

Date: 5 April 2020

## **CIRCULAR TO PROFESSIONAL INSTITUTIONS**

### **Who should know**

Building owners, Developers, Architects, Engineers, Transport/ Traffic Consultants and Builders.

## **TRANSACTING WITH LTA AMID ELEVATED SAFE DISTANCING MEASURES**

1. The Multi-Ministry Taskforce announced an elevated set of safe distancing measures, as a circuit breaker to pre-empt the trend of increasing local transmission of COVID-19, effective from 7 April to 4 May 2020 (both dates inclusive).
2. During this period, electronic plan submission services provided by the Development and Building Control (DBC) will remain available. This circular intends to provide industry professionals with further information on the services affected by the latest safe distancing measures.

### **Cessation of Counter Services for Payments and Hardcopy Submissions**

3. In line with the objective of safe distancing, LTA DBC will cease our counter services at North Bridge Road Office from 7 April to 4 May 2020 (both dates inclusive).
  - a. For payment related services e.g. OnePayHub etc, our digital payment platforms will remain accessible during this period. All payments to LTA should be made via the online digital payment platforms.
  - b. LTA will not receive any physical submissions of applications at our offices. Our digital services will remain accessible during this period. Industry professionals intending to make plan submissions to LTA should do so via E-CORENET. For other applications/ submissions, please email LTA at

[lta-dbc\\_registry@lta.gov.sg](mailto:lta-dbc_registry@lta.gov.sg). An expanded list of applications/ submissions and their proper submission channels can be found in Appendix A.

### **Walk-in Consultations**

4. During this period, LTA will be unable to receive walk-in consultations. For development and submission related enquiries, industry professionals are encouraged to direct your queries to our officers via electronic means e.g. email, etc.

### **Site Inspections**

5. In view of the impending cessation of construction related activities and as part of the efforts to reduce movement of our staff, LTA will be suspending all site inspections from 7 April to 4 May 2020 (both dates inclusive). Please defer requests for CSC/ taking over site inspections until after this period.

### **Enquiries**

6. The above revised processes will be implemented with effect from 7 April to 4 May 2020 (both dates inclusive). If you have any specific queries, please do not hesitate to reach out to us at [lta-dbc\\_registry@lta.gov.sg](mailto:lta-dbc_registry@lta.gov.sg).
7. Thank you

Koh Min Ee

Director

Development & Building Control

## APPENDIX A

The list of applications/ submissions and their proper submission channels are detailed as follows:

S/N	Application/ Submission	Submission Channel
1.	Submission of Transport Impact Assessment	Please email your application with relevant forms and documents (PDF format) with a total file size of not more than 10MB to <a href="mailto:lta-dbc_registry@lta.gov.sg">lta-dbc_registry@lta.gov.sg</a>
2.	Application for defrayment of cost for subdivision of land for road reserve affecting private properties	
3.	Application for the movement or operation of any crane within Railway Protection Zone	
4.	Application for Permission to Carry Out Soil Investigation Within Railway Protection Zone	
5.	Application for Permission to Carry Out Trench and Pit Excavation Within Railway Protection Zone	
6.	Application for Permission to Erect Temporary Sheds/Tents/Shelters within Railway Protection Zone	
7.	Others	e-CORENET

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