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A  Statutory Board

29 July 2015

(Please see distribution list)

Dear Sirs

**WAIVER APPLICATION FORMAT FOR DEVELOPMENTS REQUESTING APPROVAL FOR NON-COMPLIANCE TO NPARKS GREENERY REQUIREMENTS AT THE DEVELOPMENT CONTROL AND BUILDING PLAN STAGES**

1. With effect from **1 September 2015**, NParks will require applicants to submit waiver application form for developments requesting approval for non-compliance to NParks' requirements at the Development Control (DC) or Building Plan (BP) (external works) stages.
2. To facilitate our assessment of the waiver application, please note the following:
  - a. The Project Submission/Correspondence Reference Number on the waiver application form should correspond to that of the concurrent DC or BP submission.
  - b. Please be as clear and detailed as possible in your description and justification for the non-compliances.
  - c. Do propose alternative solutions or mitigating measures to assuage the impact of the proposed non-compliance.
  - d. The correct corresponding plan reference number should be indicated for each non-compliance item.
  - e. Please ensure that all sections of the waiver application form are duly completed. Applications that are improperly filled or incomplete will not be considered.
3. We would appreciate it if you could convey the content of this circular to the relevant members of your organization. If you have any queries concerning this circular, please contact:

Name: Ms Eunice Ong  
Telephone: 64717893  
Email address: [Eunice\\_ONG@nparks.gov.sg](mailto:Eunice_ONG@nparks.gov.sg)





The circular is also available on our website: <https://www.nparks.gov.sg/partner-us/developers-architects-and-engineers/development-plan-submission-requirements/circulars>.

4. Thank you.

Yours faithfully

A handwritten signature in blue ink, appearing to be "SH", written over a faint, light blue rectangular stamp.

Sim Cheng Hai  
Director, Policy & Planning  
for Commissioner of Parks and Recreation  
National Parks Board



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Chief Executive Officer  
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480 Lorong 6 Toa Payoh  
HDB Hub  
Singapore 310480

**NParks\_Waiver\_App\_Form Example**

**APPLICATION FOR WAIVER OF NPARKS GREENERY REQUIREMENT**

1. For the waiver item to be considered, the Qualified Person is required to complete all the sections in this application form.
2. Additional documents to support your waiver request may be submitted together with this form.
3. Waiver approval is based on case-by-case evaluation and should not be quoted as precedent for other cases.
4. Submission with waiver application may require a longer processing time depending on the number of non-compliance items and the complexity of the waiver request.

**Date:** [Should be similar to the date of the latest submission]

**Subm./Corres. Ref. No.:** ES20140101-00000 / CR

S/n	Description of Non-compliance item	Reason(s) in support of waiver	Alternative Provisions/Compensation	Plan Ref. No.
1	<i>E.g. Unable to achieve the maximum slope gradient of 1:2.5 for the requisite 3.0m wide green buffer. Slope gradient is 1:1.5.</i>	<i>Big terrestrial grade difference between the internal and external grade level as shown on the cross-section plan (NPB_FXX.dwg).</i>	<i>Provision of additional 2.0m wide green buffer strip (gradient of 1:10) beyond the 3.0m wide green buffer (gradient of 1:1.5) for tree planting. Lush landscaping of the steep 3.0m wide green buffer fronting public road.</i>	<i>NPB_FP1 .dwg NPB_FXX .dwg</i>
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