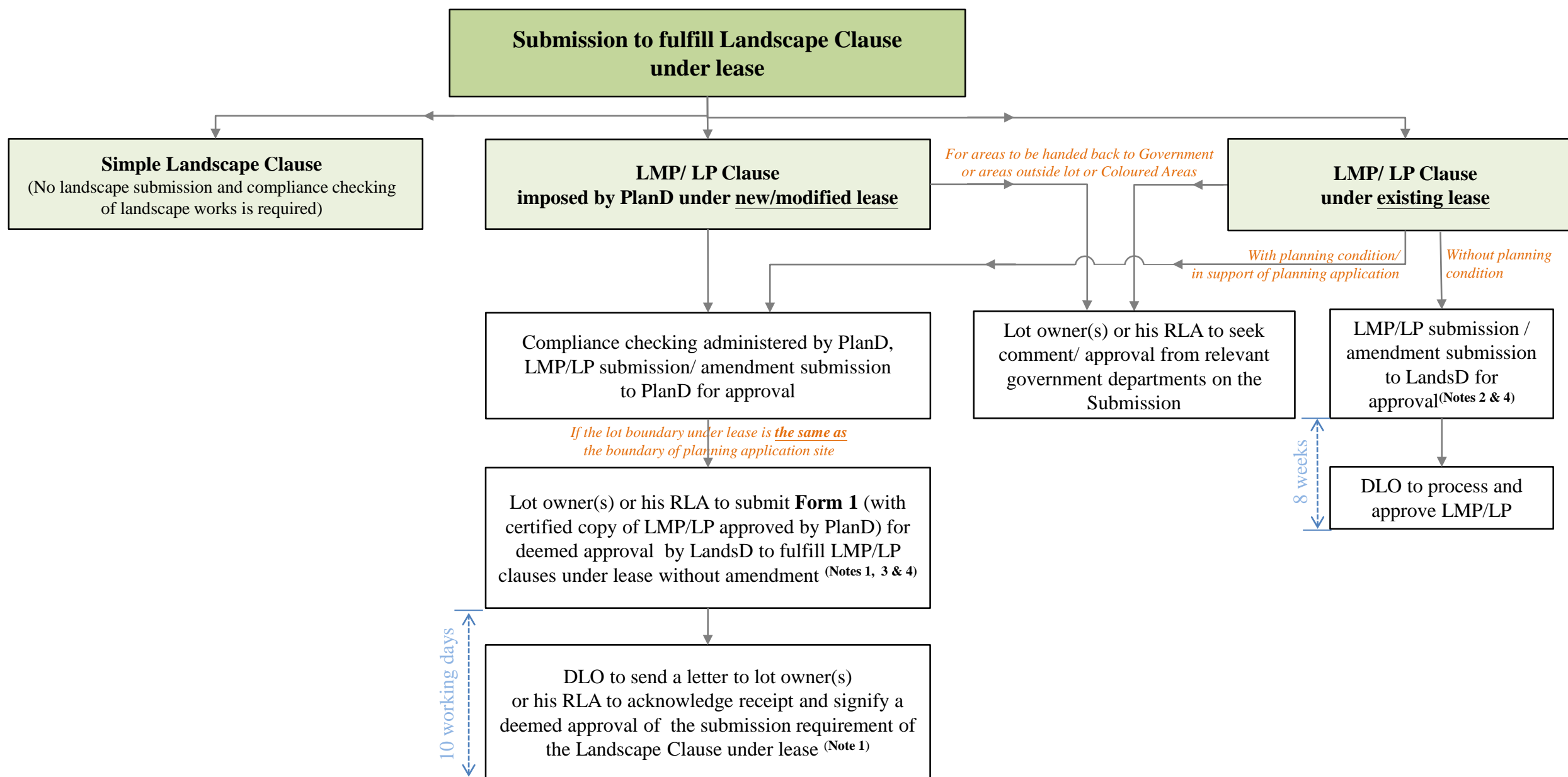


Figure 1: Procedure Flow Chart of Landscape Submission for Compliance of Landscape Clause under Lease (Submission Stage)



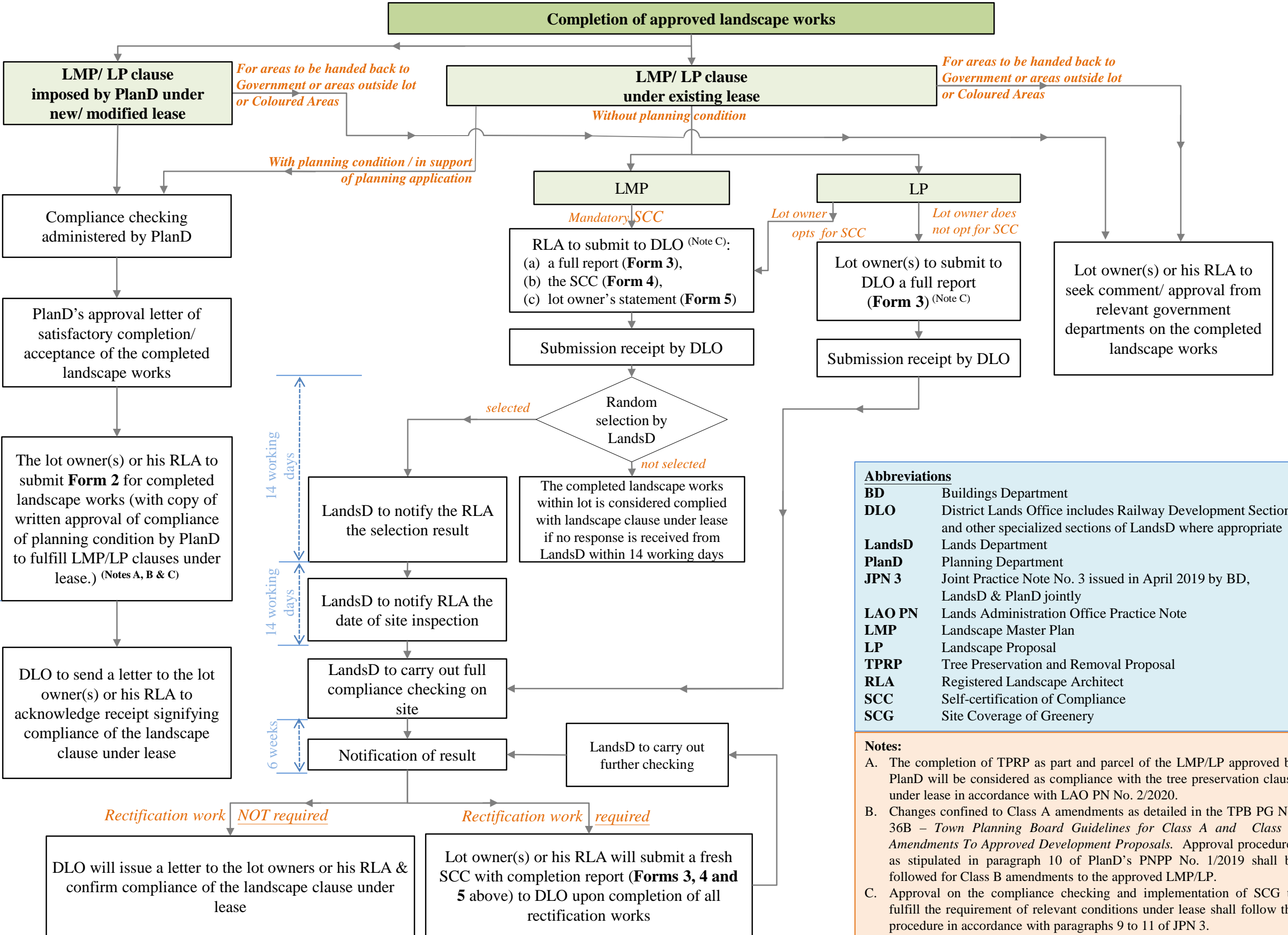
**Abbreviations**

<b>BD</b>	Buildings Department
<b>DLO</b>	District Lands Office includes Railway Development Section and other specialized sections of LandsD where appropriate
<b>JPN 3</b>	Joint Practice Note No. 3 issued in April 2019 by BD, LandsD & PlanD jointly
<b>LandsD</b>	Lands Department
<b>LAO PN</b>	Lands Administration Office Practice Note
<b>LMP</b>	Landscape Master Plan
<b>LP</b>	Landscape Proposal
<b>PlanD</b>	Planning Department
<b>TPRP</b>	Tree Preservation and Removal Proposal
<b>RLA</b>	Registered Landscape Architect
<b>SCG</b>	Site Coverage of Greenery

**Notes:**

- For sites with tree preservation clause under lease, submission of the TPRP as part and parcel of the LMP/ LP approved by PlanD to DLO for deemed approval should be in accordance with the procedures in accordance with LAO PN No. 2/2020.
- Resubmission of LMP/LP may be addressed to Landscape Advisory Team (LAT) of Building Plan Unit for direct attention/reply with copy to DLO if the resubmission involves the lot owner(s) or his RLA 's response to LAT's previous landscape technical advice only. For new submission and amendment submission of LMP/ LP or LMP/ LP that is not the aforementioned case, the lot owner(s) or his RLA is required to submit a fresh submission to DLO for consideration. LAT will provide advice to DLO upon referral.
- Changes confined to Class A amendments as detailed in the TPB PG No. 36B – *Town Planning Board Guidelines for Class A and Class B Amendments To Approved Development Proposals*. Approval procedures in accordance with paragraph 10 of PlanD's PNPP No. 1/2019 shall be followed for Class B amendments to the approved LMP/ LP.
- Approval on the submissions of SCG to fulfill the requirement of relevant conditions under lease shall follow the procedure in accordance with paragraphs 9 to 11 of JPN 3.

Figure 2 : Procedure Flow Chart for Completed Landscape Works for Compliance of Landscape Clause under Lease (Completion Stage)



**Abbreviations**

<b>BD</b>	Buildings Department
<b>DLO</b>	District Lands Office includes Railway Development Section and other specialized sections of LandsD where appropriate
<b>LandsD</b>	Lands Department
<b>PlanD</b>	Planning Department
<b>JPN 3</b>	Joint Practice Note No. 3 issued in April 2019 by BD, LandsD & PlanD jointly
<b>LAO PN</b>	Lands Administration Office Practice Note
<b>LMP</b>	Landscape Master Plan
<b>LP</b>	Landscape Proposal
<b>TPRP</b>	Tree Preservation and Removal Proposal
<b>RLA</b>	Registered Landscape Architect
<b>SCC</b>	Self-certification of Compliance
<b>SCG</b>	Site Coverage of Greenery

- Notes:**
- A. The completion of TPRP as part and parcel of the LMP/LP approved by PlanD will be considered as compliance with the tree preservation clause under lease in accordance with LAO PN No. 2/2020.
  - B. Changes confined to Class A amendments as detailed in the TPB PG No. 36B – Town Planning Board Guidelines for Class A and Class B Amendments To Approved Development Proposals. Approval procedures as stipulated in paragraph 10 of PlanD’s PNPP No. 1/2019 shall be followed for Class B amendments to the approved LMP/LP.
  - C. Approval on the compliance checking and implementation of SCG to fulfill the requirement of relevant conditions under lease shall follow the procedure in accordance with paragraphs 9 to 11 of JPN 3.