STARTING A FARM:
An Industry Guide

The guide will walk you through the key guidelines and procedures needed to start a land-based or indoor farm in Singapore.
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The supply of safe and fresh food is essential to the health of Singaporeans and security of Singapore. Challenges such as climate change, trade tensions and the COVID-19 pandemic remind us starkly that we cannot take food security for granted. We must strengthen Singapore’s resilience against disruptions in global food supply chains. The name of the Ministry was recently changed from Ministry of the Environment and Water Resources to Ministry of Sustainability and the Environment to reflect the greater importance placed by the Government on sustainability, including the resilience of our food supply.

Local food production plays a key role in our food security. In 2019, my Ministry announced our “30-by-30” goal, to meet 30 per cent of Singapore’s nutritional needs with locally produced food by 2030. In 2020, we launched the Singapore Food Story campaign to rally Singaporeans to support food security, in particular, to buy and consume local food produce.

The 30-by-30 goal can only be achieved in close partnership with our agri-food industry. The Government will continue to provide space for farms such as new agriculture land at Lim Chu Kang, rooftops of HDB multi-story car parks, and sea-based farming in the deeper southern waters of Singapore. We will also make financial grants available, such as through the Agriculture Productivity Fund and, more recently, the 30x30 Express grant.

We will also ensure that our regulatory regime facilitates the setting up of safe and productive farms. Last year, the Singapore Food Agency (SFA) and Enterprise Singapore established a Regulatory Workgroup (RWG) involving 11 other government agencies to review policies and streamline regulatory requirements for new farms. We are glad that some of the new farms that had been awarded agriculture land under the SFA’s Tranche 1 to Tranche 5 land sales have benefited from this review and facilitation.

To help our farmers better understand and navigate the regulatory requirements, the RWG has also developed this Industry Guide in consultation with new and existing farmers. I thank the Singapore Agro-Food Enterprises Federation Limited and our farmers for your invaluable feedback to help refine the guide. I hope our farmers will find this guide useful and informative.

Our agri-food industry has a productive and bright future. Government agencies will work closely with farmers to expand food production in sustainable and resource efficient ways, which leverage technology and generate good skilled jobs for Singaporeans. Let us work together to strengthen Singapore’s food security.

Ms Grace Fu
Minister for Sustainability and the Environment
August 2020
The agriculture scene in Singapore has changed drastically over the decades. With greater emphasis on food security in recent years, the government restarted efforts to tender out agriculture land for food farming in 2017. We, the Singapore Agro-Food Enterprises Federation Limited (SAFEF) was also set up in the same year, as a not-for-profit organisation, to represent, advance and promote the agro-food sector for livestock, food fish and vegetable farms.

Despite being a relatively young Federation, we have a wide network of local farmers as our Members. One of our major roles is to be the voice of the industry and we have been working closely with the various government agencies, especially the Singapore Food Agency (SFA) and Enterprise Singapore (ESG) for the betterment of the industry. A case in point is that after receiving feedback from our Members who have won SFA land tenders about the regulatory challenges they face in setting up high-tech farms in Singapore, SAFEF has actively engaged SFA and ESG on these issues.

As a result of this active engagement, the agencies have come together to jointly develop this Industry Guide, based on the industry’s feedback. The aim is to help farmers and farmers-to-be understand the regulatory requirements in setting up a high-tech farm in Singapore today. I note that much effort has been put in and many stakeholders were involved in making this Guide possible.

I found the ‘Helpful Tips’ dotted in various sections of the Guide particularly useful. These tips highlight the key considerations one must have before tendering for a farm plot. I urge you to take special note of the recommendation to engage your team of Qualified Persons (QPs), including technical experts such as Architects, Mechanical & Electrical (M&E) Engineers and Civil/Structural Engineers, early as their advice would help you to work out the capital investments required. This preliminary work is critical for the companies to be more prepared.

The publication of this Industry Guide is timely, good and useful; and I am heartened by the commitment from the agencies to hear out the industry, guide us along and take steps to improve existing processes. I look forward to stronger partnerships together to work towards ensuring food security in Singapore.

Mr George Huang, Chairman, SAFEF
Introduction

What is the High-Tech Farming Sector About?

High-tech farming generally refers to intensive farming in building or controlled environments. High-tech farming systems now allow production to take place inside buildings (i.e. indoors). This enables more food and produce to be grown, at a consistently high quality.

Traditional methods of farming are heavily reliant on environmental factors that cannot be controlled, such as sun light, soil quality and water. In contrast, high-tech farming systems are typically enclosed to prevent contaminants, built up in a vertical racking structure to enhance productivity, and feature a range of environment controls, such as LED lighting. The prospect of having fresh, quality produce available all year round is what makes high-tech farming so attractive.

Highlights of This Guide

If you are thinking of setting up a high-tech farm in Singapore, this guide will give you a better understanding of the procedures you will need to follow, including information on the various documents, fees and timelines involved. This guide also introduces each of the government agencies and departments overseeing the necessary permits, should you wish to contact them to make specific enquiries.

The following agencies have contributed to this guide:

We would also like to thank Singapore Agro-Food Enterprises Federation (SAFEF), Panasonic Singapore, Singrow, MEOD and Kok Fah Technology Farm Pte Ltd for your feedback to the Industry Guide.

If you have suggestions on how we can improve this guide, or any questions about specific regulations and processes mentioned in the guide, please do get in touch with us at https://go.gov.sg/feedback-guide
“Our vision is for Singapore to be a leading urban agriculture and aquaculture technology hub with a food production model that can be exported to the region.”

— Minister of State for Trade and Industry, Mr Alvin Tan

Food security is about survival, and is fundamental to national security. To ensure and secure a supply of safe food, Singapore takes a multi-prong approach, including diversifying our food import sources, producing some food locally, and growing produce abroad. Singapore imports over 90% of our food. These imports are vulnerable to global fluctuations in supply and price. Producing some of our own food locally is critical in helping us reduce our reliance on imports, and buffers the impact of supply disruptions abroad.

Producing food in land-scarce and resource-tight Singapore is no easy task. Our agri-food industry will have to pursue R&D and adopt new solutions to raise productivity and strengthen climate resilience. In doing so, Singapore can become a home to high-tech farms that not only produce fresh and nutritious food, but also pioneer technologies and systems that could transform farming in our region.

Singapore’s international reputation for food safety and standards, as well as our strengths in adjacent industries, represent attractive value propositions for companies looking to innovate and further develop their businesses. Given our strong talent-base, strategic location and pro-innovation business environment, our ambition is to advance Singapore as an urban agriculture and aquaculture technology hub in the region.

Singapore is known regionally and globally for our high standards and rigorous regulations. However, these exacting standards may be challenging for agripreneurs (entrepreneurs in agriculture and farming) to navigate. This guide outlines the building & development phase in the setting up of farms. The section below offers:

A. An overview of the relevant regulatory considerations that could apply to your farm’s design.

B. A time chart of the approval processes. You should factor these requirements into your business planning, before bidding for agricultural land or securing spaces to set up your new farm.
Safe & Productive Farming: A Collaborative Effort between Farmers & Public Agencies

**Singapore Food Agency**
Ensures your farm meets a high level of productivity. SFA leases out land and grants licences for food farming.

**Urban Redevelopment Authority**
Helps your farm meet planning requirements on land use and intensity. To make sure your farm fits well with its surroundings, URA checks that farm buildings are appropriately spaced from the road and adjacent developments.

**National Environment Agency**
Adopting proper waste, pollution management and vector control practices to ensure farming operations do not cause environmental pollution or public health issues.

**Land Transport Authority**
Green spaces for tree and shrub planting are set aside to provide visual relief in the built environment. Trees are conserved wherever possible.

**Building and Construction Authority**
Checks that your construction site and built farm premises are safe for use, and accessible for people of different mobility. BCA also lists best practices for running an eco-friendly farm.

**Property and Income Tax**
Property and Income Tax can be incorporated into your company’s financial plans for business growth and development.

**Differential/Additional Land Premium**
Differential/Additional Land Premium can help you decide how best to enhance the use of land for your farm.

**Fire Safety Requirements**
Fire Safety Requirements ensure good fire safety is observed. They check that your building materials or appliances are not fire hazards, and that your farm has fire escape routes, with firefighting provisions in case of an emergency.

**Stormwater and Used Water Management**
Stormwater and used water management helps minimise flood risk and ensure that your premises are served by modern sanitation.

Together, we can create quality produce that meets international standards, while making farms enjoyable and conducive places to work in.
This diagram highlights the main steps in setting up a farm on agricultural land. Use it to help you plan your business and cash flow.

Please note that this is a general overview. Your experience of the process may vary depending on your specific circumstances. For example, the completeness of an application made, the time intervals between an agency’s correspondence and the subsequent application by your appointed Qualified Person (QP) are contributing factors to the actual timeline of your farm’s development.

### Legend (Stages of Approvals)

**Development Control (DC)** guidance is provided by URA, in conjunction with other agencies, to ensure that developments are in line with overall land use planning for Singapore.

**Temporary Fire Permit (TFP)** is issued by SCDF to allow occupancy of the building premises for a limited period, and is conditional that fire safety works of a building development has been completed with minor outstanding issues left to be complied with.

**Fire Safety Certificate (FSC)** is required for the use of the premises or occupancy of a building, as it certifies that a building is safe for its occupants. It is issued by SCDF upon ensuring completion of all fire safety works for the building development.

**Mandatory Periodical Structural Inspection (PSI)** is to engage a qualified Professional Engineer to conduct PSI once every 5 years. For details, please refer to [https://www.bca.gov.sg/psi](https://www.bca.gov.sg/psi).

**Certificate of Statutory Completion (CSC)** is issued by BCA, in conjunction with other agencies, upon ensuring that all building requirements have been fully complied.

**Temporary Occupation Permit (TOP)** is issued by BCA in conjunction with other agencies’ approval, such as Temporary Fire Permit, to allow occupancy when building requirements has been satisfactorily complied with.

**Building Plan (BP)** is guided by BCA, in conjunction with other agencies, to ensure the structural safety and usability of the premises of a building.

For applications, all documents are to be submitted through a one-stop online portal: Construction and Real Estate Network (CORENET) [http://www.corenet.gov.sg](http://www.corenet.gov.sg). Please include “Agricultural Building(s)” in project titles when making submissions to all agencies. Plans can be submitted to multiple approving authorities from anywhere, at any time. The submission status will be updated electronically.

### Development Control (DC)

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<td>LTA</td>
<td>Roads and Transport</td>
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<tr>
<td>Architectural Works</td>
<td>NEA</td>
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<td>Architectural Works</td>
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<td>Architectural Works</td>
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### Building Plan (BP)

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<th>Action</th>
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<td>LTA</td>
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### TOP/CSC Clearances

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<td>SFA</td>
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<td>TOP/CSC</td>
<td>SCDF</td>
<td>Licence</td>
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<td>TOP/CSC</td>
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### Mandatory Periodical Structural Inspection (PSI)

- 5 years

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1. For applications, all documents are to be submitted through a one-stop online portal: Construction and Real Estate Network (CORENET) [http://www.corenet.gov.sg](http://www.corenet.gov.sg). Please include “Agricultural Building(s)” in project titles when making submissions to all agencies. Plans can be submitted to multiple approving authorities from anywhere, at any time. The submission status will be updated electronically.

This chapter explains the key government regulations that can affect the way you design your farm's layout or operations. The regulations are organised by category, according to the respective government agency overseeing them.

To help you understand how the regulations may impact your farm design, most of them are presented as a checklist of Performance Criteria and Acceptable Solutions. For each specific procedure, a flowchart and response times are included.

The details in this chapter can get technical. You are encouraged to appoint a Qualified Person (QP) - usually a Registered Architect or Professional Engineer to help you navigate the guide and to have a headstart in developing your farm.

We wish you all the best in designing a safe and conducive farm that will yield many years of fruitful production!
Since land is scarce in Singapore, land for agricultural use is usually let out via open tenders and the selection process in a tender assessment is competitive. This ensures that our limited agricultural land goes to the most productive farmers and the best concepts.

There are currently two types of tenders: the Concept and Price Tender, and the Fixed Price Tender.²

1) **Fixed Price Tender** (i.e. for vegetable, food fish, beansprouts)

The Fixed Price Tender is a single stage tender. Evaluation is conducted by a Tender Evaluation Committee and the tender is awarded based on proposals that can best optimise the land for production.

2) **Concept and Price Tender** (i.e. for General Agricultural farming)

The Concept and Price Tender is a two-stage tender. In the first stage, a Concept Evaluation Committee will evaluate the concept proposal based on assessment criteria. Only when the proposal passes the first stage will the Tender Evaluation Committee evaluate the Tendered Sale Price for award of the tender.

²Information on the launch of new agriculture land tenders, along with the tender documents, can be found at SFA’s website (www.sfa.gov.sg/landsales)

### EVALUATION CRITERIA

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<tr>
<th>Criteria</th>
<th>Weight</th>
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<tbody>
<tr>
<td>Production Capability</td>
<td>30%</td>
</tr>
<tr>
<td>Production Track Record</td>
<td>30%</td>
</tr>
<tr>
<td>Relevant Experience &amp; Qualifications</td>
<td>20%</td>
</tr>
<tr>
<td>Innovation &amp; Sustainability</td>
<td>20%</td>
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</table>

**Singapore Food Agency (SFA):** Formed as a statutory board on 1 April 2019, the SFA oversees food safety and food security from farm to fork.

**The Properties and Land Management Department** in SFA conducts agricultural land tenders, assesses tenders, and awards the land.

**Documents Needed for Tender Submission**

- Tender Proposal Form
- Tender Deposit
- Declaration of Government Equity Participation
- Supporting Documents
- Form of Tender

For both methods, concept proposals will be evaluated according to the following criteria:
You are encouraged to engage a Qualified Person (QP) who could be a Registered Architect or Professional Engineer, to work on your farm’s development and building plans during the tender submission stage. The list of QPs qualified to submit plans on your behalf can be found on the Board of Architects website (www.boa.gov.sg) and the Professional Engineers Board Singapore website (www.peb.gov.sg).

Once you have successfully won the land tender,

- You must submit a Building Programme, stipulating the dates for key project milestones, stages of construction and the completion of the development.
- Your QP will submit the plans to the online portal, CORENET, for SFA’s endorsement, before endorsement by other relevant agencies.

KEY REQUIREMENTS

QPs should ensure that the submitted building plans

- are in line with the concept proposal that was submitted during tender, and
- comply with all requirements as stated in the Technical Conditions of Tender and Conditions of Tender, including requirements for the green buffer and peripheral planting verge, building setback, building height, permitted farming type, areas for production and ancillary uses, and vehicular ingress/egress points.

2 WEEKS

PLAN APPROVAL

SFA’s Plan Endorsement Committee will require up to 2 weeks to assess and process submissions made in CORENET. Once a complete and detailed plan submission is made, the Committee may approve the plans, or if necessary, provide feedback and guidance to further improve the plans.

OTHER INFORMATION

Working with other technical agencies, SFA also processes applications for:

- Change of use and/or intensification of use
- Commercial usage on farm
- Farm licence (Refer to section on Farm Licence Application)
Helpful Tips!

Engage a QP who is familiar with and understands farm development or related projects. Your QP is a key resource person who will translate your farm plans into drawings for endorsement by SFA and other relevant agencies. Your QP will also advise you on regulatory requirements. A good understanding of the regulatory requirements that apply to your project will help minimise changes to your farm plans, and reduce the likelihood of delay.

Engage your Mechanical and Electrical (M&E) engineer early, to ensure that the sizing and calculations for electrical components—e.g., substation/switchboard room sizing—are right for your project. This will help prevent complications later on in the project development process.

Your farm will be able to tap on power at low voltage from the 22 kV electrical substations in the vicinity of the farm. If the farm operation requires power supply more than 400 A at low voltage, you are required to construct your own 22 kV/LV Electrical Substation as part of your farm development within the Land Parcel. If you need more information, please consult Singapore Power Group Distribution Planning Section. You may refer to the guide on “How to Apply for Electricity Connection” for more information: https://www.spgroup.com.sg

Farm development can require significant capital outlay. Work through your financials carefully to ensure that all direct and indirect costs are included. If you intend to get investors or bank loans as a source of funding, engage your financial partners early, so you have some certainty during the process of setting up your farm.

The process flowchart on the next page shows a typical timeline for seeking Plan Endorsement from SFA. This does not take into account any deviations to the plan, or resubmissions and other possible delays.

Engage a Quantity Surveyor (QS) early to manage the costs for constructing the farm and ensure that the project is completed within its projected budget.
PROCEDURE TO OBTAIN SFA’S PLAN APPROVAL

DOCUMENTS TO PREPARE FOR TENDER

☑ Tender Proposal Form
☑ Form of Tender (for Concept and Price Tender)
☑ Tender Deposit
☑ Declaration of Government Equity Participation
☑ Supporting Documents

DOCUMENTS TO PREPARE FOR PLAN SUBMISSION

The following documents are required when submitting plans to CORENET:

☑ Declaration Checklist for QP
☑ Certified plans by QP (Site Plans, Section/Élevation Plans, Floor Plan, Roof Plan, Setback Plan)
☑ Additional information for earthworks (if applicable)

Tender Launch

8 weeks

Tender Submission / Tender Close

24 weeks

Tender Award / Tender Acceptance

90 days

Possession of Site, Final Payment of 75% of Sale Price & Lease Commencement

2 weeks

Payment to IRAS for Stamp Duty

First Payment:
- 25% of Sale Price
- Alienation Processing Fee & Cadastral Survey Cost

Submit a request to appoint another company (Appointed Company), if any

Submit a Building Program to SFA

QP to Submit Building Plans

Execution of Building Agreement

SFA’s Plan Approval (subject to complete submission)
Besides purchasing agriculture land to set up your high-tech farm business, there are other space alternatives available in Singapore, such as converting existing building pockets for farm use.

After identifying a suitable space and getting the land/building owners’ approval, you would need to obtain SFA’s in-principle support for the farming proposal (refer to details under Farm Licence Application).

Once SFA has given support for your business proposal, you may proceed to consult and obtain approval from URA and NEA.

There is no need to engage a Qualified Person (e.g. architect) for such proposals, although you are advised to.

For proposals to convert a premise within a site not zoned for Agriculture, e.g. to convert rooftop spaces to urban farms, a Change of Use proposal can be submitted through the LicenceOne portal at https://licence1.business.gov.sg/.

More information on applying for a Change of Use proposal can be found at: https://www.ura.gov.sg/Corporate/Property/Business/Change-Use-of-Property-for-Business

For land zoned for Agriculture purposes, agriculture uses can be allowed.

For vegetable farming, Light Industrial requirements apply. Mixed use with packaging area may be involved.

For egg farming, General Industry requirements apply.

More information on Industrial Allocation System can be found at: https://e-services.nea.gov.sg/ias/Public/Applicant/Homepage.aspx

1 There is no need to engage a Qualified Person (e.g. architect) for such proposals, although you are advised to.
Urban Redevelopment Authority (URA): Singapore’s national planning authority, the URA plans and facilitates the physical development of Singapore, ensuring our limited land resources are put to optimal use.

The Development Control Group (DCG) within URA assesses development applications to ensure that all land sites in Singapore are developed or used in accordance with the Master Plan, including land use zoning, gross plot ratio, building height controls and other planning requirements.

For more information, see URA’s website:

KEY REGULATIONS THAT APPLY TO YOUR FARM

URA’s circular on guidelines pertaining to agriculture developments can be found here:

Minimum Building Setback

For the lot boundary fronting a drainage reserve, backlane, or a non-agriculture development, the required minimum building setback is 4.5m, including a 2m planting strip.

For the lot boundary fronting an adjoining agriculture development, the required minimum building setback is 2m, with no planting strip required.
Minimum Road Buffer

<table>
<thead>
<tr>
<th>ROAD CATEGORY</th>
<th>MINIMUM WIDTH OF BUFFER</th>
<th>SPECIFICATION OF BUFFER</th>
</tr>
</thead>
<tbody>
<tr>
<td>Category 1 – Expressway</td>
<td>15m</td>
<td>5m green, 10m physical</td>
</tr>
<tr>
<td>Category 2 – Major Arterial A</td>
<td>7.5m</td>
<td>3m green, 4.5m physical</td>
</tr>
<tr>
<td>Category 3 – Major Arterial B</td>
<td>5m</td>
<td>3m green, 2m physical</td>
</tr>
<tr>
<td>Category 4 &amp; 5 – Other major roads, minor roads, and slip roads</td>
<td>5m</td>
<td>3m green, 2m physical</td>
</tr>
</tbody>
</table>

Ancillary Uses

- Restaurant, showroom, shop (maximum 200 m²)
- Visitor centre (maximum 200 m²)
- Quantum for ancillary office, workers’ quarters, production-related ancillary use (e.g. R&D, food processing), and other non-commercial ancillary uses supporting the operations of the agriculture use as supported by SFA, NParks, or SLA.
- Owner dwelling will not be allowed.

Earthworks

All earthworks will require endorsement and clearances from the lessor, SLA, and PUB. Earthworks are generally not encouraged, except in the following circumstances:

- When the proposed earthworks are to meet the existing platform levels of the neighbouring sites.
- When the site is on undulating or sloping terrain, with large differences in platform levels within the site, or between the site and the road.
- Earthfill involving the entire development site may only be considered if the proposed earthworks are needed to meet the Minimum Platform Level (MPL) stipulated by PUB.

Boundary And Retaining Walls

Maximum allowable height for boundary walls is 1.8m.

Height of retaining walls is subject to evaluation. If retaining walls are allowed:

- the height should be less than 1.5m.
- retaining walls higher than 1.5m may be considered depending on site constraints and the need for extensive excavation.
- the total visible height of the solid boundary-cum-retaining wall should not exceed 2.8m, of which the solid boundary wall should not exceed 1.8m.

Planning Permission

Based on certain criteria, agriculture proposals can either be authorised, lodged, or subject to evaluation by URA.

Note that all works will require endorsement by the lessor (e.g. SLA, SFA, NParks) and must fully comply with technical agency requirements (including SCDF, NEA, PUB, NParks and LTA).

Authorisation - there is no need to seek approval from URA if the following conditions apply:

- The works complies with all planning guidelines for agriculture developments.
- For land that is tenanted (or granted Temporary Occupation Licence) by the State or statutory body for Agriculture development: Works comply with parameters in tenancy agreement.
- For land that is leased by the State / statutory body for Agriculture development: Works are 1-storey or up to 12m, whichever is lower, for agriculture use only including:
  - Ancillary uses e.g. office, workers’ quarters, with endorsement from the lessor.
  - The works are for digging of ponds and wells.
- Use of the premises should not create any nuisance, annoyance or inconvenience to surrounding users.
- The development proposal does not involve a gazetted conservation building or monument, and are not located on sites that are subject to special planning controls (which will be made known in the tender and tenancy conditions).
- Breach of any of the above conditions should cause the authorisation to cease. In such situations, the change in use of the premises should cease and development works should be demolished.

Plan Lodgement – A Qualified Person (QP; e.g. architect) lodges plans and documentation with URA, pays plan lodgement fees, and can obtain an instant approval if the works comply with the criteria below:

- The land is leased by the State or a statutory body for Agriculture development.
- The proposal is endorsed by lessor for the land (e.g. Singapore Land Authority, Singapore Food Agency or National Parks Board).
- Land for development abuts a public road allowing direct vehicular access.
- The proposed works do not encroach onto any other land.
- The works comply with all planning guidelines for agriculture developments.
- Prevailing building height controls are complied with.
- Earthfill works on the land, if any, will not cause the level of any point in the land to be more than 1.5 metres above the lower of the following:
  - the level of that point in the land at the time when the land was leased or agreed to be leased by the State or statutory body;
  - the level of any point at the abutting edge of abutting land.
- There are no unauthorised works on the land.
- The proposal is submitted by a QP who is a registered Architect, Engineer, or surveyor, appointed by the lessee for proposed works.

Development Application - QP submits a development application to URA with plan submission fees to obtain a Written Permission (WP) for all other works for agriculture use that cannot qualify for plan lodgement or authorisation.
Helpful Tips!

Engage a QP who is familiar with and understands farm operations and needs.

Pre-Application Consultation Service (PACS):
- PACS is an optional channel for QPs to pre-consult URA on development proposals. This saves time and avoids costly abortive work during the formal application process. URA will set up a meeting between the applicant and a Director-level URA representative to discuss any issues raised. This will lead to a formal Advice from URA.
- More information on PACS, including fees payable, can be found at: https://www.ura.gov.sg/Corporate/Guidelines/Circulars/dc18-01

Waiver application process:
- QP submits a waiver request on the CORENET platform, indicating the specific URA condition or guideline to be waived.
- The QP must provide reasons for the deviation, consider the potential impact on the amenity of surrounding developments and streetscape, and propose appropriate mitigation measures.
- The request will be considered on a case-by-case basis. A reply will typically be provided within 15 working days.
- More information on the waiver application process and application form can be found at: https://www.ura.gov.sg/waiverWeb/
**PROCEDURE FOR PLAN LODGEMENT**

**DOCUMENTS NEEDED FOR SUBMISSION**
- Written endorsement from lessor
- Authorisation letter from owner/lessee of the land to authorise QP for the lodgement application
- CAD / BIM drawing for proposed development
- Clearance from all relevant technical departments including LTA, N Parks, SCDF, PUB and NEA
- Payment of processing fee. The processing fee schedule can be found: go.gov.sg/eigwzk

**QP lodges plans / documents with URA**

- Declares compliance with the lodgement criteria

**Obtains lodgement authorisation instantly**

**LIST OF LODGEMENT CRITERIA**

1. Land is leased by the State or statutory body for Agriculture development.
2. Proposal is endorsed by lessor for the land. *(e.g. Singapore Land Authority, Singapore Food Agency or National Parks Board)*
3. Land for development abuts a public road allowing direct vehicular access.
4. The proposed works does not encroach onto any other land.
5. Compliance with all planning guidelines.
6. Compliance with the prevailing building height controls.
7. Earthfill works on the land, if any, will not cause the level of any point in the land to be more than 1.5 metres above the lower of the following:
   (i) the level of that point in the land at the time when the land was leased or agreed to be leased by the State or statutory body; or
   (ii) the level of any point at the abutting edge of the abutting land.
8. There are no unauthorised works on the land.
9. The proposal is submitted by a Qualified Person (QP) who is a registered Architect, Engineer, or surveyor, appointed by the lessee for proposed works.

**PROCEDURE FOR DEVELOPMENT APPLICATION**

**DOCUMENTS NEEDED FOR SUBMISSION**
- Written endorsement from lessor
- Authorisation letter from owner/lessee of the land to authorise QP for the lodgement application
- CAD / BIM drawing for proposed development
- Clearance from all relevant technical departments including LTA, N Parks, SCDF, PUB and NEA
- Payment of processing fee. The processing fee schedule can be found: go.gov.sg/eigwzk

**QP submits application**

- Evaluation (Generally takes 20 working days)
- Issuance of Advice
- Issuance of Provisional Permission
- QP resubmits plans
- Evaluation (Generally takes 20 working days)
- Issuance of Written Direction
- Issuance of Written Permission

**Proposal has major deviations from what can be supported**

- Amendments to approved plans can be submitted subsequently as a new application, if needed.

**Proposal is not in order**

- Proposal can generally be supported

**Proposal is in order**

- QP submits structural plans to BCA for approval
Before any building works can be carried out, the BCA must approve the building plans (for architectural works). These must be submitted by a Qualified Person (QP) appointed by the building owner or tenant.

i. The QP will first obtain written permission from the URA where required.

ii. Other technical agencies, such as the Singapore Civil Defence Force (SCDF), National Environment Agency (NEA), Public Utilities Board (PUB) and Land Transport Authority (LTA) and National Parks Board (NParks), can also be consulted at this time, and their requirements incorporated into the building plans.

iii. After the technical agencies have given their clearance, the QP submits the building plans to the Commissioner of Building Control, BCA for approval, together with the prescribed plan fee. BCA will approve the building plans within 7 working days if the submission is in order.

The process of building plan submission is represented in the following work-flow:
APPLICATION FOR STRUCTURAL PLAN AND PERMIT APPROVAL

Before starting any building works that involve structural works, a professional engineer must submit structural plans to the BCA for approval. This can be done before or after the submission of building plans.

If the structural plans are submitted before the building plans, the prescribed plan fees will be paid during this submission. If full payment is made when the structural plan is submitted, the prescribed plan fees do not have to be paid again when the building plans are submitted later.

Some structural submissions to BCA require certification from an Accredited Checker (AC).

For exemptions, please refer to the Fourth Schedule of the Building Control Regulations.

BCA will approve the structural plans within 7–14 working days if the submission is in order.

Building works must commence within 24 months from the date of building or structural plan approval, failing which the approval will automatically lapse.

After having obtained structural plan approval and planning permission, the QP, builder and the applicant must jointly apply for a permit to commence works from the BCA, before starting any works. Please refer to: https://www1.bca.gov.sg/regulatory-info/building-control/structural-plans-and-permit-approvals

Please refer to the work-flow below for structural plans and permit applications:

PROCEDURE FOR STRUCTURAL PLAN SUBMISSION

Start

BCA receives structural plans (ST) submission from QP

BCA processes ST submission (within 7–14 working days)

BCA approves ST submission from QP

BCA receives application for permit to commence structural from QP

BCA issues permit to commence work (within 7 working days)

End

NOTE:
The workflow for processing CSC applications is similar, except that site is not inspected again and clearance from all the relevant technical departments are obtained.

QP: Qualified Person
WD: Written Directions

PERIODIC STRUCTURAL INSPECTION (PSI)

To ensure that building structures in the farm are properly maintained during its lifecycle, structural inspections are required. The frequency of inspections is once every 5 years for farm structures and buildings.

The PSI process involves the following:

i. BCA informs building owner by serving a notice for PSI of buildings
ii. Building owner appoints a Professional Engineer (PE)
iii. PE conducts a structural inspection of the building
iv. PE submits a report to BCA
v. Where necessary, the building owner engages a contractor to repair defects as recommended by the PE.

More details of the process can be found on the BCA website at: https://www.bca.gov.sg/psi
Appoint a competent licenced builder to ensure that building works are built in accordance to approved plans and are code compliant. This will minimise issues during post-construction inspections.

BCA pointers:
- The design and construction of a building must comply to performance requirements prescribed in the Building Control Regulations. Please refer to the Approved Document for acceptable solutions: https://www1.bca.gov.sg/regulatory-info/building-control/building-control-act
- The safety of occupants is paramount. For safety reasons, requests for partial TOP (i.e. splitting of the development plot to allow for TOP to be received earlier for part of the site) will not be accepted if there are on-going structural works and/or crane hoisting works within the land site.
- The Code on Envelope Thermal Transfer Value (ETTV) calls for sufficient thickness of glass to prevent energy loss if a greenhouse is air-conditioned. Alternatively, a developer can provide energy saving mitigation measures such as solar panels to make up for energy loss from the use of thinner glass.

Waiver of requirements for a particular space or building can be granted if the applicant can provide justification(s) that the business processes/operations do not allow persons with disabilities to work at the applicable location(s).

Waiver application process:
- To seek a waiver, the QP should submit a waiver application on CORENET platform, indicating the specific clause of the code that the plans are deviating from. A reply will be given within 21 working days if the application documents are in order.
- If the waiver application is rejected, the applicant may make an appeal. Any appeal made despite the reasons provided by BCA, must be represented by the QP to the panel.

Relevant approvals from technical agencies must be obtained, and site inspection completed with site demonstrating full compliance, before applying for TOP/CSC.

Frequently Asked Questions for Periodic Structural Inspection (PSI)
The frequently asked questions for building owner can be downloaded from the following link: https://www.bca.gov.sg/PeriodicStructuralInspection/others/PSI_owners.pdf
PARKING PLACES AND STREET PLANS

Land Transport Authority (LTA): This national agency is responsible for planning, designing, building and maintaining Singapore’s land transport infrastructure and systems.

The Development and Building Control (DBC) unit of LTA checks that appointed Qualified Persons create development and building plans that comply with LTA regulations. This includes making sure your farm has enough space to cater for your anticipated vehicular operations, and that there is safe connectivity back into the public street.

Should your development fall within the railway protection zone, the DBC will further assess the building and engineering plans, as well as the engineering activities proposed to be carried out within the railway protection zone.

KEY REGULATIONS THAT APPLY TO YOUR FARM

Development Control (DC) stage, your proposed development will likely be required to meet the following criteria:

**PERFORMANCE CRITERIA**

**ACCEPTABLE SOLUTIONS**

- Access points should be located along local access roads and at least 30m from road junctions, road bends, pedestrian crossings, bus-stops, existing access points.
- The access should be located along the lowest hierarchy of roads for sites fronting more than one road category.

*To check if your development falls within the railway protection zone, purchase a road line plan from SLA’s INLIS web service.*
SUBMISSION OF STREET PLAN TO OBTAIN BP CLEARANCE.

The Street Plan should be prepared by the QP (Civil) based on the approved layout plan at DC stage, and prevailing specifications, standards, guidelines and codes of practice. If the proposal falls within the lodgement criteria, the QP (Civil) should lodge the street plans with LTA.

CERTIFICATE OF STATUTORY COMPLETION (CSC) CLEARANCE FOR COMPLETED STREET WORKS.

When the street works of any development proposal are completed, the QP must request a CSC inspection before the completed street works can be handed over to LTA. LTA officers will inspect the completed works to check if they have been carried out in accordance with the approved plans, and whether they meet LTA’s material and workmanship specifications.

LTA will issue the CSC clearance to the QP once the completed works and relevant documents submitted to LTA are deemed to be in order. The list of relevant documents can be found in section 1.9.3 of LTA’s Code of Practice for Street Work Proposals Relating to Development Works.

HELPFUL TIPS!

Do ensure that your proposed access design can cater for the operational needs of your development. For instance, heavy goods vehicles should be able to manoeuvre safely in and out of your development.

Should you or your appointed QP be unsure of the provisions to be made, or find difficulties complying with LTA requirements, do arrange a pre-consultation meeting with LTA to discuss your queries or the constraints you have encountered on site. You may email to: LTA-DBC_Registry@lta.gov.sg

Relevant approvals from technical agencies should be obtained, and proper site inspection carried out, before applying for TOP/CSC—this will ensure a smoother application process. Ask your QP for help with these procedures.

Detailed submission requirements for Development Layouts and Street Plans can be found in LTA’s Code of Practice for Street Work Proposals Relating to Development Works.

1 For development proposals that entail the construction of new streets, pedestrian underpass and overhead bridges, a one-year maintenance period (MEP), commencing from the date of CSC clearance, will be imposed. During this period, the developer will be responsible for the maintenance of the street. The developer should arrange for a taking over inspection meeting with LTA at the end of the MEP period. Upon ensuring that there are no outstanding defects, LTA will take over the street.
You do not need to make a submission to LTA (Vehicle Parking) for farm developments.
* For development proposals which entail the construction of new streets, pedestrian underpass and overhead bridges.
TRADING WASTE AND EFFLUENT

National Environment Agency (NEA): The NEA is the lead public agency responsible for ensuring a clean and green environment, as well as the sustainable development of Singapore.

The Development Control and Licensing Division is NEA’s one-stop clearance centre. It checks that building plans submitted by QPs comply with relevant environmental health and pollution control requirements.

### Key Regulations That Apply to Your Farm

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<th>Code of Practice On Environmental Health (2020)</th>
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<td><strong>Code Of Practice On Environmental Health (2020)</strong></td>
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<td><strong>Performance Criteria</strong></td>
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| No roof gutters, rainwater outlets, downpipes and scupper drains without permanent and safe access shall be installed for any new development. | • Roof gutters, rainwater outlets, downpipes and scupper drains which are  
  (i) directly accessible by staircase/ fixed ladder; and  
  (ii) enclosed by railings/parapet walls of at least 1m in height are acceptable. No waiver is required. Further information of this requirement can be found at: https://go.gov.sg/nea-roofgutter-notification-2017 |

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7 These apply to Development Control (DC), Building Plan (BP), Temporary Occupation Permit (TOP) and Certification of Statutory Completion (CSC) applications.
Farm developments sited on Industrial space are also expected to comply with all requirements stipulated in the Code of Practice for Pollution Control (SS593:2013).

Wastewater and trade effluent discharge from the farms should be prevented from flowing to the watercourse, potentially causing pollution.

This includes contaminated rainwater or farm discharge that has come into contact with fertiliser, pesticides, or compost, etc.

- Surface run-off should not be contaminated. The farm will have to annotate on the building plan that there will be no discharge of pollutive or waste water from the farm into any drain leading to the reservoir. This should be demonstrated during the site inspection.
- The farm design should incorporate an adequate number of shelters and kerbs. Hydro and/or aquaponic approaches could be used to prevent discharge of pollutive water into the drains.
- Alternatively, a cut-off drain surrounding the farm should be provided, with holding sump(s) at discharge locations. The contaminated water that is collected should be treated on site before discharge, or transferred to a collection pond/tank for reuse or disposal by licenced waste collectors.
- Activities which can cause potential odour nuisance should be carried out in an enclosed area.
- Alternatively, mitigation measures should be implemented to reduce the impact of odour nuisance.

QPs may consult the NEA during upstream planning, to clarify building plan requirements and discuss potential non-compliance or waiver applications.

For consultation on waiver applications, your QP should specify the type of waivers and also prepare a list of possible mitigation measures and the relevant building plans. For plans that do not comply with NEA's requirements, QPs should obtain a waiver in writing prior to plan submissions.

Helpful Tips!

If you have a specific question related to your farm plans, please contact the NEA processing officer. Otherwise, please submit a Building Plan Consultation Request at https://www.eportal.nea.gov.sg/app/#!/applications/create/building-plan-consultation-request or drop an email to DCLD_Consultation@nea.gov.sg for all other enquiries.

(Note: Apart from this list of requirements, you must comply with all other requirements stipulated in the Code of Practice on Environmental Health and Code of Practice for Pollution Control (SS593:2013) that apply to your development.)
**PROcedures**

Start

Development Control (DC) / Building Plan (BP) / Temporary Occupation Permit (TOP) / Certificate of Statutory Completion (CSC)

**Documents Needed**

- Certified plans by QP for DC, BP, TOP / CSC applications
- Brief description of activities to be carried out at the proposed site

NEA issues Written Direction (WD) to QP

Yes

Any non-conformance?

No

NEA issues clearance to QP

**Greener Provision and Tree Conservation**

National Parks Board (NParks)

City in Nature
national parks board (nparks): this agency works closely with developers, building owners, qualified persons (qps), industry professionals and other public agencies, to achieve the vision of singapore becoming a city in nature. within and around developments, green spaces are set aside for the planting of trees and shrubs to provide visual relief and contribute to the liveability and sustainability of singapore, and the well-being of our people.

the greenery & development planning branch is a centralised team in nparks that processes development control (dc), building plan (bp) and certificate of statutory completion (csc) applications. they assess development plans to ensure that greenery provision and tree conservation are facilitated.

key regulations that apply to your farm

performance criteria

• provide 3.0m or 5.0m wide planting area with shade-providing trees planted at regular spacing, e.g. a 6m centre-to-centre spacing between trees.

• alternative configuration:
  • a planting verge of minimum 2.0m width must be provided along the applicable side of the development boundary.
  • the remaining green buffer area may be configured within the same side of the development boundary without any loss in the original green buffer area.

acceptable solutions

• planting of shade-providing trees is preferred.

• peripheral planting verges may be considered for growing fruit crops and vegetables.

• alternative planting area configurations for open air parking area at street level may be considered.

• planting areas may be considered for production areas.

• as far as possible, trees that are not directly affected by the building footprint or production areas should be retained.

• for trees to be properly and safely conserved, tree protection specifications must be complied with. (please refer to chapter 2 of nparks’ guidelines for these specifications.)

• for example, provide control points and holding tanks to ensure that there will be no pollutive discharge into nearby waterbodies, in accordance with pub’s and/or nea’s requirements.

• planting areas for open air parking areas at street level should be provided.

• trees above 1.0m girth should be conserved, where possible.

other requirements may apply, such as proper mitigating and control measures for sites near environmentally-sensitive areas. (please refer to tcot for specific requirements for the sale site.)
For all on-going DC/BP/CSC applications submitted to NParks before 1 September 2020
To continue with the existing application process.
*New application process (w.e.f. 1 September 2020)
For new development projects, all greenery provision, tree felling request and reinstatement works within the road reserve will be assessed together at DC stage.

### PROCEDURES

**Development Control (DC)**

- **Are all requirements met?**
  - **Yes**
    - NParks issues Written Direction (WD)
    - Response given within 15 working days
  - **No**
    - NParks approves planting scheme
    - Response given within 15 working days

**Building Plan (BP)**

- **Are all requirements met?**
  - **Yes**
    - NParks issues Written Direction (WD)
    - NParks approves planting scheme
    - Response given within 15 working days
  - **No**

**Certificate of Statutory Completion (CSC)**

- **Are all requirements met?**
  - **Yes**
    - NParks issues Written Direction (WD)
    - NParks CSC clearance
    - Response given within 7 working days
  - **No**

### DOCUMENTS NEEDED

- Certified plans by QP for DC application
- NParks Electronic Submission Form
- Plan application fees depends on the submission type and stage:
  - Development Control (DC): $1,605 to $2,675; or
  - Self-Declaration Scheme for DC: $107 per submission
- For the new Application Process, please note that there is no change to the application fee as set out in the schedule under the Parks and Trees Regulations.

(For more information, please refer to Application Fee Schedule in NParks’ website)

*Development Control (DC)*

- **Are all requirements met?**
  - **Yes**
    - NParks issues Written Direction (WD)
    - Response given within 15 working days
  - **No**

**Building Plan (BP)**

- **Are all requirements met?**
  - **Yes**
    - NParks issues Written Direction (WD)
    - NParks approves planting scheme
    - Response given within 15 working days
  - **No**

**Certificate of Statutory Completion (CSC)**

- **Are all requirements met?**
  - **Yes**
    - NParks issues Written Direction (WD)
    - NParks CSC clearance
    - Response given within 7 working days
  - **No**

### DOCUMENTS NEEDED

- Certified plans by QP for BP (Internal Works) application and/or (External Works) application
- NParks Electronic Submission Form
- Plan application fees depends on the submission type and stage:
  - Building Plan (BP) – External: $2,140
  - Self-Declaration Scheme for BP: $107 per submission

(For more information, please refer to Application Fee Schedule in NParks’ website)

If your QP is unsure of the provisions to be made or would like to seek clarification on NParks’ guidelines before making a formal CORENET application, they can make a walk-in pre-submission consultation at NParks HQ. Experienced processing officers will be able to advise QPs on amendments to be made to the development proposal and clarify whether proposed solutions to address non-compliant scenarios are feasible.

Walk-in pre-submission consultation clinics are available on Monday to Friday (except public holidays) from 9.00am to 12.00pm and 2.00pm to 5.00pm.
Please proceed to Greenery & Development Planning (GDP) Service Centre at National Parks Board Headquarters Level 2, Singapore Botanic Gardens (via Nassim Gate), 1 Cluny Road, Singapore 259569.
USED WATER AND STORMWATER DISCHARGE

National Water Agency PUB: This agency manages Singapore’s water resources, which include the collection, production, distribution and reclamation of water in Singapore.

PUB’s Code of Practice specifies requirements that your building and development plans must fulfill. These requirements are intended to minimise flood risk to your farm, to ensure that the facility is served with proper sanitation to safeguard public health, and to avoid unintentional pollution of water sources. They also ensure that your farm’s utilities are properly connected to public sewerage and land drainage systems.

KEY REGULATIONS THAT APPLY TO YOUR FARM

**RELEVANT CODE**

**PERFORMANCE CRITERIA**

**ACCEPTABLE SOLUTIONS**

The minimum platform level shall not be lower than:
- 4.0m above SHD for developments along the southern coast, and 4.5m above SHD for developments along the northern coast; or
- 600 mm above the adjacent road/ground level; or
- any other level specified by the Board whichever is the highest.

Minimum Platform Level (MPL)
• Farms are classified as industrial developments. Farms of more than 0.2 hectares in site area are required to control the peak runoff discharge from their development sites.
  • Your QP must submit details (calculations and/or hydraulic model results) showing how the proposed system meets the required peak runoff discharge. The maximum allowable peak runoff to be discharged to the public drains will be calculated based on a runoff coefficient of 0.55, for design storms with a return period of 10 years, and for various storm durations of up to 4 hours (inclusive).

Farms of more than 0.2 hectares in site area are required to control the peak runoff discharge from their development sites. Your QP must submit details (calculations and/or hydraulic model results) showing how the proposed system meets the required peak runoff discharge. The maximum allowable peak runoff to be discharged to the public drains will be calculated based on a runoff coefficient of 0.55, for design storms with a return period of 10 years, and for various storm durations of up to 4 hours (inclusive).

• All runoff within a development site shall be discharged into a roadside drain or an outlet drain and not into the adjacent premises.
  • A minimum 600mm high solid boundary wall shall be erected around your development site to prevent surface runoff from overflowing into adjacent premises.

All runoff within a development site shall be discharged into a roadside drain or an outlet drain and not into the adjacent premises. A minimum 600mm high solid boundary wall shall be erected around your development site to prevent surface runoff from overflowing into adjacent premises.

• The capacity of internal drains shall be sufficient to intercept and discharge all runoff from the development site.
  • The internal drains shall be designed for safety and ease of maintenance.
  • Prior to discharging any storm water within the development site to public drain, vertical grating shall be installed at the outlet discharge point(s) of the internal drain located within the development site.

The capacity of internal drains shall be sufficient to intercept and discharge all runoff from the development site. The internal drains shall be designed for safety and ease of maintenance. Prior to discharging any storm water within the development site to public drain, vertical grating shall be installed at the outlet discharge point(s) of the internal drain located within the development site.

• No structure within Drain/Drainage Reserve
  No structure shall be constructed within a drain or Drainage Reserve without PUB’s approval.

No structure within Drain/Drainage Reserve
  No structure shall be constructed within a drain or Drainage Reserve without PUB’s approval.

• Improvement to Existing Drain
  PUB may require the existing drains eg. entrance culvert or roadside drain, to be reconstructed, if the drains are affected by the development site. The size (width and depth) and the alignment of the proposed drain shall be determined and approved by PUB.

Improvement to Existing Drain
  PUB may require the existing drains eg. entrance culvert or roadside drain, to be reconstructed, if the drains are affected by the development site. The size (width and depth) and the alignment of the proposed drain shall be determined and approved by PUB.

• Drainage Reserve
  All structures shall be set outside the Drainage Reserve.

Drainage Reserve
  All structures shall be set outside the Drainage Reserve.

• Your QP shall obtain PUB’s approval for any services crossing under the drain or Drainage Reserve.
  • Services to Undercross Drain/Drainage Reserve
  • The e-form for temporary works submission will be under PUB’s QP’s Portal E-Services and can be found at https://bpu.pub.gov.sg/EForms/EFForms

Your QP shall obtain PUB’s approval for any services crossing under the drain or Drainage Reserve. Services to Undercross Drain/Drainage Reserve
  • The e-form for temporary works submission will be under PUB’s QP’s Portal E-Services and can be found at https://bpu.pub.gov.sg/EForms/EFForms

• Your QP shall submit detailed ECM proposal to PUB for approval and implement adequate ECM before the commencement of earthwork.
  • Earth Control Measures (ECM) Submission
  • Your QP shall submit detailed ECM proposal to PUB for approval and implement adequate ECM before the commencement of earthwork.

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• Your QP shall submit detailed ECM proposal to PUB for approval and implement adequate ECM before the commencement of earthwork.

Your QP shall submit detailed ECM proposal to PUB for approval and implement adequate ECM before the commencement of earthwork.
- Sanitary facilities and sewerage system shall be connected to a public sewer at a PUB-approved connection point.
- Where a development cannot be served by public sewers, a temporary holding tank shall be provided at owner’s cost. Further information for this requirement can be found at: [http://www.pub.gov.sg/compliance/industry/codeofpractice](http://www.pub.gov.sg/compliance/industry/codeofpractice)
- PUB will dispose the used water stored in the approved holding tanks if the farm engages in conventional farming activities only. However, if the farmland also conducts/organises Agritainment activities that would promote/attract big crowds/visitorship to the farmland, resulting in the generation of huge quantity of used water, the farms will need to discharge the used water from Agritainment activities into a separate holding tank and dispose them at their own cost. Some examples of Agritainment uses/activities are:
  - Farm Stay
  - Education tours/activities
  - Commercial cafes/cafeteria/eatery
  - Cooking classes
  - Marketing or selling of farm produce
  - Exhibition/visitor centre
- The finished floor level of the development and the levels of the sanitary appliances, floor traps and inspection chambers (usually on the compound) shall be constructed suitably higher than the top level of the manhole to which the sanitary drain line is connected. This is to prevent the overflow of used water from the inspection chamber, floor traps and other sanitary appliances into the development lot.
- Trade effluent discharged into a public sewer must comply with the Sewerage and Drainage Act and the discharge standards stipulated in Sewerage and Drainage (Trade Effluent) Regulations. Pre-treatment might be necessary. Further information about this requirement can be found at: [http://www.pub.gov.sg/compliance/industry/codeofpractice](http://www.pub.gov.sg/compliance/industry/codeofpractice)
- Before operation, written approval from PUB is required for discharge of trade effluent into the public sewerage system. You can apply for approval via the GoBusiness Licensing Portal at: [https://www.gobusiness.gov.sg/licences](https://www.gobusiness.gov.sg/licences)
- Sanitary pipes shall not be placed above potable water storage tank, electrical transformer/switchgear or above swimming pools and their balancing tanks.

In all non-residential buildings, the sanitary pipes shall be located such that:
- no pipes from WC shall be located in the ceiling of a commercial unit.
- no discharge stack or overhead pipe situated within areas of the food establishment/F&B unit where food is cooked, prepared, stored or served.

•   Position of Sanitary Pipes
•   Trade Effluent Discharge into Public Sewer
•   Sewer Setback

Traditionally, all developments are required to comply with the minimum setback distance between any buildings/structure and the sewer, as specified in Clause 1.2.5 of the Code of Practice on Sewerage and Sanitary Works (2nd Edition – Jan 2019).

- Prevention of Used Water Backflow
- Connection to Public Sewer
- Code Of Practice On Sewerage And Sanitary Works
If you have questions about your submission, you can book a consultation or find out the status of submission through our QP Portal E-services, at pub_bpu@pub.gov.sg.

For further assistance, please call Building Plan Division (BPD) hotline at 67313512 during office hours between 9am to 5pm, or email to pub_bpu@pub.gov.sg.

If you plan to change the use of your farm or intensify your existing farm plot, you should consult the relevant authorities (e.g. SFA and NPARKS) for approval.

Different farm types have different specific requirements. Please refer to Technical Requirements for Agricultural Developments within Water Catchment Areas in the Technical Condition of Tender (TCOT) of the sale site for more details.

The collected rainwater is only allowed for non-potable use within the owner's own premises. Any transaction or sale of the collected rainwater by the owner to other parties for use at other premises is not allowed.

If you plan to develop a system to collect rainwater for non-potable use, you need to make a separate application to PUB. Please note that if you plan to also use the storm water detention system for rainwater harvesting, this application would have to be approved before the TOP can be issued to ensure that the combined system is designed and constructed with the required separate volume for each purpose. Further information can be found online, at: https://www.pub.gov.sg/savewater/alternatesources

• If your farm features a food establishment where cooking is carried out on the premises, a grease trap should be provided to prevent excessive FOG from being discharged into public sewers.

• If you feature a food establishment where cooking is carried out on the premises, a grease trap should be provided to prevent excessive FOG from being discharged into public sewers.

Check your development plans are eligible for the Simplified Submission Scheme. This will reduce the processing time.

Check your BIM model using our e-Plan Checker for compliance with PUB's requirements before making your submission to CORENET. This reduces your clearance time provided the modelling submitted has been reviewed and cleared of all non-compliances. For more info on PUB's BIM e-Checker, please refer to the following link at https://buildingplanchecker.pub.gov.sg.
PROCEDURES

Start

Development Control (DC) and Detailed Plan (DP)

• Before the commencement of works, QP shall obtain Development Control (DC) and Detailed Plan (DP) clearances from PUB.
• The QP shall ensure that respective Detailed Plan (DP) clearances for surface water drainage and sewerage/sanitary systems are obtained prior to commencement of such works on site.
• For projects that do not involve drainage or sewerage works, a simplified submission can be made. For more information, please refer to the following link: https://www.pub.gov.sg/compliance/qualifiedpersonsportal/processflow/simplifiedsubmissionprocess

Detailed Plan submission for relevant work scopes, including:
• Works Affecting Sanitary
• Used Water Pumping System (M&E)
• Works Affecting Sewer
• RC Trench
• Works Affecting Drainage

Temporary Occupation Permit (TOP)

• Upon completion of works, you can ask for TOP clearance when only certain requisites are complied with.
• Your project may not have works involving Sanitary/Sewerage and/or Drainage. Your QP must show confirmation from PUB (via email or Corenet correspondence) that this is the case.

Certificate of Statutory Completion (CSC)

• You may seek CSC clearance upon completion of all works and have satisfied all the outstanding requirements.

PROCEDURES

DOCUMENTS NEEDED

✓ Refer to the submission guides at: https://www.pub.gov.sg/compliance/qualifiedpersonsportal/quicksubmissionguides

DOCUMENTS NEEDED

✓ Refer to the submission guides for Detailed Plan submission on Drainage and Sanitary & Sewerage at: https://www.pub.gov.sg/compliance/

DOCUMENTS NEEDED

Prior to DC application, QP shall purchase the Drainage Interpretation Plan (DIP) and Sewerage Information Plan (SIP).

✓ Cover letter indicating the scope of works for the project/submission
✓ Certified plans by QP (Site Plans, Floor Plans, Sections/Elevations)
✓ e-Submission Forms endorsed by QP or PE
✓ Relevant technical calculations endorsed by the appropriate QP/PE
✓ Endorsement by owner/developer/QP as required

PROCEDURES

CORENET FORM TO USE

• PUB-DCCCLR form

• PUB-DPCLR form

• PUB-BPU-COMPOFWORK form for Sanitary and Sewerage TOP Clearance.

• PUB-DD-CSIDRA form for Drainage CSC Clearance.

• PUB-DD-CSIDRA form for Drainage CSC Clearance.

• PUB-DRA TOP form for Drainage TOP Clearance.

• To apply for overall PUB TOP clearance, QP must make a Corenet e-submission using the PUB-TOP-CLR form. The submission should include attachments showing the clearances, where applicable, for PUB TOP clearance for Sanitary/Sewerage and/or Drainage.

• PUB-BPU-COMPOFWORK form for Sanitary and Sewerage CSC Clearance.

• PUB-BPU-COMPOFWORK form for Sanitary and Sewerage CSC Clearance.

• To apply for overall PUB CSC clearance, QP must provide email or Corenet correspondence showing PUB's confirmation that this is the case.
FIRE SAFETY REQUIREMENTS

Singapore Civil Defence Force (SCDF): The SCDF provides emergency services in Singapore during peacetime and emergencies. Its main roles are to provide firefighting, rescue and emergency medical services, as well as to formulate, implement and enforce regulations on fire safety and civil defence shelter matters.

The SCDF’s Fire Safety Department (FSD) oversees the approval of plans for fire safety works. The FSD administers the Fire Safety Act and Civil Defence Shelter Act, and regulates fire safety and Civil Defence shelter standards in Singapore. The Fire Code and the relevant Codes of Practice stipulate fire safety requirements for buildings in Singapore.

KEY REGULATIONS THAT APPLY TO YOUR FARM

- Fire safety provisions (e.g., electrical fire alarm system, exit lights, emergency lighting, fire sprinkler system and mechanical ventilation system) require primary and secondary power supplies. These shall comply with the corresponding Code of Practice stipulated in the Fire Code.
Means of Escape

- Every storey of a building shall be provided with exit facilities (e.g., adequate number of exits/exit staircases) for its occupant load.
- To ensure the prompt escape of occupants in an emergency, the travel distance from the most remote point in any space or room to the nearest exit shall comply with the requirements stipulated in the Fire Code.
- The clear width of corridor along the path of travel leading to exits should be at least 1.2m.

Site Planning & External Firefighting Provisions

- Fire engine accessway/fire engine access roads shall be provided for the premises to ensure site accessibility for firefighting appliances. The extent of these provisions depends on the building habitable height, size and building type, as stipulated in the Fire Code.
- Public roads can serve as a fire engine accessway, provided the location of such roads is in compliance with Fire Code requirements.
- Every part of a fire engine accessway and/or fire engine access road shall be within an unobstructed distance of 50m from a fire hydrant. Where a public fire hydrant conforming to this requirement is not available, private fire hydrant(s) should be provided.

Structural Fire Precautions

- Spread of fire in building can be restricted by subdividing the building into a number of fire compartments. These fire compartments are separated from one another by walls and floors made of fire-resisting construction.
- Any compartment exceeding a specified floor area or volume space shall be sub-divided into smaller fire compartments.
- Any element of structure (e.g., structural column, beams, floors and load-bearing walls) shall be constructed of non-combustible materials and must have fire resistance as specified in the Fire Code.
- Any use of plastics in building construction (e.g., floor finishes, walls and ceilings) shall meet the acceptance criteria and relevant fire test standards stipulated in the Fire Code.
- The use of plastics roof covering having material thickness not exceeding 1 mm is allowed and no further test is required.

Emergency Lighting & Voice Communication System

- Exit sign and emergency lighting shall be provided to facilitate occupant egress from the building during emergency.
- An emergency voice communication system and a fire command centre shall be provided for all buildings with large accessible floor area exceeding 5000m² or having a total occupant load exceeding 1000 persons. This is to facilitate occupant evacuation and firefighting and rescue operations.
Fire Code

Firefighting Systems

• Portable fire extinguishers and fire hose reel provisions shall be provided to tackle incipient fires.
• Where required by the Fire Code, a dry or wet rising main shall be provided to facilitate firefighting.
• Fire alarm systems are designed to alert occupants of a fire occurrence so that they can safely evacuate the building. The type of fire alarm system required depends on the building type, height and size of the building, as stipulated in the Fire Code.
• Where the building’s habitable height does not exceed 24m and whenever compartmentation requirements under the Fire Code are complied with, the building will not be required to be fitted with an automatic fire sprinkler system.
• All basement storeys, irrespective of compartment size, shall be fitted with an automatic fire sprinkler system, unless exempted in the Fire Code.

(Please note that apart from this list of key fire safety requirements, all other fire safety requirements in the Fire Code must be adhered to.)

SCDF provides free fire safety consultations (via walk-in, phone and email) to QPs and farm owners. If you have any questions on fire safety requirements for your development, write to scdf_qp_consultant@scdf.gov.sg or call 1800-2865555.

QPs and farm owners are encourage to make appointment prior to their consultation sessions with SCDF, vis-à-vis the current walk-in consultations. By appointment, this will minimise waiting time for consultations with SCDF at HQ SCDF (Address: 91 Ubi Ave 4 Singapore 408827).
  o Consultation appointments can be made via the SCDF General Enquiries Hotline at 1800-2865555 during office hours. The applicant is required to provide contact details and any Fire Code clause(s) related to his/her queries.
  o Consultation appointment time slots are available throughout the weekdays, on a first-come-first-serve basis:
    o Monday, Tuesday and Thursday - 0900 to 1730 hrs;
    o Wednesday - 1100 to 1730 hrs; and Friday - 0900 to 1700 hrs.
QP submits plans to SCDF

SCDF issues approval

SCDF seeks explanation from QP

QP / Owner may seek consultation before plan submission

QP commences construction of fire safety works

QP / RI to submit explanation together with WD and rectify

Registered Inspector* (RI) inspects completed works and QP applies for Temporary Fire Permit (TFP) / Fire Safety Certificate (FSC) on behalf of owner

SCDF issues Written Direction (WD) to QP

SCDF issues FSC / TFP

Any non-conformance?

Response given within 5 working days

QP to rectify non-compliance and amend plans

SCDF seeks explanation from QP

Any non-conformance?

Response given within 3 working days

SCDF issues FSC / TFP

End

DOCUMENTS NEEDED FOR SUBMISSION

- Plans of fire safety works endorsed by QP
- Fees for submission of plan of fire safety works: $90 per storey (for addition & alteration works) or $160 per 100m² of floor area (for new areas).
- Fees can be paid through internet banking (credit card/debit card) on the SCDF website (www.scdf.gov.sg) or at the Customer Service Counter, Level 1, HQ SCDF.

Legend

1 - TFP – Temporary Fire Permit
2 - FSC – Fire Safety Certificate

*WHO IS A REGISTERED INSPECTOR (RI)?

A RI is a person who is registered under the Fire Safety Act as being qualified and competent to inspect fire safety works in buildings, to ascertain the degree of compliance of fire safety requirements.

Owners are required to engage RIs to inspect and certify their projects before submitting their application for a TFP/FSC to SCDF.
The SFA’s Food Production and Processing Department oversees the processing, issuance and renewal of licences for food farms. Under the Animals and Birds Act (Chapter 7) and Control of Plants Act (Chapter 57A), no person is allowed to keep or maintain a farm without a valid licence.

A FARM LICENCE COSTS $100 PER ANNUM.

For more details on starting a farm, please visit:

To find out more about setting up a food farm and applying for a farm licence, you may also contact SFA online at:
https://csp.sfa.gov.sg/feedback

The Food Production and Processing Department will follow up with the enquirer directly.

HOW TO APPLY FOR A FARM LICENCE

STEP 1: Obtaining In-Principle Support For Farming Proposal
(For Non-Agriculture Land or Premises Only)

1. SUBMIT FARM BUSINESS PROPOSAL AND OTHER SUPPORTING DOCUMENTS FOR SFA EVALUATION, VIA THE ONLINE APPLICATION FORM HERE:
https://form.gov.sg/#/5d3fbfca3fe7210012f80953

For more information on submitting a farm business proposal, visit this link:

Documents Needed For Submission:
- Company’s ACRA business profile;
- Lease/Tenancy Agreement and land/building owner’s approval letter for the proposed licenced premises;
- Certificate of Title as lodged with Land Registry, Singapore Land Authority (SLA) (if applicable);
- Description of the proposal including location plan, and overall farm layout plan in appropriate scale;
- Details of intended farming facilities, with clear dimensions (e.g. nursery area, preparation area, production area, packaging area, office, etc.);
- Brief description of the technology and farming system;
- Expertise involved in the farming operation;
- Construction period of the facilities;
- Types of animals / birds / plants to be bred or cultivated;
- Mitigation plans in the event of a pest or disease outbreak;
- Marketing plan (e.g. target market);
- Future business plans; and
- Any other relevant information.

n. Additional items for cultivation of plants:
   i. Plans, if any, to process into ready-to-eat food at the proposed premise. Please indicate any processing activities in your plan. A separate application for these activities may be required;
   ii. Use of pesticide(s) at the proposed premise;
   iii. Product label (e.g. if produce is labelled as organic, organic certification is needed as stipulated under the Sale of Food Act). Packaging material can be submitted to SFA for assessment at a later stage.
STEP 1: 
Obtain In-Principle Support For Farming Proposal
(For Non-Agriculture Land or Premises Only)

1. Submit completed Farm Licence application form to SFA, at:
https://form.gov.sg/#/5d2d49a3431f00114870eb
For more information on applying for a farm licence, see:
2. For non-agriculture land, you will also need clearances from agencies, i.e. URA (for change of land use) and NEA (pollution control) within 3 months from the date that your farm business proposal is approved by SFA. If you are renting a space, please check with the building owner on the requirements for plan approvals and fitting out.

THE WORKFLOW FOR STEP 1 IS SUMMARISED BELOW:

START
(a) Farm business proposal received

(b) Submission Complete?
Yes

No

(c) Applicant to submit additional information / supporting documents for evaluation (5 working days)

(d) SFA’s assessment of farm business proposal / supporting documents (20 working days)

(e) Farm business proposal supported?
Yes

No

END
(f) Application is rejected

No

(g) Applicant proceeds to consult URA (for change of land use) and NEA (for pollution control).

END

(b) Licence issued

STEP 2: 
Apply For A Farm Licence

START
(a) Applicant submits application form and supporting documents

(b) Submission Complete?
Yes

No

(c) Applicant to submit additional information / supporting documents for evaluation (5 working days)

(d) Pre-licensing inspection arranged and conducted at farm premises with applicant

(e) Site inspection satisfactory?
Yes

No

(f) Applicant advised to rectify deficiencies and to arrange for re-inspection in two weeks’ time

(g) Licence fee payment

END
You will only need to apply for a farm licence if you intend to keep, rear, or breed animals or birds for commercial production or the cultivation of plants for commercial production.

As part of the licensing process, SFA will inspect and check that the farm is operationally ready for production. (i.e. Step 2e of the workflow)

Land and space that are not zoned Agriculture, may sometimes not be suitable for high-tech farming use. Hence, it is good practice to first obtain Agencies’ approvals before renting a space and to tie in the tenure with the validity period of Agencies’ approvals e.g. URA’s land use approval.
**URA’S PLAN PROCESSING FEES FOR APPLICATION PROCESSES**

<table>
<thead>
<tr>
<th>DEVELOPMENT APPLICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>New Erection Application:</td>
</tr>
<tr>
<td>a. First 1,000m² of development site area: $3,500</td>
</tr>
<tr>
<td>b. Subsequent 1,000m² of development site area or part thereof ($ per additional 1,000m²): $100</td>
</tr>
<tr>
<td>Additions &amp; Alterations Application: $4,800</td>
</tr>
<tr>
<td>For Additions &amp; Alterations Application involving the erection / extension of a new building:</td>
</tr>
<tr>
<td>a. First 1,000m² of building Gross Floor Area (GFA): $3,500</td>
</tr>
<tr>
<td>b. Rates per 100m² (beyond 1,000m² of building GFA): $100</td>
</tr>
<tr>
<td>Change of Use: $500</td>
</tr>
</tbody>
</table>

**PLAN LODGEMENT**

| New Erection Application: $1,200 |
| Additions & Alterations Application: $850 |
| Change of Use: $150 |

| AUTHORIZATON |
| NIL |

**BCA’S FEES FOR BUILDING PERMIT PROCESSING**

**LOCATION OF BUILDING WORKS**

**BELOW SUBLEVEL**

- Refers to any storey that is more than 6 metres below the finished floor level of the 1st storey

**ABOVE SUBLEVEL**

1. Refers to the 1st storey and above
2. Refers to any storey that is 6 metres below or less than 6 metres below the finished floor level of the 1st storey

- $400 for every 100m² (or part thereof) in this location
- $300 for every 100m² (or part thereof) for the first 2,500m² of SGFA in this location
- $240 for every subsequent 100m² or part thereof

**NPARKS’ FEES FOR SUBMISSION PROCESSES**

**SUBMISSION TYPE**

<table>
<thead>
<tr>
<th>TYPE OF DEVELOPMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Development Control (DC)*</td>
</tr>
<tr>
<td>Building Plan (BP)*</td>
</tr>
<tr>
<td>Self-Declaration Scheme for Development Control (DC) or Building Plan (BP) or Certificate of Statutory Completion (CSC)</td>
</tr>
</tbody>
</table>

**APPLICATION FEE**

<p>| |</p>
<table>
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<tr>
<th></th>
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<tbody>
<tr>
<td>d) A project other than one referred to items (a) to (c)</td>
</tr>
<tr>
<td>$2,140</td>
</tr>
<tr>
<td>External Works</td>
</tr>
<tr>
<td>$2,140</td>
</tr>
<tr>
<td>For all Development Projects</td>
</tr>
<tr>
<td>$107 per submission</td>
</tr>
</tbody>
</table>

(Extracted from the Application Fee Schedule available in NParks’ website.)

*For application process (w.e.f. 1 September 2020)

For new project developments:
Please note that there is no change to the application fee as set out in the schedule under the Parks and Trees Regulations.
A single application fee at the DC stage is required, i.e. no application and payment required for BP (External Works).

All fees indicated above are subject to prevailing Goods and Services Tax (GST).
OTHER DETAILS - PREMIUM FOR LAND ENHANCEMENT

State lands are sold at prices that are based on use and intensity restrictions, as stipulated in the State Title. If there are subsequent development plans to put the site to a higher use or intensity, an application to the SLA must be made to lift the relevant title restrictions before development works may proceed.

If your land is tendered for a specific use (such as vegetable farming or fish farming), the land will be valued according to that use and an allowable outdoor and indoor floor area for ancillary uses as stipulated in the Technical Condition of Tender (TCOT) for your land. The allowable ancillary uses include Workers’ Quarters, Office and Carpark.

Any proposal for other ancillary uses such as visitor centre and retail outlets is subject to the approval of SFA and the relevant authorities. A Differential Premium or Additional Land Premium, may be levied for such amenities and for any increase in the allowable floor area for ancillary uses. SFA’s endorsement and planning approval by URA are required to proceed.

KEY REGULATIONS THAT APPLY TO YOUR FARM

1. WHAT IS THE DIFFERENTIAL PREMIUM/ADDITIONAL LAND PREMIUM?

To account for the enhancement in land value arising from the development, a payment known as differential premium (DP) or additional land premium (ALP) will be charged for the lifting of the title restriction.

2. HOW IS DIFFERENTIAL PREMIUM/ADDITIONAL LAND PREMIUM CALCULATED?

If at any time prior to or upon the grant of the Temporary Occupation Permit (TOP) for the whole of the development on your land, your site exceeds its tendered use or intensity, you are required to pay an additional land premium, to be determined by the Chief Valuer.

The DP amount is generally computed based on the Development Charge (DC) Table of Rates or by the Chief Valuer’s valuation to be determined by SLA. The DP amount will be determined based on the date of URA’s plan lodgement/Provisional Permission (PP) or the start date of any second or subsequent PP extensions. For leasehold lands, the DP amount will be adjusted to reflect the remaining tenure of the land using the Leasehold Table.

Where the approved use does not fit into any of the Use Groups in the DC Table of Rates, the DP amount payable will be determined by the Chief Valuer.
3. WHAT IS THE PROCESSING TIME AND FEES FOR DIFFERENTIAL PREMIUM/ADDITIONAL LAND PREMIUM?

The estimated processing time to issue a letter of offer is 12 weeks from the date of an application for which full information has been provided. A non-refundable processing fee of $1,000 is payable for an application to lift a title.

4. HOW TO PAY?

Please submit your proposal plans to the Singapore Food Agency (SFA) for plan endorsement. If DP/ALP is payable, SFA can apply on your behalf to SLA to lift the title restriction.

The following information has to be included in your application:

- Photocopy of planning approval (Plan Lodgement authorisation, Provisional Permission, Written Permission and any extensions to the Provisional Permission) for the proposed development.

- Two copies of your site plan, which should contain the following:
  - all existing roads, cadastral boundaries, lot numbers and Mukim/Town subdivision boundaries, and
  - the development site edged in red.

- Differential Premium or Additional Land Premium can be paid through any of the following channels:
  - Cheque payment/Cashier’s order payable to “Commissioner of Lands, SLA”, or
  - Electronic fund transfer or telegraphic transfer.

PROPERTY TAX

Property Tax = Annual Value (AV) x 10%


1. WHAT IS PROPERTY TAX?

Property tax is a tax on immoveable properties, comprising land, buildings and physical improvements. It is applicable whether the property is rented out, owner-occupied or left vacant.

2. HOW IS PROPERTY TAX COMPUTED?

Property tax is calculated by multiplying the Annual Value (AV) of your property with the prevailing tax rate for non-residential properties, which is currently at 10% per annum.

Property Tax = Annual Value (AV) x 10%

3. WHO PAYS FOR PROPERTY TAX?

Generally, the owner of the property is the person liable for property tax.

If you are a lessee or grantee of a property from a state lease, state land grant, or a lease of property by a public authority for a period exceeding three years, you are deemed as the owner for property tax purposes.

4. WHEN AND HOW TO PAY?

Property tax is payable yearly in advance. You will receive your annual property tax bill at the end of each year for the tax payable for the following year. You are required to pay by 31 January of each year.

During the year, you may receive a Valuation Notice from IRAS with the AV if you have new property, or when there is a revision to the AV of your existing property. If there is additional tax payable, payment should be made within one month from the date of the Notice.

You are encouraged to pay your tax by GIRO. You can enjoy up to 12 months’ interest-free instalments or opt for a one-time GIRO deduction. Additional tax payable will be automatically reflected in your new payment plan and refunds will be credited into your account.

5. WHAT IS ANNUAL VALUE?

AV is the estimated gross annual rent of your property if it were to be rented out.

6. HOW IS THE ANNUAL VALUE OF MY FARM DETERMINED?

a. Land and Development Sites

The AV of land and development sites is determined at 5% of the estimated freehold market value. This applies to both vacant land and land under construction.

Example:

Estimated Freehold Market Value of Farm Land is $416,667.

Annual Value = 5% x $416,667 = $20,833, say $20,800.

b. Farm Property (upon completion of buildings, structures and/or physical installations)

Upon the completion of the buildings, structures or physical installations (including fixtures) on site, the AV of the completed farm property is typically determined at 5% of the estimated freehold capital value of the property including buildings, structures and physical improvements (including fixtures).

Example:

The estimated freehold market value of farm land is $416,667 and the costs of buildings, structures and physical installations (including fixtures) is $1,000,000.

Annual Value = 5% x ($416,667 + $1,000,000) = $70,833, say $70,800.

Below are examples of structures and installations in farms that are taxable, for the purposes of calculating Property Tax:

**EXAMPLES OF FARMS**

- Vegetable Farms
- Fish Farms

**EXAMPLES OF TAXABLE STRUCTURES AND INSTALLATIONS**

- Greenhouses.
- Frames for growing of vegetable crops.
- Irrigation system including tanks, pipes and pumps.
- Service machineries like lighting systems, mechanical and electrical systems, solar panels, fire protection system, air-conditioning, cooling or heating systems, security and alarm systems, sewerage installations, etc.
- Fishponds or tanks, including supporting structures.
- Water circulation and filtration system including tanks, ponds, pumps and pipes.
- Service machineries like lighting systems, mechanical and electrical systems, solar panels, fire protection system, air-conditioning, cooling or heating systems, security and alarm systems, sewerage installations, etc.

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8 For agricultural zoned farms only.

9 The market value of farm land is typically based on market transactions of land for agricultural/farm use. To determine the market value on a freehold basis, the Leasehold Table (as published by the Singapore Land Authority on their website) is used to convert from leasehold land values.

10 In the Leasehold Table, the value of a piece of land with 20-year tenure is about 48% of its freehold value. Assuming a land premium of $200,000 is paid for a 20-year leasehold land, this translates to an equivalent freehold land value of $416,667 (i.e. $200,000 ÷ 48%).

11 Under common law, a fixture is considered to be part of an immoveable property and is subject to property tax. Fixtures can include fixed installations and supporting structures that are annexed to the property and intended for permanent use within the premises.
**Egg Farms**

- Coops, including supporting structures
- Other supporting systems:
  - Cooling and Ventilation system
  - Feeding and Egg collection system
  - Manure collection system
  - Water treatment system
- Service machineries like lighting systems, mechanical and electrical systems, solar panels, fire protection system, air-conditioning, cooling or heating systems, security and alarm systems, sewerage installations, water supply and distribution systems, etc.

**7. HOW OFTEN IS MY AV REVIEWED?**

IRAS reviews the AV of properties annually to ensure that they are in line with prevailing market conditions. The AV will be amended if the market data shows that the existing AV of your property does not reflect current market values.

The AV of your property may also be revised if there are changes made to your property. These may include:
- Completion of new buildings, structures or physical installations (including fixtures);
- Addition, alteration or demolition of existing buildings, structures or physical installations (including fixtures); and
- Change of use within the farm (e.g. addition of food & beverage or retail facilities, visitor centres, farm-stay, etc.)

**8. CAN I OBJECT TO THE ASSESSMENT OF MY PROPERTY?**

You may object to the proposed AV and/or effective date of assessment within 30 days from the date of the Valuation Notice informing you of the AV of your property, if you think your property tax assessment is excessive.

You may also object to the AV of your property as shown in the Valuation List (VL) at any time in the year even if you do not receive a Valuation Notice. The VL contains the AVs of all properties. Objections to the AVs in the VL have to be made by 31 Dec of the year of the VL.

To file an objection, you can use IRAS’ e-Service “Object to Annual Value” by logging in with your SingPass/Corp Pass to: [http://myTax.iras.gov.sg](http://myTax.iras.gov.sg)

Notwithstanding any filing of objection or appeal for your property, you will still need to make payment on the revised tax payable proposed by IRAS.

**PROPERTY TAX CYCLE FOR YOUR AGRICULTURAL FARM**

1. **Agricultural Land purchase through:**
   - Tender
   - State Allocation

2. **Agricultural Land**
   - Vacant
   - Undergoing Construction

3. **Completed Property**
   - Erection of new buildings, structures, physical installations (including fixtures).

4. **Changes to Existing Property**
   - Due to addition & alteration works/demolitions/change of use/etc.

**Property tax liability is effective from date of transfer or date of lease commencement, whichever earlier.**

**Determination of AV (Land) Reviewed annually**
- 5% of Estimated Freehold Market Land Value

**Property Tax**
- 10% of AV

**Determination of AV (Property) Reviewed annually**
- 5% of Freehold Value of Property (Comprising Land and Costs of buildings, structures, and physical installations (including fixtures))

**Property Tax**
- 10% of AV

1. Property Tax Bill will be sent at the end of each year to inform you on the Property Tax payable for the following year.
2. Valuation Notice may also be sent during the year, when the AV is amended to reflect the current market value of the property.
OTHER DETAILS - AGRITECH WORK PERMIT SCHEME

SFA Licenced Food Farms are eligible for the Agritech Work Permit Scheme. Foreign Workers under the Agritech Work Permit Scheme are strictly for food farming works only. Food farms on the Agritech Work Permit Scheme are to adhere to Ministry of Manpower (MOM) conditions for work permits: https://www.mom.gov.sg/passes-and-permits/work-permit-for-foreign-worker

TO APPLY FOR FOREIGN WORKERS FROM MOM, A FOOD FARM NEEDS TO:

1. Register an entity with Accounting and Corporate Regulatory Authority (ACRA), such as sole-proprietorship / partnership business firms or companies or as limited liability partnership,
2. Open a CPF account with Central Provident Fund Board, and
3. Open a Work Pass account via Work Pass Account Registration (WPAR) at MOM.

SOURCE COUNTRIES
Under the MOM’s Agritech Work Permit Scheme, farms can employ foreign workers from these countries or regions:
• Malaysia
• People’s Republic of China (PRC)
• North Asian sources (NAS)
  o South Korea
  o Hong Kong
  o Macau
  o Taiwan
• Non-Traditional sources (NTS)
  o Bangladesh
  o India
  o Myanmar
  o Philippines
  o Sri Lanka
  o Thailand

EMPLOYMENT PERIOD
The maximum employment period of foreign workers allowed in Singapore are as follows:

<table>
<thead>
<tr>
<th>Type of Foreign Worker</th>
<th>Maximum Employment Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unskilled (R2)</td>
<td>14 Years</td>
</tr>
<tr>
<td>Skilled (R1)*</td>
<td>22 Years</td>
</tr>
</tbody>
</table>

*MOM recognises Work Permit holders who have worked in Singapore for at least 4 years and have a fixed monthly salary of at least $1,600, as R1 skilled workers under the Market-Based Skills Recognition Framework. An R1 skilled worker will enjoy a lower levy and can be employed for a maximum period of 22 years.
Other Relevant Government Agencies or Resources

SFA Agriculture Productivity Fund
https://www.sfa.gov.sg/food-farming/funding-schemes/agriculture-productivity-food

ESG Schemes - Grants, including the Enterprise Development Grant
https://www.enterprisegov.sg/financial-assistance/grants

Loans
https://www.enterprisegov.sg/financial-assistance/loans-and-insurance

Codes and Regulations Referenced in Guide

• To support local farmers in their efforts to expand production capability, boost yield and raise productivity.

URAFirst Schedule of the Building Control Regulations – Insignificant Building Works.

BCAFourth Schedule of the Building Control Regulations.

PUBApproved Document.


NPARKSGuidelines on Greenery Provision and Tree Conservation for Developments.
## Helpful Contacts

<table>
<thead>
<tr>
<th>Agency</th>
<th>Email Address</th>
<th>Hotline (applicable during office hours)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SFA</td>
<td><a href="mailto:Landsales@sfa.gov.sg">Landsales@sfa.gov.sg</a></td>
<td>6805 2987</td>
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<td>For other questions:</td>
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<td><a href="https://esp.sfa.gov.sg/feedback">https://esp.sfa.gov.sg/feedback</a></td>
<td>6805 2871</td>
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<tr>
<td>ESG</td>
<td><a href="mailto:enquiry@enterprisesg.gov.sg">enquiry@enterprisesg.gov.sg</a></td>
<td>6898 1800</td>
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<td><a href="https://www.ura.gov.sg/feedback">https://www.ura.gov.sg/feedback</a> Web/contactus_feedback.jsp</td>
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<td>NEA</td>
<td><a href="mailto:DCLD_Consultation@nea.gov.sg">DCLD_Consultation@nea.gov.sg</a></td>
<td>6225 5632</td>
</tr>
<tr>
<td></td>
<td>+65 6225 5632</td>
<td>(for overseas call)</td>
</tr>
<tr>
<td></td>
<td>+65 6534 0219</td>
<td>(for overseas call)</td>
</tr>
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<td>PUB</td>
<td><a href="mailto:pub_bpu@pub.gov.sg">pub_bpu@pub.gov.sg</a></td>
<td>6731 3512</td>
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<tr>
<td>SCDF</td>
<td><a href="mailto:scdf_qp_consultant@scdf.gov.sg">scdf_qp_consultant@scdf.gov.sg</a></td>
<td>1800-2865555</td>
</tr>
<tr>
<td>LTA</td>
<td><a href="mailto:LTA-DBC_Registry@lta.gov.sg">LTA-DBC_Registry@lta.gov.sg</a></td>
<td>1800-2255582</td>
</tr>
<tr>
<td>N Parks</td>
<td>For development-related enquiries:</td>
<td>For development-related enquiries:</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:NPARKS_GDP@nparks.gov.sg">NPARKS_GDP@nparks.gov.sg</a></td>
<td>6471 7842</td>
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<td>1800-3568300</td>
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