CIRCULAR TO PROFESSIONAL INSTITUTIONS

Dear Sirs

EXPANSION OF STREET PLAN LODGEMENT SCHEME FOR DEVELOPMENTS AFFECTED BY ROAD RESERVE LINE

Who should know
Building owners, developers, architects and engineers

Effective Date
3 May 2013

Existing Lodgement Scheme

1. LTA introduced the lodgement scheme for Street Plan submission for landed housing development not affected by Road Reserve Line in 2004. The scheme was further expanded to cover 7 more types of developments in 2006, due to the positive response to the introduction of the lodgement scheme.

2. Under the lodgement scheme, a Professional Engineer (PE) prepares the Street Plans in accordance with the Street Works Act and its Regulations, and declares compliance with the Street Works Act and its Regulations when he lodges the Street Plan with LTA. The PEs found this scheme beneficial and enjoyed quantum leap in time savings in the Street Plan approval process.

3. The existing lodgement scheme applies only to the 8 types of development proposals that are not affected by Road Reserve Line (RRL). These development types are namely residential developments; industrial developments; educational institutions; places of worship; health and medical care establishments; sports and recreation centres; civic & community institutions; buildings designated for conservation.
Expansion of the Lodgement Scheme

4. We are pleased to announce that the Street Plan lodgement scheme has been further expanded to include these 8 types of development proposals that are affected by RRL. This will be effective from 3 May 2013 for all new Street Plan submissions.

5. Essentially, Street Plans for the 8 development types affected by Road Reserve Line can be lodged except when the proposal:
   a. involves construction of new street
   b. affect any existing traffic schemes
   c. involves introduction or modification of any road related facilities
   d. involves introduction or modification of covered linkways

6. We would like to take this opportunity to highlight to the industry that all lodgement submissions are deemed to have complied fully with our requirements as declared by the QP in the declaration form. If there are any deviations from LTA’s requirements on Street Plan proposals, a pre-consultation or a Street Plan submission highlighting the deviations must be made. Any request for waiver made at the CSC stage due to incorrect lodgement would be turned down.

7. To assist the industry, we have prepared a Quick Guides to highlight the essential points needed for a successful lodgement application for Street Plan. We hope that these pointers will help both the LTA and the industry to expedite the plan approval process. This would also mean no disruptive works would need to be carried during the CSC stage as the completed works would have complied with LTA’s requirements.

Enquiries

8. We would appreciate it if you could convey the contents of this circular to all members of your respective organisations. If you have any queries, please send an email to lta-dbc_registry@lta.gov.sg.

Yours faithfully

Quick Teck Beng
Deputy Director
Development & Building Control
Distribution List:

President
Singapore Institute of Architects
79/79A/79B Neil Road
Singapore 088904

President
Association of Consulting Engineers
Singapore
70 Palmer Road
#04-06 Palmer House
Singapore 079427

President
Institution of Engineers, Singapore
70 Bukit Tinggi Road
Singapore 289758

President
Singapore Real Estate Developers Association
190 Clemenceau Avenue
#07-01 Singapore Shopping Centre
Singapore 239924

President
Singapore Contractors Association Ltd
1 Bukit Merah Lane 2
Construction House
Singapore 159760

President
Board of Architects, Singapore
5 Maxwell Road #01-03
Tower Block, MND Complex
Singapore 069110

President
Professional Engineers Board
5 Maxwell Road, 1st storey
Tower Block MND Complex
Singapore 069110
Group Director
Development Control
Urban Redevelopment Authority
45 Maxwell Road
The URA Centre
Singapore 069118

Head
Infrastructure and Agency Unit
Development and Procurement Department
Housing and Development Board
HDB Hub
480 Lorong 6 Toa Payoh
Singapore 310480

Director
Planning & Design Development Division
National Parks Board
Singapore Botanic Gardens
1 Cluny Road
Singapore 259569

Director
Land and Planning Group
JTC Corporation
8 Jurong Town Hall Road
The JTC Summit
Singapore 609431

Director
Building Plan & Management Division
Building and Construction Authority
5 Maxwell Road #16-00
Tower Block MND Complex
Singapore 069110
INTRODUCTION
Street Plan lodgement scheme has been expanded to include the following developments affected by Road Reserve Line.
- Residential developments
- Industrial developments
- Educational Institutions
- Places of Worship
- Health and Medical Care Establishments
- Sports and Recreation Centres
- Civic & Community Institutions
- Buildings Designated for Conservation

The lodgement scheme is not applicable for street plans that involve the following types of works:
- Construction of a new street
- Continuation of an existing street
- Adaptation of a street, made for foot traffic only, for carriage traffic
- Introduction or modification of any road related facilities, such as bus stop and pedestrian overhead bridge
- Introduction or relocation of any covered linkway
- Modification to existing traffic scheme or introduction of new traffic scheme
- Commercial developments

For street plan submissions involving relocation of existing street lamppost's, the PE shall forward proposal with a cut out plan of the affected streetlights, lighting control boxes and proposed positions with the inventory ID (lamppost no.) and road name attention to:
Engineer-In-Charge,
Lighting & Facilities Dept,
Road Infrastructure Management Division,
Block 3, Level 2,
No. 1 Hampshire Road.
Singapore 219428

The PE shall also co-ordinate with all other technical agencies on whether the new lamppost location are acceptable to all parties.

MAKING AN APPLICATION
- Under the lodgement scheme, the PE has to ensure and make a self-declaration that the street plans submitted are in compliance with the Street Works Act and its Regulations.
- The PE shall lodge the street plans via CORENET after the Development Control (DC) clearance has been obtained from LTA.
- Details of the street plans shall follow the approved DC layout plan.
- OP will receive an auto-acknowledgement through CORENET.
- The PE shall apply for Certificate of Statutory Completion (CSC) clearance upon completion of the street works.

DOCUMENTS TO SUBMIT
- Completed Application Form “LTA-DBC_Roads.xfd”
- A copy of the URA’s Written Permission together with the approved plan
- A set of street plans
- A copy of LTA’s DC Clearance letter

REFERENCES
The OP shall make reference to the relevant chapters and comply with the requirements stated in:
- Code of Practice for Street Works Proposals Relating to Development Works
- Materials & Workmanship Specifications
- Standard Details of Road Elements
- Civil Design Criteria
- Architectural Design Criteria

The above publications can be obtained from LTA’s website at:

Land Transport Authority
QUICK GUIDE TO STREET PLAN LODGEMENT FOR DEVELOPMENTS AFFECTED BY ROAD RESERVE LINE

Details to be shown in Site Plan

- Show boundary line
- Show road reserve line
- Show road widening plot
- Show legend for road widening plot
- Show footpath and kerbline
- Show existing turf area
- Show existing open/covered drains
- Show existing drop inlet chambers
- Indicate existing road levels, proposed culvert & internal platform levels
- Show existing lamp posts, OG box, traffic signs, manholes
- Show existing traffic markings, road hump, zebra crossing

- Show road features to be deleted in dotted yellow lines
- Show proposed road features in magenta
- Proposed covered drain to set back and abut road reserve line
- Indicate width of proposed access and footpath
- Indicate proposed turning kerb radius
- Show gradient of proposed entrance approach
- Proposed top level of culvert to be higher than road level
- Show location of meter compartment
- Show proposed location of lamp post affected by proposal
- Show proposed drop inlet chamber at tangent points of turning radius
- Show position of side gate, if any

Land Transport Authority
QUICK GUIDE TO STREET PLAN LODGEMENT FOR DEVELOPMENTS AFFECTED BY ROAD RESERVE LINE

Details to be shown in Cross-sectional Plan

Section across footpath

Section across entrance culvert
QUICK GUIDE TO STREET PLAN LODGEMENT FOR DEVELOPMENTS AFFECTED BY ROAD RESERVE LINE

Details to be shown in Longitudinal-section Plan