
Hoardings and Covered Walkways Building (Planning) Regulations Part IX

Hoardings and Covered Walkways

Hoardings and covered walkways can be a source of inconvenience and may even become a hazard to the public. Some are not strong enough to stand the inevitable wear and tear. Others become dilapidated. In some instances, covered walkways are obstructed by scaffolding timbers or cross-pieces placed at low level : this causes danger to pedestrians, particularly those with weak sight.

2. A minimum standard for the construction of hoardings/covered walkways has been set by the Building Authority and is available from the authorized person in charge of the project. Generally, the width of hoardings/covered walkways should be related to their location. A minimum clear width of 1.1 m should be maintained in all cases.

3. To withstand the impact of debris, hoardings/covered walkways for **demolition works** in urban areas must be constructed with steel frames and steel plates. A system of temporary lighting should also be provided for all covered walkways. A recommended lighting layout for a typical covered walkway (2 m wide and 2.5 m high) is the installation of luminaires complete with 18 W or 20 W 600 mm long tubular fluorescent lamps at 3 m spacing.

4. Hoardings/covered walkways must not be allowed to become dilapidated or to cause danger to the public, particularly those with weak sight. They should be maintained regularly to remain safe. If they are not kept safe, a cease works order will be imposed on the main works until the remedial work to the hoarding/covered walkway is completed.

Temporary Suspension of Public On-street Parking Spaces

5. Where it is necessary to suspend on-street parking spaces, applications should be made to the Commissioner for Transport in accordance with the Notes for Guidance attached at Appendix A.

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Building Authority

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**Application for Temporary Suspension of Public On-street Parking Spaces
(Metered or Non-metered)**

Notes for Guidance

A. General Conditions

- (1) An application for the suspension of parking spaces should be submitted to the Commissioner for Transport (C for T), marked for the attention of the Chief Transport Officer for the appropriate region (Hong Kong, Kowloon or the New Territories). The application should specify the intended suspension period, and when and where the suspension is intended to take place. The application should be supported with reason for the proposed action, and should be copied to the Commissioner of Police (C of P), marked for the attention of the Senior Staff Officer/Traffic (SSO/T) responsible for the region in question. If other Government departments are involved in the activity requiring the suspension of spaces, the application should also be copied to that department or departments as appropriate. Alternatively, for projects which involve other special arrangements, the application can be discussed together with other details in a meeting amongst parties concerned.
- (2) The number of parking spaces to be suspended should be kept to a minimum at any one time. Applicants should plan to carry out their work by stages if too many spaces would be affected.
- (3) No work shall be commenced at the parking spaces prior to their suspension.
- (4) No person shall remove any parking sign, meter head, meter post, studs or carriageway markings without the authorization of the C for T.
- (5) When works are completed before the approved suspension period, the applicant must notify the District Senior Transport Officer/Transport Officer (DSTO/TO) of the Transport Department (TD) by telephone for the early reinstatement of the parking spaces for public use. The applicant should subsequently confirm such notification in writing.
- (6) When it becomes apparent that works will extend beyond the approved suspension period, the applicant should notify the DSTO/TO of TD by telephone as soon as possible and subsequently confirm this in writing.
- (7) When observation shows that the works requiring the parking spaces to be suspended have been completed, the C for T, in liaison with the C of P, may arrange for such spaces to be reinstated, even if the period of suspension requested has not fully elapsed.
- 8) The C for T, in liaison with the C of P and departments concerned, may arrange for parking spaces to be reinstated when the affected area is observed to be no longer in use for works.

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- (9) Notwithstanding the requirement for advance notice described in sections B and C below, the applicant may, for emergency cases, contact the DSTO/TO of TD and the appropriate SSO/T of the Hong Kong Police Force (HKPF) for special consideration to arrange for the suspension of parking spaces at short notice. For cases where advance notice is not practicable, the applicant should notify the appropriate SSO/T of the HKPF immediately and the DSTO/TO of TD as soon as possible.

B. Suspension of Parking Spaces for a Period less than Three Months

- (1) Applications must be submitted in writing together with sketches showing the parking spaces to be suspended, so as to reach the DSTO/TO of TD at least seven working days before the commencement of the proposed suspension.
- (2) Notwithstanding paragraph (1) above, for the suspension of not more than two parking spaces for no more than one day for road works, an application can be submitted by telephone three working days in advance to the DSTO/TO of TD and the appropriate SSO/T of the HKPF and followed by confirmation in writing on the same day.
- (3) Care should be exercised in undertaking works on the footway or road carriageway to ensure that parking signs, meter posts and studs or carriageway markings are not damaged. However, should these traffic aids be damaged accidentally, the applicant must inform the Highways Department (HyD), the TD and the HKPF immediately. In such cases, the applicant shall be responsible for the cost of the damage incurred and/or the replacement or reinstatement of the equipment or traffic aids affected.

C. Suspension of Parking Spaces for a Period more than Three Months

- (1) Applications must be submitted in writing, together with sketches showing the proposed parking spaces to be suspended, so as to reach the DSTO/TO of TD at least 30 days prior to the commencement of the proposed suspension.
- (2) The maximum period of suspension that may be approved is one year. In case suspension of the parking spaces for a longer period is required, the applicant must submit a fresh application prior to expiry of the approved suspension period.
- (3) The applicant must bear the costs of removal and subsequent reinstatement of the affected parking spaces. The costs should be paid in advance to the HyD, that is before the suspension is effected.
- (4) The applicant must inform the DSTO of TD and HyD at least one week before the completion of the project so that arrangements can be made to reinstate the suspended parking spaces.

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