



**Planning Department
Practice Note for Professional Persons
No. 1/2002**

**Streamlining the Processing of Planning Applications for
Selected Developments/Uses Covered by
Town Planning Board Guidelines or that are Minor in Nature**

Background

With a view to facilitating the development approval process, the Town Planning Board (the Board) has agreed to a fast-track approach for processing planning applications for selected developments/uses that are covered by Town Planning Board Guidelines or are minor in nature.

Fast Track Approach in Processing Planning Applications

2. Applications for the following developments/uses which are covered by Town Planning Board Guidelines will be assessed in accordance with the criteria as set out in the relevant Guidelines. To streamline the processing procedures, these applications will be submitted to the Board for consideration within 6 weeks from receipt subject to no adverse comment from concerned departments:

- a) ancillary office and/or showroom in an industrial building within 'Industrial' ('I') zone;
- b) industrial-office building within 'I' zone;
- c) bank, local provisions store, fast food shop, newspaper stand and hardware shop in an industrial building within 'I' zone and in an industrial or industrial-office building within 'Other Specified Uses' annotated 'Business' ('OU(Business)') zone;

- d) showroom (excluding motor-vehicle showroom) in an industrial or industrial-office building within 'OU(Business)' zone;
- e) open storage and port back-up uses within 'Open Storage' and 'Industrial (Group D)' zones;
- f) open storage and port back-up uses in various zones previously approved by the Board subject to there being no change in planning circumstances;
- g) commercial bathhouse and massage establishment within 'Commercial/ Residential' and 'Commercial' zones; and
- h) restaurant within 'Village Type Development' zone.

In the event that there are adverse comments from concerned government departments on the application, more time will be needed for analysing the case. Such applications will be processed for consideration by the Board within the normal period of 2 months in accordance with the provisions of the Town Planning Ordinance.

3. The Board has also agreed that the following developments/uses should be permitted as of right and amendments to the relevant statutory plans to permit such developments/uses will be made when opportunity arises:

- a) tutorial school and kindergarten in the non-domestic portion of a building within 'Residential (Group A)' zone;
- b) tutorial school and kindergarten in 'Government, Institution or Community' zone; and
- c) automatic teller machine in various zones (other than 'Comprehensive Development Area') where bank is currently a Column 2 use.

Pending amendments to the statutory plans to effect the intention, permission for such developments/uses will be granted by the Board within 4 weeks from receipt of

application.

4. This Practice Note supersedes the Planning Department Practice Note for Professional Persons No. 4/2000.

(B. C. K. Fung)
Director of Planning
Planning Department
Date : 26 March 2002