

Our Ref: LTA/DBC/D66.058.001

Date: 9 May 2023

CIRCULAR TO PROFESSIONAL INSTITUTIONS

Who should know

Developers, Architects, Engineers and Contractors/Builders

Dear Sir/Madam

STREAMLINED PAYMENT WORKFLOW FOR CARPARK PROCESSING FEES UNDER THE PARKING PLACES ACT (PPA)

1. Presently, Qualified Persons (QPs) or developers/owners are required to make payment for carpark processing fees (i.e. base fee) prior to the CORENET e-submission. The payment receipt is to be attached to the carpark related application submitted via CORENET e-submission.
2. From **22 May 2023**, the QP or developer/owner can pay for the carpark processing fee after making the CORENET e-submission. This eliminates the need for QPs to separately pay for and attach the receipt in their CORENET e-submissions. QPs should use the new e-Form **LTA-DBC_VEHICLE PARKING_Version_2.XFDX** for the CORENET e-submission. The new e-form will contain fields that will be used to compute the amount payable automatically based on the information declared by QPs. Please refer to paragraphs 6 to 9 on how to make payment.
3. To facilitate our migration to the streamlined payment process, QPs are requested **not** to submit any carpark processing related applications on 20 May and 21 May 2023 (Saturday and Sunday). Submissions made during this period will be unsuccessful.

PROCESSING FEES FOR REPEATED RESUBMISSIONS TO LTA UNDER THE STREET WORKS ACT (SWA), THE PARKING PLACES ACT (PPA) AND THE RAPID TRANSIT SYSTEMS ACT (RTSA)

4. In our [circular](#) dated 1 December 2022, LTA has informed the industry of our intention to introduce a processing fee for repeated submissions (i.e. resubmission fee). QPs are reminded that any submission made on or after **1 June 2023** will be subject to the resubmission fee if the submission is the fourth (4th) or subsequent iteration of the same application. The resubmission fee payable for each submission from the 4th submission is as follows: -
 - a. \$1,200 for applications that involve the construction of new streets; and
 - b. \$300 for all other applications

5. QPs should aim for the first submission to meet LTA's requirements as much as possible and declare any non-compliances with the corresponding mitigation measures in order not to protract the number of iterations. QPs are encouraged to consult LTA officer-in-charge if there are still unresolved matters after the 3rd submission. QPs should continue to make correspondence submissions to LTA via CORENET as per the current practice.

PAYMENT WORKFLOW FOR BASE FEE AND RESUBMISSION FEE

6. After successful submission via CORENET and if a processing fee (e.g. base fee / resubmission fee) is applicable, an email notification with payment details (e.g. amount to pay, verification code, payment link and payment due date) will be sent to the QP and developer/owner via their email addresses registered with CORENET.
7. The QP or developer/owner can click on the payment link in the email to access the OneMotoring web portal to make payment within 3 calendar days from the date of submission (please refer to the payment due date stated in the email notification). The E-receipt can be printed and downloaded by the payer upon successful payment.
8. Please be informed that submissions will be rejected if no payment is received after the payment due date. An email will be sent to the QP and developer/owner to notify that the submission has been rejected due to non-payment of the processing fee. The QP is to make a new submission to LTA if he/she would like to continue the application. LTA will process the submission only after payment has been received.
9. We have provided a flowchart in **Annex A** to illustrate the general submission workflow involving fees and a step-by-step guide in **Annex B** for the online payment.

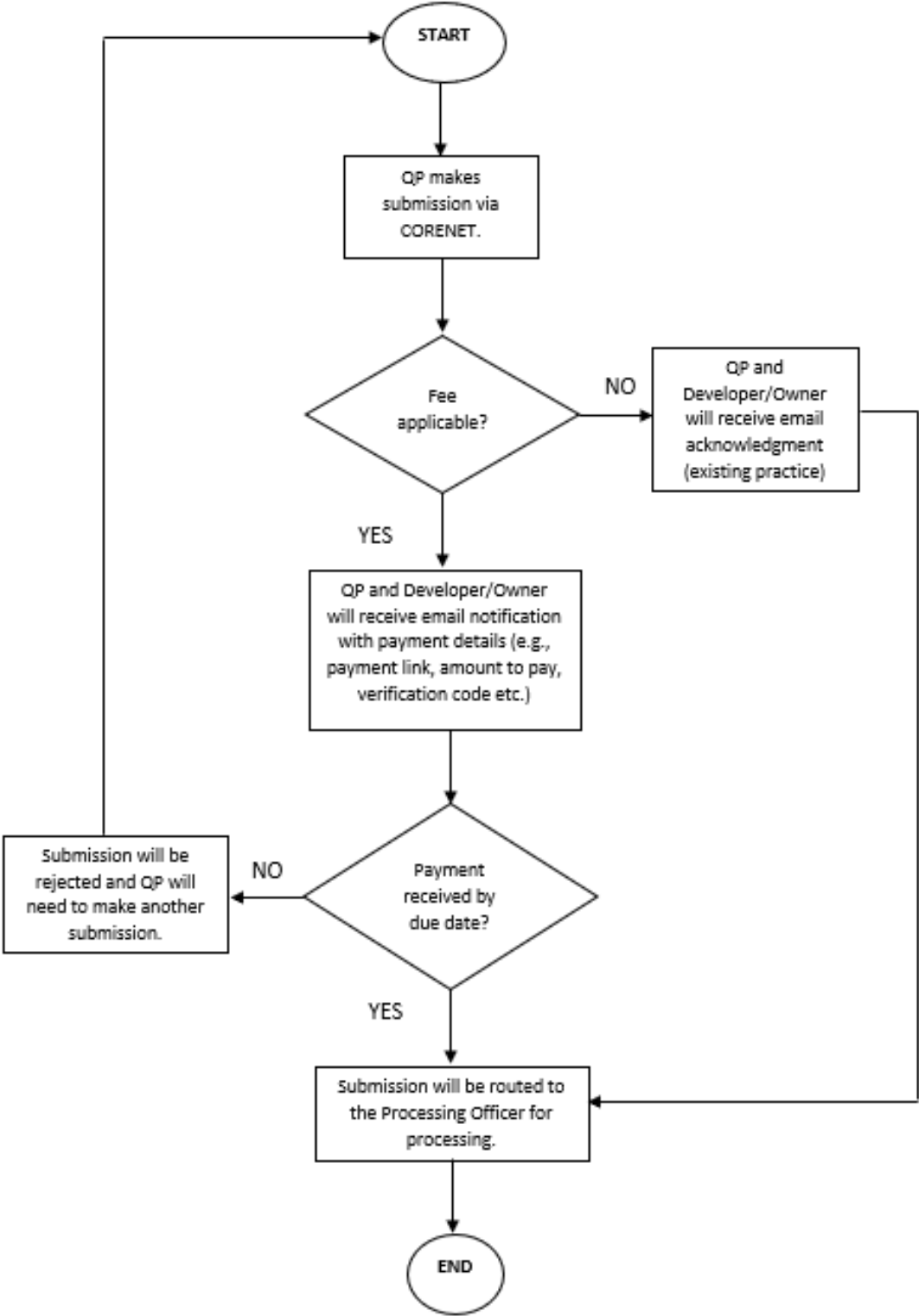
ENQUIRIES

10. We have appended our response to the list of frequently asked questions (FAQ) in **Annex C** for your reference.
11. We would appreciate if you can convey the contents of this circular to the members of your organisation. Should you need any further clarification, you may contact us at lta-dbc_registry@lta.gov.sg.

Thank you.

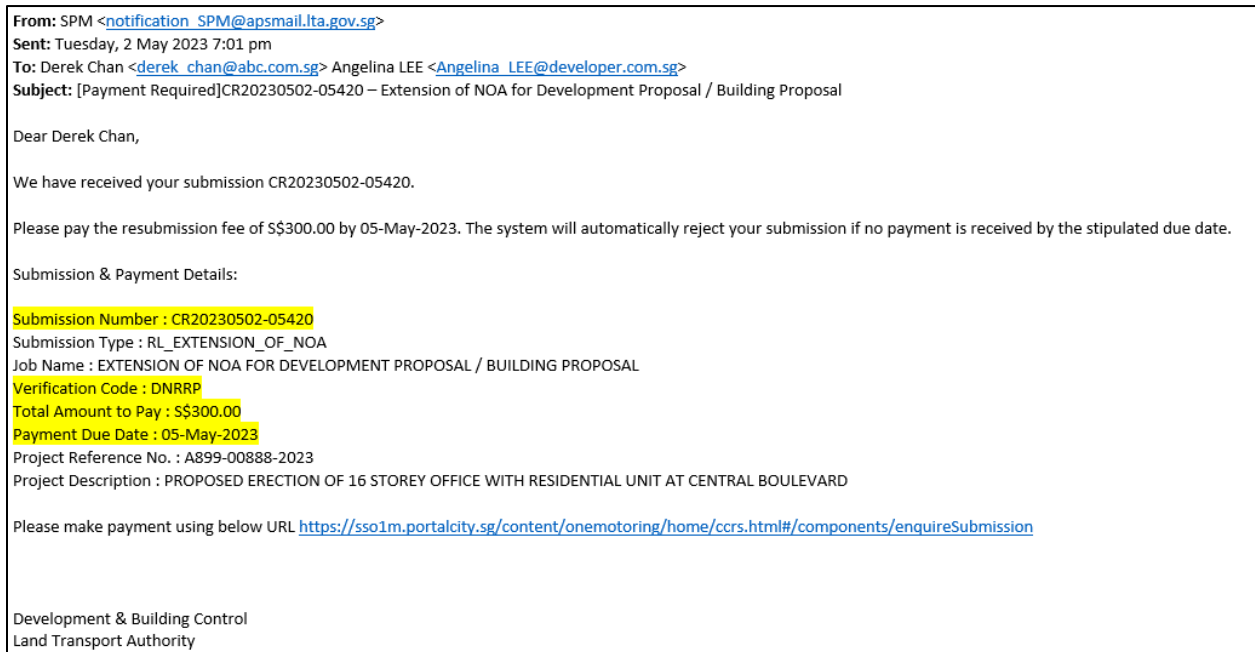
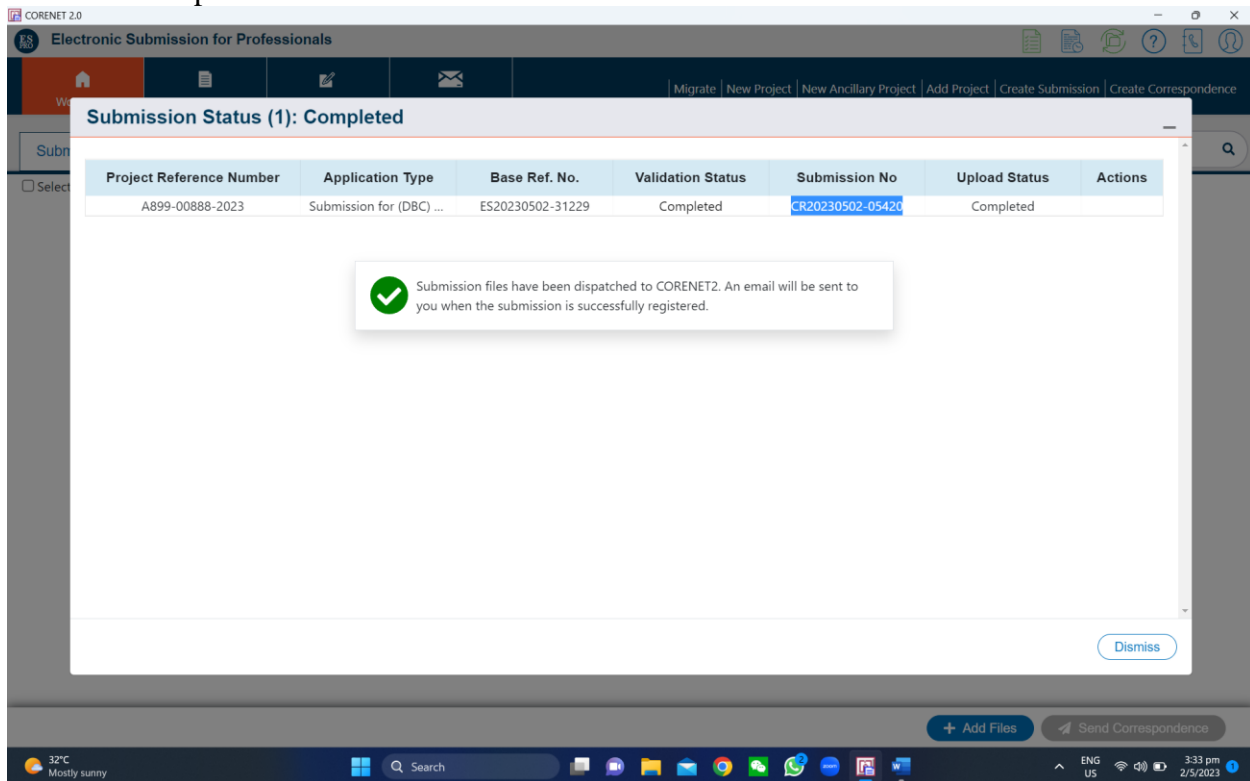
Chan Chin Kai
Director
Development & Building Control

Annex A – Flowchart for submission workflow involving fees



Annex B - Step-by-step guide for online payment

1. After successful submission, an email notification with payment details will be sent to the QP and developer/owner.



2. Click on the payment link and you will be directed to the OneMotoring web portal. Input the Submission No. and Verification Code. Click 'Submit'.

- Verify that the project details and payment amount shown in the Search Result are correct. Click 'View Cart' to proceed to the next step.

A Singapore Government Agency Website [How to identify](#)

ONE MOTORING About Us Buying Owning Driving Selling/Deregistering Digital Services Login

Select LTA Development Submission Fees

Search by Submission No.

You can search for your application by entering your submission number and verification code.

Submission No. Verification Code

Search Result

[Proj. Ref: A899-00888-2023] [Submission No.: CR20230502-05420]

Project Description: PROPOSED ERECTION OF 16 STOREY OFFICE WITH RESIDENTIAL UNITS AT CENTRAL BOULEVARD
EXTENSION OF NOA FOR DEVELOPMENT PROPOSAL / BUILDING PROPOSAL

Total: \$300.00

Item Details	Fee (SGD)

- Verify Cart. T&C checkbox should automatically be checked. Click 'Next'.

A Singapore Government Agency Website [How to identify](#)

ONE MOTORING About Us Buying Owning Driving Selling/Deregistering Digital Services Login

1 Select Development Submission Fees 2 View Cart 3 Enter Payer Details 4 Review Details and Make Payment

View Cart

Item / Details	Price(\$)	Quantity
[Proj. Ref: A899-00888-2023] [Submission No: CR20230502-05420] Project Description: PROPOSED ERECTION OF 16 STOREY OFFICE WITH RESIDENTIAL UNITS AT CENTRAL BOULEVARD EXTENSION OF NOA FOR DEVELOPMENT PROPOSAL / BUILDING PROPOSAL	\$300.00	-

Order Summary	
Sub-Total	\$300.00
GST	\$0.00
Grand Total	\$300.00

I have read and I agree to the [terms and conditions](#).

[Back](#)

5. Enter payer details and click 'Next' when done.

A Singapore Government Agency Website

ONEMOTORING Buying Owning Driving Selling/Deregistering Digital Services Login

1 Select Development Submission Fees 2 View Cart 3 Enter Payer Details 4 Review Details and Make Payment

Enter Payer Details

The receipt will display what you have entered here for name/organisation and address.

Name/Organisation: Email Address (receipt will be sent to this address):

Postal Code: Country:

Block/House Number: Unit Number (optional): # -

Street Name: Building Name (optional):

City (optional): State (optional):

Preferred Contact No.: Alt. Contact No. (optional):

[Back](#)

6. Select a payment method. The accepted payment modes are Credit Card, eNETS Debit, Paypal, SG-QR, Apple Pay and Google Pay.

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ONEMOTORING About Us Buying Owning Driving Selling/Deregistering Digital Services Login

Payment Summary

Items/Details	Quantity	Amount Before GST	GST Amount	Amount After GST
[Proj. Ref: A899-00888-2023] [Submission No: CR20230502-05420]				
Project Description: PROPOSED ERECTION OF 16 STOREY OFFICE WITH RESIDENTIAL UNITS AT CENTRAL BOULEVARD	-	\$300.00	\$0.00	\$300.00
EXTENSION OF NOA FOR DEVELOPMENT PROPOSAL / BUILDING PROPOSAL				
Subtotal				\$300.00
Rounding Adjustments				\$0.00
Grand Total				\$300.00

Resolving host... **Select Payment Method**

- Proceed to make payment. You would see the following confirmation screen and receipt if the payment is successful.


A Singapore Government Agency Website [How to identify](#)

ONEMOTURING About Us Buying Owning Driving Selling/Deregistering Digital Services Login

Home > Pay Development Submission Fees



Pay Development Submission Fees

Thank You!



Your payment of \$300.00 has been received.
An e-receipt has been sent to your email address angelina_lee@lta.gov.sg

Do you want to send an e-receipt to a different email address?
e.g. john@yahoo.com

 **Tax Receipt / Invoice** 

Your transaction is completed and the invoice/ reference no is 824668529899

- Click 'Print/Download Receipt' button to download the receipt.

Land Transport Authority

1 Hampshire Road Singapore 219428
GST Registration No : M4-0006529-2
Print Date & Time : 03/05/2023 03:57:14 PM

TAX INVOICE

Name : Angelina Invoice Number : ON-230503-824668529899
Address : 60 MACPHERSON ROAD Transaction Date & Time : 03/05/2023 03:55:40 PM
Singapore 348615

Item	Description	Quantity	Tax Code	Unit Price (S\$)	Amount (S\$)
1	[Project Reference No : A899-00888-2023] [Submission No : CR20230502-05420] - [Project Description : PROPOSED ERECTION OF 16 STOREY OFFICE WITH RESIDENTIAL UNITS AT CENTRAL BOULEVARD]	-	S1	-	300.00
1.1 Resubmission fee for other applications Ruls Quantum - 0; Quantity - 0; Unit Price - \$0; Sub Total - \$300.00					300.00
GST Amount (S\$)					0.00
Amount Before Rounding (S\$)					300.00
Rounding Adjustment (S\$)					-
Amount Payable Inclusive of GST (S\$)					300.00
Payment By		Reference No			
Debit		20230503155600245			300.00
Amount Paid (S\$)					300.00
Excess Refundable Amount (S\$)					-

S1 : Not subjected to GST \$300.00

Annex C – Frequently Asked Questions (FAQ)

Payment Related FAQ

1. Will the applicant get a notification to make payment?

Yes, a notification via email will be issued with information on how payment can be made.

2. What are the payment modes?

Credit Card, eNETS Debit, Paypal, SG-QR, Apple Pay and Google Pay

3. Will there be any receipt issued upon payment?

Yes, the E-receipt can be printed and downloaded by the payer upon successful payment.

4. What will happen to submissions that do not follow through with the payment of the required fees?

Submissions with fees payable that are not paid after the payment due date stated in the email notification will be automatically rejected by the system. LTA will process the submissions only after the fees have been paid.

Resubmission Fee Related FAQ

5. What is the intention of charging the resubmission fee?

LTA's statistics show that more than 80% of development applications that LTA processes do not go beyond the 3rd submission. However, the remaining 20% of the applications that need 4 submissions or more are taking up a disproportionate amount of LTA's time. We aim to reduce the number of resubmissions through the introduction of the resubmission fee.

6. Who is required to pay the resubmission fees?

Applicants who make the 4th and subsequent submissions will be prompted to make the payment.

7. When will applicants start paying the resubmission fees?

The resubmission fees will be implemented on 1 June 2023. Any submission made on or after 1 June 2023 will be subject to the resubmission fee if the submission is the 4th or more iteration.

8. I have made a submission and subsequently decided to withdraw it. Will it still be counted as one submission?

Yes, withdrawn submission will be counted, and resubmission fee will be applied from the 4th submission (that includes the withdrawn submission) and onwards.

9. LTA has requested me to make supplementary submission. Will this be counted as one submission?

Yes, supplementary submissions (e.g. additional documents, plans, calculations) to facilitate the review are counted as resubmissions, and resubmission fees will apply from the 4th submission. QPs should ensure that all necessary documents to accompany the submission are provided from the onset.

10. Can I request for consultation session with LTA officer to seek clarification on the requirements or written direction?

QPs should aim to meet LTA's requirements from the 1st submission, and to declare any non-compliances with mitigating measures. The written directions thereafter would be more straightforward and would be focused on addressing the remaining minor issues. If there are still unresolved matters after the 3rd submission, QPs are encouraged to consult LTA officer-in-charge (OIC) which LTA will oblige with a consultation session. QPs may search for the OIC's contact details via [DBC Officer Search](#).