

Minor Amendment Works

Introduction

The requirement for prior approval and consent for all amendments to building works for which first consent has been given may affect the construction process.

Exemption for Minor Amendments

2. To facilitate the carrying out of minor amendment works without causing interruption of the construction progress, subject to a modification of regulation 33(1) of the Building (Administration) Regulations (B(A)R) being granted by the Building Authority under section 42(1) of the Buildings Ordinance (BO), prior approval and consent to the minor amendments of building, superstructure¹, drainage, foundation, pile cap, site formation, excavation and lateral support works for which the first consent has already been given, would not be required except for the amendments described in Appendix A.

Documentation of Minor Amendments

3. As a condition for exemption, the minor amendments would be required to be clearly documented and deposited in the site office. Moreover, authorized persons, registered structural engineers and registered geotechnical engineers are required to ensure that approval and consent for all these amendments are obtained prior to certifying completion of the building works or applying for an occupation permit/temporary occupation permit.

/4. ...

¹ Once the permit to an application for modification/exemption of regulation 33(1) of B(A)R for superstructure works has been granted, the permit is also applicable to all minor amendments of related secondary structural element works for which the first consent to the commencement of the works has been given. A separate application for modification/exemption of regulation 33(A) of the B(A)R for the secondary structural element works will not be required. Secondary structural element works include curtain wall, window wall, cladding, space frame, precast elements, canopy, skylight, balustrade, external ceiling, grille/louvre, ventilation duct, maintenance platform and similar secondary structural elements not affecting the overall stability of the building.

4. A similar practice note has been issued to authorized persons, registered structural engineers and registered geotechnical engineers.

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**List of Amendments Not Qualified as Minor Amendments
for Deferring Submission**

1. For **building and building (alteration and addition (A&A))**, an amendment:
 - (a) resulting in a major revision or localised major revision as per the criteria specified in Practice Note for Authorized Persons, Registered Structural Engineers and Registered Geotechnical Engineers (PNAP) APP-55;
 - (b) having material effect on the fundamental issues;
 - (c) involving concern on stability/deformation of slopes, retaining walls, adjoining land and buildings;
 - (d) involving an application for exemption or modification of the BO and its subsidiary regulations;
 - (e) not in compliance with the relevant Outline Zoning Plan or deviating from a scheme approved by the Town Planning Board; or
 - (f) involving works outside the lot boundary.
2. For **superstructure and superstructure (A&A)**, an amendment affecting the overall structural stability of the building.
3. For **drainage and drainage (A&A)**, an amendment:
 - (a) involving the revision of drainage layout as a result of a major revision of the building proposal;
 - (b) involving the change of disposal system or connections to public sewers;
 - (c) involving concern on stability/deformation of slopes, retaining walls, adjoining land and buildings;
 - (d) involving an application for exemption or modification of the BO and its subsidiary regulations;
 - (e) involving excavations deeper than 3m; or
 - (f) involving works outside the lot boundary.

4. For **foundation**, an amendment:
- (a) involving the change in design assumptions, construction method/material, safety precautionary measures, safety tolerances, monitoring measures/criteria, founding material, allowable load carrying capacity;
 - (b) causing an impact on the railway structures or facilities in Area Number 3 of the scheduled areas in Schedule 5 to the BO, or in other railway protection areas as referred to in PNAP APP-24, that results in not complying with the monitoring control limits shown on the latest approved plans or the requirements set out in the guidelines under PNAP APP-24;
 - (c) causing an impact on the drainage and sewage tunnels in Area Number 5 of the scheduled areas in Schedule 5 to the BO, or in the tunnel protection zones of Drainage Services Department (DSD) tunnels as referred to in PNAP APP-62, that results in not complying with the monitoring control limits shown on the latest approved plans, or the requirements set out in the technical notes under PNAP APP-62 or the technical guidelines under DSD Practice Note No. 2/2017;
 - (d) involving excavation for pile caps or footing below the approved bulk excavation limit in Area Number 1 of the scheduled areas in Schedule 5 to the BO;
 - (e) involving steel H-piles driven to bedrock steeper than 25 degree from the horizontal if any as shown on the latest approved plans;
 - (f) involving piles constructed over slope of which the stability will affect or be affected by the piles;
 - (g) not in compliance with the approved minimum clear distance between the foundation and the site boundaries or adjacent sensitive buildings/features;
 - (h) involving a change from Type 1 to Type 2 mechanical couplers for steel reinforcing bars or vice versa, or a change in the mechanical couplers which requires a further quality assurance scheme of the manufacturer to be submitted prior to the application for consent to the commencement of the splicing assembly works;
 - (i) involving relocation of pile(s) to position(s) more than 5m from its/their original location(s), as shown on the latest approved plans; or

- (j) involving the following percentage increase over the number of piles of the same type, as shown on the latest approved plans;
 - (i) more than 5%¹ for piles of the same type except large diameter bored piles (LDBP); or
 - (ii) more than 15%¹ for LDBP only.
5. For **pile cap**, an amendment:
- (a) involving the change in design assumptions;
 - (b) involving excavation for pile caps below the approved bulk excavation limit in Area Number 1 of the scheduled areas in Schedule 5 to the BO;
 - (c) causing an impact on the railway structures or facilities in Area Number 3 of the scheduled areas in Schedule 5 to the BO, or in other railway protection areas as referred to in PNAP APP-24, that results in not complying with the monitoring control limits shown on the latest approved plans or the requirements set out in the guidelines under PNAP APP-24;
 - (d) causing an impact on the drainage and sewage tunnels in Area Number 5 of the scheduled areas in Schedule 5 to the BO, or in the tunnel protection zones of Drainage Services Department (DSD) tunnels as referred to in PNAP APP-62, that results in not complying with the monitoring control limits shown on the latest approved plans, or the requirements set out in the technical notes under PNAP APP-62 or the technical guidelines under DSD Practice Note No. 2/2017;
 - (e) resulting in amendment to the latest approved/accepted excavation and lateral support plans as described in paragraph 6 below; or
 - (f) involving a change from Type 1 to Type 2 mechanical couplers for steel reinforcing bars or vice versa, or a change in the mechanical couplers which requires a further quality assurance scheme of the manufacturer to be submitted prior to the application for consent to the commencement of the splicing assembly works.

¹ When the number of pile(s) so calculated involves decimal numbers, round up to the nearest whole number. For example, if there are 15 non-LDBP shown on the latest approved plans, the increase in number of non-LDBP should not be more than 1 ($15 \times 5\% = 0.75$ and rounding up to the nearest whole number, i.e. 1). If there are 10 LDBP shown on the latest approved plans, the increase in number of LDBP should not be more than 2 ($10 \times 15\% = 1.5$ and rounding up to the nearest whole number, i.e. 2).

6. For **excavation and lateral support (ELS) works**, an amendment:
- (a) involving the change in design assumptions, construction method/material, safety precautionary measures, safety tolerances, monitoring measures/criteria, type/size or installation method of vertical earth retaining elements or construction sequence including pre-loading arrangement of struts;
 - (b) involving excavation below the approved bulk excavation limit in Area Number 1 of the scheduled areas in Schedule 5 to the BO;
 - (c) causing an impact on the railway structures or facilities in Area Number 3 of the scheduled areas in Schedule 5 to the BO, or in other railway protection areas as referred to in PNAP APP-24, that results in not complying with the monitoring control limits shown on the latest approved plans or the requirements set out in the guidelines under PNAP APP-24;
 - (d) causing an impact on the drainage and sewage tunnels in Area Number 5 of the scheduled areas in Schedule 5 to the BO, or in the tunnel protection zones of Drainage Services Department (DSD) tunnels as referred to in PNAP APP-62, that results in not complying with the monitoring control limits shown on the latest approved plans, or the requirements set out in the technical notes under PNAP APP-62 or the technical guidelines under DSD Practice Note No. 2/2017; or
 - (e) involving the change in strutting layout (horizontal and inclined) or construction material of lateral support system or reduction of size of structural members of the approved ELS system, except localised minor changes to the horizontal or inclined arrangement of structural members without reduction of the stiffness of affected struts to resolve obstruction to the permanent structures.
7. For **site formation**, an amendment:
- (a) involving the change in design assumptions, construction method/material, safety precautionary measures, safety tolerances or monitoring measures/criteria;
 - (b) involving excavation below the approved bulk excavation limit in Area Number 1 of the scheduled areas in Schedule 5 to the BO;
 - (c) causing an impact on the railway structures or facilities in Area Number 3 of the scheduled areas in Schedule 5 to the BO, or in other railway protection areas as referred to in PNAP APP-24, that results in not complying with the monitoring control limits shown on the latest approved plans or the requirements set out in the guidelines under PNAP APP-24;

- (d) causing an impact on the drainage and sewage tunnels in Area Number 5 of the scheduled areas in Schedule 5 to the BO, or in the tunnel protection zones of Drainage Services Department (DSD) tunnels as referred to in PNAP APP-62, that results in not complying with the monitoring control limits shown on the latest approved plans, or the requirements set out in the technical notes under PNAP APP-62 or the technical guidelines under DSD Practice Note No. 2/2017;
- (e) involving change of any site formation level shown in the latest approved plans for more than 1m;
- (f) involving change of site formation level/profile adversely affecting the overall stability of approved ELS system in the site or adjoining structures/slopes/utilities;
- (g) involving an increase in retained height of permanent earth retaining structures or reduction of such for more than 1m; or
- (h) involving a change from Type 1 to Type 2 mechanical couplers for steel reinforcing bars or vice versa, or a change in the mechanical couplers which requires a further quality assurance scheme of the manufacturer to be submitted prior to the application for consent to the commencement of the splicing assembly works.

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