

2026年 1月 2 8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。

2026 -01- 2 8

The application is received on  
The Planning Board will formally acknowledge  
the receipt of the application only upon receipt  
of all the required information and documents.

Form No. S16-1  
表格第 S16-1 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 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

2600141 20/1 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/4C-NTM/486
	Date Received 收到日期	2026-01-28

- 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)

Kam Hay Machine Engineering Company Limited 金希機械工程有限公司

### 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)

R-riches Planning Limited 盈卓規劃有限公司

### 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)	Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, 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 checked="" type="checkbox"/> Site area 地盤面積 ..... 434 ..... sq.m 平方米 <input checked="" type="checkbox"/> About 約 <input checked="" type="checkbox"/> Gross floor area 總樓面面積 ..... 288 ..... sq.m 平方米 <input checked="" type="checkbox"/> About 約
(c) Area of Government land included (if any) 所包括的政府土地面積 (倘有)	..... N/A ..... sq.m 平方米 <input checked="" 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	Draft Ngau Tam Mei OZP No.: SYL-NTM/15
(e) Land use zone(s) involved 涉及的土地用途地帶	"Other Specified Uses" annotated "University Town" Area shown as 'Road'
(f) Current use(s) 現時用途	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)

#### 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  
13/11/2025 - 27/11/2025 (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 23/12/2025 (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	
<input type="checkbox"/>	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
<input type="checkbox"/>	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
<input type="checkbox"/>	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
<input type="checkbox"/>	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
<input checked="" type="checkbox"/>	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	sq.m 平方米		
(b) Proposed use(s)/development 擬議用途/發展	(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		Number of units involved 涉及單位數目	
(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 .....	sq.m 平方米	<input type="checkbox"/> About 約
	Total 總計 .....	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

<b>(ii) For Type (ii) application 供第(ii)類申請</b>	
(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  (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)
(b) Intended use/development 有意進行的用途/發展	

<b>(iii) For Type (iii) application 供第(iii)類申請</b>													
(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 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  <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Name/type of installation 裝置名稱/種類</th> <th style="width: 17%;">Number of provision 數量</th> <th style="width: 50%;">Dimension of each installation /building/structure (m) (LxWxH) 每個裝置/建築物/構築物的尺寸(米)(長 x 闊 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> (Please illustrate on plan the layout of the installation 請用圖則顯示裝置的布局)	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 闊 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 闊 x 高)											

**(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)
- From 由 ..... storeys 層 to 至 ..... storeys 層
- 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

Temporary Shop and Services for a Period of 5 Years

(Please illustrate the details of the proposal on a layout plan 請用平面圖說明建議詳情)

**(b) Development Schedule 發展細節表**

Proposed gross floor area (GFA) 擬議總樓面面積	..... 288 ..... sq.m 平方米	<input checked="" type="checkbox"/> About 約
Proposed plot ratio 擬議地積比率	..... 0.66 .....	<input checked="" type="checkbox"/> About 約
Proposed site coverage 擬議上蓋面積	..... 33 ..... %	<input checked="" type="checkbox"/> About 約
Proposed no. of blocks 擬議座數	..... 2 .....	
Proposed no. of storeys of each block 每座建築物的擬議層數	..... 2 ..... 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
	..... 7 ..... m 米	<input checked="" type="checkbox"/> About 約

Domestic part 住用部分

GFA 總樓面面積 ..... sq. m 平方米  About 約

number of Units 單位數目 .....

average unit size 單位平均面積 .....sq. m 平方米  About 約

estimated number of residents 估計住客數目 .....

Non-domestic part 非住用部分

GFA 總樓面面積

eating place 食肆 ..... sq. m 平方米  About 約

hotel 酒店 ..... sq. m 平方米  About 約

(please specify the number of rooms  
請註明房間數目) .....

office 辦公室 ..... sq. m 平方米  About 約

shop and services 商店及服務行業 ..... 288 ..... sq. m 平方米  About 約

Government, institution or community facilities (please specify the use(s) and concerned land  
政府、機構或社區設施 area(s)/GFA(s) 請註明用途及有關的地面面積／總  
樓面面積)

.....

.....

.....

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面面積／總  
樓面面積)

.....

.....

.....

Open space 休憩用地 (please specify land area(s) 請註明地面面積)

private open space 私人休憩用地 ..... sq. m 平方米  Not less than 不少於

public open space 公眾休憩用地 ..... sq. m 平方米  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

loading/unloading space and circulation areas.....

.....

.....

.....

.....

**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)

Existing .....

.....

.....

.....

.....

.....

**8. Vehicular Access Arrangement of the Development Proposal****擬議發展計劃的行車通道安排**

<p>Any vehicular access to the site/subject building? 是否有車路通往地盤/有關建築物?</p>	<p>Yes 是</p> <p>No 否</p>	<p><input checked="" type="checkbox"/> There is an existing access. (please indicate the street name, where appropriate) 有一條現有車路。(請註明車路名稱(如適用)) Accessible from Ngau Tam Mei Road via a local access .....</p> <p><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)</p> <p><input type="checkbox"/></p>																
<p>Any provision of parking space for the proposed use(s)? 是否有為擬議用途提供停車位?</p>	<p>Yes 是</p> <p>No 否</p>	<p><input type="checkbox"/> (Please specify type(s) and number(s) and illustrate on plan) 請註明種類及數目並於圖則上顯示</p> <table border="0"> <tr> <td>Private Car Parking Spaces 私家車車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Motorcycle Parking Spaces 電單車車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Light Goods Vehicle Parking Spaces 輕型貨車泊車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Medium Goods Vehicle Parking Spaces 中型貨車泊車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Heavy Goods Vehicle Parking Spaces 重型貨車泊車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Others (Please Specify) 其他 (請列明)</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____</td> </tr> </table> <p><input checked="" type="checkbox"/></p>	Private Car Parking Spaces 私家車車位	N/A	Motorcycle Parking Spaces 電單車車位	N/A	Light Goods Vehicle Parking Spaces 輕型貨車泊車位	N/A	Medium Goods Vehicle Parking Spaces 中型貨車泊車位	N/A	Heavy Goods Vehicle Parking Spaces 重型貨車泊車位	N/A	Others (Please Specify) 其他 (請列明)	_____	_____	_____	_____	_____
Private Car Parking Spaces 私家車車位	N/A																	
Motorcycle Parking Spaces 電單車車位	N/A																	
Light Goods Vehicle Parking Spaces 輕型貨車泊車位	N/A																	
Medium Goods Vehicle Parking Spaces 中型貨車泊車位	N/A																	
Heavy Goods Vehicle Parking Spaces 重型貨車泊車位	N/A																	
Others (Please Specify) 其他 (請列明)	_____																	
_____	_____																	
_____	_____																	
<p>Any provision of loading/unloading space for the proposed use(s)? 是否有為擬議用途提供上落客貨車位?</p>	<p>Yes 是</p> <p>No 否</p>	<p><input checked="" type="checkbox"/> (Please specify type(s) and number(s) and illustrate on plan) 請註明種類及數目並於圖則上顯示</p> <table border="0"> <tr> <td>Taxi Spaces 的士車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Coach Spaces 旅遊巴車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Light Goods Vehicle Spaces 輕型貨車車位</td> <td style="text-align: right;">1</td> </tr> <tr> <td>Medium Goods Vehicle Spaces 中型貨車車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Heavy Goods Vehicle Spaces 重型貨車車位</td> <td style="text-align: right;">N/A</td> </tr> <tr> <td>Others (Please Specify) 其他 (請列明)</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____</td> </tr> </table> <p><input type="checkbox"/></p>	Taxi Spaces 的士車位	N/A	Coach Spaces 旅遊巴車位	N/A	Light Goods Vehicle Spaces 輕型貨車車位	1	Medium Goods Vehicle Spaces 中型貨車車位	N/A	Heavy Goods Vehicle Spaces 重型貨車車位	N/A	Others (Please Specify) 其他 (請列明)	_____	_____	_____	_____	_____
Taxi Spaces 的士車位	N/A																	
Coach Spaces 旅遊巴車位	N/A																	
Light Goods Vehicle Spaces 輕型貨車車位	1																	
Medium Goods Vehicle Spaces 中型貨車車位	N/A																	
Heavy Goods Vehicle Spaces 重型貨車車位	N/A																	
Others (Please Specify) 其他 (請列明)	_____																	
_____	_____																	
_____	_____																	

**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。

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

Does the development proposal involve the operation on the right? 擬議發展是否涉及右列的工程? (Note: where Type (ii) application is the subject of application, please skip this section. 註：如申請涉及第(ii)類申請，請跳至下一條問題。)	Yes 是	<input type="checkbox"/> (Please indicate on site plan the boundary of concerned land/pond(s), and particulars of stream diversion, the extent of filling of land/pond(s) and/or excavation of land) (請用地盤平面圖顯示有關土地/池塘界線，以及河道改道、填塘、填土及/或挖土的細節及/或範圍)  <input type="checkbox"/> Diversion of stream 河道改道  <input type="checkbox"/> Filling of pond 填塘 Area of filling 填塘面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 Depth of filling 填塘深度 ..... m 米 <input type="checkbox"/> About 約  <input type="checkbox"/> Filling of land 填土 Area of filling 填土面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 Depth of filling 填土厚度 ..... m 米 <input type="checkbox"/> About 約  <input type="checkbox"/> Excavation of land 挖土 Area of excavation 挖土面積 ..... sq.m 平方米 <input type="checkbox"/> About 約 Depth of excavation 挖土深度 ..... m 米 <input type="checkbox"/> About 約
	No 否	<input checked="" type="checkbox"/>

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

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)  
 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)

.....  
 .....  
 .....  
 .....

**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。

Please refer to the supplementary statement.....

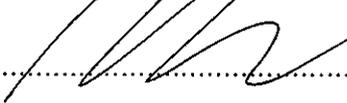


**11. Declaration 聲明**

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



Applicant 申請人 /  Authorised Agent 獲授權代理人

.....

Michael WONG

Name in Block Letters  
姓名（請以正楷填寫）

Position (if applicable)  
職位（如適用）

Professional Qualification(s)  
專業資格

Member 會員 /  Fellow of 資深會員

HKIP 香港規劃師學會 /  HKIA 香港建築師學會 /

HKIS 香港測量師學會 /  HKIE 香港工程師學會 /

HKILA 香港園境師學會 /  HKIUD 香港城市設計學會

RPP 註冊專業規劃師

Others 其他 .....

on behalf of  
代表

R-riches Planning Limited 盈卓規劃有限公司



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

Date 日期

19/12/2025

(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<sup>@</sup>

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

\_\_\_\_\_

\_\_\_\_\_

<sup>@</sup> 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	Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories		
Site area 地盤面積	434	sq. m 平方米	<input checked="" type="checkbox"/> About 約
	(includes Government land of 包括政府土地	N/A	sq. m 平方米 <input checked="" type="checkbox"/> About 約)
Plan 圖則	Draft Ngau Tam Mei OZP No.: S/YL-NTM/15		
Zoning 地帶	"Other Specified Uses" annotated "University Town" Area shown as 'Road'		
Applied use/ development 申請用途/發展	Temporary Shop and Services for a Period of 5 Years		
(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	<input type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於
	Non-domestic 非住用	288	<input checked="" type="checkbox"/> About 約 <input type="checkbox"/> Not more than 不多於
(ii) No. of blocks 幢數	Domestic 住用	N/A	
	Non-domestic 非住用	2	
	Composite 綜合用途	N/A	

(iii) Building height/No. of storeys 建築物高度/層數	Domestic 住用	N/A	m 米 <input type="checkbox"/> (Not more than 不多於)
		N/A	mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)
		N/A	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	7	m 米 <input type="checkbox"/> (Not more than 不多於)
		N/A	mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)
		2	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	N/A	m 米 <input type="checkbox"/> (Not more than 不多於)
		N/A	mPD 米(主水平基準上) <input type="checkbox"/> (Not more than 不多於)
		N/A	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	33	% <input checked="" type="checkbox"/> About 約	
(v) No. of units 單位數目	N/A		
(vi) Open space 休憩用地	Private 私人	N/A	sq.m 平方米 <input type="checkbox"/> Not less than 不少於
	Public 公眾	N/A	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	N/A
	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)	N/A N/A N/A N/A N/A
	Total no. of vehicle loading/unloading bays/lay-bys 上落客貨車位/停車處總數	1
	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)	N/A N/A 1 N/A N/A

### Submitted Plans, Drawings and Documents 提交的圖則、繪圖及文件

	<u>Chinese</u> 中文	<u>English</u> 英文
<b><u>Plans and Drawings 圖則及繪圖</u></b>		
Master layout plan(s)/Layout plan(s) 總綱發展藍圖/布局設計圖	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Block plan(s) 樓宇位置圖	<input type="checkbox"/>	<input type="checkbox"/>
Floor plan(s) 樓宇平面圖	<input type="checkbox"/>	<input type="checkbox"/>
Sectional plan(s) 截視圖	<input type="checkbox"/>	<input type="checkbox"/>
Elevation(s) 立視圖	<input type="checkbox"/>	<input type="checkbox"/>
Photomontage(s) showing the proposed development 顯示擬議發展的合成照片	<input type="checkbox"/>	<input type="checkbox"/>
Master landscape plan(s)/Landscape plan(s) 園境設計總圖/園境設計圖	<input type="checkbox"/>	<input type="checkbox"/>
Others (please specify) 其他 (請註明)	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<u>Plan showing the location/zoning/land status of the Site; Swept Path Analysis, Drainage Record</u>		
Fire Service Installations Proposal, Accepted Drainage Proposal under previous application No. A/YL-NTM/456		
<b><u>Reports 報告書</u></b>		
Planning Statement/Justifications 規劃綱領/理據	<input type="checkbox"/>	<input checked="" 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。

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## Supplementary Statement

### 1) Background

- 1.1 The applicant seeks planning permission from the Town Planning Board (the Board) to use *Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories* (the Site) for '**Temporary Shop and Services for a Period of 5 Years**' (the proposed development) (**Plan 1**).
  
- 1.2 The applicant would like to continue using the Site to operate the applied use (i.e. convenience store), in order to serve the nearby business operators in Ngau Tam Mei areas.

### 2) Planning Context

- 2.1 The Site currently falls within an area zoned "Other Specified Uses" annotated "University Town" ("OUUT") and area shown as "Road" on the Draft Ngau Tam Mei Outline Zoning Plan (OZP) No.: S/YL-NTM/15 (**Plan 2**). According to the Notes of the OZP, the applied use is a column 1 use within the "OUUT" zone while any development in area shown as "Road" requires permission from the Board.
  
- 2.2 The applied use with low-rise structures is considered not incompatible with the surrounding area which is dominated by open storage yards, warehouses, low-rise residential development and public vehicle parks. As the applied use is intended to serve the nearby locals, approval of the application on a temporary basis would not frustrate the long-term planning intention of the "OUUT" zone and would better utilise precious land resources in the New Territories.
  
- 2.3 The Site is the subject of one previous S.16 planning application (No. A/YL-NTM/456) for the same use submitted by the same applicant as the current application, which was approved by the Board on a temporary basis of 5 years in 2023. Therefore, approval of the current application is in line with the Board's previous decision. Comparing the previous application (No. A/YL-NTM/456), all the major development parameters remain unchanged. The applicant has made effort to comply with approval conditions of the previous application, details are shown at **Table 1** below:

**Table 1** – Details of Compliance with Approval Conditions of the Previous Application

Approval Conditions of Application No. A/YL-NTM/456		Date of Compliance
(a)	The submission of a drainage proposal	29.07.2024
(b)	The implementation of the drainage proposal	Not complied with
(d)	The submission of fire service installations (FSIs) proposal	02.01.2024
(e)	The implementation of the FSIs proposal	Not complied with

2.4 During the approval period of the previous application, the applicant has made efforts in complying with approval conditions in regard to drainage aspect. The applicant submitted a drainage proposal on 21.06.2024 for compliance with approval condition (a) and the submission was considered acceptable by the Chief Engineer, Mainland North/Drainage Services Department (CE/MN, DSD) on 29.07.2024. The applicant later submitted a photographic record showing the existing drainage facilities on the Site on 27.02.2025 while the submission was considered not acceptable by CE/MN, DSD on 14.04.2025. There was insufficient time for the applicant to implement the accepted drainage proposal within the specified period of time.

2.5 For condition (e), the applicant could not implement the accepted FSIs proposal as erection of structure required prior approval from the Lands Department (LandsD). As of 17.12.2025, the Short Term Waiver (STW) application is under consideration by LandsD.

2.6 In support of the current application, the applicant submitted a FSIs proposal, an accepted drainage proposal under previous application (No. A/YL-NTM/456) and a drainage record on the Site for the Board's consideration (**Appendices I to III**).

### 3) Development Proposal

3.1 The Site occupies an area of 434 m<sup>2</sup> (about) (**Plan 3**). The operation hours of the Site are from 09:00 to 18:00 from Monday to Sunday, including public holidays. 2 structures are proposed at the Site for shop and service with total gross floor area (GFA) of 288 m<sup>2</sup> (about) (**Plan 4**). The estimated number of staff working at the Site is 4. It is estimated that the Site would be able to accommodate 10 visitors per day. Details of the development parameters are shown at **Table 2** below:

**Table 2 – Major Development Parameters**

<b>Site Area</b>	434 m <sup>2</sup> (about)
<b>Covered Area</b>	144 m <sup>2</sup> (about)
<b>Uncovered Area</b>	290 m <sup>2</sup> (about)
<b>Plot Ratio</b>	
	0.66 (about)
<b>Site Coverage</b>	
	33% (about)
<b>No. of Structure</b>	
	2
<b>Total GFA</b>	
- Domestic GFA	Not applicable
- Non-Domestic GFA	288 m <sup>2</sup> (about)
<b>Building Height</b>	
	7 m (about)
<b>No. of Storey</b>	
	2

3.2 The Site is accessible from Ngau Tam Mei Road via a local access (**Plan 1**). Light goods vehicle (LGV) is deployed for transportation of goods. Therefore, 1 loading/unloading (L/UL) space is provided at the Site (**Plan 4**). Staff will be deployed by the applicant to direct vehicles entering/exiting the Site to ensure pedestrian safety to/from the Site. A 6 m-wide vehicular ingress/egress is proposed at the north part of the Site. Details of the L/UL provision is shown at **Table 3** below.

**Table 3 – L/UL Provision**

<b>Types of Space</b>	<b>Nos. of Space</b>
L/UL Space for LGV - 3.5 m (W) x 7 m (L)	1

3.3 Sufficient space is provided for vehicle to smoothly manoeuvre within the Site to ensure that no vehicle will turn back onto the local access (**Plan 4**). Only LGVs are allowed to enter/exit the Site at any time during the planning approval period. No medium or heavy goods vehicles exceeding 5.5 tonnes, including container tractors/trailers, as defined in the *Road Traffic Ordinance*, are allowed to enter/exit the Site. As the estimated traffic generated/ attracted by the applied use is expected to be minimal, adverse traffic impacts arising from the applied use should not be anticipated. Details of the estimated trip generation/attraction are shown at **Table 4** below.

**Table 4** – Estimated Trip Generation/Attraction

Time Period	Estimated Trip Generation/Attraction		
	LGV		2-Way Total
	In	Out	
Trips at <u>AM peak</u> per hour (09:00 – 10:00)	0	0	0
Trips at <u>PM peak</u> per hour (17:00 – 18:00)	0	0	0
Average trip per hour (Beyond AM & PM Peaks)	1	1	2

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

#### 4) Conclusion

4.1 The applied use will not create significant nuisance to the surrounding areas. Adequate mitigation measures (i.e. the submission of the previously accepted drainage and an updated FSIs proposals and a drainage record) had been provided by the applicant to mitigate any potential adverse impact arising from the applied use after planning approval has been granted by the Board (**Appendices I to III**).

4.2 In view of the above, the Board is hereby respectfully recommended to approve the subject application for '**Temporary Shop and Services for a Period of 5 Years**'.

**R-riches Planning Limited**

**December 2025**

### LIST OF PLANS

<b>Plan 1</b>	Location plan
<b>Plan 2</b>	Plan showing the zoning of the Site
<b>Plan 3</b>	Plan showing the land status of the Site
<b>Plan 4</b>	Layout plan
<b>Plan 5</b>	Swept path analysis

### APPENDICES

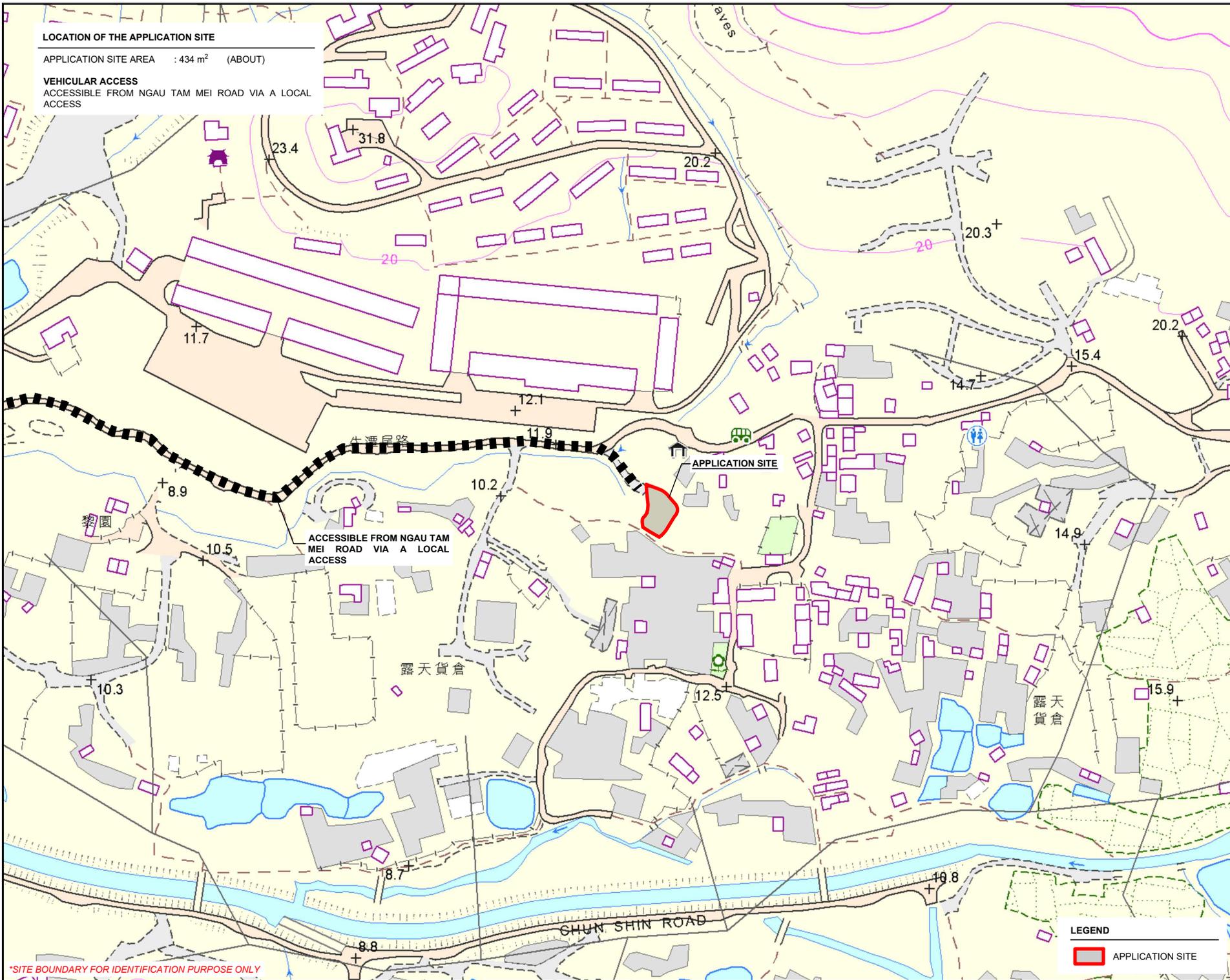
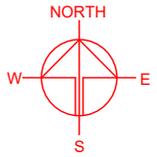
<b>Appendix I</b>	Fire Services Installations Proposal
<b>Appendix II</b>	Accepted Drainage Proposal under Previous Application No. A/YL-NTM/456
<b>Appendix III</b>	Drainage Record

**LOCATION OF THE APPLICATION SITE**

APPLICATION SITE AREA : 434 m<sup>2</sup> (ABOUT)

**VEHICULAR ACCESS**

ACCESSIBLE FROM NGAU TAM MEI ROAD VIA A LOCAL ACCESS



\*SITE BOUNDARY FOR IDENTIFICATION PURPOSE ONLY

**LEGEND**

 APPLICATION SITE

PLANNING CONSULTANT



PROJECT

TEMPORARY SHOP AND SERVICES FOR A PERIOD OF 5 YEARS

SITE LOCATION

LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG, NEW TERRITORIES

SCALE  
1 : 3000 @ A4

DRAWN BY: MN DATE: 11.12.2025

REVISED BY: DATE:

APPROVED BY: DATE:

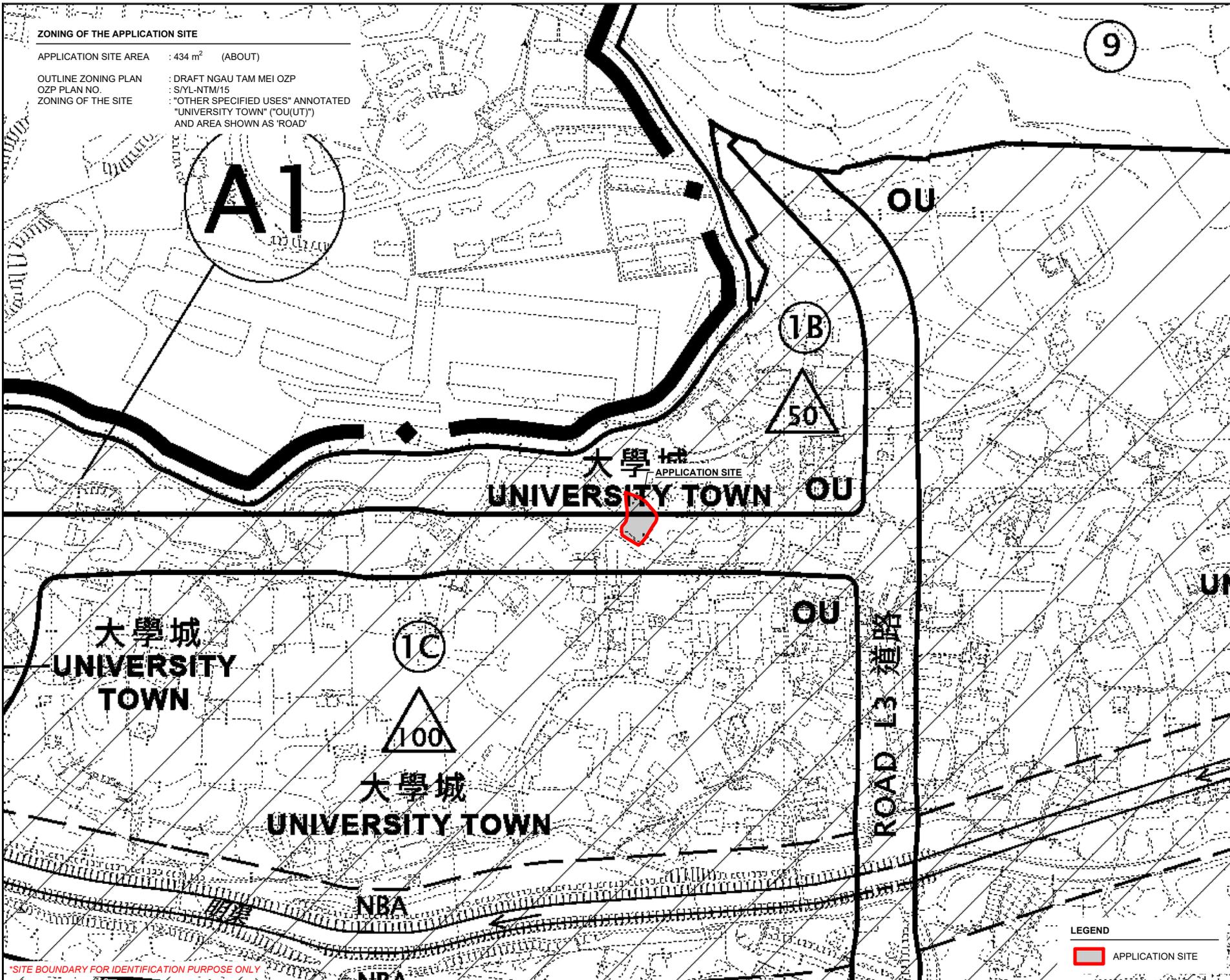
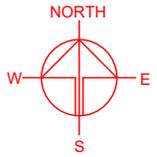
DWG. TITLE  
LOCATION PLAN

DWG NO.: PLAN 1 VER.: 001

**ZONING OF THE APPLICATION SITE**

APPLICATION SITE AREA : 434 m<sup>2</sup> (ABOUT)

OUTLINE ZONING PLAN : DRAFT NGAU TAM MEI OZP  
 OZP PLAN NO. : S/YL-NTM/15  
 ZONING OF THE SITE : "OTHER SPECIFIED USES" ANNOTATED  
 "UNIVERSITY TOWN" ("OU(UT)")  
 AND AREA SHOWN AS "ROAD"



\*SITE BOUNDARY FOR IDENTIFICATION PURPOSE ONLY

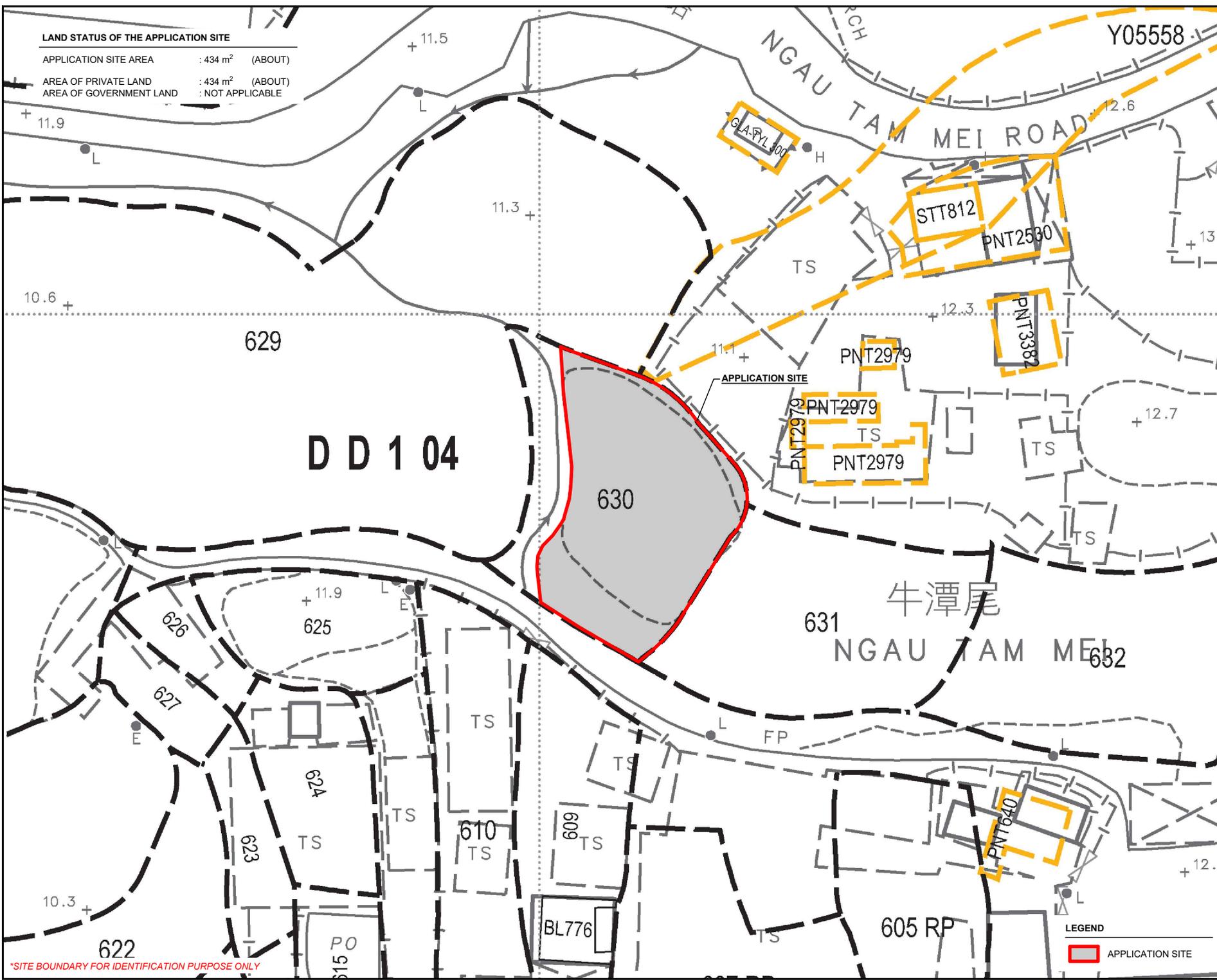
**LEGEND**

 APPLICATION SITE

PLANNING CONSULTANT	
	
PROJECT	
TEMPORARY SHOP AND SERVICES FOR A PERIOD OF 5 YEARS	
SITE LOCATION	
LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG, NEW TERRITORIES	
SCALE	
1 : 3000 @ A4	
DRAWN BY	DATE
MN	11.12.2025
REVISED BY	DATE
APPROVED BY	DATE
DWG. TITLE	
ZONING OF THE SITE	
DWG NO.	VER.
PLAN 2	001

**LAND STATUS OF THE APPLICATION SITE**

APPLICATION SITE AREA : 434 m<sup>2</sup> (ABOUT)  
 AREA OF PRIVATE LAND : 434 m<sup>2</sup> (ABOUT)  
 AREA OF GOVERNMENT LAND : NOT APPLICABLE



\*SITE BOUNDARY FOR IDENTIFICATION PURPOSE ONLY

PLANNING CONSULTANT  
**R-RICHES  
 PLANNING LIMITED**

PROJECT  
 TEMPORARY SHOP AND SERVICES FOR A PERIOD OF 5 YEARS

SITE LOCATION  
 LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG, NEW TERRITORIES

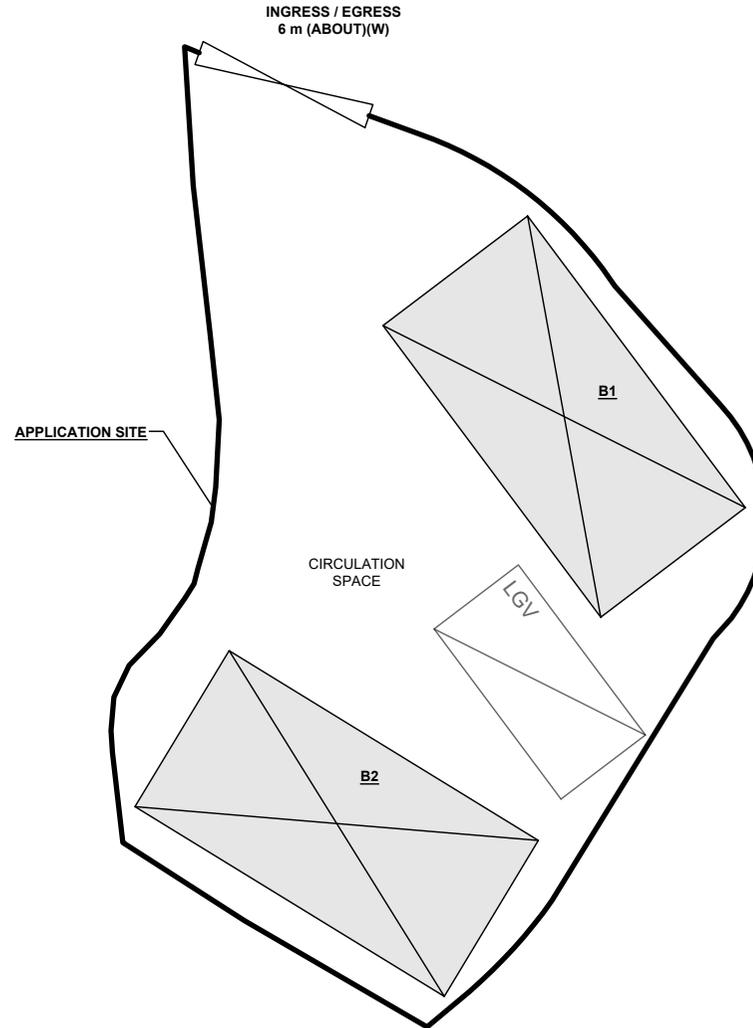
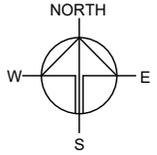
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DRAWN BY MN	DATE 11.12.2025
REVISED BY	DATE
APPROVED BY	DATE
DWG. TITLE LAND STATUS OF THE SITE	
DWG. NO. PLAN 3	VER. 001

**LEGEND**  
 APPLICATION SITE

**DEVELOPMENT PARAMETERS**

APPLICATION SITE AREA	: 434 m <sup>2</sup>	(ABOUT)
COVERED AREA	: 144 m <sup>2</sup>	(ABOUT)
UNCOVERED AREA	: 290 m <sup>2</sup>	(ABOUT)
PLOT RATIO	: 0.66	(ABOUT)
SITE COVERAGE	: 33 %	(ABOUT)
NO.OF STRUCTURE	: 2	
DOMESTIC GFA	: NOT APPLICABLE	
NON-DOMESTIC GFA	: 288 m <sup>2</sup>	(ABOUT)
TOTAL GFA	: 288 m <sup>2</sup>	(ABOUT)
BUILDING HEIGHT	: 7 m	(ABOUT)
NO. OF STOREY	: 2	

STRUCTURE	USE	COVERED AREA	GROSS FLOOR AREA	BUILDING HEIGHT
B1	SHOP AND SERVICES	72 m <sup>2</sup> (ABOUT)	144 m <sup>2</sup> (ABOUT)	7 m (ABOUT)(2-STOREY)
B2	SHOP AND SERVICES	72 m <sup>2</sup> (ABOUT)	144 m <sup>2</sup> (ABOUT)	7 m (ABOUT)(2-STOREY)
<b>TOTAL</b>		<b>144 m<sup>2</sup> (ABOUT)</b>	<b>288 m<sup>2</sup> (ABOUT)</b>	



**LOADING / UNLOADING PROVISIONS**

NO. OF LOADING / UNLOADING SPACE FOR LIGHT GOODS VEHICLE	: 1
DIMENSION OF LOADING/UNLOADING SPACE	: 7m (L) X 3.5m (W)

**LEGEND**

- APPLICATION SITE
- STRUCTURE
- LOADING / UNLOADING SPACE (LGV)
- INGRESS / EGRESS

PLANNING CONSULTANT



PROJECT

TEMPORARY SHOP AND SERVICES FOR A PERIOD OF 5 YEARS

SITE LOCATION

LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG, NEW TERRITORIES

SCALE

1 : 500 @ A4

DRAWN BY	DATE
MN	11.12.2025

REVISED BY	DATE

APPROVED BY	DATE

DWG. TITLE  
LAYOUT PLAN

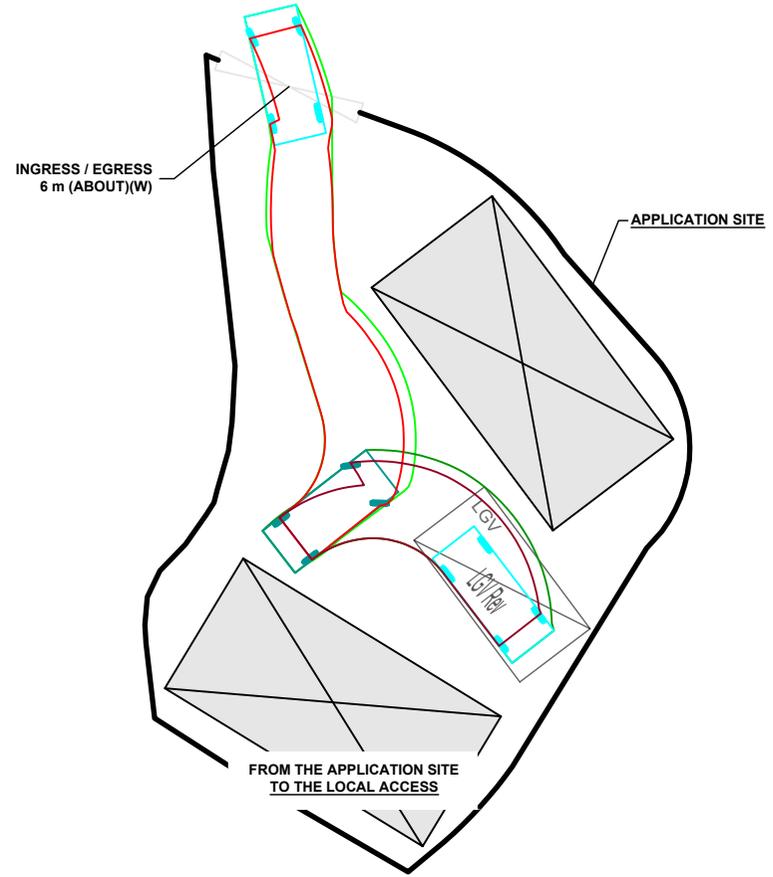
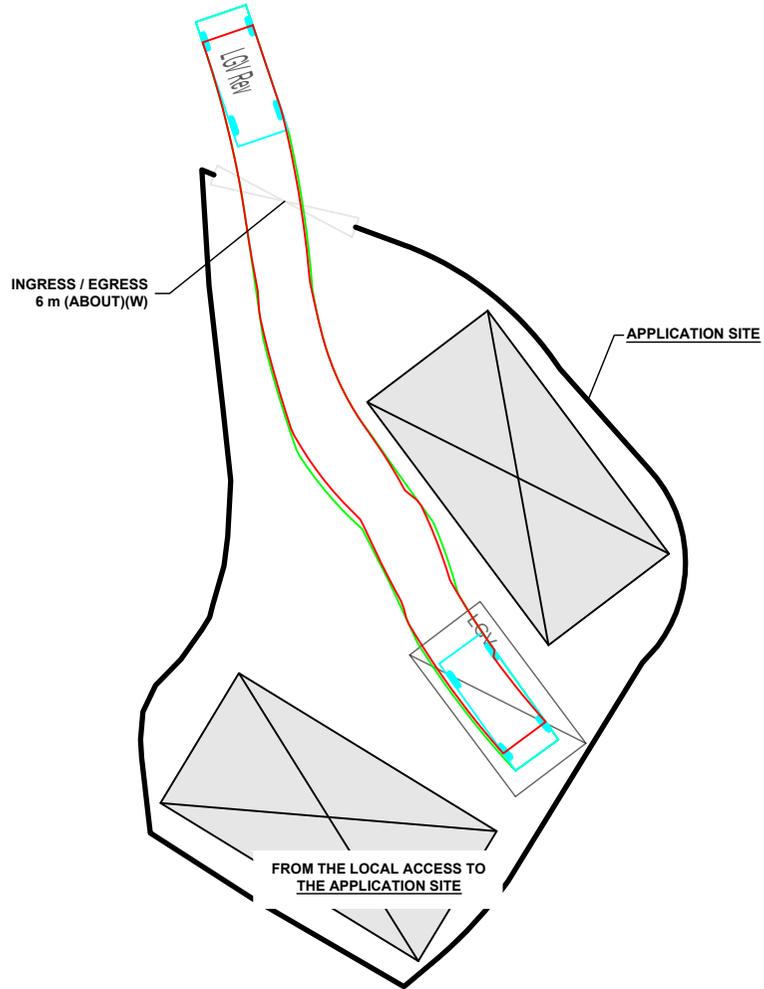
DWG NO.	VER.
PLAN 4	001

\*SITE BOUNDARY FOR IDENTIFICATION PURPOSE ONLY

**SWEPT PATH ANALYSIS**

TYPE OF VEHICLE : LIGHT GOODS VEHICLE  
 DIMENSION OF VEHICLE : 2.1 m (W) X 5.2 m (L)

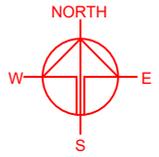
SWEPT PATHS GENERATED BY AUTODESK VEHICLE TRACKING



**LEGEND**

- APPLICATION SITE
- STRUCTURE
- L/U/L SPACE (LGV)
- INGRESS / EGRESS
- LIGHT GOODS VEHICLE
- SWEPT PATH OF VEHICLE

\*SITE BOUNDARY FOR IDENTIFICATION PURPOSE ONLY



PLANNING CONSULTANT



PROJECT

TEMPORARY SHOP AND SERVICES FOR A PERIOD OF 5 YEARS

SITE LOCATION

LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG, NEW TERRITORIES

SCALE

1 : 300 @ A4

DRAWN BY: MN DATE: 11.12.2025

CHECKED BY: DATE:

APPROVED BY: DATE:

DWG. TITLE: SWEPT PATH ANALYSIS

DWG NO.: PLAN 5 VER.: 001

## **APPENDICES**

- Appendix I** Fire Services Installations Proposal
- Appendix II** Accepted Drainage Proposal under Previous Application No. A/YL-NTM/456
- Appendix III** Drainage Record

## **Appendix I**

### **Fire Services Installations Proposal**

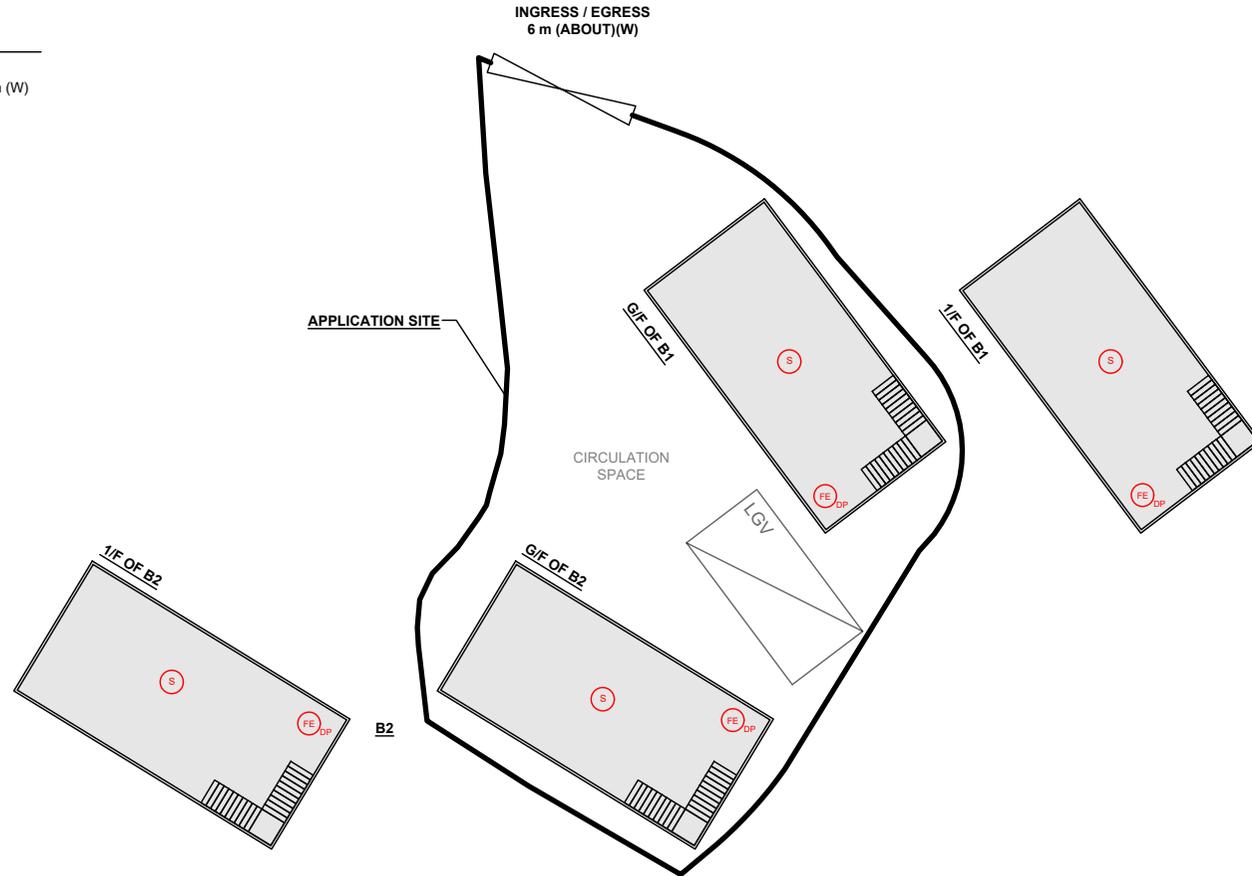
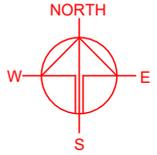
**DEVELOPMENT PARAMETERS**

APPLICATION SITE AREA	: 434 m <sup>2</sup>	(ABOUT)
COVERED AREA	: 144 m <sup>2</sup>	(ABOUT)
UNCOVERED AREA	: 290 m <sup>2</sup>	(ABOUT)
PLOT RATIO	: 0.66	(ABOUT)
SITE COVERAGE	: 33 %	(ABOUT)
NO.OF STRUCTURE	: 2	
DOMESTIC GFA	: NOT APPLICABLE	
NON-DOMESTIC GFA	: 288 m <sup>2</sup>	(ABOUT)
TOTAL GFA	: 288 m <sup>2</sup>	(ABOUT)
BUILDING HEIGHT	: 7 m	(ABOUT)
NO. OF STOREY	: 2	

**LOADING / UNLOADING PROVISIONS**

NO. OF L/U/L SPACE FOR LIGHT GOODS VEHICLE	: 1
DIMENSION OF LOADING/UNLOADING SPACE	: 7m (L) X 3.5m (W)

STRUCTURE	USE	COVERED AREA	GROSS FLOOR AREA	BUILDING HEIGHT
B1	SHOP AND SERVICES	72 m <sup>2</sup> (ABOUT)	144 m <sup>2</sup> (ABOUT)	7 m (ABOUT)(2-STOREY)
B2	SHOP AND SERVICES	72 m <sup>2</sup> (ABOUT)	144 m <sup>2</sup> (ABOUT)	7 m (ABOUT)(2-STOREY)
<b>TOTAL</b>		<b>144 m<sup>2</sup> (ABOUT)</b>	<b>288 m<sup>2</sup> (ABOUT)</b>	



**FIRE SERVICE INSTALLATIONS**

- STAND-ALONE BATTERY TYPE FIRE DETECTOR
- 4 KG DRY POWDER TYPE FIRE EXTINGUISHER

**FS NOTES:**

- 1) SUFFICIENT STAND-ALONE FIRE DETECTOR SHALL BE PROVIDED THROUGHOUT THE ENTIRE BUILDING IN ACCORDANCE WITH "STAND-ALONE FIRE DETECTOR GENERAL GUIDELINES ON PURCHASE, INSTALLATION & MAINTENANCE [SEP 2021]".
- 2) IN RELATION TO 1) ABOVE, WHERE TWO OR MORE STAND-ALONE FIRE DETECTORS ARE INSTALLED IN AN ENCLOSED STRUCTURE, ALL STAND-ALONE DETECTORS SHALL BE INTERCONNECTED (EITHER WIRED OR WIRELESSLY) SUCH THAT WHEN ONE OF THE STAND-ALONE FIRE DETECTOR IS TRIGGERED, ALL CONNECTED STAND-ALONE FIRE DETECTORS SHALL SOUND AN ALARM SIMULTANEOUSLY.
- 3) PORTABLE HAND-OPERATED APPROVED APPLIANCE SHALL BE PROVIDED AS REQUIRED BY OCCUPANCY.
- 4) ACCESS IS PROVIDED FOR EMERGENCY VEHICLE TO REACH 30m OF ALL PART OF STRUCTURES.

**LEGEND**

- APPLICATION SITE
- STRUCTURE
- LOADING / UNLOADING SPACE (LGV)
- INGRESS / EGRESS

\*SITE BOUNDARY FOR IDENTIFICATION PURPOSE ONLY

PLANNING CONSULTANT



PROJECT

TEMPORARY SHOP AND SERVICES FOR A PERIOD OF 5 YEARS

SITE LOCATION

LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG, NEW TERRITORIES

SCALE

1 : 500 @ A4

DRAWN BY: MN DATE: 11.12.2025

REVISED BY: DATE:

APPROVED BY: DATE:

DWG. TITLE: FSIs PROPOSAL

DWG NO.: APPENDIX I VER.: 001

**Appendix II**

Accepted Drainage Proposal under Previous Application No. A/YL-NTM/456

By Post and Fax **規 劃 署**

粉嶺、上水及元朗東規劃處  
新界荃灣青山公路 388 號  
中環大廈 22 樓 2202 室

**Planning Department**

Fanling, Sheung Shui & Yuen Long East  
District Planning Office  
Unit 2202, 22/F, CDW Building,  
388 Castle Peak Road, Tsuen Wan, N.T.

來函編號	Your Reference :	DD104 Lot 630
本署檔號	Our Reference :	( ) in TPB/A/YL-NTM/456
電話號碼	Tel. No. :	3168 4034
傳真機號碼	Fax No. :	3168 4074 / 3168 4045

29 July 2024

Dear Sir,

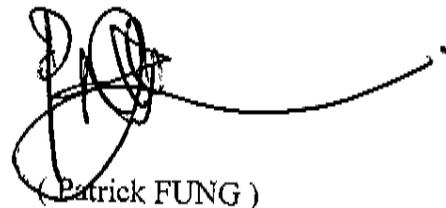
**Compliance with Approval Condition (a)  
Submission of a Drainage Proposal**

**Proposed Temporary Shop and Services for a Period of 5 Years  
in "Recreation" Zone, Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long  
(Planning Application No. A/YL-NTM/456)**

I refer to your submission dated 21.6.2024 regarding the submission of a revised drainage proposal for compliance with approval condition (a). Your submission is considered:

- Acceptable. The captioned condition has been complied with. Please find detailed comments of the Chief Engineer/Mainland North Division, Drainage Services Department (CE/MN, DSD) at **Appendix**.
- Acceptable. Since the captioned condition requires both the submission and implementation of the proposal, it has not been fully complied with. Please proceed to implement the accepted proposal for full compliance with the approval condition.
- Not acceptable. The captioned condition has not been complied with.

Yours faithfully,



(Patrick FUNG)  
District Planning Officer/  
Fanling, Sheung Shui and Yuen Long East  
Planning Department

- 2 -

C.C.  
CE/MN, DSD  
CTP/TPB(3)

(Attn.: Mr. Terence TANG)

PF/JL/RC/rc

## Appendix

### Detailed comments of CE/MN, DSD

- (i) The applicant should implement the drainage facilities on site in accordance with the agreed drainage proposal.
- (ii) The applicant is required to rectify the drainage system if they are found to be inadequate or ineffective during operation. The applicant shall also be liable for and shall indemnify claims and demands arising out of damage or nuisance caused by a failure of the drainage system.
- (iii) The proposed development would neither obstruct overland flow nor adversely affect any existing natural streams, village drains, ditches and the adjacent areas.
- (iv) The applicant(s) shall resolve any conflict/disagreement with relevant lot owner(s) and seek LandsD's permission for laying new drains/channels and/or modifying/upgrading existing ones in other private lots or on Government land (where required) outside the application site(s).

Our Ref.: DD104 Lot 630  
Your Ref.: TPB/A/YL-NTM/456

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

**By Email**

21 June 2024

Dear Sir,

**Compliance with Approval Condition (a)**

**Proposed Temporary Shop and Services for a Period of 5 Years in "Recreation" Zone,  
Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories**

**(S.16 Planning Application No. A/YL-NTM/456)**

We are writing to submit a responses-to-comments table and a revised drainage proposal for compliance with approval condition (a) of the subject application, i.e. *the submission of a drainage proposal (Appendix I)*.

Should you require more information regarding the application, please contact our Mr. Christian CHIM at [REDACTED] or the undersigned at your convenience. Thank you for your kind attention.

Yours faithfully,

For and on behalf of  
**R-riches Property Consultants Limited**

**Louis TSE**  
Town Planner



**Section 16 Planning Application for Temporary Shop and Services  
for a Period of 5 Years  
at Lots 630 (Part) in D.D. 104,  
Ngau Tam Mei, Yuen Long  
(Application No. A/YL-NTM/456)**

**Stormwater Drainage Proposal Report**

**June 2024**

  
**LI KOK KEUNG**  
MEng MICE MiStructE  
MHKIE CEng RPE

## **Contents**

### **Responses to Comments from DSD**

- 1. Introduction**
- 2. The Existing Site**
- 3. Existing Drainage Facilities**
- 4. Proposed Drainage Facilities**
- 5. Conclusion**

**Appendix A – Location Plan, Site Plan, Lots Index Plan and Photos of Application Site**

**Appendix B – Drainage Plans D01 and D02**

**Appendix C – Design Checking of Existing Stream and the Proposed 300mm UC**

**Appendix D – Cross Sections of the Application Site and Adjacent Areas**

**Responses to comments from the Drainage Services Department:**

Comments	Response
<p>1. In western peripheral channel calculation: The eastern catchment flow should also be considered in the western peripheral channel assessment</p>	<p>Noted. The design calculation has been revised to include the eastern catchment flow in designing the western peripheral channel. The size of the channel is revised from 225 to 300mm UC</p>
<p>2. Drainage Design Calculation: Please justify the assumed time of concentration 10 minutes and 3 minutes.</p>	<p>The time of concentration have been reviewed with reference to the enclosed Figure 2B-3.01: Velocity Versus Slope for Shallow Concentrated Flow extracted from NRCS National Engineering Handbook, Part 630, Chapter 15. The time of concentration is estimated to be 3 minutes.</p>
<p>3. Please also clearly indicate the designed lines in the charts (i.e. Figure 4a and 8.7) provided,</p>	<p>Noted. The designed lines were shown in the charts for reference.</p>
<p>4. Previous comment viii has not been addressed. The existing drainage facilities, to which the stormwater of the development from the subject site would discharge, are not maintained by this office. The applicant should identify the owner of the existing drainage facilities to which the proposed connection will be made. Also, DSD noted that the proposed drainage connection(s) to the surrounding/downstream area(s) will run through other private lot(s). The applicant shall demonstrate that the proposed drainage construction / improvement / modification works and the operation of the drainage can be practically implemented.</p> <p>5.</p>	<p>As shown in the enclosed lot index plan in Appendix A, the portion of the existing streamcourse to which the stormwater from the application site would discharge is within lot 630 with its downstream portion runs through lot 629 before running into the government lands where the Ngau Tam Mei Road is built. The application site is within lot 630 of which the applicant is the owner. Lot 629 where the downstream portion of the stream course passes through is <u>also owned</u> by the applicant. For this reason, the applicant has the sovereignty to implement and operate the proposed drainage works.</p>
<p>6. The proposed drainage facilities should be shown on cross section drawings</p>	<p>Noted.</p>

## 1. Introduction

The owners of the captioned lot intend to submit a Section 16 town planning application to the Town Planning Board (TPB) seeking planning permission for Temporary Shop and Services at **Lot 630 (Part) in D.D. 104**, Ngau Tam Mei, Yuen Long for a period of 5 years.

Planning Department has no objection to the application. One of the approval conditions is to submit and provision of the drainage facilities to the satisfaction of the Director of Drainage Services or of the Town Planning Board. The implemented drainage facilities on the site shall be maintained at all times during the planning approval period.

This report outlines the existing drainage facilities on the proposed site and proposes the drainage facilities to be implemented on the site during the planning approved period.

## 2. The Existing Site

The proposed site is generally flat with site area of about **434m<sup>2</sup>** located inside a fenced-off area with level at about + 12.2mPD as shown in the layout plans and site photos enclosed in **Appendix A**. The enclosed site is presently a developed site hard-paved with concrete and is accessible from Ngau Tam Mei Road via a local access.

According to the applicants, the development involves two 2-storey structures with building height of 7m and total floor area of about **288m<sup>2</sup>** for shop and services (convenience store) with ancillary office. In addition, one light goods vehicle loading and unloading bay will be established. The surroundings are rural in character intermixed with vacant land and scattered residential structures/dwellings and storage uses.

## 3. Existing Drainage Facilities

The existing drainage provisions are shown in the drainage plan **D01** enclosed in **Appendix B**. As shown in the existing drainage plan **D01**, there is an existing natural stream of size about 1.0m wide, 1.0m deep, running along the western boundary of the site (Photo Nos. 1 and 2) conveying rainwater in a south to north direction towards Ngau Tam Mei Road. *As shown in the enclosed lots index plan in Appendix A, the existing stream is located within lot 630 with its downstream portion runs through lot 629 before running into the government lands where the Ngau Tam Mei Road is built.*

As stated in the above, the existing development site is fenced off by metal hoarding. The bottom parts of the hoardings are constructed about 150 to 200mm higher than the ground level to allow free inflow or outflow of surface water during rainstorm (Photo No.3). The gradient of the site is slightly falling towards the western part of the site. All rainwater falling onto the development site and its adjacent areas is presently being drained to the existing stream without any records of flooding during severe rainstorms.

## 4. Proposed Drainage Facilities

As stated in the above section, the rainwater entering into the Application Site naturally falls towards the existing stream running along the western boundary of the site without

records of flooding. It is proposed to keep the drainage unchanged. In order to better collect the rainwater from the adjacent areas and drain the runoff within the Application Site, it is proposed to construct a covered peripheral 300mm U-channel in the Application Site to discharge the stormwater to the existing stream as shown in the proposed drainage plan enclosed in **Plan D02** in **Appendix B**. A catchment area plan is enclosed in **Appendix C** while the cross sections showing the Application Site and its adjacent areas are shown in the **Appendix D**. The overland flows of stormwater are mainly in a east to west direction. The catchment area of the flow from the land west of the Application Site is about 850m<sup>2</sup>. The flows will be collected by the peripheral channel along the eastern boundary. The stormwater from within the Application Site will be collected by the peripheral channel at the western site boundary.

The calculations showing that the capacity of the proposed 300UC in discharging the rainwater from the application site and its adjacent lands, and the drainage capability of the existing stream were enclosed in **Appendix C** of this report. The portion of the existing streamcourse to which the stormwater from the application site would discharge is within lot 630. The application site is within lot 630 of which the applicant is the owner. Lot 629 where the downstream portion of the stream course passes through is also owned by the applicant. For this reason, the applicant has the sovereignty to implement and operate the proposed drainage works.

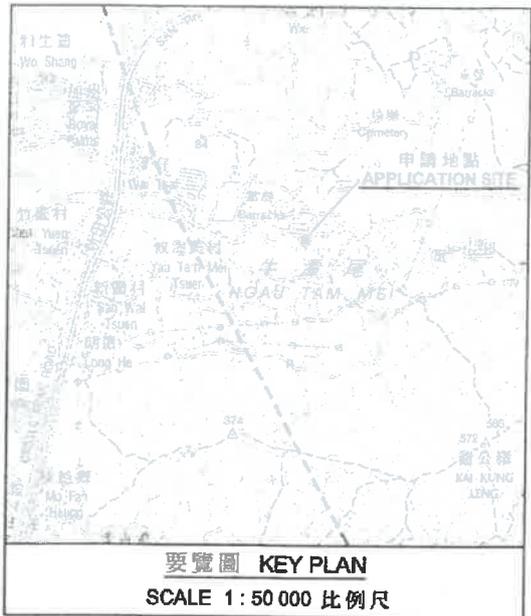
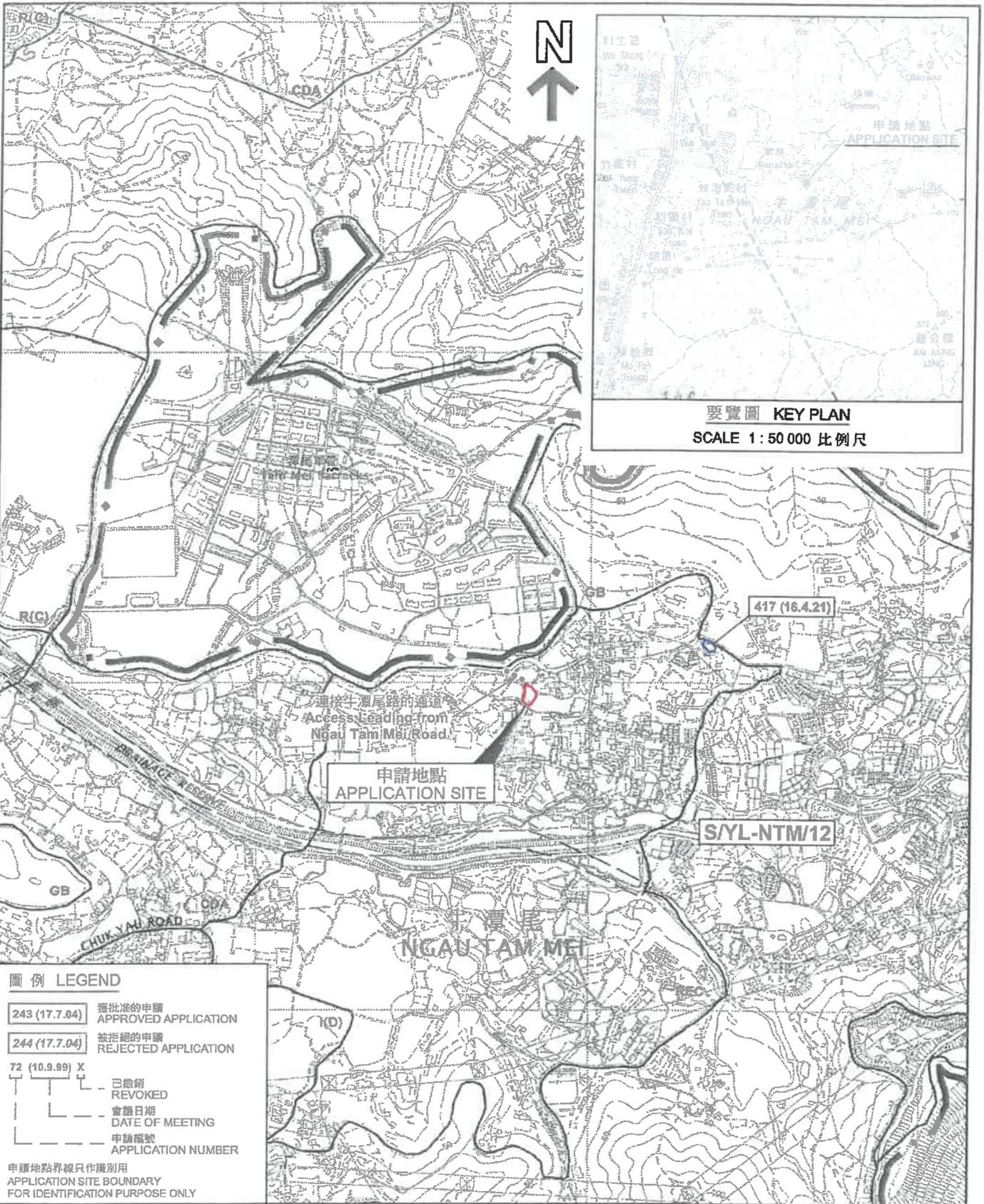
## 5. Conclusions

The proposed site is small and is located close to an existing natural stream course about 1000mm wide running alongside the site boundary. There are presently no proper drainage provisions in the existing application site. Stormwater from within the application site will fall naturally out of the site to the adjacent stream course.

It is proposed to construct a system of 300mm surface channels and desilting catchpits in the Application Site to collect the rainwater from within the site to a last desilting catchpit, C3, and then discharge the water to the adjacent stream through a proposed 300mm concrete pipe. The application site will only be of temporary use with a period of about five years, the proposed drainage facilities were considered more than sufficient and safe. Being the owner of lots 630 and 629, the owner of the site will have no problem in implementing and keep monitoring the conditions of the drainage establishment within and outside the Application Site and maintain the said system at the owner's cost.

## **APPENDIX A**

**Location Plan, Site Plan, Lots Index Plan and Photos of Application Site**



**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

**位置圖及同類申請 LOCATION PLAN WITH SIMILAR APPLICATION**

擬議臨時商店及服務行業 (為期 5 年)  
元朗牛潭尾丈量約份第104約地段第630號(部分)  
PROPOSED TEMPORARY SHOP AND SERVICES  
FOR A PERIOD OF 5 YEARS  
LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG

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

**規劃署  
PLANNING  
DEPARTMENT**



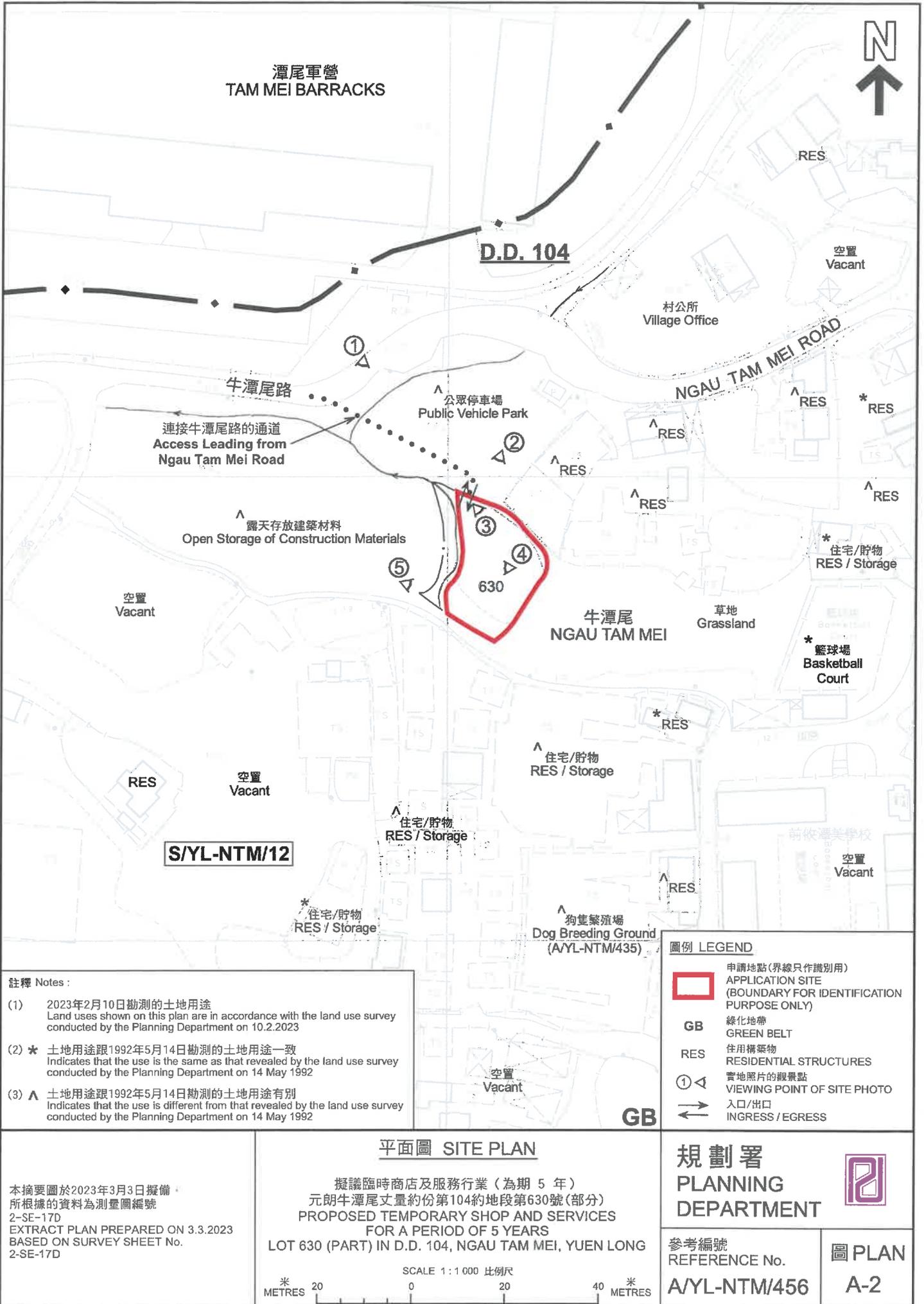
參考編號  
REFERENCE No.

**A/YL-NTM/456**

圖 PLAN

**A-1**

本摘要圖於2023年2月27日擬備，  
所根據的資料為於2006年12月5日  
核准的分區計劃大綱圖編號 S/YL-NTM/12  
EXTRACT PLAN PREPARED ON 27.2.2023  
BASED ON OUTLINE ZONING PLAN No.  
S/YL-NTM/12 APPROVED ON 5.12.2006



潭尾軍營  
TAM MEI BARRACKS

D.D. 104



RES

空置  
Vacant

村公所  
Village Office

NGAU TAM MEI ROAD

牛潭尾路

公眾停車場  
Public Vehicle Park

連接牛潭尾路的通道  
Access Leading from  
Ngau Tam Mei Road

露天存放建築材料  
Open Storage of Construction Materials

空置  
Vacant

住宅/貯物  
RES / Storage

牛潭尾  
NGAU TAM MEI

草地  
Grassland

\* 住宅/貯物  
RES / Storage

\* 籃球場  
Basketball  
Court

RES

空置  
Vacant

住宅/貯物  
RES / Storage

S/YL-NTM/12

住宅/貯物  
RES / Storage

前倣潭美學校  
空置  
Vacant

\* 住宅/貯物  
RES / Storage

狗隻繁殖場  
Dog Breeding Ground  
(A/YL-NTM/435)

圖例 LEGEND

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

GB  
綠化地帶  
GREEN BELT

RES  
住用構築物  
RESIDENTIAL STRUCTURES

實地照片的觀景點  
VIEWING POINT OF SITE PHOTO

入口/出口  
INGRESS / EGRESS

GB

註釋 Notes :

- (1) 2023年2月10日勘測的土地用途  
Land uses shown on this plan are in accordance with the land use survey conducted by the Planning Department on 10.2.2023
- (2) \* 土地用途跟1992年5月14日勘測的土地用途一致  
Indicates that the use is the same as that revealed by the land use survey conducted by the Planning Department on 14 May 1992
- (3) ^ 土地用途跟1992年5月14日勘測的土地用途有別  
Indicates that the use is different from that revealed by the land use survey conducted by the Planning Department on 14 May 1992

平面圖 SITE PLAN

擬議臨時商店及服務行業(為期5年)  
元朗牛潭尾丈量約份第104約地段第630號(部分)  
PROPOSED TEMPORARY SHOP AND SERVICES  
FOR A PERIOD OF 5 YEARS  
LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG

規劃署  
PLANNING  
DEPARTMENT



參考編號  
REFERENCE No.  
A/YL-NTM/456

圖 PLAN  
A-2

本摘要圖於2023年3月3日擬備  
所根據的資料為測量圖編號  
2-SE-17D  
EXTRACT PLAN PREPARED ON 3.3.2023  
BASED ON SURVEY SHEET No.  
2-SE-17D

SCALE 1:1,000 比例尺  
米 20 0 20 40 米  
METRES

# 地段索引圖

## LOT INDEX PLAN

編繪說明：本地段索引圖是根據地籍圖編繪而成，其目的是為地籍圖提供一個清晰的索引，以便地籍圖使用者能迅速找到所需的地段資料。本圖是根據地籍圖的資料編繪而成，其目的是為地籍圖提供一個清晰的索引，以便地籍圖使用者能迅速找到所需的地段資料。

Explanatory notes: This plan shows the graphical boundaries of different kinds of non-permanent and temporary buildings with the topographic ground in the background. The land holdings as shown may include private jobs, government, land allocations, short term tenancies and other permitted uses of land. It must be noted that: (1) the information shown on this plan is subject to update without prior notification; (2) there may be time lag between an update and the related changes taken on site; and (3) the graphical boundaries as shown are for identification purpose only and misrepresentation of their accuracy and reliability requires the advice from professional land surveyors.

編繪說明：本圖是根據地籍圖編繪而成，其目的是為地籍圖提供一個清晰的索引，以便地籍圖使用者能迅速找到所需的地段資料。

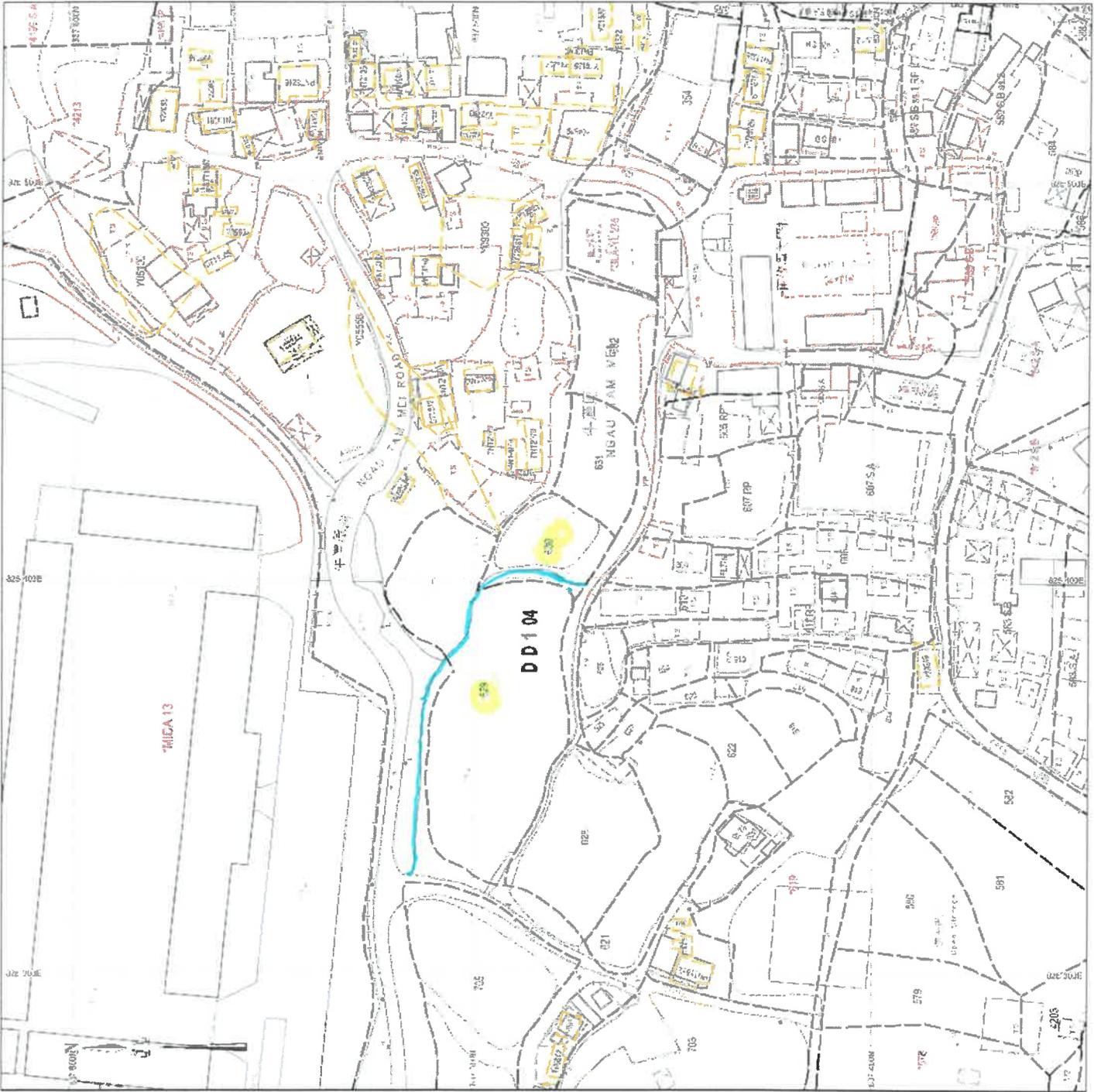


### 地政總署測繪處 Survey and Mapping Office Lands Department

香港特別行政區政府 地政總署  
 Copyright reserved Hong Kong SAR Government



Locality:  
 Lot Index Plan No.: ags\_S00000103591\_0001  
 District Survey Office: Land Information Centre  
 Date: 17-Nov-2022  
 Reference No.: 2-58-17D.2-58-18C





629

DD104

NGAU TAM ME882

牛潭尾

10.6 +

1.3 +

1.9 +

10.3 +

630

625

624

623

626

627

610

609

STT812

PNT2530

PNT3382

PNT2979

PNT2979

PNT2979

PNT1840

APPLICATION SITE

TS

TS

TS

TS

TS

TS

TS

TS

FP

GRF DD

DI 772



PHOTO NO. 1 - EXISTING STREAM



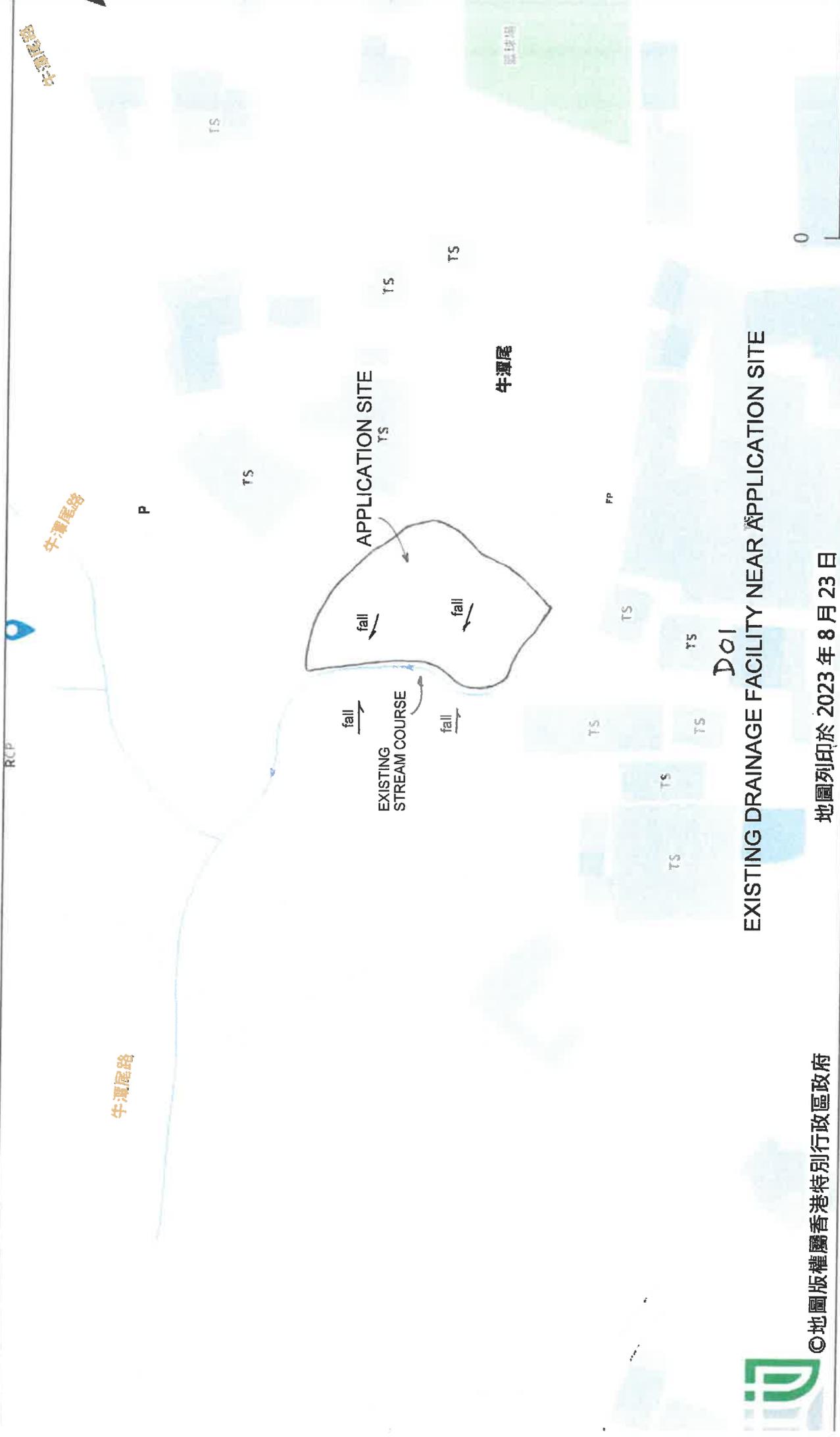
PHOTO NO. 2 - EXISTING STREAM



PHOTO NO. 3 - EXISTING HOARDING AND EXISTING STREAM  
AT THE WESTERN BOUNDARY OF THE SITE

**APPENDIX B**

**Drainage Plans D01 and D02**

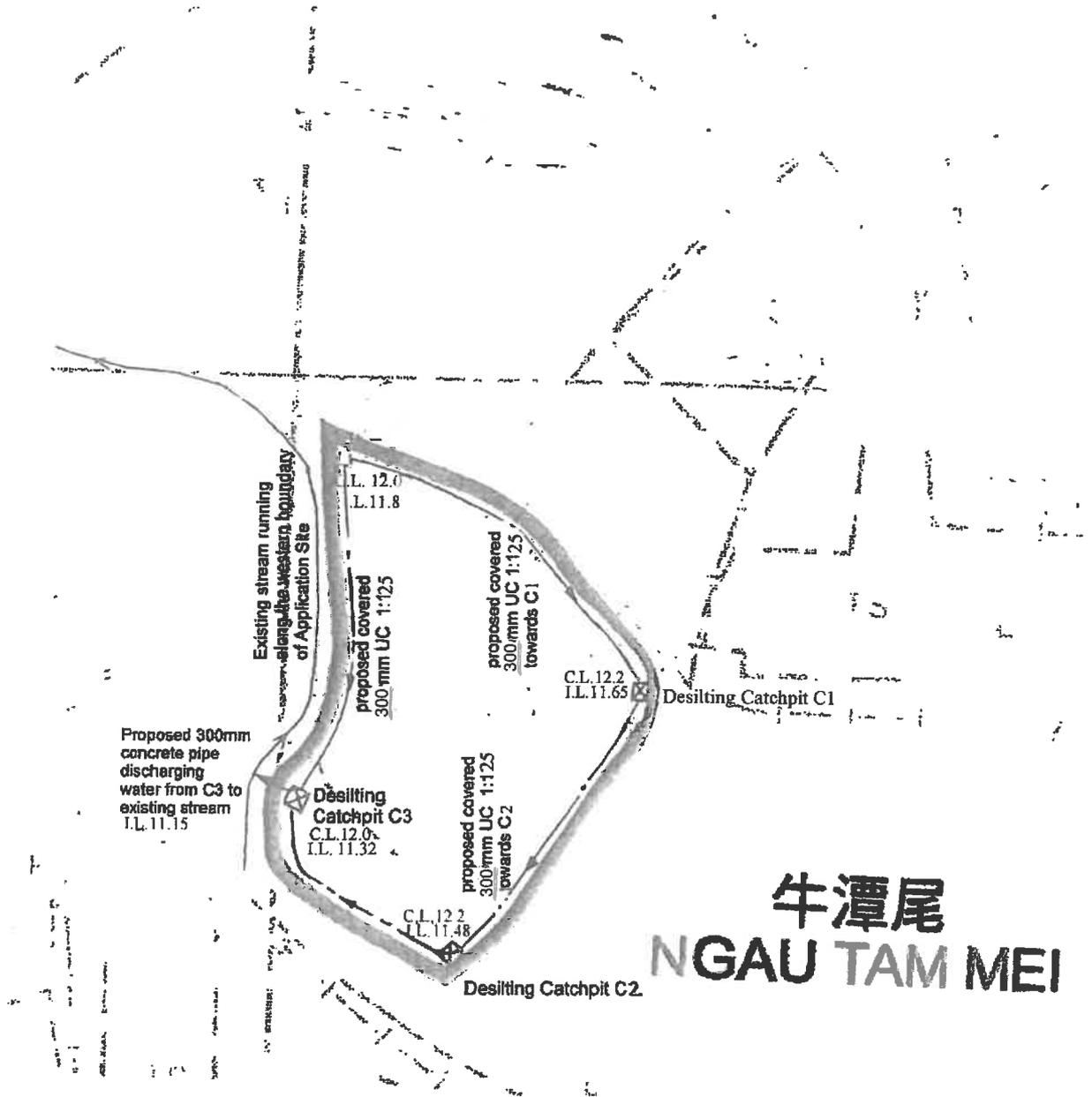


©地圖版權屬香港特別行政區政府

地圖列印於 2023 年 8 月 23 日

EXISTING DRAINAGE FACILITY NEAR APPLICATION SITE

Doi



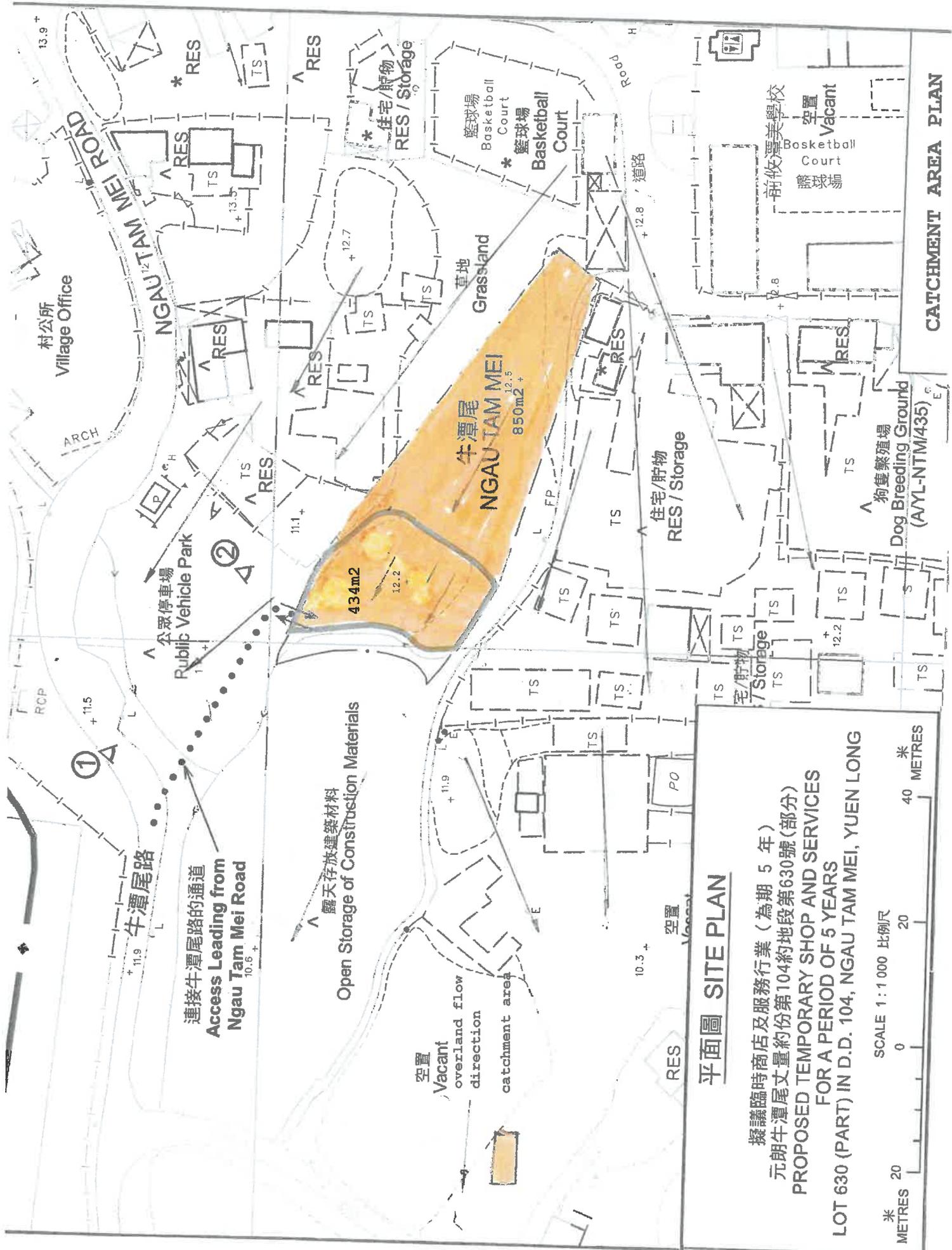
牛潭尾  
NGAU TAM MEI

PLAN D02 - PROPOSED DRAINAGE PLAN



## **APPENDIX C**

**Design Checking of Existing Stream and the Proposed 300mm UC**



**平面圖 SITE PLAN**

擬議臨時商店及服務行業 (為期 5 年)  
 元朗牛潭尾丈量約份第104約地段第630號(部分)  
**PROPOSED TEMPORARY SHOP AND SERVICES  
 FOR A PERIOD OF 5 YEARS**  
 LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG



**CATCHMENT AREA PLAN**

狗隻繁殖場  
 Dog Breeding Ground  
 (AYL-NTM/435) E

住宅/貯物  
 RES / Storage

籃球場  
 Basketball Court

住宅/貯物  
 RES / Storage

## Drainage Design Calculation

The proposed site was generally flat with site area of about 434m<sup>2</sup>. As shown in the enclosed catchment plan, the site mainly receives the flows from its east southern area with area of about 850m<sup>2</sup>. Two lines of peripheral surface channels are proposed to manage the flows from the east southern catchment and the flow from within the application site.

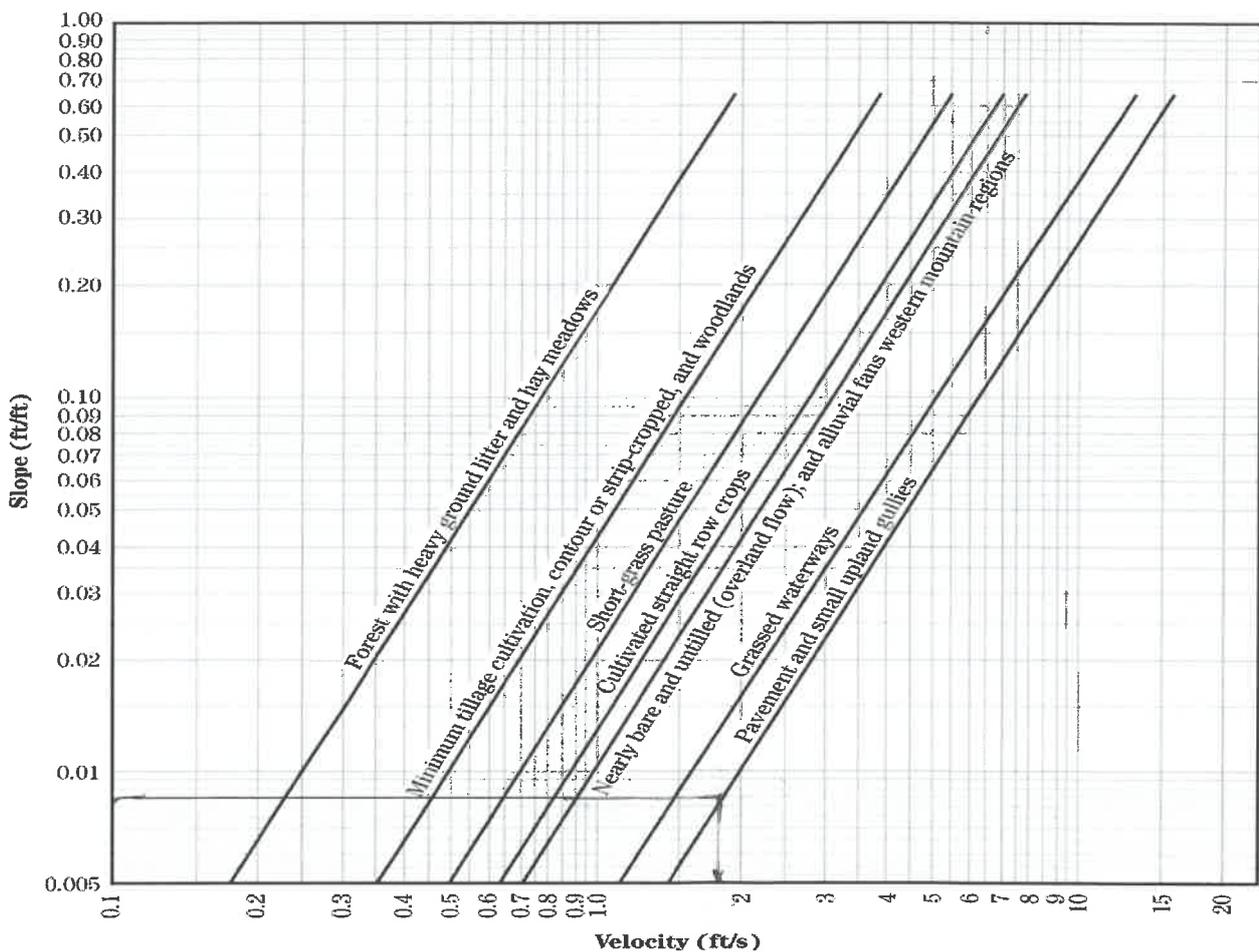
**For designing the peripheral channels receiving the flow from east southern catchment:-**

Total Catchment Area = 850 (sub-catchment) + 434 (the site) = 1284 m<sup>2</sup>

Runoff coefficient k = 1.0 (conservatively assumed)

Rainstorm return period = 1 in 50 year

With reference to Figure 2B-3.01: Velocity Versus Slope for Shallow Concentrated Flow extracted from NRCS National Engineering Handbook, Part 630, Chapter 15,



Gradient of eastern catchment =  $(12.5-12.2)/36.9 = 0.008$

Flow velocity = 1.75ft/s = 0.533 m/s

Longest distance from catchment to the point of entry of the channel = 75m

Time of entry =  $75/0.533 = 140.7 \text{ s} = 2.35 \text{ min.}$

Length of channel = 58m, flow velocity = 1.55m/s

Time of flow =  $58/1.55 = 37.42 \text{ s} = 0.62 \text{ min.}$

Time of concentration =  $2.35 + 0.62 = 3.0 \text{ min.}$

From Figure 4a of Stormwater Design Manual ,  $i = 240 \text{ mm/hr}$

$$Q = kAi/3600 = 1 \times 1284 \times 240 / 3600 = 85.6 \text{ l/s} = 5,136 \text{ l/min.}$$

From Figure 8.7 of "Geotechnical Manual for Slope",

For 300 UC of gradient of 1 : 125,

$$Q = 6,500 \text{ l/min.} > 5,136 \text{ l/min.} \quad \text{O.K.}$$

$$\text{Flow velocity} = 1.55 \text{ m/s} > 1.3 \text{ m/s} \quad \text{O.K.}$$

### Checking of Capacity of Existing Stream:-

The existing stream is trapezoidal in shape and is about 1.0m wide and 1.0m deep with bottom width of about 0.5m. The wetted perimeter, P, is about 1.914m. The sectional area, A, is  $(1.0 + 0.5) \times 1.0 / 2 = 0.75 \text{ m}^2$

By Manning Formula,

$$V = (R^{2/3} S^{1/2}) / n$$

Where

$$R = \text{hydraulic radius} = A/P = 0.75/1.914 = 0.392 \text{ m}$$

$$S = \text{gradient} = 1 \text{ in } 150 = 0.0067$$

$$n = \text{Manning's coefficient} = 0.04 \text{ for natural stream}$$

$$V = \text{velocity of flow} = (0.392^{2/3} 0.0067^{1/2}) / 0.04 = 1.093 \text{ m/s}$$

$$Q = \text{capacity} = AV = 0.75 \times 1.093 = 0.82 \text{ m}^3/\text{s} = 820 \text{ l/s} \gg 85.6 \text{ l/s} \quad \text{O.K.}$$

The existing stream is therefore sufficient to carry and discharge the runoff from the development site and its associated areas.

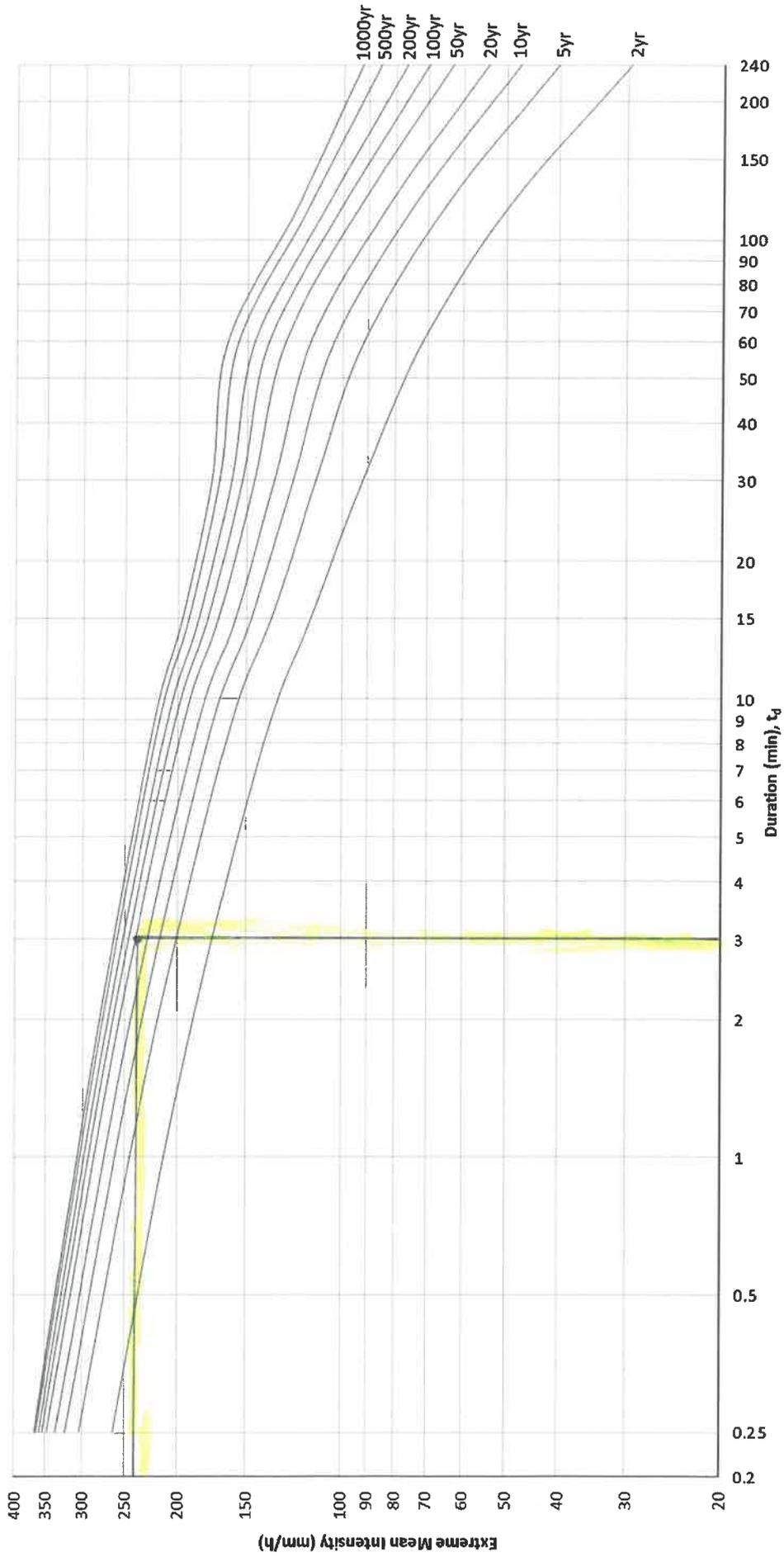


Figure 4a – Intensity-Duration-Frequency Curves of HKO Headquarters  
(for durations not exceeding 4 hours)

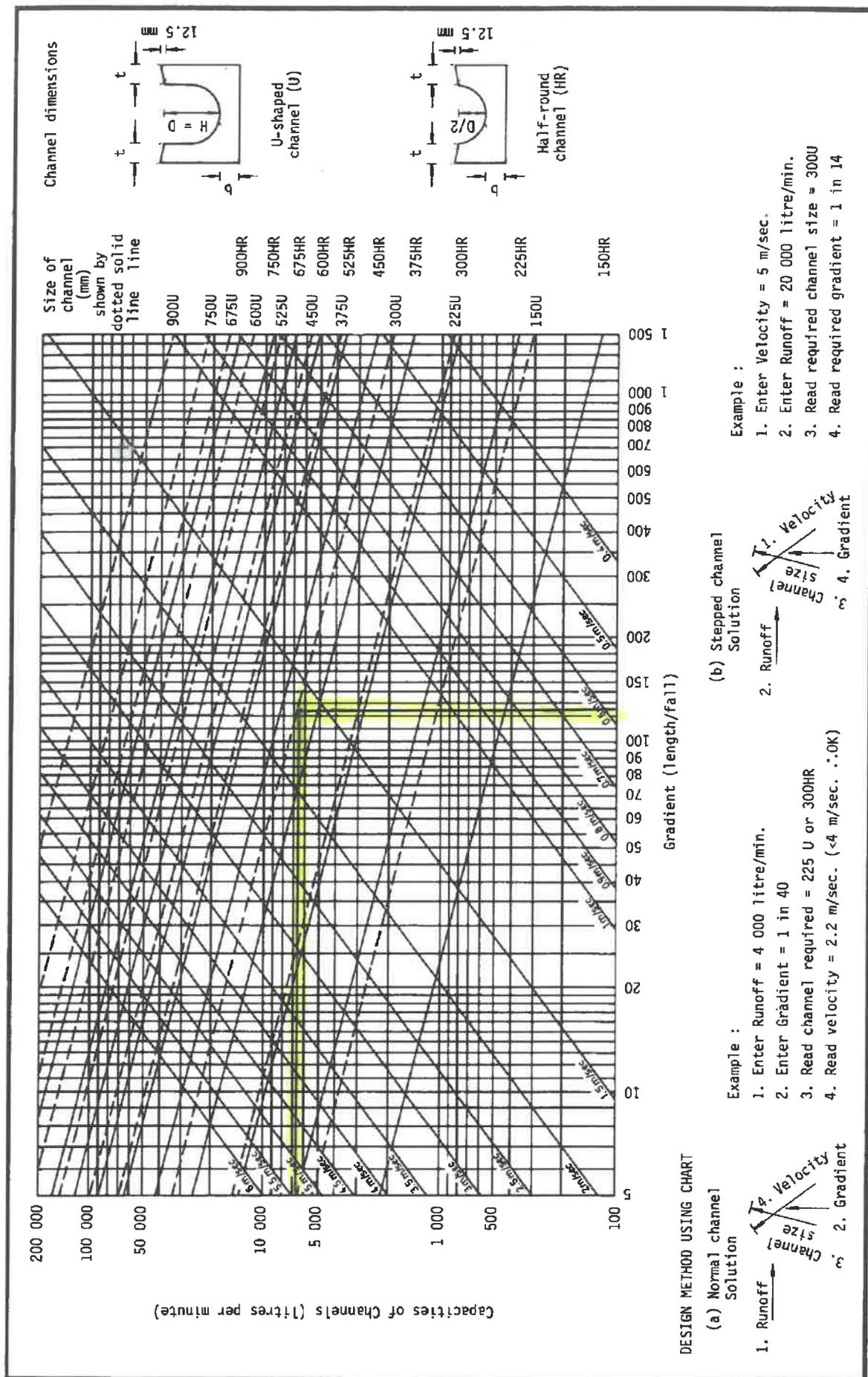
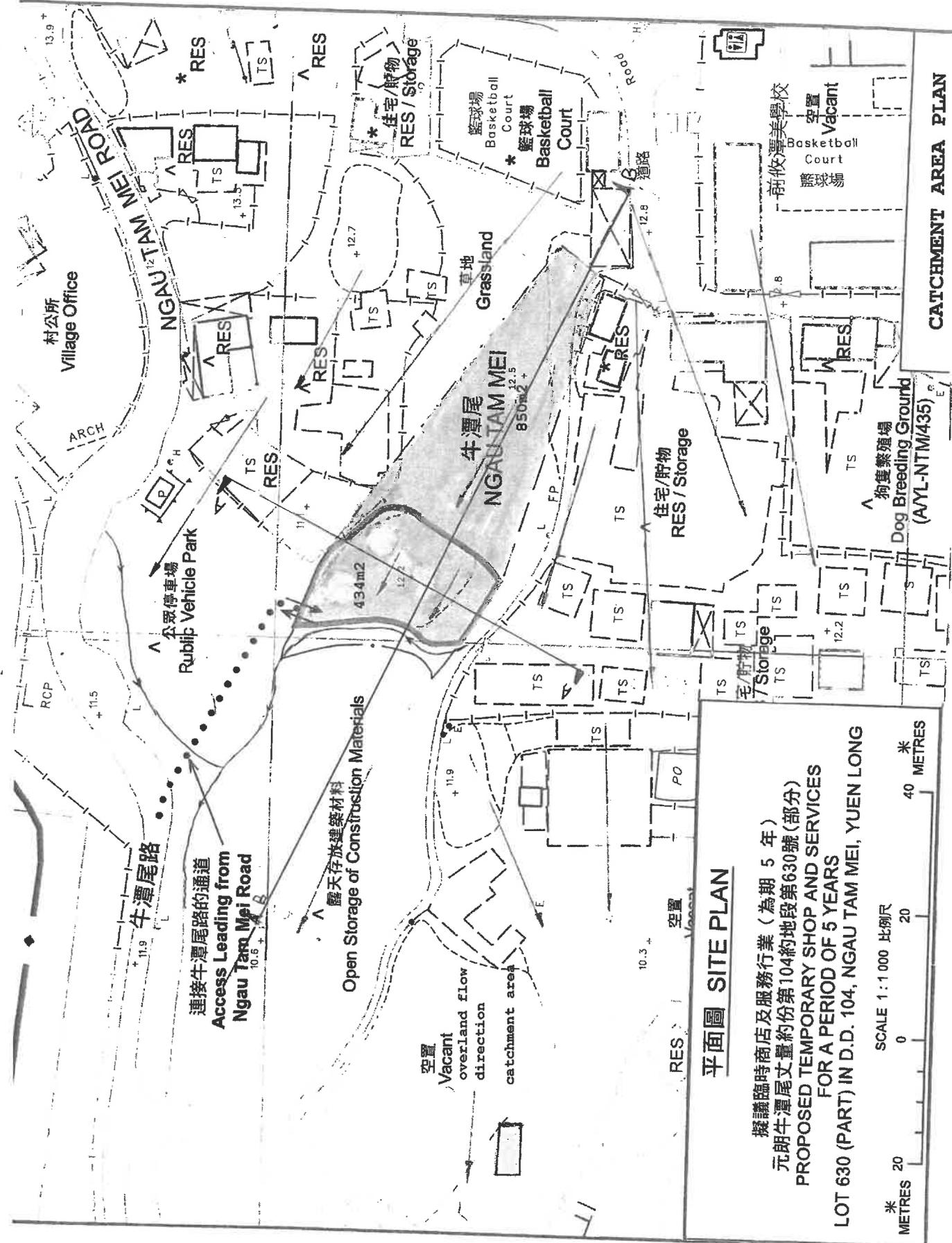


Figure 8.7 - Chart for the Rapid Design of Channels

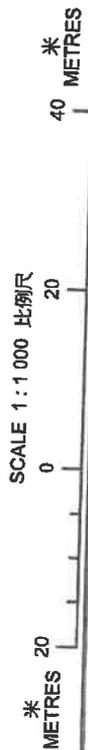
## **APPENDIX D**

### **Cross Sections of the Application Site and Adjacent Areas**

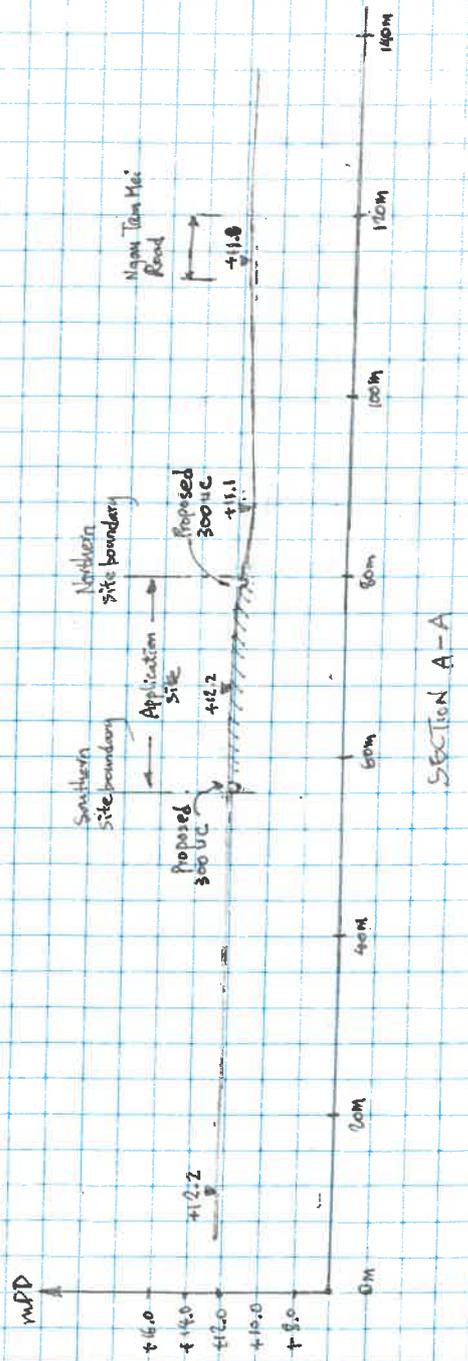
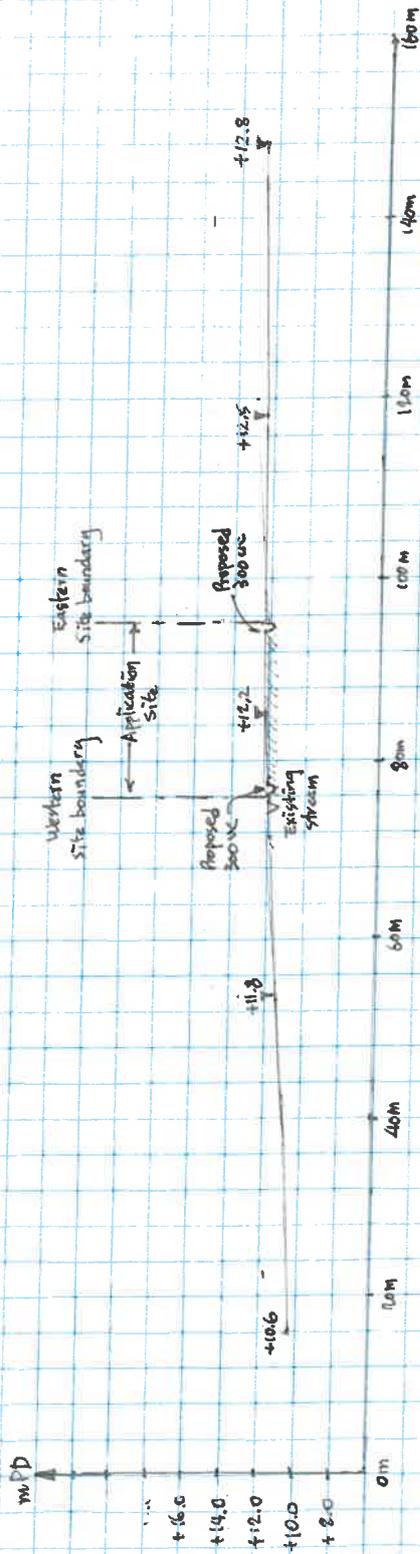


**平面圖 SITE PLAN**

擬議臨時商店及服務行業 (為期 5 年)  
 元朗牛潭尾丈量約份第104約地段第630號 (部分)  
**PROPOSED TEMPORARY SHOP AND SERVICES  
 FOR A PERIOD OF 5 YEARS  
 LOT 630 (PART) IN D.D. 104, NGAU TAM MEI, YUEN LONG**



**CATCHMENT AREA PLAN**

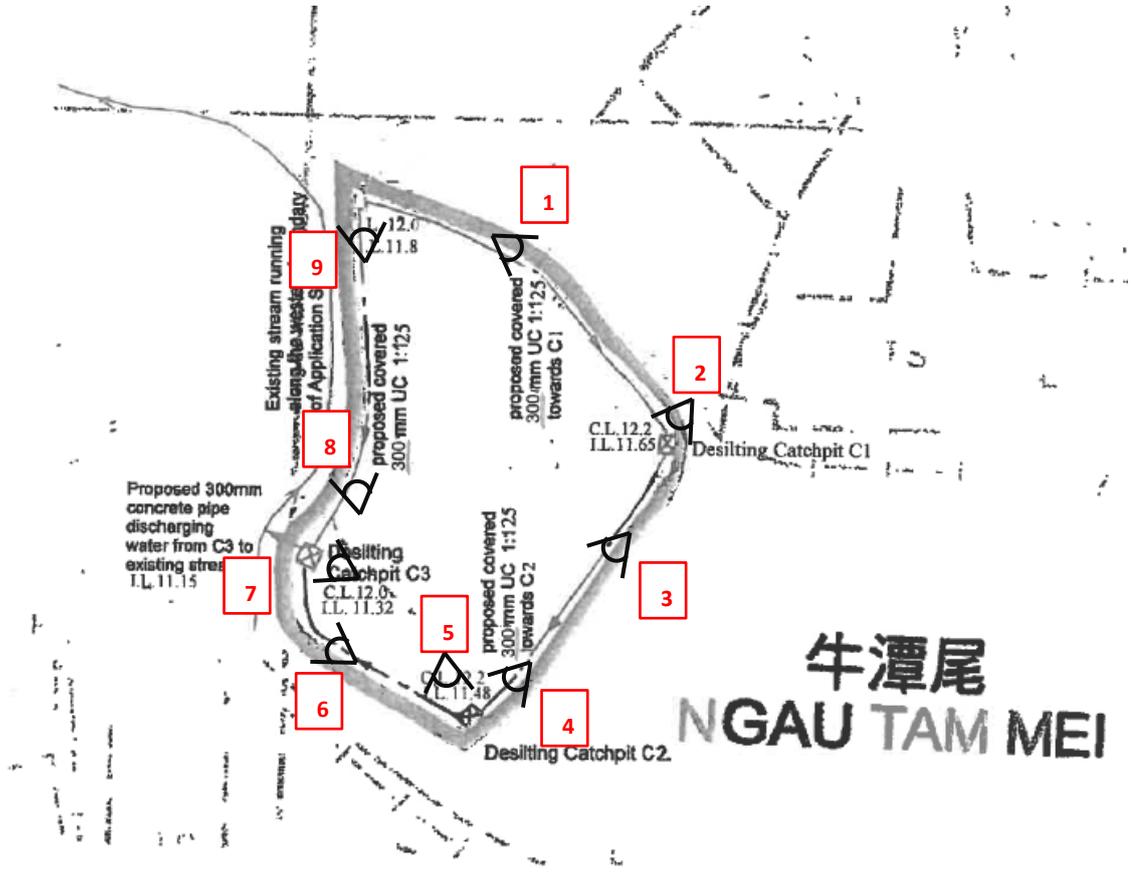


**Appendix III**  
Drainage Record

**Drainage Record Showing the Implemented Drainage Facilities**

**Proposed Temporary Shop and Services for a Period of 5 Years  
in "Other Specified Uses" annotated "University Town" Zone and Area shown as 'Road',  
Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories**

Photographic records taken in December 2025 are provided as follows:



**PLAN D02 - PROPOSED DRAINAGE PLAN**

*Temporary Shop and Services for a Period of 5 Years in "Other Specified Uses" annotated "University Town" Zone and Area shown as 'Road', Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories*

---

1



2



*Temporary Shop and Services for a Period of 5 Years in "Other Specified Uses" annotated "University Town" Zone and Area shown as 'Road', Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories*

---

3



4



*Temporary Shop and Services for a Period of 5 Years in "Other Specified Uses" annotated "University Town" Zone and Area shown as 'Road', Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories*

---

5



6



*Temporary Shop and Services for a Period of 5 Years in "Other Specified Uses" annotated "University Town" Zone and Area shown as 'Road', Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories*

---

7



8



*Temporary Shop and Services for a Period of 5 Years in "Other Specified Uses" annotated "University Town" Zone and Area shown as 'Road', Lot 630 (Part) in D.D. 104, Ngau Tam Mei, Yuen Long, New Territories*

---

9



Urgent Return receipt Expand Group Restricted Prevent Copy

**Chloe Kit Ying LEUNG/PLAND**

---

寄件者: Louis Tse [REDACTED]  
寄件日期: 2026年02月04日星期三 15:03  
收件者: tpbpd/PLAND  
副本: Jane Ching Kei LAU/PLAND; Chloe Kit Ying LEUNG/PLAND; Bon Tang; Matthew Ng; Christian Chim; Danny Ng; Grace Wong  
主旨: [SI] S.16 Application No. A/YL-NTM/486 - Supplementary Information  
附件: SI for A\_YL-NTM\_486 (20260206).pdf  
類別: Internet Email

Dear Sir,

We write to submit supplementary information upon the subject application (*attached*).

Should you require more information, please do not hesitate to contact us. Thank you for your kind attention.

Kind Regards,

**Louis TSE** | Town Planner  
**R-riches Group (HK) Limited**

[REDACTED]



盈卓  
規劃  
有限公司

Our Ref. : DD104 Lot 630  
Your Ref. : TPB/A/YL-NTM/486

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

**By Email**

4 February 2026

Dear Sir,

**Supplementary Information**

**Temporary Shop and Services for a Period of 5 Years in "Other Specified Uses" annotated  
"University Town" Zone and Area shown as 'Road',  
Lot 630 (Part) in D. D. 104, Ngau Tam Mei, Yuen Long, New Territories**

**(S.16 Planning Application No. A/YL-NTM/486)**

We are writing to submit supplementary information in support of the subject application, details are as follows:

- Revised application form, drainage record and development plan are provided (**Annexes I to II and Plan 5**).
- Please be clarified that the applicant is not the current registered lot owner of Lot 630 in D. D. 104. No site office will be provided for the applied use.

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

Yours faithfully,

For and on behalf of  
**R-riches Planning Limited**

**Louis TSE**  
Town Planner

cc DPO/FSYLE, PlanD

(Attn.: Ms. Jane LAU  
(Attn.: Ms. Chloe LEUNG

email: jcklau@pland.gov.hk )  
email: ckyeung@pland.gov.hk )

