Circular No: URA/PB/2021/02-CUDG

Our Ref: DC/ADMIN/CIRCULAR/PB_21

Date: 5 Mar 2021

CIRCULAR TO PROFESSIONAL INSTITUTES

This Circular supersedes the earlier Circular <u>URA/PB/2016/03-PCUDG</u> released on 11 March 2016.

Who Should Know

Building owners, developers and Qualified Persons

Effective Date

With immediate effect and to remain valid until 4 Mar 2022.

CENTRAL AREA UNDERGROUND PEDESTRIAN NETWORK - CASH GRANT REIMBURSEMENT SCHEME

- 1. Singapore's city centre is planned as a pedestrian-friendly city, where people can move around seamlessly and in all-weather comfort. Central to this vision is the development of a comprehensive pedestrian network both below and above-ground that connects developments and links them to nearby Mass Rapid Transit (MRT) stations.
- 2. Plans have been drawn up to guide the construction of Underground Pedestrian Links (UPLs) within the Orchard Road and the Central Business District (CBD) areas (Appendices 1-1 to 1-4). Developers of existing buildings located adjacent to the identified UPLs will generally be required to construct the part(s) of the identified UPLs that are linked to their development, as a condition for the grant of Provisional Permission (PP) / Written Permission (WP) for the redevelopment of sites or for major Addition and Alteration works to their developments.
- 3. To facilitate the implementation of the planned Underground Pedestrian Network (UPN), URA introduced a Cash Grant Incentive Scheme in March 2004 to co-fund the construction of identified strategic UPLs in these areas. The Scheme was revised in 2012 and 2016.
- 4. URA has recently reviewed the Scheme to align with the Circular URA/PB/2019/18-CUDG on the "Updated Urban Design Guidelines and Plans for Urban Design Areas" released on 27 November 2019. The Scheme will be reintroduced as the "Cash Grant Reimbursement Scheme" to better reflect the intent of the scheme, which is to co-fund the cost of implementing UPLs at strategic locations within the city centre. Each application is subject to evaluation of the detailed design and funding availability.

To provide developers with greater certainty and clarity regarding the amount of cash grant reimbursement and the validity period of the approval, a formal in-principle approval letter will now be issued to the developer along with the planning approval for their redevelopment. To ensure public funds are used effectively, construction works on site must commence within one year of the approval, failing which the in-principle funding support would lapse. The revised application procedure for the cash grant is reflected in Appendix 2-1.

Reimbursement for the Implementation of Underground Pedestrian Links in the City Centre

- 5. Under the Scheme, developers may apply for the cash grant to offset the construction costs for the pedestrian walkway component of the identified links (see Appendices 1-2 to 1-4), and be eligible to be reimbursed up to \$\$28,700 per square metre (psm) for the cost of constructing the pedestrian walkway component of the UPL located under State land, and/or up to \$\$14,400 psm based on 50-50 co-sharing, for the pedestrian walkway component of the UPL located under private land. All applications will be subject to evaluation by URA and approval granted based on the merits of each proposal.
- 6. Apart from the identified strategic links, developers can also propose other links to be considered under the Cash Grant Reimbursement Scheme. The eligibility of these additional links for any cash grant under the Scheme will be assessed by URA based on the extent these additional links contribute towards enhancing the overall connectivity and experience of the planned UPN. For example, UPLs that can enhance the overall network, by plugging existing connectivity gaps between developments and MRT stations, will be favourably considered.

GFA Computation for Underground Pedestrian Links

- 7. The pedestrian walkway component of UPLs under both State and private land can be considered for Gross Floor Area (GFA) exemption if the UPL forms part of the larger network in the planned UPN, subject to the prevailing Development Control Guidelines on GFA exemption as may be issued by the Competent Authority under the Planning Act. The extent of GFA exemption shall be evaluated based on the formal plans submitted to URA.
- 8. As a guide, such UPLs must provide the most direct connection from the basement level to the street level. For existing developments, UPLs should connect to the main existing dedicated vertical circulation points.

Submission Process

- 9. All proposals for the construction of UPLs and applications under the Cash Grant Reimbursement Scheme are to be submitted to URA's Development Control Group for evaluation and approval as part of a Development Application.
- 10. The application procedure for reimbursement of the construction costs of UPLs under the Cash Grant Reimbursement Scheme and the required submission materials are listed in <u>Appendices 2-1</u> and <u>2-2</u>.
- 11. The detailed design and construction of the proposed UPLs must comply with the requirements of other relevant authorities including the Land Transport Authority, Singapore Land Authority, PUB, Singapore's National Water Agency and Singapore Civil Defence Force (SCDF).
- 12. I would appreciate it if you could convey the contents of this circular to the relevant members of your organisation. You are advised to refer to the Development Control Handbooks and URA's website for updated guidelines instead of referring to past circulars.

13. For other information on the master plan, urban design guidelines, private property use and approval, car park locations and availability, private residential property transactions, and conservation areas and buildings, use URA SPACE (Service Portal and Community e-Services). This is an online portal packed with useful data and visualisation to help building professionals, business operators and the general public in their decision-making. It consolidates detailed information on land use and private property into a one-stop platform presented on geospatial maps. For feedback or enquiries on this circular, please <a href="emailto:email

Thank you.

CHOU MEI (MS)
GROUP DIRECTOR (CONSERVATION & URBAN DESIGN)
for CHIEF EXECUTIVE OFFICER
URBAN REDEVELOPMENT AUTHORITY

AMETERS	UNDERGROUND PEDESTRIAN LINKS
Definition	An Underground Pedestrian Link (UPL) is a subterranean pedestrian connection that directly links the basement levels of developments to one another and / or to public transport nodes.
	To qualify for the Cash Grant Reimbursement Scheme, the UPL shall be one of the identified links as reflected in the planned Underground Pedestrian Network within the city centre (See Appendices 1-2 to 1-4). In addition, the UPL shall:
	 Connect between the basement levels of developments; Be directly accessible from the common public areas of the adjoining developments; and Be open for public access during the operating hours of the Mass Rapid Transit (MRT) stations or at all times.
Locations	The following strategic UPLs may qualify for the Cash Grant Reimbursement Scheme:
	Orchard Road (See Appendix 1-2)
	New Underground Pedestrian Links
	 Palais Renaissance / Forum The Shopping Mall Far East Shopping Centre / Liat Towers Scotts Square / Tangs Plaza Lucky Plaza / Tong Building / Paragon Paragon / Ngee Ann City Paragon / Grand Park Hotel Grand Park Orchard Hotel / 268 Orchard Ngee Ann City / Mandarin Gallery Mandarin Gallery / Orchard Building The Centrepoint / Orchard Point Orchard Point / Orchard Plaza
	Existing Underground Pedestrian Links to be Upgraded
	12. Tangs Plaza / Shaw House 13. Lucky Plaza / Ngee Ann City
	Central Business District (See Appendix 1-3)
	New Underground Pedestrian Links
	14. 79 Robinson Road / 8 Shenton Way 15. Capital Tower / 79 Robinson Road
	Civic District (See Appendix 1-4)
	New Underground Pedestrian Links
	Definition

	T40.0 1/10/		
	16. Capitol Singapore/ Peninsula Plaza / Funan / The Adelphi 17. The Adelphi / City Hall		
	Bras Basah.Bugis (Rochor Ophir) (See Appendix 1-4)		
	New Underground Pedestrian Links		
	18. The Gateway across Beach Road / Rochor Road		
	Other Links		
	Other proposed UPLs can be considered under the Cash Grant Reimbursement Scheme on a case-by case basis, if they are assessed by URA to contribute towards the overall connectivity of the larger area.		
3 Use	The UPLs are to serve as a pedestrian walkway that is open to the public during the operating times of the MRT stations. Activity-generating uses (such as Retail, F&B, Entertainment, Sports and Recreation and other similar uses) can be located adjacent to the pedestrian walkway along one or both sides.		
4 Size	Each UPL must have a clear pedestrian walkway width of:		
	 Minimum 6m for walkways with activity-generating uses on one side (single-loaded); or 		
	Minimum 7m for walkways with activity-generating uses on both sides (double-loaded), unless otherwise stated.		
	The clear width of the pedestrian walkway is measured from the inner face of the walls of both sides of the pedestrian walkway.		
	In addition, the walkway must have a minimum clear ceiling height of 4m.		
	Activity-generating uses (e.g. retail and F&B outlets) can be allowed adjacent to the pedestrian walkway up to a total depth of 14m (See Appendix 1-5 for schematic sections of UPLs).		
5 Reimbursement	For the part of UPL located under State land		
Rates	All of the actual construction cost of the public pedestrian walkway portion of the UPL may be reimbursed, subject to a cap of S\$28,700 per square metre (psm).		
	For the part of UPL located under private land		

50% of the actual construction cost of the public pedestrian walkway portion of the UPL may be reimbursed, subject to a cap of S\$14,400 psm. The extent of the part of the pedestrian walkway located within private land for reimbursement and exemption from GFA computation will be evaluated on a case-by-case basis.

Spaces for proposed commercial uses along the underground pedestrian walkway would not qualify for any cash grant reimbursement.

<u>Calculation of actual construction cost of the public pedestrian</u> walkway portion of a UPL

Actual construction cost = \$A + (\$B + \$C) x Area of public pedestrian walkway / Area of underground pedestrian link, where:

\$A = Fixed cost components specific to public walkway e.g. escalators, lifts and staircases.

\$B = Variable cost components common to public pedestrian walkway and commercial space

\$C = Consultancy fees and other related costs

(See Appendix 1-6 for details)

6 Gross Floor Area (GFA)

GFA Treatment for Public Pedestrian Walkway

Given that the public pedestrian walkway functions as a public thoroughfare, the GFA of the public pedestrian walkway (up to 7m in width) of the UPL within private land, as well as the associated main dedicated vertical circulation points (e.g. escalators, staircases and lift lobbies, etc.) that form part of the UPN within private land can be considered for GFA exemption, subject to compliance with the criteria set out in the Definition, Use and Size above. The extent of GFA exemption shall be evaluated based on the formal plans submitted to URA.

GFA Treatment for Activity-Generating Uses within UPLs

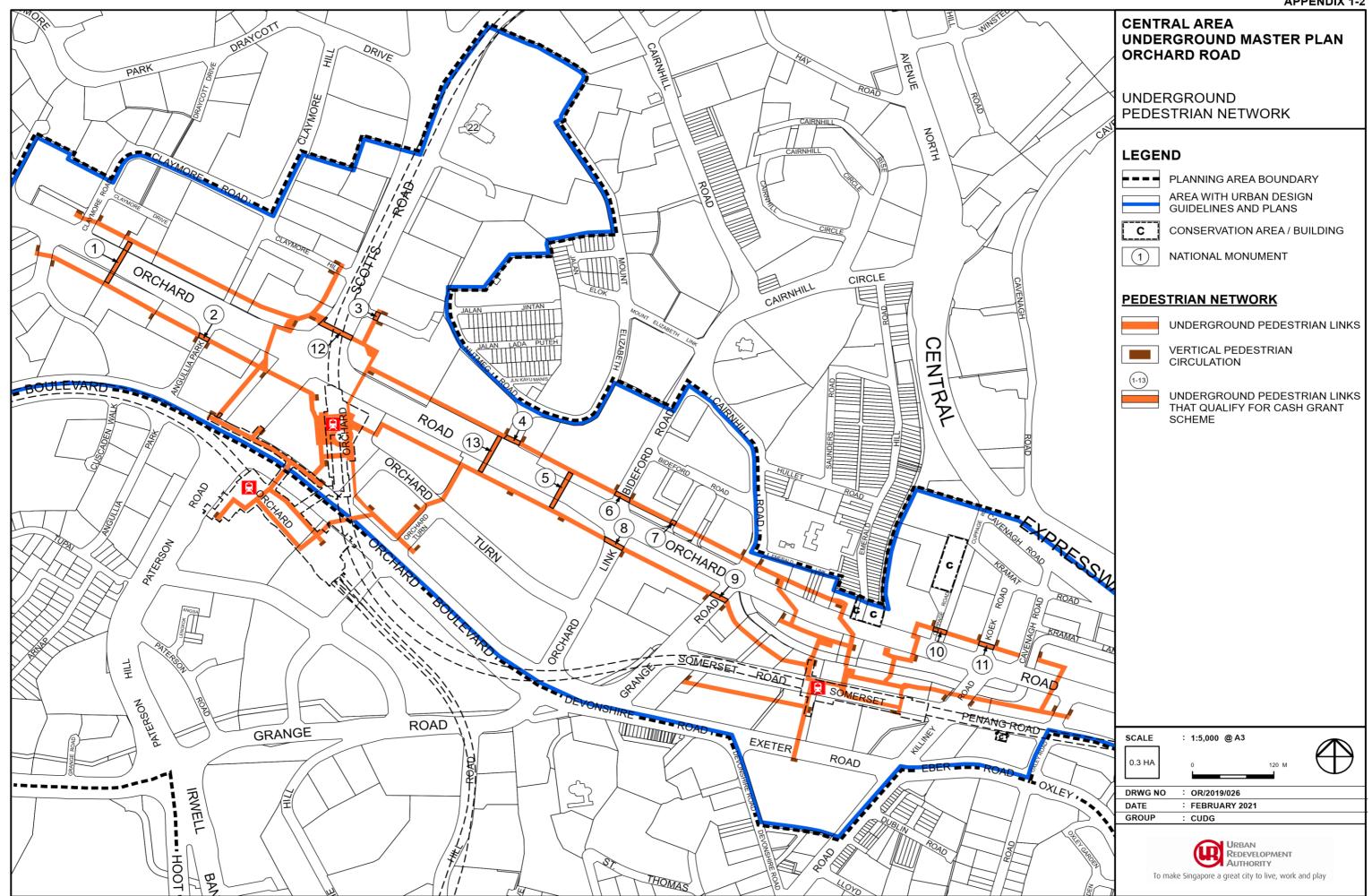
The GFA for activity-generating uses within UPLs under private land, between the existing basement and the boundary line, can be computed over and above the Master Plan allowable GFA for the existing development. This bonus GFA will be counted as part of the overall cap of 10% for additional GFA allowed beyond the

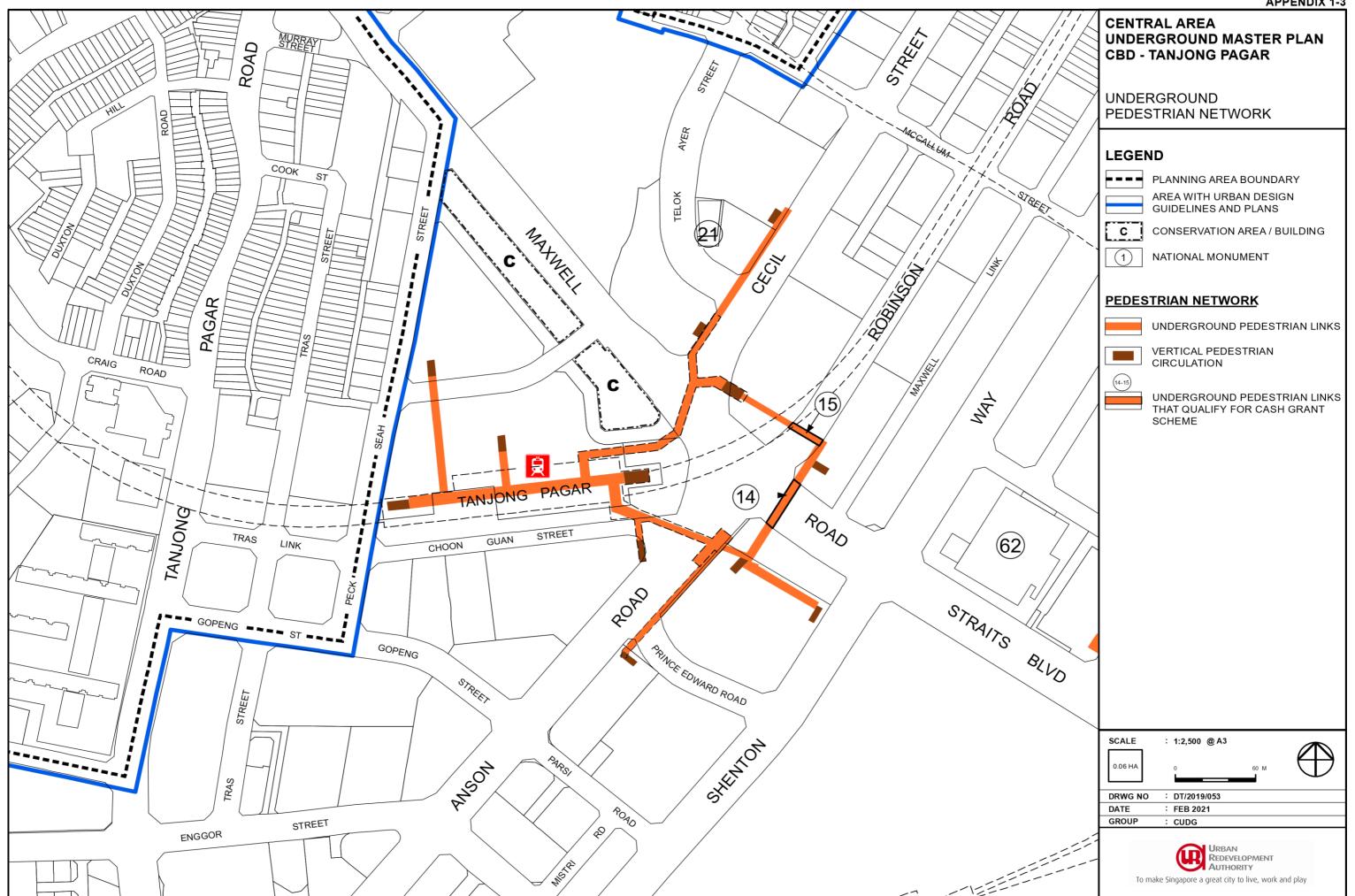
Master Plan under bonus GFA schemes for each development site. This additional GFA is not transferable, and shall not form the future development potential of the site upon redevelopment. The additional GFA will be subject to Development Charge or Differential Premium, where applicable. Each vertical circulation point to the pedestrian walkway must be designed for barrier-free access and must include two lifts (one lift may be considered where there are site constraints or alternatives nearby), a set of two-way escalators, and staircase, and is to directly link to the covered walkway at the 1st storey of the development. Temporary uses in front of knock-out panels (leading to future links) Where a knock-out panel is provided for future connection to an adjoining development or UPL, temporary use of the space in front of the knock-out panel can be considered, on a case-by case basis, for shops, kiosks and seating areas until such time as the connection is required to be provided. If supported, the temporary use will be considered as additional GFA, over and above the maximum allowable GFA for the development and will be subject to the relevant charges, such as Differential Premium, Temporary Development Levy, etc. 7 Submission Properly annotated plans and sections showing the proposed UPL in relation to the adjoining developments must be submitted. Where Requirements applicable, the developer must obtain endorsement from the relevant parties and/or agencies for the submitted plans. For example, consent from adjoining development/s owner/s, or Singapore Land Authority (SLA), should parts of the proposed UPL be located within State land. 8 Disbursement The Cash Grant, if approved, will be disbursed after the receipt by URA of a copy of the Temporary Occupation Permit (TOP) or of Cash Grant Certificate of Statutory Completion (CSC) for the development / building. The submission must be accompanied by documentation of the actual construction cost, certified by a Professional Quantity Surveyor that the actual construction costs are true and correct in accordance with the approved plans. The actual construction cost attributed to the UPL shall be clearly differentiated from that of other parts of the development and certified by a Professional Quantity Surveyor.

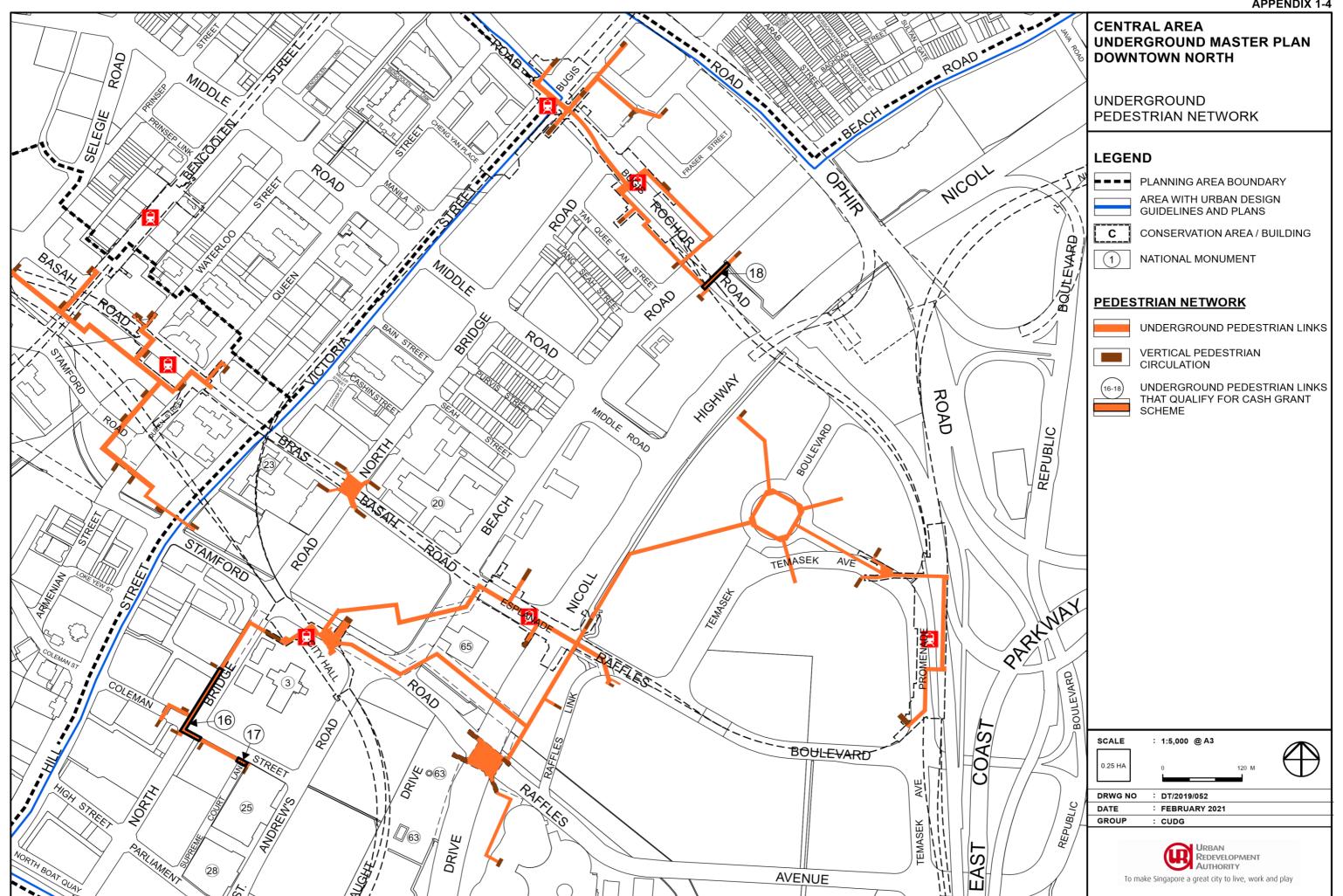
9	Deadline for		
	Construction		
	and		
	Qualification for		
	Cash Grant		

The Developer is required to commence works on site within one year from the date of the first Cash Grant in-principle approval and complete the UPL within a five-year period from the date of the first Cash Grant in-principle approval.

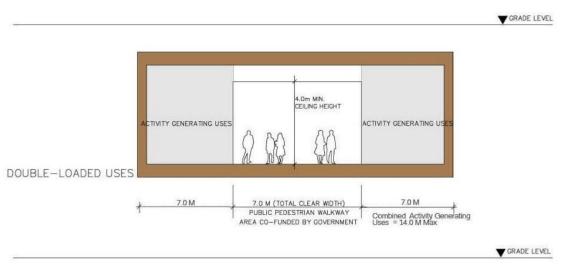
The claim for disbursement of the Cash Grant shall be made to the URA not later than five years from the date of the first Cash Grant in-principle approval.

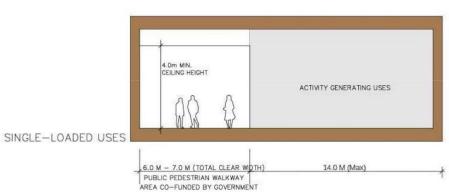






SCHEMATIC SECTIONS OF UNDERGROUND PEDESTRIAN LINKS





COMPUTATION OF CASH GRANT - CALCULATION OF ACTUAL CONSTRUCTION COST FOR PUBLIC PEDESTRIAN WALKWAY

A <u>Underground Pedestrian Links without Commercial Space</u>

For underground pedestrian links without commercial space, the actual construction cost of the links shall comprise all the cost of construction works, consultancy fees and related costs.

B Underground Pedestrian Links with Commercial Space

For underground pedestrian links with commercial space, the actual construction cost of the public pedestrian walkway shall comprise the cost of construction works, consultancy fees and related costs, as follows:

- Fixed cost components specific to public pedestrian walkway only (\$A)

 These costs remain the same regardless of the area of underground pedestrian link constructed.
 - Installation of escalators & lift(s);
 - Construction of staircases complete with entrance structures on ground level, if any;
 - Demolition/removal of knock-out panels, if any.
- Variable cost components common to entire underground pedestrian link (\$B)

 If these cost items are common to both public pedestrian walkway and commercial space, the costs will be apportioned for the public pedestrian walkway area:
 - Site preparation and earthwork;
 - Structural system excluding staircases and entrance structure. i.e. piling and foundation, floor and roof slabs, frames, walls and partitions;
 - Floor, wall and ceiling finishes:
 - Mechanical and electrical services excluding escalators, i.e. airconditioning and mechanical ventilation, fire protection, electrical installation, etc;

III Consultancy Fees and Other Related Costs (\$C)

- Consultancy fees, i.e. fees for professional architects, civil & structural, mechanical & electrical engineers, quantity surveyors and accredited checkers;
- Costs of Planimetric survey, soil investigation, services diversion, reinstatement of roads & affected areas, protection of existing structures, realignment of canals (where applicable) and other costs related to the construction of the underground pedestrian link (subject to prior approval), if any.

The amount of Cash Grant shall be computed based on the actual construction cost of the public pedestrian walkway portion i.e. [\$A + (\$B + \$C) x Area of the public pedestrian walkway / Area of underground pedestrian link]

C <u>Definition of Floor Area</u>

The floor area used in the computation of the grant shall be based on the area of all covered spaces measured to the inner face of the external walls or external perimeters.

For the Cash Grant, all necessary evidence documenting the actual construction cost (e.g. invoices, contract drawings and documents, incorporating Bills of Quantities (BQ)) for the construction of the underground pedestrian link works shall be submitted to URA for verification and approval. The breakdown of actual quantities and cost attributed to the construction of the underground pedestrian link must be verified by a Professional Quantity Surveyor to confirm that they are correct and in accordance with the approved plans. The approved Cash Grant will only be disbursed to the developer upon URA's final approval of the actual construction cost and after receipt by URA of a copy of the TOP or CSC.

PROCEDURE FOR APPLICATION OF CASH GRANT

- A The Developer shall submit the following documents to apply for the Cash Grant, as part of their Development Application to URA for planning approval:
 - i) Application Form (Appendix 2-2);
 - ii) Plans and Sections of the proposed Underground Pedestrian Link (UPL), clearly marking out and annotating the extent of the UPL and staircase, escalators, lifts, etc. which are intended to form part of the claim for the Cash Grant. The items to be claimed shall correspond to the items which have been set out in the "APPLICATION FORM FOR CASH GRANT." (Appendix 2-2)
- B The approval of each application is subject to evaluation by URA and funding availability. URA will issue an in-principle approval letter stating the estimated reimbursement amount to the Developer, if the application is successful. The final amount to be reimbursed is subject to the verification of the actual construction cost. Please note that the Provisional Permission/Written Permission for the Development Application shall not be taken as the in-principle approval of the Cash Grant.
- The Developer shall *resubmit a new application for the in-principle approval of the Cash Grant*, if there is a subsequent change in the amount of funding required or if there is a change in extent, alignment or area of the UPL from the last WP plans for the development. This shall be *done as part of an Amendment to the earlier WP submission*, and updated copies of the items set out in Paragraph A above shall be provided. Please note that any further changes in reimbursement amount is also subject to evaluation and funding availability at the point of application. If supported, a new in-principle approval letter reflecting the revised estimated reimbursement amount will be issued to the Developer, alongside the WP for the amendment submission.
- D The Developer is required to ensure that the Fixed, Variable components for the UPL Construction Works and the Consultancy fees and related costs to be claimed are clearly itemised and separately listed from other non-UPL items in the Tender documents for building the UPL, as set out in Part VI of Appendix 2-2.
- E The Developer is required to commence works on site within one year from the date of the first Cash Grant in-principle approval and complete the UPL within a five-year period from the date of the first Cash Grant in-principle approval, failing which URA shall have the right to withdraw the in-principle approval for the Cash Grant.

F The Developer can seek reimbursement through the Scheme after receipt of Temporary Occupation Permit (TOP) or Certificate of Statutory Completion (CSC) for the UPL.

The documents to be submitted include:

- i) A valid in-principle approval letter from URA for the reimbursement of the cash grant
- ii) Application Form (<u>Appendix 2-2</u>) with the updated computations for the cash grant claim;
- iii) As-built Plans and Sections of the completed UPL and the items claimed, as in point ii of Paragraph A;
- iv) Contract documents incorporating priced bills of quantities of the separately itemised fixed and variable components for the UPL construction works;
- v) Documentation of actual construction cost of the completed UPL works supported by accepted quotations/variation orders, final payment/s including invoices, etc for the items claimed;
- vi) Temporary Occupation Permit (TOP) or Certificate of Statutory Completion (CSC); and

Certification by:

- 1) Qualified Person that the UPL has been completed according to the approved plans;
- Professional Quantity Surveyor that the actual construction costs are based on the final amount paid which are true and correct in accordance with the works; and
- 3) Developer that the payments have been made according to the claimed items set out in the "APPLICATION FORM FOR CASH GRANT" and that the UPL has been completed according to the approved plans.

Development Control Group Urban Redevelopment Authority The URA Centre 45 Maxwell Road Singapore 069118



APPLICATION FORM FOR CASH GRANT FOR IMPLEMENTATION OF UNDERGROUND PEDESTRIAN LINKS IN CENTRAL AREA

PART I PARTICULARS OF PROJECT					
Description of Project per Development Application					
Lot No		TS/MK No			
Is the underground peo Underground Pedestrian N	☐ Yes ☐ No				
If yes, please attach the details of location (eg. plan and relevant drawings). If no, in addition to attaching the details of location (eg. plan and relevant drawings), please submit the reasons for application.					
Has Provisional Permission the development?	on (PP)/ Written Permission	(WP) been obtained for	☐ Yes ☐ No		
If yes, please attach a cop	If yes, please attach a copy of the Grant of PP/WP				
Ref No		Decision No			
PART II PARTICULA	RS OF THE APPLICAN	T (DEVELOPER)			
Name of Firm					
Address					
Tel No		Fax No			
Name of person for contact	ot				
PART III PARTICULA	ARS OF THE QUALIFIED) PERSON			
Name of Firm					
Address					
Tel No		Fax No			
Name of person for contact					
PART IV PARTICULARS OF THE PROFESSIONAL QUANTITY SURVEYORS					
Name of Firm					
Address		,	Г		
Tel No		Fax No			
Name of person for contact					

-	-	EDESTRIAN WALKWAY	
Average width of the Undergro if applicable (Wt)	und Pedestrian Link,	including commercial space,	m
Average width of the Public Pe	m		
Average length of Public Pedes	strian Walkway (L)		m
State Land Portion (Ls) m Private Land Portion (Lp)			m
Total FA of Underground Pede	strian Link (U = L x \	Vt)	m ²
Total FA of Underground Pede	strian Walkway (P =	L x W)	m ²
Total FA of vertical circulation			m ²
FA under State land	m²	FA under Private land	m ²
PART VI BREAKDOWN (OF ESTIMATED C	(Pp = Lp x W) ONSTRUCTION COSTS	
Fixed Component of Constru			
Escalators	ction works		\$
Lifts/Chairlifts			\$
Staircases complete with entra	nce structure		\$
Demolition/ removal of knock-out panels			\$
Sub-total A			\$
Variable Components of Con	struction Works		
Site preparation and earthwork	S		\$
Structural system excluding staircases			\$
Floor, wall and ceiling finishes			\$
Mechanical and electrical services			\$
Sub-total B			\$
Consultancy Fees and relate	d Costs		
Consultancy fees			
Planimetric survey, soil investigation and services diversion			
Other related items (please list in details, subject to approval) i) ii)			
Sub-total C			\$

TOTAL COST OF PUBLIC PEDESTRIAN WALKWAY				
* FOR UPL WITHOUT COMMERCIAL SPACE [Da = A+B+C] * FOR UPL WITH COMMERCIAL SPACE [Db = A +(B +C)/U x P]	\$ \$			
PART VII COMPUTATION OF CASH GRANT				
* For UPL Without commercial space				
Cash grant for UPL under State land AP1 = [(\$Da/P or \$28,700, whichever is lower) x Ps] Cash grant for UPL under Private land	\$			
AP2 = [(\$Da/2P or \$14,400, whichever is lower) x Pp]				
TOTAL CASH GRANT (AP1 + AP2)	\$			
* For UPL with Commercial space				
Cash grant for UPL under State land AP1 = [(\$Db/P or \$28,700, whichever is lower) x Ps] Cash grant for UPL under Private land AP2 = [(\$Db/2P or \$14,400, whichever is lower) x Pp]	\$ \$			
TOTAL CASH GRANT (AP1 + AP2)	\$			
PART VIII DECLARATION				
I / We certify that the particulars and the information given in this application are true and correct				
Name & Signature of Applicant (Developer)	 ə			
Name & Signature of Qualified Person Date				

Abbreviations

UPLs – Underground Pedestrian Links

FA – Floor Area

Da – Total cost of public pedestrian walkway for UPL without commercial space
Db – Total cost of public pedestrian walkway for UPL with commercial space
AP1 – Cash Grant for UPL under State land
AP2 – Cash Grant for UPL under private land

^{*} Delete where not applicable