



**Lands Administration Office  
Lands Department**

**Practice Notes for Authorised Persons  
Surveyors and Registered Structural Engineers**

Issue No. 1/1991

**Master Layout Plans**

Conditions of Sale for large scale developments usually contain a requirement for the submission of Master Layout/Concept Plans. The purposes and objectives of a Master Layout/Concept Plan are :-

- (i) to ensure that the nature and layout of a particular large-scale development are acceptable to Government;
- (ii) to ensure that the whole site is developed in an orderly and composite manner; and
- (iii) to enable the developer to submit his proposals and receive an early indication that the general nature of the development and the proposed layout thereof are acceptable.

2. Master Layout/Concept Plans are called a variety of names, e.g. Master Plan, Layout Plan, Preliminary Concept Plan, Layout and Master Plan, General Layout Plan, but the objectives are the same. To eliminate possible confusion such plans will all be called Master Layout Plans in future Conditions of Sale.

3. To achieve the objectives of a Master Layout Plan sufficient information should be provided either in the form of plans, sketches or written statements. Information to be included in a Maser Layout Plan will be specified in the Conditions of Sale and will usually include the following :-

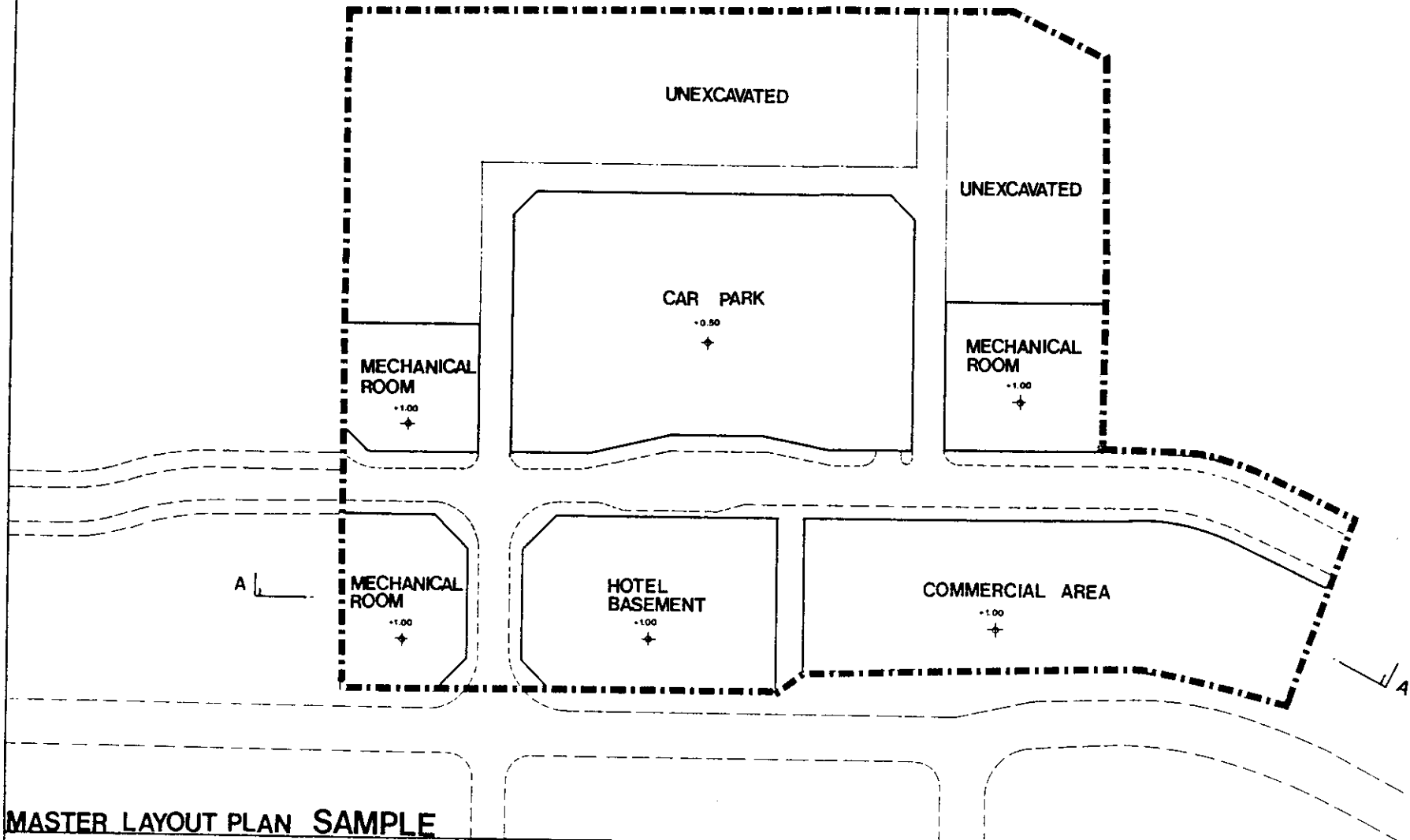
- (i) the formation levels of the site and the position, widths and levels of any proposed roads, emergency accesses, footbridges and pedestrian ways;
- (ii) the nature, height and gross floor area of the buildings proposed including their disposition, location and distribution;
- (iii) the vehicular ingress and egress arrangements;
- (iv) an indication of the locations for the parking of vehicles;
- (v) any communal open space and an indication of landscaping and recreational facilities proposed; and
- (vi) the stages or phases of the development.

- 4. To illustrate the information to be provided in Master Layout Plans a sample Master Layout Plan is attached at [Appendix I](#).

*( A. G. Eason )  
Director of Buildings and Lands  
17January 1991*

[Encl](#)





**MASTER LAYOUT PLAN SAMPLE**

LEGEND:

**MASTER LAYOUT PLAN – BASEMENT FLOOR**

OFFICE TITLE BLOCK

0 10 20 30 m

(SCALE 1 : 1000)

ROAD B



COMMERCIAL AREA

+4.50

EMERGENCY ACCESS ROAD (6.5 m wide)

EMERGENCY ACCESS (7.3 m wide)

CHILDREN'S PLAYGROUND

+4.40

LANDSCAPED GARDEN

+4.50

COMMERCIAL AREA

+4.50

SITE RESERVED FOR A SECONDARY SCHOOL

2 nos BUS BAY

ACCESS ROAD

+4.20

PROPOSED RUN IN / OUT

PAVEMENT (2.5 m wide)

PROPOSED FOOTBRIDGE (3 m wide) ABOVE

PAVEMENT (2.75 m wide)

10.5 m

ACCESS ROAD

PROPOSED VEHICULAR INGRESS / EGRESS

FUTURE ROAD

PROPOSED FOOTBRIDGE (3 m wide) ABOVE

HOTEL COMMERCIAL

+4.50

COMMERCIAL AREA

+4.50

COMMERCIAL AREA

+4.50

7.3 m

2.75

2.75

TAXI & PLB BAY

PAVEMENT (3 m wide)

ROAD A

+4.0

PROPOSED VEHICULAR INGRESS

+4.0

+4.0

# MASTER LAYOUT PLAN SAMPLE

LEGEND:



OPEN SPACE WITH CAR PARK BELOW

## MASTER LAYOUT PLAN - GROUND FLOOR

OFFICE TITLE BLOCK

0 10 20 30m

(SCALE 1 : 1000)

ROAD B



COMMERCIAL AREA

+8.00

COMMERCIAL AREA

+8.00

SITE RESERVED FOR  
A SECONDARY SCHOOL

FUTURE ROAD

PROPOSED FOOTBRIDGE  
(3 m wide)

FOOTBRIDGE

PROPOSED FOOTBRIDGE  
(3 m wide)

A

COMMERCIAL AREA

+8.00

HOTEL COMMERCIAL

+8.50

COMMERCIAL AREA

+8.00

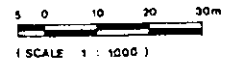
A

ROAD A

MASTER LAYOUT PLAN SAMPLE

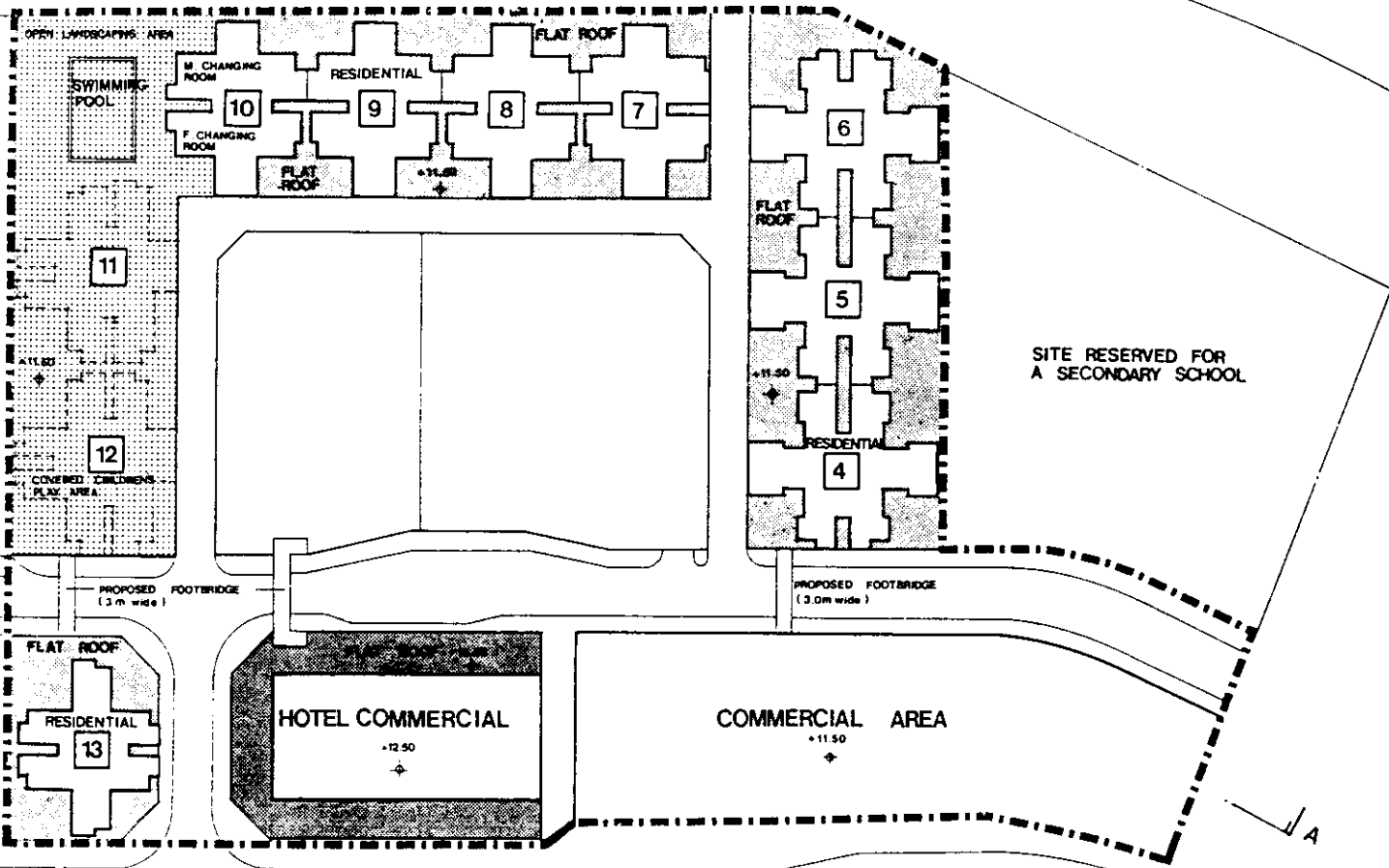
LEGEND:

OFFICE TITLE BLOCK





MASTER LAYOUT PLAN - FIRST FLOOR

ROAD B

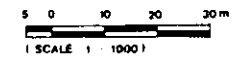


### MASTER LAYOUT PLAN SAMPLE

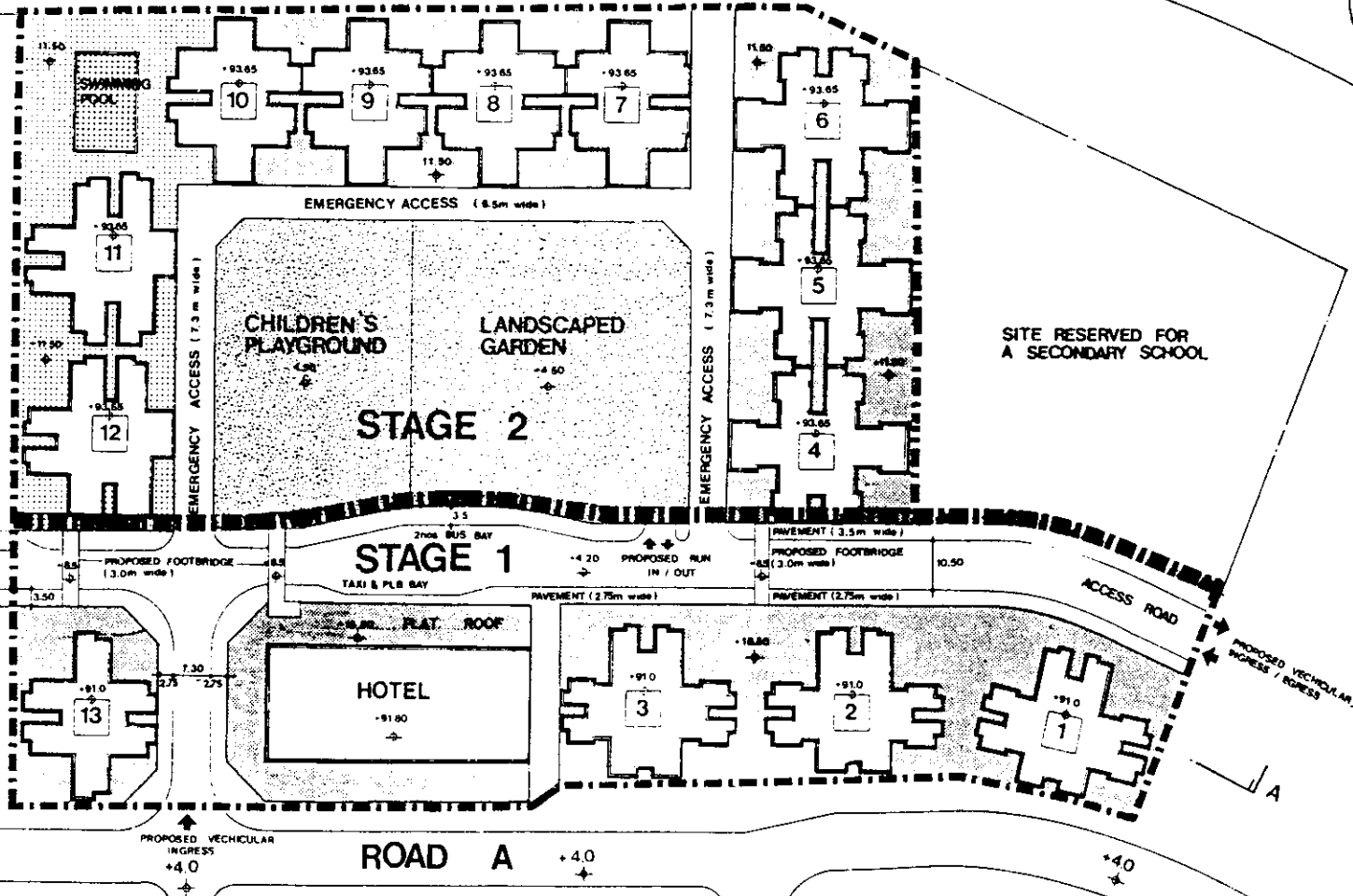
- LEGEND:
-  COMMERCIAL PODIUM WITH OPEN SPACE ON PART OF THE ROOF
  -  COMMERCIAL PODIUM FLAT ROOF

### MASTER LAYOUT PLAN - SECOND FLOOR





OFFICE TITLE BLOCK



ROAD B

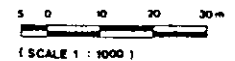


### MASTER LAYOUT PLAN SAMPLE

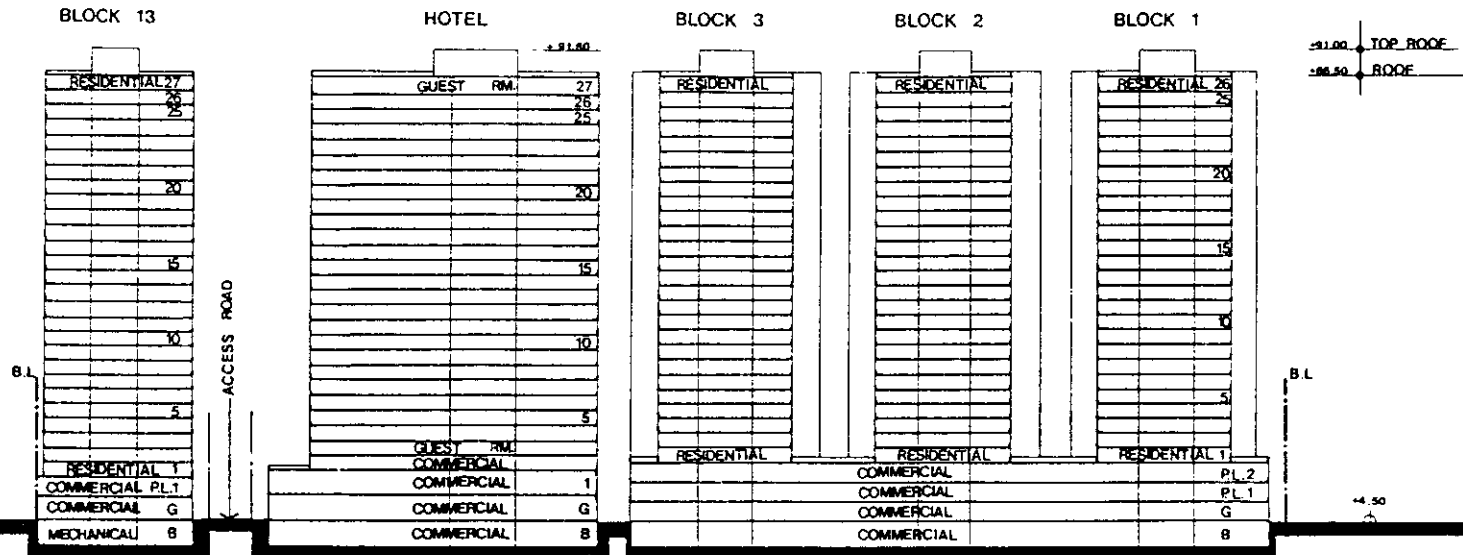
- LEGEND:**
-  THE SITE
  -  COMMERCIAL PODIUM WITH OPEN SPACE ON PART OF THE ROOF
  -  COMMERCIAL PODIUM FLAT ROOF
  -  OPEN SPACE WITH CAR PARK BELOW

### PHASING OF DEVELOPMENT

OFFICE TITLE BLOCK







# MASTER LAYOUT PLAN SAMPLE

LEGEND :

MASTER LAYOUT PLAN – SECTION A – A

OFFICE TITLE BLOCK

5 0 10 20 30m  
( SCALE 1 : 1000 )

# DEVELOPMENT SCHEDULE FOR IL XXXX

A. SITE AREA : XXXXXX M<sup>2</sup>

B. HEIGHT OF BUILDING

<u>Tower</u>	<u>No. of Storeys</u>	<u>Height Restrictions</u>	<u>Proposed Height of Building</u>	<u>Special Condition Referred</u>
Tower 1,2,3	26/s residential - 4/s Comm.	Not to exceed 95 m above PD	91 m above PD (i.e. 86.5 m above formation level)	S.C. X
Tower 13	27/s residential - 2/s Comm.	Not to exceed 95 m above PD	91 m above PD (i.e. 86.5 m above formation level)	S.C. X
Tower 4-10	28/s residential - 2/s Comm.	Not to exceed 95 m above PD	93.65 m above PD (i.e. 89.15 m above formation level)	S.C. X
Tower 11-12	27/s residential + landscaped Podium + 2/s Comm.	Not to exceed 95 m above PD	93.65 m above PD (i.e. 89.15 m above formation level )	S.C. X

C. PRESCRIBED WINDOW & FIRE ACCESS REQUIREMENTS - CHECKED AND COMPLIED WITH.

D. SCHEDULE OF ACCOMMODATION

<u>Accommodation</u>	<u>Required under the Lease</u>	<u>Proposed</u>	<u>Special Condition Referred</u>
1.1 Private Residential	GFA not to exceed XXXXXX m <sup>2</sup>	XXXXXX m <sup>2</sup>	S.C. XXXXXXXXXXX
1.2 No. of Flats	Not specified	XXXX	-
2. Commercial	GFA not to exceed XXXXX m <sup>2</sup>	XXXXX m <sup>2</sup>	S.C. XXXXXXXXXXX
3. Hotel	GFA not to exceed XXXXX m <sup>2</sup>	XXXXXXXX m <sup>2</sup>	S.C. XXXXXXXXXXX
4. Recreational Facilities	Not specified	Swimming Pool as shown on plan	-
5. Open Space	Public open space not less than XXXX m <sup>2</sup>	Children playground XXXX m <sup>2</sup> Landscaped garden XXXX m <sup>2</sup> Landscaped podium XXXX m <sup>2</sup> TOTAL XXXX m <sup>2</sup>	S.C. XX
6.1 Residential car park )	Not less than 1 space per XX flats and not more than 1 space per X flats i.e. min XXX & max XXX	> XXX nos & < XXX	S.C. XXXXX
6.2 Visitor's car park )			
6.3 Commercial car park )	Not less than 1 space for every XXXX m <sup>2</sup> commercial & hotel area or part thereof i.e. not less than XX	XXX	S.C. XXXXX
6.4 Hotel )			
6.5 Loading & Unloading Area	Not required	-	-
7. Bus Bay	As shown on lease plan	As shown on plan	S.C. XXXXX
8. Taxi & PLB Bay	As shown on lease plan	As shown on plan	S.C. XXXXX
9. Footbridges	3 footbridges on 1/F level at location as shown on lease plan	As shown on plan	S.C. XX
10. GIC facilities	Not required	-	-

1  
6  
1