

## INTRODUCTION OF APPLICATION FEES FOR BUILDING PLAN SUBMISSIONS

Reference: NEA/EP/PDD/05-00075

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### CIRCULAR TO PROFESSIONAL INSTITUTIONS

#### Who should know

Developers, Architects, Engineers, Contractors and Builders

Dear Sir/Madam

The National Environment Agency (NEA) will be introducing application fees for building plan submissions under Part 5A of the Environmental Public Health Act 1987 (EPHA) and Part 9A of the Environmental Protection and Management Act 1999 (EPMA) on 1 Apr 2025.

#### **Impetus**

2 Since 1990, NEA has been processing building plan submissions at no charge to all developers and qualified persons (QPs). However, the operating costs have been rising over the last decade. We had carefully reviewed the need for any charges before deciding that the introduction of application fees is necessary as NEA would need to recover costs to maintain our service delivery to the built environment industry for the processing of building plan submissions.

#### **Implementation Date**

3 The application fees for building plan submissions shall apply to **all projects whose first building plan application, waiver applications and lodgment applications are submitted to NEA for approval on or after 1 Apr 2025**. Details of the fees and Frequently Asked Questions (FAQ) are attached in the **Annexes** for your reference.

#### **Clarification**

4 We would appreciate your assistance to disseminate the contents of this circular to your members. Should you need any clarification, please email to [dclid\\_consultation@nea.gov.sg](mailto:dclid_consultation@nea.gov.sg). Thank you.

Yours faithfully



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The President  
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## **ANNEX A – FEES**

### **Environmental Public Health (EPH) Requirements**

	<b>Type of application</b>	<b>Fee</b>
<b>Major EPH</b>		
1.	Application for design certificate, clearance certificate, temporary compliance certificate or compliance certificate for controlled works involving any of the following:  (a) bin centre  (b) pneumatic waste conveyance system  (c) public toilet  (d) kitchen exhaust, including changes to its location or direction  (e) cooling tower	\$1,200 for any number of applications per controlled works project
<b>Minor EPH</b>		
2.	Application for design certificate, clearance certificate, temporary compliance certificate or compliance certificate for any controlled works not mentioned in item 1	\$1,000 for any number of applications per controlled works project
<b>Waiver EPH</b>		
3.	Application for waiver by the Director-General of any environmental public health requirement for any controlled works or for any non-compliance of completed controlled works with any environmental public health requirement	\$600 per requirement to be waived
<b>Lodgment EPH</b>		
4.	Application to lodge plans of controlled works under a condition in section 46D(2)(a) of the Act	\$300 per controlled works project

## Pollution Control (PC) Requirements

	Type of application	Fee
<b>Major PC</b>		
1.	Application for design certificate, clearance certificate, temporary compliance certificate or compliance certificate for controlled works involving any of the following:	\$1,000 for any number of applications per controlled works project
	(a) pollution control equipment (e.g. scrubber, dust collector, spray paint booth, wastewater treatment plant)	
	(b) fuel burning equipment, including standby generators for business continuity purposes (e.g. data centre, telecommunication exchange)	
	(c) erection of warehouse, tank farm, tank yard, storage yard or store for hazardous substances or toxic substances	
<b>Minor PC</b>		
2.	Application for design certificate, clearance certificate, temporary compliance certificate or compliance certificate for any controlled works not mentioned in item 1	\$900 for any number of applications per controlled works project
<b>Waiver PC</b>		
3.	Application for waiver by the Director-General of any pollution control requirement for any controlled works or for any non-compliance of completed controlled works with any pollution control requirement	\$600 per requirement to be waived
<b>Lodgment PC</b>		
4.	Application to lodge plans of controlled works under a condition in section 33C(2)(a) of the Act	\$300 per controlled works project

**Examples (Non-Exhaustive)**

<b>S/N</b>	<b>Example of application</b>	<b>Fees payable</b>
1.	A new residential cum commercial development with bin centre and/or PWCS and standby genset	Major EPH + Minor PC
2.	A new data centre development with bin centre	Major EPH + Major PC
3.	A&A to an existing industrial development including new fuel tank and no works to existing bin centre	Minor EPH + Minor PC
4.	A new industrial warehouse with bin point	Minor EPH + Major PC
5.	A&A to the toilets only of an existing shopping mall	Major EPH
6.	Addition of a spray paint booth only to an existing industrial development	Major PC
7.	Conversion of existing void deck to childcare centre with no ACMV works	Minor EPH
8.	Addition of an aboveground fuel tank only to an existing industrial development	Minor PC
9.	Waiver for the number of sanitary facilities provision and dimensions of the toilet cubicles	2 EPH Waivers
10.	Waiver for the minimum chimney height of a fuel burning equipment	1 PC Waiver
11.	Lodgment	Lodgment EPH + Lodgment PC

## **ANNEX B – FREQUENTLY ASKED QUESTIONS (FAQ)**

### **1. How will the fees be charged?**

For building plan applications, a single fee will be charged at the point of first building plan application to NEA that will cover all the way to CSC. No fee will be charged for subsequent resubmissions/amendment submissions under the same project reference number. Fees will be charged based on the type of PC and/or EPH requirements involved in the development project.

For waiver applications, the fees will be charged for each waiver item submitted.

For lodgment applications, the fees will be charged for each project.

Please refer to **Annex A** for details and examples. At the point of application, you will be required to fill in a checklist in the system which will automatically generate the amount of fees payable.

### **2. Will fees be charged for projects submitted via CORENET 2.0 before 1 Apr 2025, and subsequently transit into CORENET X?**

Fees will not be charged for projects whose first building plan application and lodgment applications are submitted to NEA before 1 Apr 2025, and subsequently transit into CORENET X. However, fees will be charged for each waiver item submitted for the projects on or after 1 Apr 2025.

### **3. Will the fees be subjected to GST and gazetted under EPHA and EPMA?**

MOF/IRAS have assessed that the fees are not subjected to GST. They will be gazetted as subsidiary legislations under EPHA and EPMA on 3 Mar 2025.

### **4. When do I have to make the payment for my application?**

The payment must be made at the point of application.

### **5. Can I submit my application without making the payment first?**

No, the payment must be made at the point of application. The application will not be processed until the payment is received.

### **6. How do I make the payment for my application?**

For applications submitted through CORENET X, the payment can be made via CX Pay as part of the application process.

For applications submitted through CORENET 2.0, the payment can be made via NEA ePayment. You will receive an email with the payment link after you submit the application.

**7. What are the acceptable modes of payment?**

CX Pay

- Debit card
- Credit card
- Bank transfer (only for large transactions above \$10,000)

NEA ePayment

- Debit card
- Credit card

**8. How do I rectify an incorrect payment?**

At the point of application, the system will automatically generate the amount of fees payable. You will be notified by NEA should there be any incorrect payment.

**9. Can I request for refund of my payment?**

For refund requests, please email to [dclid\\_consultation@nea.gov.sg](mailto:dclid_consultation@nea.gov.sg) stating your project reference number, submission number, date of submission, date of payment and reason(s) for the refund request. Please note that refund requests will be assessed on a case-by-case basis.

**10. How do I know my payment is successful?**

You will receive a notification upon successful payment.

**11. Who should I contact if I have queries on my fees payment?**

Should you have queries on your fees payment, please email to [dclid\\_consultation@nea.gov.sg](mailto:dclid_consultation@nea.gov.sg).