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25 July 2012



Our ref: LTA/DBC/R70.018.026
Your ref: -
DID: 6332 8283 Fax: 6332 8223

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Dear Sirs

LTA'S PRE-CONSULTATION "CLINIC" FOR ROAD RELATED MATTERS

1. LTA initiated the pre-consultation "Clinic" as a forum for Qualified Persons (QPs) to discuss and seek clarifications on LTA's road related requirements for their developments from the relevant LTA divisions. This session has benefited mega-developments which have complex integrations with major transportation nodes like bus interchanges and MRT stations. The forum has received strong support from the industry as it had helped QPs to clarify LTA's requirements and to resolve the occasional conflicting technical requirements.
2. With more and more large developments launched recently, we find it appropriate to create awareness among the industry on the availability of the pre-consultation clinic and the intended benefits.
3. The "Clinic" sessions will be held at LTA-DBC office located at 251 North Bridge Road, Singapore 179102 on Wednesdays from 0930hrs to 1130hrs on appointment basis. The QPs can contact Ms Thong Sien Mee at Tel: 6332 6356 or Mr Rahim Bin Attan at Tel: 6332 8284 to fix an appointment. The "Clinic" consultation must be attended by the QP making the submission.
4. You may call our officer-in-charge of the areas to make appointment for pre-consultations before you re-submit your amended drawings when necessary. We are pleased to inform that for development-related issues, we have uploaded in the LTA website the DBC Officer-in-Charge (OIC) Search, which is categorised by MKs/ TSs of the island. The names and contact numbers of OIC for the respective areas can be obtained through the following link "http://www.lta.gov.sg/content/lta/en/industry_partners/dbc_officer_search.html", which is parked under the Industry Partners.
5. With the "Clinic" and pre-consultation services, we hope to assist QPs to submit better quality submissions to LTA, thus reducing the processing and approval period for their developments.

6. In addition, we attach a list of frequently asked questions (FAQs) for information.
7. Please disseminate this circular to all members of your organization.

Yours faithfully



QUEK TECK BENG
DEPUTY DIRECTOR
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Roads FAQs

	QUERY	REPLY
1	How do I apply for road line plan (RLP) on-line?	<p>You may purchase it through this url- http://www.inlis.gov.sg/RLP/SLA_About_RLP.aspx</p> <p>For matters related to RLP, please refer to http://www.lta.gov.sg/dbc/doc/rlp_explanatory_notes_print.pdf</p>
2	Can the category of road be found in the website?	<p>Categories of road are available for viewing (at no charge) at LTA office at 251 North Bridge Road. Alternatively, you may purchase the Road Line Plan showing the road reserve lines and road category at http://www.inlis.gov.sg/RLP/SLA_About_RLP.aspx</p>
3	How much of my property is affected and how much is the compensation?	<p>You may come to LTA office at 251 North Bridge Road Block C to view the road reserve line. There is no charge for viewing. However, if a copy of the Road Line Plan is needed, please purchase it through http://www.inlis.gov.sg/RLP/SLA_About_RLP.aspx.</p> <p>Dimensions of the area affected by road reserve can be measured from the RLP in CAD (Computer-aided Design) format and scaled off from RLP in PDF format. For more accurate dimensions, you will need to engage a Registered Surveyor to establish the line of road reserve on plan.</p> <p>If development/redevelopment takes place on a subject lot, the plot affected by the road reserve line shall be setback, made up and caused to be vested in the State, as part of the planning conditions of the Written Permission issued by the Competent Authority. Compensation is not applicable.</p> <p>However, if the plot affected by road reserve line is acquired by LTA for our road widening works, the compensation cost would be determined by SLA.</p>
4	How much is the road buffer setback?	<p>Buffer setback for developments comes under the purview of URA. Please seek the advice from URA.</p>

	QUERY	REPLY
5	I wish to widen my existing access. What should I do?	The width of access shall follow LTA guidelines for the specific type of development. You may pre-consult our officers and engage a Professional Engineer to make street plan submission showing details of the entrance widening to Development & Building Control, LTA for approval before any commencement of works.
6	How do I refer/view the Standard Details of Road Elements?	You can access LTA website at www.lta.gov.sg >>Regulations>>Other guidelines, standards and circulars >> Standard Details of road elements.
7	How do I access the website to search for street work proposals guidelines?	You can access LTA website at www.lta.gov.sg >>Regulations>>Street Proposals >> Publication on Street Works Proposal Relating to Development Works, for the information.
8	Is there any other avenue for me to know the officers in-charge of a certain area instead of through the hotline?	We are pleased to inform that all QPs and their staff are now able to search for the Officer-in-Charge (OIC) and their contact nos for development related matters from the DBC OIC Search which is available at http://www.lta.gov.sg/content/lta/en/industry_partners/dbc_officer_search.html . This search allows retrieval of OIC information based on road names or MK/TS nos. We hope that this tool will allow you and your staff to reach our relevant OICs more quickly.
9	Can we just walk-in for a pre-consultation meeting with the OICs at any point of time?	At this moment, it is still on appointment basis. You may contact the OIC directly if you have their contact number. Alternatively, you may contact the secretaries as stated in the Circular to fix an appointment with the OIC.
10	Can any types of pre-consultation be tabled in the Pre-Consultation Clinic meeting?	No. Only those complex projects/mega-developments which have complex integrations with major transportation nodes like bus interchanges and MRT stations that require inputs from other divisions such as Traffic Management, Bus & Vocational Licensing, Taxi Service etc are to be tabled in the Pre-Consultation Clinic Meeting. However, you may contact the OIC for the respective areas for face-to-face consultations appointment dates. (refer to question 8 for OIC search).

Vehicle Parking FAQs

	QUERY	REPLY
1	How do I obtain application forms for submission for approval vehicle parking proposal plans?	<p>Submission for Vehicle Parking by Qualified Persons (QPs: architects & engineers) should be made through Corenet using the electronic form for Vehicle Parking Submission.</p> <p>*Non-QP submission (eg. Regularisation of car park by MCST's management and change of use proposals) is to be made on Form LTA/VP-BP which is available at LTA's website at www.lta.gov.sg</p>
2	How do I know what are the Vehicle Parking requirements and guidelines?	<p>Vehicle Parking requirements and guidelines for development proposals can be found in the 'Handbook for Vehicle Parking Provision in Development Proposals'. The handbook is available at http://www.corenet.gov.sg/einfo/docs/vehicle.pdf</p>
3	Do I have to pay for the submission for Vehicle Parking clearance?	<p>There is a processing fee payable for submission of Vehicle Parking proposal plans.</p> <p>\$70/- is payable for each application to regularize parking layout.</p> <p>For other proposals, the amount payable is \$10.00 per 100 sq m of the gross floor area involved in the proposal, subject to a minimum of S\$120.00.</p>

	QUERY	REPLY
4	How/When should I provide handicap carpark lots?	Requirements for handicap carpark lots come under the purview of BCA. Please seek the advice from BCA.
5	The management intends to convert some car parking lots to motor cycle lots, add more parking lots or change the position of the parking lots within the Condominium. Do I need to seek approval from the Authority?	Approval from LTA is required for changes to the approved parking provision and layout. For such changes, submission to LTA is to be made on Form LTA/VP-BP which is available at LTA's website at www.lta.gov.sg
6	The management would like to implement parking charges on motorists parking in our car park. Please advise whether approval is required from LTA.	LTA does not control operation and management of private car parking places. Therefore, approval is not required to implement parking charges with private car parks
7	The management would like to assign existing car parking lots as "visitor parking". Please advise whether approval is required from LTA.	LTA does not control operation and management of private car parking places. Therefore, approval is not required to assign existing car parking lots as "visitor parking". However, LTA's approval would be required if there is any change to the number and layout of the parking lots.

	QUERY	REPLY
8	The management would like to implement wheel clamping of unauthorized parking within our car park. Please advise whether approval is required from LTA.	LTA does not control operation and management of private car parking places. Therefore, approval is not required to implement wheel clamping of unauthorized parking within private car park.
9	Are heavy vehicles allowed to be parked within the Condominium?	<p>Heavy vehicles are not allowed to be parked within places for dwelling purpose. Therefore, they are not allowed to be parked in Condominium.</p> <p>Heavy vehicles mean:</p> <ul style="list-style-type: none"> a) any heavy goods vehicle or concrete mixer, the maximum laden weight of which exceeds 5,000 kilograms; b) any bus with a seating capacity of more than 15 persons, not inclusive of the driver; c) any trailer, container trailer, low loader or flat-bed trailer, the maximum laden weight of which exceeds 5,000 kilograms; and d) any mobile crane or recovery vehicle the unladen weight of which exceeds 2,500 kilograms. <p>Note: Heavy vehicles are required by legislation to obtain Vehicle Parking Certificate (VPC) as a proof of their parking place. This is regulated under the HVP section.</p>
10	Can I request for a meeting on waiver application on parking provision/requirement? Aside from that, can I get the approval on the waiver application in the meeting?	Meeting can still be arranged upon request for waiver application. However, there will be no approval given in the meeting. Any waiver application shall be brought up to the management level to seek their comment/approval.