

**ONE STOP CENTRE (OSC)**

NILAI MUNICIPAL COUNCIL

NO.1, KOMPLEKS PENTADBIRAN KERAJAAN, PERSIARAN PUSAT
BANDAR, PUTRA NILAI, PETI SURAT NO.52, 71800 NILAI,
NEGERI SEMBILAN DARUL KHUSUS.

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OSC 3.0 PBT
NEGERI
SEMBILAN

LP

(Landscape
Plan)

APPLICATION CHECKLIST FOR LANDSCAPE PLAN

APPLICANT DETAILS	
PROJECT TITLE	
APPLICANT / LAND OWNER / DEVELOPER	
ADDRESS	
TEL. NO	
FAX NO	
EMAIL	
LANDSCAPE ARCHITECT	
PROFESIONAL REGISTRATION NO.	
EXPIRED DATED	
COMPANY ADDRESS	
TEL. NO.	
FAX NO.	
EMAIL	

UNIT PUSAT SETEMPAT (OSC) CHECKLIST					
NO	ITEMS	NO. OF COPIES	PSP (√)	OSC (√)	NOTE :-
1.	Application Official Letter from certified consultant	1			
2.	Application checklist for Landscape	1			
3.	A copy of Payment Receipt for plan processing	1			
4.	Landscape Plan Approval Application Form	1			
5.	A copy of latest Landscape Architect Registration Certificate	1			
6.	A copy of latest Landscape Architect Company Registration Certificate	1			
7.	Plan landscape A1 size (Plan should be sign by the Owner and accredited Landscape Architect (have I.L.A.M stamp)	1			<i>1 Soft Copy In AutoCAD format (DXF/DWG),Jpeg and PDF</i>
8.	A copy of Planning Permission Plan Approval Letter Which has been Approved	1			
JABATAN TAMAN DAN LANSKAP, MPN CHECKLIST					
NO	ITEMS	NO. OF COPIES	PSP (√)	OSC (√)	NOTE :-
1.	Application checklist for Landscape	1			
2.	Official application letter from accredited consultant	1			
3.	A copy of Payment Receipt for plan processing	1			
4.	Landscape Plan Approval Application Form	1			
5.	A copy of latest Landscape Architect Registration Certificate	1			
6.	A copy of latest Landscape Architect Company Registration Certificate	1			
6.	Landscape Plan - Foundation Plan & Location Plan must be shown (<i>Must use a clear and appropriate scale</i>) A1 size - 1 Linen + 3 Paper A3 size - 3 Paper				<i>Plan should be sign by the Owner and accredited Landscape Architect (have I.L.A.M stamp) and 1 Soft Copy In AutoCAD format (DXF/DWG),Jpeg and PDF</i>
7.	A copy of Planning Permission Plan Approval Letter Which has been Approved	1			
8.	A copy of floor plans related to landscape works	1			
9.	Visible/section Plan	1			
10.	Road alignment section up to the building Plan	1			
11.	Playground and plant equipment plan is submitted	1			<i>Refer to the Plan and Landscape Department, Nilai Municipal Council</i>

12.	Scientific name, ordinary name, plant spacing, diameter, tree height, symbol and number of plant (refer format in attachment D)	1			
13.	Marking current tree (if any) a) Please state any current trees b) Please state any removed trees c) Current trees that need to be cut off	1			
14.	For approval plan of cutting off current trees, the followings is required : a) Topography plan of the development area & tree location; b) Name of species involved; c) Tree measurement (diameter/perimeter and height) d) Plan that show tree location and number of tress involved; e) Picture of trees at the site Note: Payment for each cutting tree is determine.	1			
15.	Official Tree of Nilai Municipal Council : i) Shading/main tree - <i>Lagerstroemia floribunda</i> (Bungor) ii) Palm - <i>Wodyetia bifurcate</i> (Pinang ekor musang) shrub - <i>Canna indica</i> (bunga tasbih) & <i>Hibiscus rosa sinensis</i> (bunga raya)	1			
16	If there is a plan for Hardscape, the detailing plan for Hardscape should be submitted together. For example : i) Wakaf/Gazebo ii) Pavement iii) Court iv) Garden Chair v) Garden Light vi) Dustbin vii) Restricted Sign Board (please refer specification from Landscape Department) Integrated Playground	1			