

NP 3.8.2.2

3 Sep 2002

President
Singapore Institute of Architects
79/79A/79B Neil Road, S (188308)

President
Real Estate Developer's Association of Singapore
190 Clemenceau Avenue #07-01
Singapore Shopping Centre, S (239924)

President
Association of Consulting Engineers, Singapore
51 Anson Road #02-65, S (079904)

President
Institution of Engineers, Singapore
70 Bukit Tinggi Road, S (289758)

Chief Planner
Urban Redevelopment Authority
45 Maxwell Road
The URA Centre, S (069118)

Manager
Development & Building Control Department
251 North Bridge Road
Block C Level 1, S (179102)

Dear Sirs

**LODGEMENT FOR PROCESSING PLANTING PROVISION AND AERATION
REQUIREMENT FOR AT GRADE OPEN SURFACE PARKING SPACES**

1 The functions of securing planting provision and regulating aeration requirement for at grade open space parking spaces were devolved to the then PWD(Car Park Processing Unit), which is now LTA(Car Park Processing Unit), since 1 Mar 1990.

2. With effect from 10 Sep 2002, NParks will take back this responsibility. There will be no major change in the present procedure being practiced by LTA. i.e NParks will continue with the lodgment scheme. To further improve the system, we will extend the lodgment scheme to CSC application. Relevant forms are attached for your information.

3. Please contact Miss Ho Peng at Tel : 64717829 if you have any queries concerning this circular. The circular is also available in <http://www.corenet.gov.sg>.

Yours faithfully

MS PEGGY CHONG
DIRECTOR (PLANNING & DEVELOPMENT)
for CHIEF EXECUTIVE OFFICER
NATIONAL PARKS BOARD

Form NParks/VP-BP
 Lodgement For Tree Planting Provision And
 Aeration Requirement For At Grade Open Surface Parking Spaces

COMMISSIONER OF PARKS & RECREATION
 NATIONAL PARKS BOARD
 SINGAPORE BOTANIC GARDENS
 1 CLUNY ROAD
 SINGAPORE 259569

PART I PARTICULARS OF DEVELOPMENT	<u>For Official Use</u>
1. Project Title: <u>Proposed *New Erection/Amendment/Additions & Alterations</u> _____ _____ _____ BP Project Ref: _____ Competent Authority approved on _____	File Ref: _____ Lodgement No.: _____ Received on _____ By _____
2. Address: <div style="text-align: right;">Postal Code:</div>	
3. Lot no/s: <div style="text-align: right;">*TS/MK No</div>	
PART II DECLARATION	
<p>I declare the following the particulars of the proposed development given in this lodgement are true and correct. The proposed development is in accordance with the approval granted by the Competent Authority.</p> <div style="display: flex; justify-content: space-between;"> <div data-bbox="279 1892 678 1937">_____ Professional Registration No.</div> <div data-bbox="790 1892 1428 1937">_____ Name & Signature of Qualified Person</div> </div>	

4. Particulars of Qualified Person	5. Particulars of Owner/Developer*
Name of firm	Name of firm
Address (Postal Code _____)	Address (Postal Code _____)
Telephone no.:	
Fax no.:	

EXPLANATORY NOTES

1 Lodgement Form

The lodgement must be made on Form NPARKS/VP-BP after obtaining approval from the Competent Authority for the proposed development. All items of the form must be duly completed and endorsed where applicable by qualified person. Please do not use correcting fluids for amendments. The qualified person must endorse if there are amendments made on the lodgement form and plans. The lodgement may be submitted through the mail or at our office at the following address:

National Parks Board
Parks & Trees Regulatory Section
Singapore Botanic Gardens
1 Cluny Road
Singapore 259569

2 Planting provision and aeration requirements for at grade open surface parking spaces

You are required to comply with the tree planting provision and aeration requirements within the development boundary. Please refer to **Annex A** for the **Guidelines on Tree Planting Provision and Aeration Requirement for At Grade Open Surface Parking Spaces**.

Lodgement does not apply to proposals with waiver item/s. Upon completion of the development, please use **Form NParks/VP-CSC to apply for CSC clearance to the authority**.

3 Plans to be submitted

A set of site plan showing the planting verges, parking spaces, drawing of the perforated slab and calculation of the aeration area of a slab must be submitted. Dimensions such as planting verge width, gradients of planting verges, size of a parking lot and width of driveways should be clearly indicated on plans). The proposal must be similar to that approved by Competent Authority.

Note: (*) To delete as appropriate

Form NParks/VP-BP
Lodgement For Tree Planting Provision And
Aeration Requirement For At Grade Open Surface Parking Spaces

NATIONAL PARKS BOARD
HEADQUARTERS
SINGAPORE BOTANIC GARDENS
1 CLUNY ROAD
SINGAPORE 259569

Date:

(**)Name & Address of Qualified Person

Our ref
Your ref

Singapore
Fax no.

Dear Sir/Madam

ACKNOWLEDGEMENT OF PLAN LODGEMENT FOR
(*) PROPOSED NEW ERECTION/AMENDMENT/ADDITION & ALTERATION

BP/Project Ref. _____

1 This is to acknowledge that plans for the above project have been lodged with the authority.

2 Please quote the assigned lodgement no: NParks/VP-BP _____ in all future correspondence.

3 CSC clearance is necessary for proposed parking places and spaces.

4 A list of recommended trees for planting is shown in Annex B.

Yours faithfully

PARKS & TREES REGULATORY SECTION
for COMMISSIONER OF PARKS & RECREATION
NATIONAL PARKS BOARD

Note: (*) To delete as appropriate (**) To be completed by qualified person

Annex A

GUIDELINES ON TREE PLANTING PROVISION AND AERATION REQUIREMENT FOR AT GRADE OPEN SURFACE PARKING SPACES

1. A minimum 2.0m wide tree planting verge is to be provided beside open parking area at grade, if the parking area does not abut the green buffer or any of the peripheral tree planting verges
2. A minimum 4.0m wide tree planting verge (centre divider) is to be provided between 2 rows of parking lots
3. A minimum 4.0m wide tree planting verge is to be provided between a building and parking lots, except for industrial developments.
4. In the case of industrial development, a tree planting verge is not required for lorry/bus parking lots within car parking area.
5. All tree planting verges that abut parking lots are free from any encroachment above and below the planting level
6. For covered car parks :
 - 6.1. A minimum 2.0m wide tree planting verge is to be provided for car parks along the peripheral
 - 6.2. Laying of aeration slabs at such car parks is not required.
7. Tree planting verges should be generally flat (gradient not steeper than 1:40). Proposed slope, if any, should not be steeper than 1 :2.5
8. All car parking lots are to be fully laid with aeration slabs. Each piece of slab has at least 35 % aeration with all the void areas turfed. Drawing of the perforated slab and calculation of the aeration areas are to be shown on plan. **However, in the case of industrial development, if a 4.0m wide is provided for tree planting, then aeration slabs are not required. This is to facilitate the use of car parks for the parking of heavy vehicles. For lorry or bus parking lots, such slabs are not required.**
9. Proposed tree planting locations are shown on plan. (Please refer to Annex B on the list of recommended trees to be planted at parking spaces)

Recommended Trees For Planting At Parking Areas

	Species	Approximate Height When Mature (m)	Recommended Spacing (m)
1	<i>Alstonia angustiloba</i> (Pulai)	25	18
2	<i>Dalbergia latifolia</i>	15	12
3	<i>Erythrophloeum guineense</i> (Ordeal Tree)	30	12 / 18
4	<i>Eugenia grandis</i> (Jambu Laut)	25	12
5	<i>Filicium decipiens</i> (Fern Tree)	24	12
6	<i>Hopea odorata</i>	25	10
7	<i>Khaya senegalensis</i> (Senegal Khaya)	30	18
8	<i>Michelia alba</i> (White Chempaka)	22	12
9	<i>Michelia chempaka</i>	22	18
10	<i>Milletia atropurpurea</i> (Purple Milletia)	30	18
11	<i>Peltophorum pterocarpum</i> (Yellow Flame)	20	12
12	<i>Pterocarpus indicus</i> (Angsana)	30	18
13	<i>Samanea saman</i> (Rain Tree)	25	18
14	<i>Tabebuia rosea</i> (Pink Poui)	18	12
15	<i>Lagerstroemia speciosa</i> (Rose of India)	12	12
16	<i>Mimusops elengi</i> (Bunga Tanjung)	12	12
17	<i>Xanthostemon chrysanthus</i>	12	8
18	<i>Eugenia longiflora</i>	12	12
19	<i>Cratoxylum cochinchinense</i>	12	8
20	<i>Kopsia flavida</i> (Penang Sloe)	8	8

Form NParks/VP-Wavier
Lodgement For Tree Planting Provision And
Aeration Requirement For At Grade Open Surface Parking Spaces

COMMISSIONER OF PARKS & RECREATION
NATIONAL PARKS BOARD
SINGAPORE BOTANIC GARDENS
1 CLUNY ROAD
SINGAPORE 259569

Proposed *New Erection/Amendment/Addition & Alteration _____

On Lot/s _____

TS/MK _____ At _____

BP/Project ref. _____ Postal Code _____

1 I/We* apply for waiver of the requirement/s* as stated in the schedule overleaf for the project described above.

2 I/We* certify that the particulars given in this application are true and correct.

Name & Address of Professional Firm

Name & Signature & Reg.No. of
Qualified Person

Name & Address of Owner/Developer/
Applicant*

Name & Signature of Owner/Developer/
Applicant*

Note: (*) To delete as appropriate

Note: Please read "Submission Requirements and Explanatory Notes" below.

Submission Requirements & Explanatory Notes

1 Application may be submitted through the post or at our office at the following address:
Parks & Trees Regulatory Section
Singapore Botanic Gardens
1 Cluny Road, Singapore 259569

2 All items of the form must be completed. Please do not use correcting fluids for amendments. Amendments shall be endorsed by the Qualified Person.

SCHEDULE (To be completed by Applicant)			For Official Use
Description of Requirement	Provision made on plan	Reasons in support of the application	
			Waiver item: _____ _____ _____ _____ _____ _____ _____ _____ _____
_____ Signature of Applicant			Prepared by: _____ Date: _____
_____ Date			

Form NParks/VP-CSC
 Lodgement For Tree Planting Provision And
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COMMISSIONER PARKS RECREATION
 NATIONAL PARKS BOARD
 HEADQUARTERS
 SINGAPORE BOTANIC GARDENS
 1 CLUNY ROAD
 SINGAPORE 259569

APPLICATION FOR CSC CLEARANCE OF TREE PLANTING PROVISION AND AERATION REQUIREMENT FOR AT GRADE OPEN SURFACE PARKING SPACES	
NParks Lodgement No _____	QP Ref : _____
PART I PARTICULARS OF DEVELOPMENT	
2. Project Title: <u>Proposed *New Erection/Amendment/Additions & Alterations</u> _____ _____ _____ BP Project Ref: _____	
4. Name and Address: Postal Code:	
5. Lot no/s: *TS/MK No	
PART II DECLARATION	
I declare that the tree planting provision and aeration requirement are constructed in accordance with the approved plan. Photographs showing the constructed parking spaces are attached.	
_____	_____
Professional Registration No.	Name & Signature of Qualified Person

Note: (*) To delete as appropriate