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A  Statutory Board

1 March 2018

Our Ref: NP/PTR/Circular/2018/03

Dear Sir

**EXPANDED SELF-DECLARATION SCHEME FOR DEVELOPMENTS**

**Aim**

This circular informs developers, building owners, architects, engineers and relevant industry practitioners of the enhancements to the Self-Declaration (SD) scheme.

**Enhancements to the Self-Declaration scheme**

2 The National Parks Board (NParks) implemented the Self-Declaration (SD) scheme since 2009 for projects that require our approval at the Development Control (DC) or Building Plan (BP) for external works stages. Currently, only developments abutting category 5 road and/or service road are eligible for the SD scheme.

3 In response to feedback from the industry that the current SD scheme is limited in scope, NParks has expanded the scheme to allow more qualifying projects. Specifically,

- a. All developments qualify for SD scheme so long as they meet the eligibility conditions and comply with NParks' requirements, regardless of the category of road abutting the development.
- b. SD scheme is now available at the BP for internal work and Certificate of Statutory Completion (CSC) stages, in addition to the DC and BP for external work stages.

4 More details on the eligibility conditions at each application stage can be found in Annex A.



5 Please take note that once an application is made via SD scheme at the DC stage, subsequent applications (at the BP for internal work and CSC stages, where required) **must** be done through SD scheme. Likewise, if an application is made via SD scheme at the BP for external work, the subsequent application at the CSC stage **must** be done through the SD scheme.

### **Revised Application Form**

6 To facilitate the changes, we have enhanced the application form. It is available for download at the CoreNet portal. The revised application form shall be used for all applications to NParks with immediate effect.

### **Effective Date**

7 This circular takes effect on 5 March 2018. Developments that qualify for SD scheme but have been submitted to NParks will continued to be processed via the normal submission procedure.

8 For more details, please refer to NParks' handbook on "*Guidelines on Greenery Provision and Tree Conservation for Developments*" available at [www.nparks.gov.sg](http://www.nparks.gov.sg).

### **Clarifications**

9 Kindly convey the contents of this circular to your members. For queries concerning this circular, please contact Mdm Sheralee at 64717889 (email: [sheralee\\_mohamed\\_saniff@nparks.gov.sg](mailto:sheralee_mohamed_saniff@nparks.gov.sg)) or Ms Joanna Yeo at 64717890 (email: [joanna\\_yeo@nparks.gov.sg](mailto:joanna_yeo@nparks.gov.sg)). Thank you.

Yours faithfully

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

Encl.

### Eligibility Conditions for the Expanded Self-Declaration Scheme

To qualify for the Self-Declaration (SD) scheme, the development must meet the eligibility conditions at each application stage as set out in the below table.

Application Stage	Eligibility Conditions
Development Control (DC)	<p>All developments are eligible, unless it falls under one of the following categories:</p> <ul style="list-style-type: none"> <li>a. Development has Heritage Tree within the site</li> <li>b. Development is along Heritage Road</li> <li>c. Development is abutting or within a Nature Reserve or Nature Area</li> <li>d. Development is required by NParks or the Competent Authority to carry out Biodiversity Impact Assessment (BIA) or Environmental Impact Assessment (EIA)</li> <li>e. Development is required by the Competent Authority to provide open space, pedestrian mall or promenade</li> <li>f. Development is proposing new pedestrian overhead bridge or carrying out building works to existing pedestrian overhead bridge</li> <li>g. Development with new road proposal under Street Work Act</li> </ul> <p>The development must also fulfil one criteria in every section (A through H) of the NParks' application form.</p>
Building Plan (BP) for Internal Work	<p>All developments are eligible, unless it falls under one of the following categories:</p> <ul style="list-style-type: none"> <li>a. Development has Heritage Tree within the site</li> <li>b. Development is along Heritage Road</li> <li>c. Development is abutting or within a Nature Reserve or Nature Area</li> <li>d. Development is required by NParks or the Competent Authority to carry out Biodiversity Impact Assessment (BIA) or Environmental Impact Assessment (EIA)</li> <li>e. Development is required by the Competent Authority to provide open space, pedestrian mall or promenade</li> </ul>

Application Stage	Eligibility Conditions
	<p>f. Development is proposing new pedestrian overhead bridge or carrying out building works to existing pedestrian overhead bridge</p> <p>The development must also fulfil one criteria in every section (A through G) of the NParks' application form, and must have obtained NParks' DC clearance via the SD scheme.</p>
<p>Building Plan (BP) for External Work</p>	<p>All developments are eligible, unless it falls under one of the following categories:</p> <ul style="list-style-type: none"> <li>a. Development is along Heritage Road</li> <li>b. Development is abutting or within a Nature Reserve or Nature Area</li> <li>c. Development is required by the Competent Authority to provide pedestrian mall or promenade</li> <li>d. Development is proposing new pedestrian overhead bridge or carrying out building works to existing pedestrian overhead bridge</li> <li>e. Development with new road proposal under Street Work Act</li> </ul> <p>The development must also fulfil one criteria in every section (A through D) of the NParks' application form.</p>
<p>Certificate of Statutory Completion (CSC)</p>	<p>You can only apply to NParks for CSC clearance via the SD scheme if the BP for internal work and/or BP for external work has been approved under the SD scheme.</p>