Circular No: LTA/ R70.018.001, URA/PB/2018/12-DCG
Our Ref: LTA/DBC/ D45.002.001, DC/ADMIN/CIRCULAR/PB_18
Date: 7 December 2018

CIRCULAR TO PROFESSIONAL INSTITUTES

<u>Who should know</u>
Building owners, developers, architects, engineers and traffic consultants.

<u>Effective date</u>
1 February 2019

EXPANSION OF THE WALKING AND CYCLING PLAN SUBMISSION

1. The Land Transport Authority (LTA) and Urban Redevelopment Authority (URA) have expanded the Walking and Cycling Plan (WCP) to include more developments that are required to submit a WCP.

2. The WCP was first launched on 3 May 2016 to identify opportunities in the early design of developments to better cater to the needs of active mobility users, including pedestrians and cyclists. As part of the Walk Cycle Ride SG vision, the WCP consultation process has fostered a more conducive and safer environment for active mobility in and around developments. WCP will therefore be expanded to include more developments to enhance our active mobility environment.

3. In addition to the Commercial, Retail, Business Park and Education Institute development categories, selected private Residential, Medical, Hotel and Recreational developments listed in **Annex A** will be required to submit a WCP as part of Development Applications to LTA and URA.

4. While the WCP submission process will continue to leverage on the existing Traffic Impact Assessment (TIA) process, developments that are not listed in **Annex A** may also be required to submit a WCP as part of their Development Application if they meet the following criteria:
    a. Developments located in car-lite precincts[a]; or
    b. Developments located within 400m of major transport nodes, i.e. within Zone 2[b]; or
    c. Retail, Office, Mixed Use developments.

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[a] The five car-lite precincts are Bayshore, Jurong Lake District, Kampong Bugis, Marina South and Woodlands North.
[b] Zone 2 as defined in the Zonal Car Parking requirement in the Code of Practice on Vehicle Parking Provision in Development proposals. Please refer to https://www.lta.gov.sg/content/dam/ltaweb/corp/Industry/files/parking_zones.PDF for more details.

Developers whose projects meet these criteria are strongly encouraged to check with the LTA for the requirement of a WCP prior to the Development Consultation stage.

5.   The appointed traffic consultant and Qualified Person of the project should submit a preliminary WCP before the TIA scoping meeting, where LTA and URA will jointly evaluate the proposal to ensure all walking and cycling related designs have been considered in the development proposal[c]. Please refer to **Annex B** for the WCP submission flowchart.

Implementation

6.   The expanded WCP requirement will take effect on 1 February 2019. Developers submitting new applications that meet the LTA TIA/WCP requirements to URA (i.e. applications for a new erection or reconstruction) on or after this date will be required to submit a WCP.

7.   Please refer to https://www.lta.gov.sg/content/ltaweb/en/industry-matters/development-and-building-and-construction-and-utility-works/street-proposals.html to download the guidelines on WCP. The guidelines will also be incorporated into the Code of Practice "Street Work Proposals Relating to Development Works" in its forthcoming update. Please submit the WCP as part of the TIA pre-scoping consultation with LTA (via lta-dbc_registry@lta.gov.sg) before submitting a development application to URA. Please refer to **Annex B** for submission flowchart.

8.   To aid the industry in developing active mobility-related infrastructure in a holistic manner, agencies have produced a Walking & Cycling Design Guide as a supplement to the respective agencies' prevailing COPs, engineering and development standards. The Guide can be downloaded at https://www.lta.gov.sg/content/dam/ltaweb/corp/GreenTransport/2018/walking-and-cycling-design-guide.pdf.

9.   If you have any queries concerning this circular, please email LTA at lta-dbc_registry@lta.gov.sg and URA at https://www.ura.gov.sg/feedbackWeb/contactus_feedback.jsp.

Thank you.

LINA LIM (Ms)   GOH CHIN CHIN (Ms)
GROUP DIRECTOR   GROUP DIRECTOR
(POLICY & PLANNING)   (DEVELOPMENT CONTROL)
LAND TRANSPORT AUTHORITY   URBAN REDEVELOPMENT AUTHORITY

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[c] Where possible, LTA will respond within 20 working days. This is dependent on the quality and completeness of the submission and the provision of timely clarifications by the consultant and Qualified Person, where required by LTA.

ANNEX A

Development Types that require a Walking & Cycling Plan[d]

Development Type	Scale
1. Residential 1.1 Landed properties/ Condominiums/ Executive Condominiums 1.2 HDB housing[e]	1.1 ≥ 700 units 1.2 ≥ 1,000 units
2. Commercial 2.1 Shopping centres/ Retail uses 2.2 Office development 2.3 Hotel	≥ 10,000m^2 GFA ≥ 20,000m^2 GFA ≥ 700 rooms
3. Industrial 3.1 Light/ General Industry[f] 3.2 Warehousing/ Distribution[f] 3.3 Science park/ High tech park/ Business park	3.1 ≥ 60,000m^2 GFA 3.2 ≥ 50,000m^2 GFA 3.3 ≥ 40,000m^2 GFA
4. Educational 4.1 Primary school 4.2 Secondary school 4.3 International school 4.4 Junior college 4.5 University, polytechnic, ITE campus	4.1 ≥ 1,500 students (single-session) or. ≥ 2,000 students (double-session) 4.2 ≥ 2,000 students 4.3 ≥ 2,000 students 4.4 ≥ 2,000 students 4.5 TIA Required
5. Medical Hospital	≥ 40,000m^2 GFA or ≥ 320 Beds (whichever is triggered first)
6. Recreational Exhibition centre & major tourist attraction	≥ 30,000m^2 GFA

[d] Developments that have a master developer, and consist of two or more plots that staged at different time will also be required to submit a WCP at the concept design stage.
[e] LTA and URA will work with HDB on the WCP requirements.
[f] Only industrial developments located within car-lite precincts or 400m of major transport nodes i.e. within Zone 2, will be required to submit a WCP.

ANNEX B

Walking & Cycling Plan Submission Flowchart

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┌─────────────┐    ┌──────────────────────┐    ┌──────────────────────┐
│  Scoping    │    │ LTA Advise if TC/QP   │    │ Submit Preliminary   │
│  meeting    │──▶ │ should take into      │──▶ │ Walking & Cycling    │
│  request    │    │ consideration of any  │    │ Plan (WCP) to LTA at │
└─────────────┘    │ planned cycling path/ │    │ Transport Impact     │
                   │ covered linkway in    │    │ Assessment (TIA)     │
                   │ the design.           │    │ pre-scoping stage    │
                   └──────────────────────┘    └──────────────────────┘
                                                          │
                                                          ▼
                                            ┌──────────────────────┐
                                            │ Attend TIA (& WCP)    │
                                            │ Scoping Meeting       │
                                            └──────────────────────┘
                                                          │
                            Revise WCP based on LTA & URA comments
                                            ┌─────────────┴─────────────┐
                                            ▼                           ▼
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* The WCP shall be submitted as a separate sub-report of the main TIA report to facilitate processing & acceptance while the other aspects of the TIA are reviewed.

| Submit TIA report & Revised WCP* to LTA | Submit Revised WCP as part of Development Application to URA |

All WCP submissions are to be cleared as part of PP

| TIA follows existing TIA review process |