

Circular No : URA/PB/2013/08-CUDG
Our Ref : DC/ADMIN/CIRCULAR/PB_13
Date : 8 July 2013

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CIRCULAR TO PROFESSIONAL INSTITUTES

REVISION TO THE OUTDOOR KIOSKS AND OUTDOOR REFRESHMENT AREAS (ORA) GUIDELINES FOR ORCHARD PLANNING AREA

Who should know

Architects, building owners, developers and business owners

Effective date

With effect from 8 July 2013 for a period of 5 years

Details

- 1 Guidelines for Outdoor Kiosks and Outdoor Refreshment Areas (ORAs) were first introduced in Jul 1996, as part of the urban design approach to encourage more street level activities and enhance vibrancy along Orchard Road. Subsequent revisions were made to the guidelines in Jun 98, Dec 02 and Aug 04.
- 2 In response to feedback and in consultation with the Orchard Road Business Association, URA has reviewed the guidelines to ensure that they remain relevant in enhancing the visitor experience in Orchard Road, and to meet the operational needs of ORA and Kiosk owners. The key revisions to the guidelines are summarised as follows:
 - a. Outdoor Kiosks and ORAs are encouraged along additional streets, as well as within the courtyards and open spaces that form an extension of the pedestrian network at locations shown in Appendix 1;
 - b. Outdoor Kiosks will be supported for the sale of food and drinks only and not for the retail of convenience items e.g. newspapers and souvenirs. This is in line with the original intention of the guidelines to encourage more alfresco and F&B choices, which complement the shopping experience along Orchard Road; and
 - c. Wider full height opaque panels for Outdoor Kiosks can be supported on a case by case basis, to ensure that equipment and storage spaces are neatly concealed.

Please refer to:

Annex 1 for the detailed guidelines for Outdoor Kiosks

Annex 2 for the detailed guidelines for Outdoor Refreshment Areas (ORAs)

Annex 3 for the submission requirements

- 3 The revised guidelines will take effect from 8 July 2013 for a period of 5 years for all new Outdoor Kiosk and ORA proposals and renewal of temporary applications.
- 4 All proposals are to be submitted to our Development Control Group and each proposal will be evaluated on a case-by-case basis and on the merits of the individual proposal.
- 5 This circular supersedes the earlier circular URA/PB/2004/25-CUDD released on 2 Aug 2004 and is to be read in conjunction with the Circular on “Framework for Managing Bonus Gross Floor Area Incentives” (Circular No: URA/PB/2009/03-DCG), that stipulates an overall 10% GFA bonus cap for each development.
- 6 I would appreciate it if you could convey the contents of this circular to the relevant members of your organisation. If you or your members have any queries concerning this circular, please do not hesitate to call Executive Architect Nicholas Li at Tel: 6329 3569 (email: nicholas_li@ura.gov.sg), or our Development Control Group (DCG) Enquiry Line at Tel: 6223 4811 (email: ura_dcd@ura.gov.sg). We would be pleased to answer queries on this, and any other development control matters. For your information, our past circulars to the professional institutes are available from our website <http://www.ura.gov.sg>.

Thank you.

FUN SIEW LENG
GROUP DIRECTOR (URBAN PLANNING & DESIGN)
for CHIEF EXECUTIVE OFFICER
URBAN REDEVELOPMENT AUTHORITY

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TABLE 1: GUIDELINES FOR OUTDOOR KIOSKS FOR ORCHARD PLANNING AREA

PARAMETER	GUIDELINES
1. DEFINITION	A small structure which provides independent services with minimal servicing requirement.
2. USE	<p>Retail of food and drinks only with minimal servicing requirements (e.g. the serving of light refreshments). Major food preparation is not allowed.</p> <p>New applications for the use of Outdoor Kiosks as convenience stores or for the sale of non-food or drink items are not allowed. This is to encourage more al fresco and F&B choices to complement the shopping experience along the Orchard Road Mall.</p>
3. LOCATION	<ul style="list-style-type: none"> a To be located at the 1st storey directly fronting onto the designated pedestrian malls; and / or b Within courtyards and open plazas within the development that are adjacent to the public pedestrian network shown in Appendix 1; c Are not to encroach onto areas approved for covered walkways, linkways and designated pedestrian malls, designated public spaces, fire engine routes and landscaped areas.
4. SIZE	<p>In general, kiosks should not exceed 30sqm.</p> <p>Larger kiosks over 30sqm may be considered, on a case by case basis, subject to evaluation.</p>
5. FRONTAGE	The total length of the frontage for Outdoor Kiosks should not exceed 25% of the total length of the development facade along the same side of the road.
6. STRUCTURE	<p>Well-designed as light framed structures. Opaque panels, including doors and internal partitions should not exceed 1.2m high.</p> <p>Up to 4m width, with an additional 1m return, of the kiosk can be walled with full height opaque panels to conceal equipment and storage. A wider width may be considered on a case by case basis, subject to evaluation.</p>
7. HEIGHT	Maximum 6m.

TABLE 2: GUIDELINES FOR OUTDOOR REFRESHMENT AREAS (ORAs) FOR ORCHARD PLANNING AREA

PARAMETER	GUIDELINES
1. DEFINITION	<p>An outdoor unenclosed seating area that is an extension of an adjacent Food & Beverage (F&B) unit, where the kitchen is located inside the building.</p> <p>The outdoor seating (i.e. the ORA) should not be the primary seating area of the adjoining F&B unit. Sufficient indoor seating area should be provided within the adjoining F&B unit such that the F&B business will not be severely affected in inclement weather conditions.</p>
2. USE	For seating only. No food preparation is allowed within the ORA. Any cooking or food preparation, including any service stations, is to be carried out or located within the kitchen of the adjoining F&B unit.
3. LOCATION	<ul style="list-style-type: none"> a To be located at the 1st storey directly fronting onto the designated pedestrian malls; and / or b Within courtyards and open plazas within the development that are adjacent to the public pedestrian network shown in Appendix 1; c Are not to encroach onto areas approved for covered walkways, linkways and designated pedestrian malls, designated public spaces, fire engine routes and landscaped areas.
4. SIZE	The maximum allowable extent of ORAs is to be guided by the allowable frontage for ORAs. The extent of the ORAs is to be clearly demarcated with boundary markers which are not easily removable e.g. planters. All structures and furniture, including menu stands, displays and signage, must not encroach beyond the extent of the approved ORA.
5. FRONTAGE	The combined length of the frontage for Outdoor Kiosks and ORAs should not exceed 60% of the total length of the development facade along the same side of the road.
6. STRUCTURE	<p>Designed as outdoor, unenclosed dining areas</p> <p>Umbrellas, retractable canopies and lightweight structures are allowed.</p> <p>Only loose tables, chairs and approved structures by relevant authorities are allowed.</p> <p>Service stations can be allowed provided they comply with the Outdoor Kiosk Guidelines.</p> <p>All furniture or opaque structures should not exceed 1.2 m high.</p>
7. HEIGHT	Maximum 6m.


TABLE 3: SUBMISSION REQUIREMENTS

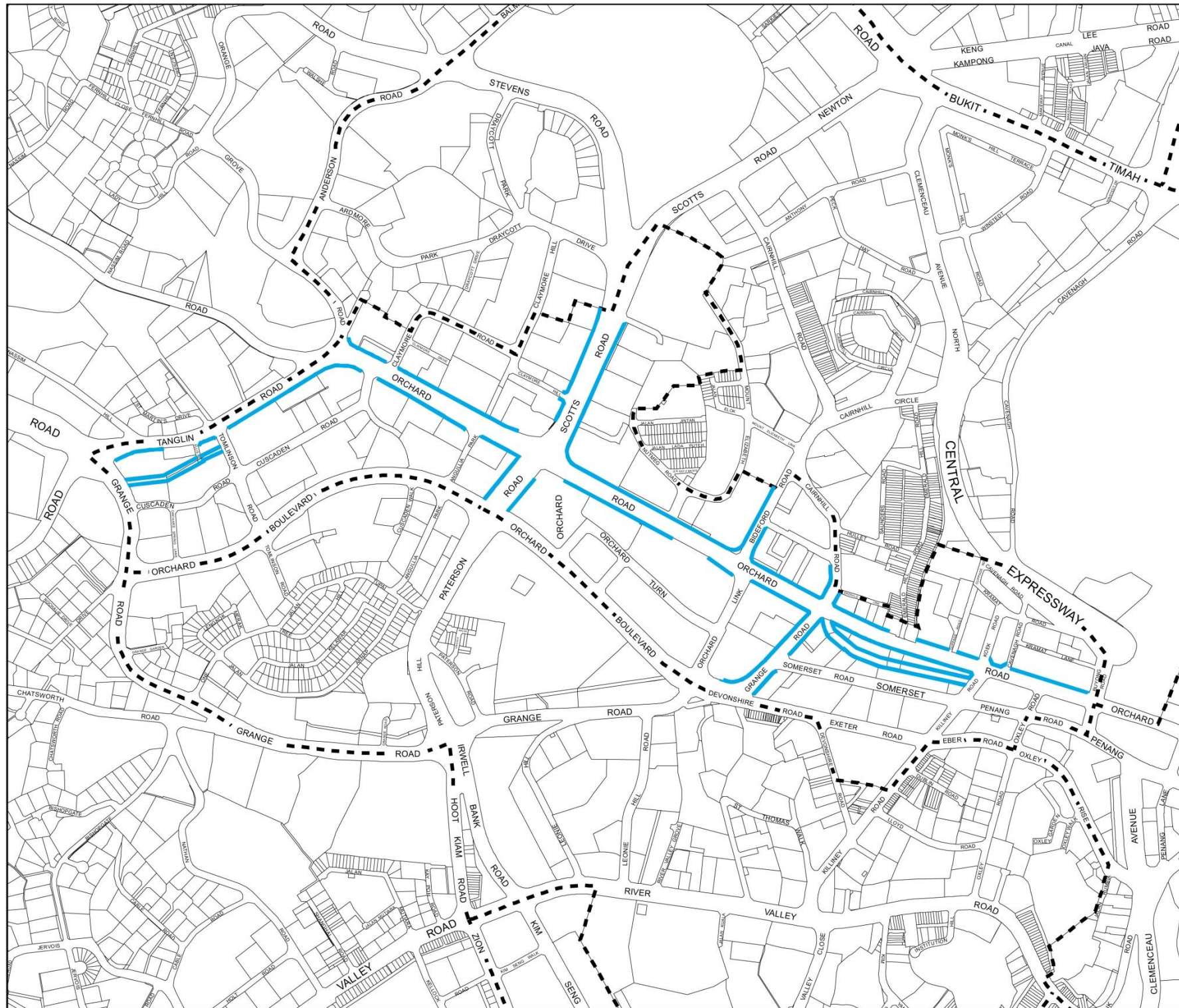
PARAMETER	GUIDELINES
1. PLANNING PERMISSION	<p>All Outdoor Kiosks and ORAs, with or without structures and on State Land or within development boundary, would require a Planning Permission. To better manage potential issues arising from Outdoor Kiosk and ORA operations, all proposals will be approved on a temporary basis with the issuance of a Temporary Permission, subject to renewal upon expiry.</p> <p>All proposals are still subject to clearance from the other relevant authorities like the Land Transport Authority, Singapore Land Authority, National Parks Board, Fire Safety Bureau, National Environment Authority, Public Utilities Board, etc.</p>
2. SUBMISSION DRAWINGS	<p><u>Standard Plans and Elevations showing:</u></p> <ul style="list-style-type: none"> a The location of the proposed Outdoor Kiosks and ORAs, in appropriate scale, in relation to the surrounding features on the Pedestrian Mall such as landscaping, furniture, lighting etc, and pedestrian network. b The total length of the frontage for the Outdoor Kiosks and the combined length of the frontage for Outdoor Kiosks and ORA, as the case may be, as a percentage of the length of the development facade along the same side of the road. c For ORA proposals, the layout of the indoor F&B unit, including the locations, size of kitchen and layout of the main indoor seating area, are to be included as part of the overall plan submission; and d The boundary of the proposed ORA and proposed boundary markers, for e.g. planters or flower pots/beds. The layout of the tables and chairs within the boundary of the proposed ORA should also be shown. <p><u>Detailed Plan & Elevation in 1: 50 scale showing:</u></p> <ul style="list-style-type: none"> e The proposed structures such as the roof, frame structure, low wall, glazing, umbrellas and any furniture and proposed signs, with annotation on the type and size of structure and materials. f The internal layout of the Kiosks, including all equipment, with dimensions and annotations.

<p>3. GFA and payment of TOL/TDL/DP</p>	<p><u>For Outdoor Kiosks and ORAs located on State land</u></p> <p>For Outdoor Kiosks and ORAs located on State land, applicants have to obtain a Temporary Occupational License (TOL) from SLA upon obtaining the Temporary Permission from URA, prior to the commencement of the ORA uses.</p> <p><u>For Outdoor Kiosks and ORAs located within Development Boundary</u></p> <p>For developments which have maximised their development potential, the proposed Outdoor Kiosks and ORAs, inclusive of boundary markers, within the development boundaries can be considered over and above the maximum intensity stipulated in the Master Plan for the site, subject to the overall 10% GFA bonus cap¹ for each development and the payment of Temporary Development Levy (TDL) or Differential Premium (DP) whichever is applicable. The bonus Outdoor Kiosk and ORA GFA scheme is however applicable only to Outdoor Kiosks and ORAs proposed within the locations shown in Appendix 1.</p> <p>As per current practice, all additional GFA granted under the bonus GFA incentive schemes will not form the future development potential of the site upon redevelopment.</p>
<p>4. SIGNAGE</p>	<p>Business names are allowed to be displayed on the awnings / structures. Any third party advertisement signs or sponsor logos are not allowed as free-standing structures or to be displayed on the Outdoor Kiosk / ORA structures.</p> <p>Any signs will require the written approval of Building and Construction Authority (BCA) prior to the installations.</p>

¹ Please refer to the circular on “Framework for Managing Bonus Gross Floor Area Incentives” (Circular No: [URA/PB/2009/03-DCG](#))

LOCATIONS WHERE OUTDOOR REFRESHMENT AREAS AND OUTDOOR KIOSKS ARE ENCOURAGED ALONG ORCHARD ROAD

 FRONTAGES WHERE ADDITIONAL GFA FOR ORAS CAN BE CONSIDERED



DRAWING TITLE :

LOCATION PLAN

SCALE : 1:8,000



DRWG NO :

DATE : JUNE 2012

DIVISION : CUDG



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