisory Clauses**

- (a) prior planning permission should have been obtained before commencing the applied use at the application premises (the Premises);
- (b) to note the comments of the District Lands Officer/Sha Tin, Lands Department (DLO/ST, LandsD) that the owner of the Premises is required to apply for a temporary waiver from LandsD to implement the proposal. There is no guarantee that the temporary waiver application will be approved. Such application, if received, will be considered by LandsD acting in its capacity as the landlord at its sole discretion and any approval for the temporary waiver given would be subject to such terms and conditions including, *inter alia*, payment of waiver fee and administrative fee as may be imposed by LandsD;
- (c) to note the comments of the Director of Fire Services (D of FS) that:
  - (i) detailed fire safety requirements will be formulated upon receipt of the formal submission of general building plans; and
  - (ii) the applicant is reminded to comply with the 'Code of Practice for Fire Safety in Buildings' which is administered by the Building Authority (BA);
- (d) to note the comments of the Chief Building Surveyor/New Territories West, Buildings Department (CBS/NTW, BD) that:
  - (i) before any new building works are to be carried out on the Premises, prior approval and consent of the BA should be obtained unless they are exempted building works or commenced under the simplified requirement under the Minor Works Control System. Otherwise they are Unauthorized Building Works (UBW). An Authorized Person should be appointed as the coordinator for the proposed building works in accordance with the Buildings Ordinance (BO);
  - (ii) for UBW erected on leased land, enforcement action may be taken by the BA to effect their removal in accordance with the enforcement policy against UBW of BD as and when necessary. The granting of any planning approval should not be construed as an acceptance of any existing building works or UBW on the Premises under the BO;
  - (iii) the applied use shall comply with the requirements under the BO. The applied use shall be separated from other uses with adequate fire barriers. Adequate sanitary fitment and barrier free access should also be provided;
  - (iv) if the applied use is subject to the issue of a licence, any existing structures on the Premises intended to be used for such purposes are required to comply with the building safety and other relevant requirements as may be imposed by the licensing authority; and

- (v) detailed checking under the BO will be carried out at building plan submission stage; and

(e) to note the comments of the Director of Food and Environmental Hygiene (DFEH):

- (i) no Food and Environmental Hygiene Department's (FEHD) facilities should be affected;
- (ii) proper licence / permit issued by FEHD is required if there is any food business / catering service / activities regulated by the DFEH under the Public Health and Municipal Services Ordinance (Cap. 132) and other relevant legislation for the public:
  - (a) under the Food Business Regulation, Cap. 132X, a food business licence is required for the operation of the relevant type of food business listed in the Regulation. For any premises intended to be used for food business (e.g. a restaurant, a food factory, a fresh provision shop), a food business licence from the FEHD in accordance with the Public Health and Municipal Services Ordinance (Cap. 132) shall be obtained. The application for licence, if acceptable by the FEHD, will be referred to relevant government departments such as BD, Fire Services Department and Planning Department for comment. If there is no objection from the departments concerned, a letter of requirements will be issued to the applicant for compliance and the licence will be issued upon compliance of all the requirements;
  - (b) depending on the mode of operation, generally there are several types of food business licence / permits that the operator of shop/services may apply for under the Food Business Regulation:
    1. if food is only prepared for sale for consumption off the premises, a food factory licence should be obtained;
    2. if fresh, chilled or frozen beef, mutton, pork, reptiles (including live snake), fish (including live fish) and poultry is sold, a fresh provision shop licence should be obtained;
    3. if milk, frozen confections, non-bottled drinks, cut fruit, Chinese herb tea etc. are to be sold, relevant restricted food permits should be obtained; and
    4. if conducting the food business in a factory building which involve the sale or supply of meals or unbottled non-alcoholic drinks other than Chinese herb tea for consumption on the premises by person employed in any factory building, a factory canteen licence should be obtained. This licence does not allow the licensee to serve food to person, who is not the employee or any factory in the factory building where the factory canteen is situated, for consumption on the premises;

- (iii) proper licence issued by FEHD is required if related place of entertainment is involved. Any person who desires to keep or use any place of public entertainment for example a theatre and cinema or a place, building, erection or structure, whether temporary or permanent, on one occasion or more, capable of accommodating the public presenting or carrying on public entertainment within Places of Public Entertainment Ordinance (Cap. 172) and its subsidiary legislation, such as a concert, opera, ballet, stage performance or other musical, dramatic or theatrical entertainment, cinematograph or laser projection display or an amusement ride and mechanical device which is designed for amusement, a Place of Public Entertainment Licence (or Temporary Place of Public Entertainment Licence) should be obtained from FEHD whatever the general public is admitted with or without payment; and
- (iv) there should be no encroachment on the public place and no environmental nuisance should be generated to the surroundings. Its state should not be a nuisance or injurious or dangerous to health and surrounding environment. Also, for any waste generated from such activities / operation, the applicant should arrange disposal properly at their own expenses.