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Dear Sir/Madam

NEW LODGMENT SCHEME FOR REGULATORY SUBMISSIONS OF THE PLANS OF LESS COMPLEX AND LOWER-RISK BUILDING WORKS

This circular is to inform the industry on the introduction of a new Lodgment Scheme for regulatory submissions of plans of less complex and lower-risk building works under the Building Control Act 1989 (“**BC Act**”) and Building Control Regulations 2003 (“**BC Regulations**”).

Background

2 In tandem with the launch of CORENET X, the new Lodgment Scheme is introduced as a pro-enterprise approach to facilitate a simplified regulatory plan approval process for building works identified to be less complex and lower-risk (“**lodgment works**”).

3 For such projects, Qualified Persons (“**QPs**”) could lodge the plans with the Commissioner of Building Control (“**CBC**”) along with the required declaration(s) and document(s) (“**lodged plans**”). QPs who lodge the plans with the CBC will receive an acknowledgment via CORENET X, and the plans will be deemed approved by the CBC.

Criteria for Lodgment Scheme

4 Building works satisfying the following criteria in paragraphs 5 to 6 may be submitted under the Lodgment Scheme.

Lodgment Works

5 There are two categories of lodgment works:

- (a) Simple and Standalone structures (e.g. linkway, bus stop); and
- (b) Residential landed development built by private homeowner for own stay.

For details on the lodgment works, please see Annex A.

Number of QPs

6 There shall be a maximum of one QP appointed to prepare the plans for all the lodgment works that are structural works, and a maximum of one QP appointed to prepare the plans for all the lodgment works that are architectural works¹. Each appointed QP will be responsible for the respective lodged plans.

¹ “Architectural works” means any building works other than structural works, geotechnical building works, fixed installation works and works relating to mechanical or electrical installations in buildings.

Lodgment Process

7 The lodgment process is illustrated in Annex B. The appointed QP(s) may lodge the following plans and documents, along with the prescribed lodgment fee (as detailed in Annex C), under the Lodgment Scheme, where applicable:

- (a) Building plans;
- (b) Detailed structural plans and design calculations;
- (c) Site formation plans and pile layout plans;
- (d) Civil defence shelter plans; and
- (e) Demolition works plans.

8 Upon successful lodgment, an acknowledgement letter that the plans have been lodged with the CBC will be issued to the developer and the QP.

9 In the event the lodged plans are found to contain non-compliance(s) with the requirements under the BC Act and BC Regulations, CBC may refuse to accept any further lodgment and direct the developer of the lodgment works to apply under Section 5 of BC Act for approval of the plans instead.

Deviation and/or Departure from Lodged Plans

10 If there are deviations involving material changes to the earlier plans lodged with the CBC, the QP will have to lodge the amendment plans and requisite accompanying documents, with the prescribed lodgment fee (as detailed in Annex C), before the deviations in the building works may commence.

11 Where the deviations involve immaterial changes to the earlier plans lodged with the CBC, the immaterial changes may be submitted as record plans, similar to current practices for building works the plans of which are approved under Section 5 of the BC Act.

12 If the deviations in the building works result in the building works no longer being lodgment works, then lodgment is no longer available and an application for approval under Section 5 of the BC Act is required.

Commencement, Completion, and Occupation of Building Works

13 All other requirements, such as requirement for construction supervision, application for permit to commence structural works and application for Temporary Occupation Permit / Certificate of Completion, set out in the BC Act and BC Regulations will continue to apply to lodgment works.

14 The statutory responsibilities of the developers, QPs, builders and site supervisors under the BC Act and BC Regulations remain unchanged.

Non-Compliances in Lodged Plans

15 The CBC may conduct audits at any time on the lodged plans and issue written directions in respect of any non-compliances with the BC Act and BC Regulations. Non-compliance(s) or false declaration(s) by the appointed QP(s) that the building works satisfy the criteria for lodgment works are offence(s) under the BC Act and BC Regulations.

Implementation

16 The Lodgment Scheme is implemented in tandem with CORENET X roll-out². Application under the Lodgment scheme may be made through CORENET X submission portal which will be available to the industry for voluntary submission from 1 June 2024 onwards.

17 Industry participants who are interested to make lodgment submissions via CORENET X during the soft launch period (from 18 December 2023 to 31 May 2024) may indicate your interest at <https://go.gov.sg/cxenquiry>.

For Clarification

18 Should you require further clarifications, you may submit your query at <https://www2.bca.gov.sg/feedback/>.

Yours faithfully



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² Details of CORENET X Implementation Plan was shared through a BCA-URA Joint Circular (BCA Reference APPBCA-2023-14) dated 26 Sep 2023.

ANNEX A – Lodgment Works in Ninth schedule of Building Control Regulations 2003

1. Any single storey detached non-residential building, if —
 - (a) the span of beam or roof trusses does not exceed 6 metres;
 - (b) the span of any cantilever does not exceed 3 metres;
 - (c) the height of the building does not exceed 6 metres; and
 - (d) the building works do not involve any excavation works exceeding 2 metres in depth.

2. Foundation and supporting frames for gantry cranes, overhead cranes, jib cranes or monorail hoists that are independently supported, if —
 - (a) the span of frame between 2 supports does not exceed 6 metres; and
 - (b) the span of any cantilever supporting frame does not exceed 3 metres.

3. Any single level platform, if —
 - (a) the span of frame between two supports does not exceed 6 metres;
 - (b) the span of any cantilever does not exceed 3 metres;
 - (c) the height of the platform above the adjoining ground or floor level does not exceed 4 metres; and
 - (d) the area of the platform does not exceed 100 square metres.

4. Any staircase, ladder or similar device that is used solely for providing access to the single level platform described in item 3;

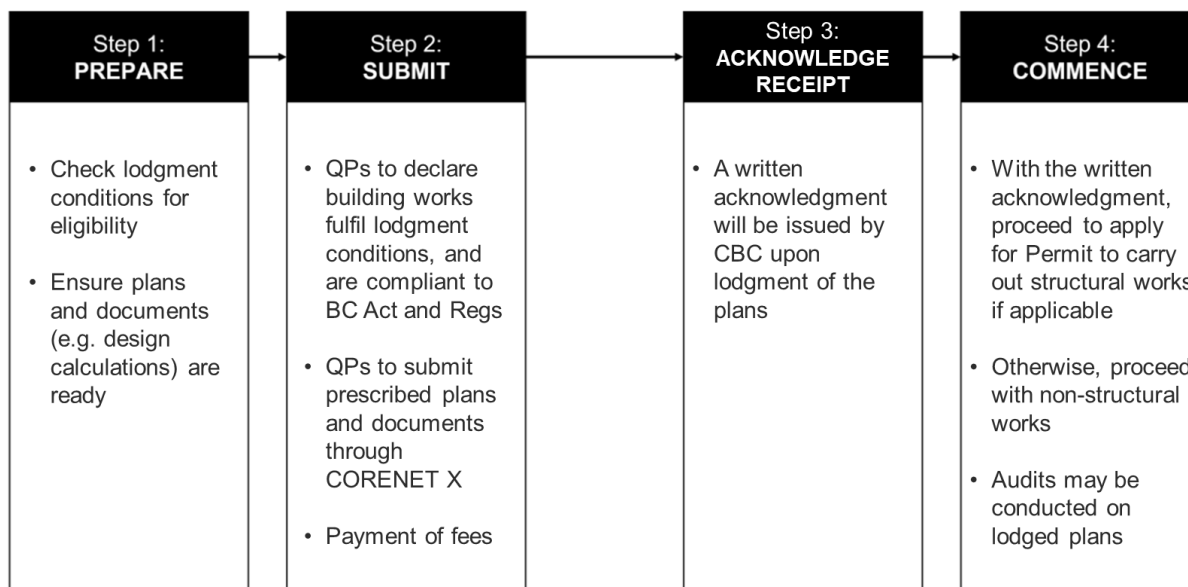
5. Site formation works (whether or not temporary or permanent) carried out by means of excavation or filling, if —
 - (a) the height of the slope from crest to toe of any excavation or filling exceeds 1.5 metres but does not exceed 4 metres;
 - (b) the average gradient of the slope from crest to toe is less than 22 degrees;
 - (c) there is no presence of soft soils (the N-value of which is 4 or less measured using the Standard Penetration Test) beneath the slope; and
 - (d) all existing structures, building works or other slopes located within the site of the site formation works must be located at a distance of more than 2 times the height of the slope away from the crest or toe of the slope.

6. Replacement or reinstatement of a safety barrier integrated with a window in any detached house, semi-detached house, terraced or linked house for residential purposes that has 3 storeys or less;
7. Installation, replacement or reinstatement of any glass panel, if
 - (a) the glass panel is located at a height of 2.4 metres or more;
 - (b) the glass panel is not installed as part of an exterior feature of any building; and
 - (c) the glass panel is not used as a safety barrier against falling from a height;
8. Any building works carried out for or in connection with —
 - (a) any single storey pre-fabricated modular container³ used for occupation and which area does not exceed 35 square metres; or
 - (b) any chimney, light mast or the like if the height of any of which does not exceed 20 metres;
9. Any building works carried out for or in connection with any single unit detached house, semi-detached house, terraced or linked house for residential purposes if —
 - (a) the house has 3 storeys or less;
 - (b) the house is built by the owner for the owner's own use;
 - (c) the depth of any excavation works carried out does not exceed 2 metres;
 - (d) the visible height of any retaining wall or earth retaining structure does not exceed 4 metres;
 - (e) the span of any cantilever does not exceed 6 metres;
 - (f) all key structural elements are constructed using only conventional material⁴;
 - (g) no columns are subjected to tension forces;
 - (h) none of the following types of foundations are used:
 - (i) shallow or spread foundation, including any footing or raft of the building with the presence of soft soil (the N-value of which is 4 or less measured using the Standard Penetration Test) within the soil stratum;
 - (ii) driven closed-ended piles;
 - (iii) jacked-in piles, or driven open-ended piles, which cross-section exceeds 200 millimetres by 200 millimetres, or which diameter exceeds 200 millimetres; and
 - (i) mitigation measures (such as relief holes or pre-boring) for the purposes of minimising soil disturbance to the surrounding buildings and other structures are taken before the installation of any jacked-in piles, or driven open-ended piles, which cross-section does not exceed 200 millimetres by 200 millimetres, or which diameter does not exceed 200 millimetres.

³ "container" means a box, tank or container of standard dimensions that (a) is generally used for the carriage of goods; and (b) is not constructed of short-lived materials.

⁴ "conventional material" means any reinforced concrete or structural steel but does not include any fibre reinforced concrete, pre-stressed reinforced concrete, aluminium and light gauge steel.

ANNEX B – Lodgment Process



ANNEX C – Lodgment Fee

S/N	Category of Works	Lodgment Fee (per lodgment ⁵) for deemed approval of plans and deemed approval of amended plans of lodgment works
1	Erection, extension or demolition of general buildings (which includes Type 1 buildings which are agricultural and industrial buildings)	50% of the fee for plan applications as prescribed for respective category of works in Part 2 of Second Schedule of the BC Regulations
2	Erection, extension or demolition of specified buildings	
3	Demolition of entire building	
4	Alterations, additions or repairs of general buildings <ul style="list-style-type: none"> • Non-residential buildings which require submission of structural plans • Any other buildings 	
5	Alterations, additions or repairs of specified buildings	

⁵ “per lodgment” refers to each set of lodgment submission consisting of the different types of plans that are applicable for the lodgment works