

Please Quote Our Reference

Number In Your Reply

25 May 2009

Your ref:

Our ref: LTA/DBC/F20.033.005

DD: 6332 8283

See Distribution List

Dear Sir,

PAYMENT OF PLAN PROCESSING FEES FOR LODGEMENT AND APPROVAL OF PROPOSAL AND PLANS FOR PROVISION OF PARKING PLACES AND PARKING SPACES AND APPLICATION FOR WAIVER/MODIFICATION ON PARKING REQUIREMENTS

1 In our effort to improve services to our customers, an electronic payment service using VISA/MasterCard Credit Card was introduced in 2007 for payment of the various fees payable to LTA for proposal plans for parking places and parking spaces. This was conveyed to the industry in our circular of 15 May 2007 under the ref:LTA/DBC/R70.018.026. We encourage all qualified persons (QPs) submitting plans to us relating to parking provision to make use of this system. The e-payment services is available via: <https://onepay.onemotoring.com.sg/onepay/listFees.aspx>

2 We would also like to remind QPs that correct information must be given when using the system to make payment. We noticed that there were payments where incorrect gross floor area details were given. The wrong receipt was used in the submission of the plans.

3 For your information, we are unable to proceed with processing of the submission of plans if we receive incorrect information and/or fees. In order not to delay review of the plans and issuance of clearances, we urge QPs to be more vigilant in ensuring accuracy of their submissions. Please ensure that the correct information and amount of fees are submitted.

4 We also like to remind that in the e-submission through CORENET on Form LTA-DBC-VEHICLE PARKING.xfd, QPs declare the information and payments. The details of the payment are also certified to be correct by the person making the payment in the e-payment system. Hence, if QP inadvertently submitted excess

payment, he will have to make a written request with explanation and justification to LTA for refund of the excess payment.

5 For application for waiver/modification, appeal and revised application for the same item will be treated afresh and are subject to payment of fresh application fees.

6 To facilitate QPs in their submission, the rates of the plan processing fees for lodgement and application approval of proposal and plans for provision of parking places and parking spaces and application for waiver /modification of parking requirements are provided in Annex A.

7 Please disseminate the information to the members of your organisation. For enquiries, you can contact Miss Low L C Daisy at Tel: 6332 8256 or Mr Zaini at Tel: 6332 8249.

Yours faithfully



QUEK TECK BENG
DEPUTY DIRECTOR
DEVELOPMENT & BUILDING CONTROL

ANNEX A

RATES OF FEES

- 1 Formal submission for lodgement and approval of proposal plans for parking places and spaces for new erection, amendment to approved plans, additions & alterations and change of use proposals,
 - Plan processing fee payable: \$10 per 100 sq m (\$0.10 per sq m) of the gross floor area (GFA) involved in the proposal, subject to a minimum of \$120.
- 2 Application to waive the direction or requirement on the number of parking spaces to be provided for each proposal or approved development plan
 - Application fee payable: \$120 per application
- 3 Application to modify each dimension of the car, heavy vehicle and motor-cycle parking places
 - Application fee payable: \$80 per dimension (item) per application per proposal plan or approved development

Note: Payment can be made via e-payment services is available at <https://onepay.onemotoring.com.sg/onepay/listFees.aspx>

For cheque payment, the cheque is to be crossed and addressed to 'Land Transport Authority'. It should be submitted with a cover letter indicating the project details, BP/Project reference and the GFA involved in the proposal to verify accuracy of the payment. The payment is to be submitted to 'Development & Building Control Division, Land Transport Authority' at 251 North Bridge Road, Singapore 179102.

Upon making payment, a copy of the receipt is to be attached with the e-submission through CORENET.

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