



National Parks Board

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A  Statutory Board

1 June 2020

Our Ref: NP/GDP/Circular/2020/01

Dear Sir

REMOVAL OF REQUIREMENT TO SUBMIT APPLICATIONS TO NPARKS AT THE BUILDING PLAN STAGE

Aim

1. This circular seeks to inform developers, building owners, architects, engineers and relevant industry practitioners on the removal of the requirement to submit applications for the Commissioner of Parks and Recreation (“Commissioner”)’s approval (under Section 32(1) of the Parks and Trees Act, Cap. 216, Rev. Ed. Sing) at the Building Plan (“BP”) stage.

Existing Application Process

2. Under the existing application process, Qualified Persons (QPs) can make applications to NParks for approval of their development proposals at the Development Control (DC), BP and Certificate of Statutory Clearance (CSC) stages. Our deep dive studies have shown that this 5-stage application process was a key factor that lengthened the cumulative processing time taken by NParks and QPs.

New Application Process

3. In the new application process, **QPs will no longer be required to make applications for the Commissioner's approval at the BP stage.** All greenery provision, tree felling request and reinstatement works within road reserve will be assessed and approved at the DC stage.
4. NParks has been engaging the industry and piloting the new application process on selected development projects since October 2019. QPs who have participated in the pilot have provided positive feedback on the new process.
5. We are pleased to extend the new application process to all new development projects submitted to NParks on and after 1 September 2020.
6. For on-going applications at the DC, BP or CSC stages, as well as past applications that have been granted DC approvals, QPs can continue its regulatory journey with NParks under the existing 5-stage application process.
7. In the current guidelines, planting scheme is required for selected development types and this is usually submitted at the BP stage. See **ANNEX A** [the list can also be found in NParks handbook on "Guidelines on Greenery Provision and Tree Conservation for Developments" available at www.nparks.gov.sg]. There is no change to the requirement except that QPs can now submit the planting scheme to NParks after receiving the DC approval and before applying for CSC approval.

Submission Procedure

8. There is no change to the submission procedure. Applications to NParks for DC and CSC approvals will still be submitted through the CORENET.
9. For DC applications involving multiple QPs, the scope of works under the charge of respective QP may be indicated on the submission plan. This will facilitate follow-up discussions.

Application Fee

10. There is no change to the application fee as set out in the Schedule to the Parks and Trees Regulations.

Effective Date

11. This circular takes effect from 1 September 2020.

Clarifications

12. We appreciate it if you could convey the contents of this circular to the relevant members of your organisation. Should you have any feedback or query regarding this circular, you may contact us via email as follows:

Ms Michelle Ng (MICHELLE_NG@NPARKS.GOV.SG) or
Ms Norhayati Rahmat (NORHAYATI_RAHMAT@NPARKS.GOV.SG)

13. Thank you.

Yours faithfully

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

Encl. **Annex A**

Annex A

Planting Scheme

Planting scheme for selected development types is required to be submitted to NParks on a need-to basis. It is applicable to the following development types, or as specified by NParks:

- a) Public buildings (except HDB developments)
- b) Government schools
- c) Good class bungalows within a Tree Conservation Area (TCA) or vacant land
- d) Apartments within a TCA or vacant land
- e) Condominium developments within a TCA or vacant land
- f) Cluster housing development within a TCA or vacant land
- g) All business 1, business 2 and business parks development
- h) Open air parking lots at street level
- i) Electrical substations