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 A Statutory Board

13 April 2018

Our Ref: NP/PTR/Circular/2018/05

Dear Sir/Madam,

- A) ENHANCEMENTS TO WALK-IN CONSULTATION SERVICES**
- B) RENAMING OF PARKS & TREES REGULATORY BRANCH TO GREENERY & DEVELOPMENT PLANNING BRANCH**

Aim

This circular seeks to inform developers, building owners, architects, engineers and relevant industry practitioners of the enhancements to the National Parks Board (NParks)'s walk-in consultation services for development plan submissions, and the renaming of Parks & Trees Regulatory (PTR) Branch to Greenery & Development Planning (GDP) Branch.

Walk-In Consultation Services

2 Currently, Qualified Persons (QP) can seek consultation on development plan submission requirements and interpretation of greenery and tree conservation regulations on Monday to Friday (except Public Holidays) from 9.00 am to 12.00 noon.

3 From 16 April 2018 (Monday) onwards, NParks will provide walk-in consultation services in a new service centre, located at NParks Headquarters Level 2, 1 Cluny Road Singapore 259569. We have also revised the consultation services timing to 9.00 am - 12.00 noon and 2.00 pm - 5.00pm.

4 The new service centre will be staffed by a team of officers for better responsiveness to pre-submission queries by QPs. To maximise the outcome of the consultation, please bring along softcopies of relevant documents and plans showing the issues for discussion. If you are seeking confirmation on whether approval from NParks is required for your project, please have with you an authorised letter issued by the QP stating the works involved and the relevant endorsed plans.



5 For more information on the pre-submission consultation and detailed directions to the service centre, you may refer to our website at <http://www.nparks.gov.sg> (under "Partners" > "Development Plan Submission").

Greenery & Development Planning Branch

6 Parks & Trees Regulatory (PTR) Branch is the centralised team in NParks which handles development plan submission by public agencies and QPs. We are committed to engage and work with our partners on greenery solutions for a complex urbanised environment. To better reflect this role, the PTR Branch will be renamed as Greenery & Development Planning (GDP) Branch.

Effective Date

7 The above changes take effect on 16 April 2018.

Clarifications

8 Kindly convey the contents of this circular to your members. For clarification, you may contact Ms Juliana Jumamin at 64717875 (email: juliana_jumamin@nparks.gov.sg). Thank you.

Yours faithfully

Ang Wei Ping (Ms)
Group Director, Policy & Planning
for Commissioner of Parks and Recreation
National Parks Board