

**Technical Note on the  
Submission and Implementation of Landscape Proposals  
for Compliance with Conditions for Approved Applications for  
Open Storage and Port Back-up Uses  
under Section 16 of the Town Planning Ordinance**

**1. *Introduction***

- This Technical Note is a simple guide to help applicants prepare and implement landscape proposals for temporary or permanent open storage and port back-up uses, to comply with the approval conditions imposed by the Town Planning Board (TPB).
- The guidelines set out below should be applied with a degree of flexibility, having regard to factors such as existing site conditions, length of tenure, surrounding developments and distances to visually sensitive receivers.

**2. *What is the purpose of the landscape condition?***

- The landscape condition is intended to:
  - minimise disturbance to existing mature trees on the application site;
  - screen and soften the visual impact of the open storage and port back-up uses on the surrounding areas; and
  - enhance the landscape quality of the area where possible.

**3. *When should the landscape proposals be submitted?***

- The applicant should submit the landscape proposals to the relevant District Planning Office (DPO) (with a copy directly to the Landscape Unit of the Planning Department) as soon as possible, but in any case not later than 6 weeks before the expiry of the compliance period as stated in the planning permission.

**4. *What information is required in the landscape proposals?***

- The landscape proposals should include:
  - a **landscape plan** with dimensions, legend and north point (see example in Figure 1) showing the locations of:
    - 1) site boundaries and entrance, and existing structures on the site;
    - 2) streams and other landscape features within the site;
    - 3) boundary fencing;
    - 4) existing trees and whether they will be retained, felled or transplanted;

- 5) dimensions of new planting areas; and
- 6) proposed tree and shrub planting, including compensatory planting.

- a **planting schedule** showing the proposed species, size, spacing and quantity for each type of planting on the site. An example is included in Figures 2, 3 and 4.
- a **scaled section drawing** showing the proposed boundary landscape treatment (samples are shown in Figures 2, 3 and 4).

**5. “Dos and Don’ts” to preserve and protect both existing and newly planted trees and shrubs**

***Dos***

- preserve all existing trees particularly mature trees, as far as possible;
- construct a fence and/or kerb or bollard at a minimum distance of 1 m around the planting areas to guard against damage to the trees and shrubs e.g. vehicles reversing into the planting areas; and
- leave at least 1 m between the trees and any impermeable surfacing, and 3 m between trees and buildings.

***Don’ts***

- fell any existing trees within the site unless prior approval has been obtained from the TPB or Director of Planning and/or District Lands Officer;
- cut or damage the tree roots, stem/trunk or branches;
- change the soil/ground level around trees;
- store materials or park vehicles within 1 m of any tree to prevent damage to tree trunks and branches by stored materials, compaction of soil by heavy materials and contamination of soil from stored chemicals;
- attach fencing, signs or cables to trees; and
- burn refuse within 10 m of any tree or shrub.

**6. *How much screen planting is required?***

- Adequate planting should be provided to screen/soften the appearance of the site, especially along boundaries with public frontage, e.g. adjoining public areas, roads and railway lines. The required width of screen planting for different types of sites are summarised in **Table 1** below. However, such requirements may be relaxed provided that satisfactory screening effect can be achieved by the existing planting and/or local variations of topography. Examples of the

boundary landscape treatments for different type of sites are shown in Figures 2, 3 and 4.

- Sites equal to or larger than 1 ha may require a wider planting area and a mound to create an effective screen (see Figure 4).

**Table 1**

Nature of Open Storage or Port Back-Up Development	Size of Site	Width of Screen Planting at Perimeter with Public Frontage	Width of Screen Planting without Public Frontage
Permanent	≥ 1 ha	4 m with 0.7 m high earth beam	2 m
	< 1 ha	2 m	1 m
Temporary	≥ 1 ha	3 m	1 m
	< 1 ha	2 m	1 m

**7. *Where should the security fence be located?***

- For sites abutting a public footpath, the security fence, if not yet installed, should be set back from the site boundary to allow planting to be provided outside the fence to maximise the benefit of the planting (see Figures 3 and 4). If the fence has already been erected along the site boundary, provision of planting within the fence is acceptable. If the areas on both sides of the fence are open storage/port back-up uses, the planting can be provided either in front of or behind the fence (see Figure 2).
- For sites where a permeable fence (e.g. chain-link fence) has been constructed, shrubs and climbers may be planted to provide additional screening/softening effect. All proposed planting must be provided within the site.

**8. *What should be considered when designing the screen planting?***

- A continuous planting strip with a combination of trees, bamboos, palms, shrubs and earth mounds can make a very effective screen.
- Species that are typically found in the area, fast-growing, hardy and pollution-tolerant are considered suitable. Some recommended species are listed in the **Appendix**.
- All planting should be in the ground or fixed planters with an open-bottom. Planting in moveable containers/pots is not acceptable.

- Trees should be taller than the boundary fence when planted, and not less than 2.75 m in height.
- Trees should be planted at 3 to 4 m interval depending on the species and site constraints. They should be planted at a distance of approximately 600 mm from the boundary fence. For sites equal to or larger than 1 ha, double or multi-rows tree planting may be needed.
- All trees should be supported by stake(s) if space allows.
- Shrubs should be bushy and capable of growing to a minimum height of 1.2 m.
- To facilitate planting, preservation and growing of the existing or proposed trees, it may be necessary to remove areas of hard paving. For example, a peripheral strip, at least the width of the planting area, may have to be removed, or at least one square metre of surface for each tree should be provided. Where surfacing and underlying material are removed, the area should be backfilled with suitable soil before planting.

**9. *When should the landscape proposals be implemented?***

- Once the landscape proposals are approved, the applicant should carry out the works without delay.
- Upon completion of the landscape works, the applicant should notify the relevant DPO of the Planning Department and the Secretary of the TPB. A set of record photographs showing the completed landscape works should be submitted to the relevant DPO (with a copy directly to the Landscape Unit of the Planning Department) before requesting for a compliance site inspection.
- All landscape works must be completed before the expiry of the relevant time limit for compliance as specified in the planning permission.

**10. *Who should maintain the landscape works?***

- Applicants are required to ensure regular maintenance, especially adequate watering, of the plants to keep them in good condition. Replacement of dying or dead plants will be necessary during the planning approval period. The planning permission may be revoked for any non-compliance of the approval condition(s) as specified in the approval letter issued by the Secretary of the TPB.

## ***11. Enquiries***

- If there are any questions on the submission and implementation of landscape proposals, please contact the Landscape Unit of the Planning Department. The name and phone number of the contact landscape architect can be found on the list attached to the approval letter issued by the Secretary of the TPB.

**Planning Department**

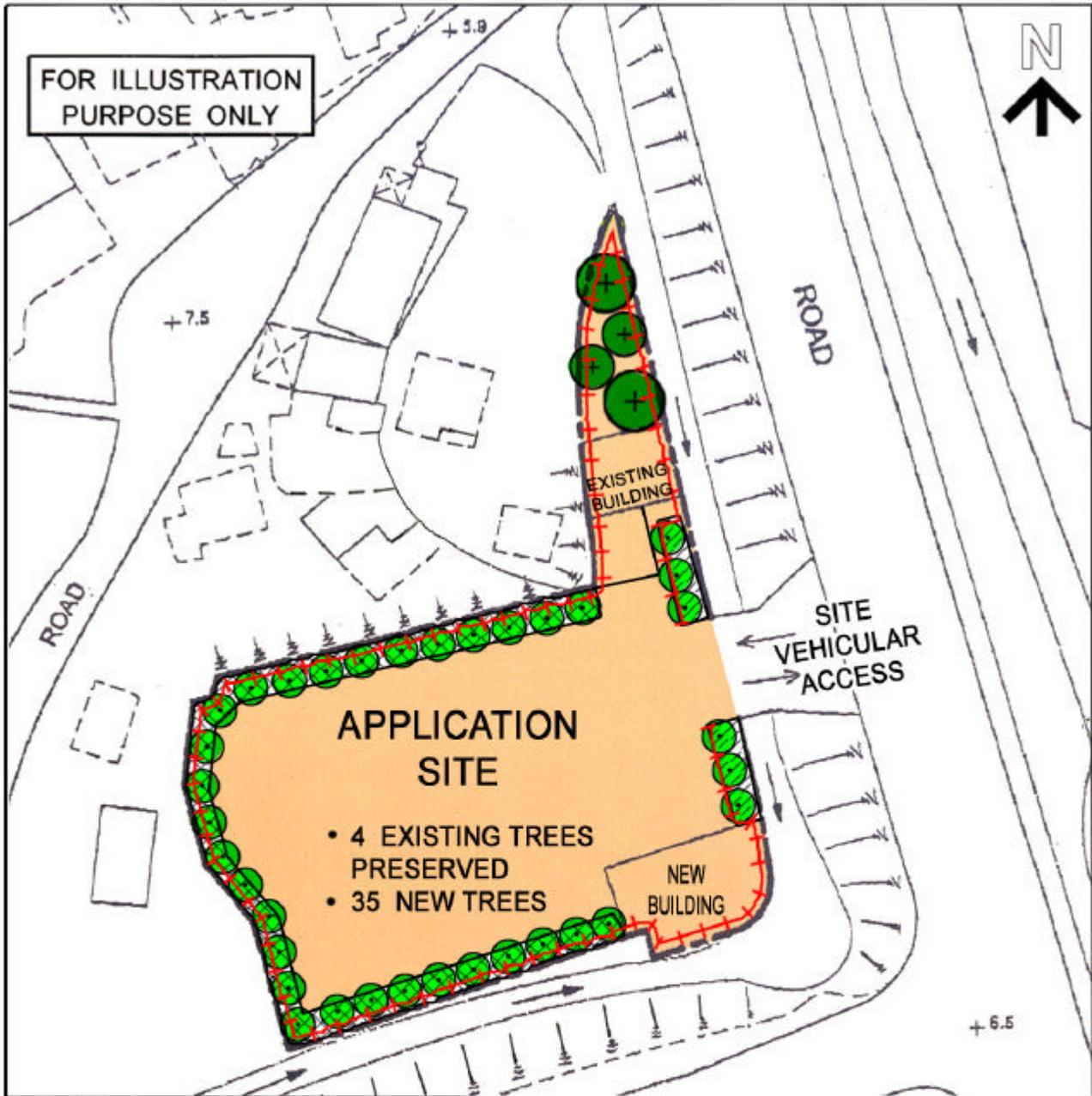
**March 2004**

## Appendix

### Recommended Species for Use in Planning Application Site of Open Storage And Port Back-up Uses

<b><u>Trees</u></b>	<b>Size (Minimum Height in mm)</b>	<b>Maximum Spacing (centre to centre in mm)</b>
Alleviates moluccana (石栗)	2,750	3,000
Bauhinia blakeana (洋紫荊)	2,750	3,000
Eucalyptus citriodora (檸檬桉)	2,750	4,000
Eucalyptus robusta (大葉桉)	2,750	4,000
Ficus benjamina (垂葉榕)	2,750	3,000
Ficus elastica (印度橡樹)	2,750	4,000
Ficus microcarpa (細葉榕)	2,750	4,000
Michelia alba (白蘭)	2,750	4,000
Melaleuca quinquenervia (白千層)	2,750	3,000
Schefflera octophylla (鴨腳木)	2,750	3,000
Spathodea campanulata (火焰木)	2,750	4,000
<b><u>Palms</u><sup>1</sup></b>		
Caryota ochlandra (魚尾葵)	2,750	3,000
Chrysalidocarpus lutescens (散尾葵)	2,750	3,000
Livistona chinensis (蒲葵)	2,750	4,000
<b><u>Shrubs</u></b>		
Calliandra haematocephala (紅絨球)	600	450
Duranta repens (假連翹)	600	450
Hamelia patens (希美利)	600	450
Hibiscus rosa-sinensis (大紅花)	600	450
Ixora chinensis (龍船花)	600	450
Ligustrum sinensis (山指甲)	600	450
Schefflera arboricola (細葉鴨腳木)	600	450
<b><u>Climbers</u></b>		
Bougainvillea spectabilis (賀春紅)	300	1,500
Lonicera japonica (金銀花)	300	1,500
Pyrostegia ignea (炮仗花)	300	1,500
<b><u>Bamboos</u></b>		
Bambusa tuldoidea Munro (花眉竹)	2,750	500
Bambusa textilis McClure (青皮竹)	2,750	450
Bambusa vulgaris v striata (黃金間碧竹)	2,750	500

<sup>1</sup> Palms, if used, should be planted in front of the security fence along the public frontage.



FOR ILLUSTRATION PURPOSE ONLY



**APPLICATION SITE**

- 4 EXISTING TREES PRESERVED
- 35 NEW TREES

**LEGEND**

-  EXISTING TREE RETAINED
-  NEW TREE PLANTING (MIN. 2.75M HIGH)
-  TYPE A BOUNDARY LANDSCAPE TREATMENT (SEE FIGURE 2)
-  TYPE B BOUNDARY LANDSCAPE TREATMENT (SEE FIGURE 3)
-  FENCE (PAINTED GREEN)
-  APPLICATION SITE BOUNDARY

**NOTES :**

- FOR PRESERVING EXISTING TREES, THE APPLICANT SHALL:
1. ERECT PROTECTIVE FENCE AND/OR KERB AT A MINIMUM OF 1M AROUND THE TREES.
  2. AVOID CUTTING OR DAMAGING THE TREE ROOTS, STEMS OR BRANCHES.
  3. AVOID CHANGING SOIL/GROUND LEVEL AROUND THE TREES.
  4. PREVENT CONTAMINATED RUNOFF INTO SOIL AROUND THE TREES.
  5. AVOID LAYING HARD IMPERMEABLE SURFACE AROUND THE TREES.
  6. ENSURE PLACING OF MATERIALS OR PARKING OF VEHICLES WILL NOT CAUSE ANY DAMAGE TO TREES OR OTHER VEGETATION.
  7. AVOID ATTACHING FENCING OR SIGNS TO THE TREES.

DRAWING TITLE

LANDSCAPE PLAN FOR OPEN STORAGE AND PORT BACK-UP USES



**PLANNING DEPARTMENT**

SCALE 1 : 500

REVISION

DRAWING NO.

FIGURE 1

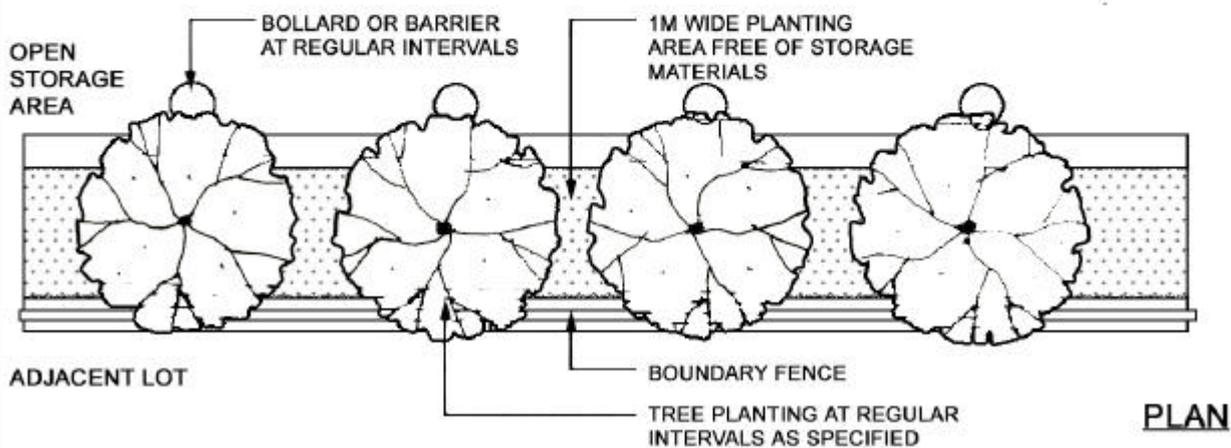
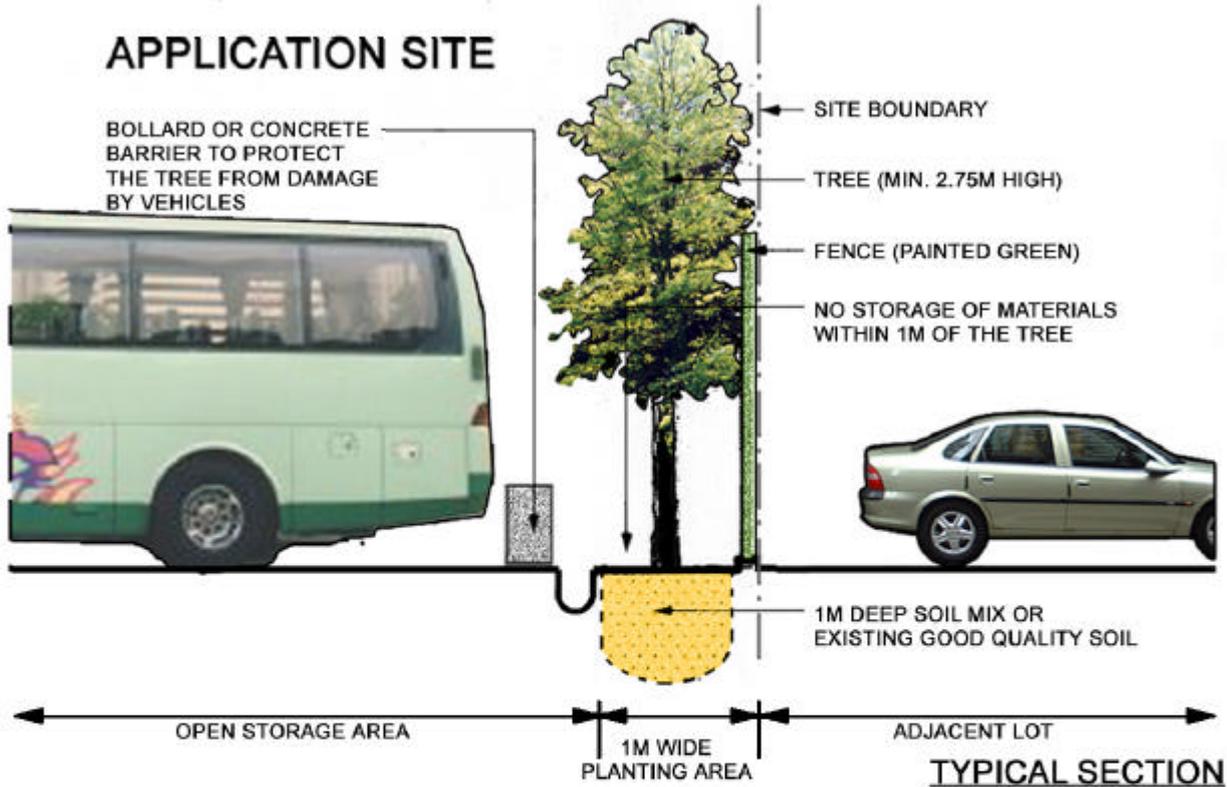
**PLANTING SCHEDULE**

BOTANICAL NAME	CHINESE NAME	SIZE (MM) HEIGHT X SPREAD	SPACING (MM)	QUANTITY
<b>TREE</b>				
<b>SHRUB</b>				

**NOTES :**

1. THE APPLICANT SHALL MAINTAIN THE PLANTS IN GOOD CONDITION DURING THE PLANNING APPROVAL PERIOD.
2. THE APPLICANT SHALL REPLACE PLANTS WHICH ARE DYING OR DEAD DURING THE PLANNING APPROVAL PERIOD.
3. THE APPLICANT SHALL PROVIDE ADEQUATE IRRIGATION FOR THE PLANTS.

**APPLICATION SITE**



DRAWING TITLE **TYPE A**  
 BOUNDARY LANDSCAPE TREATMENT  
 FOR SITE WITHOUT PUBLIC FRONTAGE

 **PLANNING DEPARTMENT**

SCALE **1 : 50**  
 REVISION

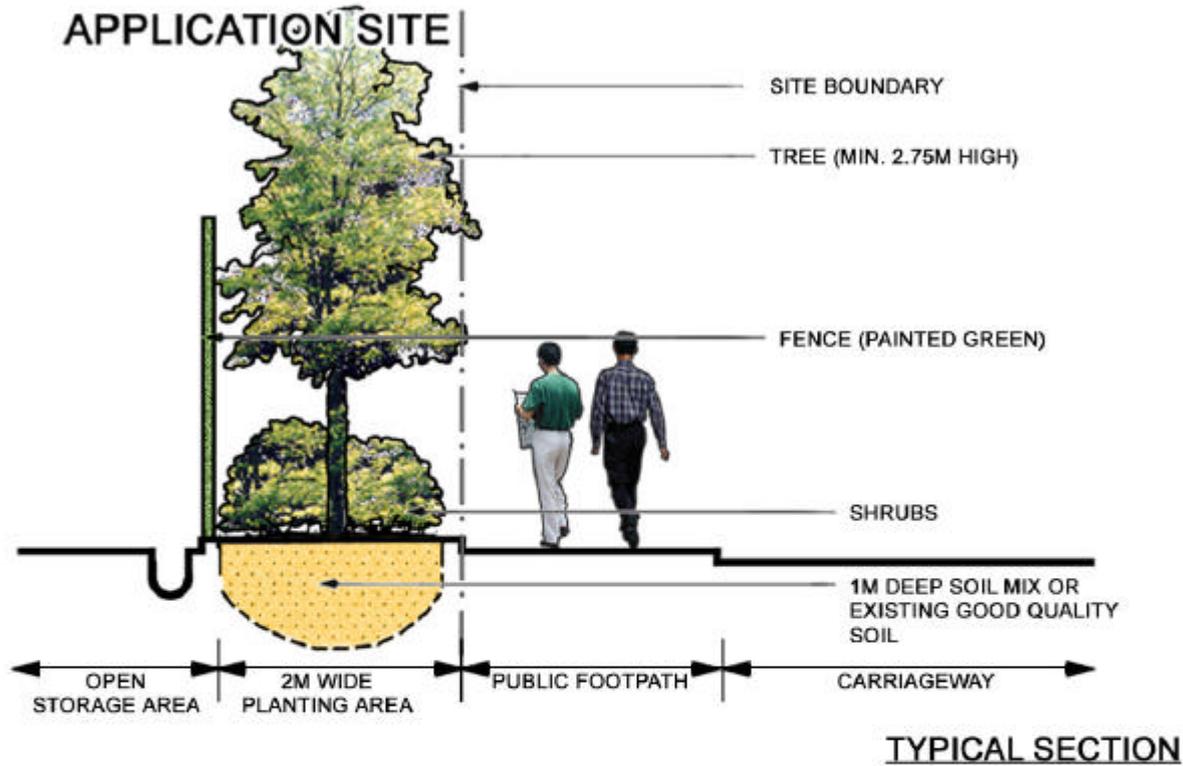
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**FIGURE 2**

**PLANTING SCHEDULE**

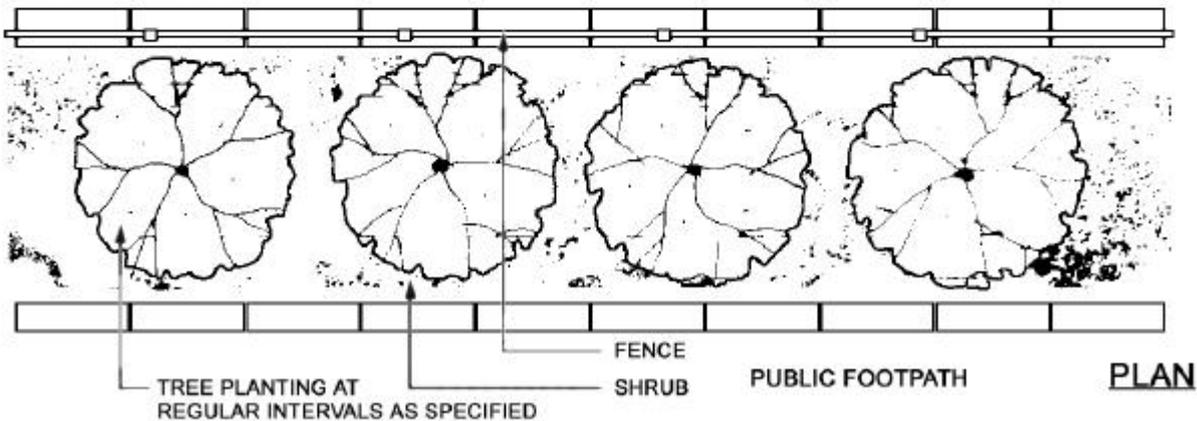
BOTANICAL NAME	CHINESE NAME	SIZE (MM) HEIGHT X SPREAD	SPACING (MM)	QUANTITY
<b>TREE</b>				
<b>SHRUB</b>				

**NOTES :**

1. THE APPLICANT SHALL MAINTAIN THE PLANTS IN GOOD CONDITION DURING THE PLANNING APPROVAL PERIOD.
2. THE APPLICANT SHALL REPLACE PLANTS WHICH ARE DYING OR DEAD DURING THE PLANNING APPROVAL PERIOD.
3. THE APPLICANT SHALL PROVIDE ADEQUATE IRRIGATION FOR THE PLANTS .



**OPEN STORAGE AREA**



DRAWING TITLE **TYPE B**  
 BOUNDARY LANDSCAPE TREATMENT  
 FOR SITE WITH PUBLIC FRONTAGE  
 (FOR SITE AREA < 1ha)



**PLANNING DEPARTMENT**

SCALE 1 : 50  
 REVISION

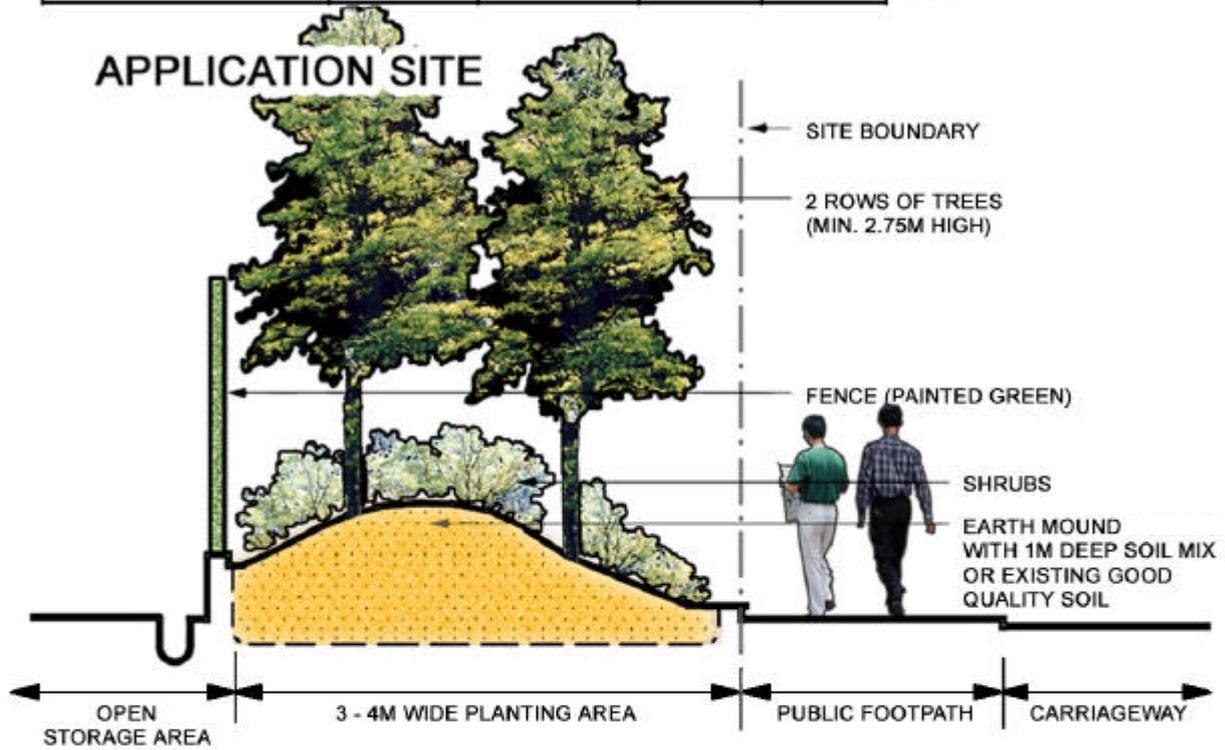
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**FIGURE 3**

**PLANTING SCHEDULE**

BOTANICAL NAME	CHINESE NAME	SIZE (MM) HEIGHT X SPREAD	SPACING (MM)	QUANTITY
<b>TREE</b>				
<b>SHRUB</b>				

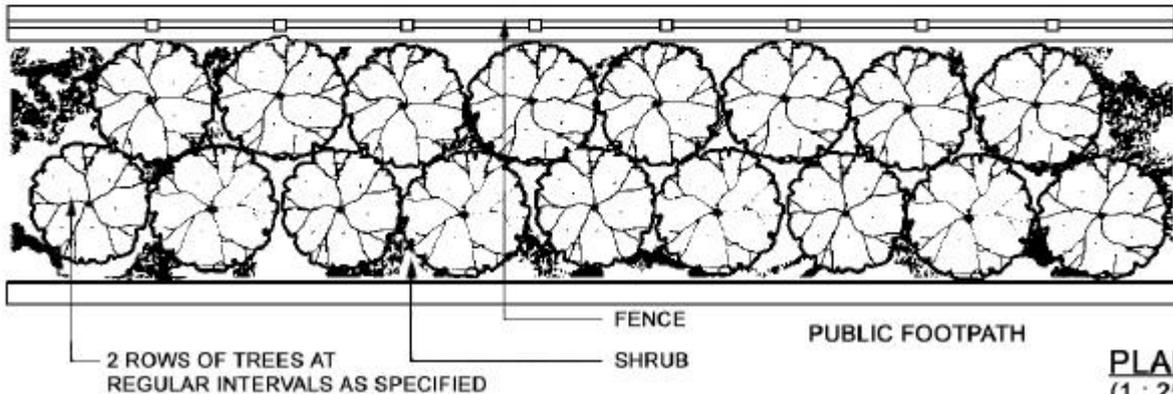
**NOTES :**

1. THE APPLICANT SHALL MAINTAIN THE PLANTS IN GOOD CONDITION DURING THE PLANNING APPROVAL PERIOD.
2. THE APPLICANT SHALL REPLACE PLANTS WHICH ARE DYING OR DEAD DURING THE PLANNING APPROVAL PERIOD.
3. THE APPLICANT SHALL PROVIDE ADEQUATE IRRIGATION FOR THE PLANTS .



**TYPICAL SECTION**  
(1 : 50)

**OPEN STORAGE AREA**



**PLAN**  
(1 : 25)

DRAWING TITLE **TYPE C**  
BOUNDARY LANDSCAPE TREATMENT  
FOR SITE WITH PUBLIC FRONTAGE  
(FOR SITE AREA ≥ 1ha)



**PLANNING DEPARTMENT**

SCALE AS SHOWN

DRAWING NO.

REVISION

**FIGURE 4**