

**Relevant extract of the Town Planning Board Guidelines for
Application for Open Storage and Port Back-up Uses
(TPB PG-No. 13F)**

1. On 27.3.2020, the Town Planning Board Guidelines for Application for Open Storage and Port Back-up Uses under Section 16 of the Town Planning Ordinance (TPB PG-No. 13F) were promulgated, which set out the following criteria for the various categories of area:
 - (a) Category 1 areas: favourable consideration will normally be given to applications within these areas, subject to no major adverse departmental comments and local objections, or the concerns of the departments and local residents can be addressed through the implementation of approval conditions. Technical assessments should be submitted if the proposed uses may cause significant environmental and traffic concerns;
 - (b) Category 2 areas: planning permission could be granted on a temporary basis up to a maximum period of 3 years, subject to no adverse departmental comments and local objections, or the concerns of the departments and local residents can be addressed through the implementation of approval conditions. Technical assessments, where appropriate, should be submitted to demonstrate that the proposed uses would not have adverse drainage, traffic, visual, landscaping and environmental impacts on the surrounding areas;
 - (c) Category 3 areas: applications would normally not be favourably considered unless the applications are on sites with previous planning approvals (irrespective of whether the application is submitted by the applicant of previous approval or a different applicant). Sympathetic consideration may be given if genuine efforts have been demonstrated in compliance with approval conditions of the previous planning applications and relevant technical assessments/proposals have been included in the fresh applications, if required, to demonstrate that the proposed uses would not generate adverse drainage, traffic, visual, landscaping and environmental impacts on the surrounding areas. Planning permission could be granted on a temporary basis up to a maximum period of 3 years, subject to no adverse departmental comments and local objections, or the concerns of the departments and local residents can be addressed through the implementation of approval conditions; and
 - (d) Category 4 areas: applications would normally be rejected except under exceptional circumstances. For applications on sites with previous planning approvals (irrespective of whether the application is submitted by the applicant of previous approval or a different applicant), and subject to no adverse departmental comments and local objections, sympathetic consideration may be given if genuine efforts have been demonstrated in compliance with approval conditions of the previous planning applications and relevant technical assessments/proposals have been included in the fresh applications, if required, to demonstrate that the proposed uses would not generate adverse drainage, traffic, visual, landscaping and environmental impacts on the surrounding areas. The intention is however to encourage the phasing out of such non-conforming uses as early as possible. A maximum period of 2 years may be allowed upon renewal of planning permission for an applicant to identify suitable sites for relocation. No further renewal of approval will be given unless under very exceptional circumstances and each application for renewal of approval will be assessed on its individual merit.

2. In assessing applications for open storage and port back-up uses, the other major relevant assessment criteria are also summarised as follows:
- (a) the use of sites of less than 1,000 m² each for open storage uses and 2,000 m² each for port back-up uses in rural areas is generally not encouraged, other than sites located in major road corridors, industrial/godown/workshop areas, quarrying activities or where it is demonstrated that optimum use is made of the site. This is to prevent the further proliferation of small sites in rural areas, minimising sprawl over countryside areas and reducing travel trips;
 - (b) port back-up sites and those types of open storage uses generating adverse noise, air pollution, visual intrusion and frequent heavy vehicle traffic should not be located adjacent to sensitive receivers such as residential dwellings, hospitals, schools and other community facilities;
 - (c) port back-up uses are major generators of traffic, with container trailer/tractor parks generating the highest traffic per unit area. In general, port back-up sites should have good access to the strategic road network, or be accessed by means of purpose built roads;
 - (d) adequate screening of the sites through landscaping and/or fencing should be provided where sites are located adjacent to public roads or are visible from surrounding residential areas;
 - (e) there is a general presumption against conversion of agricultural land and fish ponds to other uses on an ad-hoc basis, particularly in flood prone areas or sites which would obstruct natural drainage channels and overland flow; and
 - (f) for applications involving sites with previous planning approvals, should there be no evidence to demonstrate that the applicants have made any genuine effort to comply with the approval conditions of the previous planning applications, planning permission may be refused, or a shorter compliance period for the approval conditions may be imposed, notwithstanding other criteria set out in the Guidelines are complied with.

**Extract of Town Planning Board Guidelines
on Renewal of Planning Approval
and Extension of Time for Compliance
with Planning Conditions for Temporary Use or Development**

(TPB PG-No. 34C)

1. The criteria for assessing applications for renewal of planning approval include:
 - (a) whether there has been any material change in planning circumstances since the previous temporary approval was granted (such as a change in the planning policy/land-use zoning for the area) or a change in the land uses of the surrounding areas;
 - (b) whether there are any adverse planning implications arising from the renewal of the planning approval (such as pre-emption of planned permanent development);
 - (c) whether the planning conditions under previous approval have been complied with to the satisfaction of relevant Government departments within the specified time limits;
 - (d) whether the approval period sought is reasonable; and
 - (e) any other relevant considerations.

2. Under normal circumstances, the approval period for renewal should not be longer than the original validity period of the temporary approval. In general, the Board is unlikely to grant an approval period exceeding three years unless there are strong justifications and the period is allowed for under the relevant statutory plans. Depending on the circumstances of each case, the Board could determine the appropriate approval period, which may be shorter than the time under request may be shorter than the time under request.

Previous s.16 Applications Covering the Site

Approved Applications

<u>No.</u>	<u>Application No.</u>	<u>Development/Use</u>	<u>Zoning</u>	<u>Date of Consideration</u>	<u>Approval Conditions</u>
1	A/YL-PS/24	Temporary car park for private cars, light goods vehicles, heavy goods vehicles, motor cycles and container trailers for a period of 12 months	“REC”	15.5.1998 (Upon review)	5, 10, 12, 16, 20, 23
2	A/YL-PS/132	Temporary Open Storage of New & Unlicensed Vehicles for a period of 3 years	“REC”	17.1.2003 (Revoked on 17.7.2003)	1, 6, 14, 20 to 23
3	A/YL-PS/163	Temporary Open Storage of New and Unlicensed Vehicles for a Period of 3 Years	“REC”	10.10.2003 (Revoked on 10.4.2003)	1, 6, 14, 20 to 23
4	A/YL-PS/205	Temporary Open Storage of New and Unlicensed Vehicles for a Period of 3 Years	“REC”	4.3.2005	1, 6, 19, 13, 21 to 23
5	A/YL-PS/287	Proposed Temporary Open Storage of Building Materials and Machineries for a Period of 3 Years	“REC”	10.10.2008	1 to 4, 8, 9, 14, 20, 22, 23
6	A/YL-PS/360	Temporary Open Storage of Building Materials and Machinery for a Period of 3 Years	“REC”	16.12.2011	1 to 4, 8, 13, 15, 17, 20, 22, 23
7	A/YL-PS/461	Renewal of Planning Approval for Temporary Open Storage of Building Materials and Machinery for a Period of 3 Years	“REC”	12.12.2014	1 to 4, 7, 11, 13, 15, 17, 18, 19, 22, 23
8	A/YL-PS/548	Renewal of Planning Approval for Temporary Open Storage of Building Materials and Machinery for a Period of 3 Years	“REC”	8.12.2017	1 to 4, 7, 11, 13, 15, 17, 18, 20 to 23

Approval Conditions

- (1) No night-time operation.
- (2) No operation on Sundays and public holidays.
- (3) No handling/storage of electrical appliances.
- (4) No cutting/dismantling/repairing or other workshop activities.
- (5) No parking or using the site in any way by heavy goods vehicles and container trailer.
- (6) No parking/storage of heavy vehicles and container vehicles.
- (7) Only light and medium goods vehicles allowed to enter/be parked.
- (8) No operation/storage of goods vehicles exceeding 24 tonnes, container vehicles, container tractors and trailers, heavy cranes.
- (9) No parking/storage of vehicles without valid licences.
- (10) Provision of proper vehicular ingress/egress.
- (11) No vehicle is allowed to queue back to or reverse onto/from public road.
- (12) Provision of drainage facilities.
- (13) Maintenance of existing drainage facilities.
- (14) Submission of drainage proposal and provision of drainage facilities proposed.

- (15) Submission of condition record of existing drainage facilities.
- (16) Provision of street fire hydrant.
- (17) Provision of fire extinguisher(s) and/or submission of a valid fire certificate.
- (18) Submission and implementation fire service installations proposal.
- (19) Maintenance of existing landscape planting/trees.
- (20) Submission and implementation of landscape and/or tree preservation proposal.
- (21) Provision and/or maintenance of peripheral fencing.
- (22) Revocation Clause.
- (23) Reinstatement Clause.

Rejected Application

<u>No.</u>	<u>Application No.</u>	<u>Development/Use</u>	<u>Zoning</u>	<u>Date of Consideration</u>	<u>Reasons for Rejection</u>
1	A/YL-PS/11	Temporary Public Car Park for Private Cars, Goods Vehicles, Heavy Goods Vehicles, Bicycles, Motor Cycles, Private Buses, Trailers and Container Tractors for a Period of 12 months	“REC”	8.8.1997	1, 3 to 6
2	A/YL-PS/93	Temporary Public Vehicle Park for Private Cars, Light Goods Vehicles, Heavy Goods Vehicles, Motorcycles and Container Trailers for a Period of 3 Years	“REC”	2.3.2001	1 to 4, 6

Reasons for Rejection:

- (1) Not in line with the planning intention.
- (2) Incompatible with surrounding land uses.
- (3) Failed to demonstrate no adverse environmental/noise/dust impacts on the surrounding areas.
- (4) Failed to demonstrate no adverse visual impact on the surrounding areas.
- (5) Undesirable Precedent.
- (6) Access track to the site is narrow/not acceptable/not suitable of use by heavy goods vehicles and container trailers from traffic and safety point of view.

**Similar s.16 Applications within the same “REC” Zone
on the approved Ping Shan OZP since 17.10.2008**

Approved Applications

<u>No.</u>	<u>Application No.</u>	<u>Proposed Use</u>	<u>Zoning</u>	<u>Date of Consideration (RNTPC)</u>	<u>Approval Conditions</u>
1	A/YL-PS/346	Proposed Temporary Open Storage of Construction Materials for a Period of 3 Years	“REC”	3.6.2011	1 to 4, 8, 11 to 14, 16, 18, 20, 21
2	A/YL-PS/352	Proposed Temporary Open Storage of Construction Materials for a Period of 3 Years	“REC”	2.9.2011	1 to 6, 8 to 14
3	A/YL-PS/446	Renewal of Planning Approval for Temporary Open Storage of Construction Materials for a Period of 3 Years	“REC”	23.5.2014	1, 2, 4, 6, 8 to 15, 18 to 21
4	A/YL-PS/457	Open Storage of Construction Materials and Construction Equipment for a Period of 3 Years	“REC”	17.10.2014	1, 2, 4, 6, , 8 , 10 to 16, 22
5	A/YL-PS/538	Renewal of Planning Approval for Temporary Open Storage of Construction Materials for a Period of 3 Years	“REC”	26.5.2017	1, 2, 4, 8, 10 to 12, 14, 15 to 21
6	A/YL-PS/545	Renewal of Planning Approval for Temporary Open Storage of Construction Materials and Construction Equipment for a Period of 3 Years	“REC”	13.10.2017	1, 2, 4, 8, 10 to 17, 22
7	A/YL-PS/602	Temporary Open Storage of Construction Material (Metal) for a Period of 3 Years	“REC”	29.5.2020	1, 2, 5, 7, 10 to 12, 15, 18
8	A/YL-PS/603	Renewal of Planning Approval for Temporary Open Storage of Construction Materials for a Period of 3 Years	“REC”	29.5.2020	1, 2, 4, 8, 10 to 12, 14, 15 to 21
9	A/YL-PS/612	Renewal of Planning Approval for Temporary Open Storage of Construction Materials and Construction Equipment for a Period of 3 Years	“REC”	9.10.2020	1, 2, 4, 8, 10 to 12, 14 to 17, 22

Approval Conditions

- (1) No night-time operation.
- (2) No operation on Sundays and public holidays.
- (3) No handling/storage (including loading, unloading, storage, open storage, repairing and dismantling) of electrical appliances, including computer parts and television sets.
- (4) No cutting, dismantling or other workshop activities.
- (5) No heavy goods vehicle exceeding 24 tonnes, including container vehicles, container tractors and trailers, as defined under the Road Traffic Ordinance, and coaches was allowed to be parked/operated on the site.
- (6) Provision of peripheral fencing of the site.
- (7) Submission and implementation of drainage proposal.
- (8) Maintenance of existing drainage facilities
- (9) Submission and implementation of landscape and tree preservation proposal.
- (10) Provision of fire extinguishers.

- (11) Submission and implementation of fire service installations.
- (12) Revocation clauses.
- (13) Reinstatement clause.
- (14) Submission of condition record of the existing drainage facilities.
- (15) No vehicle is allowed to queue back to or reverse onto/from public road.
- (16) Maintenance of existing trees.
- (17) Maintenance of existing boundary fence.
- (18) The delivery route to and from the site via Tin Wah Road shall be adhered to.
- (19) No vehicle without valid licence issued under the Road Traffic Ordinance is allowed to be parked/stored on site.
- (20) Only light goods vehicles as defined in the Road Traffic Ordinance and its subsidiary regulations are allowed to be parked on/entered into the site.
- (21) Provision of a waterworks reserve within 1.5m from the centreline of the affected water mains within the site.
- (22) Only medium goods vehicles not exceeding 24 tonnes as defined under the Road Traffic Ordinance, are allowed to enter/be parked on the site.

Rejected Application

<u>No.</u>	<u>Application No.</u>	<u>Proposed Use</u>	<u>Zoning</u>	<u>Date of Consideration (RNTPC)</u>	<u>Rejecting Reasons</u>
1	A/YL-PS/398	Proposed Temporary Open Storage of Construction Materials (Concrete Precast Product) and Construction Machinery for a Period of 3 Years	“REC”	23.11.2012	(1) to (4)
2	A/YL-PS/441	Temporary Open Storage of Construction machinery and Materials and Ancillary Site Office for a Period of 3 Years	“REC”	25.4.2014	(1), (2), (4) and (5)

Reasons for Rejection:

- (1) Not in line with planning intention. No strong planning justification had been given for a departure from the planning intention, even on a temporary basis.
- (2) Not comply with the Town Planning Board Guidelines for “Application for Open Storage and Port Back-up Uses” (TPB PG-No.13E).
- (3) Failed to demonstrate no adverse landscape and traffic impacts.
- (4) Not compatible with surrounding area.
- (5) Failed to demonstrate no adverse landscape and drainage impacts.

Good Practice Guidelines for Open Storage Sites

		Internal Access for Fire Appliances	Lot Boundaries (Clear Width)	Distance between Storage Cluster and Temporary Structure	Cluster Size	Storage Height
1.	Open Storage of Containers		2m	4.5m		
2.	Open Storage of Non-Combustibles or Limited Combustibles	4.5m	2m	4.5m		
3.	Open Storage of Combustibles	4.5m	2m	4.5m	40m x 40m	3m

Remarks: Smoking and naked flame activities shall not be allowed within the open storage / recycling site.

Advisory clauses

- (a) to resolve any land issues relating to the development with the concerned owner(s) of the application site (the Site);
- (b) to note the comments of the District Lands Officer/Yuen Long, Lands Department (DLO/YL, LandsD) that the Site comprises Government Land (GL) and Old Schedule Agricultural Lots held under the Block Government Lease which contains the restriction that no structures are allowed to be erected without the prior approval of the Government. The private land of Lot No. 115RP in D.D.126 is covered by Short Term Waiver (STW) No. 4355 to permit structures for the purpose of temporary open storage of building materials and machinery. The STW holders will need to apply to his office for modification of the STW conditions where appropriate. The lot owner(s) of the lot(s) without STW will need to apply to his office for permitting the structures to be erected or regularize any irregularities on the Site, if any. Besides, given the proposed use is temporary in nature, only application for regularization or erection of temporary structure(s) will be considered. Application(s) of any of the above will be considered by LandsD acting in the capacity of the landlord or lessor at its sole discretion and there is no guarantee that such application(s) will be approved. If such application(s) is/are approved, it will be subject to such terms and conditions, including among others the payment of premium or fee, as may be imposed by LandsD;
- (c) to note the comments of the Commissioner for Transport that the Site is connected to Tin Tsz Road/Tin Wah Road via a section of a local access which is not managed by Transport Department (TD). The applicant should clarify with LandsD regarding the land status of the local access road. Moreover, the management and maintenance responsibilities of the local access road should be clarified with relevant lands and maintenance authorities accordingly;
- (d) to note the comments of the Chief Highway Engineer/New Territories West, Highways Department (CHE/NTW, HyD) that adequate drainage measures should be provided at the site access to prevent surface water flowing from the Site to nearby public roads/drains. HyD shall not be responsible for the maintenance of any access connecting the Site and Tin Tsz Road/Tin Wah Road;
- (e) to note the comments of the Director of Environmental Protection (DEP) that the applicant is advised to follow the latest “Code of Practice on Handling the Environmental Aspects of Temporary Uses and Open Storage Sites” issued by DEP to minimize potential environmental nuisance to the surrounding area;
- (f) to note the comments of the Chief Engineer/Mainland North, Drainage Services Department (CE/MN, DSD) that the applicant is reminded that the required condition record should include coloured photos showing the current condition of the drainage facilities and a layout plan indicating the locations of the photos taken. The submitted photos should cover all internal surface channels, catch puts, sand traps, manholes, terminal catch pits/manholes and the downstream discharge path as indicated on the submitted drainage proposal;
- (g) to note the comments of the Chief Building Surveyor/New Territories West, Buildings Department (CBS/NTW, BD) that if the existing structures are erected on leased land without approval of the BD (not being New Territories Exempted Houses), they are unauthorised under the Buildings Ordinance (BO) and should not be designated for any approval use under the application. Before any new building works (including containers and open sheds as temporary buildings) are to be carried out on the Site, prior approval and

consent of the Building Authority (BA) should be obtained, otherwise they are unauthorised building works (UBW). An Authorised Person (AP) should be appointed as the coordinator for the proposed building works in accordance with the BO. For UBW erected on leased land, enforcement action may be taken by the BA to effect their removal in accordance with BD's enforcement policy against UBW as and when necessary. The granting of any planning approval should not be construed as an acceptance of any existing building works or UBW on the Site under the BO. The Site shall be provided with means of obtaining access thereto from a street and emergency vehicular access in accordance with Regulations 5 and 41D of the Building (Planning) Regulations (B(P)R) respectively. If the Site does not abut on a specified street of not less than 4.5m wide, its permitted development intensity shall be determined under Regulation 19(3) of the B(P)R at the building plan submission stage;

- (h) to note the comments of Chief Town Planner/Urban Design and Landscape, Planning Department (CTP/UD&L, PlanD) on the followings:
- (i) it is noted that a number of trees are dead and/or in poor health condition. To protect public safety, timely and appropriate tree measures should be carried out on the concerned trees;
 - (ii) the applicant is reminded to maintain proper and regular housekeeping for the planting area. There should be no piling of building materials, object or debris on the planting area. Weeding of planting areas should be carried out in regular basis for health growth of the plants;
 - (iii) the applicant should note that that approval of the S.16 application by the Town Planning Board does not imply approval of the tree works such as pruning, transplanting and/or felling under lease. The applicant is reminded to approach relevant authority / government department(s) direct to obtain the necessary approval on tree works;
 - (iv) the applicant is reminded of the importance of undertaking proper tree care for existing trees within the Site. Useful information published by the Greening, Landscape and Tree Management Section, Development Bureau on general tree maintenance and tree risk management is available for reference in the following links:
 - *Pictorial Guide for Tree Maintenance* (護養樹木的簡易圖解):
http://www.greening.gov.hk/filemanager/content/pdf/tree_care/Pictorial_Guide_for_Tree_Maintenance.pdf
 - *Minimising Tree Risks* (護養樹木 保障安全):
http://www.greening.gov.hk/filemanager/content/pdf/tree_care/Chinese_Leaflet_Big_font_size_v1_2012_03_29.pdf
 - *Pictorial Guide for Tree Maintenance to Reduce Tree Risks* (減低樹木風險的樹木護養簡易圖解):
[http://www.greening.gov.hk/filemanager/content/pdf/tree_care/PictorialGuideFor_TreeMaintenanceToReduceTreeRisk\(eng\).pdf](http://www.greening.gov.hk/filemanager/content/pdf/tree_care/PictorialGuideFor_TreeMaintenanceToReduceTreeRisk(eng).pdf)
- (i) to note the comments of the Director of Fire Services (D of FS) that the applicant is advised to submit relevant layout plans incorporated with the proposed fire services installations (FSIs) to his department for approval. The applicant is advised that the layout plans should be drawn to scale and depicted with dimensions and nature of occupancy. The location of

where the proposed FSIs are to be installed should be clearly marked on the layout plans. The “Good Practice Guidelines for Open Storage Sites” issued by his department at Appendix V should be adhered to. The applicant is reminded that if the proposed structure(s) is required to comply with the Buildings Ordinance (Cap. 123), detailed fire service requirements will be formulated upon receipt of formal submission of general building plan.