

Form No. S12A
表格第 S12A 號

APPLICATION FOR
AMENDMENT OF PLAN UNDER SECTION 12A OF
THE TOWN PLANNING ORDINANCE
(CAP.131)

根據《城市規劃條例》(第131章)
第12A條遞交的修訂圖則申請

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.info.gov.hk/tpb/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.info.gov.hk/tpb/tc/plan_application/apply.html

此文件在 2022年07月27日 收到。城市規劃委員會
只會在收到所有必要的資料及文件後才正式確認收到
申請的日期。

This document is received on 27 JUL 2022
The Town Planning Board will formally acknowledge
the date of receipt of the application only upon receipt
of all the required information and documents.

General Note and Annotation for the Form
填寫表格的一般指引及註解

"Current land owner" means any person whose name is registered in the Land Registry as that of an owner of the land to which the application relates, as at 6 weeks before the application is made
「現行土地擁有人」指在提出申請前六星期，其姓名或名稱已在土地註冊處註冊為該申請所關乎的土地的擁有人的人

& Please attach documentary proof 請夾附證明文件

^ Please insert number where appropriate 請在適當地方註明編號

Please fill "NA" for inapplicable item 請在不適用的項目填寫「不適用」

Please use separate sheets if the space provided is insufficient 如所提供的空間不足，請另頁說明

Please insert a 「✓」 at the appropriate box 請在適當的方格內上加上「✓」號

For Official Use Only: 請勿填寫此欄	Application No. 申請編號	Y / NE - STK / 3
	Date Received 收到日期	27 JUL 2022

- 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.info.gov.hk/tpb/>. 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.info.gov.hk/tpb/>), 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)

張健龍 Chueng Kin Lung

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)

黃新和 Wong Sun Wo William

3. Application Site 申請地點

- (a) Whether the application directly relates to any specific site?
申請是否直接與某地點有關?
- Yes 是 ☒ No 否 ☐ (Please proceed to Part 6 請繼續填寫第 6 部分)

- (b) 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)
- 新界沙頭角塘肚丈量約份第41約
地段第1422號B分段(部份) · 第1423號B分段(部份)

- (c) Site Area 申請地點面積
- 160sq.m 平方米 ☒ About 約

(d) Area of Government land included (if any) 所包括的政府土地面積 (倘有)	sq.m 平方米 ☐ About 約
(e) Current use(s) 現時用途	靈灰安置所 (If there are any Government, institution or community facilities, please illustrate on plan and specify the use and gross floor area) (如有任何政府、機構或社區設施，請在圖則上顯示，並註明用途及總樓面面積)

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

The applicant 申請人 -

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

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

5. Statement on Owner's Consent/Notification

就土地擁有人的同意/通知土地擁有人的陳述

- (a) According to the record(s) of the Land Registry as at (DD/MM/YYYY), this application involves a total of "current land owner(s)".
根據土地註冊處截至 2022 年 7 月 20 日的記錄，這宗申請共牽涉 2 名「現行土地擁有人」。

(b) The applicant 申請人 -

- ☒ has obtained consent(s) of "current land owner(s)".
已取得 2 名「現行土地擁有人」的同意。

Details of consent of "current land owner(s)" obtained 取得「現行土地擁有人」同意的詳情		
No. of 'Current Land Owner(s)' 「現行土地擁有人」數目	Lot number/address of premises as shown in the record of the Land Registry where consent(s) has/have been obtained 根據土地註冊處記錄已獲得同意的地段號碼/處所地址	Date of consent obtained (DD/MM/YYYY) 取得同意的日期 (日/月/年)
1	新界沙頭角塘肚丈量約份第41約 地段第1422號B分段	20-07-2022
1	新界沙頭角塘肚丈量約份第41約 地段第1423號B分段	20-07-2022

(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，或有關係的鄉事委員會[&]

Others 其他

- ☐ others (please specify)
其他（請指明）

Note: May insert more than one 「✓」.

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

註：可在多於一個方格內加上「✓」號

申請人須就申請涉及的每一地段（倘適用）及處所（倘有）分別提供資料

6. Plan Proposed to be Amended 擬議修訂的圖則

(a) Name and number of the related statutory plan(s) 有關法定圖則的名稱及編號	沙頭角分區計劃大綱核准圖編號 S/NE-STK/2 ✓
(b) Land use zone(s) involved (if applicable) 涉及的土地用途地帶(如適用)	V

7. Proposed Amendments 擬議修訂

(a) Propose to rezone the application site to the following zone(s)/use(s) (May insert more than one 「✓」) (Please illustrate the details on plan) 建議將申請地點的用途地帶改劃作下列地帶 / 用途 (可在多於一個方格內加上「✓」號)(請在圖則顯示詳情)	
☐ Comprehensive Development Area [] 綜合發展區 [] ☐ Residential (Group ☐ A/ ☐ B/ ☐ C/ ☐ D/ ☐ E) [] 住宅 (☐ 甲類 / ☐ 乙類 / ☐ 丙類 / ☐ 丁類 / ☐ 戊類) [] ☐ Agriculture [] 農業 [] ☐ Industrial (Group D) [] 工業 (丁類) [] ☐ Government, Institution or Community [] 政府、機構或社區 [] ☐ Recreation [] 康樂 [] ☐ Country Park [] 郊野公園 [] ☐ Conservation Area [] 自然保育區 [] ☒ Other Specified Uses (☐ Business/ ☐ Industrial Estate/ ☐ Mixed Use/ ☐ Rural Use/ ☐ Petrol Filling Station/ ☐ Others (please specify _____)) [] 其他指定用途 (☐ 商貿 / ☐ 工業邨 / ☐ 混合用途 / ☐ 鄉郊用途 / ☐ 加油站 / ☒ 其他 (請註明: <u>靈灰安置所</u>) []	☐ Commercial [] 商業 [] ☐ Village Type Development [] 鄉村式發展 [] ☐ Industrial [] 工業 [] ☐ Open Storage [] 露天貯物 [] ☐ Open Space [] 休憩用地 [] ☐ Green Belt [] 綠化地帶 [] ☐ Coastal Protection Area [] 海岸保護區 [] ☐ Site of Special Scientific Interest [] 具特殊科學價值地點 []
☐ Road 道路	☐ Others (please specify _____) 其他 (請註明: _____)
Please insert subzone in [] as appropriate. 請於[]內註明支區, 如適用。	

(b) Propose to amend the Notes of the Plan(s) 建議修訂圖則的《註釋》

☐ Covering Notes 《註釋》說明頁☐ Notes of the zone applicable to the Site 適用於申請地點土地用途地帶的《註釋》

Details of the proposed amendment(s) to the Notes of the Plan, where appropriate, are as follows:

(Please use separate sheets if the space below is insufficient)

建議修訂圖則的《註釋》的詳情，如適用：

(如下列空間不足，請另頁說明)

.....

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.....

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☐ Proposed Notes of Schedule of Uses of the zone attached
 夾附對《註釋》的擬議修訂

8. Details of Proposed Amendment (if any) 擬議修訂詳情 (倘有)

☐ Particulars of development are included in the Appendix.
 附錄包括一個擬議發展的細節。

☐ No specific development proposal is included in this application.
 這宗申請並不包括任何指定的擬議發展計劃。

9. 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。

我等私營骨灰安置所，在1988年已開始營運至今，場內可提供864個灰位，我等場所致力成為壹間小規模但有承擔並採取有效管理的私營骨灰安置所，提供一個遠離凡塵，舒適寧靜，環境優越(背山面海，風景宜人)，方便市民為先人提供一個永久安息場所。

我等場所是採用預約拜祭控制分流模式服務及管理，運用現代化資訊平台，發放安置所各種訊息給已預約拜祭人士。

優化現有環境及增加相關切實可行的配套場地和設施迎合長遠發展需要。

骨灰安置所地理位置優越位於公路未段，遠離民居，四周更有天然樹木作為屏障，

化解業務對鄰近居民產生的不安及減至最底的影響性。

業務上會先成立慈善關愛基金，回饋社區幫助弱小社群及有須要人士，多舉辦社區關愛活動，(例如：安老院慈善探訪，敬老活動等等)，最後希望藉著舉辦活動...能達到至互助互愛，團結社區和諧共融這些願景，需要時可損款購置合適醫療設備幫助安老院營運。

業務上在未來將會成立環保基金，希望為社區推動綠色環境出一分力。

提供公營及私營骨灰安置所合作方案，共同研究長遠持續發展切實可行建議，達至公營及私營骨灰安置所長遠持續發展雙贏局面。

如得到城市規劃委員會及骨灰辦的批准，我等私營骨灰安置所，禁止所有拜祭人士駕駛車輛進入，因我等場地不設停車場，及必須遵守我等的拜祭規定，方可購買場內的骨灰位。

10. 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

.....
.....

Wong Sun Wo William

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

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

Date 日期

10-06-2022

(DD/MM/YYYY 日/月/年)

Remark 備註

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

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

Warning 警告

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

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

Statement on Personal Data 個人資料的聲明

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

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

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

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

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

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

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

APPLICATION FOR AMENDMENT OF PLAN UNDER
SECTION 12A OF THE TOWN PLANNING ORDINANCE (CAP. 131)
根據城市規劃條例(第 131 章)第 12A 條遞交的修訂圖則申請

Development Proposal (only for indicative purpose)

擬議發展的發展計劃 (只作指示用途)

1. Development Proposal 擬議發展計劃

☒ Proposed Gross floor area (GFA) 擬議總樓面面積	 60 sq.m. 平方米	☒ About 約
☒ Proposed plot ratio 擬議地積比率	 0.375	☒ About 約
☒ Proposed site coverage 擬議上蓋面積	 37.5 %	☒ About 約
☒ Proposed number of blocks 擬議座數	 1	
☒ Proposed number of storeys of each block 每座建築物的擬議層數	 1 storeys 層	
	☐ include 包括 storeys of basements 層地庫	
	☐ 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	 5.6 m 米	☒ About 約
	 29.40 mPD 米(主水平基準上)	☒ 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		
☐ hotel 酒店	 sq.m. 平方米	☐ About 約
	 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/eating place 商店及服務行業/食肆	 sq.m. 平方米	☐ About 約
☐ 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 公共休憩用地	 sq.m. 平方米	☐ Not less than 不少於

☐ Transport-related facilities 與運輸有關的設施

☐ parking spaces 停車位

(please specify type(s) and number(s))
(請註明種類及數目)

Private Car Parking Spaces 私家車車位

Motorcycle Parking Spaces 電單車車位

Light Goods Vehicle Parking Spaces 輕型貨車泊車位

Medium Goods Vehicle Parking Spaces 中型貨車泊車位

Heavy Goods Vehicle Parking Spaces 重型貨車泊車位

Others (Please Specify) 其他 (請列明)

☐ loading/unloading spaces 上落客貨車位

(please specify type(s) and number(s))
(請註明種類及數目)

Taxi Spaces 的士車位

Coach Spaces 旅遊巴車位

Light Goods Vehicle Spaces 輕型貨車車位

Medium Goods Vehicle Spaces 中型貨車車位

Heavy Goods Vehicle Spaces 重型貨車車位

Others (Please Specify) 其他 (請列明)

☐ other transport-related facilities
其他與運輸有關的設施

(please specify type(s) and number(s))
(請註明種類及數目)

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]
.....		
.....		
.....		
.....		
.....		

Proposed use(s) of uncovered area (if any) 露天地方(倘有)的擬議用途
行人通道

.....

.....

.....

Any vehicular access to the site? 是否有車路通往地盤?

Yes 是 ☒ There is an existing access. (please indicate the street name, where appropriate)

有一條現有車路。(請註明道路名稱(如適用))

沙頭角公路轉入塘肚坪村村路

☐ 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)

No 否 ☐

For Development involving columbarium use, please complete the table in the Annex to this Appendix.

如發展涉及靈灰安置所用途, 請填妥於此附件後附錄的表格。

2. 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。

	Yes 是	☐ Please provide details 請提供詳情	
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?	No 否	☒	
Does the development proposal involve the operation on the right? 擬議發展是否涉及右列的工程?	Yes 是	☐ (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／範圍) ☐ Diversion of stream 河道改道 ☐ Filling of pond 填塘 Area of filling 填塘面積 sq.m 平方米 ☐ About 約 Depth of filling 填塘深度 m 米 ☐ About 約 ☐ Filling of land 填土 Area of filling 填土面積 sq.m 平方米 ☐ About 約 Depth of filling 填土厚度 m 米 ☐ About 約 ☐ Excavation of land 挖土 Area of excavation 挖土面積 sq.m 平方米 ☐ About 約 Depth of excavation 挖土深度 m 米 ☐ About 約	
	No 否	☒	
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 ☐ No 不會 ☒ On traffic 對交通 Yes 會 ☐ No 不會 ☒ On water supply 對供水 Yes 會 ☐ No 不會 ☒ On drainage 對排水 Yes 會 ☐ No 不會 ☒ On slopes 對斜坡 Yes 會 ☐ No 不會 ☒ Affected by slopes 受斜坡影響 Yes 會 ☐ No 不會 ☒ Landscape Impact 構成景觀影響 Yes 會 ☐ No 不會 ☒ Tree Felling 砍伐樹木 Yes 會 ☐ No 不會 ☒ Visual Impact 構成視覺影響 Yes 會 ☐ No 不會 ☒ Others (Please Specify) 其他 (請列明) Yes 會 ☐ No 不會 ☒ _____ _____		
	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)		

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

864

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

864

Total number of single niches

單人龕位總數

864

Number of single niches (sold and occupied)

單人龕位數目 (已售並佔用)

60

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)

804

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

每日上午8時至下午6時

[@] 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	新界沙頭角塘肚丈量約份第41約 地段第1422號B分段(部份)，1423號B分段(部份)		
Site area 地盤面積	160 sq. m 平方米 ☒ About 約 (includes Government land of 包括政府土地 sq. m 平方米 ☐ About 約)		
Plan 圖則	沙頭角分區計劃大綱核准圖編號 S/NE-STK/2		
Zoning 地帶	V		
Proposed Amendment(s) 擬議修訂	☐ Amend the Covering Notes of the Plan 修訂圖則《註釋》的說明頁 ☐ Amend the Notes of the zone applicable to the site 修訂適用於申請地點土地用途地帶的《註釋》 ☒ Rezone the application site from _____ to _____ 把申請地點由 V 地帶改劃為 其他指定用途(靈灰安置所)		
Development Parameters (for indicative purpose only) 發展參數(只作指示用途)			
(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	☐ About 約 ☐ Not more than 不多於	☐ About 約 ☐ Not more than 不多於
	Non-domestic 非住用	60 ☒ About 約 ☐ Not more than 不多於	0.375 ☒ About 約 ☐ Not more than 不多於
(ii) No. of block 幢數	Domestic 住用		
	Non-domestic 非住用	1	
	Composite 綜合用途		

(iii) Building height/No. of storeys 建築物高度／層數	Domestic 住用	m 米 ☐ (Not more than 不多於)
		mPD 米(主水平基準上) ☐ (Not more than 不多於)
		Storeys(s) 層 ☐ (Not more than 不多於) (☐ Include 包括 ☐ Exclude 不包括 ☐ Carport 停車間 ☐ Basement 地庫 ☐ Refuge Floor 防火層 ☐ Podium 平台)
	Non-domestic 非住用	5.6 m 米 ☐ (Not more than 不多於)
		29.40 mPD 米(主水平基準上) ☐ (Not more than 不多於)
		1 Storeys(s) 層 ☐ (Not more than 不多於) (☐ Include 包括 ☐ Exclude 不包括 ☐ Carport 停車間 ☐ Basement 地庫 ☐ Refuge Floor 防火層 ☐ Podium 平台)
	Composite 綜合用途	m 米 ☐ (Not more than 不多於)
		mPD 米(主水平基準上) ☐ (Not more than 不多於)
		Storeys(s) 層 ☐ (Not more than 不多於) (☐ Include 包括 ☐ Exclude 不包括 ☐ Carport 停車間 ☐ Basement 地庫 ☐ Refuge Floor 防火層 ☐ Podium 平台)
(iv) Site coverage 上蓋面積	37.5 % ☒ About 約	
(v) No. of units 單位數目	1	
(vi) Open space 休憩用地	Private 私人	sq.m 平方米 ☐ Not less than 不少於
	Public 公眾	sq.m 平方米 ☐ Not less than 不少於

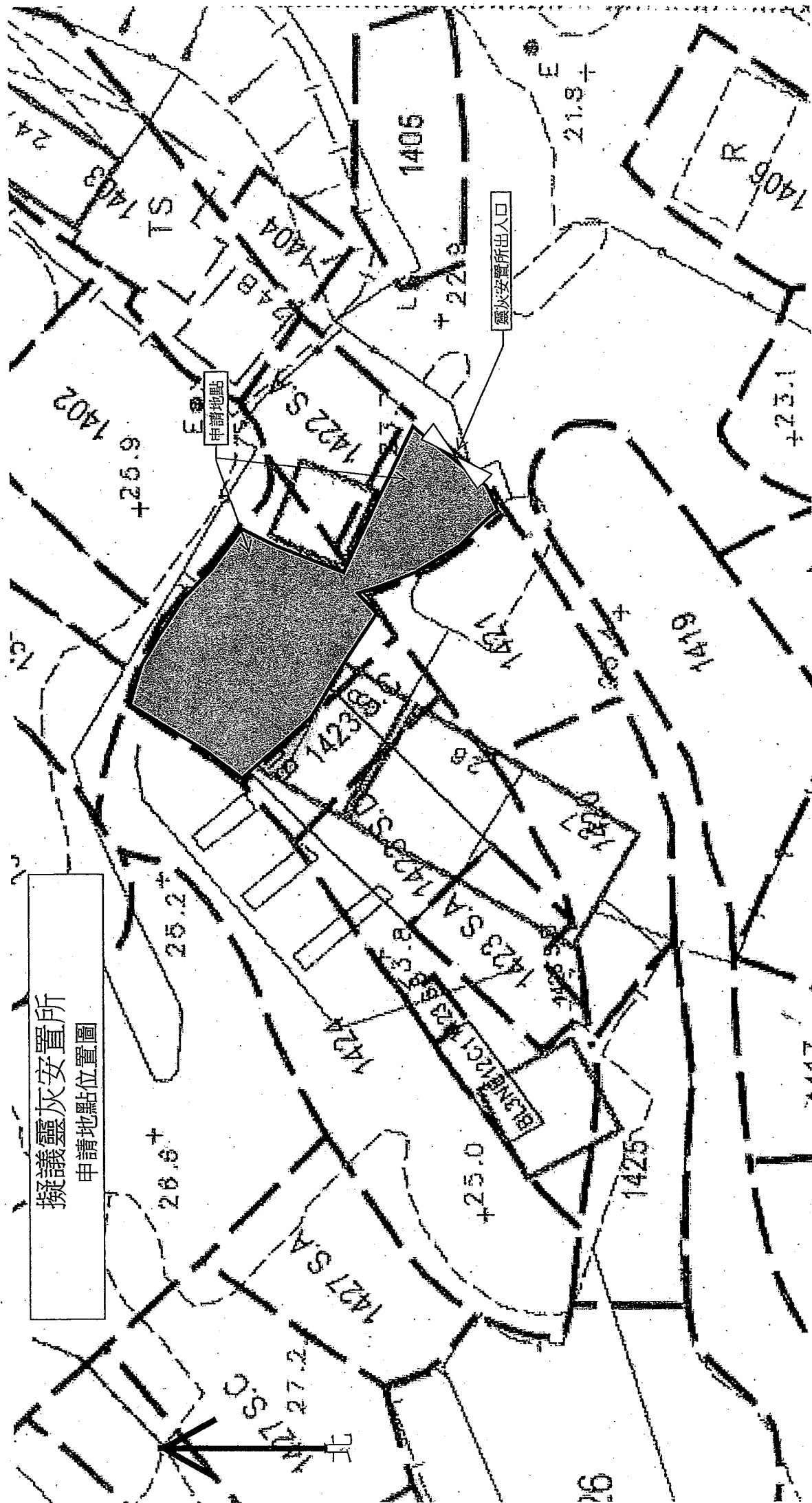
(vii) No. of parking spaces and loading / unloading spaces 停車位及上落客貨車位數目	Total no. of vehicle parking spaces 停車位總數 Private Car Parking Spaces 私家車車位 Motorcycle Parking Spaces 電單車車位 Light Goods Vehicle Parking Spaces 輕型貨車泊車位 Medium Goods Vehicle Parking Spaces 中型貨車泊車位 Heavy Goods Vehicle Parking Spaces 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
Plans and Drawings 圖則及繪圖		
Master layout plan(s)/Layout plan(s) 總綱發展藍圖／布局設計圖	☒	☐
Block plan(s) 樓宇位置圖	☒	☐
Floor plan(s) 樓宇平面圖	☒	☐
Sectional plan(s) 截視圖	☐	☐
Elevation(s) 立視圖	☐	☐
Photomontage(s) showing the proposed development 顯示擬議發展的合成照片	☒	☐
Master landscape plan(s)/Landscape plan(s) 園境設計總圖／園境設計圖	☐	☐
Others (please specify) 其他 (請註明)	☒	☐
雨水排放建議圖		
Reports 報告書		
Planning Statement/Justifications 規劃綱領/理據	☒	☐
Environmental assessment (noise, air and/or water pollutions) 環境評估 (噪音、空氣及／或水的污染)	☐	☐
Traffic impact assessment (on vehicles) 就車輛的交通影響評估	☐	☐
Traffic impact assessment (on pedestrians) 就行人的交通影響評估	☐	☐
Visual impact assessment 視覺影響評估	☐	☐
Landscape impact assessment 景觀影響評估	☐	☐
Tree Survey 樹木調查	☐	☐
Geotechnical impact assessment 土力影響評估	☐	☐
Drainage impact assessment 排水影響評估	☐	☐
Sewerage impact assessment 排污影響評估	☐	☐
Risk Assessment 風險評估	☐	☐
Others (please specify) 其他 (請註明)	☐	☐
Note: May insert more than one 「✓」. 註：可在多於一個方格內加上「✓」號		

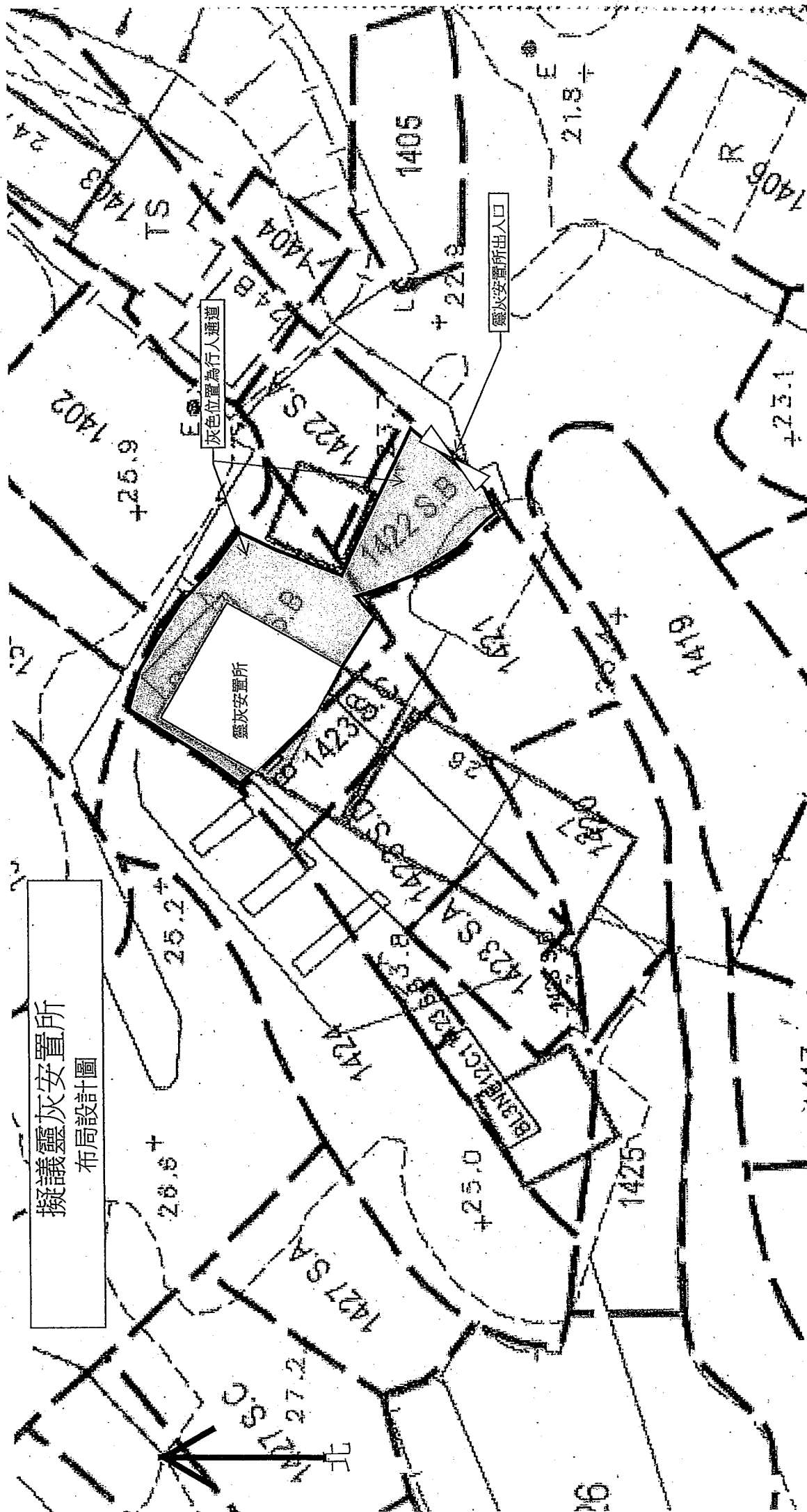
Note: The information in the Gist of Application above is provided by the applicant for easy reference of the general public. Under no circumstances will the Town Planning Board accept any liabilities for the use of the information nor any inaccuracies or discrepancies of the information provided. In 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。

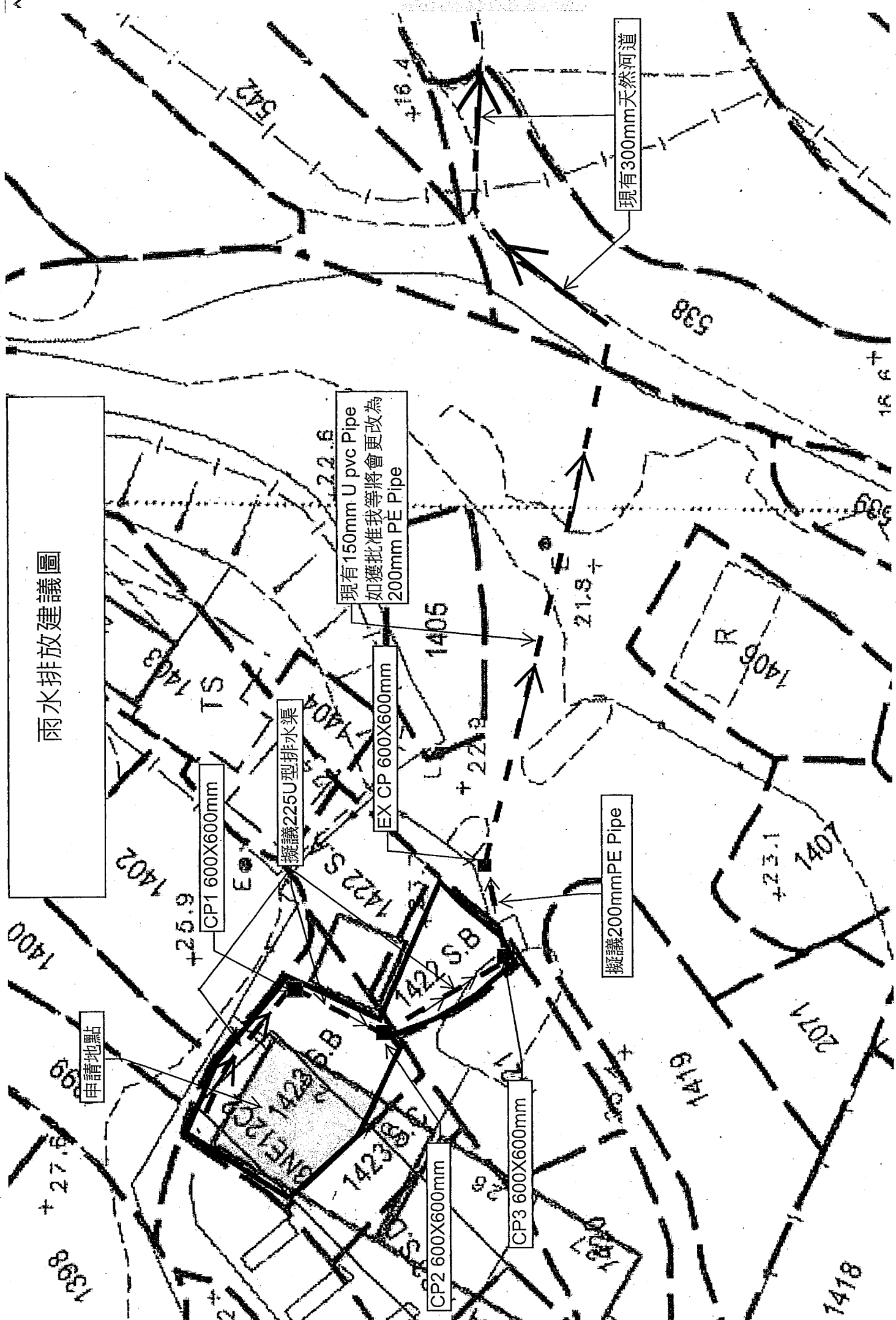
擬議靈灰安置所
申請地點位置圖



擬議靈灰安置所 布局設計圖



雨水排放建議圖



申請地點

擬議225U型排水渠

現有150mm U pvc Pipe
如獲批准我等將會更改為
200mm PE Pipe

EX CP 600X600mm

擬議200mm PE Pipe

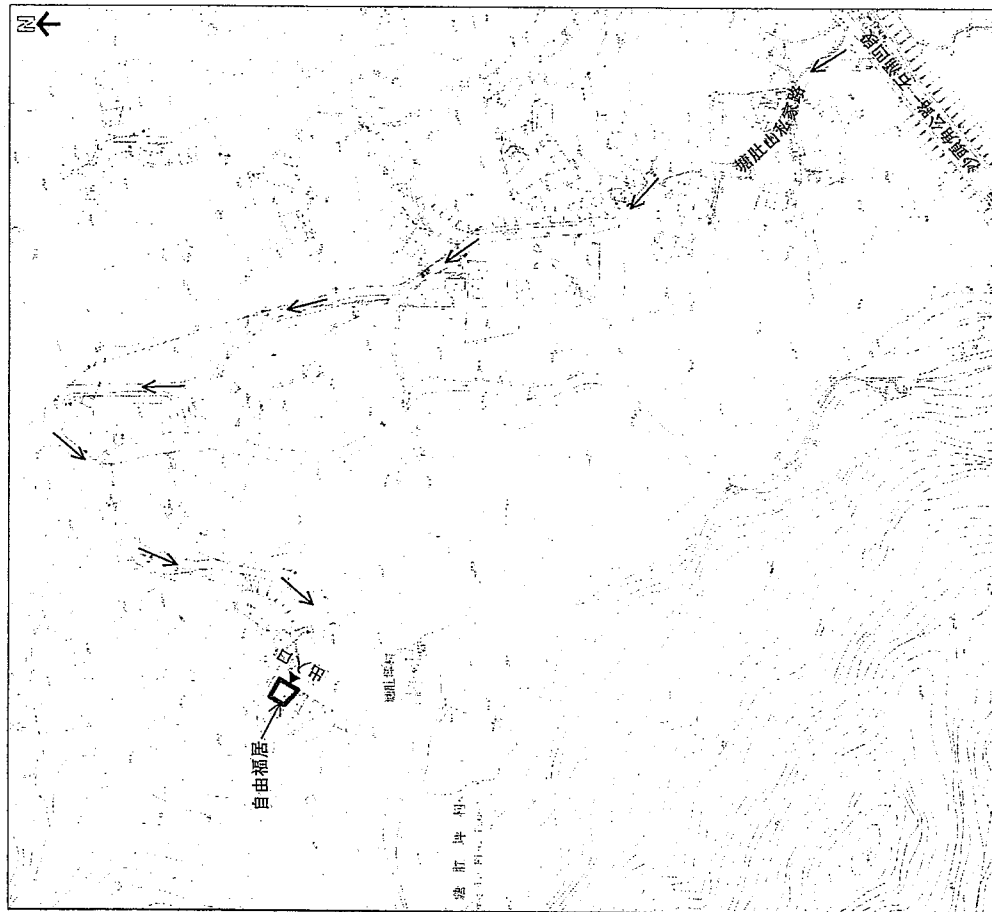
現有300mm天然河道

CP1 600X600mm

CP2 600X600mm

CP3 600X600mm

建議場地平面圖
就截至前骨灰安置所牌照申請一併提交的暫免法律責任書申請



骨灰安置所名稱：自由福居
地址：新界沙頭角塘肚坪村24號
(丈量約份第41約地段
第1423號B分段(部分))

圖例：	—	場地界線
	▲	出入口

(按公制比例繪製)1:2000

建議場地平面圖 (圖則編號001)

張健龍

6-6-2022

日期 (日/月/年)

申請人(如屬自然人)/獲授權人士/獲授權合夥人*姓名及簽署

香港身份證號碼/旅遊證件號碼*



6-6-2022

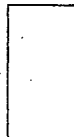
日期 (日/月/年)

認可人士/註冊結構工程師* 簽署和姓名
(認可人士/註冊結構工程師指根據《建築物條例》
(第123章)第3條註冊的人士)

譚梓森



註冊編號#: AP(E)



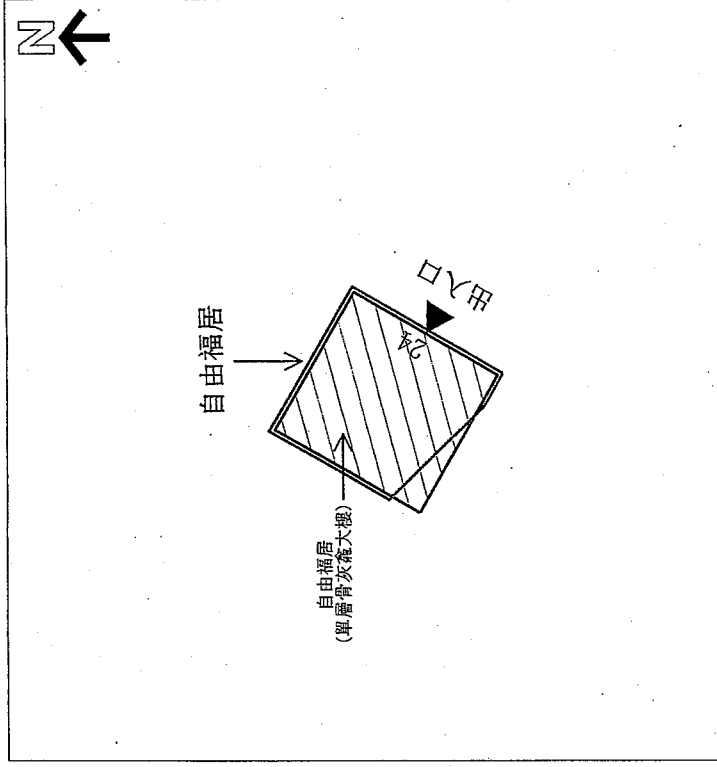
法人團體/合夥*印章(如適用)

須與《建築物條例》(第123章)第3條所指的名冊相符
* 刪去不適用者

註冊有效期間屆滿日期#: 31/12/2025

建議布局圖

就截至前骨灰安置所牌照申請一併提交的暫免法律責任書申請



骨灰安置所名稱: 自由福居
地址: 新界沙頭角塘肚坪村24號
(丈量約份第41約地段第1423號B分段(部分))

圖例:		場地界線
		可核證建築物 符合《私營骨灰安置所條例》附錄2第3(1)(b)條規定
		出入口

(按公制比例繪製) 1:250
建議布局圖(圖則編號002)

6-6-2022

日期 (日/月/年)

張健龍

申請人(如屬自然人)/獲授權人士/獲授權合夥人*姓名及簽署

香港身份證號碼/旅遊證件號碼*

法人團體/合夥*印章(如適用)

須與《建築物條例》(第123章)第3條所指的名冊相符
* 刪去不適用者

6-6-2022

日期 (日/月/年)

譚梓森

認可人士/註冊結構工程師* 簽署和姓名
(認可人士/註冊結構工程師指根據《建築物條例》
(第123章)第3條註冊的人士)

註冊編號#: AP(

註冊有效期間滿日期#: 31/12/2025

		自由福居	總數
(A) 骨灰安放容量 ⁽¹⁾ (關於牌照申請)	(i) 在截算時間 ⁽²⁾ 的狀況	龕位數目	864
		龕位可安放的骨灰份數	864
	(ii) 提交申請時的場內實況	龕位數目	864
		龕位可安放的骨灰份數	864
	(i) “有待暫免法律責任書准許”	龕位數目	864
(B) 骨灰安放數量 ⁽¹⁾ (關於暫免法律責任書申請)		龕位已安放的骨灰份數	60
	(ii) 在截算時間 ⁽²⁾ 的狀況	龕位數目	864
		龕位已安放的骨灰份數	60
	(iii) 在刊憲日期 ⁽³⁾ 當日開始時的狀況	龕位數目	864
		龕位已安放的骨灰份數	60
(C) 在刊憲日期 ⁽³⁾ 當日開始時已售出的骨灰安放權 ⁽¹⁾	(iv) 提交申請時的場內實況	龕位數目	864
		龕位已安放的骨灰份數	60
		龕位數目	60
		龕位已安放的骨灰份數	60
		龕位數目	60

於緊接截算時間 ⁽²⁾ 前已最少有一份骨灰安放在龕位內的資料	龕位編號	AB 906
	骨灰安放日期	10-11-2011

註: (1) 如在骨灰安置所內並非龕位的範圍內已存放或將存放骨灰, 請另行提供有關的資料。

(2) 截算時間指 2014 年 6 月 18 日上午 8 時。

(3) 刊憲日期指 2017 年 6 月 30 日

本人 譚梓森 (中文姓名), 是根據《建築物條例》(第 123 章) 第 3 條的規定註冊的認可人士/結構工程師*, 就上表所列出的龕位資料, 本人茲證明以下項目的資料均屬真實及完整:

本人 張健龍 (中文姓名) 確認, 就是項申請提供的所有上述龕位資料均屬真實及完整。

日期 (日/月/年) 6-6-2022 張健龍

申請人(如屬自然人士)須提供其本人之簽名及蓋章

第(A)(i)項 - “提交申請時場內實況”的骨灰安放數量 (關於牌照申請) 與真正場內實況相符;

第(B)(i)項 - “有待暫免法律責任書准許”的骨灰安放數量 與建議樓面平面圖夾附的龕位資料相符; 及

香港身份證號碼/旅遊證件號碼

第(B)(iv)項 - “提交申請時場內實況”的骨灰安放數量 (關於暫免法律責任書申請) 與真正場內實況相符。

6-6-2022 譚梓森

法人團體/合夥*印章(如適用)

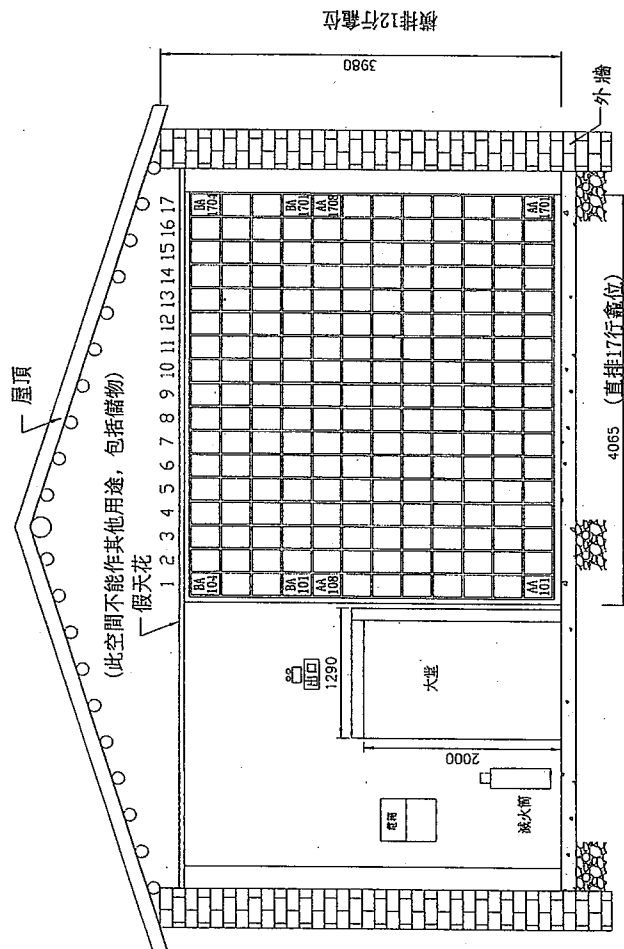
日期 (日/月/年) 6-6-2022 認可人士/註冊結構工程師* 簽署和姓名

須與《建築物條例》(第 123 章)第 3 條所指的名冊相符

註冊編號#: AP(E) 註冊有效期間滿日期#: 31/12/2025

* 刪去不適用者

建議樓面平面圖 就截算前骨灰安置所牌照申請一併提交的暫免法律責任書申請



(按公制比例繪製) 1:50

龜牆1 建議骨灰安置所大樓樓面立面圖 (圖則編號003A)

骨灰安置所名稱: 自由福居

地址: 新界沙頭角塘肚坪村24號

(丈量約份第41約地段第1423號B分段(部分))

6-6-2022

日期 (日/月/年)

張健龍

申請人(如屬自然人)/獲授權人士/獲授權合夥人*姓名及簽署

6-6-2022

日期 (日/月/年)

譚梓森

認可人士/註冊結構工程師* 簽署和姓名
(認可人士/註冊結構工程師指根據《建築物條例》
(第123章)第3條註冊的人士)

香港身份證號碼/旅遊證件號碼*

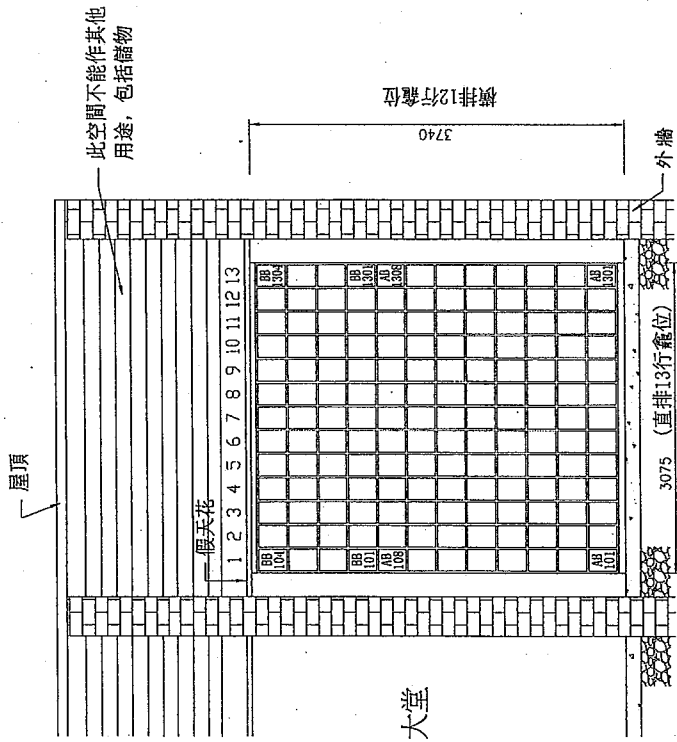
註冊編號#: AP(E)

法人團體/合夥*印章(如適用)

註冊有效期屆滿日期#: 31/12/2025

須與《建築物條例》(第123章)第3條所指的名冊相符
* 刪去不適用者

建議樓面平面圖 就截至前骨灰安置所牌照申請一併提交的暫免法律責任書申請



骨灰安置所名稱: 自由福居
地址: 新界沙頭角塘肚坪村24號
(丈量約份第41約地段第1423號B分段(部分))

圖則編號003B
建議骨灰安置所大樓樓面平面圖 (圖則編號003B)
(按公制比例繪製) 1:50

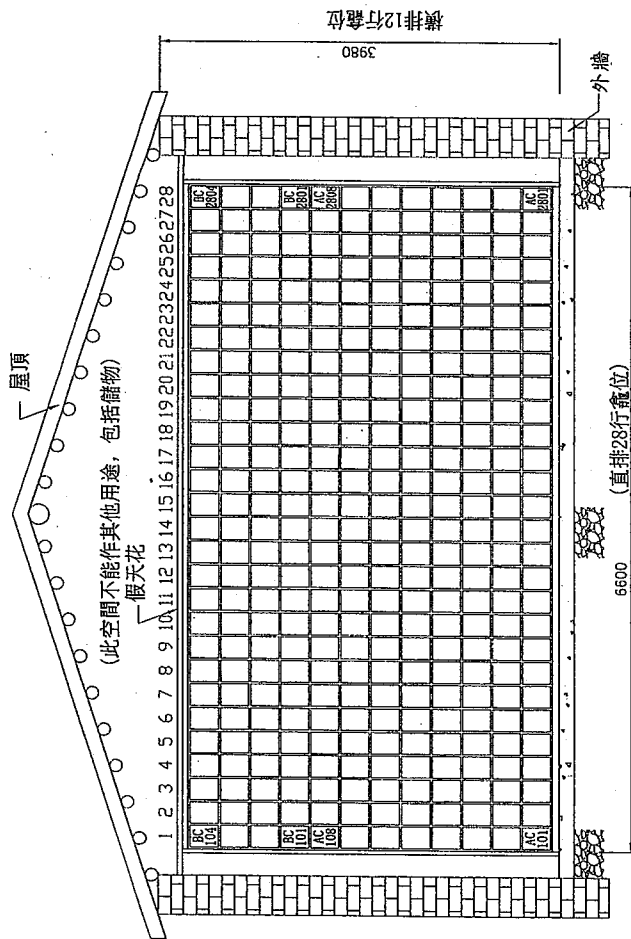
6-6-2022 譚梓森
日期 (日/月/年) 認可人士/註冊結構工程師* 簽署和姓名
(認可人士/註冊結構工程師指根據《建築物條例》
(第123章)第3條註冊的人士)

6-6-2022 張健龍
日期 (日/月/年) 申請人(如屬自然人)/獲授權人士/獲授權合夥人*姓名及簽署
香港身份證號碼/旅遊證件號碼*

註冊編號#: AP(E)20
註冊有效期間屆滿日期#: 31/12/2025

法人團體/合夥*印章(如適用)
須與《建築物條例》(第123章)第3條所指的名冊相符
* 刪去不適用者

建議樓面平面圖 就截算前骨灰安置所牌照申請一併提交的暫免法律責任書申請



骨灰安置所名稱: 自由福居

地址: 新界沙頭角塘肚坪村24號
(丈量約份第41約地段第1423號B分段(部分))

(按公制比例繪製) 1:50

龕牆3 建議骨灰安置所大樓樓面立面圖 (圖則編號003C)

6-6-2022

日期 (日 / 月 / 年)

張健龍

申請人(如屬自然人) / 獲授權人士 / 獲授權合夥人*姓名及簽署

香港身份證號碼 / 旅遊證件號碼*

6-6-2022

日期 (日 / 月 / 年)

譚梓森

認可人士 / 註冊結構工程師* 簽署和姓名
(認可人士 / 註冊結構工程師指根據《建築物條例》
(第123章)第3條註冊的人士)

AP(E)

註冊編號#:

法人團體 / 合夥*印章 (如適用)

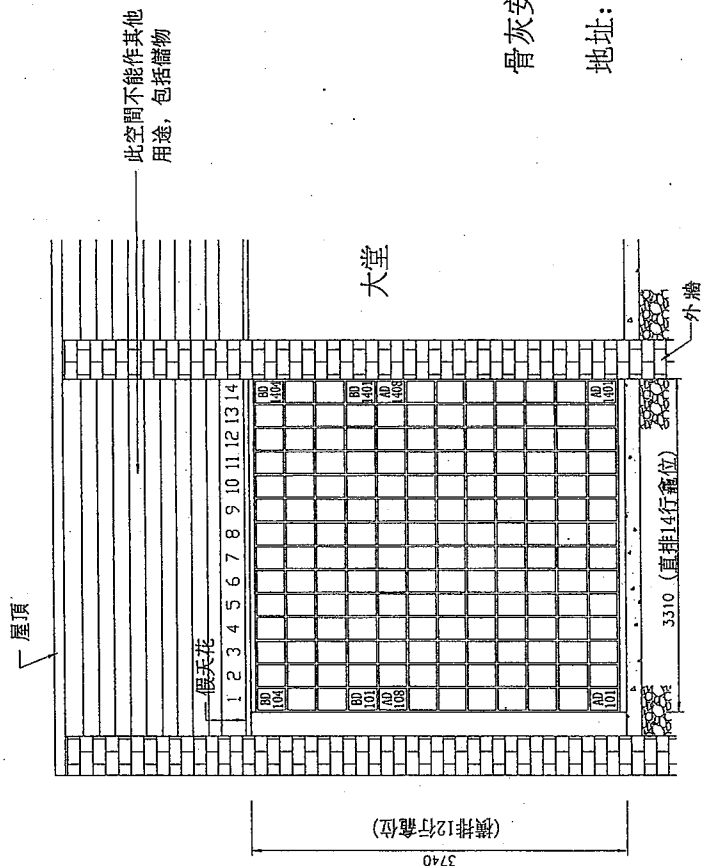
31/12/2025

註冊有效期屆滿日期#:

須與《建築物條例》(第123章)第3條所指的名冊相符

* 刪去不適用者

建議樓面平面圖 就截算前骨灰安置所牌照申請一併提交的暫免法律責任書申請



骨灰安置所名稱: 自由福居

地址: 新界沙頭角塘肚坪村24號
(丈量約份第41約地段第1423號B分段(部分))

(按公制比例繪製) 1:50
圖則編號003D
建議骨灰安置所大樓樓面立面圖

6-6-2022

日期 (日 / 月 / 年)

香港身份證號碼 / 旅遊證件號碼*

張健龍

申請人(如屬自然人) / 獲授權人士 / 獲授權合夥人*姓名及簽署

6-6-2022

日期 (日 / 月 / 年)

註冊編號#: AP(E)2

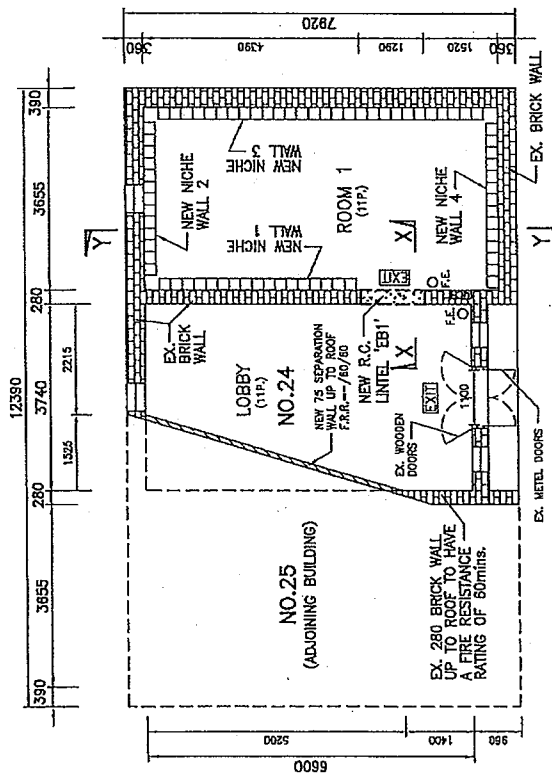
譚梓森

認可人士 / 註冊結構工程師* 簽署和姓名
(認可人士 / 註冊結構工程師指根據《建築物條例》
(第123章)第3條註冊的人士)

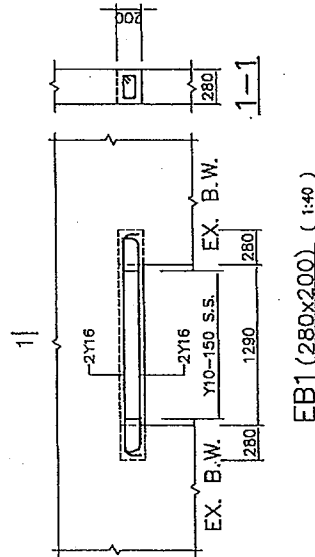
法人團體 / 合夥*印章(如適用)

須與《建築物條例》(第123章)第3條所指的名冊相符
* 刪去不適用者

註冊有效期屆滿日期#: 31/12/2025



GROUND FLOOR PLAN (1:100)
(LOCATION OF NEW R.C. LINTEL)



NOTES FOR DEMOLITION WORKS

1. THE DEMOLITION WORK SHOULD COMPLY WITH CODE OF PRACTICE FOR DEMOLITION OF BUILDINGS 2004 AND PNP APP-21.

NOTES FOR STEEL PROPPING

1. STEEL PROPPING (AP-90) LOADING CAPACITY TO BE 20KN (TO BE PROPERLY BRACED IN AT LEAST 2 DIRECTIONS WITH CROSS BRACING)
2. AP-90 AT 1000 c/c MAX. BOTH WAY WITH TWO WAY TIE.

NOTES FOR NEW R.C. WORKS

1. ALL STRUCTURAL DESIGN TO COMPLY WITH HONG KONG BUILDING (CONSTRUCTION) REGULATIONS 2012.
2. ALL REINFORCED CONCRETE WORKS TO COMPLY WITH CODE OF PRACTICE FOR THE STRUCTURAL USE OF CONCRETE 2013.
3. HIGH TENSILE STEEL BARS (DENOTED BY Y) SHALL BE RIBBED STEEL REINFORCING BARS IN GRADE 500 COMPLYING WITH CS2:2012. ALL REINFORCEMENT TO BE CUT AND BENT IN ACCORDANCE WITH BS 8666:2005.
4. ALL CONCRETE SHOULD COMPLY WITH CS1:2010 (EXCEPT SECTION 7-1) AND AGGREGATES FOR CONCRETE SHOULD COMPLY WITH CS3:2013.
5. ALL CONCRETE WORK TO BE GRADE C35.
6. ALL CONCRETE COVER TO BE 30mm.

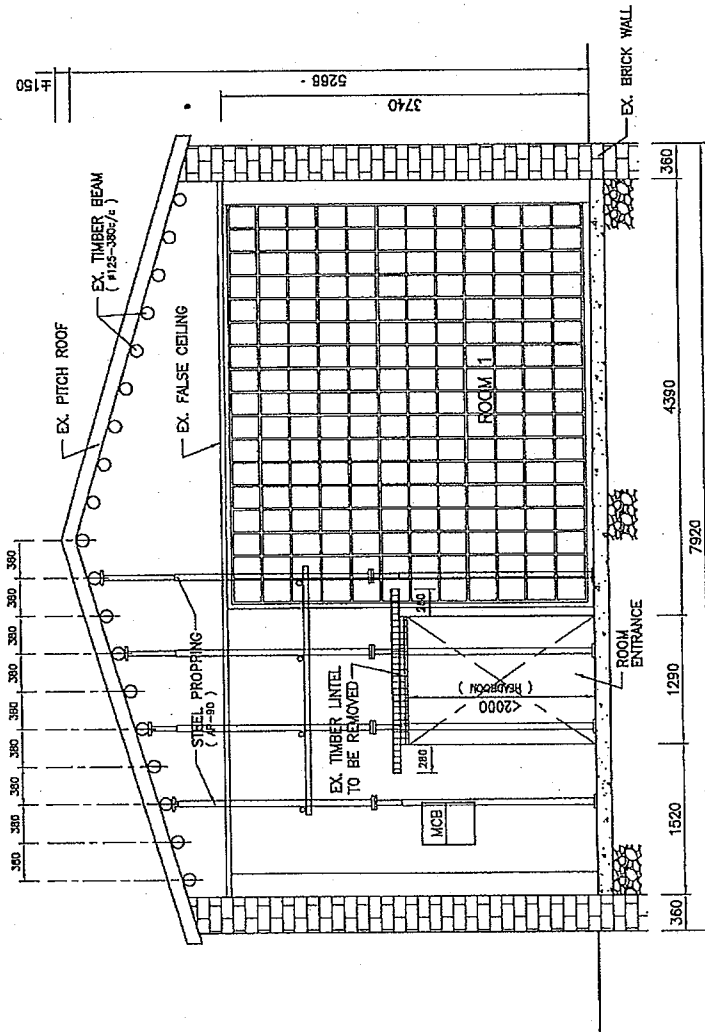
NOTES FOR THE CONTRACTOR

1. AFTER THE INSTALLATION OF PROPS, TO SUBMIT A RECORD PHOTO TO AP FOR ACCEPTANCE BEFORE PROCESSING TO DRILL HOLES IN BRICK WALL.
2. AFTER THE ERECTION OF SQUARE HOLLOW SECTIONS AND SUPPORTS, TO SUBMIT A RECORD PHOTO TO AP FOR ACCEPTANCE BEFORE COMMENCING TO REMOVE THE BRICK WALL ABOVE THE ENTRANCE.
3. AFTER THE FIXING OF STEEL BARS FOR THE BEAM EB1, TO SUBMIT A RECORD PHOTO TO AP FOR ACCEPTANCE BEFORE COMMENCING TO CONCRETING.
4. AFTER INJECTING CEMENT GROUT INTO THE HOLES, TO SUBMIT RECORD PHOTO TO AP FOR ACCEPTANCE BEFORE COMMENCING THE PLASTERING.

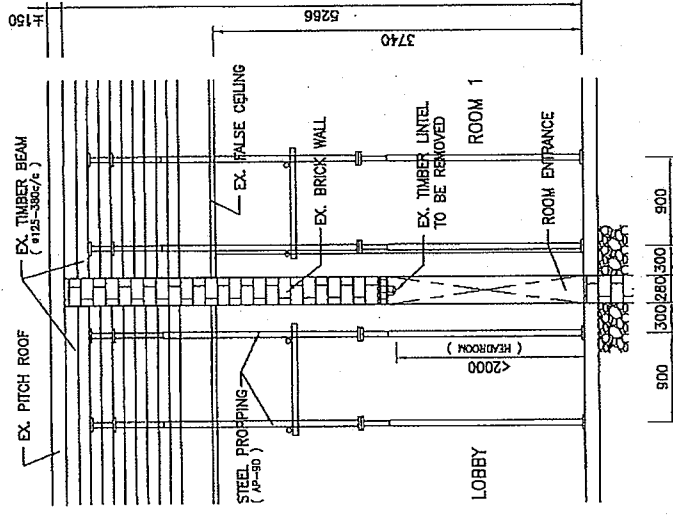
CONSTRUCTION PROCEDURES FOR THE FORMING THE ENTRANCE TO THE NICHES ROOM

1. TO USE AP-90 PROPS TO PROP UP THE EXISTING THE TIMBER BEAM OF THE PITCHED ROOF TO GROUND.
2. TO DRILL HOLES OF 80mm DIAMETER AT 300c/c THROUGH 280mm BRICK WALL AT 600mm ABOVE THE ENTRANCE.
3. TO INSERT U.S. SQUARE HOLLOW SECTION OF 50x50x5mm AT 6.87kg/m TO THE DRILLED HOLES WITH SUPPORTS ON TWO SIDES.
4. TO INJECT CEMENT GROUT FULLY INTO THE HOLES.
5. AFTER A LAPSE OF 7 DAYS, TO REMOVE THE BRICK WALL BELOW THE STEEL HOLLOW SECTION AND THE TOP TIMBER BEAM OVER THE ENTRANCE.
6. TO ERECT FORMWORK, TO FIX STEEL BARS AND TO BUILD A R.C. BEAM, EB1 OVER THE TOP OF THE ENTRANCE ACCORDING ITS R.C. DETAIL.
7. AFTER A LAPSE OF 7 DAYS, TO REMOVE THE FORMWORK AND TO LAY BACK THE BRICK WALL AND TO FORM A DOOR OPENING OF 2050mm HIGH.
8. TO REMOVE ALL PROPS AND STEEL HOLLOW SECTIONS, AND TO INJECT CEMENT GROUT INTO THE HOLES TO FORM A SOLID WALL ABOVE ENTRANCE.
9. TO PLASTER WITH CEMENT MORTAR ON TWO SIDES AND TO MAKE GOOD WITH PAINTING ON TWO SIDES.

譚梓森建築工程師 C.S. TAM & ASSOCIATES FLAT A48 8TH FL. HO LEE COMMERCIAL BUILDING 38-44 D'AGUIAR STREET, CENTRAL, HONG KONG TEL. 25258017-8 FAX. 28451751		SCALE: AS SHOWN	JOB NO.: 18M07	PROJECT: PROPOSED A & A WORKS AT NO.24 TONG TO PING TSUEN, SHA TAU KOK, N.T. DL41 LOT 1422 S.B(PART) & LOT 1423 S.B(PART)	REV. -	DATE 2021/07/20	REMARK INITIAL
DRAWING TITLE: RE-BUILT LINTEL		DRAWING NO.: EM1	REV: -				



SECTION Y-Y (1:50)
(ELEVATION OF ROOM ENTRANCE)



SECTION X-X (1:50)
(SECTION OF ROOM ENTRANCE)

PROPPING DETAIL OF PITCH ROOF

譚梓森建築工程師

C.S. TAM & ASSOCIATES

FLAT 448 8TH FL. HO LEE COMMERCIAL BUILDING
38-40 D'AGUIAR STREET, CENTRAL, HONG KONG
TEL 25258017-8 FAX 28451751

Tom Chee Som AP(3) & BS3

SCALE: 1:50

JOB NO: 18M07

DRAWING TITLE: RE-BUILT LINTEL

DRAWING NO: EM2

REV: —

PROJECT:

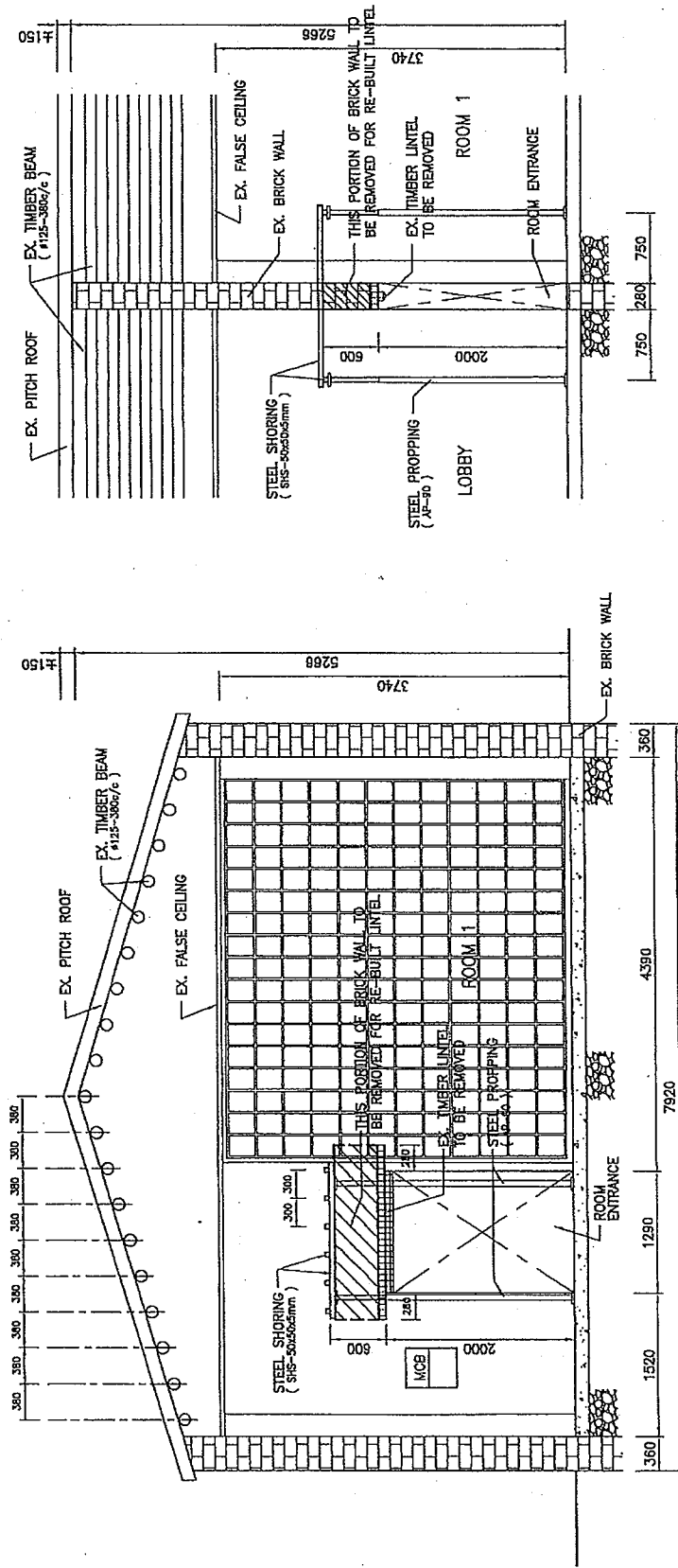
PROPOSED A & A WORKS AT
NO.24 TONG TO PING TSUEN,
SHA TAU KOK, N.T.
DD.41
LOT 1422 S.B(PART) & LOT 1423 S.B(PART)

REV.

DATE

REMARK

INITIAL



SECTION Y-Y (1:50)
(ELEVATION OF ROOM ENTRANCE)

SECTION X-X (1:50)
(SECTION OF ROOM ENTRANCE)

SHORING DETAIL OF BRICK WALL

譚梓森建築工程師

C.S. TAM & ASSOCIATES

FLAT A48 6TH FL. HO LEE COMMERCIAL BUILDING
38-44 D'AGUIAR STREET, CENTRAL, HONG KONG
TEL 25258017-8 FAX 28451751

Tom Chee Sam AP (P) & RES

PROJECT:
PROPOSED A & A WORKS AT
NO.24 TONG TO PING TSUEN,
SHA TAU KOK, N.T.
DD.41
LOT 1422 S.B(PART) & LOT 1423 S.B(PART)

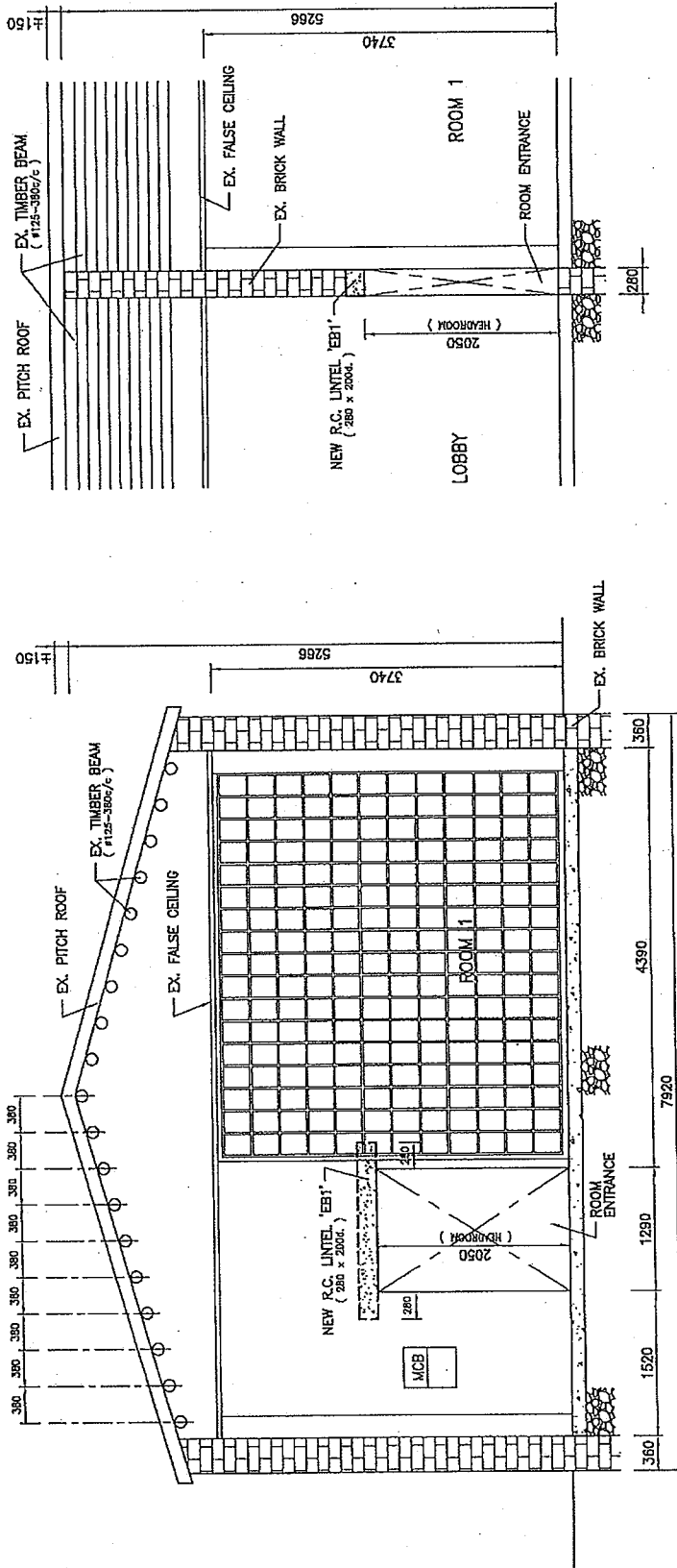
SCALE: 1:50
JOB NO.: 18MD7

DRAWING TITLE
RE-BUILT LINTEL

DRAWING NO.: EM3
REV: --

REV. DATE
-- 2021/07/20

REMARK
INITIAL



LOCATION OF NEW R.C. LINTEL

SECTION X-X (1:50)
(SECTION OF ROOM ENTRANCE)SECTION Y-Y (1:50)
(ELEVATION OF ROOM ENTRANCE)

譚梓森建築工程師 C.S. TAM & ASSOCIATES FLAT A4B 8TH FL. HO LEE COMMERCIAL BUILDING 38-44 D'AGUIAR STREET, CENTRAL, HONG KONG TEL. 25258017-8 FAX. 28451751		SCALE: 1:50	JOB NO.: 18M07	PROJECT:	REV.	DATE	REMARK
		DRAWING TITLE: RE-BUILT LINTEL	DRAWING NO.: EM4	PROPOSED A & A WORKS AT NO.24 TONG TO PING TSUEN, SHA TAU KOK, N.T. DD-41 LOT 1422 S.B(PART) & LOT 1423 S.B(PART)	-	2021/07/20	INITIAL

自由福居

行政摘要給管理方案

2022 年 06 月版本

自由福居

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自由福居

願景和使命

1. 採取預約拜祭控制分流模式服務及管理，運用現代化資訊平台，發放安置所各種訊息給已預約拜祭人士。
2. 優化現有環境及增加相關切實可行的配套場地和設施迎合長遠發展需要。
3. 本安置所由於地理位置優越位於公路末段，遠離民居，四周更有天然樹木作屏障，化解業務對鄰近居民產生的不安及減至最低的影響性。
4. 在業務上可透過妥善管理，善用本身資源和地理環境，在未來開拓發展綠色殯葬配合政府及社會發展各種需要。
5. 業務上會先成立慈善關愛基金，回饋社區幫助弱小社群及有需要人士，多舉辦社區關愛活動(例如:安老院慈善探訪、敬老活動等等)，最後希望藉著舉辦活動能達至互助互愛，團結社區和諧共融這些願景，需要時可捐款購置合適醫療設備幫助安老院營運。
6. 業務上在未來將會成立環保基金，希望為社區推動綠色環境出一分力。
7. 提供公營及私營骨灰安置所合作方案，共同研究長遠持續發展切實可行建議，達至公營及私營骨灰安置所長遠持續發展雙贏局面。

自由福居

1. 基本資料

- 骨灰安置所名稱 : 自由福居
- 骨灰安置所地址 : 新界沙頭角塘肚坪村 24 號 (丈量約份第 41 約地段第 1422 號 B 分段(部分)、第 1423 號 B 分段(部分)、
- 開始營辦年份 : 1988 年
- 營辦者名稱 : 張健龍
- 營辦者的身分 : (1) 張志軍先生為新界沙頭角塘肚坪村 24 號(丈量約份第 41 約地段第 1423 號 B 分段)之處所及地段業主，現授權同意自由福居和租客張健龍讓該處作用作骨灰安置所名為自由福居或相關用途直至 2047 年 6 月 30 日終結。
- (2) 張偉煌先生為新界沙頭角塘肚坪村(丈量約份第 41 約地段第 1421 號和第 1422 號 B 分段)之地段司理人，現授權同意自由福居和租客張健龍讓該處作用作骨灰安置所名為自由福居或相關用途直至 2047 年 6 月 30 日終結。
- (3) 張健雲先生和張健龍先生為新界沙頭角塘肚坪村(丈量約份第 41 約地段第 1420 號)之地段業主，現授權同意自由福居和租客張健龍讓該處作用作骨灰安置所名為自由福居或相關用途直至 2047 年 6 月 30 日終結。

骨灰安置所所屬宗教 : 道教/佛教

2. 場地資料及樓宇排列

2.1 骨灰安置所佔土地約 160 平方米，總樓宇建築面積約 60 平方米 x 高 5.6m 1 層，共有：

- 1 座單層骨灰安置所大樓
- 0 個冥鏢爐
- 0 個個垃圾貯存室

2.2 其他支援骨灰安置所運作的必要配套設施共有：

- 1 拜祭輪候區及魚池

3. 入場管制

3.1 本場所開放時間，【平日為 8 時至下午 6 時正】及【高峰期為早上 8 時至下午 6 時正】

3.2 為確保訪客人數，本場所採用以下措施:

- 場所任何時間只提供預約登記拜祭服務，所有訪客必需預約登記，不提供即日登記服務，未經預約，恕不接待。
- 預約登記需於 1 星期前接受電話登記預約請於辦公時間，早上 8 時至下午 6 時正。
- 預約電話：
- 預約登記必須資料: 【龕位編號，到訪者資料及人數，聯絡電話，前往方法】
- 在拜祭高峰期間，本場所透過社交媒體及 WhatsApp，公佈訪客進場情況，或可經電話查詢。

自由福居

- 社交媒體(Facebook):
- 查詢電話: _____
- 設定人流路線, 使通道暢通。
- 在《自由福居骨灰安放權協議》第20點就有關場內規則, 入場管制的安排列明, 客人必須同認自由福居, 日後任何拜祭期間, 自由福居有權作出人流安排及禁止燒香或擺放過大祭品, 客人必需遵守場內一切規則。
- 根據 2018 年骨灰辦清明節數據, 制定的交通影響評估報告(請參閱附件 1)。

4. 交通及公共運輸管理:

- 4.1 停車設施: 【場所任何時間不設泊車位】
- 4.2 上落客貨: 所有未經同意車輛「包括私家車及貨車」一律不可駛進本場所路段和範圍【的土除外, 但上落客其後需即時駛離本場所】
- 4.3 在掃墓高峰期日子, 為防止未經同意車輛駛進本場所路段及範圍措施, 按照實際需要安排職員(1 位)帶備預約登記冊, 於沿路合適位置禁止車輛及未有預約訪客進入本場所。
- 4.3 本場所在任何時段, 鼓勵訪客盡量使用公眾交通工具。
- 4.4 骨灰安置所作出的交通安排訪客到本場所, 盡量使用公眾交通工具, 包括:
 - 小巴 55K
 - 由上水港鐵站開往沙頭角, 請於塘肚山村下車, 沿村路步行約 10 分鐘抵達「自由福居」
 - 小巴 5-10 分鐘一班, 車程約 30 分鐘。
 - 巴士 78K
 - 由粉嶺港鐵站開往沙頭角, 請於塘肚站下車, 沿村路步行約 10 分鐘抵達自由福居
 - 巴士 15-20 分鐘一班, 車程約 35 分鐘。
 - 新界的士
 - 由上水、粉嶺或大埔區【經龍山隊道】乘搭新界的士直達「自由福居」車程約 20 分鐘。

- 在掃墓高峰期日子的特別交通安排:

- (掃墓高峰期日子即“清明節”和“重陽節”以及前後的星期六和日)(附件 2)
 - 運輸署 2020 年清明節批准小型巴士接載文件檔號: (8) in LM(4/2020) to PV 41/150/1067
 - 特別交通安排 27 座小巴接載已預約訪客: 【每小時 3 班車 / 車程約 5 分鐘】
 - 上車和下車位置: 石涌凹段(近燈柱 EA1809)往粉嶺方向指定地點(訪客上落地點)。
 - 拜祭訪客到達自由福居下車後, 請聽從工作人員指示, 於拜祭輪候區等候拜祭安排。
 - 注意: 拜祭輪候區最少可安排不少於 20-40 人的拜祭輪候區作等候及分流。
-

5. 人流管制:

掃墓高峰期間實施人流管制，確保已預約訪客人數不會超出可容納數量的情況下有秩序疏導。

5.1 在掃墓高峰期開放時間採用以下措施:

【高峰期清明節、重陽節及前後星期六和星期日:(特別安排)】

- 開放時間:【為早上 8 時至下午 6 時正】
- 掃墓高峰期全日預約拜祭時段規劃和特別交通安排【共 30 個時段】(附件 3)
- 每小時拜祭時間規劃:【每小時分 3 個時段;每 20 分鐘為一個時段】
- 家庭規劃每時段:【上限 5 個家庭=20 人;平均每個家庭 4 人計算】
- 家庭規劃每小時上限 15 個=上限 60 人
- 家庭規劃每日上限 150 個=上限 600 人
- 上位及儀式:【暫停】
- 室內拜祭可容納人數上限為 20 人，因此在每個拜祭時段行政上限家庭為 5 個及每個家庭上限人數 4 人=合共最多 20 人會進入室內拜祭區。
- 停車設施:【場所任何時間不設泊車位】
- 所有車輛未經同意，一律不可駛進本場所路段和範圍。

5.2 掃墓高峰期人流管制及其他設施安排:(附件 4)

- 掃墓高峰期按照預約登記冊數據，因應已預約家庭、人數、時段，安排小巴接載等，安排足夠輪候區等候及足夠人手作分流及維持秩序保障拜祭人士及其訪客之安全。
- 場所實施人流管制和香火管制及限制室內人數上限為 20 人措施。
- 戶外拜祭區設施，經常提供 6 張獨立拜祭枱，預約上限為 5 個家庭同步獨立拜祭。
- 拜祭輪候區可容納不少於 20-40 人用作等候分流，當拜祭人士未能前往拜祭時，他們將安排在輪候區等候，由工作人員作指示輪候拜祭。

5.3 監察及廣播措施安排:

- 場所設有 24 小時 CCTV 保安系統監察場內情況及提供駐場保安看管及定時巡邏。
- 在掃墓人流高峰期間早上 10 時至下午 6 時正於場所範圍內播放重要廣播，每 10 分鐘一段:「各位拜祭人士，為了安全及環保起見，本場所一律不可燃燒冥鏹及蠟燭，請於自由福居指定的香爐上香，完成拜祭人士，可自行離開或請前往輪候區等後接駁巴士接載離開，剛到達拜祭人士下車後，請聽從工作人員指示，請於輪候區等候拜祭安排，大家遵守秩序，保持場地清潔，多謝合作。」

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5.4 香火管制:

- 場所內外範圍禁止燃燒冥鏹，場所室內是(無烟區) 拜祭人士一律不准燒香。
- 鼓勵訪客:【以供水及鮮花方式代替燒香拜祭】
- 平日: 戶外只准採用環保微烟香【限制拜祭人士燒香每人3支】。
- 高峰期: 戶外只准採用環保微烟香【限制拜祭人士燒香每人1支】
需要時加設臨時燒香區域及臨時措施。

5.5 就自由福居有關場所內的規則:

- 客人必須同意自由福居，日後任何拜祭期間，自由福居有權作出人流安排及禁止燒香或擺放過大祭品，客人必需遵守場內一切規則。
- 場所任何時間只提供預約登記拜祭服務，所有訪客必需預約登記，不提供即日登記服務，未經預約，恕不接待。
- 預約登記需於1星期前接受電話登記預約請於辦公時間，早上9時至下午4時正。
- 平日: 沒有接載交通安排；鼓勵拜祭人士盡量使用公眾交通工具。
【專線小巴55K、巴士78K、的士】
- 掃墓高峰期特別交通接載安排(必需預約)，已預約拜祭人士特別交通安排27座接駁小巴接載【車程約5分鐘】
- 掃墓高峰期: 鼓勵拜祭人士盡量使用公眾交通工具。
【專線小巴55K、巴士78K、新界的士】
- 在任何時間場所內外範圍禁止燃燒冥鏹，場所室內是(無烟區)拜祭人士不准燒香。
- 場所室內拜祭區可容納人數上限為20人，因此在每個拜祭時段每個龕位家庭預約上限4名人士進入室內拜祭區。
- 停車設施:【場所任何時間不設泊車位】
- 場所任何時間任何車輛未經同意，一律不可駛進本場所路段和範圍。
【平日的士除外，但上落客其後需即時駛離本場所】

5.6 人流管理及其他事項安排:

掃墓高峰期間按照預約登記冊數據，因應已預約拜祭人數、拜祭時段，交通等及安排輪候區及增聘兼職人員維持秩序作分流疏導。

5.6.1 增聘兼職人手(掃墓高峰期日子清明節、重陽節前後)聘請兼職人員，職位包括: 保安員，工作人員，雜工等。如下:

兼職職位	職責安排
保安員	維持道路交通暢通及禁止車輛駛入的安排，確保訪客及公眾安全
工作人員	駐守主要入口及輪候區，確保人流暢順，解決拜祭人士查詢
雜工	維持處所室內上限24個人數及香爐拜祭區秩序協助保持拜祭區清潔

負責交通及人流管制人員:

- 保安員負責交通人流管制，當值主任負責與保安員聯繫，保安員由外判公司

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承包保安服務，培訓工作由外判公司負責。

- 當值主任負責執行及指揮人流管制，於每年清明節、重陽節前，由經理安排工作簡介會，節日完結後進行全體工作檢討會議。

5.6.2 當值主任執勤

- 當值主任職責，主要是執行已制定日常營運方案，協調及調配人手。

5.6.3 前線經理和當值主任執勤

- 本場所安排前線經理和當值主任執勤，以備有足夠人手處理突發事件及指揮現場工作。

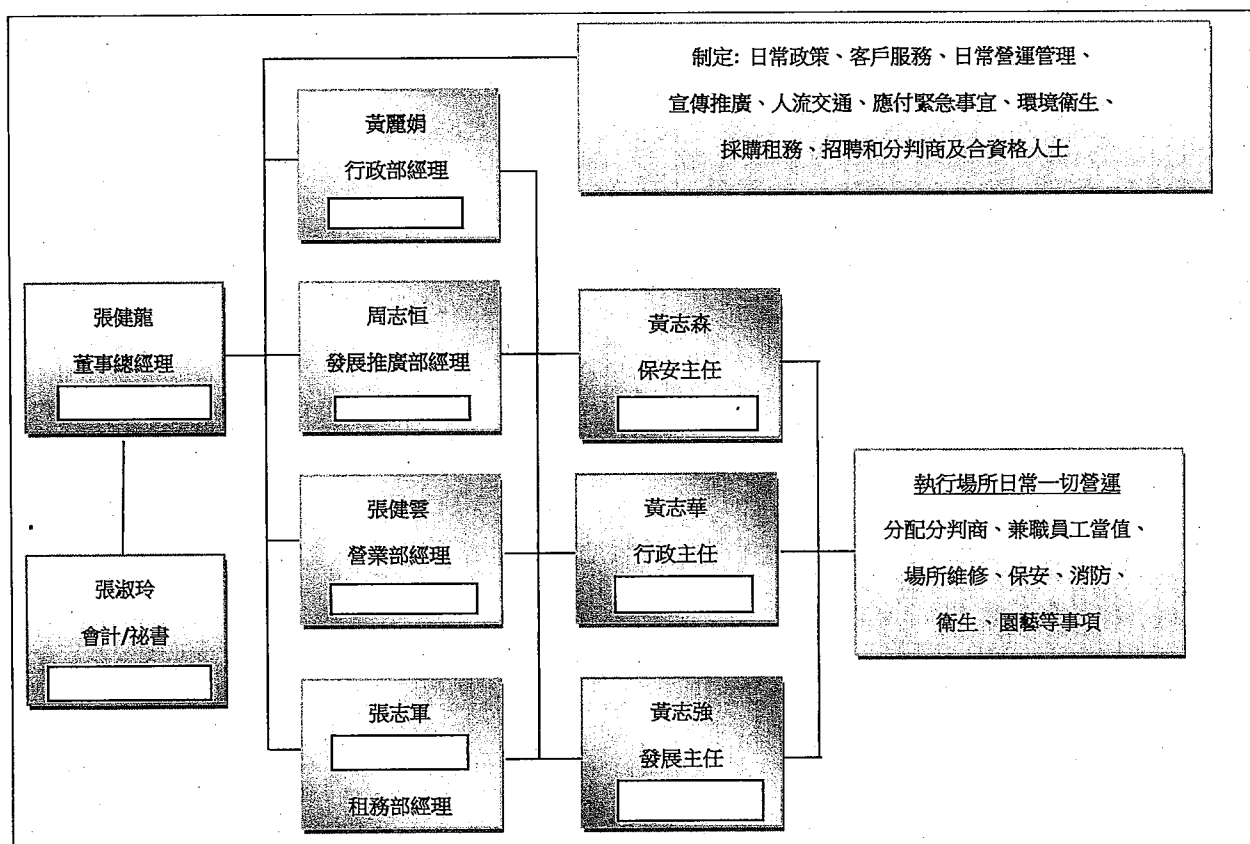
5.7 急救服務:

- 本場所內安排設有急救箱，以備訪客使用，每月均會檢查急救箱物品數量，以備有足夠數量急救用品。

6. 保安管理 (以確保訪客及公眾安全):

- 場所已設有 24 小時 CCTV 保安系統及;
- 場所保安工作外判由專業保安公司管理，提供駐場保安看管巡邏。於掃墓高峰期間按照預約登記冊數據，因應已預約拜祭人數，會議決定是否須要增聘兼職保安員人數，以確保訪客及公眾安全。此外，設有前線經理和執勤主任當值，以備處理突發事件及指揮現場工作。

7. 自由福居架構表:



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8. 人手調配：

8.1 日常人手編制自由福居私營骨灰安置所共 9 名 全職員工，日常有足夠人手應付營運需求。以下職位直接與日常營運相關：

職位及人數	職責
董事總經理 (1 人)	監管《私營骨灰安置所條例》的相關事宜及日常營運。
行政部經理 (1 人)	制定骨灰安置所日常營運、客戶查詢和投訴事宜，負責編制高峰期人手和聘請兼職人數及安排外判工作和應付指揮緊急事宜。
發展推廣部經理 (1 人)	制定《私營骨灰安置所條例》的相關事宜及日常營運及執行處理保安人流管理、消防安全和應付緊急事宜。
營業部經理 (1 人)	執行骨灰安置所日常營運、保安人流管理、消防安全、樓宇維修保養。
租務部經理 (1 人)	處理安放協議，以及骨灰的安放及移走事宜和查詢應付緊急事宜。
行政主任 (1 人)	協助執行骨灰安置所日常營運人手編制、高峰期聘請兼職人數，客戶查詢、投訴事宜、消防安全、樓宇維修、防治蟲鼠滅蚊措施及場所行政工作和應付緊急事宜。
保安主任 (1 人)	協助執行骨灰安置所保安工作及人流管理及場所相關工作事宜。
發展主任 (1 人)	協助執行《私營骨灰安置所條例》的相關工作事宜及日常營運工作事宜。
會計秘書 (1 人)	處理骨灰安置所日常營運賬目及文書事宜，協調定期會議。

8.2 掃墓高峰日子人手調配

- 設有前線經理和當值主任執勤協調人手，監察全場運作；
- 在掃墓高峰日子，安排前線經理和當值主任執勤當值；
- 在掃墓高峰日子(掃墓高峰期日子清明節、重陽節前後)、按照預約登記冊數據，因應已預約拜祭人數、增聘兼職人手增聘兼職人員職位包括:保安員，工作人員，雜工等；確保訪客及公眾安全，加強環境清潔衛生。

8.3 員工訓練

- 每年 1 次火警演習，示範滅火筒使用，提高防火意識。
- 本場所安排在場所設有急救箱。
- 使用環保香。

9. 應對火警或其他緊急情況的應變方案：

1. 當發現【火警】發生時，請保持【鎮定】。
2. 在安全情況下，設法用滅火筒將火撲滅，【若火警來自電源切勿用水灌救】，
3. 應改用氣體式【二氧化碳滅火筒】此外；【並須關閉電力總制】。
4. 保安部負責人:【姓名:黃志森 職位:主任 聯絡電話: 】
5. 可獲的支援和資源:場所有道路給消防車輛直接到達，鄰近【大約 160 米】設有消防街喉。
6. 如附近有電話，請撥電話【999】通知消防局。

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7. 如時間許可【應通知場所辦事處】。
8. 員工職責：巡視場所範圍內禁止燃燒冥鎚活動。
9. 本場所設走火“逃生路線指示圖”（附件 5），安全疏散“指定集合地點指示圖”（附件 6）。
10. 定期檢查測試：【滅火設備及逃生指示，包括滅火筒、緊急照明燈等等】。
11. 場所時刻保持緊急車輛通道暢通。

10. 確保遵從發牌委員會訂明的發牌條件或發出的指引及實務守則的措施：

本場所管理層定期會議及制定適當措施，確保骨灰安置所遵從發牌委員會訂明的發牌條件，並發出指引及實務守則，其中包括確保骨灰安置所的管理人員及前線人員熟知該等條件、指引及實務守則的措施，管理層為確保該等人員遵從該等條件、指引及實務守則而作出定期會議監察、記錄及報告規定。

11. 投訴處理：

本場所設有處理投訴的程序，以確保公眾人士或職員知悉他們有投訴的權利，並讓他們知悉投訴的程序和本場所如何處理投訴。處理如下：

1. 投訴人可透過親身或書面形式向本場所提出投訴。
2. 如接獲投訴，由當值辦公室職員 / 部門主管處理，並在三個工作天內聯絡申訴人了解及搜集資料。負責職員須填寫《投訴記錄表》。（附件 7）
3. 在七個工作天回應申訴人，通知其結果或進展。
4. 如投訴人不滿結果，在十個工作天內，可向經理式指定職員提出投訴。
5. 上訴最高可至董事總經理作山之裁決為最終裁決。
6. 若遇需要較長時間處理的複雜個案，負責職員須通知投訴人個案的進展及交代回覆結果的日期。
7. 如投訴人透過親身形式向本場所提出投訴，負責職員可以口頭回覆，即使已獲即時解決，仍需將事件記錄在案。如透過書面提出投訴，則需按上述程序以書面回覆，並將事件記錄在案。
8. 若事件有可能涉及刑事成份，本場所會將事件交由執法部門或轉介至相關機構處理。
9. 有關處理投訴的流程，參閱《處理投訴流程圖》（附件 8）

在以下情況下，一般不受理的投訴：

1. 投訴人有責任舉證，如投訴的理據薄弱、含糊不清或缺乏足夠資料，本場所可要求投訴人提供具體詳情。
2. 本場所不會就匿名投訴展開調查，但依然會檢視有關投訴內容。
3. 如投訴人不是當時人，本場所可要求投訴人請當時人直接到本場所提出投訴。
4. 如投訴事件已發生超過 1 年，客觀因素/環境證據可能消失及改變，引致蒐證困難。

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12. 確保骨灰安置所持續營運的財務方案

有關財務方案（請參閱附件 9）。

13. 管理方案執行人及批准人：

負責執行管理方案的人員的資料：

姓名：張健雲

職位：經理

聯絡電話號碼：

負責批准管理方案及代表上述骨灰安置所提交本管理方案的人員資料：

姓名：張健龍

職位：總經理

聯絡電話：

電郵地址：

簽署：_____

日期：_____

- 附件 1) 根據 2018 年骨灰辦清明節數據，制定的交通影響評估報告
- 附件 2) 掃墓高峰期日子的特別交通安排上落車位置圖及運輸署批准文件
- 附件 3) 掃墓高峰期全日拜祭時段規劃和請別交通安排時間表
- 附件 4) 人流管制路線圖
- 附件 5) 逃生路線指示圖
- 附件 6) 安全疏散指定集合地點指示圖
- 附件 7) 投訴記錄表
- 附件 8) 處理投訴流程圖
- 附件 9) 財務方案

Executive Summary

"自由福居" is a private columbarium located at No.24, Tong To Ping Tsuen, Sha Tau Kok, N.T. (DD41 Lot 1423 S.B and Lot 1422 S.B) with a site area of about 160 m² and gross floor area of 60 m². It launched in 1988 and offering 864 niches for both Buddhist and Taoist. We committed to adopt effective management in operating the private columbarium, providing a quiet, comfortable, clean and relaxing resting place for ancestors.

1. Service user may make appointment for ancestor worship and receive news from us via IT platform.
2. Optimize the environment and acquire the supporting facilities for future development.
3. Located at the end of highway and away from residence. The columbaria is surrounding by trees, minimize the disturbing to the nearby residential.
4. Make use of existing resources and environment with well management, will develop green burial service in future to match government and society needs.
5. To found a Charitable Care Fund, give back to society to assist the disadvantaged and people in needs. Hold activities like visiting the elderly nursing home etc., Donate medical equipment for the nursing home when necessary. Committed to giving play to the spirit of loving and helping each other and also to caring for the community.
6. Will found an Environment Protection Fund to promote green environment protection for the community.
7. Cooperate with government to develop a sustainable development in the future.
8. The location of columbarium is zoned as Village. However, the columbarium was built a hundred years ago which, will not occupy any space further / reduce any potential for rural development.

行政摘要

(自由福居) 私營骨灰安置所，位於新界沙頭角塘肚坪村 24 號 (丈量約份第 41 約地段第 1423B 分段部份連同 1422B 分段部份)佔地約 160 平方米，總樓面面積 60 平方米。開始營辦年份為 1988 年，骨灰安置所所屬宗教(佛教/道教)，場所可提供單人灰位共 864 個，場所致力成為香港壹間小規模但有承擔並採取有效管理的私營骨灰安置所，提供一個遠離凡塵，舒適寧靜，環境優越 (背山面海，風景宜人)，方便市民為先人提供私營骨灰安置所服務場所。

1. 採取預約拜祭控制分流模式服務及管理，運用現代化資訊平台，發放安置所各種訊息給已預約拜祭人士。
2. 優化現有環境及增加相關切實可行的配套場地和設施迎合長遠發展需要。
3. 本安置所由於地理位置優越位於公路末段，遠離民居，四周更有天然樹木作屏障，化解業務對鄰近居民產生的不安及減至最底的影響性。
4. 在業務上可透過妥善管理，善用本身資源和地理環境，在未來開拓發展綠色殯葬配合政府及社會發展各種需要。
5. 業務上會先成立慈善關愛基金，回饋社區幫助弱小社群及有需要人士，多舉辦社區關愛活動 (例如：安老院慈善探訪，敬老活動等等)，最後希望藉著舉辦活動能達至互助互愛，團結社區和諧共融這些願景，需要時可捐款購置合適醫療設備幫助安老院營運。
6. 業務上在未來將會成立環保基金，希望能為社區推動綠色環境出一分力。
7. 提供公營及私營骨灰安置所合作方案，共同研究長遠持續發展切實可行建議，達至公營及私營骨灰安置所長遠持續發展雙贏局面。
8. 我等位置雖然設在鄉村屋宇地帶上。但我等為百年前的舊屋宇，跟本不會減小及占用鄉村屋宇地帶的用地，我等屋宇在重建時不使用丁權，因此絕對不會減小鄉村屋宇用地的面積。

(b) Propose to amend the Notes of the Plan(s) 建議修訂圖則的《註釋》

☐ Covering Notes 《註釋》說明頁☒ Notes of the zone applicable to the Site 適用於申請地點土地用途地帶的《註釋》

Details of the proposed amendment(s) to the Notes of the Plan, where appropriate, are as follows:

(Please use separate sheets if the space below is insufficient)

建議修訂圖則的《註釋》的詳情，如適用：

(如下列空間不足，請另頁說明)

.....

我等希望能夠將上述地段更改為 其他指定用途 第一欄內 經常准許的用途 (靈灰安置所).....

.....

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☒ Proposed Notes of Schedule of Uses of the zone attached

夾附對《註釋》的擬議修訂

8. Details of Proposed Amendment (if any) 擬議修訂詳情 (倘有)☐ Particulars of development are included in the **Appendix**.**附錄**包括一個擬議發展的細節。☐ No specific development proposal is included in this application.

這宗申請並不包括任何指定的擬議發展計劃。

9. 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。

.....

我等私營骨灰安置所，在1988年已開始營運至今，場內可提供864個灰位，我等場所致力成為壹間小規模但有承擔並採取有效管理的私營骨灰安置所，提供一個遠離凡塵，舒適寧靜，環境優越 (背山面海，風景宜人)，方便市民為先人提供一個永久安息的場所。

.....

我等場所是採用預約拜祭控制分流模式服務及管理，運用現代化資訊平台，發放安置所各種訊息給已預約拜祭人士。

.....

優化現有環境及增加相關切實可行的配套場地和設施迎合長遠發展需要。

.....

骨灰安置所地理位置優越位於公路未段，遠離民居，四周更有天然樹木作為屏障，

.....

其他指定用途

第一欄	第二欄
經常准許的用途	須先向城市規劃委員會申請，可能在有附帶條件或無附帶條件下獲准的用途

只適用於「靈灰安置所」

靈灰安置所

公用事業設施裝置

私人發展計劃的公用設施裝置

規劃意向

此地帶的規劃意向，主要是提供土地作靈灰安置所用途。

致 城市規劃委員會

**A/NE-STK/3
靈灰安置所**

1. 有關運輸署的擬問，我等已擬定新 1 份報告書給與運輸署審議 (請看附件)
 2. 有關環保署的擬問，我等從新在申請地點不會建造及設置化寶爐。同時我等不會使用揚聲器，同時所有拜祭必須在室內進行，所有戶口地方禁止進行拜祭事項。
 3. 有關水務署的提問，我等靈灰安置所不會向水務署提出供水安排，因我等不須要設置洗手間，在一般日子每月可能只有單位數字人流到來拜祭先人，而在高峰期即清明節及重陽節。前後合共 7 個星期，我等會租用流動化學廁所設施解決拜祭人士所須(附件 1 為安放流動化學廁所位置圖)因此不會產生污水問題，和影響鄰近河道衛生環境及污染問題。同時申請地點不會申請用水設施，因沒有須要。
 4. 我等會依照渠務署的建議，同意將現有 150 渠管改至 225mm
 5. 有關警務署要求的管理方案我等連同此函一並附上
- 此致：

代理人 黃新和

29-11-2022

自由福居 管理方案

2022年9月7日牌本

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自由福居

願景和使命

(自由福居)私營骨灰安置所，位於新界沙頭角塘肚坪村 24 號(丈量約份第 41 約地段第 1422 號 B 分段(部分)、第 1423 號 B 分段(部分)，場地面積約 160 平方米，處所佔地約 60 平方米 x 高 5.6 米(1 層)，開始營辦年份為 1988 年，骨灰安置所所屬宗教(佛教 / 道教)，場所可提供單人灰位共 864 個，場所致力成為香港壹間小規模但有承擔並採取有效管理的私營骨灰安置所，提供一個遠離凡塵，舒適寧靜，環境優越 (背山面海，風景宜人)，方便市民為先人提供私營骨灰安置所服務場所。

1. 採取預約拜祭控制分流模式服務及管理，運用現代化資訊平台，發放安置所各種訊息給已預約拜祭人士。
2. 優化現有環境及增加相關切實可行的配套場地和設施迎合長遠發展需要。
3. 本安置所由於地理位置優越位於公路末段，遠離民居，四周更有天然樹木作屏障，化解業務對鄰近居民產生的不安及減至最低的影響性。
4. 在業務上可透過妥善管理，善用本身資源和地理環境，在未來開拓發展綠色殯葬配合政府及社會發展各種需要。
5. 業務上會先成立慈善關愛基金，回饋社區幫助弱小社群及有需要人士，多舉辦社區關愛活動(例如:安老院慈善探訪、敬老活動等等)，最後希望藉著舉辦活動能達至互助互愛，團結社區和諧共融這些願景，需要時可捐款購置合適醫療設備幫助安老院營運。
6. 業務上在未來將會成立環保基金，希望為社區推動綠色環境出一分力。
7. 提供公營及私營骨灰安置所合作方案，共同研究長遠持續發展切實可行建議，達至公營及私營骨灰安置所長遠持續發展雙贏局面。

自由福居

1. 基本資料

骨灰安置所名稱	：	自由福居
骨灰安置所地址	：	新界沙頭角塘肚坪村 24 號 (丈量約份第 41 約地段第 1422 號 B 分段(部分)、第 1423 號 B 分段(部分)、
開始營辦年份	：	1988 年
營辦者名稱	：	張健龍
營辦者的身分	：	張志軍先生為新界沙頭角塘肚坪村 24 號(丈量約份第 41 約地段第 1423 號 B 分段)之物業土地之業主，現授權同意自由福居和租客張健龍讓該處作用作骨灰安置所名為自由福居或相關用途直至 2047 年 6 月 30 日終結。
骨灰安置所所屬宗教	：	道教/佛教

2. 場地資料及樓宇排列

2.1 骨灰安置所佔土地約 160 平方米，總樓宇建築面積約 60 平方米 x 高 5.6m1 層，共有：

- 1 座單層骨灰安置所大樓
- 0 個冥鏹爐
- 0 個個垃圾貯存室

2.2 其他支援骨灰安置所運作的必要配套設施共有：

- 1 拜祭輪候區

3. 入場管制

3.1 本場所開放時間，【平日為9時至下午4時正】及【高峰期為早上8時至下午6時正】

3.2 為確保訪客人數，本場所採用以下措施:

- 場所任何時間只提供預約登記拜祭服務，所有訪客必需預約登記，不提供即日登記服務，未經預約，恕不接待。
- 預約登記需於 1 星期前接受電話登記預約請於辦公時間，早上 9 時至下午 4 時正。
- 預約電話：
- 預約登記必須資料: 【龕位編號，到訪者資料及人數，聯絡電話，前往方法】
- 在拜祭高峰期間，本場所透過社交媒體及WhatsApp，公佈訪客進場情況，或可經電話查詢。
- 社交媒體(Facebook)：
- 查詢電話：
- 設定人流路線，使通道暢通。
- 在《自由福居骨灰安放權協議》第20點就有關場內規則，入場管制的安排列明，客人必須同認自由福居，日後任何拜祭期間，自由福居有權作出人流安排及禁止燒香或擺放過大祭品，客人必需遵守場內一切規則。
- 2018 年食環署於清明交通人流及車流統計：（附件 1）

自由福居

4. 交通及公共運輸管理:

- 4.1 停車設施: **【場所任何時間不設泊車位】**
- 4.2 上落客貨: 所有未經同意車輛「包括私家車及貨車」一律不可駛進本場所路段和範圍**【的土除外，但上落客其後需即時駛離本場所】**
- 4.3 在掃墓高峰期日子，為防止未經同意車輛駛進本場所路段及範圍措施，按照實際需要安排職員(1 位)帶備預約登記冊，於沿路合適位置禁止車輛及未有預約訪客進入本場所。
- 4.3 本場所在任何時段，鼓勵訪客盡量使用公眾交通工具。

4.4 骨灰安置所作出的交通安排訪客到本場所，盡量使用公眾交通工具，包括：

- 小巴 55K
 - 由上水港鐵站開往沙頭角,請於塘肚山村下車,沿村路步行約 10 分鐘抵達「自由福居」
 - 小巴 5-10 分鐘一班, 車程約 30 分鐘。
-
- 巴士 78K
 - 由粉嶺港鐵站開往沙頭角,請於塘肚站下車,沿村路步行約 10 分鐘抵達自由福居
 - 巴士 15-20 分鐘一班, 車程約 35 分鐘。
-
- 新界的士
 - 由上水、粉嶺或大埔區**【經龍山隧道】**乘搭新界的士直達「自由福居」車程約 20 分鐘。
-
- 在掃墓高峰期日子的特別交通安排:
(掃墓高峰期日子即“清明節”和“重陽節”以及前後的星期六和日) (附件 2)
 - 運輸署 2020 年清明節批准小型巴士接載文件檔號: (8) in LM(4/2020) to PV 41/150/1067
 - 特別交通安排 27 座小巴接載已預約訪客: **【每小時 3 班車 / 車程約 5 分鐘】**
 - 上車和下車位置: 石涌凹段(近燈柱 EA1809)往粉嶺方向指定地點(訪客上落地點)。
 - 拜祭訪客到達自由福居下車後, 請聽從工作人員指示, 於拜祭輪候區等候拜祭安排。
 - 注意: 拜祭輪候區最少可安排不少於 20-40 人的拜祭輪候區作等候及分流。
-

5. 人流管制:

掃墓高峰期間實施人流管制，確保已預約訪客人數不會超出可容納數量的情況下有秩序疏導。

5.1 在掃墓高峰期開放時間採用以下措施:

【高峰期清明節、重陽節及前後星期六和星期日:(特別安排)】

- 開放時間:【為早上 8 時至下午 6 時正】
- 掃墓高峰期全日預約拜祭時段規劃和特別交通安排【共 30 個時段】(附件 3)
- 每小時拜祭時間規劃:【每小時分 3 個時段；每 20 分鐘為一個時段】
- 家庭規劃每時段:【上限 5 個家庭=20 人；平均每個家庭 4 人計算】
- 家庭規劃每小時上限 15 個=上限 60 人
- 家庭規劃每日上限 150 個=上限 600 人
- 上位及儀式:【暫停】
- 室內拜祭可容納人數**上限為 24 人**，因此在每個拜祭時段行政上限家庭為 5 個及每個家庭上限人數 4 人=**合共最多 20 人會進入室內拜祭區**。
- 停車設施:【場所任何時間不設泊車位】
- 所有車輛未經同意，一律不可駛進本場所路段和範圍。
【的士除外，但上落客其後需即時駛離本場所】

5.2 掃墓高峰期人流管制及其他設施安排:(附件 4)

- 掃墓高峰期按照預約登記冊數據，因應已預約家庭、人數、時段，安排小巴接載等，安排足夠輪候區等候及足夠人手作分流及維持秩序保障拜祭人士及其訪客之安全。
- 場所實施人流管制和香火管制及**限制室內人數上限為 24 人措施**。
- 戶外拜祭區設施，經常提供 6 張獨立拜祭枱，預約上限為 5 個家庭同步獨立拜祭。
- 拜祭輪候區可容納不少於 20-40 人用作等候分流，當拜祭人士未能前往拜祭時，他們將安排在輪候區等候，由工作人員作指示輪候拜祭。

5.3 監察及廣播措施安排:

- 場所設有 24 小時 CCTV 保安系統監察場內情況及提供駐場保安看管及定時巡邏。
- 在掃墓人流高峰期間早上 10 時至下午 6 時正於場所範圍內播放重要廣播，每 10 分鐘一段:「各位拜祭人士，為了安全及環保起見，本場所一律不可燃燒冥鏹及蠟燭，請於自由福居指定的香爐上香，完成拜祭人士，可自行離開或請前往輪候區等候接駁巴士接載離開，剛到達拜祭人士下車後，請聽從工作人員指示，請於輪候區等候拜祭安排，大家遵守秩序，保持場地清潔，多謝合作。」

自由福居

5.4 香火管制:

- 場所內外範圍禁止燃燒冥鏹，場所室內是(無烟區) 拜祭人士一律不准燒香。
- 鼓勵訪客:【以供水及鮮花方式代替燒香拜祭】
- 平日: 戶外只准採用環保微烟香【限制拜祭人士燒香每人 3 支】。
- 高峰期: 戶外只准採用環保微烟香【限制拜祭人士燒香每人 1 支】
需要時加設臨時燒香區域及臨時措施。

5.5 就自由福居有關場所內的規則:

- 客人必須同意自由福居，日後任何拜祭期間，自由福居有權作出人流安排及禁止燒香或擺放過大祭品，客人必需遵守場內一切規則。
- 平日: 沒有接載交通安排；鼓勵拜祭人士盡量使用公眾交通工具。
【專線小巴55K、巴士78K、的士】
- 掃墓高峰期特別交通接載安排(必需預約)，已預約拜祭人士特別交通安排27座接駁小巴接載【車程約5分鐘】
- 掃墓高峰期: ；鼓勵拜祭人士盡量使用公眾交通工具。
【專線小巴55K、巴士78K、新界的士】
- 在任何時間場所內外範圍禁止燃燒冥鏹，場所室內是(無烟區)拜祭人士不准燒香。
- 場所室內拜祭區可容納人數上限為 24 人，因此在每個拜祭時段每個龕位家庭預約上限 4 名人士進入室內拜祭區。
- 停車設施: 【場所任何時間不設泊車位】
- 所有車輛未經同意，一律不可駛進本場所路段和範圍。
【的士除外，但上落客其後需即時駛離本場所】

5.6 人流管理及其他事項安排:

掃墓高峰期間按照預約登記冊數據，因應已預約拜祭人數、拜祭時段，交通等及安排輪候區及增聘兼職人員維持秩序作分流疏導。

5.6.1 增聘兼職人手(掃墓高峰期日子清明節、重陽節前後)聘請兼職人員，職位包括: 保安員，工作人員，雜工等。如下:

兼職職位	職責安排
保安員	維持道路交通暢通及禁止車輛駛入的安排，確保訪客及公眾安全
工作人員	駐守主要入口及輪候區，確保人流暢順，解決拜祭人士查詢
雜工	維持處所室內上限24個人數及香爐拜祭區秩序協助保持拜祭區清潔

負責交通及人流管制人員:

- 保安員負責交通人流管制，當值主任負責與保安員聯繫，保安員由外判公司承包保安服務，培訓工作由外判公司負責。
- 當值主任負責執行及指揮人流管制，於每年清明節、重陽節前，由經理安排工作簡介會，節日完結後進行全體工作檢討會議。

自由福居

5.6.2 當值主任執勤

- 當值主任職責，主要是執行已制定日常營運方案，協調及調配人手。

5.6.3 前線經理和當值主任執勤

- 本場所安排前線經理和當值主任執勤，以備有足夠人手處理突發事件及指揮現場工作。

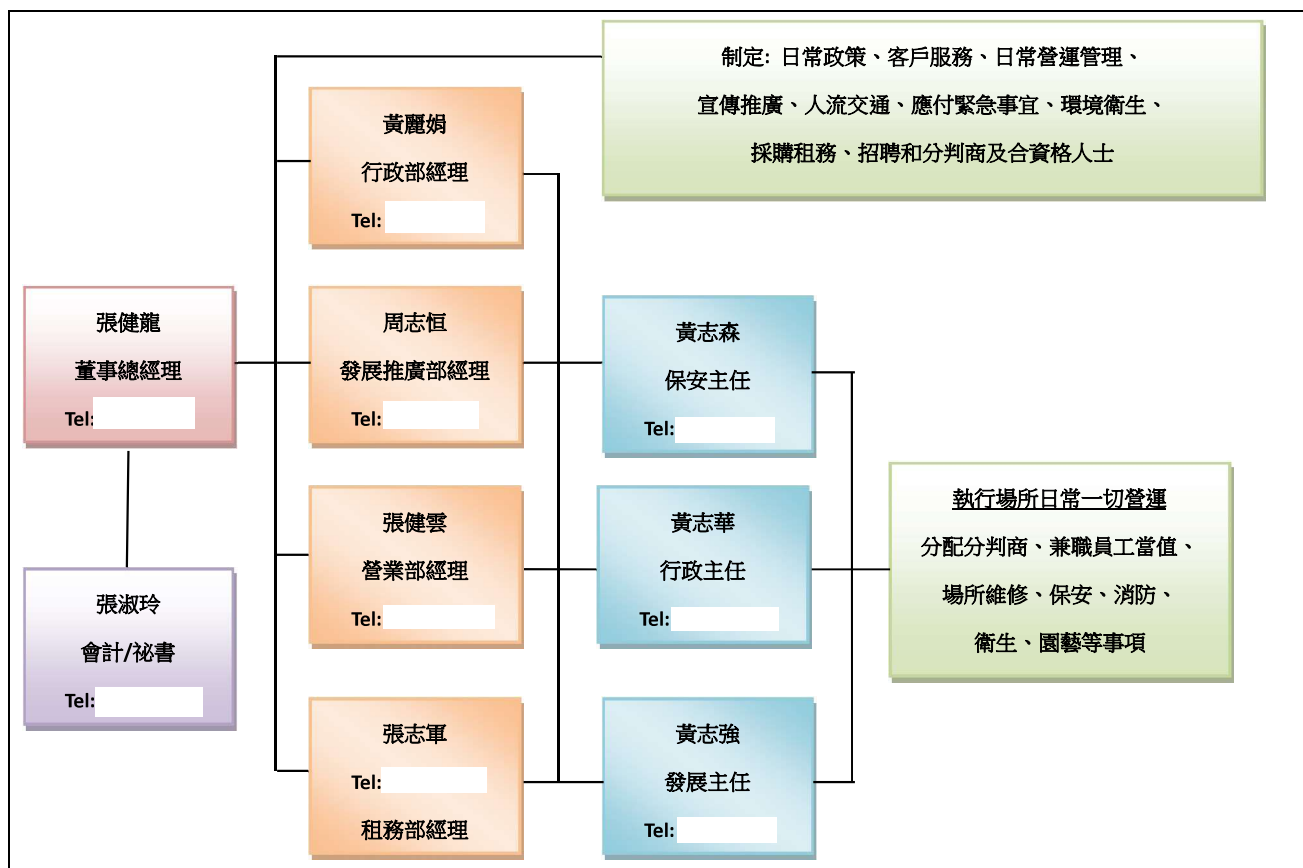
5.7 急救服務:

- 本場所內安排設有急救箱，以備訪客使用，每月均會檢查急救箱物品數量，以備有足夠數量急救用品。

6. 保安全管理 (以確保訪客及公眾安全):

- 場所已設有 24 小時 CCTV 保安系統及；
- 場所保安工作外判由專業保安公司管理，提供駐場保安看管巡邏。於掃墓高峰期間按照預約登記冊數據，因應已預約拜祭人數，會議決定是否須要增聘兼職保安員人數，以確保訪客及公眾安全。此外，設有前線經理和執勤主任當值，以備處理突發事件及指揮現場工作。

7. 自由福居架構表：



自由福居

8. 人手調配：

8.1 日常人手編制自由福居私營骨灰安置所共 9名 全職員工，日常有足夠人手應付營運需求。以下職位直接與日常營運相關：

職位及人數	職責
董事總經理 (1 人)	監管《私營骨灰安置所條例》的相關事宜及日常營運。
行政部經理 (1 人)	制定骨灰安置所日常營運、客戶查詢和投訴事宜，負責編制高峰期人手和聘請兼職人數及安排外判工作和應付指揮緊急事宜。
發展推廣部經理 (1 人)	制定《私營骨灰安置所條例》的相關事宜及日常營運及執行處理保安人流管理、消防安全和應付緊急事宜。
營業部經理 (1 人)	執行骨灰安置所日常營運、保安人流管理、消防安全、樓宇維修保養。
租務部經理 (1 人)	處理安放協議，以及骨灰的安放及移走事宜和查詢應付緊急事宜。
行政主任 (1 人)	協助執行骨灰安置所日常營運人手編制、高峰期聘請兼職人數，客戶查詢、投訴事宜、消防安全、樓宇維修、防治蟲鼠滅蚊措施及場所行政工作和應付緊急事宜。
保安主任 (1 人)	協助執行骨灰安置所保安工作及人流管理及場所相關工作事宜。
發展主任 (1 人)	協助執行《私營骨灰安置所條例》的相關工作事宜及日常營運工作事宜。
會計秘書 (1 人)	處理骨灰安置所日常營運賬目及文書事宜，協調定期會議。

8.2 掃墓高峰日子人手調配

- 設有前線經理和當值主任執勤協調人手，監察全場運作；
- 在掃墓高峰日子，安排前線經理和當值主任執勤當值；
- 在掃墓高峰日子(掃墓高峰期日子清明節、重陽節前後)、按照預約登記冊數據，因應已預約拜祭人數、增聘兼職人手增聘兼職人員職位包括:保安員，工作人員，雜工等；確保訪客及公眾安全，加強環境清潔衛生。

8.3 員工訓練

- 每年 1 次火警演習，示範滅火筒使用，提高防火意識。
- 本場所安排在場所設有急救箱。
- 使用環保香。

9. 應對火警或其他緊急情況的應變方案：

1. 當發現【火警】發生時，請保持【鎮定】。
2. 在安全情況下，設法用滅火筒將火撲滅，【若火警來自電源切勿用水灌救】，
3. 應改用氣體式【二氧化碳滅火筒】此外；【並須關閉電力總制】。
4. 保安部負責人：【姓名:黃志森 職位: 主任 聯絡電話: 】
5. 可獲的支援和資源:場所有道路給消防車輛直接到達，鄰近【大約 160 米】設有消防街喉。
6. 如附近有電話，請撥電話【999】通知消防局。

自由福居

7. 如時間許可【應通知場所辦事處】。
8. 員工職責：巡視場所範圍內禁止燃燒冥鏹活動。
9. 本場所設走火“逃生路線指示圖” (附件 5)，安全疏散“指定集合地點指示圖” (附件 6)。
10. 定期檢查測試：【滅火設備及逃生指示，包括滅火筒、緊急照明燈等等】。
11. 場所時刻保持緊急車輛通道暢通。

10. 確保遵從發牌委員會訂明的發牌條件或發出的指引及實務守則的措施：

本場所管理層定期會議及制定適當措施，確保骨灰安置所遵從發牌委員會訂明的發牌條件，並發出指引及實務守則，其中包括確保骨灰安置所的管理人員及前線人員熟知該等條件、指引及實務守則的措施，管理層為確保該等人員遵從該等條件、指引及實務守則而作出定期會議監察、記錄及報告規定。

11. 投訴處理：

本場所設有處理投訴的程序，以確保公眾人士或職員知悉他們有投訴的權利，並讓他們知悉投訴的程序和本場所如何處理投訴。處理如下：

1. 投訴人可透過親身或書面形式向本場所提出投訴。
2. 如接獲投訴，由當值辦公室職員 / 部門主管處理，並在三個工作天內聯絡申訴人了解及搜集資料。負責職員須填寫《投訴記錄表》。(附件 7)
3. 在七個工作天回應申訴人，通知其結果或進展。
4. 如投訴人不滿結果，在十個工作天內，可向經理式指定職員提出投訴。
5. 上訴最高可至董事總經理作山之裁決為最終裁決。
6. 若遇需要較長時間處理的複雜個案，負責職員須通知投訴人個案的進展及交代回覆結果的日期。
7. 如投訴人透過親身形式向本場所提出投訴，負責職員可以口頭回覆，即使已獲即時解決，仍需將事件記錄在案。如透過書面提出投訴，則需按上述程序以書面回覆，並將事件記錄在案。
8. 若事件有可能涉及刑事成份，本場所會將事件交由執法部門或轉介至相關機構處理。
9. 有關處理投訴的流程，參閱《處理投訴流程圖》(附件 8)

在以下情況下，一般不受理的投訴：

1. 投訴人有責任舉證，如投訴的理據薄弱、含糊不清或缺乏足夠資料，本場所可要求投訴人提供具體詳情。
2. 本場所不會就匿名投訴展開調查，但依然會檢視有關投訴內容。
3. 如投訴人不是當時人，本場所可要求投訴人請當時人直接到本場所提出投訴。
4. 如投訴事件已發生超過 1 年，客觀因素/環境證據可能消失及改變，引致蒐證困難。

12. 確保骨灰安置所持續營運的財務方案

有關財務方案 (請參閱附件 9) 。

13. 管理方案執行人及批准人：

負責執行管理方案的人員的資料：

姓名：張健雲

職位：經理

聯絡電話號碼：

負責批准管理方案及代表上述骨灰安置所提交本管理方案的人員資料：

姓名：張健龍

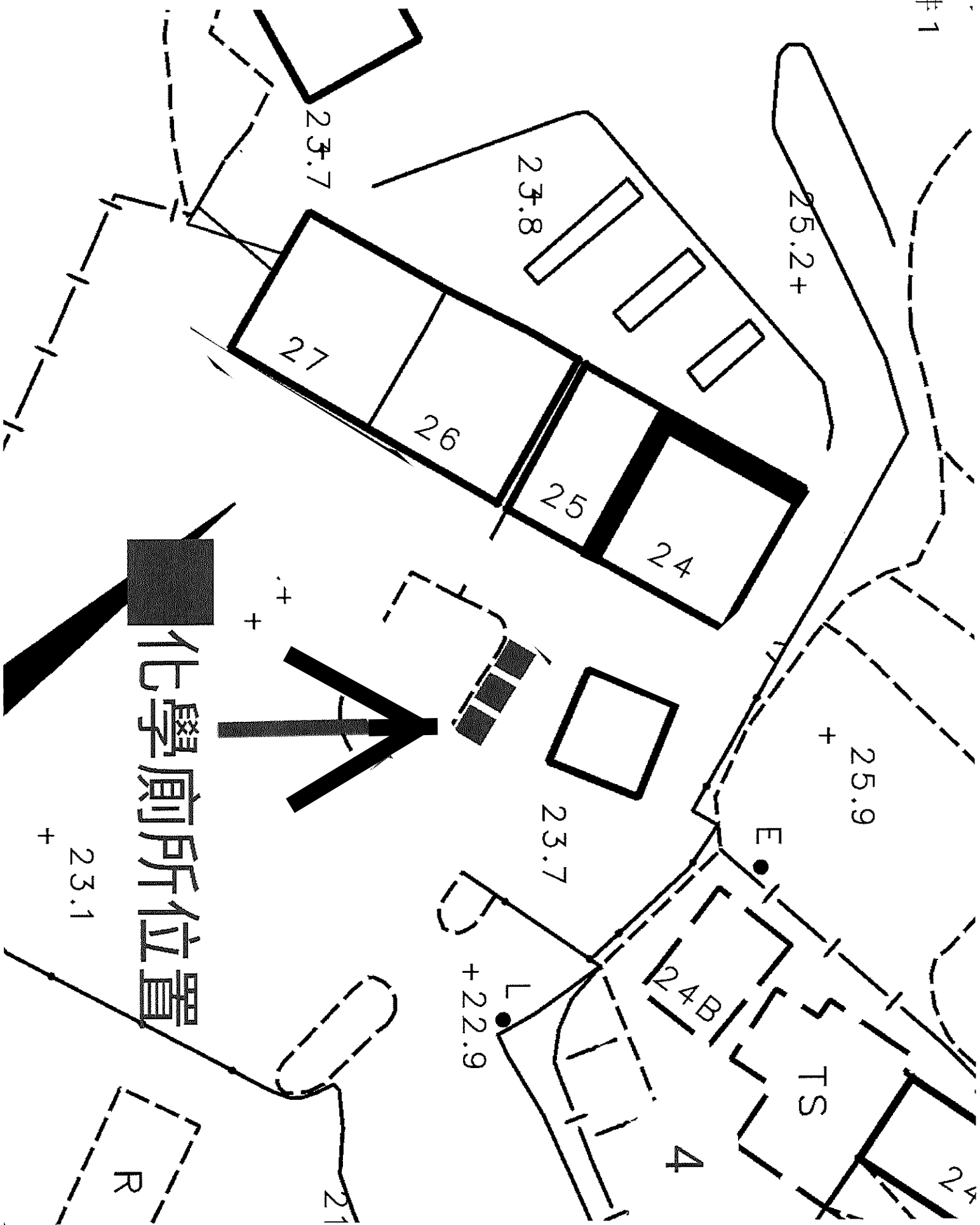
職位：總經理

聯絡電話：

電郵地址：

簽署：_____

日期：_____

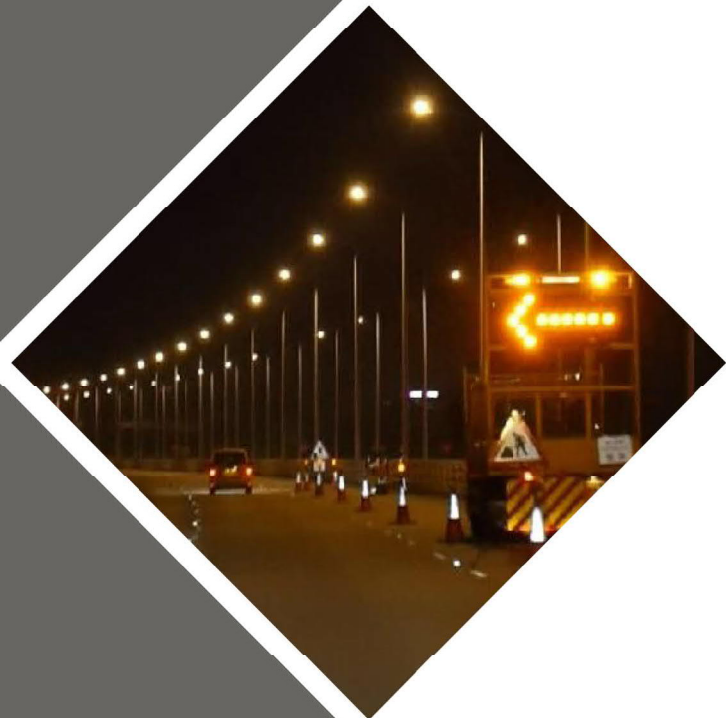




KAP
CONSULTANTS

Traffic Impact of
Existing Columbarium
TIA Report

Issue 2
Mar 2021



Traffic Impact of Existing Columbarium

TIA Report Issue 2

Prepared by:

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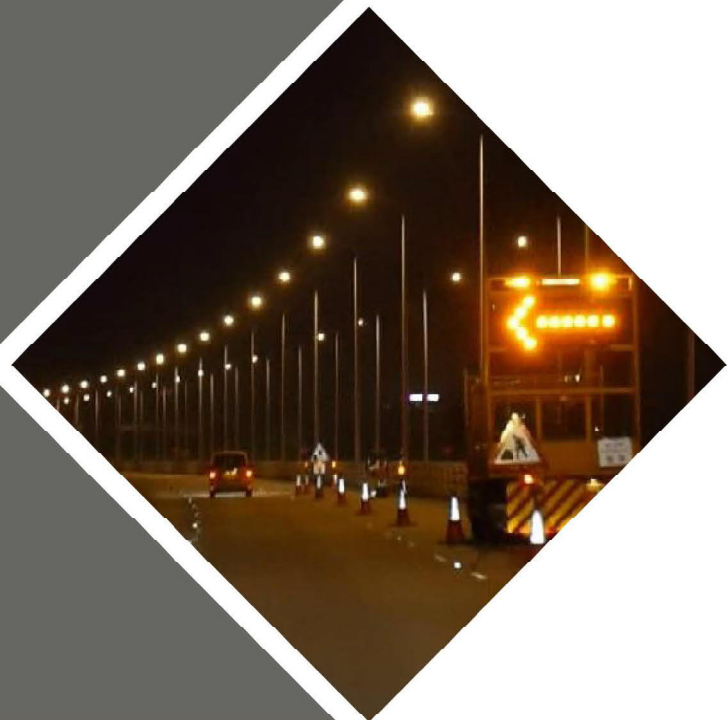
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CONTENTS

- 1 Introduction
- 2 The Columbarium
- 3 Existing Street Inventory
- 4 Existing Traffic Condition
- 5 Forecasted Traffic Condition
- 6 Summary

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Appendix B	Traffic Analysis
Appendix C	Extract of other reports

1 INTRODUCTION

1.1 Background

- 1.1.1 The existing columbarium 自由福居, hereinafter referred to as “the columbarium”, lies at the northern side of Tong To Ping Tsuen. It is located at Lots 1422 S.B (Part) and 1423 S.B (Part) in D.D.41, Tong To, Sha Tau Kok.
- 1.1.2 The history of the columbarium can be traced back to 1920s, it can accommodate a maximum of 864 niches and currently 60 niches of them have been occupied.
- 1.1.3 In order to facilitate the application for amendment of the approved Sha Tau Kok Outline Zoning Plan No. S/NE-STK/2 from “Village Type Development” and “Recreation” to “Other Specified Uses” annotated “Columbarium”, KAP Consultants Limited is commissioned by the operator of the columbarium to study the traffic impact induced by the existing columbarium.

1.2 Structure of this TIA Report

- 1.2.1 The structure of this report is as follows:

- Section 1 introduces the background and the purpose of this TIA Report;
- Section 2 describes the general information of the concerned columbarium;
- Section 3 describes the existing road network and public transport facilities;
- Section 4 evaluates the existing traffic condition;
- Section 5 forecasts the future traffic condition;
- Section 6 summarizes and concludes the findings of this TIA Report.

2 THE COLUMBARIUM

2.1 General

- 2.1.1 The opening hour of the columbarium is 0900 - 1600 daily. During Ching Ming Festival, Chung Yeung Festival and their shadow periods (two weekends before and two weekends after Ching Ming Festival and Chung Yeung Festival), the opening hour will be revised to 0800 - 1800.
- 2.1.2 The vehicular access of the columbarium (Tong To Ping Tsuen Access Road) adjoins Tong To Shan Private Road, which branches out from Sha Tau Kok Road – Shek Chung Au. The location of the columbarium and the road network in the vicinity is shown in **Figure 2.1 of Appendix A**.
- 2.1.3 There are no public parking facilities along Tong To Ping Tsuen Access Road and Tong To Shan Private Road. All visitors need to access the subject site by shuttle bus provided by the columbarium.
- 2.1.4 The location of the shuttle bus pick-up and drop-off points are shown in **Figure 2.2 of Appendix A**. The Area of Influence, which covers the critical road junctions and road networks affected by the columbarium, is also illustrated in the same figure for reference.
- 2.1.5 For effective control of vehicular and pedestrian traffic of the columbarium and compliance to the Code of Practice for Fire Safety in Buildings, a crowd control measures will be implemented during Ching Ming Festival, Chung Yeung Festival and their shadow periods. The measures will be stated in the House Rules and the niche purchasers must accept the House Rules at the time of purchase. The House Rules include:
- (a) Visitors can only visit the columbarium in the registered time slot;
 - (b) The registration must be completed at least 7 days before the visiting date;
 - (c) The time slot duration is 20 minutes. Each time slot allows a maximum of 5 families (number of visitors of each family is limited to 4);
 - (d) No parking nor pick-up/drop-off activities is allowed at Tong To Ping Tsuen Access Road and Tong To Shan Private Road. The contract of the respective niche will be terminated if the family violate the rule;
 - (e) Visitors can access the columbarium by the shuttle bus, or walk to the columbarium from Sha Tau Kok Road – Shek Chung Au.

3 EXISTING STREET INVENTORY

3.1 Road Network

- 3.1.1 The columbarium is located at the unnamed local access road (Named as Tong To Ping Tsuen Access Road in this report for better distinction). It is a 3.5m wide two-way single track local access road connecting Tong To Ping Tsuen with another unnamed local access road (Named as Tong To Shan Private Road in this report for better distinction). Tong To Ping Tsuen Access Road and Tong To Shan Private Road is connected by a simple priority junction.
- 3.1.2 Tong To Shan Private Road is a 3.5m wide two-way single track local access road branched out from Sha Tau Kok Road - Shek Chung Au. Passing bays are provided along Tong To Shan Private Road. Tong To Shan Private Road and Sha Tau Kok Road - Shek Chung Au is connected by a simple priority junction.
- 3.1.3 Sha Tau Kok Road - Shek Chung Au is a 7.3m wide single two-lane rural road connecting Wo Hang with Sha Tau Kok. Based on the Annual Traffic Census 2019, the A.A.D.T. of Sha Tau Kok Road (section between Ping Che Road and Shun Lung St) is 6,570 vehicles. Extract of the Annual Traffic Census 2019 is shown in **Appendix C** of this report.

3.2 Public Transport Facilities

- 3.2.1 There are 1 franchised bus route and 1 GMB route running along Sha Tau Kok Road - Shek Chung Au. The franchised bus stop and GMB stop are located near its junction with Tong To Shan Private Road, which is approximately 500m (about 7-minute walk) away from the columbarium.
- 3.2.2 The details of the franchised bus route and GMB route are tabulated in Table 3.1.

Table 3.1 Public Transport Service

Route	Destination	Headways
GMB 55K (N.T.)	Sheung Shui Station – Sha Tau Kok (Shun Lung Street)	4 – 10 min
KMB 78K	Sheung Shui – Sha Tau Kok	20 min

4 EXISTING TRAFFIC CONDITION

4.1 Classified Vehicular Count Survey

- 4.1.1 Based on the Classified Vehicular Count Survey conducted by FEHD in 2018 (FEHD project “*Service for a counting survey of road junctions (vehicular traffic) and access points (pedestrian traffic) to be conducted around 2018 Ching Ming Festival in respect of a Designated List of Private Columbarium*”), two priority junctions as mentioned in Section 3.1 are selected to assess the traffic impact brought by the columbarium.
- 4.1.2 The classified vehicular count survey was taken on Sunday during the period of Ching Ming Festival from 08:30 to 16:30, the peak hours of respective priority junctions are tabulated in Table 4.1.

Table 4.1 Details of priority junction

Junction No.	Junction Ref in FEHD report	Intersection of	Peak Hour
J1	JCT21.1	Tong To Ping Tsuen Access Road / Tong To Shan Private Road	08:45 – 09:45
J2	JCT21.2	Tong To Shan Private Road / Sha Tau Kok Road - Shek Chung Au	09:45 – 10:45

- 4.1.3 In parallel, we also conducted a Classified Vehicular Count Survey at the same locations in Chung Yeung Festival 2020 to validate FEHD’s surveyed data. The data is in line with the FEHD one and finally the data collected by FEHD was adopted in this TIA report as it gave a more conservative result.
- 4.1.4 The location of the Classified Vehicular Count Survey and its survey data extracted from FEHD’s website are attached in **Appendix C** of this report.

4.2 Operational Assessment

Junction Performance Analysis

- 4.2.1 In order to assess the traffic impact brought by the columbarium, the junction performances of the two concerned junctions during peak hour are calculated.
- 4.2.2 The Design Flow/Capacity Ratio (DFC) used to evaluate the junction performance is based on the calculations shown in Appendix of Chapter 4 of “Transport Planning and Design Manual (TPDM) 2020 Volume 2”.
- 4.2.3 The flow net and the detailed calculation are attached in **Figure 4.1** of **Appendix A** and **Appendix B** respectively. The results of the DFCs are summarized in Table 4.2.

Table 4.2 Junction Performance – DFC (existing condition)

Junction No.	Arm	DFC _{B-AC}	DFC _{C-B}
J1	Arm A – Tong To Shan Private Road Arm B – Tong To Ping Tsuen Access Road Arm C – Tong To Shan Private Road	0.01	0.00
Junction No.	Arm	DFC _{B-AC}	DFC _{C-B}
J2	Arm A – Sha Tau Kok Road - Shek Chung Au Arm B – Tong To Shan Private Road Arm C – Sha Tau Kok Road - Shek Chung Au	0.02	0.00

- 4.2.4 The values of DFC_{B-AC} (represent the flow turning out from minor road) are only 1% (J1) and 2% (J2) and the values of DFC_{C-B} (represent the right-turning flow turning from major road to minor road) of both junctions are 0%, the result indicated that both junctions operated satisfactorily where the traffic giving way at the junction will not adversely impede the mainstream traffic.

Road Links Performance Analysis

- 4.2.5 In order to assess the traffic impact brought by the columbarium, the road link performances of Sha Tau Kok Road – Shek Chung Au and Tong To Shan Private Road during peak hour of existing traffic condition are calculated.
- 4.2.6 The Peak Hourly Flows/Design Flow Ratio (P/Df) used to evaluate the road link performance is based on the calculations shown in Chapter 2 of “Transport Planning and Design Manual (TPDM) 2020 Volume 2”.
- 4.2.7 The P/Df values of the abovementioned road section are tabulated in Table 4.3.

Table 4.3 Road Link Performance – P/Df (existing condition)

	Tong To Shan Private Road	Sha Tau Kok Road – Shek Chung Au	
	Both Bound	E/B	W/B
Design Flow (veh/hr)	100	850	850
Reduction Factor due to heavy vehicles (veh/hr)	10%	10%	7%
Adjusted Design Flow (veh/hr)	90	765	791
Peak Hourly Flow (veh/hr)	10	166	161
P/Df Ratio	0.11	0.22	0.20

- 4.2.8 Since all the P/Df ratio are less than 0.3, the assessed road sections are all in free flow conditions, implicating the travel speeds at the free-flow speed generally prevail and the ability to manoeuvre with traffic stream are almost unimpeded.

Public Transport Occupancy Analysis

- 4.2.9 Public Transport Occupancy Survey was conducted at the following GMB stops and franchised bus stops in Chung Yeung Festival 2020.

Route	Survey Location
GMB 55K (East bound)	Sheung Shui Station (Terminus)
KMB 78K (East bound)	Sheung Shui (Terminus)
GMB 55K (West bound)	Tong To GMB stop at Sha Tau Kok Rd – Shek Chung Au
KMB 78K (West bound)	Tong To bus stop at Sha Tau Kok Rd – Shek Chung Au

- 4.2.10 Table 4.3 and 4.4 tabulated the public transport occupancy of each bound during the peak hour of Chung Yeung Festival 2020.

Table 4.3 Public Transport Occupancy (East bound in existing condition)

Route	Observed Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Public Transport Occupancy
GMB 55K (East bound)	164	240	76	68%
KMB 78K (East bound)	26	360	334	7%
Total:	190	600	410	32%

*The adopted passenger capacity of GMB and KMB are 16 pax/veh and 120 pax/veh respectively

Table 4.4 Public Transport Occupancy (West bound in existing condition)

Route	Observed Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Public Transport Occupancy
GMB 55K (West bound)	71	240	169	30%
KMB 78K (West bound)	28	360	332	8%
Total:	99	600	501	17%

*The adopted passenger capacity of GMB and KMB are 16 pax/veh and 120 pax/veh respectively

- 4.2.11 The survey result revealed that the public transport occupancies are 32% (east bound) and 17% (west bound) of its maximum capacity during the peak hour of Chung Yeung Festival.

Level of Service of Shuttle Bus Pick-up and Drop-off Point

- 4.2.12 The shuttle bus pick-up and drop-off point is located at Sha Tau Kok Road – Shek Chung Au (near lamppost EA1809), which is the lay-by of ex-boundary control point.

- 4.2.13 With the approval of HKPF and TD, the lay-by was used as the pick-up and drop-off point of the point-to-point columbarium shuttle bus service during Ching Ming Festival and its shadow period in Year 2020. The service was operated efficiently without causing adverse impact to both pedestrian and vehicular traffic.
- 4.2.14 In order to evaluate the queuing condition of the shuttle bus pick-up and drop-off point, Level of Service of the queueing area during peak hour of Chung Yeung Festival and Ching Ming Festival are calculated.
- 4.2.15 Level of Service (LOS) of the pick-up and drop-off point, which the calculations are based on Highway Capacity Manual, is tabulated in Table 4.5.

Table 4.5 Level of Service

Waiting Area* (m ²)	Passenger*	Average Passenger Area Occupancy (m ² /pax)	Level of Service
143	60	2.38	A

* 1.5m wide footpath have been excluded in the calculation.

**Assumed all visitors of 3 consecutives visiting time slot arrived at the same time.

- 4.2.16 The average passenger area occupancy of the pick-up and drop off point is 2.38 m²/pax, which is far above the crush capacity (0.288 m²/pax) as stipulated in the TPDM. According to Highway Capacity Manual, area with LOS A allows standing and free circulation through the queueing area without disturbing others within the queue.

5 FORECASTED TRAFFIC CONDITION

5.1 Full operation of columbarium

- 5.1.1 Since the traffic data taken in Year 2018 can only reflect the traffic impact brought by the 60 occupied niches, the traffic impact when all the niches (864 numbers) are occupied will be considered in this section.
- 5.1.2 In accordance with the House Rules as specified in paragraph 2.1.5, all visitors can only visit the columbarium in the registered time slot and travel to the subject site by shuttle bus provided by the operator of columbarium. Therefore, the headway of the shuttle bus service governs the traffic flow accessing the columbarium.
- 5.1.3 The point-to-point shuttle bus service, provided during Ching Ming Festival and its shadow period in Year 2020, was operated from 0800 to 1800 with the headway at 20 minutes. Shuttle bus service with similar scheduled will continued to be provided in the future.

5.2 Generated / Attracted Traffic Flow

- 5.2.1 Trip generated / attracted by a particular site depends largely on its geographic location, traffic network in the vicinity and coverage of public transport, a travel mode survey was therefore conducted to help identifying the choice of transport mode of current visitors, and to form a basis to forecast the mode choice of visitors in future.
- 5.2.2 According to replies of the survey, visitors used either GMB or franchised bus to the columbarium, depending on the availability of these public transports. Therefore, the model split is based on the headway of existing GMB route and franchised bus route.
- 5.2.3 Due to good coverage of existing GMB/KMB routes and the remoteness of the columbarium from city centre, taxi was a rare mode choice for the visitors. However, a 10% of modal split is re-allocated to taxi in the forecast traffic condition in order to give a more conservative result.
- 5.2.4 In view of no physical parking space for the visitors and the enactment of House Rules as specified in paragraph 2.1.5, no private car should be generated / attracted by the columbarium. However, a 10% of modal split is re-allocated to private car in the forecast traffic condition to simulate an abnormal condition that 10% of visitors accidentally drive their private cars to the columbarium.

5.2.5 The modal split to be adopted in this section is summarised as follows:

Mode of Transport	Percentage (Surveyed)	Percentage (Forecast)	Visitors/peak hour (Forecast)
GMB	85%	68%	40.8
Franchised Bus	15%	12%	7.2
Taxi	0%	10%	6
Private Car	0%	10%	6

5.2.6 Assuming the passenger occupancy of GMB, taxi and private car are 16, 2 and 2, the additional traffic to be generated/attracted by the columbarium are therefore 3 GMB/hour (4.5 pcu/hr), 3 taxis/hour (3 pcu/hr), 2 private cars/hour (2 pcu/hr) as well as 3 shuttle bus/hour (4.5 pcu/hr).

5.3 Future Background Traffic Flow

5.3.1 Year 2025 will be used as the assessment year.

5.3.2 Having reviewed the planning development, there are no major changes in the local development and road network in the vicinity of the subject site. The traffic forecast is therefore derived based on the historical traffic data from the Annual Traffic Census (ATC) published by Transport Department. The Annual Average Daily Traffic (AADT) of the related station from ATC 2014 to ATC 2019 were tabulated as follows:

Year	AADT of Sha Tau Kok Road (Section btw Ping Che Rd & Shun Lung St)	Percentage Change (compared with previous year)
2014	6370	N/A
2015	6320	-0.8%
2016	6550	+3.7%
2017	6460	-1.4%
2018	6620	+2.5%
2019	6570	-0.7%

5.3.3 The annual average traffic growth from is approximate +0.62%. For the purpose of a conservative assessment, an annual traffic growth of 1% will be applied on the background traffic.

5.4 Operational Assessment

Junction Performance Analysis

5.4.1 The flow net and the detailed calculation are attached in **Figure 5.1** of **Appendix A** and **Appendix B** respectively. With the incorporation of generated/attracted traffic as well as the 1% annual traffic growth, the results of Design Flow/Capacity Ratio are summarized in Table 5.1.

Table 5.1 Junction Performance – DFC in Year 2025

Junction No.	Arm	DFC _{B-AC}	DFC _{C-B}
J1	Arm A – Tong To Shan Private Road Arm B – Tong To Ping Tsuen Access Road Arm C – Tong To Shan Private Road	0.02	0.00
J2	Arm A – Sha Tau Kok Road - Shek Chung Au Arm B – Tong To Shan Private Road Arm C – Sha Tau Kok Road - Shek Chung Au	0.03	0.00

- 5.4.2 Comparing with the DFC values in existing traffic condition, the values of DFC_{B-AC} (represent the flow turning out from minor road) in Year 2025 are increased by 1%, the DFC_{B-AC} values are still very low (i.e. 2% in J1 and 3% in J2) that the change in traffic condition are unnoticeable.

Road Links Performance Analysis

- 5.4.3 In order to assess the traffic impact brought by the columbarium, the road link performances of Sha Tau Kok Road – Shek Chung Au and Tong To Shan Private Road during peak hour in Year 2025 are calculated.
- 5.4.4 The Peak Hourly Flows/Design Flow Ration (P/Df) used to evaluate the road link performance is based on the calculations shown in Chapter 2 of “Transport Planning and Design Manual (TPDM) 2020 Volume 2”.
- 5.4.5 The P/Df values of the abovementioned road section are tabulated in Table 5.2

Table 5.2 Road Link Performance – P/Df in Year 2025

	Tong To Shan Private Road	Sha Tau Kok Road – Shek Chung Au	
	N/B	E/B	W/B
Design Flow (veh/hr)	100	850	850
Reduction Factor due to heavy vehicles (veh/hr)	10%	10%	7%
Adjusted Design Flow (veh/hr)	90	765	791
Peak Hourly Flow (veh/hr)	16	185	180
P/Df Ratio	0.18	0.24	0.23

- 5.4.6 Since all the P/Df ratio are less than 0.3, the assessed road sections are all in free flow conditions, implicating the travel speeds at the free-flow speed generally prevail and the ability to manoeuvre with traffic stream are almost unimpeded.

Public Transport Occupancy Analysis

- 5.4.7 Table 5.3 and 5.4 tabulated the Forecast Public Transport Occupancy of each bound during the peak hour of Ching Ming Festival, Chung Yeung Festival and their shadow periods in Year 2025.

Table 5.3 Forecast Public Transport Occupancy (East bound in Year 2025)

Route	Forecast Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Forecast Public Transport Occupancy
GMB 55K (East bound)	205	240	35	85%
KMB 78K (East bound)	34	360	326	9%
Total:	239	600	361	40%

*The adopted passenger capacity of GMB and KMB are 16 pax/veh and 120 pax/veh respectively

Table 5.4 Forecast Public Transport Occupancy (West bound in Year 2025)

Route	Forecast Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Forecast Public Transport Occupancy
GMB 55K (West bound)	112	240	128	47%
KMB 78K (West bound)	36	360	324	10%
Total:	148	600	452	25%

*The adopted passenger capacity of GMB and KMB are 16 pax/veh and 120 pax/veh respectively

- 5.4.8 The assessment revealed that the public transport occupancies are 40% (east bound) and 25% (west bound) of its maximum capacity during the peak hour of Ching Ming Festival, Chung Yeung Festival and their shadow periods in Year 2025.

6 SUMMARY

6.1 Summary

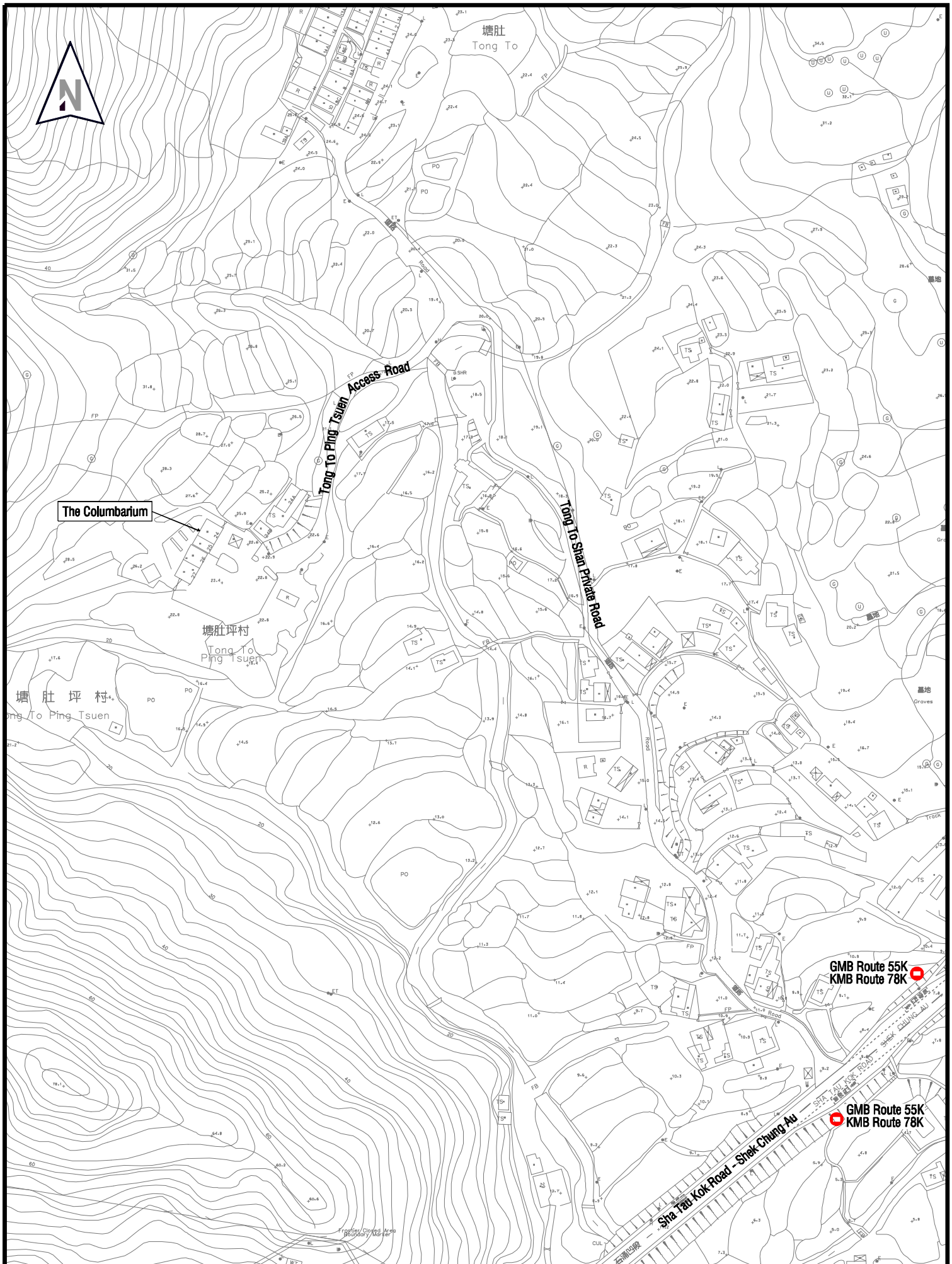
- 6.1.1 The existing columbarium 自由福居, which the history of the columbarium can be traced back to 1920s, can accommodate a maximum of 864 niches and currently 60 niches of them have been occupied.
- 6.1.2 In order to facilitate the application for amendment of the approved Sha Tau Kok Outline Zoning Plan No. S/NE-STK/2 from “Village Type Development” and “Recreation” to “Other Specified Uses” annotated “Columbarium”, KAP Consultants Limited is commissioned by the operator of the columbarium to study the traffic impact induced by the existing columbarium.
- 6.1.3 There are no public parking facilities along the route to the columbarium. All visitors need to access the subject site by the shuttle bus provided by the columbarium. The operator of the columbarium will strictly follow the house rules to control the vehicular and pedestrian flow.
- 6.1.4 In order to assess the traffic impact brought by the columbarium, the Design Flow / Capacity Ratio (DFC) of the following critical junctions in existing condition and forecast condition (Year 2025) are calculated: (Please refer to Section 4.2.1 - 4.2.4 and Section 5.4.1 - 5.4.2 for details)
- Tong To Ping Tsuen Access Road / Tong To Shan Private Road (J1)
 - Tong To Shan Private Road / Sha Tau Kok Road - Shek Chung Au (J2)
- 6.1.5 Furthermore, the Peak Hourly Flows/Design Flow Ratio (P/Df) of the following road links in existing condition and forecast condition (Year 2025) are calculated: (Please refer to Section 4.2.5 - 4.2.8 and Section 5.4.3 - 5.4.6 for details)
- Tong To Shan Private Road
 - Sha Tau Kok Road - Shek Chung Au
- 6.1.6 Since the traffic flow are low, both junctions and road links can be operated satisfactorily in both existing condition and forecast condition.
- 6.1.7 In order to assess the utilization rate of public transport, Public Transport Occupancy of the GMB NT route 55K and KMB route 78K in existing condition and forecast condition (Year 2025) are calculated. (Please refer to Section 4.2.9 - 4.2.11 and Section 5.4.7 - 5.4.8 for details)
- 6.1.8 Based on the finding of this TIA Report, the columbarium will not induce adverse traffic impact on the nearby road network and will not burden on public transport.



APPENDIX A

FIGURES





TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

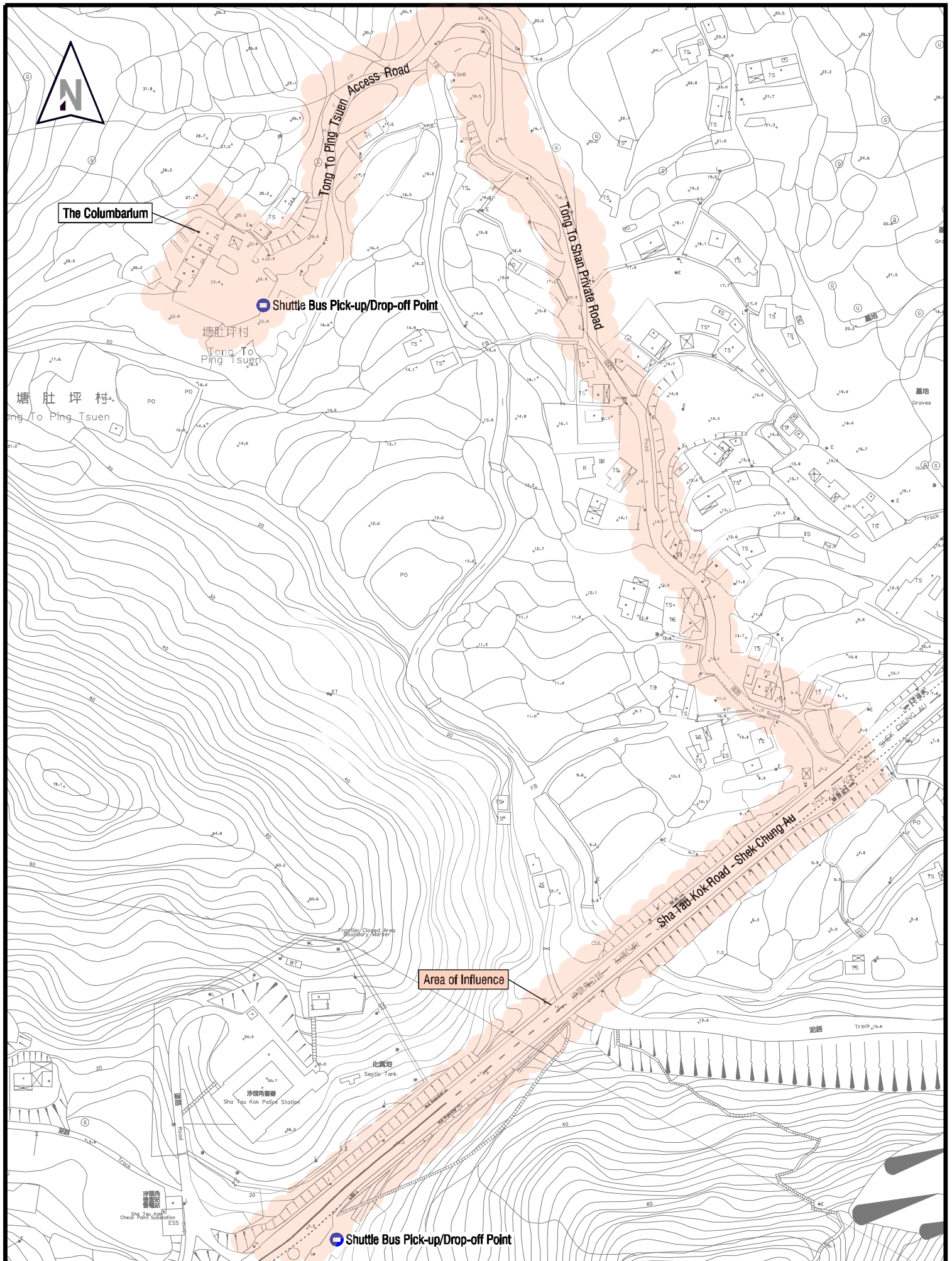
Location of Existing Columbarium

SCALE

1:2000

FIGURE NO.

2.1



TRAFFIC CONSULTANT

KAP
CONSULTANTS

PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

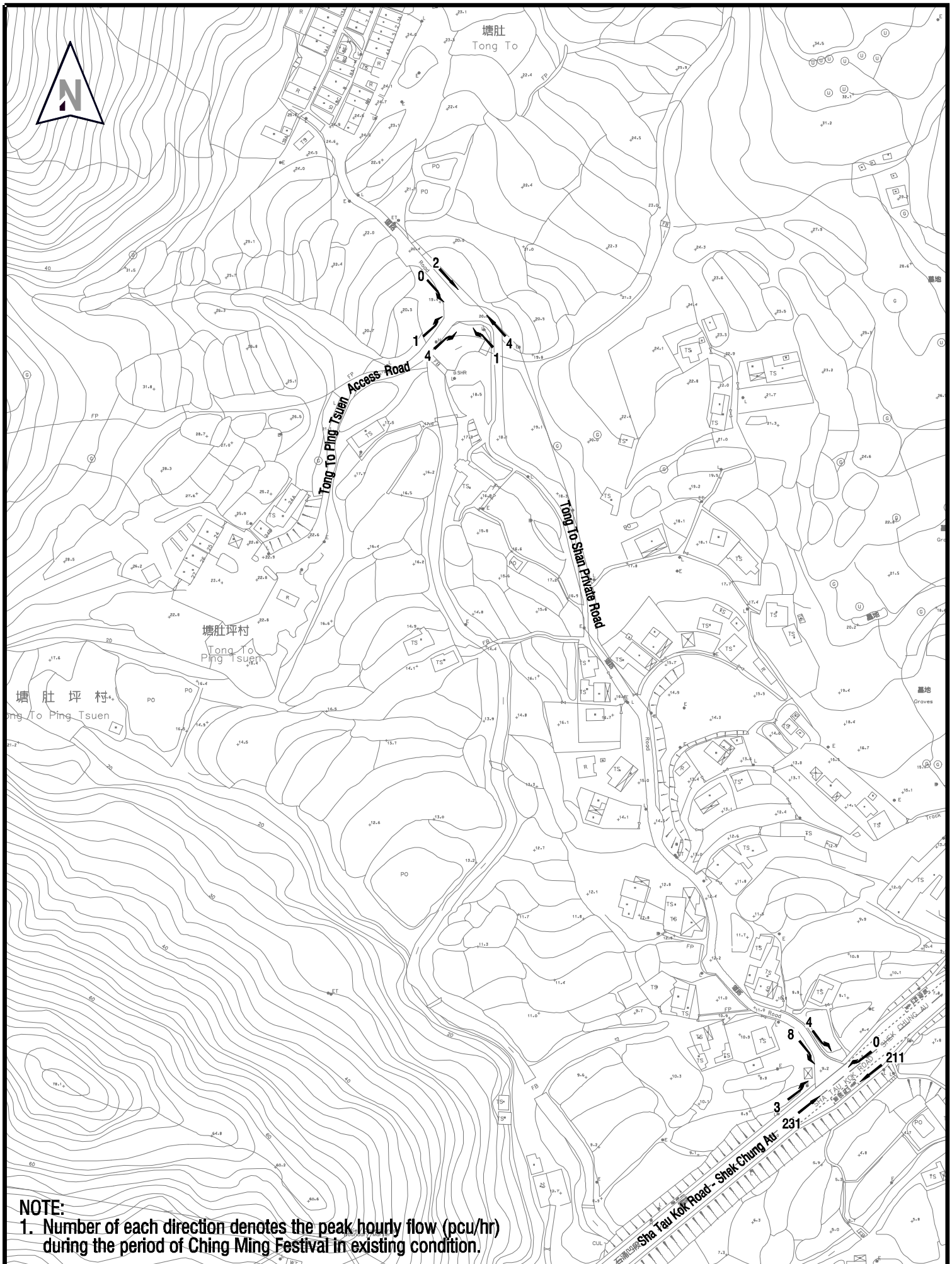
Area of Influence & Shuttle bus pick-up/drop-off pts

SCALE

1:2000

FIGURE NO.

2.2



NOTE:

1. Number of each direction denotes the peak hourly flow (pcu/hr) during the period of Ching Ming Festival in existing condition.

TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

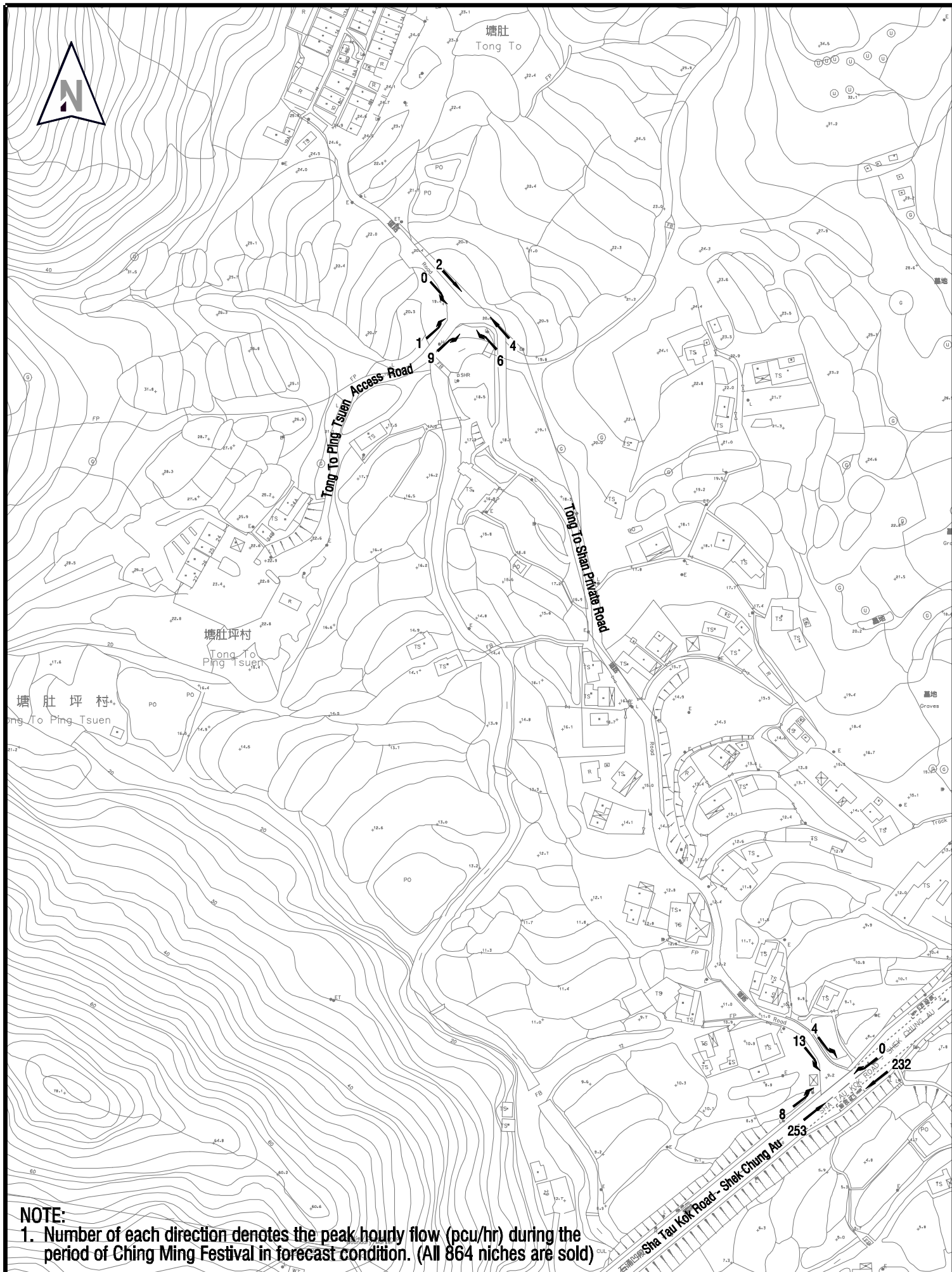
Flowet (Existing)

SCALE

1: 2000

FIGURE NO.

4.1



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

Flowet (Forecast)

SCALE

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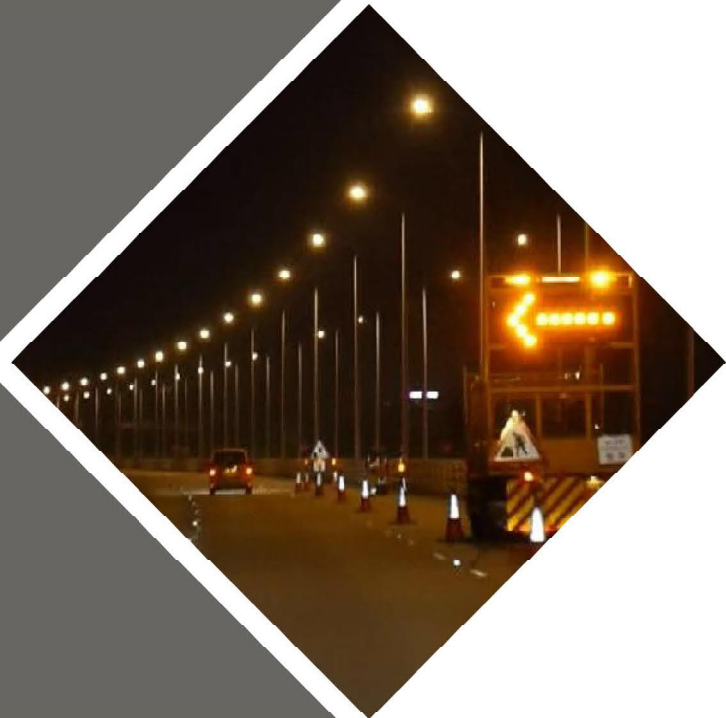
FIGURE NO.

5.1



APPENDIX B

TRAFFIC ANALYSIS



Job Title: Traffic impact of existing columbarium

Client: 自由福居

Location: Junction of Tong To Shan Private Road / Tong To Ping Tsuen Access Road (J1)



Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 08:45-09:45)

Existing / Forecast

Geometric Parameters		
W_{B-A}	=	2.05 m
W_{B-C}	=	2.05 m
W_{C-B}	=	3.25 m
Vr_{B-A}	=	17 m
Vr_{B-C}	=	17 m
Vr_{C-B}	=	26 m
VI_{B-A}	=	22 m
		lane width available to vehicle waiting in stream B-A
		lane width available to vehicle waiting in stream B-C
		lane width available to vehicle waiting in stream C-B
		visibility to the right for vehicle waiting in stream B-A
		visibility to the right for vehicle waiting in stream B-C
		visibility to the right for vehicle waiting in stream C-B
		visibility to the left for vehicle waiting in stream B-A
Capacity of each flow		
Q_{B-A}	=	445
Q_{B-C}	=	573
Q_{B-AC}	=	554
Q_{C-B}	=	655
Actual Flow in p.c.u/hr		
Design Flow / Capacity Ratio		
DFC_{B-AC}	=	0.01
DFC_{C-B}	=	0.00

Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 09:45-10:45)

Existing / Forecast

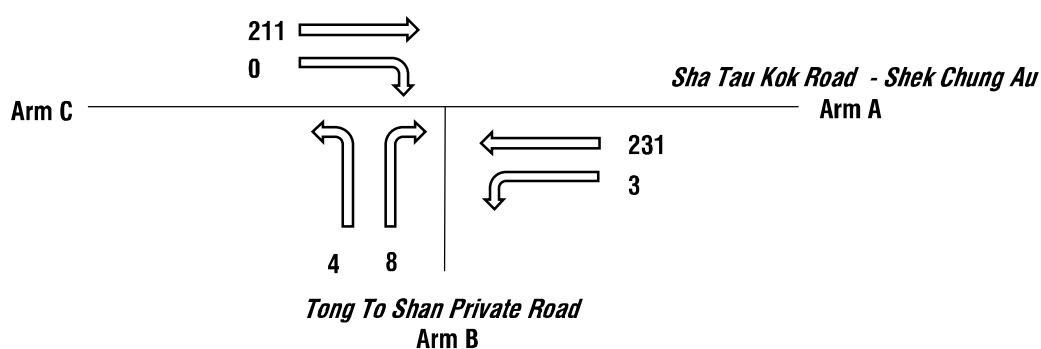
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.60 m	lane width available to vehicle waiting in stream C-B
$V_{r_{B-A}}$	=	17 m	visibility to the right for vehicle waiting in stream B-A
$V_{r_{B-C}}$	=	17 m	visibility to the right for vehicle waiting in stream B-C
$V_{r_{C-B}}$	=	250 m	visibility to the right for vehicle waiting in stream C-B
$V_{l_{B-A}}$	=	74 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	388
Q_{B-C}	=	525
Q_{B-AC}	=	547
Q_{C-B}	=	757

Actual Flow in p.c.u/hr



Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.02
DFC_{C-B}	=	0.00

Job Title: Traffic impact of existing columbarium

Client: 自由福居

Location: Junction of Tong To Shan Private Road / Tong To Ping Tsuen Access Road (JI)



Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 08:45-09:45)

Existing / Forecast

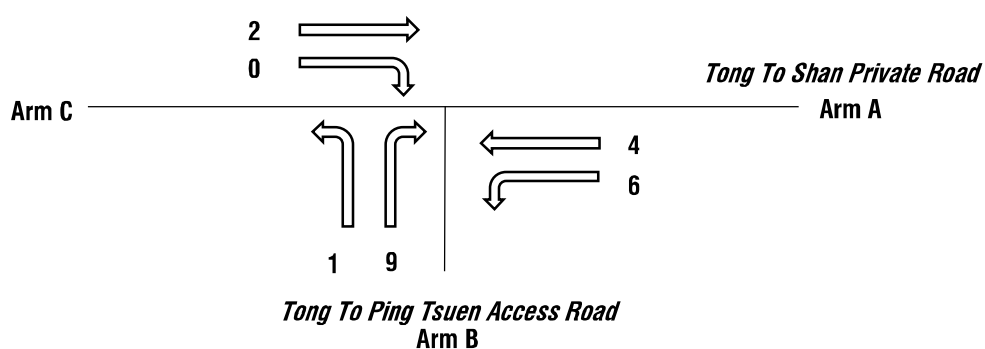
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.25 m	lane width available to vehicle waiting in stream C-B
$V_{r_{B-A}}$	=	17 m	visibility to the right for vehicle waiting in stream B-A
$V_{r_{B-C}}$	=	17 m	visibility to the right for vehicle waiting in stream B-C
$V_{r_{C-B}}$	=	26 m	visibility to the right for vehicle waiting in stream C-B
$V_{l_{B-A}}$	=	22 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	445
Q_{B-C}	=	573
Q_{B-AC}	=	554
Q_{C-B}	=	654

Actual Flow in p.c.u/hr



Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.02
DFC_{C-B}	=	0.00

Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 09:45-10:45)

Existing / Forecast

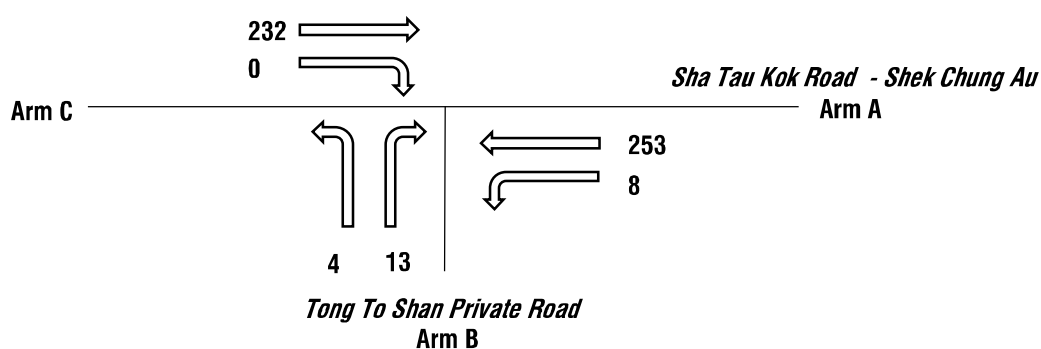
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.60 m	lane width available to vehicle waiting in stream C-B
V_{rB-A}	=	17 m	visibility to the right for vehicle waiting in stream B-A
V_{rB-C}	=	17 m	visibility to the right for vehicle waiting in stream B-C
V_{rC-B}	=	250 m	visibility to the right for vehicle waiting in stream C-B
V_{lB-A}	=	74 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	380
Q_{B-C}	=	520
Q_{B-AC}	=	543
Q_{C-B}	=	749

Actual Flow in p.c.u/hr



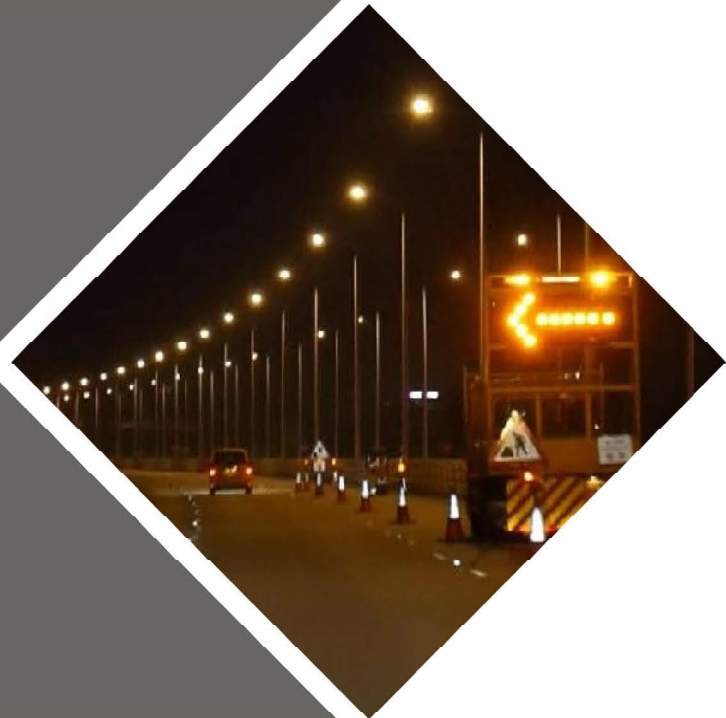
Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.03
DFC_{C-B}	=	0.00



APPENDIX C

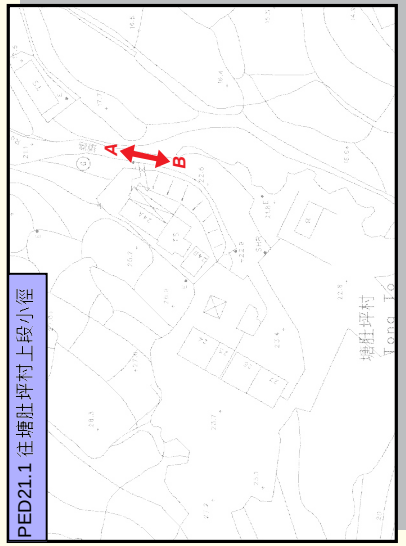
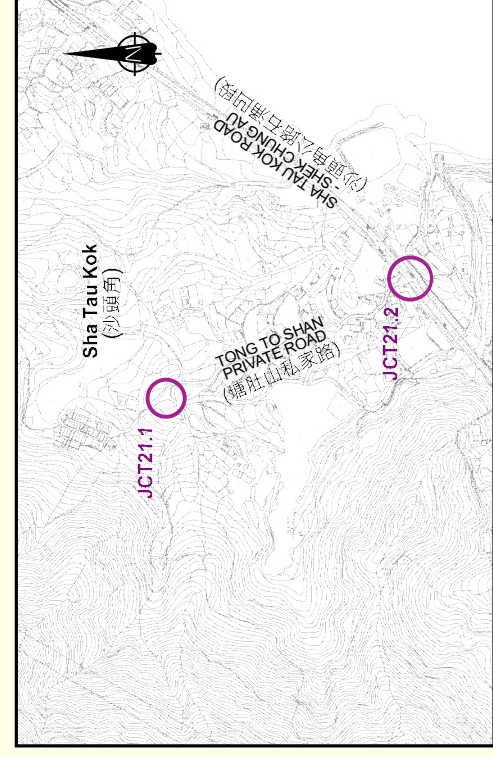
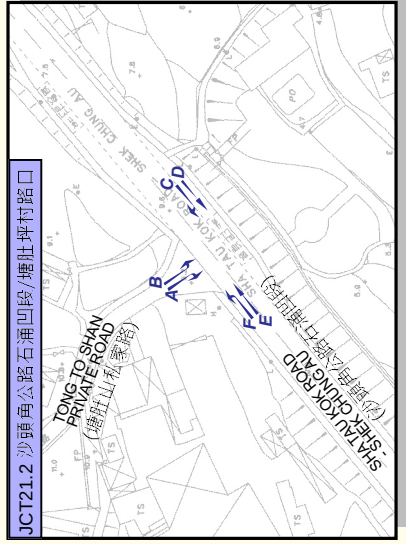
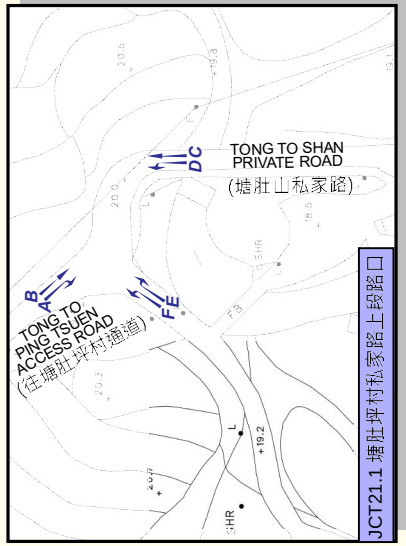
EXTRACT OF OTHER REPORTS



Appendix C - AADT of Counting Stations - ordered by Road Names

Road Name	From	To	Stn. No.	Road Type	Stn. Type	AADT		Change of 2019 as % of 2018
						2018	2019	
Sau Ming Rd	Sau Mau Path	Hiu Kwong St	3866	DD	C	8,760 *	8,820 *	+0.7
Sau Ming Rd	Sau Mau Ping Rd	Sau Mau Path	4066	DD	C	6,030	6,070 *	+0.7
Science Park Rd	Chak Cheung St	Chong San Rd	5714	DD	C	16,580	16,470 *	-0.7
Second St	Water St	Eastern St	2634	LD	C	850	800	-6.7
Seymour Rd	Bonham Rd	Castle Rd	1638	LD	C	3,400 *	3,370 *	-0.9
Seymour Rd	Castle Rd	Robinson Rd	2046	LD	C	4,150	4,120 *	-0.9
Sha Kok St	Tai Chung Kiu Rd	Sha Tin Wai Rd	5242	DD	C	12,700	12,850	+1.2
Sha Lek Highway FO <UR T5>	Slip rd from Sha Tin Wai Rd	Tate's Cairn Highway INT	5290	UT	C	36,050	39,160	+8.6
Sha Lek Highway FO <UR T5>	Slip rds to & from Sha Tin Rd	Slip rd to Sha Tin Wai Rd	5498	RT	C	26,850 *	29,430	+9.6
Sha Lek Highway FO <UR T5> N-B slip rd C	Sha Lek Highway FO <UR T5> N-B	Tate's Cairn Highway slip rd A	6075	PD	C	5,330	5,320 *	-0.1
Sha Lek Highway FO <UR T5> N-B slip rd N	Sha Lek Highway FO <UR T5> N-B	Tate's Cairn Highway slip rd M	5681	PD	C	7,920 *	7,910 *	-0.1
Sha Tau Kok Rd	Jockey Club Rd	Lok Yip Rd	5824	PD	C	28,050 *	29,170 *	+4.0
Sha Tau Kok Rd	Jockey Club Rd	San Wan Rd	5453	DD	C	19,700 *	20,320	+3.2
Sha Tau Kok Rd	On Kui St	Ping Che Rd	5660	RR	C	33,870 *	33,630 *	-0.7
Sha Tau Kok Rd	Ping Che Rd	Shun Lung St	5860	RR	C	6,620 *	6,570 *	-0.7
Sha Tau Kok Rd - Lung Yeuk Tau	Lok Yip Rd	Luen Shing St	5622	PD	C	22,070 *	22,950 *	+4.0
Sha Tau Kok Rd - Lung Yeuk Tau	Luen Shing St	On Kui St	5623	PD	C	21,350 *	22,200 *	+4.0
Sha Tin Rd	Lion Rock Tunnel Rd	Sha Tin Wai Rd	5002	EX	A	76,290	75,050	-1.6
Sha Tin Rd	Ramps to & from Tai Chung Kiu Rd	Yuen Wo Rd	5606	EX	C	41,840 *	41,800 *	-0.1
Sha Tin Rd	Sha Tin Wai Rd	Ramps to & from Tai Chung Kiu Rd	5605	EX	C	56,940 *	56,880 *	-0.1
Sha Tin Rd	Yuen Wo Rd	Tai Po Rd-Shatin	5806	EX	C	53,090 *	53,030 *	-0.1
Sha Tin Rd ramps	Tai Chung Kiu Rd	Sha Tin Rd	5618	PD	C	15,090 *	15,080 *	-0.1
Sha Tin Rural Committee Rd	Tai Chung Kiu Rd	Yuen Wo Rd	5619	PD	C	38,000 *	37,960 *	-0.1
Sha Tin Rural Committee Rd	Tai Po Rd - Shatin	Yuen Wo Rd	5818	PD	C	38,090 *	38,050 *	-0.1
Sha Tin Wai Rd	Sha Kok St	Sha Tin Rd	5213	PD	C	29,800	26,680	-10.5
Sha Tin Wai Rd	Sha Kok St	Tai Chung Kiu Rd	5418	PD	C	27,240 *	26,320	-3.4
Sha Tin Wai Rd	Sha Tin Rd	Ngan Shing St	6013	PD	C	26,810	26,780 *	-0.1
Sha Tin Wai Rd	Siu Lek Yuen Rd	Ngan Shing St	5817	PD	C	18,430 *	18,410 *	-0.1
Sha Tsui Rd	Castle Peak Rd - Tsuen Wan	Pun Shan St	5433	DD	C	2,200 *	2,380	+8.0
Sha Tsui Rd	Chung On St	Kwu Hang Rd	5631	DD	C	15,740 *	15,680 *	-0.3
Sha Tsui Rd	Kwu Hang Rd	Texaco Rd	5432	DD	C	16,840 *	12,400	-26.3

* AADT estimated by Growth Factor



LEGEND :

圖例 :

PEDESTRIAN ACCESS POINTS REQUIRED
統計人流點(雙向人流)
 A → B (TWO-WAY PEDESTRIAN FLOW)

JUNCTION/ROAD SECTIONS REQUIRED
(VEHICULAR FLOW)
 統計車流路口(車流)
 A → (TRAFFIC MOVEMENT 車流方向)

SURVEY CARRIED OUT NEAR CHING MING DAY
 近清明節數據統計

Rev.	Description	Checked	Date
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

Project Title

SERVICE FOR A COUNTING SURVEY OF ROAD JUNCTIONS (VEHICULAR TRAFFIC) AND ACCESS POINTS (PEDESTRIAN TRAFFIC) TO BE CONDUCTED AROUND 2018 CHING MING FESTIVAL IN RESPECT OF A DESIGNATED LIST OF PRIVATE COLUMBARIAS

Designed	CHH	Checked	LNC	Scale	NTS	Date	JUL 2018	Drawing No.	21	Rev.	-
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Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Junctions Hourly Flows Summary (PCU/hr): Survey carried out on Ching Ming Day Survey carried out near Ching Ming Day

Drawing No.	Junction Ref.	Survey Date	Movement	Time																															
				8:30	8:45	9:00	9:15	9:30	9:45	10:00	10:15	10:30	10:45	11:00	11:15	11:30	11:45	12:00	12:15	12:30	12:45	13:00	13:15	13:30	13:45	14:00	14:15	14:30	14:45	15:00	15:15	15:30			
21	JCT21.1	15-Apr	JCT21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
			JCT21.1B	1	2	2	2	2	1	2	2	2	1	0	0	0	2	2	2	2	2	0	0	0	1	1	1	1	0	0	1	1			
			JCT21.1C	2	4	4	4	3	0	0	0	0	0	0	0	2	2	2	0	0	0	0	0	0	1	1	1	0	0	0	0	0			
			JCT21.1D	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
			JCT21.1E	4	4	4	1	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
			JCT21.1F	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
			JCT21.2A	7	7	8	8	7	8	4	4	3	1	1	2	2	1	1	0	0	0	4	4	5	10	10	11	9	4	4	3	9	11		
	JCT21.2	15-Apr	JCT21.2B	6	8	8	8	7	4	6	6	3	6	4	6	5	2	4	2	2	2	0	2	2	3	3	1	1	1	1	1	1	1		
			JCT21.2C	5	6	5	3	3	0	0	1	1	1	2	2	2	3	2	1	2	3	3	3	2	2	2	2	0	0	0	0	0			
			JCT21.2D	127	140	160	192	190	211	207	188	186	152	144	149	141	153	172	165	166	183	177	190	189	160	170	166	165	186	186	191	193			
			JCT21.2E	154	163	190	212	247	231	217	194	168	195	177	178	173	160	158	165	163	155	171	153	165	177	163	202	195	181	183	151	145			
			JCT21.2F	5	5	4	3	3	3	3	2	4	4	4	4	4	5	4	3	2	0	5	5	5	5	0	1	1	1	1	0	0	0		

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Pedestrian Access 15-minute Flows (pp/15 mins):

Survey carried out on Ching Ming Day

Survey carried out Near Ching Ming Day

Drawing No.	Pedestrian Access Ref.	Survey Date	Movement	Time (per 15 minutes)																														
				8.30	8.45	9.00	9.15	9.30	9.45	10.00	10.15	10.30	10.45	11.00	11.15	11.30	11.45	12.00	12.15	12.30	12.45	13.00	13.15	13.30	13.45	14.00	14.15	14.30	14.45	15.00	15.15	15.30	15.45	16.00
21	PED21.1	15-Apr	PED21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	PED21.1B		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

我等回應渠務處的意見敬請貴會代為轉交。

A. 我等擬議的排水工程絕對不會影響鄰近地方的排水及環境，擬議的排水工程和下游排水系統有足夠的容量和良好的條件接收目標地點和所有上游集水區收集的水流(請看附件天然坑道雨水流向圖)。

B-H 的問題請看我等提供新的雨水排放建議圖。

I. 有關現場環境我等已拍攝照片及在照片上詳細列明管道行走方向及管道傍邊的圍牆。(附件渠道說明)

J. 我等清楚知道擬議的管道及鄰近的排水坑道並非由渠務署維護，有關管道日後的維修保養全部由申請人自行負責。及在動工前必定先取得有關部門及或業權人同意我等才會展開有關工作。

K. 我等清楚知道現有流水坑道，天然坑道，排水坑道在我等未取得有關部門的同意前，我等絕對不會進行所有工程。

L. 我等同意我等擬議的渠道及管道工程，包括場地以外全部由我等負責所有工程費用。

M. 我等如獲批准有關工程，我等必定先向有關部門及或有關權人取得同意，才會展開有關工作。

N. 工程完成後，我等必定修好有關受損的地方。

O. 我等必定妥善建造和維護擬議進行的排水系統工程，如在運作其間發現問題時會即時展開修改的工作。

P. 有關北西現有 150mm 的 PVC 喉管，我等已取得村長的同意，如獲得批准後，我等同意將有關喉管由 150mm 改為 225mm PE.PIPE

- Q. 我等隨函附上附件場內渠道相片及拍攝地點位置圖供貴署考量。
- R. 我等隨函附上天然坑道排水路線圖給渠務署參考現有 150mm 管道雨水流經天然坑道至下游河道。
- s. 我等場地內擬議的 225mm 渠道全部有圍牆分隔，與鄰近地點全部絕不相連，因此絕對不會影響及增加鄰近地方的排水能力。
- t. 有關現有 150mm 喉管，村民只同意我等改為 225mm P.E. PIPE。同時我等會經常作出清理工作，絕對不會產生阻塞事宜。
- U. 我等同意政府部們在有須要時進入場地內視察及進行監管的工作。

以上為對貴會早前的意見作出上述回覆，希望貴會能批准我等的申請，如有未完善的地方我等必定依照貴會及各部門的指引加以改進，不便之處，敬請原諒！

代理人 黃新和敬上

20-04-2023

天然坑道排水路線圖

擬議225 UC

天然坑道起点

出水位

擬議225 mm P.E. Pipe

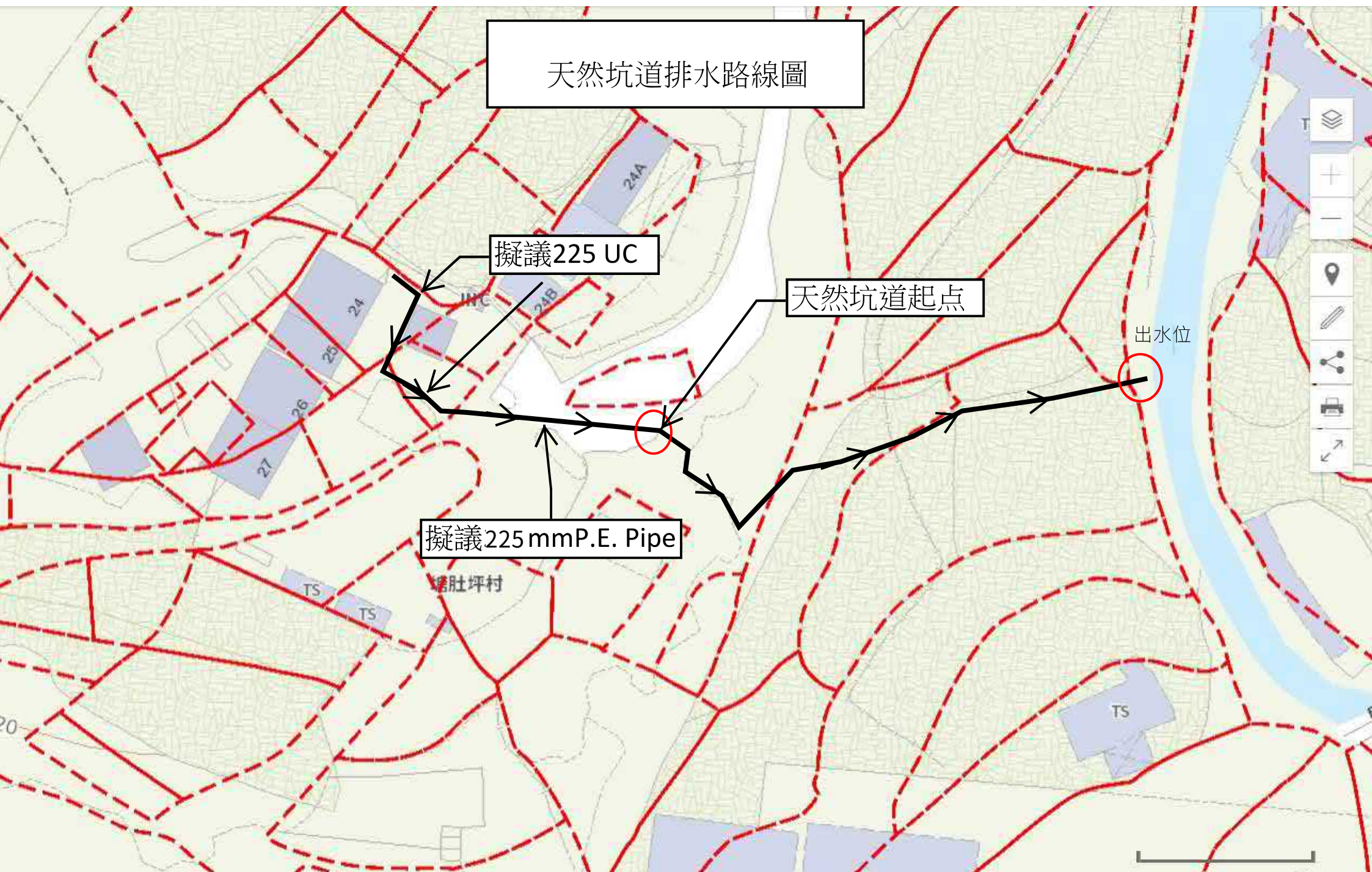


圖1



圖2



圖3



圖4



圖5



圖6



圖7

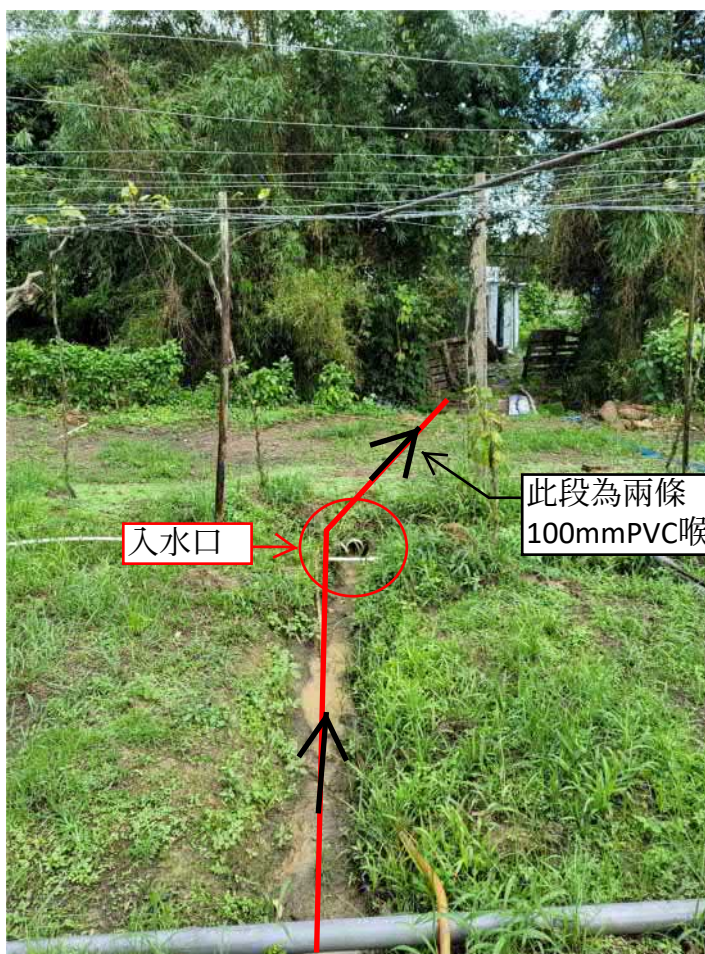


圖8



回應運輸署的疑問

自由福居人流車流管理方案

可容立的訪客量及入場管制:

平日: 確保已預約訪客人數, 不會超出可容納訪客量的措施:

【平日星期六和星期日及公眾假期的開放時間和預約拜祭時段】

1. 開放時間: **【09:00-16:00 (7 小時)】**
2. 時段限制: **【每天共 14 個】** (附件 1)
3. 拜祭時間限制: **【每 30 分鐘一個時段; 每小時 2 個時段; 每時段限制家庭 5 個=20 人】**
4. 家庭限制: **【平均每個家庭 4 人計算】**
【每日限制家庭 70 個=280 人; 每小時限制家庭 10 個=40 人; 每個時段限制家庭 5 個=20 人】
5. 上位及儀式: **【任何儀式及先人上位; 每個時段為30分鐘】**
6. 室內拜祭區**可容納人數上限10人**: **【每個拜祭時段上限家庭5個; 每個家庭2人或上限10人進入室內】**

高峰期: 確保已預約訪客人數, 不會超出可容納訪客量的措施:

【高峰期清明節、重陽節及前後兩個星期六和星期日:(共 9 日特別安排)】

1. 開放時間: **【08:00-18:00(10 小時)】**
2. 時段限制: **【共 30 個】** (附件 2)
3. 拜祭時間限制: **【每 20 分鐘一個時段; 每小時 3 個時段; 每時段家庭上限 5 個=20 人】**
4. 家庭上限: **【平均每個家庭 4 人計算】**
【每日限制家庭 150 個=600 人; 每小時限制家庭 15 個=60 人; 每個時段限制家庭 5 個=20 人】
5. 上位及儀式: **【暫停】**
6. 室內拜祭區**可容納人數上限 10 人**: **【每個拜祭時段上限家庭 5 個; 每個家庭 2 人或上限 10 人進入室內】**

(一) 預約方法: (未有預約 恕不接待)

1. 場所只提供預約登記拜祭服務。**【所有訪客必需預約登記, 不提供即時登記】**
2. 預約登記: **【需於 1 星期前電話預約】**
3. 請於辦公時間: **【09:00-16:00 電話 或 WhatsApp 預約】**。
4. 預約登記必須資料: **【龕位編號, 到訪者資料及人數, 聯絡電話, 前往方法】**。

(二) 交通管制及前往方法:

1. 場所任何時間【不提供車位】。
2. 所有車輛未經同意，一律不可駛進本場所路段和範圍。

平日：沒有接載交通安排；鼓勵訪客盡量使用公眾交通工具。【專線小巴 55K、巴士 78K、新界的士】

高峰期：特別交通接載安排(需預約)；鼓勵訪客盡量使用公眾交通工具。【專線小巴55K、巴士78K、新界的士】

備註：根據下列 (五) 高峰期的特別安排：特別交通安排 24 座小巴接載已預約訪客：【車程約 5 分鐘】

(三) 香火管制:

1. 場所內外範圍禁止燃燒冥鎚，場所室內是(無烟區)不准燒香。
2. 鼓勵訪客：【以供水及鮮花方式代替燒香】

平日：戶外只准採用環保微烟香【限制拜祭燒香每人 3 支】。

高峰期：戶外只准採用環保微烟香【限制拜祭燒香每人1支】需要時加設臨時燒香區域及臨時措施。

(四) 人流管制及其他事項安排:

1. 按照預約登記冊數據【因應已預約家庭、人數、時段，交通等，安排足夠輪候區及人手維持秩序作分流】。
2. 場所實施香火管制並(限制室內上限人數 10 人措施)拜祭區安排足夠拜祭枱(6 張)。
3. 戶外拜祭區設施：【提供 6 張獨立拜祭枱，上限 5 個家庭同步獨立拜祭】

(五) 高峰期的特別安排:

1. 特別交通安排 24 座小巴接載已預約訪客：【車程約 5 分鐘】
 - 1.1 【上車位置：沙頭角診所巴士站，往沙頭角方向】。
 - 1.2 【下車位置：沙頭角診所巴士站，往上水方向下車】。
2. 拜祭輪候區安排：【每個拜祭輪候區可容納 20 人，安排不少於 2 個拜祭輪候區域作分流】
3. 防止車輛駛進本場所路段及範圍措施：
4. 按照實際需要安排職員(1 位)帶備預約登記冊，於沿路合適位置禁止車輛及未有預約訪客進入本場所。

平日、星期六和星期日及公眾假期的開放時間和預約拜祭時段

【開放時間 09:00 - 16:00 / 沒有交通接載安排】

全日	預約拜祭每時段 (限時 30 分鐘)	底達時間
1	9:00-9:30	9:00 前
2	9:30-10:00	9:30 前
3	10:00-10:30	10:00 前
4	10:30-11:00	10:30 前
5	11:00-11:30	11:00 前
6	11:30-12:00	11:30 前
7	12:00-12:30	12:00 前
8	12:30-13:00	12:30 前
9	13:00-13:30	13:00 前
10	13:30-14:00	13:30 前
11	14:00-14:30	14:00 前
12	14:30-15:00	14:30 前
13	15:00-15:30	15:00 前
14	15:30-16:00	15:30 前

場所 16:00 關門

拜祭高峰期在清明節、重陽節及前後兩個(星期六和星期日)合共 9 日

(附件 2)

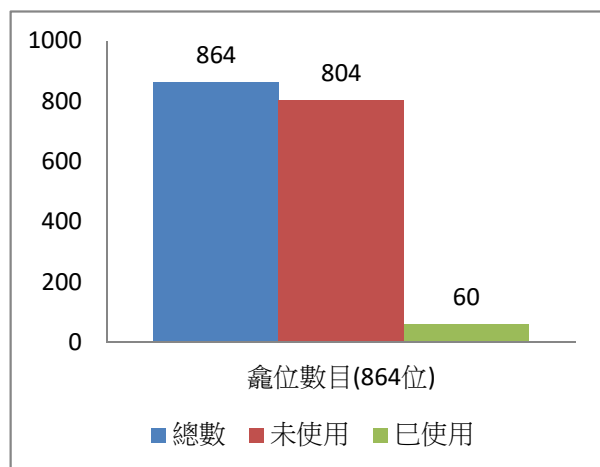
預約拜祭開放時段及特別交通安排 24 座小巴接載每小時 3 班(08:00-18:00)

全日 (來程班次)	預約拜祭時段 (限時 20 分鐘)	(來程航班)上車時間 (分)10, 30, 50	全日 (回程班次)	(回程航班)上車時間 (分) 20, 40, 60
1	8:00-8:20	7:50		
2	8:20-8:40	8:10		
3	8:40-9:00	8:30	1	8:40
4	9:00-9:20	8:50	2	9:00
5	9:20-9:40	9:10	3	9:20
6	9:40-10:00	9:30	4	9:40
7	10:00-10:20	9:50	5	10:00
8	10:20-10:40	10:10	6	10:20
9	10:40-11:00	10:30	7	10:40
10	11:00-11:20	10:50	8	11:00
11	11:20-11:40	11:10	9	11:20
12	11:40-12:00	11:30	10	11:40
13	12:00-12:20	11:50	11	12:00
14	12:20-12:40	12:10	12	12:20
15	12:40-13:00	12:30	13	12:40
16	13:00-13:20	12:50	14	13:00
17	13:20-13:40	13:10	15	13:20
18	13:40-14:00	13:30	16	13:40
19	14:00-14:20	13:50	17	14:00
20	14:20-14:40	14:10	18	14:20
21	14:40-15:00	14:30	19	14:40
22	15:00-15:20	14:50	20	15:00
23	15:20-15:40	15:30	21	15:20
24	15:40-16:00	15:50	22	15:40
25	16:00-16:20	16:10	23	16:00
26	16:20-16:40	16:30	24	16:20
27	16:40-17:00	16:50	25	16:40
28	17:00-17:20	17:10	26	17:00
29	17:20-17:40	17:30	27	17:20

30	17:40-18:00	17:50	28	17:40
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骨灰安置所(在高峰期)可容納的訪客量的上限及交通梳導統計表:

(統計表一) 龕位數目及龕位狀況

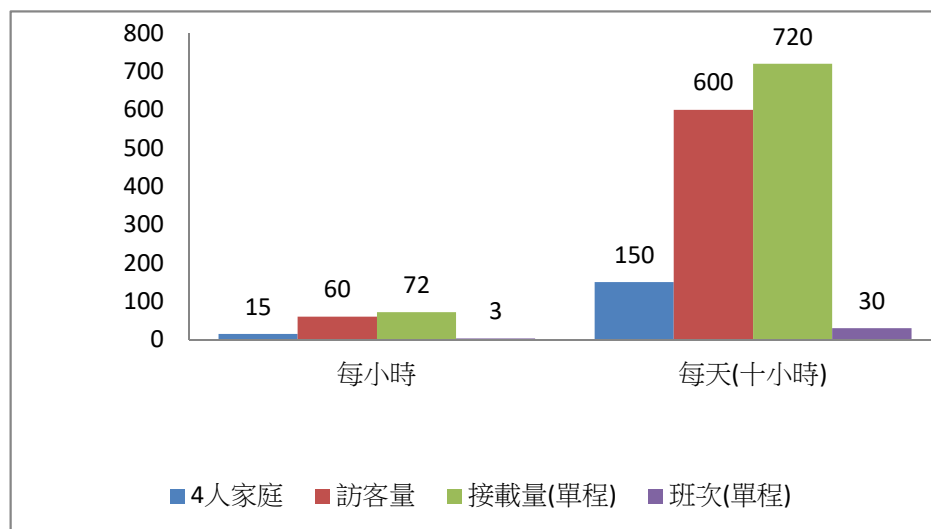


(1) 現有龕位總共 864 位

(2) 未使用龕位共 804 位

(3) 已使用龕位共 60 位 (歷史悠久的龕位，於平日拜祭)

(統計表二) 每小時及每天(10 小時)：訪客量；接載量；接載班次

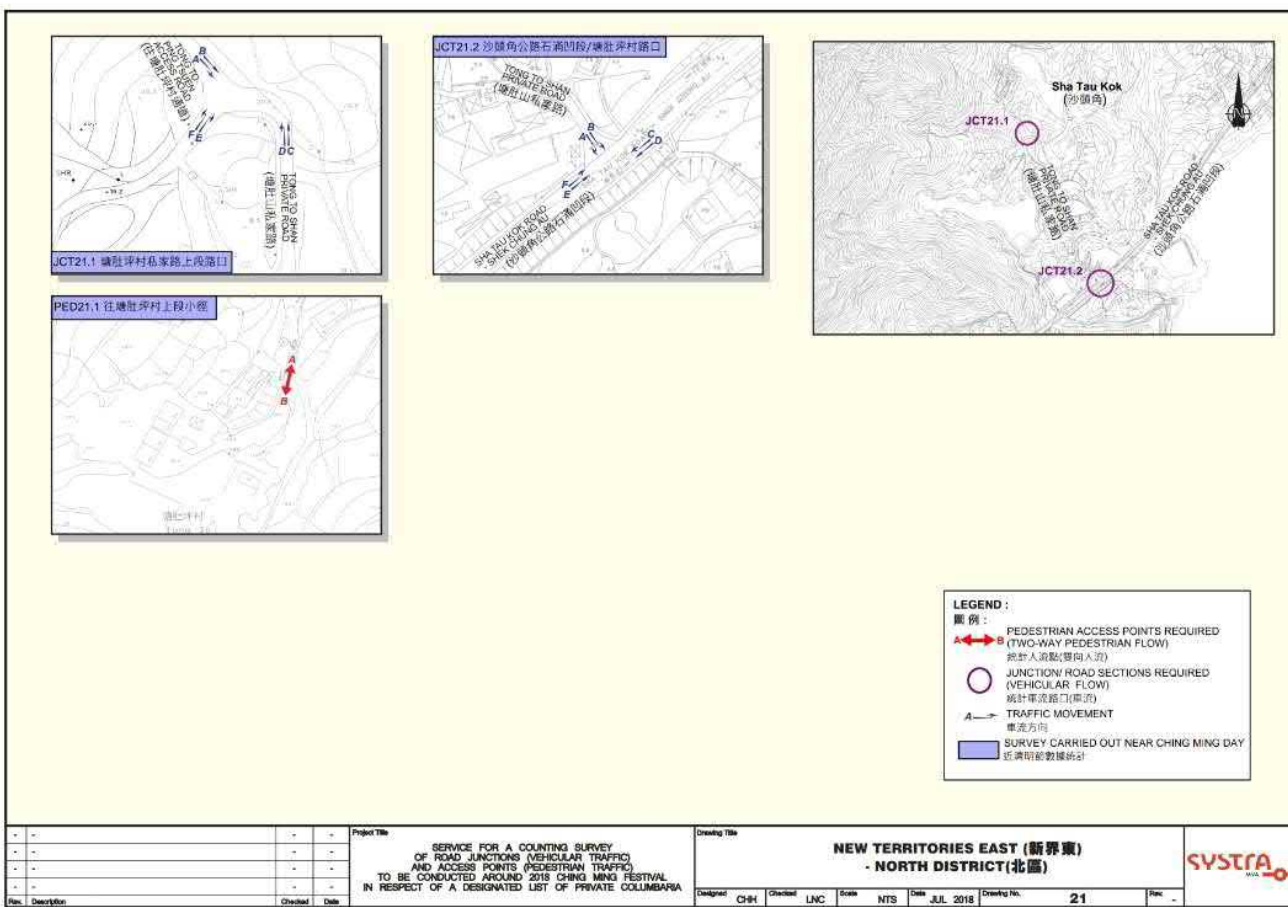


(1) 每小時家庭上限 15 個；每天家庭上限 150 個

(2) 每小時訪客上限 60 人；每天訪客上限 600 人

(3) 單程: 每小時接載量 72 人；每天(10 小時) 接載量 720 人

(4) 單程: 每小時班次 3 班；每天班次 30 班



Access Points Survey Data

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Pedestrian Access 15-minute Flows (ppi/15 mins): ■ Survey carried out on Ching Ming Day ■ Survey carried out Near Ching Ming Day

[illegible]

Junctions Survey Data

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Junctions Hourly Flows Summary (PCU/hr): Survey carried out on Ching Ming Day Survey carried out near Ching Ming Day

Dwelling No.	Junction Ref.	Survey Date	Movement	Time																														
				8.30	8.45	9.00	9.15	9.30	9.45	10.00	10.15	10.30	10.45	11.00	11.15	11.30	11.45	12.00	12.15	12.30	12.45	13.00	13.15	13.30	13.45	14.00	14.15	14.30	14.45	15.00	15.15	15.30		
21	JCT21.1	15-Apr	JCT21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
			JCT21.1B	1	2	2	2	2	1	2	2	2	1	0	0	0	0	0	0	2	2	2	2	0	0	0	1	1	1	1	0	0	0	1
			JCT21.1C	2	4	4	4	3	0	0	0	0	0	0	0	0	2	2	2	2	2	0	0	0	0	0	1	1	1	1	0	0	0	0
			JCT21.1D	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.1E	4	4	4	1	0	0	0	0	0	0	0	0	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.1F	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	JCT21.2	15-Apr	JCT21.2A	7	7	8	8	7	8	4	4	3	1	1	2	2	1	1	0	0	4	4	5	10	10	11	9	4	4	3	9	11		
			JCT21.2B	6	8	8	7	4	6	6	6	3	6	4	6	5	2	4	2	2	2	0	2	3	3	2	3	3	1	1	1	1	1	1
			JCT21.2C	5	6	5	3	3	0	0	1	1	2	2	2	3	3	2	1	2	3	3	2	2	3	2	2	2	2	0	0	0	0	0
			JCT21.2D	127	160	160	162	190	211	207	188	186	152	144	0	0	151	172	165	166	163	177	160	169	170	155	170	155	166	171	191	193		
			JCT21.2E	154	163	190	212	247	231	217	194	168	195	177	178	173	160	158	165	163	155	171	153	165	177	163	202	195	181	183	151	145		
			JCT21.2F	5	5	4	3	3	3	3	2	4	4	4	5	4	4	3	2	0	5	5	5	5	5	0	0	1	1	1	1	1	0	0

公共運輸及交通安排:

所有車輛未經同意，一律不可駛進本場所路段和範圍。

本場所在任何時段，鼓勵訪客盡量使用公眾交通工具。

小巴 55K

由上水港鐵站開往沙頭角，請於塘肚山村下車，沿村路步行約 10 分鐘抵達自由福居

小巴 5-10 分鐘一班，車程約 40 分鐘，全程收費\$9.5。

巴士 78K

由上水港廣場開往沙頭角，請於塘肚站下車，沿村路步行約 10 分鐘抵達自由福居

巴士 15-20 分鐘一班，車程約 50 分鐘，全程收費\$7.5。

高峰期人流管理:

(一) 高峰期確保已預約訪客人數，不會超出可容納訪客量的措施:

1. 開放時間: 【08:00-18:00(10 小時)】
2. 時段限制: 【共 30 個】(附件 2)
3. 拜祭時間限制: 【每 20 分鐘一個時段；每小時 3 個時段；每時段家庭上限 5 個=20 人】
4. 家庭上限: 【平均每個家庭 4 人計算】
【每日限制家庭 150 個=600 人；每小時限制家庭 15 個=60 人；每個時段限制家庭 5 個=20 人】
5. 上位及儀式: 【暫停】
6. 室內拜祭區可容納人數上限 10 人: 【每個拜祭時段上限家庭 5 個；每個家庭 2 人或上限 10 人進入室內】

(二) 預約方法: (未有預約 恕不接待)

1. 場所只提供預約登記拜祭服務。【所有訪客必需預約登記，不提供即時登記】
2. 預約登記: 【需於 1 星期前電話預約】
3. 請於辦公時間: 【09:00-16:00 或 WhatsApp 預約】。
4. 預約登記必須資料: 【龕位編號，到訪者資料及人數，聯絡電話，前往方法】。

(三) 交通管制及前往方法:

1. 場所任何時間【不提供車位】。
2. 所有車輛未經同意，一律不可駛進本場所路段和範圍。

備註：根據下列 (六) 高峰期的特別交通安排：特別交通安排24座小巴接載已預約訪客：【車程約5分鐘】

(四) 香火管制:

1. 場所內外範圍禁止燃燒冥鎚，場所室內是(無烟區)不准燒香。
2. 戶外只准採用環保微烟香【限制拜祭燒香每人 1 支】需要時加設臨時燒香區域及臨時措施。
3. 鼓勵訪客：【以供水及鮮花方式代替燒香】。

(五) 人流管制及其他事項安排:

1. 按照預約登記冊數據【因應已預約家庭、人數、時段，交通等，安排足夠輪候區及人手維持秩序作分流】。
2. 場所實施香火管制並(限制室內上限人數 10 人措施)拜祭區安排足夠拜祭枱(6 張)。
3. 戶外拜祭區設施：【提供 6 張獨立拜祭枱，上限 5 個家庭同步獨立拜祭】

(六) 高峰期的特別交通安排:

1. 特別交通安排 24 座小巴接載已預約訪客：【車程約 5 分鐘】
 - 1.1 【上車位置：沙頭角診所巴士站，往沙頭角方向】。
 - 1.2 【下車位置：沙頭角診所巴士站，往上水方向下車】。
2. 拜祭輪候區安排：【每個拜祭輪候區可容納 20 人，安排不少於 2 個拜祭輪候區域作分流】
3. 防止車輛駛進本場所路段及範圍措施：
4. 按照實際需要安排職員(1 位)帶備預約登記冊，於沿路合適位置禁止車輛及未有預約訪客進入本場所。

保安全管理 (以確保訪客及公眾安全):

1. 場所只提供預約登記拜祭服務【所有訪客必需預約登記，不提供即時登記】。
2. 場所任何時間【不提供車位】。
3. 場所設有 24 小時 CCTV 保安系統及提供駐場保安看管。
4. 場所提供逃生出口路線圖及安全集合地點指示圖。
5. 場所範圍內【禁止燃燒冥鎚活動】。
6. 場所拜祭時必需採用環保香。
7. 場所保持緊急車輛通道經常暢通。
8. 場所提供適當滅火設備及逃生指示【包括滅火筒、緊急照明燈等等】。
9. 場所最近之消防街喉位置【大約在 160 米外】位於 DD.41, Lot,1200 路旁。
10. 保安部負責人：【姓名:黃志森 職位: 主任】。
11. 場所編制在發生火警或其他緊急情況時的應變方案及定期演習。

20-04-2023

致 城市規劃委員會

A/NE-STK/3
靈灰安置所

有關食環署的擬問，我等答覆如下

1. 我等根據自由福居 2022 年 8 月 8 日發出的暫免法律責任書的場地界線範圍而我等向城市規劃委員會申請規劃許可須要有行人通道進入申請地點，而出入通道須要經由 Lot 1422 S.B 才能到達申請地點，而 Lot 1422S,B 只作為行人通道因此沒有立入暫免法律責任書的場地界線範圍內。

此致：

代理人 黃新和

20-04-2023

自由福居 管理方案

2023 年 5 月修定版本

按 2022 年 11 月規劃申請 Y/NE-STK/3 提交的管理方案
(作出進一步回應運輸署的意見並根據 TIA Report Issue 3 修正而作出 4-9 頁修正內容)

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自由福居骨灰安置所管理方案

(1) 願景和使命

(自由福居) 私營骨灰安置所, 位於**新界沙頭角塘肚坪村 24 號(丈量約份第 41 約地段 1423 號 B 分段(部分))**場地總面積約 160 平方米, 處所面積 60 平方米×高 5.6 米(1 層)。開始營辦年份為 1988 年, 骨灰安置所所屬宗教(佛教/道教), 場所可提供單人灰位共 864 個, 場所致力成為香港壹間小規模但有承擔並採取有效管理的私營骨灰安置所, 提供一個遠離凡塵, 舒適寧靜, 環境優越(背山面海, 風景宜人), 方便市民為先人提供私營骨灰安置所服務場所。

1. 採取預約拜祭控制分流模式服務及管理, 運用現代化資訊平台, 發放安置所各種訊息給已預約拜祭人士。
2. 優化現有環境及增加相關切實可行的配套場地和設施迎合長遠發展需要。
3. 本安置所由於地理位置優越位於公路末段, 遠離民居, 四周更有天然樹木作屏障, 化解業務對鄰近居民產生的不安及減至最底的影響性。
4. 在業務上可透過妥善管理, 善用本身資源和地理環境, 在未來開拓發展綠色殯葬配合政府及社會發展各種需要。
5. 業務上會先成立慈善關愛基金, 回饋社區幫助弱小社群及有需要人士, 多舉辦社區關愛活動(例如: 安老院慈善探訪, 敬老活動等等), 最後希望藉著舉辦活動能達至互助互愛, 團結社區和諧共融這些願景, 需要時可捐款購置合適醫療設備幫助安老院營運。
6. 業務上在未來將會成立環保基金, 希望能為社區推動綠色環境出一分力。
7. 提供公營及私營骨灰安置所合作方案, 共同研究長遠持續發展切實可行建議, 達至公營及私營骨灰安置所長遠持續發展雙贏局面。

自由福居骨灰安置所管理方案

(2)基本資料

骨灰安置所名稱	自由福居
地址	新界沙頭角塘肚坪村 24 號 (丈量約份第 41 約地段第 1423 號 B 分段(部分))
規劃申請 Y/NE-STK/3	地段: (丈量約份第 41 約地段第 1423 號 B 分段(部分)及第 1422 號 B 分段(部分))
開始營辦年份	1988 年
營辦者名稱	張健龍
營辦者的身分	處所現租客 /地段第1423號B分段(部分) / 租賃為期28年 由(07/03/2019 至 30/06/2047)
所屬宗教	道教/佛教
佔地面積	約 160 平方米
總樓宇建築面積	約 60 平方米
建築物	1 座單層骨灰安置所大樓
配套設施	沒有 (備註: 任何非牌照申請範圍及非骨灰安置所範圍是村民無條件給自由福居使用)

(3) 可容納的訪客量及入場管制

• 自由福居同一時間可容納的訪客量為 22 人。

• 訪客預約入場人數上限是根據消防安全(建築物)條例《2011年消防安全守則》而制訂

灰位數目	單人灰位共 864 個
已使用灰位	單人灰位共 60 個 (歷史悠久)
可供出租/售	單人灰位共 804 個

各時間的開放時間如下:

時期	開放時間
平日星期一至五	早上9:00至下午4:00
平日星期六、日及一般假期	早上9:00至下午4:00
掃墓高峰日子 *	早上8:00至下午6:00

* 平日訪客並於下午3時30分作最後入場,

* 掃墓高峰日子訪客並於下午5時40分作最後入場: 清明節及重陽節正日及其之前兩週和其後兩週的星期六、星期日

自由福居骨灰安置所管理方案

(每日只接受預約拜祭到訪安排，未經預約訪客一律不得進入)

預約服務

• 「自由福居」一直實施『**訪客預約到訪制度**』，客戶可透過以下方式登記進行預約；(預約電話號碼及WhatsApp 及 短訊號碼：
)所有訪客必須預約並提供包括但不限於靈灰位編號，有關聯絡人姓名的姓名，*電話 *訪客人數 *前往方法待「自由福居」安排，預約以確認記錄為準。

• 預約須知：

1. 「自由福居」每日不提供任何停泊和停留車輛及上落客設施給予拜祭訪客(謝絕訪客車輛駛進本村包括的士)，任何訪客必需乘坐公共交通前往本場所於“塘肚站”下車後再步行前往。
2. 「自由福居」也會根據已預約時，訪客人數及需要，高峰期特別安排(已預約人士免費接駁車輛服務，並於指定上落客地點接送訪客)。
3. 每組訪客可選擇每日各時段(參考下列時間表)，每個時段可提供5組家庭或20人上限預約。以確保在每個時段的過渡期不會超過場內可容納的訪客量共22人上限。根據消防安全(建築物)條例《2011年消防安全守則》
4. 每組訪客拜祭停留時間：平日:30分鐘 / 高峰期:20分鐘 (按「自由福居」回覆予訪客預約確認內容為準)。
5. 逾時到達及未有預約的訪客，自由福居工作人員將會拒絕其進入拜祭。
6. 於掃墓高峰日子訪客(需2星期前)必須於辦公時間內以WhatsApp或電話進行預約，「自由福居」將會透過社交媒體Facebook專頁給訪客獲得預約拜祭時段最新的資訊，最後會按「自由福居」回覆予訪客預約確認內容為準)。
7. 《自由福居骨灰安放權協議》第20點就有關場內規則，入場管制的安排列明，買方必須同意自由福居日後任何拜祭期間有權對任何訪客作出入場管制和交通及公共運輸管理、包括人流及車流管制、香火管制等安排，本場所全場嚴禁化寶及燃點蠟燭冥鏹，禁止室內燒香及擺放體積過大的祭品，並鼓勵訪客以供水及鮮花方式代替燒香拜祭，買方必需遵守場內一切規則，不遵守者將被解除龕位合約。

- **平日：**(星期一至五、六及日及一般公眾假期)，只要當天仍有時段可提供拜祭，每個靈灰位在同一天可以預約多於一次，以便不同成員前來拜祭。拜祭人士只可逗留自由福居大樓30分鐘。可選擇的14個時段如下：

平日時段 (拜祭限時 30 分鐘)		平日時段 (拜祭限時30分鐘)	
1	9:00-9:30	8	12:30-13:00
2	9:30-10:00	9	13:00-13:30
3	10:00-10:30	10	13:40-14:00
4	10:30-11:00	11	14:00-14:30
5	11:00-11:30	12	14:30-15:00
6	11:30-12:00	13	15:00-15:30
7	12:00-12:30	14	15:30-16:00

自由福居骨灰安置所管理方案

註:「自由福居」也會根據已預約時訪客人數及需要確認, 適當時特別安排在指定上落客區提供接駁車輛接送訪客前往。

- **掃墓高峰日子:** (清明節及重陽節正日及其之前兩週和其後兩週的星期六、星期日), 為公平原則, 每個靈灰位每天只可供訪客預約一次, 令其他訪客也有機會前來拜祭。**拜祭人士只可逗留自由福居大樓20分鐘。**可選擇的**30個**時段如下:

掃墓高峰日子時段 (拜祭限時 20 分鐘)		掃墓高峰日子時段 (拜祭限時20分鐘)	
1	8:00-8:20	16	13:00-13:20
2	8:20-8:40	17	13:20-13:40
3	8:40-9:00	18	13:40-14:00
4	9:00-9:20	19	14:00-14:20
5	9:20-9:40	20	14:20-14:40
6	9:40-10:00	21	14:40-15:00
7	10:00-10:20	22	15:00-15:20
8	10:20-10:40	23	15:20-15:40
9	10:40-11:00	24	15:40-16:00
10	11:00-11:20	25	16:00-16:20
11	11:20-11:40	26	16:20-16:40
12	11:40-12:00	27	16:40-17:00
13	12:00-12:20	28	17:00-17:20
14	12:20-12:40	29	17:20-17:40
15	12:40-13:00	30	17:40-18:00

註: 自由福居一直採取預約拜祭管理模式控制場內進場人數, 在掃墓高峰日子自由福居也會根據已預約人數, 需要時在指定上落客區增加提供接駁車輛接送服務及增添人手安排(將在後段詳述)。

交通及公共運輸安排:

「自由福居」每日不提供任何停泊和停留車輛及上落客設施給予拜祭訪客(嚴禁訪客車輛包括的士闖進本村及自由福居相關路段和範圍), 任何訪客必需乘坐公共交通前往本場所於“塘肚站”下車後再步行前往, 故拜祭訪客請乘坐以下公共交通工具前往。

公共交通前往方法:

交通公具	號碼	路線	開放時間內班次
專線小巴	55K	上水港鐵站開往沙頭角,請於塘肚山村下車,沿村路步行約 10 分鐘抵達自由福居。	每 4-8 分鐘
巴士	78K	粉嶺港鐵站開往沙頭角,請於塘肚站下車,沿村路步行約 10 分鐘抵達自由福居。	每 20 分鐘

自由福居骨灰安置所管理方案

掃墓高峰日子:

1. 自由福居根據2011年消防安全守則和2018年骨灰所辦清明節數據而制定交通影響評估報告(請參閱附件1)
2. 掃墓高峰日子期間為防止任何訪客駕駛車輛闖進自由福居路段及範圍措施, 按照實際需要安排職員(1 位)帶備預約登記冊, 於沿路合適位置(站崗)禁止所有, 拜祭訪客駕駛和乘坐車輛誤闖, 另外未有預約訪客試圖闖入本村以及自由福居相關路段及範圍。
3. 另外, 在掃墓高峰日子, 自由福居會根據預約人數安排特別接駁穿梭巴士服務, 根據運輸署2020年清明節批准自由福居穿梭巴士服務接載安排, 文件檔號: (8) in LM(4/2020) to PV 41/150/1067。接載訪客來往沙頭角公路-石涌凹路段和自由福居詳情如下。

車輛數目 : 1輛 (按預約人數決定實際車輛數量)

載客量 : 27 座位

行車路線 : (請參閱附件2)

由沙頭角公路-石涌凹路段(近燈柱EA1809) → 自由福居 (中間不停站)

由自由福居 → 沙頭角公路-石涌凹路段(近燈柱EA1809) (中間不停站)

行車時間 : 大約10分鐘

班次 : (請參閱附件3)

由沙頭角公路-石涌凹路段開出 : 07:50 – 17:30 (每20分鐘一班)

由自由福居開出 : 07:20 – 19:00 (每20分鐘一班)

(4) 人流管理:

場外措施

1. 掃墓高峰日子 (即清明節及重陽節正日及其之前兩週和其後兩週的星期六及星期日) 自由福居將會安排工作人員在 (沙頭角公路-石涌凹路段) 上落客區在適當位置將安排登記桌, 工作人員為已預約前來人士進行登記, 工作人員屆時會核對每位訪客的姓名和電話號碼, 並登記他們的到達及離開骨灰安置所的時間。
2. 已完成登記的訪客, 必須於頸上戴上用作分辨時段及編號的訪客證, 並在離開下車時交還訪客證, 以便工作人員識別到場和現場的訪客數目和身份, 指示排隊輪候上車, 以維持良好秩序。
3. 登記桌同時也作為急救站, 具備臨時急救箱, 需要時並安排持有認可合資格急救證書人員當值服務。
4. 為防止任何訪駕駛車輛闖進自由福居路段及範圍措施, 按照實際需要安排職員(1 位)帶備預約登記冊, 於沿路合適

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位置禁止所有拜祭訪客駕駛車輛誤闖以及未有預約訪客試圖闖入本村以及自由福居相關路段和範圍。

場內措施：（請參閱附件4）

1. 到達自由福居下車後工作人員負責監控進入人數和調配訪客到拜祭區進行拜祭。
2. 同時自由福居安場內每個工作人員將會佩帶對講機，方便協調和溝通，確保訪客**進入人數維持20人**，並提示訪客確保守時離開並帶走拜祭物品和垃圾以及疏導人群上車安排。
3. 自由福居會安排營運時間於**大樓內及穿梭巴士上**作出廣播措施；
「各位拜祭人士，為了安全及環保起見，本場所一律不可燃燒冥鏹及蠟燭，請於自由福居指定的香爐上香，拜祭人士確保守時離開，大家請遵守秩序，保持場地清潔並帶走拜祭物品和垃圾，完成拜祭人士請聽從工作人員指示乘搭穿梭巴士離開，並於下車後交還訪客證，剛到達拜祭人士下車後，請聽從工作人員指示作拜祭安排，多謝合作！」
4. 自由福居於戶外設置拜祭區**經常提供6張獨立拜祭桌**方便有效地執行預約各時段上限為5組家庭或20人上限措施。
5. 在拜祭時段全部結束後，將當天的訪客資料整理好，在登記冊內補充訪客原有的預約記錄及離開記錄，並記錄訪客違規事項及情況(如有會作出跟進及檢討)。
6. 登記冊的資料將會保留最少三年，以便在骨灰所辦人員要求時提供該些紀錄以作查閱。

香火管制

1. 自由福居範圍全場嚴禁化寶及燃點蠟燭冥鏹，禁止室內燒香及擺放體積過大的祭品，
(自由福居室內是無烟區)拜祭訪客嚴禁室內燒香。
2. 鼓勵訪客：【以供水及鮮花方式代替燒香拜祭】
3. 平日戶外只准採用環保微烟香【限制拜祭人士燒香每人 3 支】。
4. 高峰期戶外只准採用環保微烟香【限制拜祭人士燒香每人 1 支】需要時加設臨時燒香區域及臨時措施。

(5) 保安管理

1. 自由福居已裝設24小時CCTV保安系統，確保入口處及自由福居範圍的情況有足夠監察，以隨時回應。
2. 自由福居保安工作外判由專業保安公司管理，提供駐場保安看管巡邏。
3. 於掃墓高峰期間按照預約登記冊數據，因應已預約拜祭人數，會議決定是否須要增聘兼職保安員人數，穿梭巴士數目，以確保訪客及公眾安全。
4. 此外，設有前線經理和執勤主任當值，以備處理突發事件及指揮現場工作。
5. 增聘兼職人手(**掃墓高峰期日子**)聘請兼職人員，職位包括：保安員，工作人員，雜工等。如下：

兼職職位	職責安排
保安員	維持 塘肚村內道路 交通暢通及禁止車輛駛入本村及本場所路

自由福居骨灰安置所管理方案

	段和範圍的安排, 確保訪客及公眾安全。
工作人員	提示訪客大家請遵守秩序, 保持場地清潔並帶走拜祭物品和垃圾, 以及疏導人群上車下車, 登記及維持秩序安排, 駐守主要入口, 確保人流暢順, 解決拜祭人士查詢。
雜工	維持拜祭各時段大樓室內確保 20 人上限及香爐, 協助拜祭區秩序和保持場地範圍清潔。

負責交通及人流管制人員:

1. 保安員負責交通人流管制, 當值主任負責與保安員聯繫, 保安員由外判公司承包保安服務, 培訓工作由外判公司負責。
2. 當值主任負責執行及指揮人流及車流管制, 於每年拜祭高峰期, 由經理安排工作簡介會, 節日完結後進行全體工作檢討會議。
3. 當值主任執勤; 當值主任職責, 主要是執行已制定日常營運方案, 協調及調配人手日常執行。
4. 前線經理和當值主任執勤 - 自由福居高峰期日子安排前線經理和當值主任執勤, 每名職員會佩帶一部對講機以便有效監察場內秩序及, 以備有足夠人手處理衝突事件及指揮現場工作。
5. 急救服務: 自由福居內安排設有急救箱, 以備訪客使用, 每月均會檢查急救箱物品數量, 以備有足夠數量急救用品。
6. 在平常日子, 會約有1 名工作人員在場內駐守執行日常場內事務(包括預約拜祭安排)。

(6) 營辦者管理模式

最高管理人員

姓名: 張健龍

職位: 董事總經理

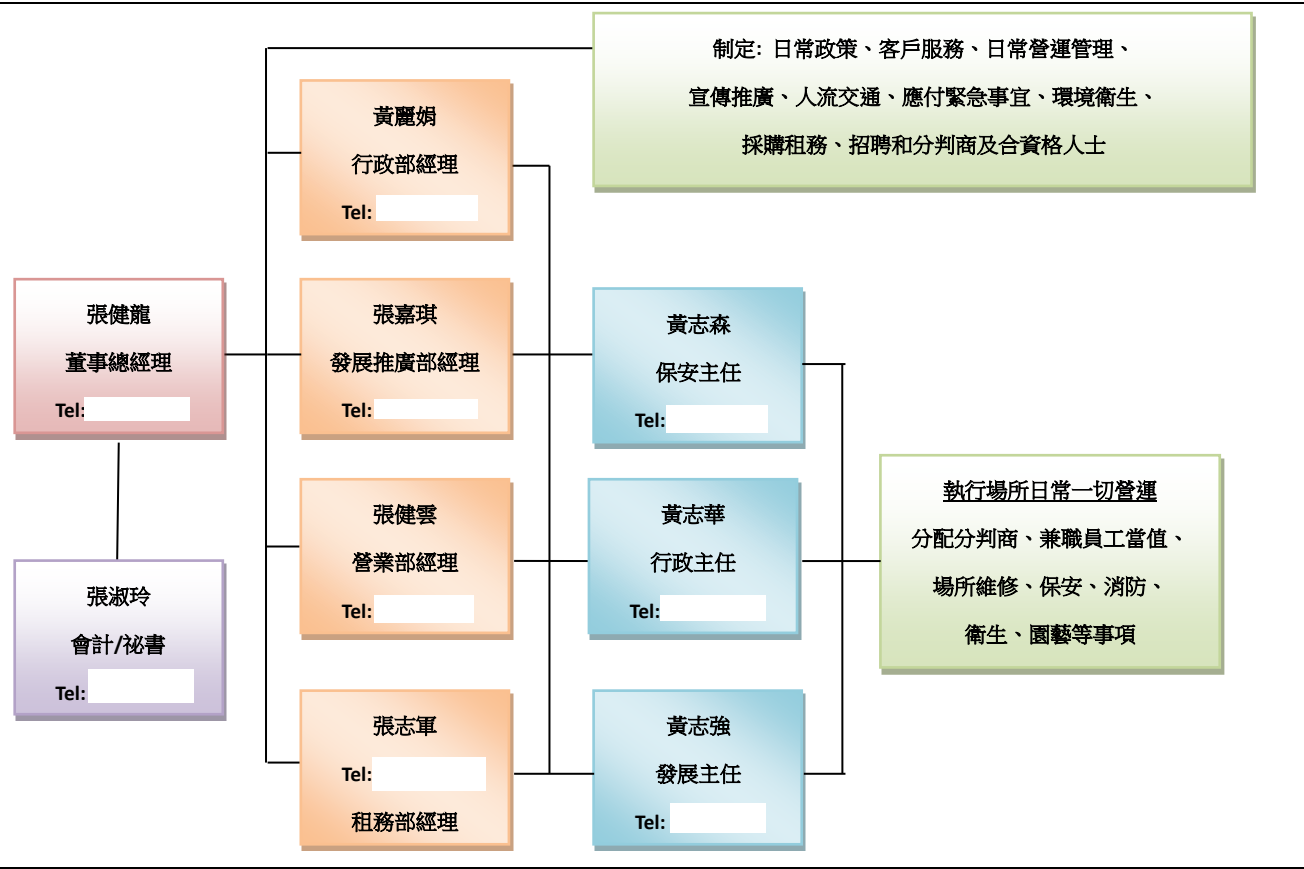
聯絡電話號碼:

年資: 10年以上

經驗: 負責「自由福居」日常管理經營, 協調申請牌照熟知場所運作任何細節

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自由福居架構表：



(7) 日常運作人手調配：

日常人手編制自由福居私營骨灰安置所共 9 名 全職員工，日常有足夠人手應付營運需求。

以下職位直接與日常營運相關；

職位及人數	職責
董事總經理 (1 人)	監管《私營骨灰安置所條例》的相關事宜及日常營運。
行政部經理 (1 人)	制定骨灰安置所日常營運、客戶查詢和投訴事宜，負責編制高峰期人手和聘請兼職人數及安排外判工作和應付指揮緊急事宜。
發展推廣部經理 (1 人)	制定《私營骨灰安置所條例》的相關事宜及日常營運及執行處理保安人流管理、消防安全和應付緊急事宜。
營業部經理 (1 人)	執行骨灰安置所日常營運、保安人流管理、消防安全、樓宇維修保

自由福居骨灰安置所管理方案

	養。
租務部經理 (1 人)	處理安放協議，以及骨灰的安放及移走事宜和查詢應付緊急事宜。
行政主任 (1 人)	協助執行骨灰安置所日常營運人手編制、高峰期聘請兼職人數，客戶查詢、投訴事宜、消防安全、樓宇維修、防治蟲鼠滅蚊措施及場所行政工作和應付緊急事宜。
保安主任 (1 人)	協助執行骨灰安置所保安工作及人流車流管理及場所相關工作事宜。
發展主任 (1 人)	協助執行《私營骨灰安置所條例》的相關工作事宜及日常營運工作事宜。
會計秘書 (1 人)	處理骨灰安置所日常營運賬目及文書事宜，協調定期會議。

掃墓高峰日子人手調配:

1. 設有前線經理和當值主任執勤協調人手，監察全場運作；
2. 在掃墓高峰日子，安排前線經理和當值主任執勤當值；
3. 在掃墓高峰日子(掃墓高峰期日子清明節、重陽節前後周末)，將按照預約登記冊數據，因應已預約拜祭人數，增聘兼職人手增聘兼職人員職位包括:保安員，工作人員，雜工等；確保訪客及公眾安全，加強環境清潔衛生。

員工訓練

1. 每年 1 次火警演習，示範滅火筒使用，提高防火意識。
2. 自由福居安排在場所設有急救箱。
3. 使用環保香。

(8) 應對火警或其他緊急情況的應變方案:

1. 當發現【火警】發生時，請保持【鎮定】。
2. 在安全情況下，設法用滅火筒將火撲滅【若火警來自電源切勿用水灌救】，
3. 應改用氣體式【二氧化碳滅火筒】此外；【並須關閉電力總制】。
4. 保安部負責人：【姓名:黃志森 職位:主任 聯絡電話 】
5. 可獲的支援和資源: 場所有道路給消防車輛直接到達，鄰近【大約 160 米】設有消防街喉。
6. 如附近有電話，請撥電話【999】通知消防局。
7. 如時間許可【應通知場所辦事處】。

自由福居骨灰安置所管理方案

8. 員工職責：巡視場所範圍內禁止燃燒冥鏹活動。
9. 自由福居設走火“逃生路線指示圖”(請參閱附件 5)，
安全疏散“指定集合地點指示圖”(請參閱附件 6)。
10. 定期檢查測試：【滅火設備及逃生指示，包括滅火筒、緊急照明燈等等】。
11. 自由福居時刻保持緊急車輛通道暢通。

(9) 確保遵從發牌委員會訂明的發牌條件或發出的指引及實務守則的措施

- 自由福居管理層定期會議及制定適當措施，確保骨灰安置所遵從發牌委員會訂明的發牌條件，並發出指引及實務守則，其中包括確保骨灰安置所的管理人員及前線人員熟知該等條件，指引及實務守則的措施，管理層為確保該等人員遵從該等條件，指引及實務守則而作出定期會議監察，記錄及報告規定。

(10) 投訴處理：

自由福居設有處理投訴的程序，以確保公眾人士或職員知悉他們有投訴的權利，並讓他們知悉投訴的程序和本場所如何處理投訴。處理如下：

1. 投訴人可透過親身或書面形式向本場所提出投訴。
2. 如接獲投訴，由當值辦公室職員 / 部門主管處理，並在三個工作天內聯絡申訴人了解及搜集資料。負責職員須填寫《投訴記錄表》。(請參閱附件 7)
3. 在七個工作天回應申訴人，通知其結果或進展。
4. 如投訴人不滿結果，在十個工作天內，可向經理式指定職員提出投訴。
5. 上訴最高可至董事總經理作出之裁決為最終裁決。
6. 若遇需要較長時間處理的複雜個案，負責職員須通知投訴人個案的進展及交代回覆結果的日期。
7. 如投訴人透過親身形式向本場所提出投訴，負責職員可以口頭回覆，即使已獲即時解決，仍需將事件記錄在案。
如透過書面提出投訴，則需按上述程序以書面回覆，並將事件記錄在案。
8. 若事件有可能涉及刑事成份，本場所會將事件交由執法部門或轉介至相關機構處理。
9. 有關處理投訴的流程，參閱《處理投訴流程圖》(請參閱附件 8)

在以下情況下，一般不受理的投訴：

1. 投訴人有責任舉證，如投訴的理據薄弱，含糊不清或缺乏足夠資料，本場所可要求投訴人提供具體詳情。
2. 自由福居不會就匿名投訴展開調查，但依然會檢視有關投訴內容。
3. 如投訴人不是當時人，本場所可要求投訴人請當時人直接到本場所提出投訴。
4. 如投訴事件已發生超過 1 年，客觀因素/環境證據可能消失及改變，引致蒐證困難。

(11) 確保骨灰安置所持續營運的財務方案

- 自由福居已制備完善及配合長遠發展方向的財務政策，以確保自由福居的長期運作及日常營運開支及大樓維修保養的安排，以提供舒適及安全的環境供訪客使用。
- 有關財務方案 (請參閱附件 9)。

自由福居骨灰安置所管理方案

(12) 管理方案執行人及批准人：

負責執行管理方案的人員的資料：

姓名：張健雲

職位：經理

聯絡電話號碼：

負責批准管理方案及代表上述骨灰安置所提交本管理方案的人員資料：

姓名：張健龍

職位：總經理

聯絡電話：

電郵地址：

簽署：_____

日期：_____

- 附件 1) 根據 2018 年骨灰辦清明節數據制定的交通影響評估報告
- 附件 2) 掃墓高峰期日子的特別交通安排上落車位置圖及運輸署批准文件
- 附件 3) 掃墓高峰期全日拜祭時段規劃和請別交通安排時間表
- 附件 4) 人流管制路線圖
- 附件 5) 逃生路線指示圖
- 附件 6) 安全疏散指定集合地點指示圖
- 附件 7) 投訴記錄表
- 附件 8) 處理投訴流程圖
- 附件 9) 財務方案

Application No.Y/NE-STK/3

Application for Amendment of the Approved Sha Tau Kok Outline Zoning Plan (OZP) No. S/NE-STK/3 from “Village Type Development” and “Recreation” to “Other Specified Uses” annotated “Columbarium” at Lots 1422 S.B. (Part) and 1423 S.B(Part)

TD’s comment (Traffic Engineering) on 3 January 2023

1. Parking survey on the vehicular access between Sha Tau Kok Road and the subject site should be provided;

Please note that vehicles (exclude the residents of Tong To Ping Tsuen & Tong To) are not permitted to use Tong to Shan Private Road and Tong To Ping Tsuen Access Road. No parking space is provided along these two roads.

2. It is noted the access from Sha Tau Kok Road and the subject site serves both pedestrian and vehicles. The applicant is required to demonstrate the measures provided could ensure pedestrian safety;

Signages will be provided along the footpath to guide the pedestrian and ambassador will be deployed at critical locations during both festive periods and their shadow periods to look out both vehicular and pedestrian traffic to enhance road safety.

For your information, shuttle bus service was granted by TD on 9 April 2020 and was successfully operated during the Ching Ming Festival and its shadow periods. The operation of 27-seater coach was practically feasible and the service was operated efficiently without causing any safety issue nor adverse impact to the traffic in the vicinity.

3. The applicant is required to provide measures for deterring illegal parking in the vicinity of Tong To by visitors of the proposed columbarium;

Apart from the House Rules as stated in the report and absence of parking space / pick-up and drop-off area in the subjected area, the applicant will have following measures to discourage the use of private car and avoid illegal parking:

- i) further remind visitors the House Rule during registration of visiting time slot;
- ii) signages will be erected at prominent locations along Tong To Ping Tsuen Access Road and Tong To Shan Private Road that prone to illegal parking; and
- iii) deploy personnel to monitor vehicles accessing Tong To Shan Private Road.

4. The applicant is required to demonstrate the adequacy of the proposed visitor pick-up/drop-off locations (i.e. on a dimensioned layout plan and preferable using swept path analysis);

Please find the swept path analysis from the attached figure (*Fig No. RtoC 4.1 and 4.2*)

5. The applicant is required to demonstrate (preferable by swept path analysis) the adequacy of the local access (i.e. between the site and Sha Tau Kok Road) for catering the proposed 27 seater shuttle bus. Road width and passing bays should be highlighted;

Please find the swept path analysis (with highlighted passing bay and road width at critical locations) from the attached figures (*Fig No. RtoC 4.3 to 4.6*).

For your information, shuttle bus service was granted by TD on 9 April 2020 and was successfully operated during the Ching Ming Festival and its shadow periods. The maneuvering of 27-seater coach was practically feasible and the service was operated efficiently without causing any adverse impact to the traffic in the vicinity.

6. The applicant is reminded U-turning on the proposed pick-up/drop-off point on Sha Tau Kok Road is prohibited; and

Noted.

7. The applicant is required to provide the comments and agreement from AFCD that the proposed visit with appointment arrangement would be monitored by AFCD;

We will further liaise with relevant department for the monitoring work. Based on the experience from applicant, FEHD officer will selectively visit the subject site during both festive periods. Regardless of the agreement of monitoring works, we will strictly follow the House Rules at all time.

TD's comment (Traffic Operation) on 3 January 2023

1. Para 2.1.3 – According to the supplementary information submitted by the applicant, it is noted that the visitors could take existing public transport service which include franchised bus, green minibus and taxi services during both festive periods and normal days, while shuttle bus service will only be provided during festive period. Please clearly specify in the paragraph instead of simply mentioning the shuttle bus service;

Access in Para 2.1.3 means a direct access to the columbarium, so shuttle bus service provided during both festive periods and their shadow periods is the only transport accessing the columbarium. Visitors using other transport like franchise bus, green minibus or taxi have to alight at Sha Tau Kok Road- Shek Chung Au and walk along Tong To Shan Private Road to the columbarium. Wordings have been amended in para 2.1.3 and their service periods were further emphasized in Para 2.15 (e).

2. Para 2.1.4, Figure 2.2 and Para 4.2.12 – While the pick-up and drop-off at the proposed columbarium development is indicated in Figure 2.2, please advise the origin of the proposed shuttle bus service in Fanling and the pick-up and drop-off point for our information and review;

There is no pick-up point at Fanling. The assigned pick-up and drop-off points are located at Sha Tau Kok – Shek Chung Au near Lamppost EA1809 and the area outside the subject columbarium, which are the same pick-up and drop-off points approved by TD and HKPF in Year 2020.

3. Para 2.1.5 & 5.1.2 – (i) Please clarify if the same crowd control management measures, except for the shuttle bus service will also be implemented on normal days. (ii) Item (e) – suggest to revise it as follows: “ Visitors can access the columbarium by the shuttle bus (during Ching Ming Festival, Chung Yeung Festival and shadow periods only), taxi, or walk to the Columbarium from Sha Tau Kok Road – Shek Chung Au by taking franchised bus or green minibus services”;

i) Yes, same crowd control management measures, except for the shuttle bus service will also be implemented on normal days.

ii) Noted and revised.

4. Para 3.2.1, 3.22, Table 3.1, Figure 2.1 – Please be advised that there are 3 franchised bus routes (KMB 78 (peak hour service to Fanling on Mondays to Fridays only), 78K & 277A) and 1 GMB route (GMB 55K) operating along the road section concerned. Please suitably update the details of these two paragraphs as well as Table 3.1. In addition, it is observed that the headway of the PT services concerned is incorrect. Please also suitably update the PT information in Figure 2.1;

Noted. Latest PT services have been updated in the report and drawing.

5. Para 4.1.2 and 4.1.3 – It is noted that the quoted survey data were obtained in 2018 Ching Ming Festival and 2020 Chung Yeung Festival respectively. Given the recent population growth along Sha Tau Kok Road as well as the population intake of Queen’s Hill Development Area since late 2021, it is suggested to compare and contrast the recent traffic data with the previous data with adjustment factors (if applicable) for assessment in order to better reflect actual situation;

We have further conducted a traffic survey on Ching Ming Festival 2023 and the traffic was still less than the one obtained in 2018. In order to give a conservative result, we will stick to the rationale applied in the TIA report, which we used the worst scenario (the data taken in 2018) as the base year and applied a reasonable annual growth rate to adjust the data from base year to the design year. Based on the surveyed data and ATC data which a negative growth rate was recorded during 2018-2021, population intake of Queen’s Hill Development Area may induce the traffic in Fanling area but it has minimal effect to the traffic in rural area of Sha Tau Kok. For easy reference, the survey data of Sha Tau Kok Road - Shek Chung Au obtained in 2018 Ching Ming Festival and 2023 Ching Ming Festival are as follows:

2018 Ching Ming Festival:

	8:30 9:30	8:45 9:45	9:00 10:00	9:15 10:15	9:30 10:30	9:45 10:45	10:00 11:00	10:15 11:15	10:30 11:30
W/B	127	140	160	192	190	211	207	188	186
E/B	154	163	190	212	247	231	217	194	168

	10:45 11:45	11:00 12:00	11:15 12:15	11:30 12:30	11:45 12:45	12:00 13:00
W/B	152	144	149	141	153	172
E/B	195	177	178	173	160	158

2023 Ching Ming Festival:

	8:30 9:30	8:45 9:45	9:00 10:00	9:15 10:15	9:30 10:30	9:45 10:45	10:00 11:00	10:15 11:15	10:30 11:30
W/B	110	131	148	164	171	160	153	149	151
E/B	133	155	166	175	172	164	172	161	155

	10:45 11:45	11:00 12:00	11:15 12:15	11:30 12:30	11:45 12:45	12:00 13:00
W/B	156	156	142	142	130	129
E/B	150	141	139	140	132	126

6. Para 4.2.9, 4.2.10, 4.2.11, Table 4.3 and Table 4.4 –

- i) Please advise the survey date and time period for our information;
- ii) Please include the data of KMB 277A in your assessment;
- iii) Please advise the period of the peak hour for our information;

In TIA report Issue 2, the survey date is 25 Oct 2020 (Sunday) from 08:30-13:00 and the peak hour at Sheung Shui Station is 09:45-10:45. Since the survey data and the TIA report were conducted and prepared in Year 2020, KMB 277A was not in service on Sunday at that period of time.

PT Occupancy Survey was conducted again in 2023 Ching Ming Festival. Details and result of the survey have been incorporated in TIA report Issue 3.

- iv) For visitors from the urban areas taking MTR, it is more likely that they would take KMB 78K at Fanling Station instead of Sheung Shui. Please advise if you had conducted any assessment for passengers boarding at Fanling Station; If passengers of 78K are coming from urban area (to the south of Fanling) and taking MTR as a first trip, Fanling Station would be a favourable option for an interchange. Based on our on-board passenger count conducted on 2023 Ching Ming Festival, Fanling MTR station was the third largest number of boarding, while the largest and second largest were the two bus stations at Luen Wo Hui.

- v) According to our observation, the demand on public transport services during Chung Yeung Festival 2020 was relatively low in view of the social distancing measures implemented by the Government during COVID-19 period. In addition, as advised by public transport operators, it was commonly observed that the passenger demand in Ching Ming Festival was relatively higher than Chung Yeung Festival. You are suggested to conduct assessment with the pre-COVID-19 period and latest passenger demand in Ching Ming Festival;
Noted. The PT Occupancy Analysis in the TIA Report Issue 3 was assessed based on the survey taken in 2023 Ching Ming Festival.

7. Para 5.2.5 –

- i) Please clarify your assumption of the proposed modal split whether it was based on the survey data or based on the headway of existing public transport as mentioned in para 5.2.2;

The model split was based on surveyed data. Wording of para 5.2.2 has been slightly modify to avoid misunderstanding.

- ii) Please advise your estimation on the mode share of the shuttle bus service and the reason why shuttle bus service was excluded in the modal split table;

The modal split is to estimate the mode choice from urban area to Sha Tau Kok Road - Shek Chung Au. Regardless of the transport mode they take to Sha Tau Kok Area, they will eventually walk / take shuttle bus to the Columbarium.

Since the shuttle bus to be provided will only commute between Sha Tau Kok Road - Shek Chung Au and the Columbarium, therefore shuttle bus was excluded from the modal split table.

- iii) It is considered that the mode share of Taxi and Private Car is on the high side and could be adjusted to 5%;

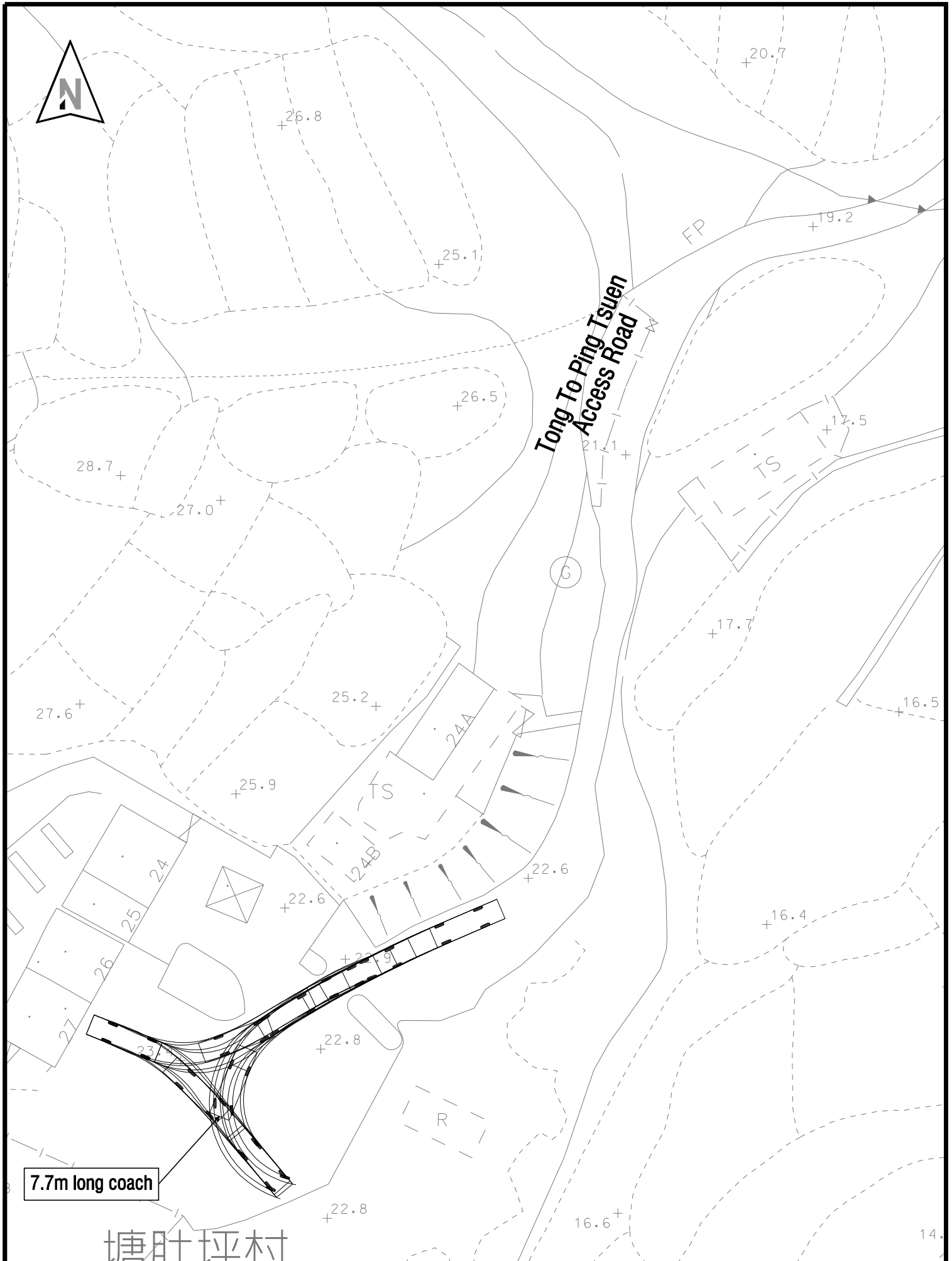
Noted and revised in the TIA Report Issue 3.

8. Para 5.3.1 – Please advise the completion date of the proposed development and the assessment year should be at least 3 years upon completion of the proposed development; and

The Columbarium is an existing one, the assessment year adopted is 5 years from the year of application.

9. Para 5.4.7, 5.4.8, Table 5.3 and 5.4 – Please advise your assumption and detailed calculation for our easy reference. Please supplement your assessment on KMB 277A.

Since the TIA report was submitted in 2020, KMB 277A was not in service on Sunday at that period of time. In order to reflect current PT arrangement, the information of PT, the PT Occupancy Analysis as well as its assumption were updated in TIA report Issue 3.



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

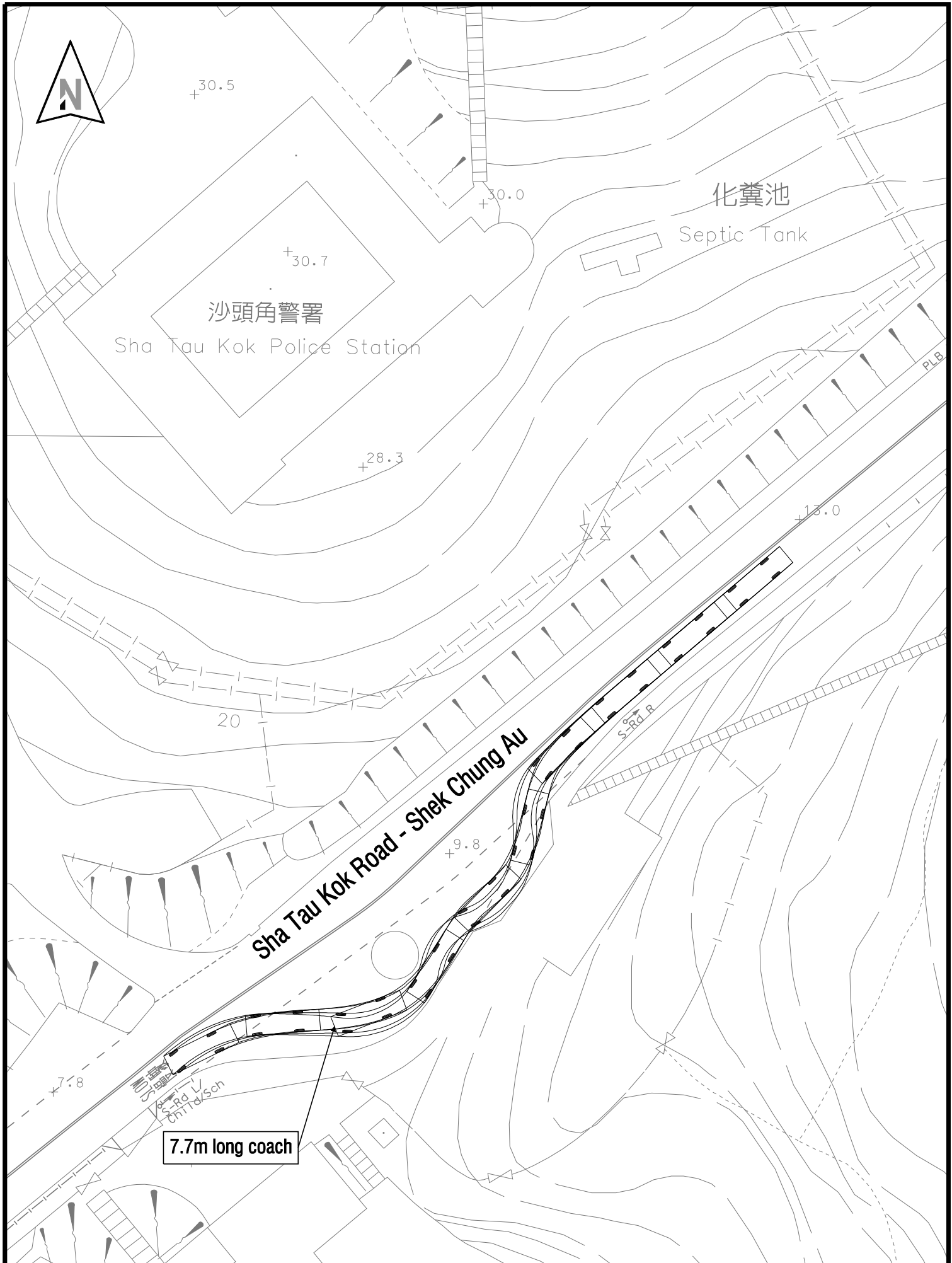
Swept Path of 27-seater coach

SCALE

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FIGURE NO.

RtoC 4.1



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

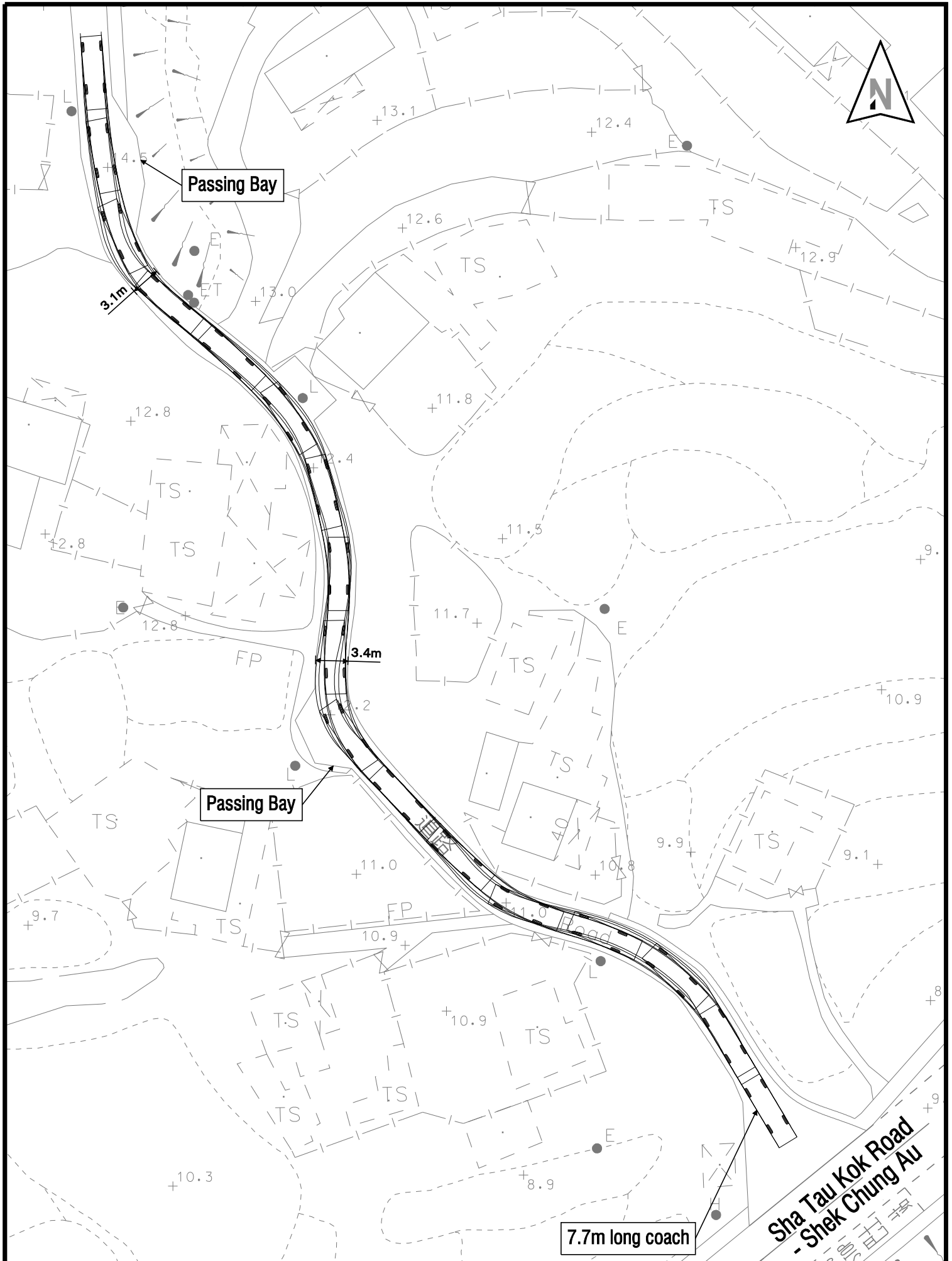
Swept Path of 27-seater coach

SCALE

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FIGURE NO.

RtoC 4.2



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

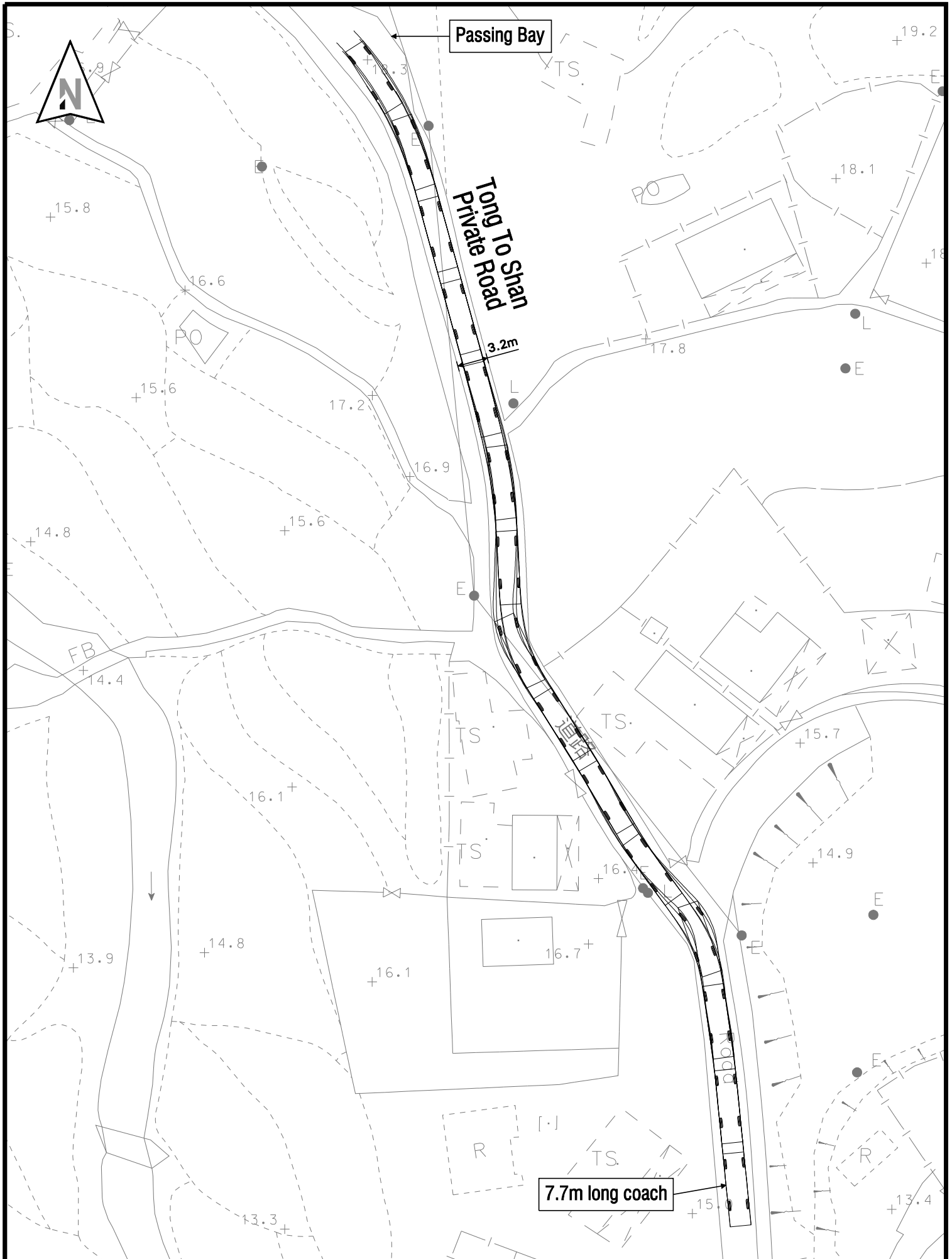
Swept Path of 27-seater coach

SCALE

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FIGURE NO.

RtoC 4.3



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

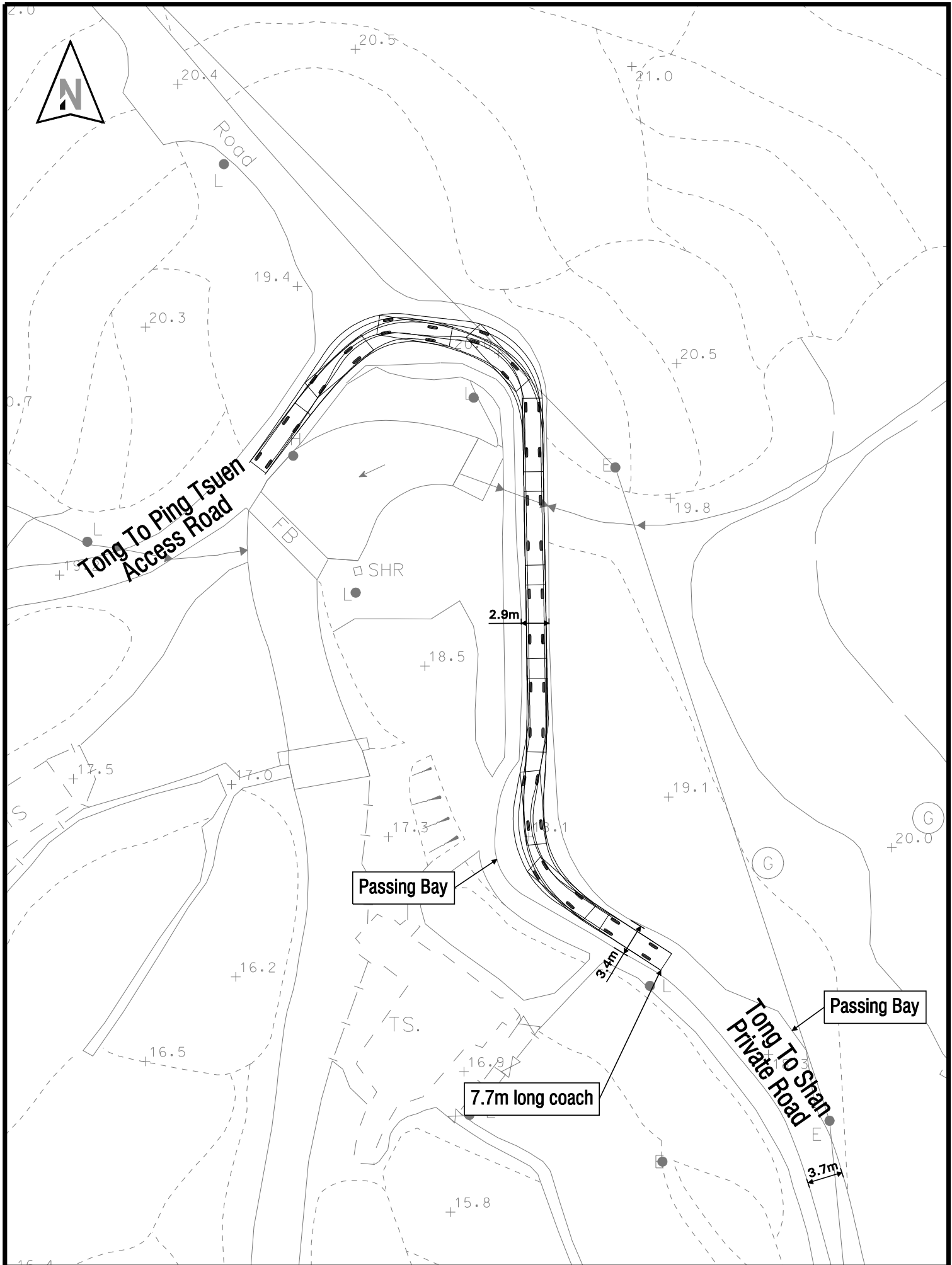
Swept Path of 27-seater coach

SCALE

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FIGURE NO.

RtoC 4.4



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

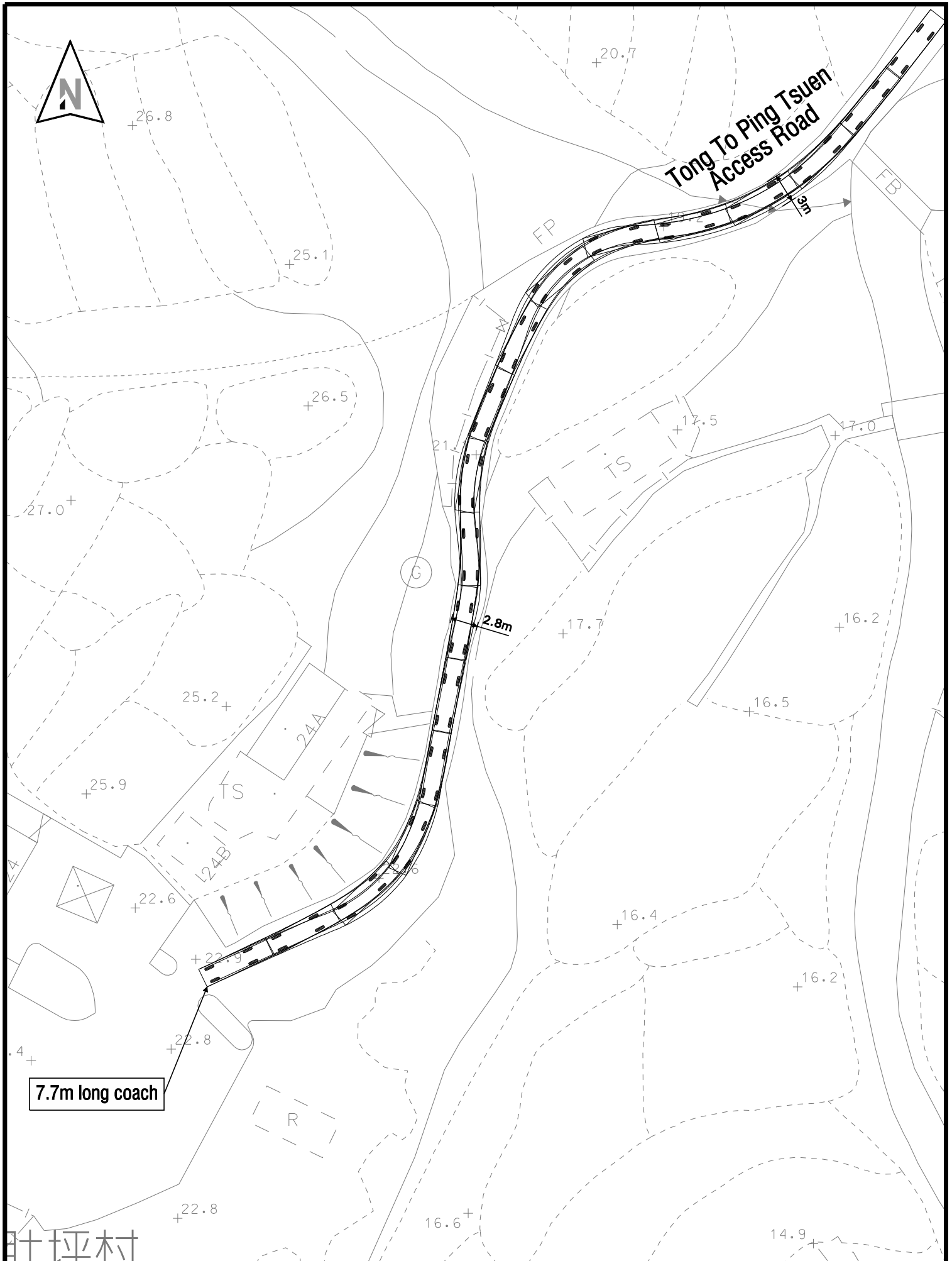
Swept Path of 27-seater coach

SCALE

1: 500

FIGURE NO.

RtoC 4.5



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

Swept Path of 27-seater coach

SCALE

1: 500

FIGURE NO.

RtoC 4.6



運輸署
Transport Department

本署檔號： (8) in L/M (4/2020) to TD PV 41/150/1067
電話： 2804 2713
傳真： 2865 1227

生記旅遊巴士有限公司

執事先生：

申請營辦合約式出租服務(A08) (個別路線) -
來往 沙頭角公路石涌凹段 及 沙頭角塘肚坪村24號

多謝貴公司遞交的上述申請。

現謹通知貴公司，本署現批准貴公司以客運營業證4150A旗下的壹輛載客量不超過27人並已獲簽發合約式出租服務(A08)批註的公共巴士，於2020年4月11、12、18、19、25及26日，遵照以下服務詳情營辦標題所述的合約式出租服務。

租用者

寶利信國際有限公司

路線

來往沙頭角公路石涌凹段及沙頭角塘肚坪村 24 號

上落乘客站位置

- 沙頭角公路石涌凹段(近燈柱EA1809)
- 沙頭角塘肚坪村 24 號(自由福居)

營運時間

上午8時正至下午6時正

班次

每20分鐘一班

車輛分配

兩輛載客量不超過 27 人並已獲簽發合約式出租服務(A08)批註的公共巴士

/...

在營辦上述服務期間，貴公司須領有有效的客運營業證，以及完全遵照以下條件：

- (i) 非專利巴士的發牌條件(夾附)；
- (ii) 公共巴士服務客運營業證條件(夾附)；
- (iii) 非專營公共巴士司機工作及休息時間指引(夾附)；
- (iv) 上述服務只可在本信函中列出的指定地點上落乘客，任何停留或停泊皆不允許。貴公司亦須提供足夠人手於上落客點維持秩序，以避免對其他道路使用者及行人造成阻礙；
- (v) 運輸署署長可隨時透過書面形式通知貴公司，取消上述批准；
- (vi) 若貴公司營辦上述服務以外的合約式出租服務，只要往返相同起點及目的地地區，而在30天內不論是接續或間歇營運的日數超過兩天，不論獨自經營或與其他客運營業證持證人以合辦或以其他方式經營，須在服務開辦前先取得運輸署長批准；及
- (vii) 上述服務不會自動獲得續期，須不時重新審核。如貴公司欲在批准營運期屆滿後繼續提供上述服務，應重新提交申請。本署於審核新申請時，會視乎當時的交通情況及公共運輸網絡及是否有充分理據支持。

請注意，若貴公司的巴士是以合約式出租形式提供服務（即A08服務），任何人（包括貴公司或租用巴士者）均不得向乘客收取個別車費。

根據香港法例第374章《道路交通條例》第52條的規定，營辦未經批准的公共巴士服務即屬違法。此外，按照客運營業證的條件，除客運營業證所批准的巴士服務外，持證人不得營辦其他巴士服務。如營辦任何未經批准的巴士服務，即屬違反客運營業證所訂的條件。根據《道路交通條例》第30和31條的規定，運輸署署長可委派一名公職人員主持研訊，並取消該客運營業證。

本署並同時提醒貴公司，營辦未經批准的公共巴士服務，可導致提供有關服務的巴士的第三者風險保險計劃失效。如無有效的第三者風險保險計劃，一旦發生意外，使用有關巴士服務的乘客將可能不會獲得保障，而貴公司可能被要求全部承擔有關乘客保險責任，並面對刑事檢控。

請貴公司於2020年4月14日提交確認接納本信條件的聲明書。否則，本署在此函件中批准的事項，將告無效。

/...

如有任何查詢，請於辦公時間致電2527 4752與蔡女士聯絡。

運輸署署長

(梅暉澄  代行)

2020 年 4 月 9 日

連附件

副本抄送：

寶利信國際有限公司(經辦人：張健龍先生)

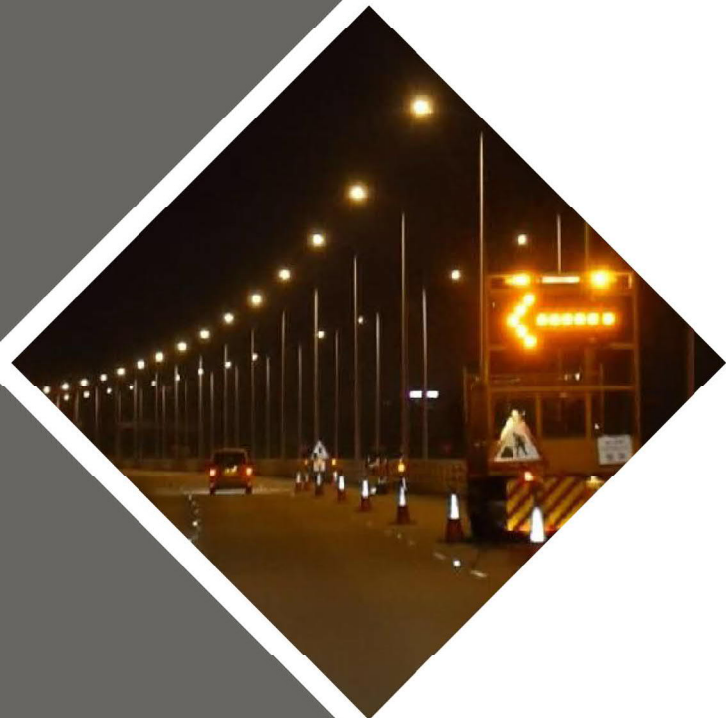
地址：沙頭角塘肚坪村24號



KAP
CONSULTANTS

Traffic Impact of
Existing Columbarium
TIA Report

Issue 3
May 2023



Traffic Impact of Existing Columbarium

TIA Report Issue 3

Prepared by:

YAU Ka Lee

BSci BLA(Hons) MLA

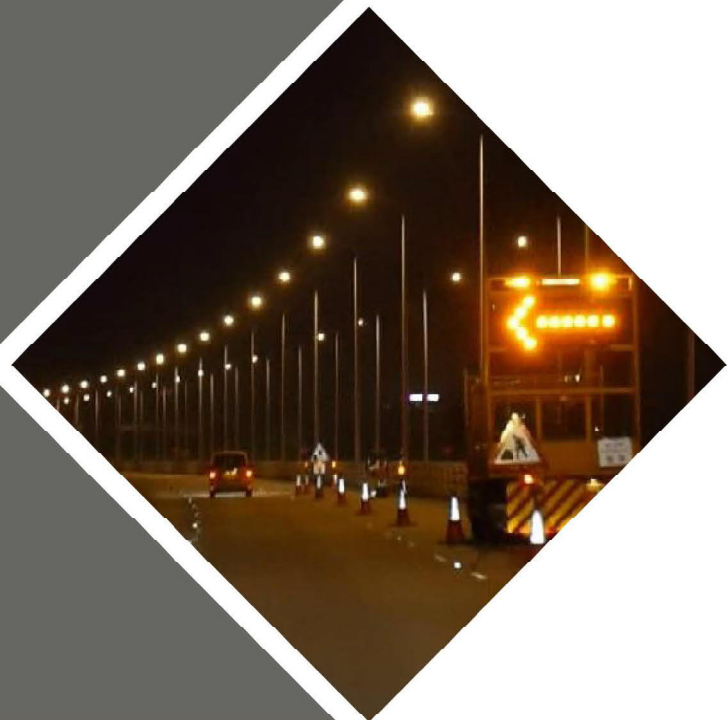
Endorsed by:

NG Siu Kei

BEng(Hons) CEng MCIHT



KAP CONSULTANTS LTD
Flat 5, 5/F, Topsail Plaza,
11 On Sum St, Shatin, N.T.



CONTENTS

- 1 Introduction
- 2 The Columbarium
- 3 Existing Street Inventory
- 4 Existing Traffic Condition
- 5 Forecasted Traffic Condition
- 6 Summary

Appendix A	Figures
Appendix B	Traffic Analysis
Appendix C	Extract of other reports

1 INTRODUCTION

1.1 Background

- 1.1.1 The existing columbarium 自由福居, hereinafter referred to as “the columbarium”, lies at the northern side of Tong To Ping Tsuen. It is located at Lots 1422 S.B(Part) and 1423 S.B (Part) in D.D.41, Tong To.
- 1.1.2 The history of the columbarium can be traced back to 1988, it can accommodate a maximum of 864 niches and currently 60 niches of them have been occupied.
- 1.1.3 In order to facilitate the application for amendment of the approved Sha Tau Kok Outline Zoning Plan No. S/NE-STK/2 from “Village Type Development” and “Recreation” to “Other Specified Uses” annotated “Columbarium”, KAP Consultants Limited is commissioned by the operator of the columbarium to study the traffic impact induced by the existing columbarium.

1.2 Structure of this TIA Report

- 1.2.1 The structure of this report is as follows:

- Section 1 introduces the background and the purpose of this TIA Report;
- Section 2 describes the general information of the concerned columbarium;
- Section 3 describes the existing road network and public transport facilities;
- Section 4 evaluates the existing traffic condition;
- Section 5 forecasts the future traffic condition;
- Section 6 summarizes and concludes the findings of this TIA Report.

2 THE COLUMBARIUM

2.1 General

- 2.1.1 The opening hour of the columbarium is 0900 - 1600 daily. During Ching Ming Festival, Chung Yeung Festival and their shadow periods (two weekends before and two weekends after Ching Ming Festival and Chung Yeung Festival), the opening hour will be revised to 0800 - 1800.
- 2.1.2 The vehicular access of the columbarium (Tong To Ping Tsuen Access Road) adjoins Tong To Shan Private Road, which branches out from Sha Tau Kok Road – Shek Chung Au. The location of the columbarium and the road network in the vicinity is shown in **Figure 2.1 of Appendix A**.
- 2.1.3 There are no public parking facilities along Tong To Ping Tsuen Access Road and Tong To Shan Private Road. All visitors need to access the subject site by shuttle bus provided by the columbarium, or walk to the Columbarium from Sha Tau Kok Road – Shek Chung Au.
- 2.1.4 The location of the shuttle bus pick-up and drop-off points are shown in **Figure 2.2 of Appendix A**. The Area of Influence, which covers the critical road junctions and road networks affected by the columbarium, is also illustrated in the same figure for reference.
- 2.1.5 For effective control of vehicular and pedestrian traffic of the columbarium and compliance to the Code of Practice for Fire Safety in Buildings, a crowd control measures will be implemented during Ching Ming Festival, Chung Yeung Festival and their shadow periods. The measures will be stated in the House Rules and the niche purchasers must accept the House Rules at the time of purchase. The House Rules include:
- (a) Visitors can only visit the columbarium in the registered time slot;
 - (b) The registration must be completed at least 7 days before the visiting date;
 - (c) The time slot duration is 20 minutes. Each time slot allows a maximum of 5 families (number of visitors of each family is limited to 4);
 - (d) No parking nor pick-up/drop-off activities is allowed at Tong To Ping Tsuen Access Road and Tong To Shan Private Road. The contract of the respective niche will be terminated if the family violate the rule;
 - (e) Visitors can access the columbarium by shuttle bus (during Ching Ming Festival, Chung Yeung Festival and shadow period only), or walk to the columbarium from Sha Tau Kok Road – Shek Chung Au by taking franchised bus / green minibuses or taxi services.

3 EXISTING STREET INVENTORY

3.1 Road Network

- 3.1.1 The columbarium is located at the unnamed local access road (Named as Tong To Ping Tsuen Access Road in this report for better distinction). It is a 3.5m wide two-way single track local access road connecting Tong To Ping Tsuen with another unnamed local access road (Named as Tong To Shan Private Road in this report for better distinction). Tong To Ping Tsuen Access Road and Tong To Shan Private Road is connected by a simple priority junction.
- 3.1.2 Tong To Shan Private Road is a 3.5m wide two-way single track local access road branched out from Sha Tau Kok Road - Shek Chung Au. Passing bays are provided along Tong To Shan Private Road. Tong To Shan Private Road and Sha Tau Kok Road - Shek Chung Au is connected by a simple priority junction.
- 3.1.3 Sha Tau Kok Road - Shek Chung Au is a 7.3m wide single two-lane rural road connecting Wo Hang with Sha Tau Kok. Based on the Annual Traffic Census 2019, the A.A.D.T. of Sha Tau Kok Road (section between Ping Che Road and Shun Lung St) is 6,570 vehicles. Extract of the Annual Traffic Census 2019 is shown in **Appendix C** of this report.

3.2 Public Transport Facilities

- 3.2.1 There are 3 franchised bus routes and 1 GMB route running along Sha Tau Kok Road - Shek Chung Au. The franchised bus stop and GMB stop are located near its junction with Tong To Shan Private Road, which is approximately 500m (about 7-minute walk) away from the columbarium.
- 3.2.2 The details of the franchised bus routes and GMB route are tabulated in Table 3.1.

Table 3.1 Public Transport Service

Route	Destination	Headways on Public Holiday
GMB 55K (N.T.)	Sheung Shui Station – Sha Tau Kok (Shun Lung Street)	4 – 10 min
KMB 78	Sha Tau Kok – Fanling Station (Fuk Ying Seen Koon)	Service during weekdays only
KMB 78K	Sheung Shui (Tai Ping) – Sha Tau Kok	20 min
	Sha Tau Kok – Sheung Shui (Tai Ping)	15-20 min
KMB 277A	Sha Tau Kok – Lam Tin Station	60 min

4 EXISTING TRAFFIC CONDITION

4.1 Classified Vehicular Count Survey

- 4.1.1 Based on the Classified Vehicular Count Survey conducted by FEHD in 2018 (FEHD project “*Service for a counting survey of road junctions (vehicular traffic) and access points (pedestrian traffic) to be conducted around 2018 Ching Ming Festival in respect of a Designated List of Private Columbarium*”), two priority junctions as mentioned in Section 3.1 are selected to assess the traffic impact brought by the columbarium.
- 4.1.2 The classified vehicular count survey was taken on Sunday during the period of Ching Ming Festival from 08:30 to 16:30, the peak hours of respective priority junctions are tabulated in Table 4.1.

Table 4.1 Details of priority junction

Junction No.	Junction Ref in FEHD report	Intersection of	Peak Hour
J1	JCT21.1	Tong To Ping Tsuen Access Road / Tong To Shan Private Road	08:45 – 09:45
J2	JCT21.2	Tong To Shan Private Road / Sha Tau Kok Road - Shek Chung Au	09:45 – 10:45

- 4.1.3 In parallel, we also conducted a Classified Vehicular Count Survey at the same locations in Chung Yeung Festival 2020 to validate FEHD’s surveyed data. The data is in line with the FEHD one and finally the data collected by FEHD was adopted in this TIA report as it gave a more conservative result.
- 4.1.4 The location of the Classified Vehicular Count Survey and its survey data extracted from FEHD’s website are attached in **Appendix C** of this report.

4.2 Operational Assessment

Junction Performance Analysis

- 4.2.1 In order to assess the traffic impact brought by the columbarium, the junction performances of the two concerned junctions during peak hour are calculated.
- 4.2.2 The Design Flow/Capacity Ratio (DFC) used to evaluate the junction performance is based on the calculations shown in Appendix of Chapter 4 of “Transport Planning and Design Manual (TPDM) 2020 Volume 2”.
- 4.2.3 The flow net and the detailed calculation are attached in **Figure 4.1** of **Appendix A** and **Appendix B** respectively. The results of the DFCs are summarized in Table 4.2.

Table 4.2 Junction Performance – DFC (existing condition)

Junction No.	Arm	DFC _{B-AC}	DFC _{C-B}
J1	Arm A – Tong To Shan Private Road Arm B – Tong To Ping Tsuen Access Road Arm C – Tong To Shan Private Road	0.01	0.00
Junction No.	Arm	DFC _{B-AC}	DFC _{C-B}
J2	Arm A – Sha Tau Kok Road - Shek Chung Au Arm B – Tong To Shan Private Road Arm C – Sha Tau Kok Road - Shek Chung Au	0.02	0.00

- 4.2.4 The values of DFC_{B-AC} (represent the flow turning out from minor road) are only 1% (J1) and 2% (J2) and the values of DFC_{C-B} (represent the right-turning flow turning from major road to minor road) of both junctions are 0%, the result indicated that both junctions operated satisfactorily where the traffic giving way at the junction will not adversely impede the mainstream traffic.

Road Links Performance Analysis

- 4.2.5 In order to assess the traffic impact brought by the columbarium, the road link performances of Sha Tau Kok Road – Shek Chung Au and Tong To Shan Private Road during peak hour of existing traffic condition are calculated.
- 4.2.6 The Peak Hourly Flows/Design Flow Ratio (P/Df) used to evaluate the road link performance is based on the calculations shown in Chapter 2 of “Transport Planning and Design Manual (TPDM) 2020 Volume 2”.
- 4.2.7 The P/Df values of the abovementioned road section are tabulated in Table 4.3.

Table 4.3 Road Link Performance – P/Df (existing condition)

	Tong To Shan Private Road	Sha Tau Kok Road – Shek Chung Au	
	Both Bound	E/B	W/B
Design Flow (veh/hr)	100	850	850
Reduction Factor due to heavy vehicles (veh/hr)	10%	10%	7%
Adjusted Design Flow (veh/hr)	90	765	791
Peak Hourly Flow (veh/hr)	10	166	161
P/Df Ratio	0.11	0.22	0.20

- 4.2.8 Since all the P/Df ratio are less than 0.3, the assessed road sections are all in free flow conditions, implicating the travel speeds at the free-flow speed generally prevail and the ability to manoeuvre with traffic stream are almost unimpeded.

Public Transport Occupancy Analysis

- 4.2.9 Based on the peak hour recorded in 2020 Chung Yeung Festival, Public Transport Occupancy Survey was conducted again in 2023 Ching Ming Festival (5 April 2023) at the following GMB stops and franchised bus stops.

Route	Survey Location	Survey Time
GMB 55K (East bound)	Sheung Shui Station (Terminus)	09:45-10:45
KMB 78K (East bound)	On-board passenger count	10:00, 10:20 and 10:40
GMB 55K (West bound)	Tong To GMB stop at Sha Tau Kok Rd – Shek Chung Au	08:30-13:00
KMB 78K (West bound)	Tong To bus stop at Sha Tau Kok Rd – Shek Chung Au	08:30-13:00
KMB 277A (West bound)	Tong To bus stop at Sha Tau Kok Rd – Shek Chung Au	08:30-13:00

- 4.2.10 Table 4.3 and 4.4 tabulated the public transport occupancy of each bound in 2023 during the peak hour recorded in 2020 Chung Yeung Festival.

Table 4.3 Public Transport Occupancy (East bound in existing condition)

Route	Observed Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Public Transport Occupancy
GMB 55K (East bound)	198	285	87	69.5%
KMB 78K (East bound)	160 [#]	405	245	39.5%
Total:	258	690	432	37.4%

* The adopted passenger capacity of GMB and KMB are 19 pax/veh and 135 pax/veh respectively. Maximum capacity is the product of passenger capacity and no. of vehicle in an hour (i.e. 19 pax/veh *15 veh/hr in GMB)

[#] Observed passenger flow of 78K is the summation of max no.of passenger on board during whole trip of the three runs 10:00, 10:20 and 10:40

Table 4.4 Public Transport Occupancy (West bound in existing condition)

Route	Observed Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Public Transport Occupancy
GMB 55K (West bound)	126	285	159	44.2%

KMB 78K (West bound)	17	405	388	4.2%
KMB 277A (West bound)	1	135	134	0.7%
Total:	144	825	681	17.5%

*The adopted passenger capacity of GMB and KMB are 19 pax/veh and 135 pax/veh respectively

- 4.2.11 The survey result revealed that the public transport occupancies are 37.4% (east bound) and 17.5% (west bound) of its maximum capacity during the peak hour of Ching Ming Festival.

Level of Service of Shuttle Bus Pick-up and Drop-off Point

- 4.2.12 The shuttle bus pick-up and drop-off point is located at Sha Tau Kok Road – Shek Chung Au (near lamppost EA1809), which is the lay-by of ex-boundary control point.
- 4.2.13 With the approval of HKPF and TD, the lay-by was used as the pick-up and drop-off point of the point-to-point columbarium shuttle bus service during Ching Ming Festival and its shadow period in Year 2020. The service was operated efficiently without causing adverse impact to both pedestrian and vehicular traffic.
- 4.2.14 In order to evaluate the queuing condition of the shuttle bus pick-up and drop-off point, Level of Service of the queueing area during peak hour of Chung Yeung Festival and Ching Ming Festival are calculated.
- 4.2.15 Level of Service (LOS) of the pick-up and drop-off point, which the calculations are based on Highway Capacity Manual, is tabulated in Table 4.5.

Table 4.5 Level of Service

Waiting Area* (m ²)	Passenger*	Average Passenger Area Occupancy (m ² /pax)	Level of Service
143	60	2.38	A

* 1.5m wide footpath have been excluded in the calculation.

**Assumed all visitors of 3 consecutives visiting time slot arrived at the same time.

- 4.2.16 The average passenger area occupancy of the pick-up and drop off point is 2.38 m²/pax, which is far above the crush capacity (0.288 m²/pax) as stipulated in the TPDM. According to Highway Capacity Manual, area with LOS A allows standing and free circulation through the queueing area without disturbing others within the queue.

5 FORECASTED TRAFFIC CONDITION

5.1 Full operation of columbarium

- 5.1.1 Since the traffic data taken in Year 2018 can only reflect the traffic impact brought by the 60 occupied niches, the traffic impact when all the niches (864 numbers) are occupied will be considered in this section.
- 5.1.2 In accordance with the House Rules as specified in paragraph 2.1.5, all visitors can only visit the columbarium in the registered time slot and travel to the subject site by shuttle bus provided by the operator of columbarium. Therefore, the headway of the shuttle bus service governs the traffic flow accessing the columbarium.
- 5.1.3 The point-to-point shuttle bus service, provided during Ching Ming Festival and its shadow period in Year 2020, was operated from 0800 to 1800 with the headway at 20 minutes. Shuttle bus service with similar scheduled will continued to be provided in the future.

5.2 Generated / Attracted Traffic Flow

- 5.2.1 Trip generated / attracted by a particular site depends largely on its geographic location, traffic network in the vicinity and coverage of public transport, a travel mode survey was therefore conducted to help identifying the choice of transport mode of current visitors, and to form a basis to forecast the mode choice of visitors in future.
- 5.2.2 According to replies of the survey, visitors used either GMB or franchised bus to the columbarium, depending on the availability of these public transports. Therefore, the modal split is governed by the headway of existing GMB route and franchised bus routes.
- 5.2.3 Due to good coverage of existing GMB/KMB routes and the remoteness of the columbarium from city centre, taxi was a rare mode choice for the visitors. However, a 5% of modal split is re-allocated to taxi in the forecast traffic condition in order to give a more conservative result.
- 5.2.4 In view of no physical parking space for the visitors and the enactment of House Rules as specified in paragraph 2.1.5, no private car should be generated / attracted by the columbarium. However, a 5% of modal split is re-allocated to private car in the forecast traffic condition to simulate an abnormal condition that 5% of visitors accidentally drive their private cars to the columbarium.

5.2.5 The modal split to be adopted in this section is summarised as follows:

Mode of Transport	Percentage (Surveyed)	Percentage (Forecast)	Visitors/peak hour (Forecast)
GMB	89%	79%	47.4
Franchised Bus	11%	11%	6.6
Taxi	0%	5%	3
Private Car	0%	5%	3

5.2.6 Assuming the passenger occupancy of GMB, taxi and private car are 19, 2 and 2, the additional traffic to be generated/attracted by the columbarium are therefore 3 GMB/hour (4.5 pcu/hr), 2 taxis/hour (2 pcu/hr), 1 private car/hour (1 pcu/hr) as well as 3 shuttle bus/hour (4.5 pcu/hr).

5.3 Future Background Traffic Flow

5.3.1 Year 2025 will be used as the assessment year.

5.3.2 Having reviewed the planning development, there are no major changes in the local development and road network in the vicinity of the subject site. The traffic forecast is therefore derived based on the historical traffic data from the Annual Traffic Census (ATC) published by Transport Department. The Annual Average Daily Traffic (AADT) of the related station from ATC 2014 to ATC 2019 were tabulated as follows:

Year	AADT of Sha Tau Kok Road (Section btw Ping Che Rd & Shun Lung St)	Percentage Change (compared with previous year)
2014	6370	N/A
2015	6320	-0.8%
2016	6550	+3.7%
2017	6460	-1.4%
2018	6620	+2.5%
2019	6570	-0.7%

* ATC on 2020 and 2021 are ignored in the forecast due to the effect of COVID

5.3.3 The annual average traffic growth from is approximate +0.62%. For the purpose of a conservative assessment, an annual traffic growth of 1% will be applied on the background traffic.

5.4 Operational Assessment

Junction Performance Analysis

5.4.1 The flow net and the detailed calculation are attached in **Figure 5.1** of **Appendix A** and **Appendix B** respectively. With the incorporation of generated/attracted traffic as well as the

1% annual traffic growth, the results of Design Flow/Capacity Ratio are summarized in Table 5.1.

Table 5.1 Junction Performance – DFC in Year 2025

Junction No.	Arm	DFC _{B-AC}	DFC _{C-B}
J1	Arm A – Tong To Shan Private Road Arm B – Tong To Ping Tsuen Access Road Arm C – Tong To Shan Private Road	0.02	0.00
J2	Arm A – Sha Tau Kok Road - Shek Chung Au Arm B – Tong To Shan Private Road Arm C – Sha Tau Kok Road - Shek Chung Au	0.03	0.00

- 5.4.2 Comparing with the DFC values in existing traffic condition, the values of DFC_{B-AC} (represent the flow turning out from minor road) in Year 2025 are increased by 1%, the DFC_{B-AC} values are still very low (i.e. 2% in J1 and 3% in J2) that the change in traffic condition are unnoticeable.

Road Links Performance Analysis

- 5.4.3 In order to assess the traffic impact brought by the columbarium, the road link performances of Sha Tau Kok Road – Shek Chung Au and Tong To Shan Private Road during peak hour in Year 2025 are calculated.
- 5.4.4 The Peak Hourly Flows/Design Flow Ration (P/Df) used to evaluate the road link performance is based on the calculations shown in Chapter 2 of “Transport Planning and Design Manual (TPDM) 2020 Volume 2”.
- 5.4.5 The P/Df values of the abovementioned road section are tabulated in Table 5.2

Table 5.2 Road Link Performance – P/Df in Year 2025

	Tong To Shan Private Road	Sha Tau Kok Road – Shek Chung Au	
	N/B	E/B	W/B
Design Flow (veh/hr)	100	850	850
Reduction Factor due to heavy vehicles (veh/hr)	10%	10%	7%
Adjusted Design Flow (veh/hr)	90	765	791
Peak Hourly Flow (veh/hr)	16	183	178
P/Df Ratio	0.18	0.24	0.23

- 5.4.6 Since all the P/Df ratio are less than 0.3, the assessed road sections are all in free flow conditions, implicating the travel speeds at the free-flow speed generally prevail and the ability to manoeuvre with traffic stream are almost unimpeded.

Public Transport Occupancy Analysis

- 5.4.7 Table 5.3 and 5.4 tabulated the Forecast Public Transport Occupancy of each bound during the peak hour of Ching Ming Festival, Chung Yeung Festival and their shadow periods in Year 2025. The forecast passenger flow is the sum of the Observed Passenger Flow in Table 4.3 /Table 4.4 and forecasted visitors/peak hour in Para 5.2.5.

Table 5.3 Forecast Public Transport Occupancy (East bound in Year 2025)

Route	Forecast Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Forecast Public Transport Occupancy
GMB 55K (East bound)	245	285	40	86%
KMB 78K (East bound)	167	405	238	41.2%
Total:	412	690	278	59.7%

*The adopted passenger capacity of GMB and KMB are 19 pax/veh and 135 pax/veh respectively

Table 5.4 Forecast Public Transport Occupancy (West bound in Year 2025)

Route	Forecast Passenger Flow (pax/hr)	Maximum Capacity* (pax/hr)	Available Capacity (pax/hr)	Forecast Public Transport Occupancy
GMB 55K (West bound)	173	285	112	60.7%
KMB 78K (West bound)	24	405	381	5.9%
KMB 277A (West bound)	1	135	134	0.7%
Total:	198	825	627	24%

*The adopted passenger capacity of GMB and KMB are 19 pax/veh and 135 pax/veh respectively

- 5.4.8 The assessment revealed that the public transport occupancies are 59.7% (east bound) and 24% (west bound) of its maximum capacity during the peak hour of Ching Ming Festival, Chung Yeung Festival and their shadow periods in Year 2025.

6 SUMMARY

6.1 Summary

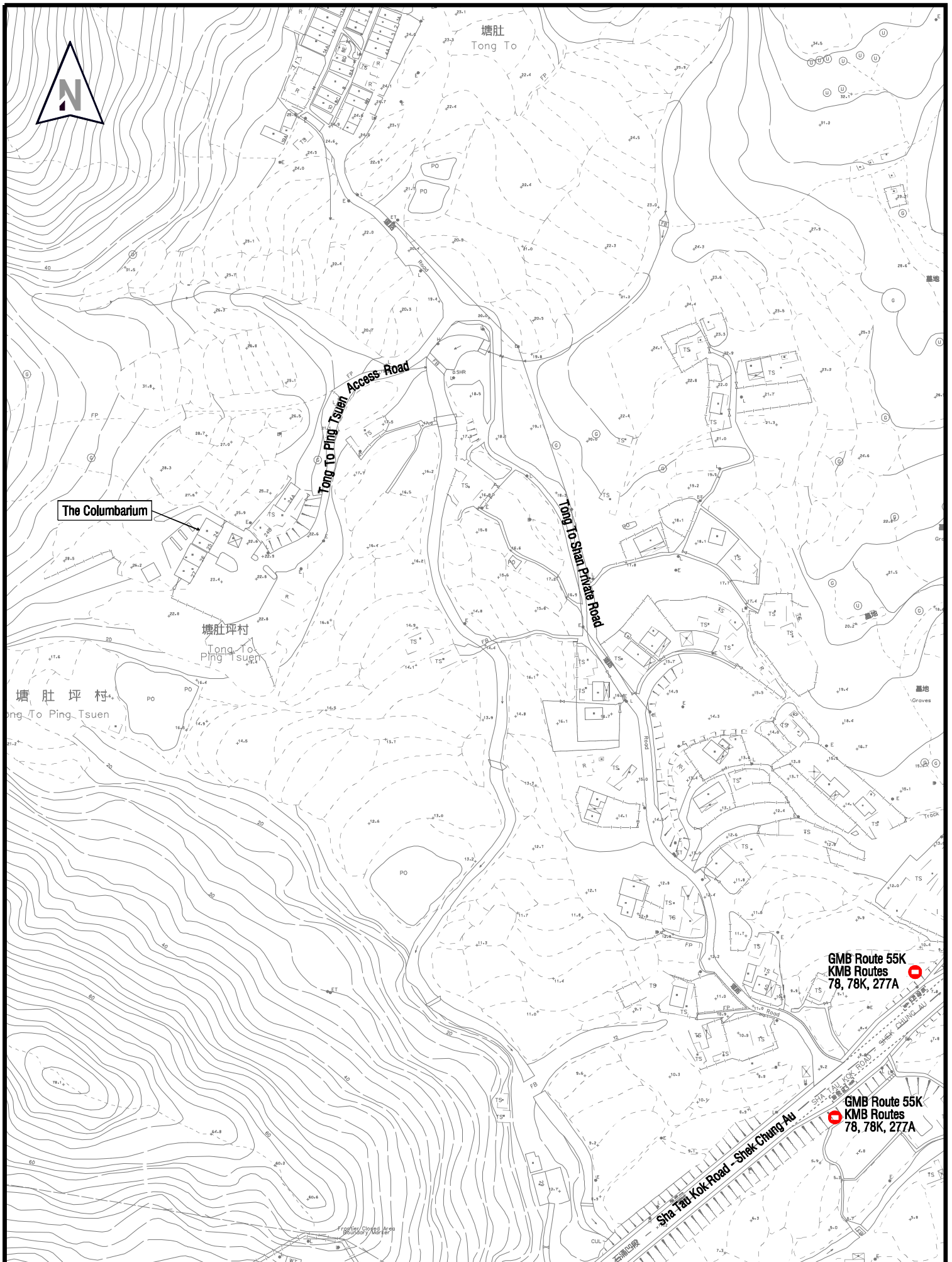
- 6.1.1 The existing columbarium 自由福居, which the history of the columbarium can be traced back to 1988, can accommodate a maximum of 864 niches and currently 60 niches of them have been occupied.
- 6.1.2 In order to facilitate the application for amendment of the approved Sha Tau Kok Outline Zoning Plan No. S/NE-STK/2 from “Village Type Development” and “Recreation” to “Other Specified Uses” annotated “Columbarium”, KAP Consultants Limited is commissioned by the operator of the columbarium to study the traffic impact induced by the existing columbarium.
- 6.1.3 There are no public parking facilities along the route to the columbarium. All visitors need to access the subject site by shuttle bus provided by the columbarium. The operator of columbarium will strictly follow the house rules to control vehicular and pedestrian flow.
- 6.1.4 In order to assess the traffic impact brought by the columbarium, the Design Flow / Capacity Ratio (DFC) of the following critical junctions in existing condition and forecast condition (Year 2025) are calculated: (Please refer to Section 4.2.1 - 4.2.4 and Section 5.4.1 - 5.4.2 for details)
- Tong To Ping Tsuen Access Road / Tong To Shan Private Road (J1)
 - Tong To Shan Private Road / Sha Tau Kok Road - Shek Chung Au (J2)
- 6.1.5 Furthermore, the Peak Hourly Flows/Design Flow Ratio (P/Df) of the following road links in existing condition and forecast condition (Year 2025) are calculated: (Please refer to Section 4.2.5 - 4.2.8 and Section 5.4.3 - 5.4.6 for details)
- Tong To Shan Private Road
 - Sha Tau Kok Road - Shek Chung Au
- 6.1.6 Since the traffic flow are low, both junctions and road links can be operated satisfactorily in both existing condition and forecast condition.
- 6.1.7 In order to assess the utilization rate of public transport, Public Transport Occupancy of the GMB NT route 55K, KMB routes 78K and 277A in existing condition and forecast condition (Year 2025) are calculated. (Please refer to Section 4.2.9 - 4.2.11 and Section 5.4.7 - 5.4.8 for details)
- 6.1.8 Based on the finding of this TIA Report, the columbarium will not induce adverse traffic impact on the nearby road network and will not burden on public transport.



APPENDIX A

FIGURES





TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

Location of Existing Columbarium

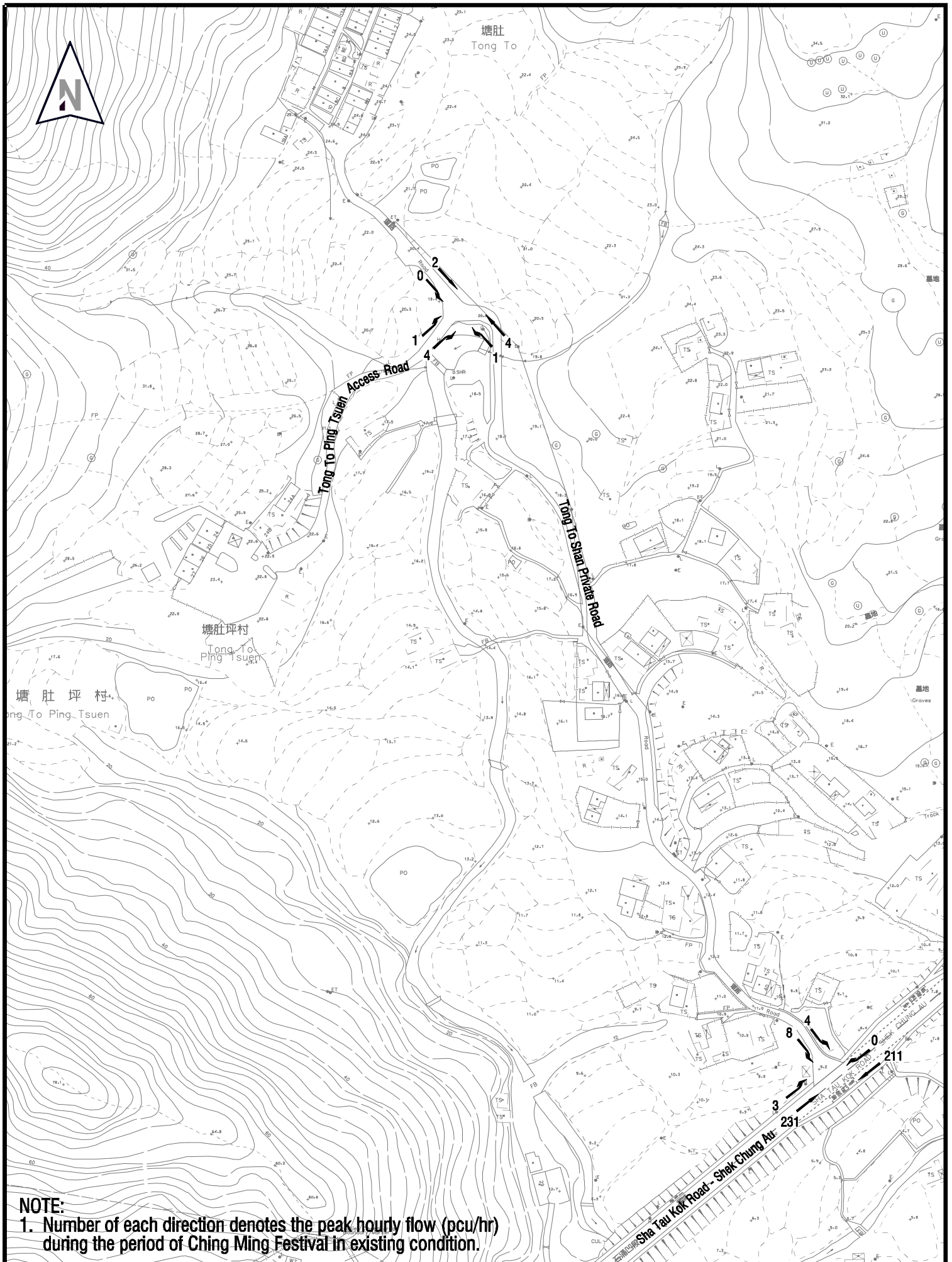
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FIGURE NO.

2.1

2.2



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

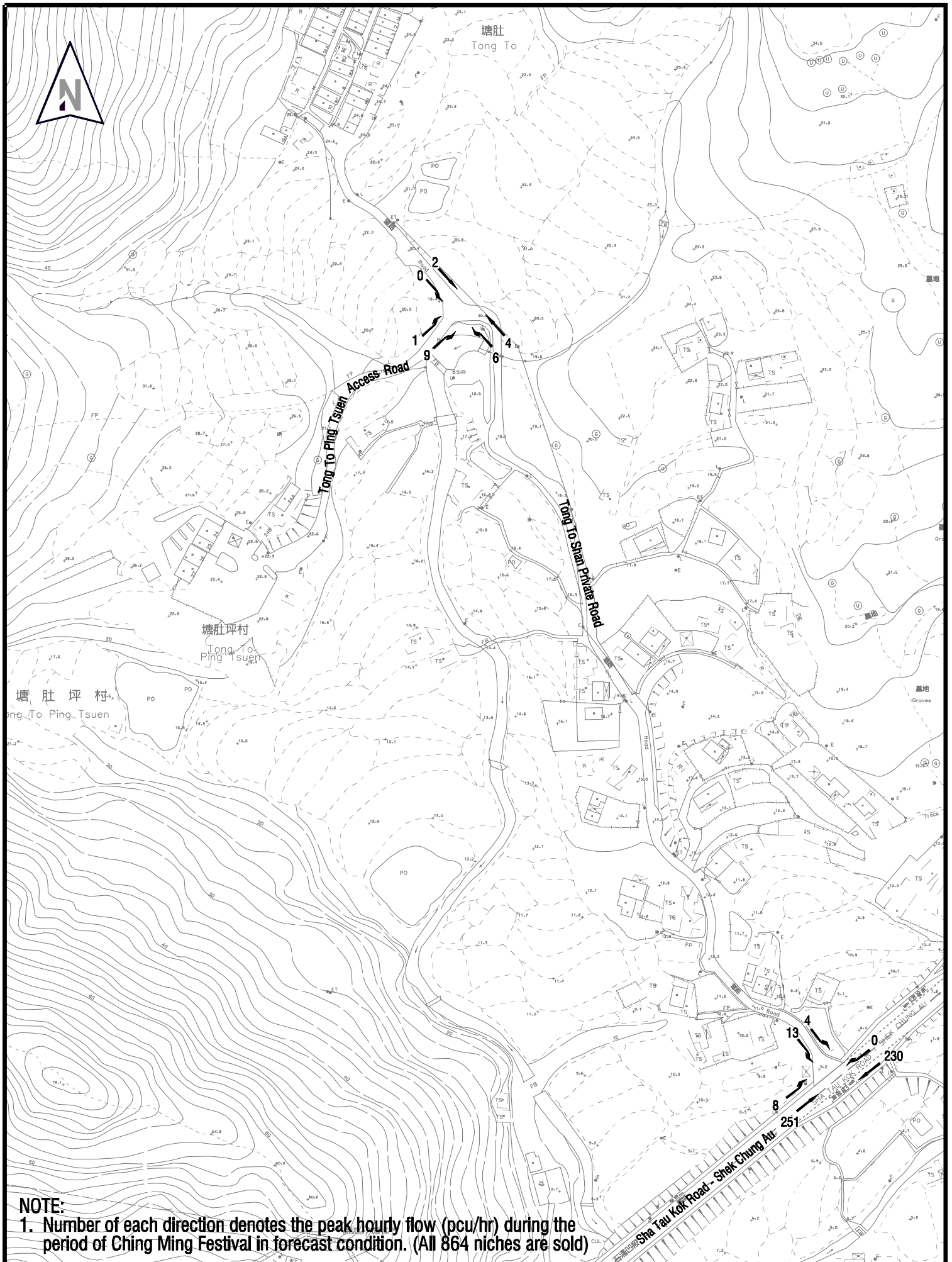
Flow Net (Existing)

SCALE

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FIGURE NO.

4.1



TRAFFIC CONSULTANT



PROJECT TITLE

Traffic Impact of Existing Columbarium

DRAWING TITLE

Flow Net (Forecast)

SCALE

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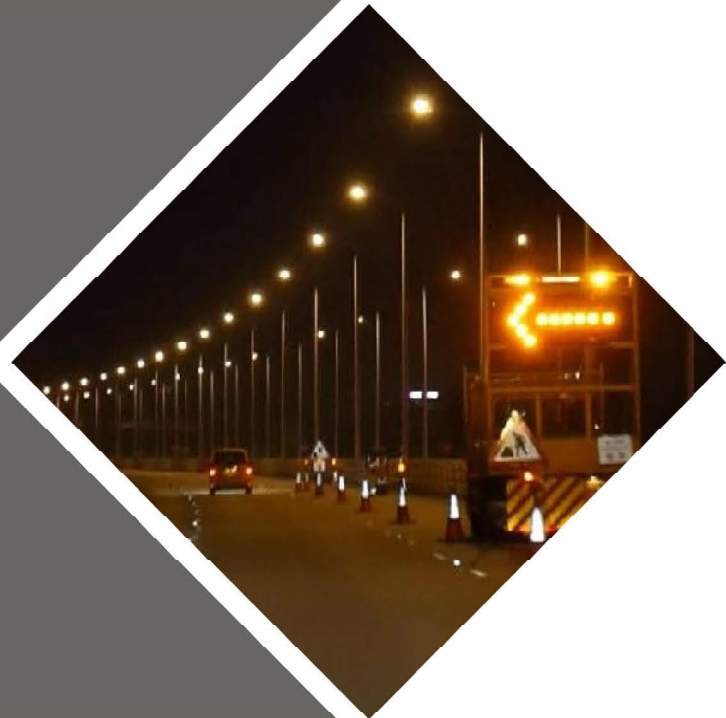
FIGURE NO.

5.1



APPENDIX B

TRAFFIC ANALYSIS



Job Title: Traffic impact of existing columbarium

Client: 自由福居

Location: Junction of Tong To Shan Private Road / Tong To Ping Tsuen Access Road (J1)

Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 08:45-09:45)

Existing / Forecast

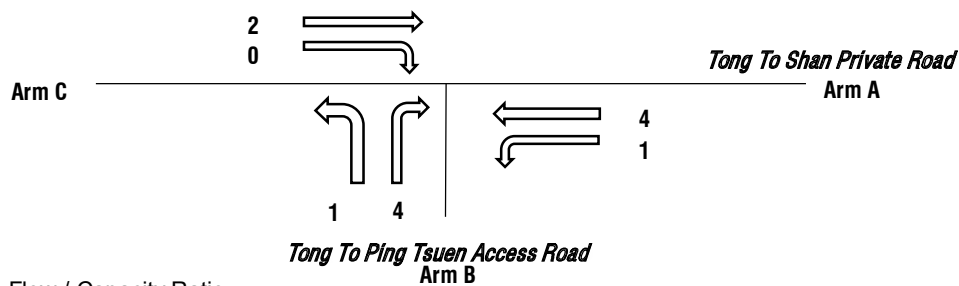
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.25 m	lane width available to vehicle waiting in stream C-B
V_{rB-A}	=	17 m	visibility to the right for vehicle waiting in stream B-A
V_{rB-C}	=	17 m	visibility to the right for vehicle waiting in stream B-C
V_{rC-B}	=	26 m	visibility to the right for vehicle waiting in stream C-B
V_{lB-A}	=	22 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	445
Q_{B-C}	=	573
Q_{B-AC}	=	554
Q_{C-B}	=	655

Actual Flow in p.c.u/hr



Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.01
DFC_{C-B}	=	0.00

Job Title: Traffic impact of existing columbarium

Client: 自由福居

Location: Junction of Tong To Shan Private Road / Sha Tau Kok Road - Shek Chung Au (J2)

Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 09:45-10:45)

Existing / Forecast

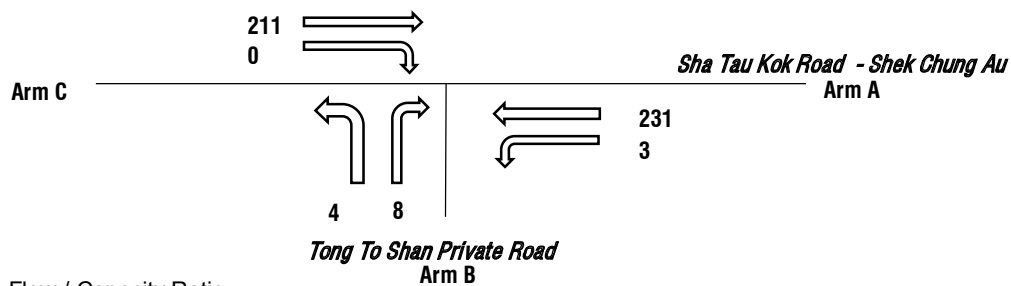
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.60 m	lane width available to vehicle waiting in stream C-B
V_{rB-A}	=	17 m	visibility to the right for vehicle waiting in stream B-A
V_{rB-C}	=	17 m	visibility to the right for vehicle waiting in stream B-C
V_{rC-B}	=	250 m	visibility to the right for vehicle waiting in stream C-B
V_{lB-A}	=	74 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	388
Q_{B-C}	=	525
Q_{B-AC}	=	547
Q_{C-B}	=	757

Actual Flow in p.c.u/hr



Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.02
DFC_{C-B}	=	0.00

Location: Junction of Tong To Shan Private Road / Tong To Ping Tsuen Access Road (J1)

Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 08:45-09:45)

Existing / Forecast

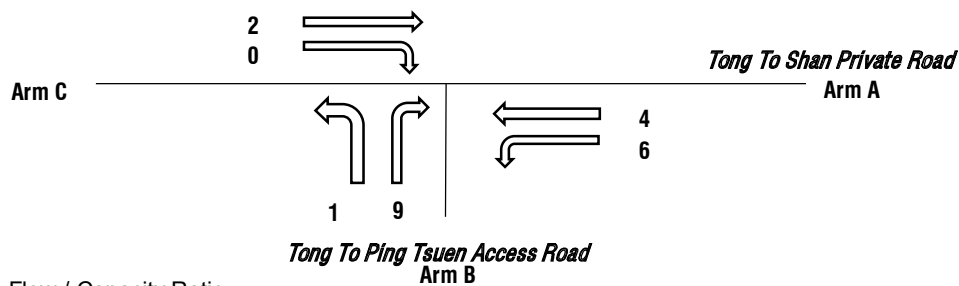
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.25 m	lane width available to vehicle waiting in stream C-B
V_{rB-A}	=	17 m	visibility to the right for vehicle waiting in stream B-A
V_{rB-C}	=	17 m	visibility to the right for vehicle waiting in stream B-C
V_{rC-B}	=	26 m	visibility to the right for vehicle waiting in stream C-B
V_{lB-A}	=	22 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	445
Q_{B-C}	=	573
Q_{B-AC}	=	554
Q_{C-B}	=	654

Actual Flow in p.c.u/hr



Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.02
DFC_{C-B}	=	0.00

Location: Junction of Tong To Shan Private Road / Sha Tau Kok Road - Shek Chung Au (J2)

Calculation of Capacity at Priority Junction (Sun @ Ching Ming Period 09:45-10:45)

Existing / Forecast

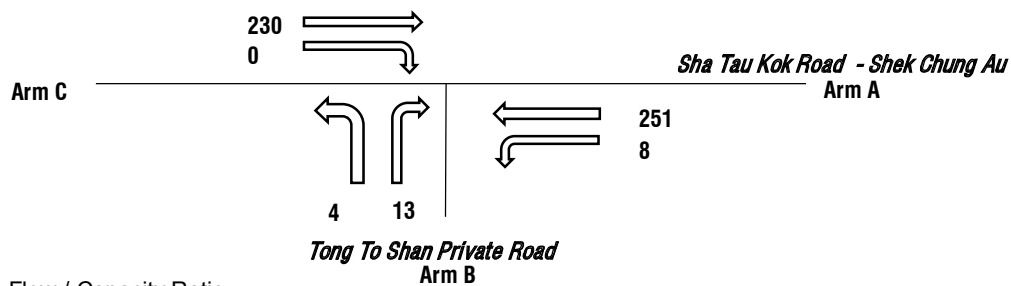
Geometric Parameters

W_{B-A}	=	2.05 m	lane width available to vehicle waiting in stream B-A
W_{B-C}	=	2.05 m	lane width available to vehicle waiting in stream B-C
W_{C-B}	=	3.60 m	lane width available to vehicle waiting in stream C-B
V_{rB-A}	=	17 m	visibility to the right for vehicle waiting in stream B-A
V_{rB-C}	=	17 m	visibility to the right for vehicle waiting in stream B-C
V_{rC-B}	=	250 m	visibility to the right for vehicle waiting in stream C-B
V_{lB-A}	=	74 m	visibility to the left for vehicle waiting in stream B-A

Capacity of each flow

Q_{B-A}	=	381
Q_{B-C}	=	521
Q_{B-AC}	=	543
Q_{C-B}	=	749

Actual Flow in p.c.u/hr



Design Flow / Capacity Ratio

DFC_{B-AC}	=	0.03
DFC_{C-B}	=	0.00



APPENDIX C

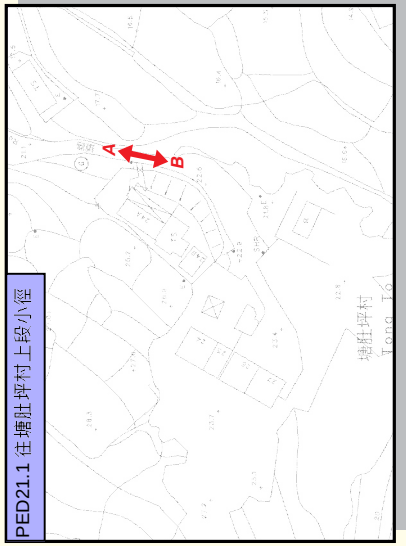
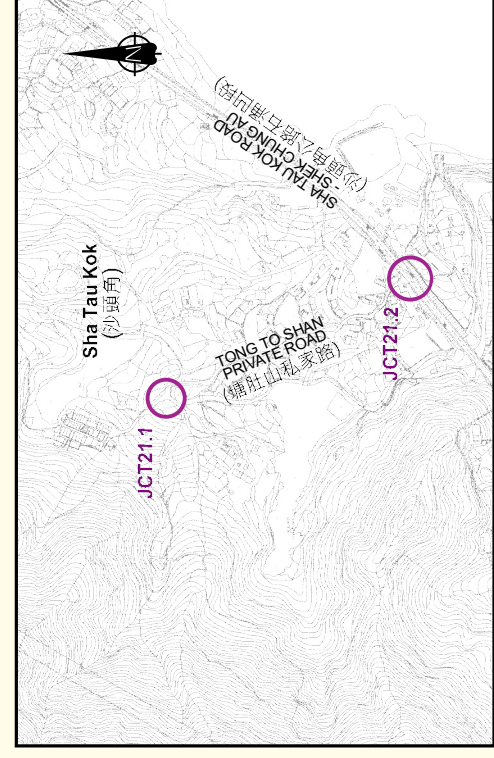
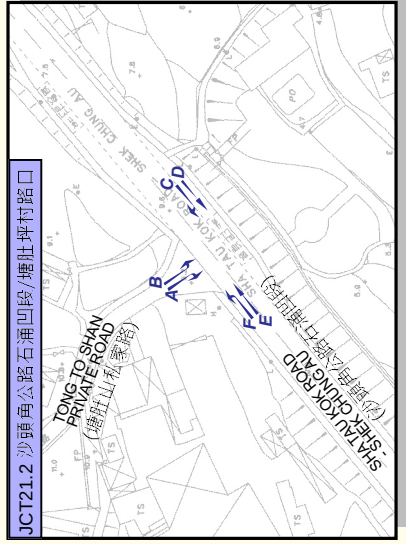
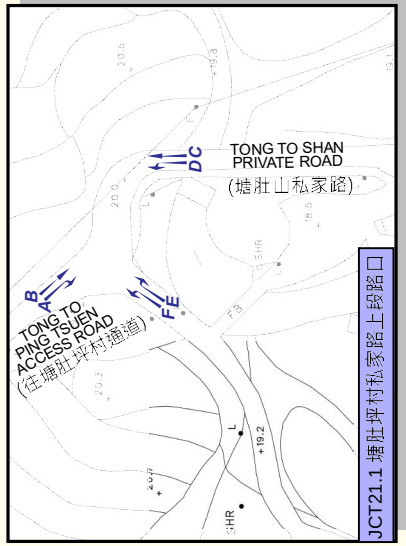
EXTRACT OF OTHER REPORTS



Appendix C - AADT of Counting Stations - ordered by Road Names

Road Name	From	To	Stn. No.	Road Type	Stn. Type	AADT		Change of 2019 as % of 2018
						2018	2019	
Sau Ming Rd	Sau Mau Path	Hiu Kwong St	3866	DD	C	8,760 *	8,820 *	+0.7
Sau Ming Rd	Sau Mau Ping Rd	Sau Mau Path	4066	DD	C	6,030	6,070 *	+0.7
Science Park Rd	Chak Cheung St	Chong San Rd	5714	DD	C	16,580	16,470 *	-0.7
Second St	Water St	Eastern St	2634	LD	C	850	800	-6.7
Seymour Rd	Bonham Rd	Castle Rd	1638	LD	C	3,400 *	3,370 *	-0.9
Seymour Rd	Castle Rd	Robinson Rd	2046	LD	C	4,150	4,120 *	-0.9
Sha Kok St	Tai Chung Kiu Rd	Sha Tin Wai Rd	5242	DD	C	12,700	12,850	+1.2
Sha Lek Highway FO <UR T5>	Slip rd from Sha Tin Wai Rd	Tate's Cairn Highway INT	5290	UT	C	36,050	39,160	+8.6
Sha Lek Highway FO <UR T5>	Slip rds to & from Sha Tin Rd	Slip rd to Sha Tin Wai Rd	5498	RT	C	26,850 *	29,430	+9.6
Sha Lek Highway FO <UR T5> N-B slip rd C	Sha Lek Highway FO <UR T5> N-B	Tate's Cairn Highway slip rd A	6075	PD	C	5,330	5,320 *	-0.1
Sha Lek Highway FO <UR T5> N-B slip rd N	Sha Lek Highway FO <UR T5> N-B	Tate's Cairn Highway slip rd M	5681	PD	C	7,920 *	7,910 *	-0.1
Sha Tau Kok Rd	Jockey Club Rd	Lok Yip Rd	5824	PD	C	28,050 *	29,170 *	+4.0
Sha Tau Kok Rd	Jockey Club Rd	San Wan Rd	5453	DD	C	19,700 *	20,320	+3.2
Sha Tau Kok Rd	On Kui St	Ping Che Rd	5660	RR	C	33,870 *	33,630 *	-0.7
Sha Tau Kok Rd	Ping Che Rd	Shun Lung St	5860	RR	C	6,620 *	6,570 *	-0.7
Sha Tau Kok Rd - Lung Yeuk Tau	Lok Yip Rd	Luen Shing St	5622	PD	C	22,070 *	22,950 *	+4.0
Sha Tau Kok Rd - Lung Yeuk Tau	Luen Shing St	On Kui St	5623	PD	C	21,350 *	22,200 *	+4.0
Sha Tin Rd	Lion Rock Tunnel Rd	Sha Tin Wai Rd	5002	EX	A	76,290	75,050	-1.6
Sha Tin Rd	Ramps to & from Tai Chung Kiu Rd	Yuen Wo Rd	5606	EX	C	41,840 *	41,800 *	-0.1
Sha Tin Rd	Sha Tin Wai Rd	Ramps to & from Tai Chung Kiu Rd	5605	EX	C	56,940 *	56,880 *	-0.1
Sha Tin Rd	Yuen Wo Rd	Tai Po Rd-Shatin	5806	EX	C	53,090 *	53,030 *	-0.1
Sha Tin Rd ramps	Tai Chung Kiu Rd	Sha Tin Rd	5618	PD	C	15,090 *	15,080 *	-0.1
Sha Tin Rural Committee Rd	Tai Chung Kiu Rd	Yuen Wo Rd	5619	PD	C	38,000 *	37,960 *	-0.1
Sha Tin Rural Committee Rd	Tai Po Rd - Shatin	Yuen Wo Rd	5818	PD	C	38,090 *	38,050 *	-0.1
Sha Tin Wai Rd	Sha Kok St	Sha Tin Rd	5213	PD	C	29,800	26,680	-10.5
Sha Tin Wai Rd	Sha Kok St	Tai Chung Kiu Rd	5418	PD	C	27,240 *	26,320	-3.4
Sha Tin Wai Rd	Sha Tin Rd	Ngan Shing St	6013	PD	C	26,810	26,780 *	-0.1
Sha Tin Wai Rd	Siu Lek Yuen Rd	Ngan Shing St	5817	PD	C	18,430 *	18,410 *	-0.1
Sha Tsui Rd	Castle Peak Rd - Tsuen Wan	Pun Shan St	5433	DD	C	2,200 *	2,380	+8.0
Sha Tsui Rd	Chung On St	Kwu Hang Rd	5631	DD	C	15,740 *	15,680 *	-0.3
Sha Tsui Rd	Kwu Hang Rd	Texaco Rd	5432	DD	C	16,840 *	12,400	-26.3

* AADT estimated by Growth Factor



LEGEND :

圖例 :

PEDESTRIAN ACCESS POINTS REQUIRED
統計人流點(雙向人流)
 A → B

JUNCTION/ROAD SECTIONS REQUIRED
(VEHICULAR FLOW)
 統計車流路口(車流)
 A →

TRAFFIC MOVEMENT
 車流方向

SURVEY CARRIED OUT NEAR CHING MING DAY
 近清明節數據統計

Rev.	Description	Checked	Date
-	-	-	-
-	-	-	-
-	-	-	-
-	-	-	-

Project Title

SERVICE FOR A COUNTING SURVEY
 OF ROAD JUNCTIONS (VEHICULAR TRAFFIC)
 AND ACCESS POINTS (PEDESTRIAN TRAFFIC)
 TO BE CONDUCTED AROUND 2018 CHING MING FESTIVAL
 IN RESPECT OF A DESIGNATED LIST OF PRIVATE COLUMBARIAS

Designed	CHH	Checked	LNC	Scale	NTS	Date	JUL 2018	Drawing No.	21	Rev.	-
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NEW TERRITORIES EAST (新界東)
- NORTH DISTRICT (北區)

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Junctions Hourly Flows Summary (PCU/hr): Survey carried out on Ching Ming Day Survey carried out near Ching Ming Day

Drawing No.	Junction Ref.	Survey Date	Movement	Time																													
				8:30	8:45	9:00	9:15	9:30	9:45	10:00	10:15	10:30	10:45	11:00	11:15	11:30	11:45	12:00	12:15	12:30	12:45	13:00	13:15	13:30	13:45	14:00	14:15	14:30	14:45	15:00	15:15	15:30	
21	JCT21.1	15-Apr	JCT21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
			JCT21.1B	1	2	2	2	2	1	2	2	2	1	0	0	0	2	2	2	2	2	0	0	0	1	1	1	1	0	0	1	1	
			JCT21.1C	2	4	4	4	3	0	0	0	0	0	0	0	0	2	2	2	0	0	0	0	0	1	1	1	1	0	0	0	0	
			JCT21.1D	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.1E	4	4	4	1	0	0	0	0	0	0	0	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.1F	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.2A	7	7	8	8	7	8	4	4	3	1	1	2	2	1	1	0	0	0	4	4	5	10	10	11	9	4	4	3	9	11
	JCT21.2	15-Apr	JCT21.2B	6	8	8	7	4	6	6	3	6	4	6	5	2	4	2	2	2	2	3	3	1	1	1	1	1	1	1	1	1	1
			JCT21.2C	5	6	5	3	3	0	0	1	1	1	2	2	3	2	1	2	3	3	3	2	2	2	2	2	2	0	0	0	0	0
			JCT21.2D	127	140	160	192	190	211	207	188	186	152	144	149	141	153	172	165	166	183	177	190	189	160	170	166	165	186	186	191	193	
			JCT21.2E	154	163	190	212	247	231	217	194	168	195	177	178	173	160	158	165	163	155	171	153	165	177	163	202	195	181	183	151	145	
			JCT21.2F	5	5	4	3	3	3	3	2	4	4	4	4	5	4	3	2	0	5	5	5	5	0	1	1	1	1	1	0	0	0

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Pedestrian Access 15-minute Flows (pp/15 mins):

Survey carried out on Ching Ming Day

Survey carried out Near Ching Ming Day

Drawing No.	Pedestrian Access Ref.	Survey Date	Movement	Time (per 15 minutes)																														
				8.30	8.45	9.00	9.15	9.30	9.45	10.00	10.15	10.30	10.45	11.00	11.15	11.30	11.45	12.00	12.15	12.30	12.45	13.00	13.15	13.30	13.45	14.00	14.15	14.30	14.45	15.00	15.15	15.30	15.45	16.00
21	PED21.1	15-Apr	PED21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			PED21.1B	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



本署檔號： (8) in L/M (4/2020) to TD PV 41/150/1067
電話： 2804 2713
傳真： 2865 1227

生記旅遊巴士有限公司

執事先生：

申請營辦合約式出租服務(A08) (個別路線) -
來往 沙頭角公路石涌凹段 及 沙頭角塘肚坪村24號

多謝貴公司遞交的上述申請。

現謹通知貴公司，本署現批准貴公司以客運營業證4150A旗下的壹輛載客量不超過27人並已獲簽發合約式出租服務(A08)批註的公共巴士，於2020年4月11、12、18、19、25及26日，遵照以下服務詳情營辦標題所述的合約式出租服務。

租用者
寶利信國際有限公司

路線
來往沙頭角公路石涌凹段及沙頭角塘肚坪村 24 號

上落乘客站位置
• 沙頭角公路石涌凹段(近燈柱EA1809)
• 沙頭角塘肚坪村 24 號(自由福居)

營運時間
上午8時正至下午6時正

班次
每20分鐘一班

車輛分配
兩輛載客量不超過 27 人並已獲簽發合約式出租服務(A08)批註的公共巴士

/...

在營辦上述服務期間，貴公司須領有有效的客運營業證，以及完全遵照以下條件：

- (i) 非專利巴士的發牌條件(夾附)；
- (ii) 公共巴士服務客運營業證條件(夾附)；
- (iii) 非專營公共巴士司機工作及休息時間指引(夾附)；
- (iv) 上述服務只可在本信函中列出的指定地點上落乘客，任何停留或停泊皆不允許。貴公司亦須提供足夠人手於上落客點維持秩序，以避免對其他道路使用者及行人造成阻礙；
- (v) 運輸署署長可隨時透過書面形式通知貴公司，取消上述批准；
- (vi) 若貴公司營辦上述服務以外的合約式出租服務，只要往返相同起點及目的地地區，而在30天內不論是接續或間歇營運的日數超過兩天，不論獨自經營或與其他客運營業證持證人以合辦或以其他方式經營，須在服務開辦前先取得運輸署長批准；及
- (vii) 上述服務不會自動獲得續期，須不時重新審核。如貴公司欲在批准營運期屆滿後繼續提供上述服務，應重新提交申請。本署於審核新申請時，會視乎當時的交通情況及公共運輸網絡及是否有充分理據支持。

請注意，若貴公司的巴士是以合約式出租形式提供服務（即A08服務），任何人（包括貴公司或租用巴士者）均不得向乘客收取個別車費。

根據香港法例第374章《道路交通條例》第52條的規定，營辦未經批准的公共巴士服務即屬違法。此外，按照客運營業證的條件，除客運營業證所批准的巴士服務外，持證人不得營辦其他巴士服務。如營辦任何未經批准的巴士服務，即屬違反客運營業證所訂的條件。根據《道路交通條例》第30和31條的規定，運輸署署長可委派一名公職人員主持研訊，並取消該客運營業證。

本署並同時提醒貴公司，營辦未經批准的公共巴士服務，可導致提供有關服務的巴士的第三者風險保險計劃失效。如無有效的第三者風險保險計劃，一旦發生意外，使用有關巴士服務的乘客將可能不會獲得保障，而貴公司可能被要求全部承擔有關乘客保險責任，並面對刑事檢控。

請貴公司於2020年4月14日提交確認接納本信條件的聲明書。否則，本署在此函件中批准的事項，將告無效。

/...

如有任何查詢，請於辦公時間致電2527 4752與蔡女士聯絡。

運輸署署長

(梅暉澄  代行)

2020 年 4 月 9 日

連附件

副本抄送：

寶利信國際有限公司(經辦人：張健龍先生)

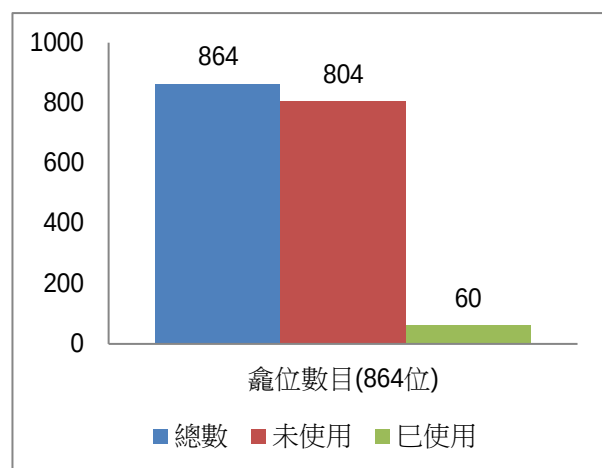
地址：沙頭角塘肚坪村24號

自由福居

(附件 1)

骨灰安置所(在高峰期)可容納的訪客量的上限及交通疏導統計表:

(統計表一) 龕位數目及龕位狀況

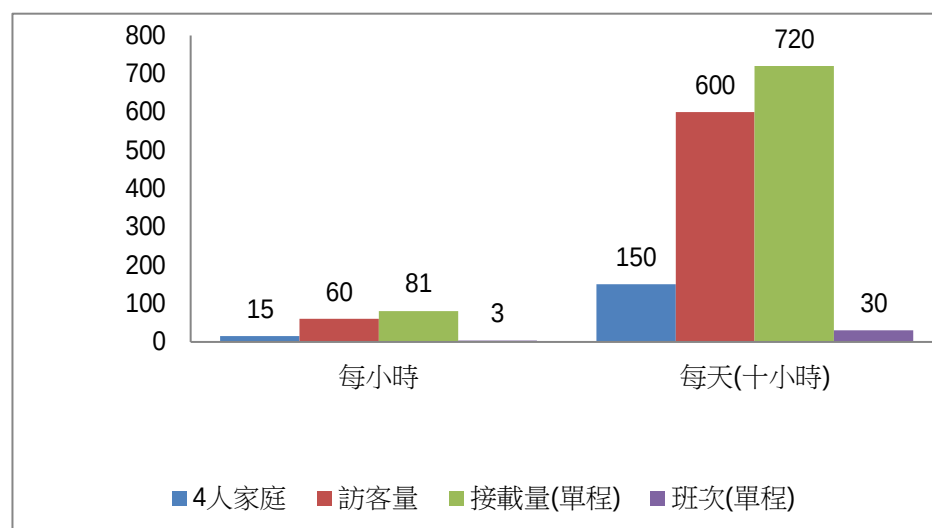


(1) 現有龕位總共 864 位

(2) 未使用龕位共 804 位

(3) 已使用龕位共 60 位(歷史悠久的龕位，於平日拜祭)

(統計表二) 每小時及每天(10 小時): 訪客量 ; 接載量 ; 27 座小巴接載班次



(1) 每小時家庭上限 15 個 ; 每天家庭上限 150 個

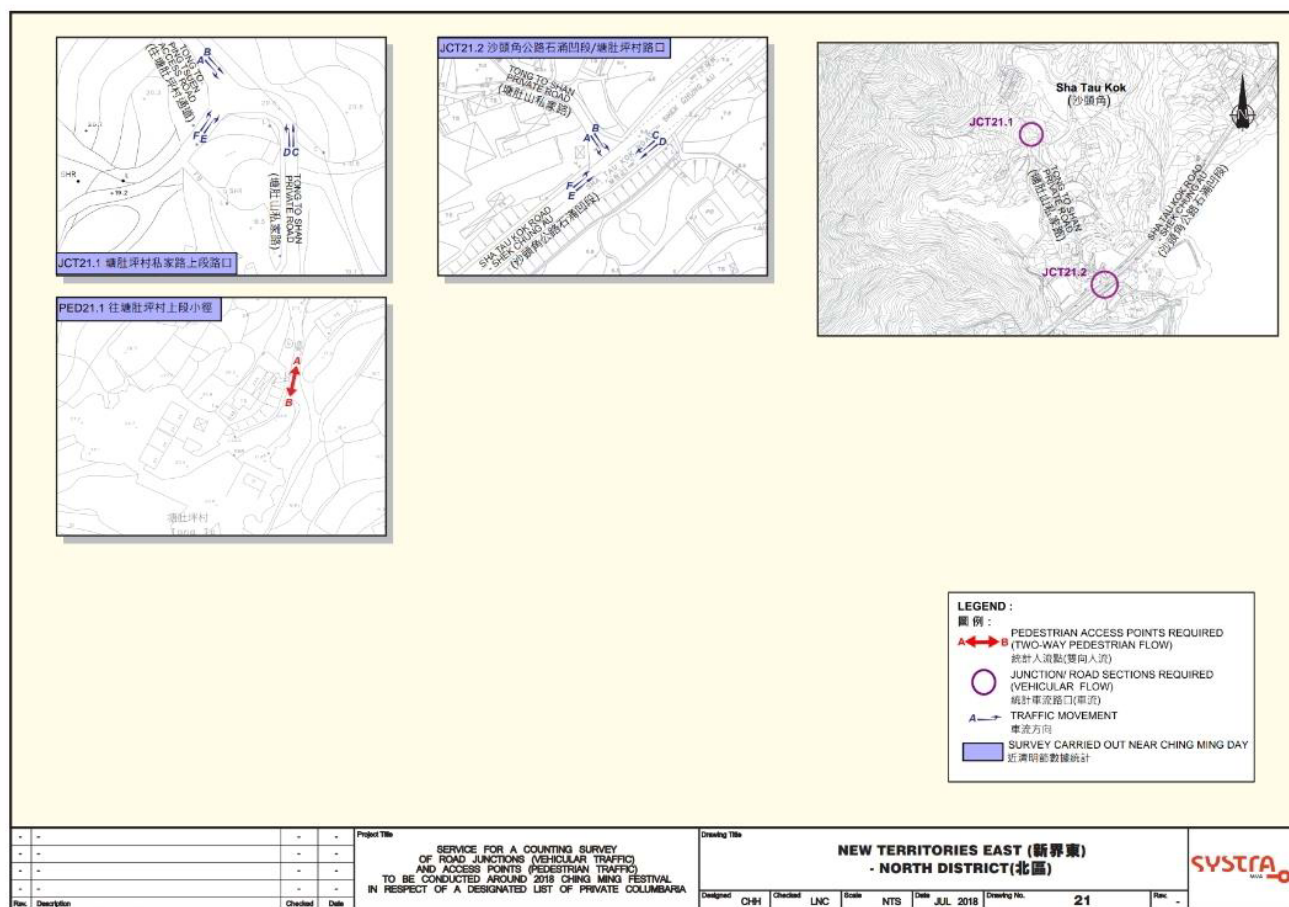
(2) 每小時訪客上限 60 人 ; 每天訪客上限 600 人

(3) 單程: 每小時接載量 81 人 ; 每天(10 小時) 接載量 810 人

(4) 單程: 每小時班次 3 班 ; 每天班次 30 班

車流數據統計：根據 2018 年食環署近清明節於自由福居統計

(資料來源食環署) 第 69 頁



Access Points Survey Data

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Pedestrian Access 15-minute Flows (ppl/15 mins): Survey carried out on Ching Ming Day Survey carried out near Ching Ming Day

Drawing No.	Pedestrian Access Ref.	Survey Date	Movement	Time (per 15 minutes)																					
				8.30	8.45	9.00	9.15	9.30	9.45	10.00	10.15	10.30	10.45	11.00	11.15	11.30	11.45	12.00	12.15	12.30	12.45	13.00	13.15	13.30	13.45
21	PED21.1	15-Apr	PED21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			PED21.1B	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Junctions Survey Data

Agreement No. COL 01/2018 - Service for a Counting Survey of Road Junctions (Vehicular Traffic) and Access Points (Pedestrian Traffic) to be Conducted Around the 2018 Ching Ming Festival in respect of a Designated List of Private Columbaria

Junctions Hourly Flows Summary (PCU/hr): Survey carried out on Ching Ming Day Survey carried out near Ching Ming Day

Drawing No.	Junction Ref.	Survey Date	Movement	Time																					
				8.30	8.45	9.00	9.15	9.30	9.45	10.00	10.15	10.30	10.45	11.00	11.15	11.30	11.45	12.00	12.15	12.30	12.45	13.00	13.15	13.30	13.45
21	JCT21.1	15-Apr	JCT21.1A	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.1B	1	2	2	2	2	1	2	2	2	1	0	0	0	0	0	2	2	2	2	0	1	1
			JCT21.1C	2	4	4	4	3	0	0	0	0	0	0	0	2	2	2	0	0	0	0	0	1	1
			JCT21.1D	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
			JCT21.1E	4	4	4	1	0	0	0	0	0	0	0	1	1	1	0	0	0	0	0	0	0	0
			JCT21.1F	1	1	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	JCT21.2	15-Apr	JCT21.2A	7	7	8	8	7	8	4	4	3	1	1	2	2	1	1	0	0	4	4	5	10	11
			JCT21.2B	6	8	8	8	7	4	6	6	3	6	4	6	5	2	4	2	2	2	0	2	3	3
			JCT21.2C	5	6	5	3	3	0	0	1	1	1	2	2	2	3	2	1	2	3	3	3	2	2
			JCT21.2D	127	140	160	192	190	211	207	188	186	152	144	149	141	153	172	165	166	183	177	190	189	160
			JCT21.2E	154	163	190	212	247	231	217	194	168	195	177	178	173	160	158	165	163	155	171	153	165	177
			JCT21.2F	5	5	4	3	3	3	3	2	4	4	4	5	4	4	3	2	0	5	5	5	5	0



本署檔號： (8) in L/M (4/2020) to TD PV 41/150/1067
 電話： 2804 2713
 傳真： 2865 1227

生記旅遊巴士有限公司

執事先生：

**申請營辦合約式出租服務(A08) (個別路線) -
 來往 沙頭角公路石涌凹段 及 沙頭角塘肚坪村24號**

多謝貴公司遞交的上述申請。

現謹通知貴公司，本署現批准貴公司以客運營業證4150A旗下的壹輛載客量不超過27人並已獲簽發合約式出租服務(A08)批註的公共巴士，於2020年4月11、12、18、19、25及26日，遵照以下服務詳情營辦標題所述的合約式出租服務。

租用者
 寶利信國際有限公司

路線
 來往沙頭角公路石涌凹段及沙頭角塘肚坪村 24 號

上落乘客站位置
 • 沙頭角公路石涌凹段(近燈柱EA1809)
 • 沙頭角塘肚坪村 24 號(自由福居)

營運時間
 上午8時正至下午6時正

班次
 每20分鐘一班

車輛分配
 兩輛載客量不超過 27 人並已獲簽發合約式出租服務(A08)批註的公共巴士

/...

公共車輛分組 香港金鐘道九十五號統一中心三樓
 Public Vehicles Unit 3/F United Centre 95 Queensway Hong Kong
 網址 web site: <http://www.td.gov.hk>

在營辦上述服務期間，貴公司須領有有效的客運營業證，以及完全遵照以下條件：

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根據香港法例第374章《道路交通條例》第52條的規定，營辦未經批准的公共巴士服務即屬違法。此外，按照客運營業證的條件，除客運營業證所批准的巴士服務外，持證人不得營辦其他巴士服務。如營辦任何未經批准的巴士服務，即屬違反客運營業證所訂的條件。根據《道路交通條例》第30和31條的規定，運輸署署長可委派一名公職人員主持研訊，並取消該客運營業證。

本署並同時提醒貴公司，營辦未經批准的公共巴士服務，可導致提供有關服務的巴士的第三者風險保險計劃失效。如無有效的第三者風險保險計劃，一旦發生意外，使用有關巴士服務的乘客將可能不會獲得保障，而貴公司可能被要求全部承擔有關乘客保險責任，並面對刑事檢控。

請貴公司於2020年4月14日提交確認接納本信條件的聲明書。否則，本署在此函件中批准的事項，將告無效。

/...

如有任何查詢，請於辦公時間致電2527 4752與蔡女士聯絡。

運輸署署長

(梅暉澄  代行)

2020 年 4 月 9 日

連附件

副本抄送：

寶利信國際有限公司(經辦人：張健龍先生)

地址：沙頭角塘肚坪村24號



自由福居



訪客上落地點

塘肚坪村

Tong To Ping Tsuen



訪客上落地點

沙頭角警署

沙頭角公路-石涌凹路段

沙頭角方向→

石涌凹
Shek Chung Au

訪客上落地點

←粉嶺方向

診所
Clinic

拜祭高峰期在清明節、重陽節及前後的(星期六和星期日)

預約拜祭開放時段內的特別交通安排 27 座小巴接載訪客

行駛時間: (由早上 06:50 - 晚上 19:10) 每小時 3 班

(車輛班次及提供日數是根據預約拜祭登記冊內預約人數而作出安排制定)

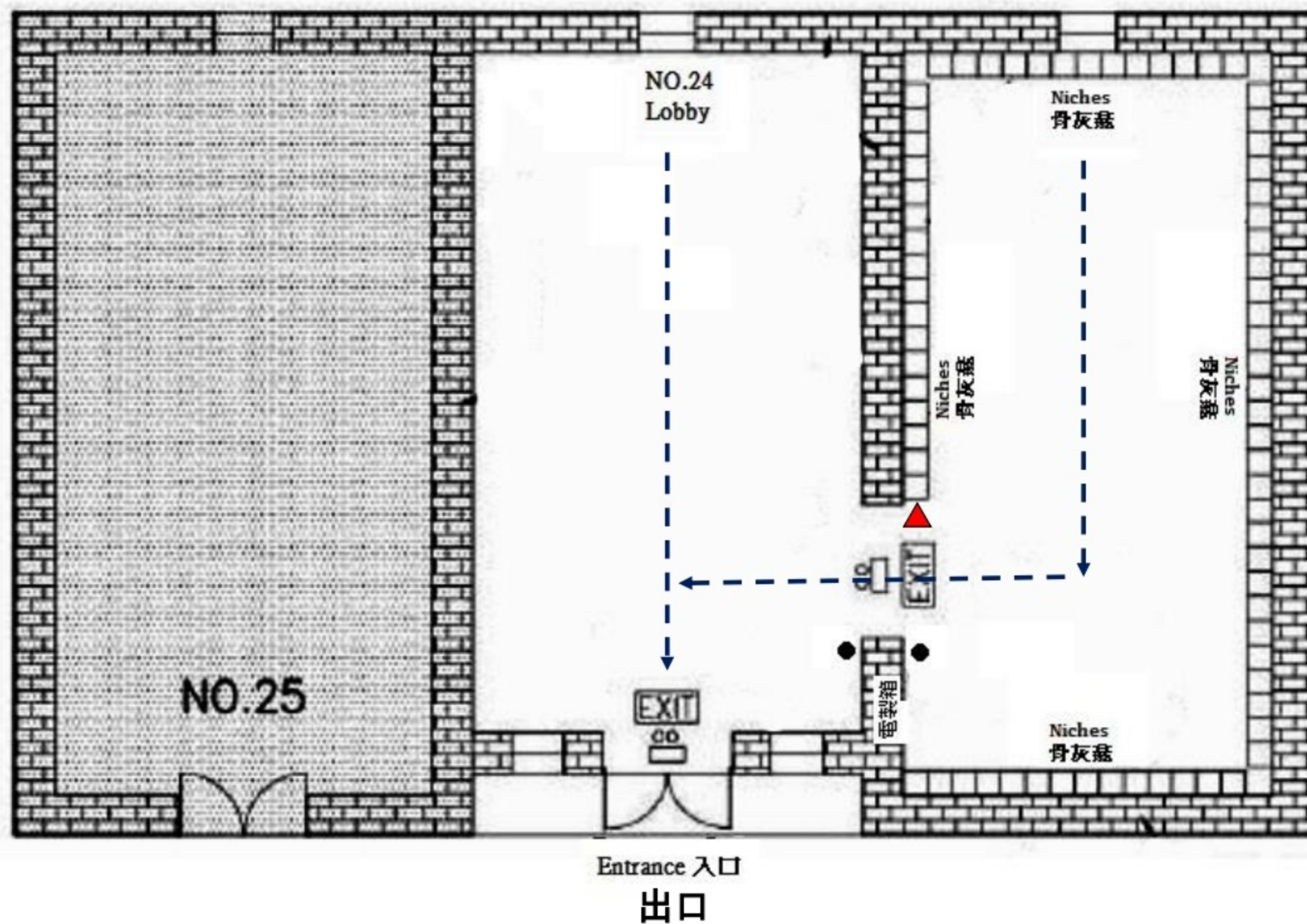
全日 (來程班次)	預約拜祭時段 (限時 20 分鐘)	(來程航班)上車時間 (分)10, 30, 50	(回程航班)上車時間 (分) 20, 40, 60
1	07:00-07:20	06:50	07:20
2	07:20-07:40	07:10	07:40
3	07:40-08:00	07:30	08:00
4	08:00-08:20	07:50	08:20
5	08:20-08:40	08:10	08:40
6	08:40-09:00	08:30	09:00
7	09:00-09:20	08:50	09:20
8	09:20-09:40	09:10	09:40
9	09:40-10:00	09:30	10:00
10	10:00-10:20	09:50	10:20
11	10:20-10:40	10:10	10:40
12	10:40-11:00	10:30	11:00
13	11:00-11:20	10:50	11:20
14	11:20-11:40	11:10	11:40
15	11:40-12:00	11:30	12:00
16	12:00-12:20	11:50	12:20
17	12:20-12:40	12:10	12:40
18	12:40-13:00	12:30	13:00
19	13:00-13:20	12:50	13:20
20	13:20-13:40	13:10	13:40
21	13:40-14:00	13:30	14:00
22	14:00-14:20	13:50	14:20
23	14:20-14:40	14:10	14:40
24	14:40-15:00	14:30	15:00
25	15:00-15:20	14:50	15:20
26	15:20-15:40	15:10	15:40
27	15:40-16:00	15:30	16:00
28	16:00-16:20	16:50	16:20
29	16:20-16:40	16:10	16:40
30	16:40-17:00	16:30	17:00
31	17:00-17:20	16:50	17:20
32	17:20-17:40	17:10	17:40
33	17:40-18:00	17:30	18:00
34	18:00-18:20	17:50	18:20
35	18:20-18:40	18:10	18:40
36	18:40-19:00	18:30	19:00

人流管制路線圖



<自由福居>逃生路線圖

圖 (1)



- 滅火筒
- - -> 逃生路線
- ▲ 你在此

<自由福居>消防安全疏散“指定集合地點”位置



● - - - ➔ 前往指定集合地點路線

地址：沙頭角塘肚坪村 27 號前之空地

投訴記錄表

投訴人姓名：_____ 通訊地址 / 電郵：_____

聯絡電話：_____ 日間：_____ 夜間：_____

是否已租用自由福居服務：☐ *是 ☐ 否

* 龕位編號：_____

* 牌位編號：_____

投訴性質：☐ 服務 ☐ 人事 ☐ 營運 其他 ☐：_____

投訴方式：☐ 面談 ☐ 書面 ☐ 其他：_____

投訴內容：

接到投訴日期：_____ 筆錄職員：_____ 報告職員：_____

(由處理投訴職員填寫)

處理日期：_____ 時間：_____ 處理投訴職員：_____

處理方式：_____

以書面回覆投訴人：

☐ 滿意處理結果，無須跟進。

☐ 不滿意處理結果，交由部門經理跟進。

處理投訴職員：_____ 日期：_____

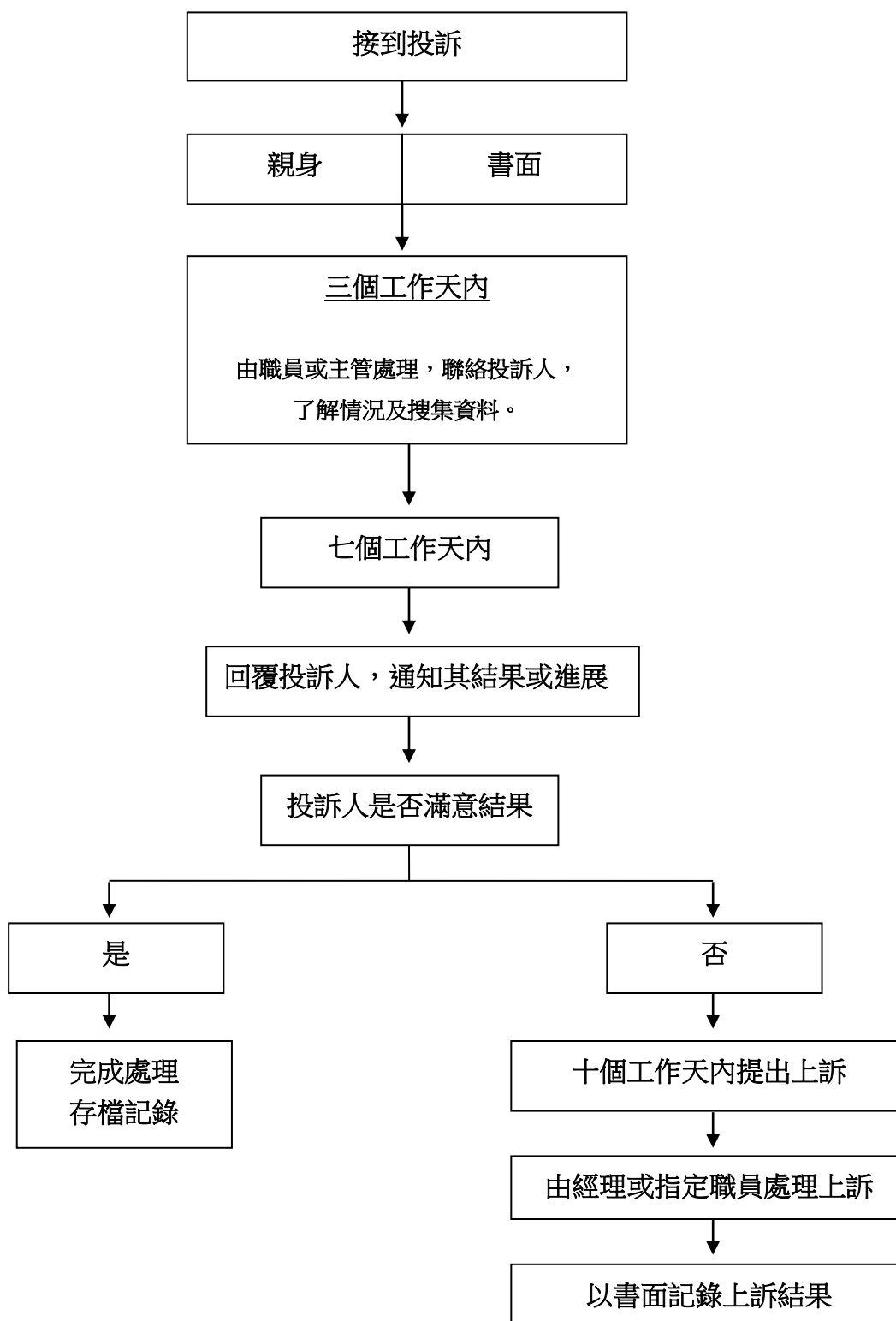
(由部門經理填寫)

意見：

部門經理審閱：_____ 日期：_____

自由福居

處理投訴流程圖



自由福居

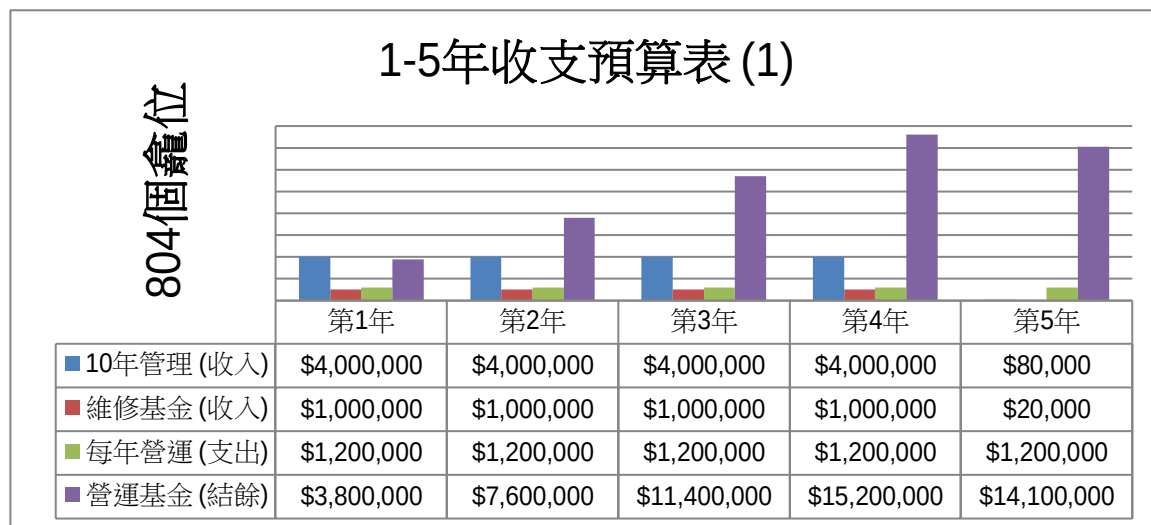
附件 9

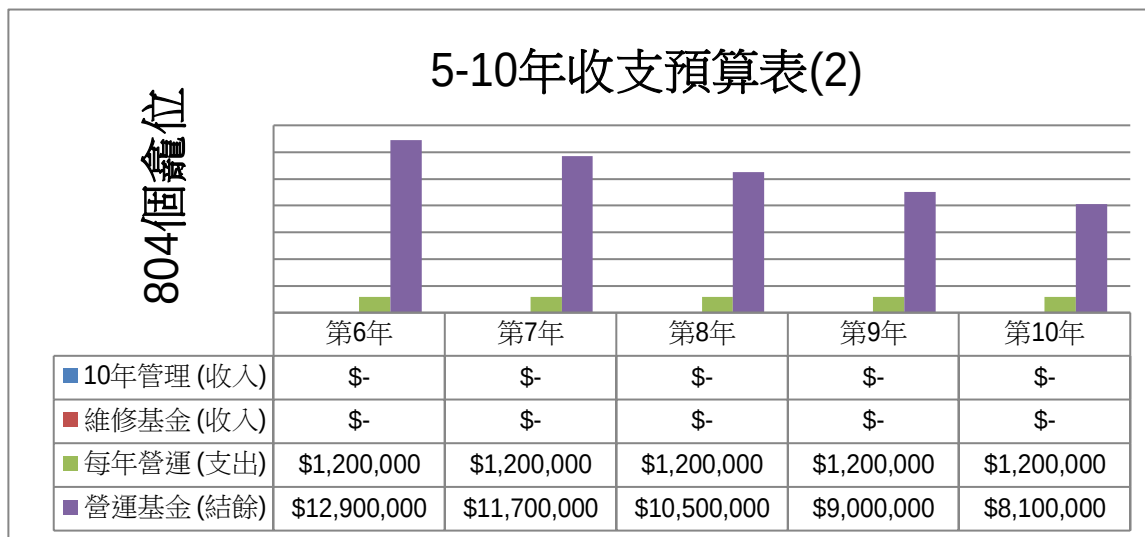
財務方案:

經營策略及安置所各主要業務的描述



【預計 10 年管理費+維修基金收入 和 每年營運支出】





【預計 10 年管理費+維修基金收入 和 每年營運支出】

每 10 年管理(收入)： $\$20,000 \times 804 \text{ 個龕位} = 10 \text{ 年管理收入 } \$16,080,000$

維修基金(收入)： 營辦商由出租 804 個龕位 $\times$ 每個\$5000 = 收入總額\$4,020,000

每年(營運支出)： $1,200,000 \times 10 \text{ 年} = 10 \text{ 年支出 } \$12,000,000$

營運基金(餘額預算)： 10 年後餘額 = 約\$8,100,000

維修基金(收入)： 由申請人負責從出售/出租龕位中支付。

10 年(管理費)： 由消費者負責支付。

營運基金運作： 建議監察，由 5 人代表組成：3 名場所高層、2 名消費者。

備註：上述收取之龕位管理收費為第 1 至 10 年收費(每年\$2000 $\times$ 10 年 = \$20,000)；

在第 11-20 年管理收費，加價幅度預算不多於 20-25%。

Other Detailed Comments from Government Departments

Drainage

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

- (a) he has no in-principle objection to the application from public drainage viewpoint;
- (b) should the application be approved, a condition should be included to request the applicant to submit and implement a drainage proposal for the Site to ensure that it will not cause adverse drainage impact to the adjacent area; and
- (c) the Site is currently in an area where no public sewerage connection is available.

Electricity Safety

Comments of the Director of Electrical and Mechanical Services (D of EMS):

- (a) he has no specific comment to the application from electricity supply safety aspect;
- (b) in the interests of public safety and ensuring the continuity of electricity supply, the parties concerned with planning, designing, organizing and supervising any activity near the underground cable or overhead line under the application should approach the electricity supplier (i.e. CLP Power) for the requisition of cable plans (and overhead line alignment drawings, where applicable) to find out whether there is any underground cable and/or overhead line within and/or in the vicinity of the concerned site. They should also be reminded to observe the Electricity Supply Lines (Protection) Regulation and the “Code of Practice on Working near Electricity Supply Lines” established under the Regulation when carrying out works in the vicinity of the electricity supply lines.

Fire Safety

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

- (a) he has no specific comment on the application;
- (b) detailed fire safety requirements will be formulated upon receipt of formal submission of general building plans;
- (c) fire safety requirements for the licensing of private columbarium were issued to the applicant on 27.8.2018 and subsequently complied with on 15.8.2019.

Urban Design and Landscape

Comments of the Chief Town Planner/Urban Design and Landscape, Planning Department (CTP/UD&L, PlanD):

Urban Design and Visual

- (a) she has no particular comment on the application from urban design and visual perspective given that the proposed development is to regularize the existing columbarium use in an existing single-storey building, it is small-scale and low-rise in nature; and

Landscape

- (b) she has no objection to the application from landscape planning perspective. Based on aerial photo of 2021, the Site is occupied by an existing building at the northwest. An existing tree is observed at the southeast within the site which is not in conflict with the proposed columbarium as shown the layout plan in the Planning Statement. Significant adverse landscape impact on existing landscape resources arising from the application is not anticipated.

Building Matters

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

- (a) he has no in-principle objection to the application under the Buildings Ordinance (BO); and
- (b) there is no record of approval by the Building Authority (BA) for the existing buildings/structures for columbarium use at the Site;
- (c) if the existing structures are New Territories Exempted Houses (NTEH) under the Building Ordinance (BO) (Application to the New Territories) (Cap.121 or the previous Cap. 322), DLO/North should be in a better position to comment on the captioned application;
- (d) if there are existing structures which had been erected on leased land without approval of the BD, (not being a NTEH), they are unauthorized under the BO and should not be designated for any approved use under the captioned application unless such are permissible under the Private Columbaria Ordinance (Chapter 630);
- (e) if any new building works are to be carried out on the Site, 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 (AP) should be appointed as coordinator for the proposed building works in accordance with the BO; and

- (f) the granting of any planning approval should not be construed as an acceptance of any existing building works or UBW on the Site under the BO, and any licence applications for which comments from BD is necessary;

Traffic

Comments of the Commissioner for Transport (C for T) on applicant's FI submission (**Appendix Id**):

Traffic Engineering Perspective

- (a) For the R-to-C items on traffic engineering which is to address the comments from the ex-E/N2 in Jan 2023, please find the following comments:
- (i) R-to-C item 4 - As shown in the Figure R-to-C 4.2, the pick up/drop off location at Sha Tau Kok Road is not within the columbarium site and would need to walk for ~1km to the columbarium site. Please check and clarify whether it would be a proper pick up/drop off location for visitors to the columbarium site.
 - (ii) R-to-C item 5 - The access between the site and Sha Tau Kok Road is a local track which is NOT under TD. Please ask the applicant to also seek the separate comments from the management party of the local track.
 - (iii) On the other hand, please ask whether any crowd control measures are needed to be implemented in festive period. If affirmative, separate comments from the HKPF may also be needed.

Transport Operations Perspective

- (b) **Para. 2.1.3 of the TIA** – Please add “at Sha Tau Kok Road – Shek Chung Au near L/P EA1809” after “by shuttle bus”.
- (c) **Para 2.1.4, Figure 2.2 and Para. 4.2.12** – Please advise the patronage of the shuttle bus service in 2020 for our information. Please advise if the service details of your proposed shuttle bus service, including operating hours, headway, vehicle allocation and carrying capacity, etc. would be same as the service in 2020. While the said shuttle bus service was previously approved in 2020, we would like to highlight that TD may, from time to time, review the traffic condition and transport network in processing application for operation of non-franchised bus services.
- (d) **Table 3.1** – The headway of GMB 55K should be 4 – 20 minutes instead of 4 – 10 minutes. For KMB 78K, please note that some of the trips actually depart from / terminate at Sheung Shui Bus Terminus. Please simply revise “Sheung Shui (Tai Ping)” to “Sheung Shui (Tai Ping) / Sheung Shui” and combine the two rows concerned. The headway of the route should be 15-30 instead of 15-20 minutes. For KMB 277A, please add a remark to indicate

that there are only 5 AM trips from Sha Tau Kok and 5 PM trips from Lam Tin Station.

(e) **Table 4.3 & 4.4 –**

- Please clarify if the figures presented in both table refer to the situation observed during the peakiest one hour or just an average figure per hour during the survey period (*except for KMB 78K eastbound service which refer to the onboard surveys mentioned in para. 4.2.9*). If negative, please also present the figures during the peakiest one hour and specify the period concerned for our information.
- Please clarify if the maximum capacity presented in the table refers to the actual occupancy observed or the maximum capacity in accordance with the scheduled headway. It is noted that the maximum headway (i.e. 4 minutes) is adopted for GMB 55K. However, the scheduled headway during the period concerned is 4 to 10 minutes. The occupancy rate should be calculated based on the actual number of passengers over the actual occupancy observed during the survey periods.
- Please add a column showing the number of trips observed during the survey period.

(f) **Para. 4.2.11 –** Please refer to our above comments on Table 4.3 & 4.3 and suitably update the occupancy figures if necessary.

(g) **Section 4 –** While you have presented the survey data and mentioned that there should be spare capacity to cater for the demand arising from the proposed columbarium development. It seems that the report does not conduct an assessment on the estimated transport demand daily and during the peakiest one hour during the grave sweeping periods and normal days. Please clarify if the maximum number of visitors per hour would be 60 (*i.e. 3 time slots x 20 visitors (i.e. 5 families x 4 persons per time slot) = 60 visitors*).

(h) **Para. 5.2.1 –** Please advise the details of your travel mode survey, which includes but not limited to the research method, survey period, survey location, sampling size, etc.

☐ Urgent ☐ Return Receipt Requested ☐ Sign ☐ Encrypt ☐ Mark Subject Restricted ☐ Expand personal&publi



反對規劃申請編號：Y/NE-STK/3靈灰安置所
08/08/2022 08:32

From:

To: "tpbpd@pland.gov.hk" <tpbpd@pland.gov.hk>

File Ref:

反對規劃申請編號：Y/NE-STK/3靈灰安置所

本人為塘肚村居民，本人強烈反對上述地段興建靈灰安置所。理由如下：

1. 交通擠塞，沙頭角公路為雙程行車線，交通流量有限，附近亦無地方容納大量車輛，如興建靈灰安置所必引致大量汽車而造擠塞，每年重陽、清明必須警方長時間駐守疏導交通。
2. 污染環境，靈灰安置所必引致人流造成噪音，環境污染。
3. 火災問題，近村民村屋多，靈灰安置所必易引起火災，造成危險。
4. 破壞鄉村環境，有關興建靈灰安置所團體，長期不斷重覆申請興建，期間不斷伐林、填塘及填農地以擴大安置所範圍，已經將鄉村環境破壞至面目全非，無任何政府單位規管及執法。如果申請成功，即鼓勵其他人破壞鄉村環境。

希望貴局專重居民意見

謝

2

致城市規劃委員會秘書：

專人送遞或郵遞：香港北角渣華道 333 號北角政府合署 15 樓

傳真：2877 0245 或 2522 8426

電郵：tpbpd@pland.gov.hk

To : Secretary, Town Planning Board

By hand or post : 15/F, North Point Government Offices, 333 Java Road, North Point, Hong Kong

By Fax : 2877 0245 or 2522 8426

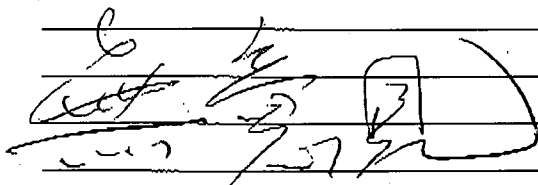
By e-mail : tpbpd@pland.gov.hk

有關的規劃申請編號 The application no. to which the comment relates

Y/NE-STK/3

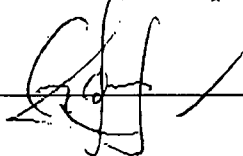
意見詳情 (如有需要，請另頁說明)

Details of the Comment (use separate sheet if necessary)



「提意見人」姓名/名稱 Name of person/company making this comment 侯志強

簽署 Signature



日期 Date 2022.8.10

致：城市規劃委員會

3

有關： 規劃申請編號：Y/NE-STK/3

反對規劃申請編號：Y/NE-STK/3

本人  是沙頭角塘肚村原居民/居民，**本人極力反對
上述申請。**

本村向來都是十分寧靜，若上述申請批准改劃，將來會有很多外人進入本村範圍。對本村村民來說這會帶來很多不便，更甚是或會引起很多不必要紛爭。

更何況在上址擺放數量龐大的外來骨灰會絕對影響本村風水。

所以本人連同本村其他村民堅決反對上述申請編號的申請。

日期：






致：城市規劃委員會

有關： 規劃申請編號：Y/NE-STK/3

反對規劃申請編號：Y/NE-STK/3

本人  是沙頭角塘肚村原居民/居民，**本人極力反對上述申請。**

上述申請編號早已於 2020 年 8 - 9 月已提出申請(申請編號: Y/NE - STK/2)過，當時已有很多本村村民包括本人向城市規劃委員會提出強烈反對。現又再一次重覆申請闖關，這又再一次挑起本村矛盾。申請的地段面積本是不大，試問到每年拜祭時間會有多少外來車輛進入本村，上址那來地方去容納數量龐大的外來車輛，況且到上址的車道只有一條，到時豈不是整條村的唯一車道被這些外來車輛霸佔阻礙本村村民正常使用。

所以本人連同本村其他村民堅決反對上述申請編號的申請。

日期:






致: 城市規劃委員會

有關: 規劃申請編號 : Y/NE-STK/3

反對規劃申請編號 : Y/NE-STK/3

本人  是沙頭角塘肚村原居民/居民, 現就上述申請編號申請由 鄉村式發展 地帶 改劃為 靈灰安置所 地帶 提出強烈反對的申請.

塘肚村通往上述申請編號地段只有一條單程車道(連行人道) 長度幾近一公里, 途中經過多間民居, 外間人要擺存其先人骨灰必須經過此唯一村道, 試問住在村道兩旁的村民豈能容忍有不明來歷的外人不斷領著骨灰在其居所前通過. 所以本人連同本村其他村民堅決反對上述申請編號的申請.

日期:





就規劃申請/覆核提出意見 Making Comment on Planning Application / Review

參考編號

Reference Number:

220823-121635-03512

提交限期

Deadline for submission:

26/08/2022

提交日期及時間

Date and time of submission:

23/08/2022 12:16:35

有關的規劃申請編號

The application no. to which the comment relates:

Y/NE-STK/3

「提意見人」姓名/名稱

Name of person making this comment:

先生 Mr. Kent Tuen

意見詳情

Details of the Comment :

本人返對申請編號 Y/NE-STK/3 之"修訂圖則申請"

理由如下:

- 1) 靈灰安置所 應配合整體之新界用地發展規劃
- 2) 道路狹小,不宜大量使用人往來,車輛及行人的交通經村內通道
- 3) 公共交通未有配合該類處所
- 4) 太近民居

☐ Urgent ☐ Return Receipt Requested ☐ Sign ☐ Encrypt ☐ Mark Subject Restricted ☐ Expand personal&publi



Y/NE-STK/3 DD 41 Tong To, Sha Tau Kok Columbarium

23/08/2022 02:10

From:

To:

File Ref:

[REDACTED]
tpbpd <tpbpd@pland.gov.hk>

Y/NE-STK/3

Lots 1422 S.B (Part) and 1423 S.B (Part) in D.D. 41, Tong To, Sha Tau Kok

Site area: About 160sq.m

Zoning : "VTD"

Proposed Amendment: Rezone to "Other Specified Uses" annotated "Columbarium"
/ 864 Niches / ??? Parking

Dear TPB Members,

No indication as to whether the facility has followed the appropriate approval procedure under the Private Columbaria Ordinance (Cap. 630)

No data with regard to relevant data such as the number of niches currently occupied / sold etc.

Mary Mulvihill

☐ Urgent ☐ Return Receipt Requested ☐ Sign ☐ Encrypt ☐ Mark Subject Restricted ☐ Expand personal&publi



反對計劃申請-興建骨灰龕 Y/NE - STK/3

25/12/2022 18:25

From:

To:

"tpbpd@pland.gov.hk" <tpbpd@pland.gov.hk>

File Ref:

Please respond to chia ha-ming

根據 Y/NE - STK /3 告示

強烈反對 興建骨灰龕

原因原下：

根據申請興建骨灰龕地點，現時該處已有一個墳場。現時，拜祭人仕拜祭時燒炮仗造成噪音及容易造成火災。禁燒炮仗法例雖然實行多年，現實上警方礙於鄉村人仕習俗，執行禁燒炮仗法例上有所顧忌。

同樣該處之該段公路為二條行車線，路窄灣多，附近無便條交通工具，拜祭人仕多數駕車前往，一但清明及重陽節，造成危險及嚴重交通擠塞，警方已經在該節日時投放大量人手處理。

現時墳場，在該節日有大量拜祭人仕燃燒冥鏹，拜祭時大量燒冥鏹係鄉村人是傳統習俗，造成附近環境嚴重污染，影響居民。

如有骨灰龕興建，一定加劇上述問題嚴重數倍，不堪想像。

為申請骨灰龕，該處已預先進行大量擴建工程，樹木被砍伐亦不時有泥頭堆積。造成環境破壞，如果申請骨灰龕成功，相信骨灰龕申請人仕一定再大肆擴建，增加骨灰龕數目及相關配套，如停車場等，加劇破壞鄉郊環境。

基於鄉郊保育及環境破壞，本人強烈反對興建骨灰龕。

謝先生

塘肚村居民

傳送自 Android 上的 Yahoo Mail

就規劃申請/覆核提出意見 Making Comment on Planning Application / Review

參考編號

Reference Number:

221229-095811-81322

提交限期

Deadline for submission:

30/12/2022

提交日期及時間

Date and time of submission:

29/12/2022 09:58:11

有關的規劃申請編號

The application no. to which the comment relates:

Y/NE-STK/3

「提意見人」姓名/名稱

Name of person making this comment:

先生 Mr. Kent Tuen

意見詳情

Details of the Comment :

I disagree with the application for the following reasons:

- 1) the rezone is not suitable for the whole urban planning in North District
- 2) the area is limited and not appropriate for further expansion of the "Columbarium" if you have further plan to extend the "Columbarium" in the urban plan.
- 3) I don't think the undisclosed "Traffic impact assessment" is favorable or possible for mentioned usage without any effect in our village.
Although they provided additional information this time, mainly "Traffic impact assessment", we cannot review the assessment.
- 4) the "Executive Summary" they provided is just draft planning without commitment because they stated they launched the business in 1988 (without formal application of rezoning with unlawful business). They did nothing to improve the surrounding environment, charity, and contribution to society in the past 24 years.

they are running an illegal or controversial business

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就規劃申請/覆核提出意見 Making Comment on Planning Application / Review

參考編號

Reference Number:

230526-113633-86172

提交限期

Deadline for submission:

27/05/2023

提交日期及時間

Date and time of submission:

26/05/2023 11:36:33

有關的規劃申請編號

The application no. to which the comment relates:

Y/NE-STK/3

「提意見人」姓名/名稱

Name of person making this comment:

先生 Mr. Kent Tuen

意見詳情

Details of the Comment :

發展加重天然排水抗負荷，未見明細長線規劃。骨灰安置所太鄰近民居