

Circular No : URA/PB/2025/03-CUDG,  
LTA/DBC/F20.033.005  
Our Ref : DC/ADMIN/CIRCULAR/PB\_25  
Date : 07 February 2025

## **CIRCULAR TO PROFESSIONAL INSTITUTES**

Please note that the validity of this circular has been extended until 06 February 2030.

This circular supersedes the previous Circular: [URA/PB/2020/06-CUDG, LTA/DBC/F20.033.005](#) dated 3 August 2020, and is to be read in conjunction with URA/LTA's joint circulars on Conversion of Surplus Car Parking Spaces (Circular No: [URA/PB/2016/06-DCG](#) dated 15 April 2016 and Circular No: [URA/PB/2018/09-DCG](#) dated 9 Nov 2018); and URA's circular on Rejuvenation Incentives for Strategic Areas: Central Business District (CBD) Incentive Scheme (Circular No: [URA/PB/2025/02-CUDG](#)) dated 07 February 2025.

### **Who should know**

Building owners, Developers, Qualified Persons.

### **Effective date**

07 February 2025 to 06 February 2030

## **CLARIFICATION ON CONVERSION OF SURPLUS CAR PARKING SPACES**

1. This circular seeks to clarify the allowable uses and the treatment of additional gross floor area (GFA) arising from the conversion of surplus car parking spaces<sup>1</sup> in excess of the lower bound parking standard in designated areas under the CBD Incentive Scheme and island-wide.

### **CBD Incentive Scheme**

2. In March 2019, URA introduced a set of incentives to encourage the conversion of existing, older, office developments into mixed-use developments to help rejuvenate and reposition our CBD as a 24/7 mixed use district. The incentives are applicable to sites located within selected parts of:
  - a. Anson ([Appendix 1-1](#));
  - b. Cecil Street ([Appendix 1-2](#)); and
  - c. Robinson Road, Shenton Way, Tanjong Pagar ([Appendix 1-3](#)).
3. In line with the planning intention to encourage conversion of office developments to residential, hotel and other mixed uses within the CBD, only applications for conversion of existing surplus car parking spaces to non-office uses (see examples in Table 1) will be considered in the selected areas mentioned in paragraph 2.

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<sup>1</sup> See the following circulars for reference:

- a. URA/LTA's joint circulars on Conversion of Surplus Car Parking Spaces (Circular No: [URA/PB/2016/06-DCG](#) dated 15 April 2016 and Circular No: [URA/PB/2018/09-DCG](#) dated 9 Nov 2018); and
- b. URA's circular on Rejuvenation Incentives for Strategic Areas: Central Business District (CBD) Incentive Scheme (Circular No: [URA/PB/2025/02-CUDG](#)) dated 07 February 2025.

4. For the rest of the Central Area, conversion of surplus car parking spaces to similar non-office uses listed in Table 1 is also highly encouraged, in line with the planning intention to inject more live-in population in the city.

Table 1

Locality	Allowable Change-of-Use for Surplus Carparks
Areas where CBD Incentive Scheme applies	<p>Only non-office uses will be allowed, subject to planning evaluation and other considerations such as traffic.</p> <p>Examples of possible non-office uses:</p> <ul style="list-style-type: none"> <li>a. Residential</li> <li>b. Shops e.g. minimart, laundrette, hair salons, etc.</li> <li>c. Clinics</li> <li>d. Restaurants</li> <li>e. Indoor farms</li> <li>f. Gymnasium /Fitness centres</li> <li>g. Childcare centres</li> <li>h. Commercial schools</li> </ul> <p>This list is not exhaustive. Allowable uses may vary from site to site and shall not be cited as a precedent for other sites.</p>
Rest of Central Area	Non-office uses are highly encouraged.

### **Additional GFA**

5. Any additional GFA gained via the conversion of surplus car parking spaces shall not be taken into consideration in determining the maximum permissible intensity that may be allowed when the site redevelops. This will apply to new development proposals<sup>2</sup> for conversion of surplus<sup>3</sup> car parking spaces island-wide.

### **Surplus Car Parking Spaces**

6. Where surplus car parking spaces were allowed by LTA through a waiver application to exceed the upper bound of the Range-based Parking Provision Standards (RPPS) after 1 Feb 2019, the development will not be allowed to convert any of the surplus car parking spaces to other uses.

<sup>2</sup> This will not apply to development applications which have already been granted Written Permission before 07 February 2025.

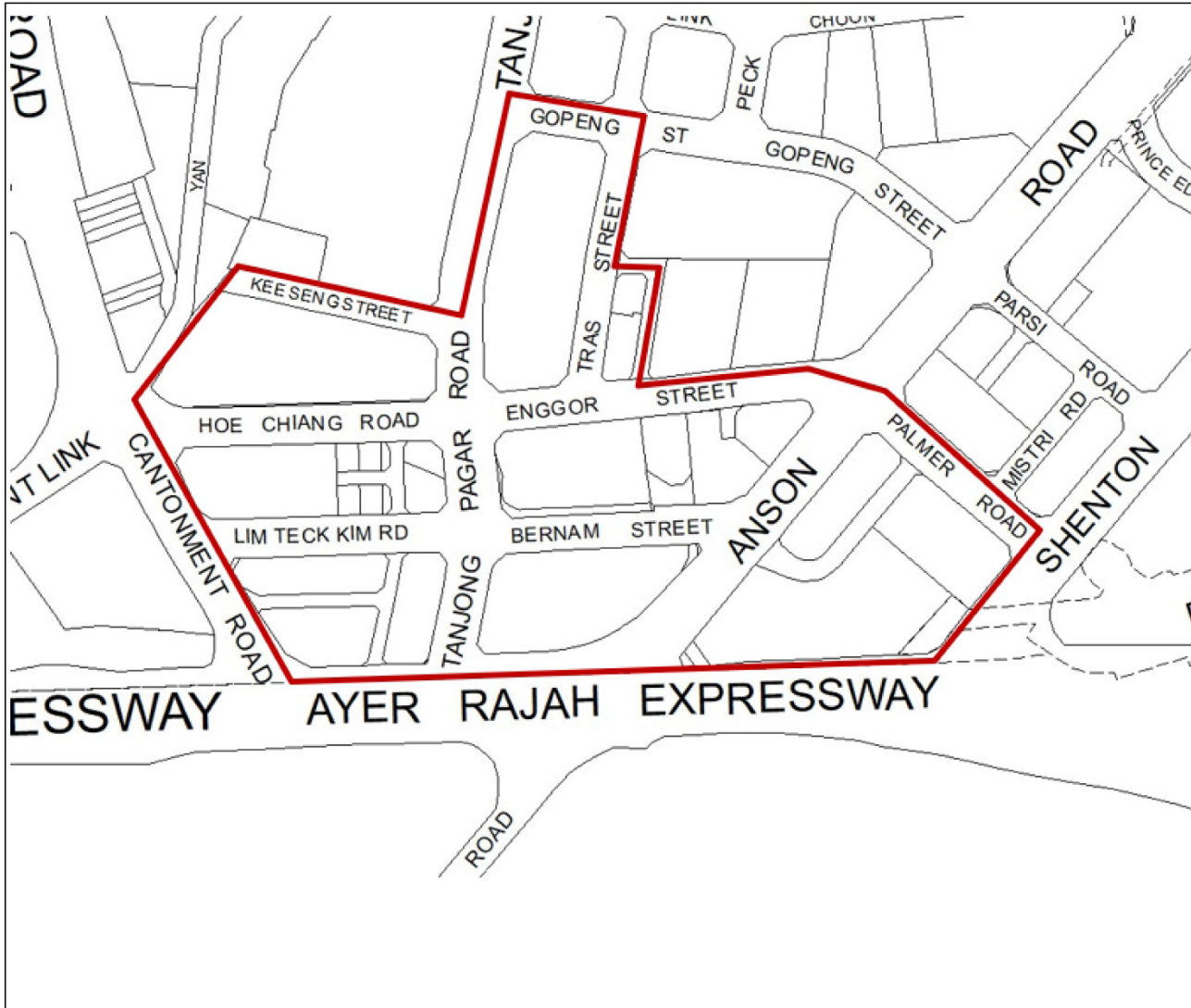
<sup>3</sup> Surplus car parking spaces are created when the car parking spaces provided within a development exceeds the minimum requirements under LTA's prevailing car parking standards.

7. I would appreciate it if you could convey the contents of this circular to the relevant members of your organisations. Further enquiries on this circular can be made to:
  - a. LTA on Car Parking Standards and Parking Provisions at Email: [LTA-DBC\\_Registry@lta.gov.sg](mailto:LTA-DBC_Registry@lta.gov.sg);
  - b. URA on URA Development Applications at <https://eservice.ura.gov.sg/feedbackWeb/>

Thank you.

CHOU MEI (MS)  
GROUP DIRECTOR (CONSERVATION & URBAN DESIGN)  
for CHIEF EXECUTIVE OFFICER  
URBAN REDEVELOPMENT AUTHORITY

PRISCILLA CHAN (MS)  
GROUP DIRECTOR (POLICY & PLANNING)  
for CHIEF EXECUTIVE  
LAND TRANSPORT AUTHORITY



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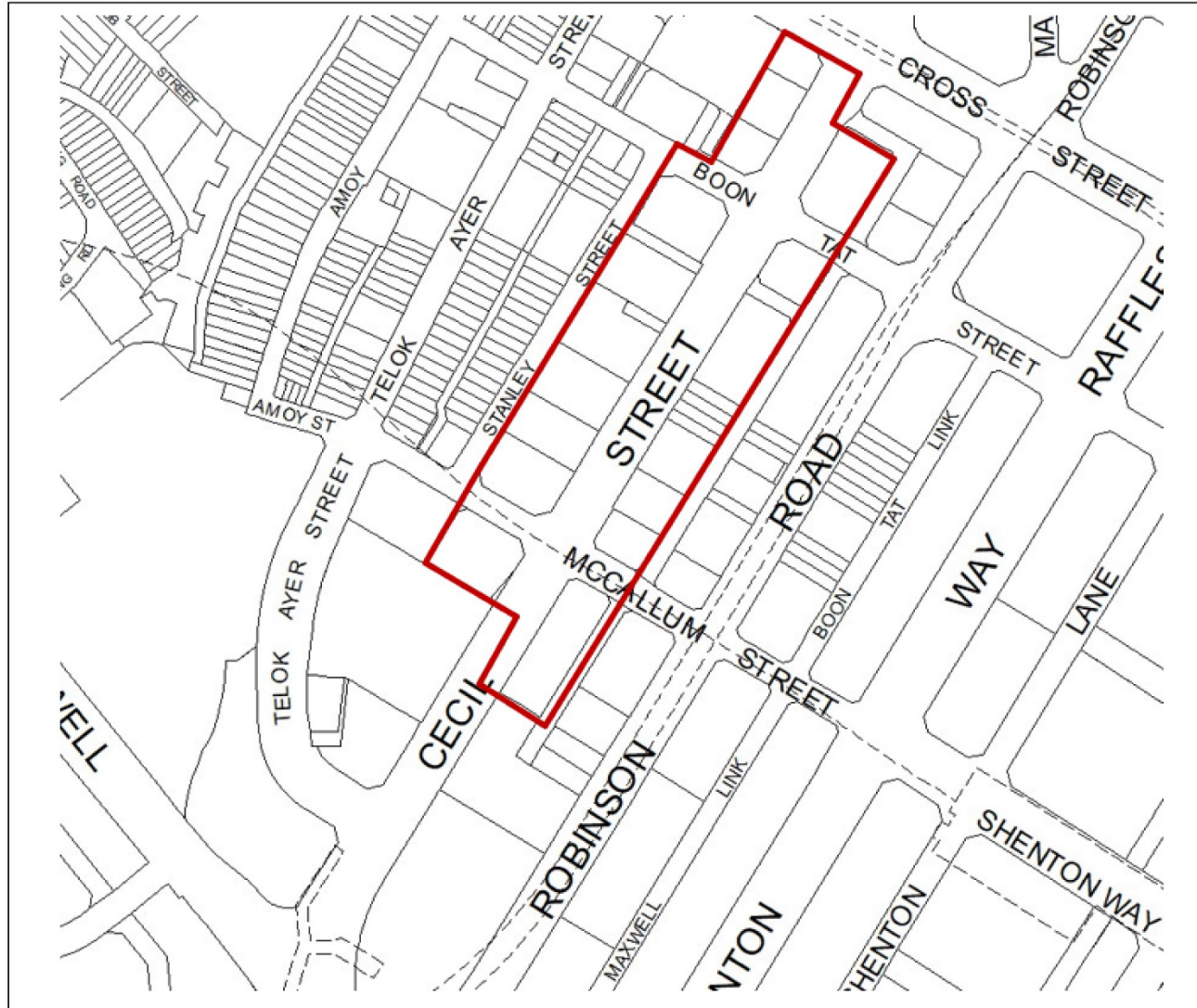
UPDATE TO REJUVENATION INCENTIVES FOR STRATEGIC AREAS: CBD INCENTIVE SCHEME

APPENDIX 1-1 ANSON

 Anson

Building Age	At least 20 years old from date of last TOP
Current Land Use	Predominantly Office Developments
Minimum Site Area	1,000 sqm

Land Use Conversion from Office	Maximum allowable percentage (%) increase
Residential with Commercial at 1 <sup>st</sup> storey	30%
Hotel	25%
Commercial & Residential	25%
(New) Commercial with 40% Non-Commercial Uses such as Residential <i>(subject to mandatory SA2 requirements)</i>	25%



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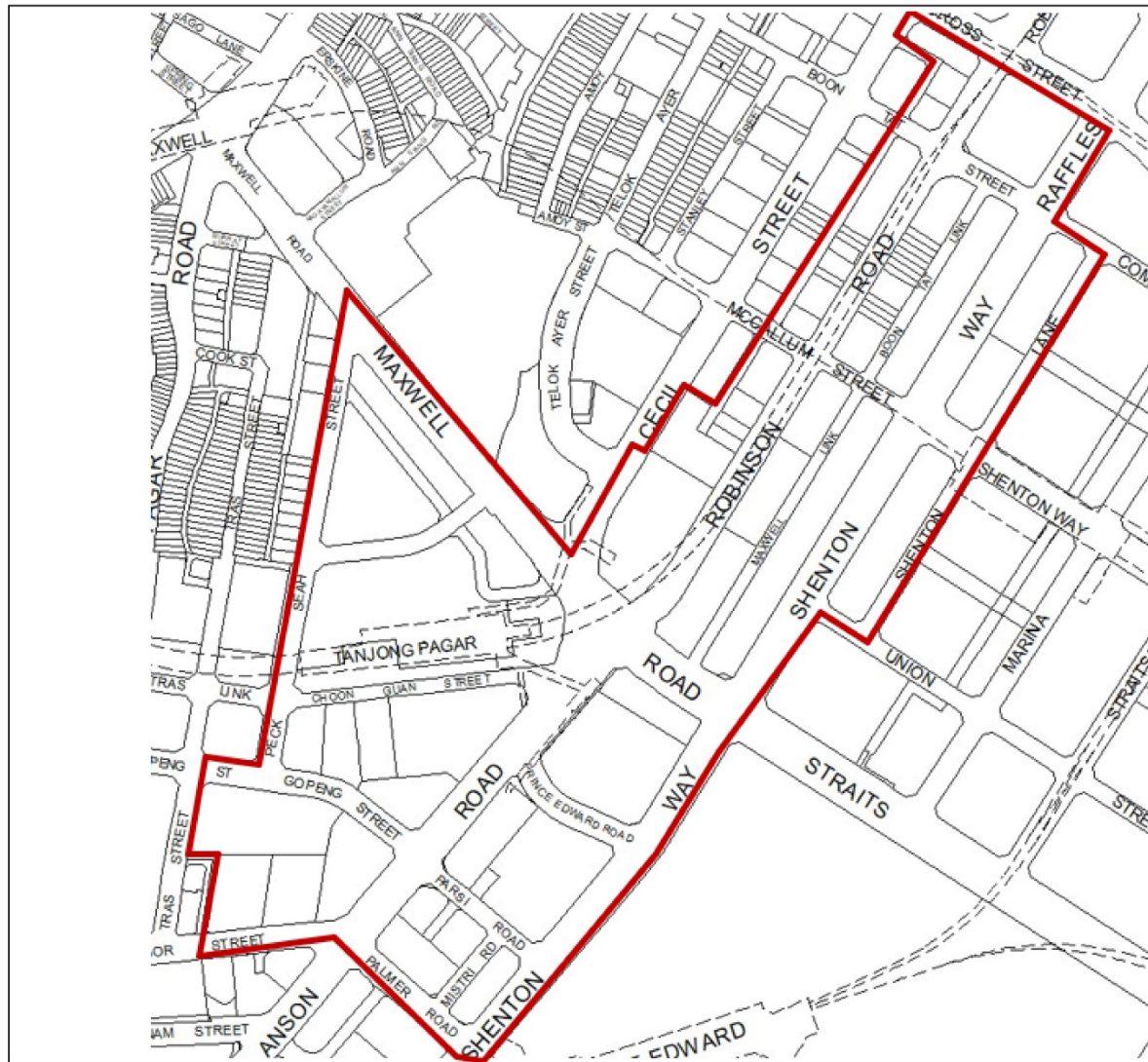
UPDATE TO REJUVENATION INCENTIVES FOR STRATEGIC AREAS: CBD INCENTIVE SCHEME

APPENDIX 1-2  
CECIL STREET



<b>Building Age</b>	At least 20 years old from date of last TOP
<b>Current Land Use</b>	Predominantly Office Developments
<b>Minimum Site Area</b>	1,000 sqm for Corner Sites 2,000 sqm for all other sites


Land Use Conversion from Office	Maximum allowable percentage (%) increase
Residential with Commercial at 1 <sup>st</sup> storey	30%
Hotel	25%
Commercial & Residential	25%
<b>(New)</b> Commercial with 40% Non-Commercial Uses such as Residential <i>(subject to mandatory SA2 requirements)</i>	25%



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**UPDATE TO REJUVENATION INCENTIVES FOR STRATEGIC AREAS: CBD INCENTIVE SCHEME**

**APPENDIX 1-3  
ROBINSON ROAD, SHENTON WAY & TANJONG PAGAR**

 Robinson Road, Shenton Way & Tanjong Pagar

<b>Building Age</b>	At least 20 years old from date of last TOP
<b>Current Land Use</b>	Predominantly Office Developments
<b>Minimum Site Area</b>	1,000 sqm for Corner Sites 2,000 sqm for all other sites

<b>Land Use Conversion from Office</b>	<b>Maximum allowable percentage (%) increase</b>
Commercial & Residential	25%
Commercial with 40% Non-Commercial Uses such as Residential	25%
Hotel	25%