



Lodgement Submission for Vehicle Parking

Land Transport  Authority
We Keep Your World *Moving*

MARCH 2022
ISSUE 8

WHAT IS LODGEMENT?

A self-declaration scheme where Building Plans are checked and declared by a Qualified Person (QP) to be in full compliance with the prevailing Parking Places (Provision of Parking Places and Parking Lots) Rules and guidelines. Upon successful submission, the QP will receive an Acknowledgement of Lodgement from LTA.

WHAT SHALL BE LODGED?

All proposal and plans for provision of parking parking places and parking lots shall be lodged **except** for the following types of development with indoor parking lots:

- Residential developments
- Commercial developments
- Mixed developments (Residential & Commercial)

WHEN TO SUBMIT?

QP shall lodge the proposal and plans for the provision of parking place and parking lots immediately after obtaining the approval from the Competent Authority (URA) for the proposed development.

WHAT TO SUBMIT?

Lodgement is to be submitted via CORENET. The following documents are to be submitted:

- E-submission Form LTA-DBC_VEHICLE PARKING.XFD under Application Type 2.
- A set of Building Plans (site / location plan, floor plans, sections and elevations).
- Copy of URA's Written Permission or Acknowledgement of URA Plan Lodgement Submission.
- Form LTA-VP-FORM.

SUBMISSIONS FOR VEHICLE PARKING	
Date :	20/02/2022
To :	Land Transport Authority Development & Building Control 251 North Bridge Road Singapore 179102
Instructions	
1. This form is to be completed and digitally signed by the Qualified Person.	
2. It may take you 3 to 5 minutes to complete this form and the attachments.	
3. Payment can be made via https://onepay.onemotoring.com.sg/onepay/fees/list/Fees.do	
4. This form MUST be attached for all ES and CR submissions.	
5. This form MUST NOT be re-named.	
Application Type (Please choose only one application)	
1	Application For Approval Of Proposal And Plans For Provision Of Parking Places And Parking Lots <input type="radio"/>
2	Lodgement For Approval Of Proposal and Plans for Provision of Parking Places and Parking Lots <input checked="" type="radio"/>
3	Application For Certificate Of Statutory Completion Clearance <input type="radio"/>
4	Application For Review of Requirement on Layout Arrangement, Dimensions or Design of Parking Facilities. <input type="radio"/>
5	Application For Review of Requirement on Number of Parking Lots to be Provided. <input type="radio"/>
Section I Application Information	
Project Reference Number	
Project Title	
Location Description	
Development Submission Type	Industry
Building Plan Reference Number	
3D BIM Submission	<input type="checkbox"/>
Section II Particulars of Sender	
Name	Please Select

LODGEMENT FOR APPROVAL OF PROPOSAL AND PLANS FOR PROVISION OF PARKING PLACES AND PARKING LOTS	
Section III Declaration	
2.1	I declare that the particulars of the proposed development given in this lodgement are true and correct. <input checked="" type="checkbox"/>
2.2	I declare that the proposal and plans of the parking place/s and parking lot/s of the proposed development comply fully with the prevailing Parking Places (Provision of Parking Places and Parking Lots) Rules and other relevant guidelines of the Authority. Waiver/Modification of parking requirements (if any) has been approved by LTA. <input checked="" type="checkbox"/>
2.3	I certify that I have obtained a Letter of Undertaking from the applicant/developer to sign this form on behalf of the applicant/developer. <input checked="" type="checkbox"/>
2.4	The attach plans and information given are similar to that approved by Competent Authority (CEO, URA). A copy of URA's approval is attached. <input checked="" type="checkbox"/>
2.5	I attach the following documents: <input checked="" type="checkbox"/> - A copy of the Competent Authority's approval for the proposed development - A set of building plans - Form LTA-VP-FORM
2.6	I attach the receipt for the car park plan processing fees paid @ \$10 per 100 sq m of the GFA involved in the proposal, subject to minimum \$120. Receipt no. OPH-20220220-0220 for \$ 120 <input checked="" type="checkbox"/>
2.7	Remarks/Comments

INCOMPLETE SUBMISSION

Any submission that does not have any of the documents mentioned in the previous section will be deemed incomplete and will not be processed.

PROCESSING FEE

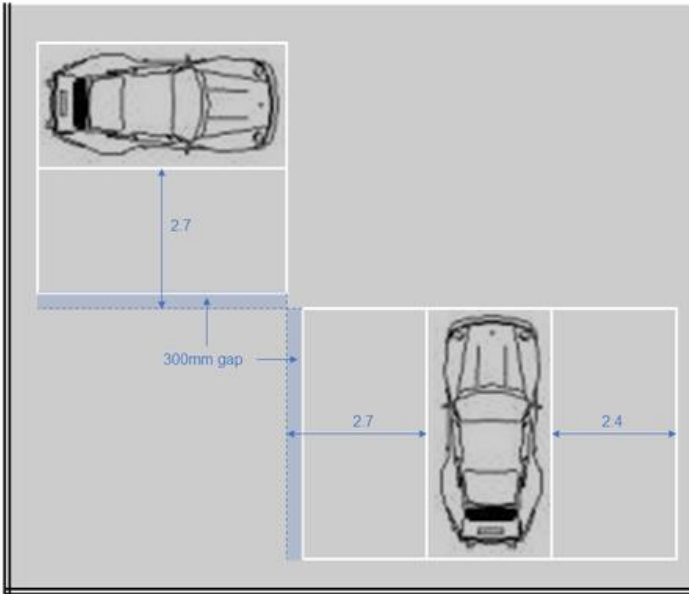
- The processing fee is based on the GFA involved in the proposal.
- For new erections, it is based on the total GFA of the proposed development.
- For amendments to approved plans, additions & alterations, re-lodgement and change of use proposals, only the additional or affected GFA is to be considered.
- The processing fee will be rounded down to the nearest 5 cents. Examples of the rounding off are as follows:

<u>Computed Fee</u>	<u>Fee Payable</u>
\$342.47	\$342.45
\$342.43	\$342.40

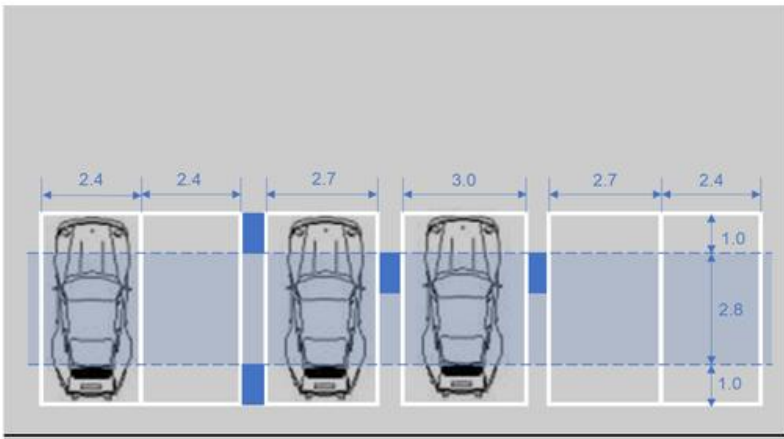
PARKING COMPUTATION

- GFA details provided in Form LTA-VP-FORM should tally with the GFA submitted and approved by URA.
- Ancillary or common areas defined as GFA should be included in the parking computation.
- Ancillary or common areas shared by two or more uses should be computed together with the main use of the development.
- The correct parking provision standard should be applied. The parking standard for the different uses can be found in Appendix A of the [Code of Practice on Vehicle Parking Provision in Development Proposals](#).
- The correct parking standards zone should be applied. The boundaries of Zone 1, 2 and 4 can be found in [OneMap](#) (go to Nearby > Transport > LTA Parking Standards Zone).
- The number of parking lots required should be rounded to the nearest integer. The rounding off is done for each use before adding up to obtain the total requirement for the development.
- The total number of parking lots provided should be within the specified range, defined by the lower and upper bound requirement. Developers who wish to deviate from the specified range (i.e. provide parking provision below the lower bound or above the upper bound) will be subjected to a process of waiver evaluation. Waiver approval should be obtained prior to the lodgement submission.
- For industrial developments, the ancillary office (up to max. 25% of total GFA) and ancillary storage space should be added to the factory GFA and computed under factory standard. Ancillary office in excess of 25% should be computed separately based on office standard.

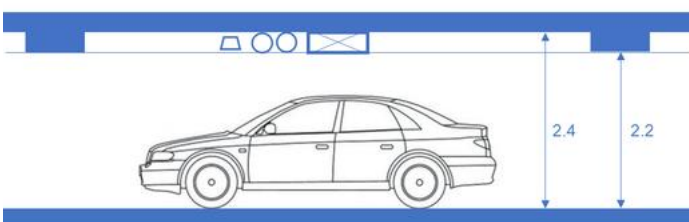
COMMON MISTAKES - CAR PARKING



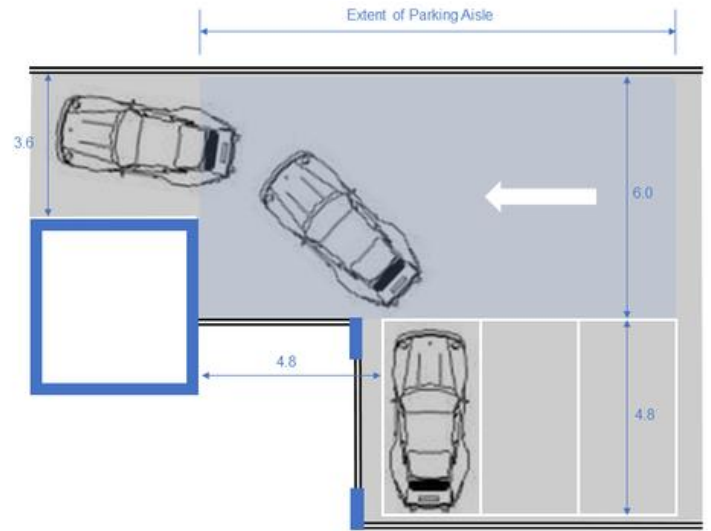
In areas where parking lots are designed perpendicularly to each other, the parking lots shall have 300mm gaps vertically and horizontally.



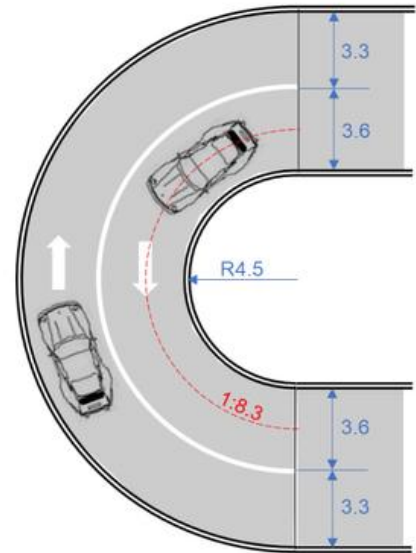
Where there is an obstruction adjacent to a car lot, located within the middle 2.8m of the parking length, the car lot shall be widened to 2.7m if the obstruction is on one side and 3.0m if the obstruction is on both sides.



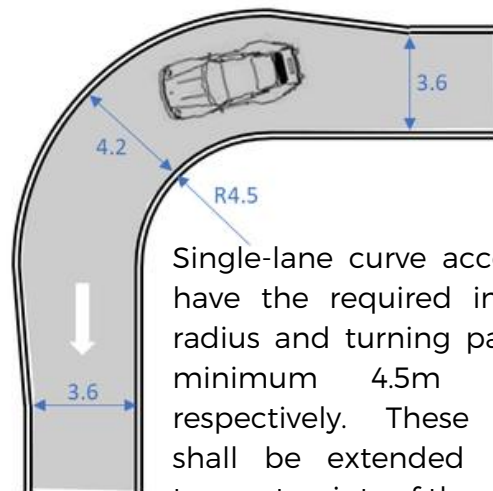
Minimum headroom or height clearance from floor level to the underside of any projections including beams, direction signs, sprinkler heads, electrical fittings, etc. shall be 2.2m.



The required parking aisle width should be extended to at least one car lot length.

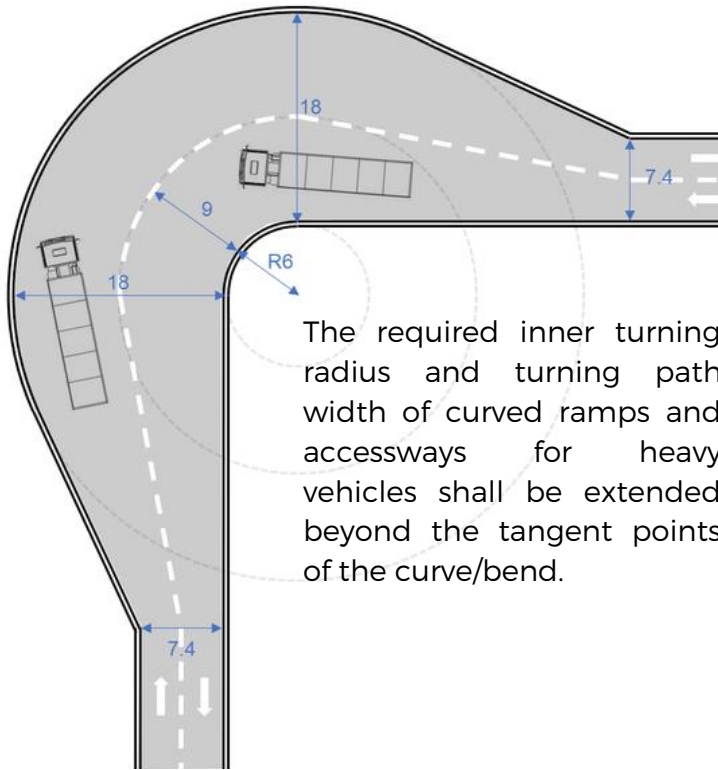


For multi-lane, the inner and outer lanes of the curve ramp/accessway shall be minimum 3.6m and 3.3m respectively. These dimensions shall be extended beyond the tangent points of the curve. The maximum gradient is measured along the centre-line of inner lane.

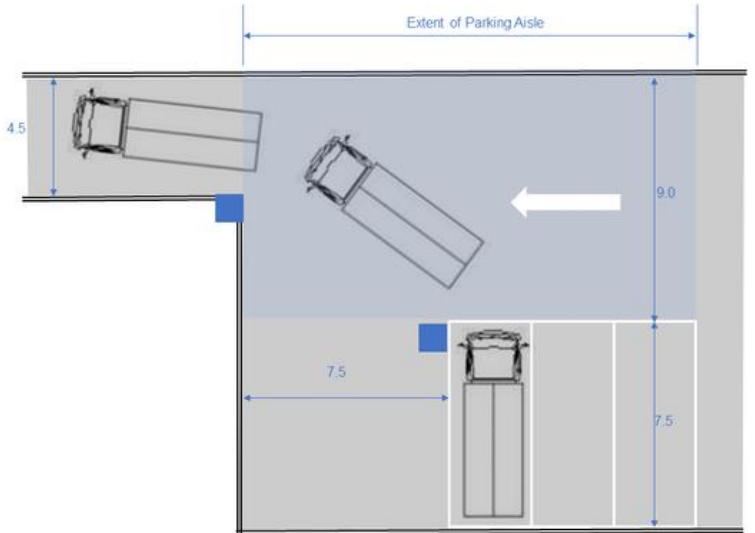


Single-lane curve accessway shall have the required inner turning radius and turning path width of minimum 4.5m and 4.2m respectively. These dimensions shall be extended beyond the tangent points of the curve.

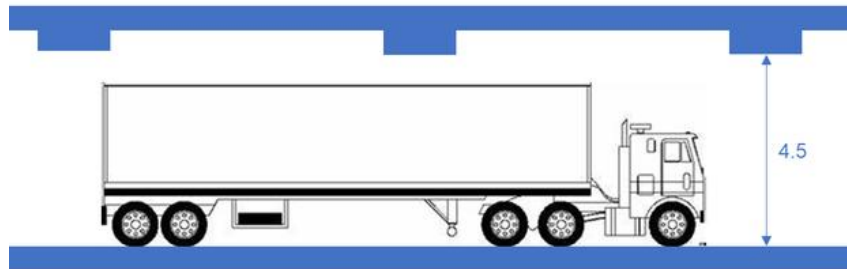
COMMON MISTAKES - HEAVY VEHICLE PARKING



The required inner turning radius and turning path width of curved ramps and accessways for heavy vehicles shall be extended beyond the tangent points of the curve/bend.

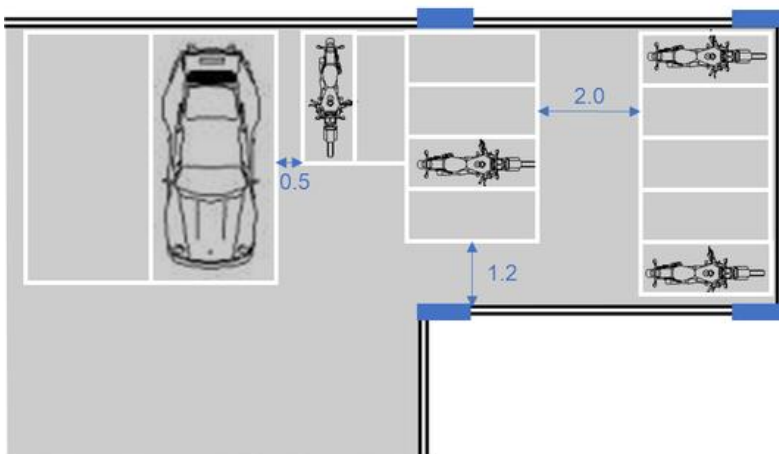


The required parking aisle width should be extended to at least one lorry lot length.



Minimum headroom or height clearance for articulated vehicles measured from floor level to the underside of any projections including beams, direction signs, sprinkler heads, electrical fittings, etc. shall be 4.5m (on flat) and 4.75m (on ramp).

COMMON MISTAKES - MOTORCYCLE PARKING



A gap of 500mm should be provided between motorcycle and car lot. Accessway of 1.2m and parking aisle of 2.0m wide should be provided for access to motorcycle lots.

ABOUT THIS SERIES

Since April 2020, LTA has published a series of quick guides to broaden and consolidate understanding of LTA's building plan regulations and processes. The guides feature in-depth explanation of the principles behind specific requirements, coupled with examples of good practices & common mistakes.

Topics for each guide are carefully curated based on LTA's observations of prevailing trends. All publications are made available at LTA's corporate website, under Who We Are > Statistics & Publications > Journals & Newsletters > Quick Guides for Development Proposals.

Objectives of tactile indicators

The use of tactile indicators plays an important role in building inclusive streets for visually impaired pedestrians. The correct placement of tactile indicators, the surface material, the size and the color of the tactile indicators are all important considerations. This guide provides the key design criteria for the placement of tactile indicators to ensure they are effective and safe for all users.

Positioning tactile indicators correctly

Follow these steps to correctly position the tactile indicators:

1. Position tactile indicators on straight or curved portions of the carriageway.
2. Place tactile indicators at least 100mm from the edge of the carriageway.
3. Place tactile indicators at least 100mm from the edge of the carriageway.
4. Place tactile indicators at least 100mm from the edge of the carriageway.

1.0 Objectives of Covered Linkways

The use of covered linkways plays an important role in enhancing sheltered connectivity for pedestrians and cyclists. Properly designed covered linkways ensure weatherproof pedestrian connectivity between developments to transport spaces, bus stops and train stations. Covering, unobstructed design of covered linkways can lead to more inclusive situations for the public.

2.0 Low Covered Linkway

This guide helps Architects, Engineers and Builders to identify the critical design elements for the design of low covered linkways, including both low and high covered linkways and the interface, further appropriate the principles behind the requirements and avoid common mistakes found.

2.1 Typical Plan Presentation for a Low Covered Linkway

Longitudinal Section, Cross Section, Roof Plan, Completed Covered Linkway

2.2 Critical Design Elements for Low Covered Linkways

The key design criteria for low covered linkways are:

1. Pedestrian clearance
2. Cyclist clearance
3. Road gradient
4. Surface material
5. Lateral clearance between outer edge of road and low covered linkway
6. Gradient of parapet/overhead platform/underpass/buffer

2.3 Common Mistakes in Low

Figure 1: Typical Plan Presentation for Low Covered Linkway Plan.

Figure 2: Common mistake: The design of low covered linkways should be submitted to LTA DBC at DC.

Access Arrangements for Residential Developer

Objectives

Within any development, the design, position and arrangement of access points are critical. They ensure that vehicles can enter or leave the development safely and do not adversely affect traffic along the public street to which it connects.

1. Location of Access Points

Generally, vehicular access points should be suitably located to ensure safe vehicular movements and reliable traffic flow. The location of an access point should be based on the following requirements that should be complied with:

1. Access point shall be located at least 30m away from any road junction or the edge of the development boundary.
2. Access point shall be located at least 30m away from any road junction or the edge of the development boundary.
3. Access point shall be located at least 30m away from any road junction or the edge of the development boundary.
4. Access point shall be located at least 30m away from any road junction or the edge of the development boundary.

Figure 1: Typical Plan Presentation for Low Covered Linkway Plan.

INCLUSIVE DEVELOPMENTS: DESIGNING DELIVERY SPACES WITHIN MIXED DEVELOPMENTS

1.0 Objectives of Residential Delivery Spaces in Mixed Developments

There is an increasing trend of mixed or integrated developments incorporating a residential component. Partly accelerated by the COVID-19 situation, there is a higher demand for food, grocery and furniture deliveries to end-consumers. Designers have to adapt and cater to these trends. Designing for delivery spaces in a pure residential development is straightforward. However, designing for such spaces within mixed developments is more complex and careful planning is required to minimize causing disamenities downstream.

2.0 Design Criteria for Residential Delivery Spaces in Mixed Developments

The key design criteria for delivery spaces (i.e. LUL bays) for residential component in all new mixed developments are as follows:

Sl. No.	Design Criteria in Residential Component	Criteria to meet
1	Provision of delivery spaces (i.e. LUL bays)	1:2 Provision (100%)
2	Location of LUL bay	At least 3m to adjacent to street/roadway
3	LUL bay size	Minimum 3m x 2m
4	Access point leading to LUL bay	To be in accordance to prevailing vehicle turning CIP (Table 2.0.1) for LUL bays
5	Clear turning radius of access point leading to LUL bay	Minimum 3m x 2m
6	Minimum gradient of access point leading to LUL bay	To be in accordance to prevailing vehicle turning CIP (Table 2.0.1) for LUL bays

Figure 1: Typical Plan Presentation for Low Covered Linkway Plan.

QUICK GUIDE SERIES FOR DEVELOPMENT PROPOSALS

Issue 6

Design Requirements for RT Integrated Developments

Brought to you by Infrastructure Protection Division, Development & Building Control Sub-Group, in collaboration with:

1. PREFACE

This quick guide clarifies LTA's design requirements for developments integrated with Rapid Transit Systems (RTS). Proposed developments integrated with RTS may be initiated by the Developer to enhance the connectivity of the precinct. However, it is subject to the review and approval by the Authority. It may stipulated in Urban Redevelopment Authority (URA)'s Government Land Sales (GLS) agreements for developer to provide direct access from the proposed developments to RTS stations.

The case studies presented in this series aim to explain and guide you on the basic design requirements to be incorporated in your proposal:

1. UPL connection at station concourse level via station knock-out panels
2. EPL connection to elevated station
3. At-grade connection to station entrance via covered linkways
4. General Mechanical & Electrical (M&E) provision at the interface

Figure 1: Depiction of a typical road layout for a divided 2-way road

QUICK GUIDE SERIES FOR DEVELOPMENT PROPOSALS

Issue 7

DESIGNING SAFE DROP-OFF POINTS IN DEVELOPMENTS

NOVEMBER 2021, ISSUE 7

OBJECTIVES

Within a development proposal, the design, position and arrangement of the drop-off points are critical. They ensure that sufficient space and sight distance are catered for vehicles to manoeuvre safely in and out of the development.

This quick guide aims to help Architects, Engineers and Builders to identify the critical design elements for the drop-off points of developments, better appreciate the principles behind these requirements, and avoid making common mistakes.

QUICK GUIDE SERIES FOR DEVELOPMENT PROPOSALS

Issue 8

Managing Manholes Displaced by Road Widening/Improvements

14 Oct 2021

Introduction:

Under the standard road typology (refer to Figure 1), side-table space is safeguarded for tree planting and to relevant services and utilities. As this available space is limited, it is unavoidable for services to run below carriageway.

LTA allows the use of carriageway space within the public streets to house services and utilities. However, the services need to comply with technical specifications, and must not affect the proper design of road elements.

Figure 1: Depiction of a typical road layout for a divided 2-way road

Access our guides by scanning this QR code and navigating to the 'Quick Guides for Development Proposals' tab:

