

Circular No: URA/COH/Circular-2017-03  
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Date: 1 November 2017

## **CIRCULAR TO PROFESSIONAL INSTITUTES**

Who should know  
Developers

Effective date  
With effect from 1 December 2017

### **REVISION OF HOUSING DEVELOPER'S LICENCE FEES**

1. A developer is required to pay a fee for the issuance of a housing developer's licence. The fees vary in accordance with the number of housing units in the development. The fees were last revised in 2007.
2. With effect from 1 December 2017, the fees payable for a housing developer's licence will be revised as shown in Table 1 below. The new fees will apply to all applications for a housing developer's licence submitted on or after 1 December 2017.

**Table 1 – Fees Payable for a Housing Developer's Licence**

<b>Size of housing project</b>	<b>Existing Fees</b>	<b>New Fees</b>
Not more than 10 units	\$2,000	\$2,500
11 – 50 units	\$4,500	\$8,000
51 – 100 units	\$7,500	\$18,000
101 – 200 units	\$11,000	\$30,000
201 – 400 units	\$14,000	\$45,000
More than 400 units	\$17,000	\$65,000

3. We attach a set of frequently asked questions on the revision of fees for your information.

4. We would appreciate it if you could convey the contents of this circular to the relevant members of your organisation. If you or your members have any feedback or queries concerning this circular, you may contact us via email at [ura\\_coh\\_registry@ura.gov.sg](mailto:ura_coh_registry@ura.gov.sg).

Thank you.

LING HUI LIN (MS)  
CONTROLLER OF HOUSING  
URBAN REDEVELOPMENT AUTHORITY

## **FREQUENTLY ASKED QUESTIONS – REVISION OF FEES PAYABLE FOR A HOUSING DEVELOPER’S LICENCE**

### **FEE REVISION**

**1 Why is there a need to revise the fees payable for a housing developer’s licence?**

The licence fees were last raised in 2007. The current increase in licence fees reflects the expanded role and responsibilities of the Controller of Housing in regulating housing developers.

**2 What is the basis used to determine the fees charged?**

The schedule of fees was revised in consideration of various factors, including the costs incurred by the Controller of Housing in discharging its regulatory functions.

### **NEW LICENCE APPLICATIONS**

**3 What is the effective implementation date of the new fees? Is it based on the date of submission of the online application for a housing developer’s licence or the date of submission of the required supporting documents and cheque for the application?**

The effective date for the new fees is based on the date of online submission of the application for a housing developer’s licence. The new fees will apply to all online applications submitted on or after 1 December 2017.

**4 If the online application for a housing developer’s licence is submitted before 1 December 2017, but the required supporting documents and cheque are submitted after the effective date, will the developer be charged the old fees or new fees?**

The effective date for the new fees is the date of online submission of the application for a housing developer’s licence. If the online application is submitted before the effective date of 1 December 2017, the old fees will apply, even if the required supporting documents are submitted after 1 December 2017.

- 5 Is there a deadline for a developer to submit the required supporting documents and cheque after the online application has been received by the Controller? How will the fees be calculated if the developer misses the deadline?**

A developer is required to submit the required supporting documents and cheque to the Controller of Housing within 1 month after the submission of the online application. If the Controller does not receive the required supporting documents and cheque within the 1-month period, the application will be returned to the developer.

Once the application is returned, the developer would have to submit a fresh application if he wishes to obtain a housing developer's licence. If the fresh application is submitted on or after 1 December 2017, the new fees will apply.

### **AMENDMENT TO EXISTING LICENCES**

- 6 Does the revision in licence fees affect existing licences?**

The revision in licence fees does not affect existing licences, as long as no further changes are made.

- 7 An existing licensed housing developer decides to increase the number of units in his development and submits an application to amend the number of housing units reflected in the licence. Does he have to pay additional fees?**

If the total number of housing units being developed under the new planning approval still falls within the same fee category, no additional fees are payable (see Example A below).

If the total number of housing units being developed under the new planning approval does not fall within the old fee category, the developer will have to pay additional licence fees based on the difference in the fee categories under the new fee structure (see Example B below).

#### **Example A – No Additional Licence Fees Payable**

No. of housing units reflected in licence: 40 units

No. of housing units under new planning approval: 48 units

In this case, no additional licence fees are payable as the number of units being developed under the new planning approval still falls within the same fee category of "11 – 50 units".

Example B – Additional Licence Fees Payable

No. of housing units reflected in licence: 40 units

No. of housing units under new planning approval: 60 units

In this case, an additional licence fee is payable as there is a change in the fee category. The development of 40 housing units falls under the fee category of “11 – 50 units”, while the proposed development of 60 housing units under the new planning approval falls under the fee category of “51 – 100 units”. The additional licence fee payable is \$10,000, which is the difference in fees payable for the 2 fee categories:

<u>Number of housing units</u>	<u>Licence fees payable (based on new fees)</u>
11 – 50 units	\$8,000
51 – 100 units	\$18,000
<u>Additional Fees Payable</u>	<u>\$10,000</u>

- 8 What is the effective date for the new fees for a licensed housing developer who wishes to amend his licence to reflect the increase in housing units being developed?**

The new fees will apply if the date of receipt of the application to amend the existing licence is on or after 1 December 2017.