

# GP022 GP

## planning guideline Gated Community and Guarded Neighbourhood



## planning guideline

# Gated Community and Guarded Neighbourhood



**Federal Town and Country Planning Department  
Peninsular Malaysia  
MINISTRY OF HOUSING AND LOCAL GOVERNMENT**

**First Edition 2010**  
© Copyright  
The Federal Town And Country Planning Department  
Peninsular Malaysia  
Ministry Of Housing And Local Government

Copyright Reserved

No part of this report may be reproduced, stored in a retrieval  
manner or transmitted in any form or by any means,  
whether electronic, photocopy recording and otherwise  
without the prior permission obtained in writing  
from the Publisher

**ISBN 978-983-41729-4-7**

Published in Malaysia  
By  
The Federal Town And Country Planning Department  
Peninsular Malaysia  
Ministry Of Housing And Local Government

## **Announcement**

This guideline has been approved by the Cabinet Ministers on the 28th July 2010 and also at the National Council of Local Government 63<sup>rd</sup> meeting on the 2nd September 2010.

This guideline must be read together with the provision of existing laws, especially the National Land Code 1965 (Act 56), the Strata Title Act 1985 (Act 318), the Common Property and Building Act (Maintenance and Management) 2007 (Act 663), the Town and Country Planning Act 1976 (Act 172), the Street, Drainage and Building Act 1974 (Act 133), the Road Transportation Act 1985 (Act 333) and the Uniform Building By-laws 1984.

The implementation and enforcement of general guideline and specific guideline that are contained in this guideline need to be coordinated with development plans (especially the local plan and the special area plan) that are being enforced at a local planning authority area. This also needs to refer to policies, circulars, directives and standards that are formulated and enforced by local authorities as a guide to the scope of power that is provided by laws together with other planning guidelines that are formulated by the Federal Town and Country Planning Department, Peninsular Malaysia.

2 September 2010

# CONTENTS

Page

<b>1.</b>	<b>PURPOSE</b>	<b>1</b>
<b>2.</b>	<b>BACKGROUND</b>	<b>1</b>
	2.1 Development Expansion of Gated Community and Guarded Neighbourhood	1
	2.2 Definition of Gated Community	3
	2.3 Definition of Guarded Neighbourhood	4
	2.4 Gated Community Development and Guarded Neighbourhood Issues	5
<b>3.</b>	<b>SCOPE OF GUIDELINE</b>	<b>5</b>
<b>4.</b>	<b>PLANNING PRINCIPLE</b>	<b>6</b>
<b>5.</b>	<b>GENERAL GUIDELINE</b>	<b>7</b>
<b>6.</b>	<b>SPECIFIC GUIDELINE</b>	<b>7</b>
	6.1 Size of Development Area	8
	6.2 Site Planning	9
	6.3 Development Location	10
	6.4 Road System and Hierarchy	11
	6.5 Housing Design and Building Setbacks	13
	6.6 The Building of Fence and Masonry Wall	16
	6.7 Entry and Exit Access	18
	6.8 The Building of Guard House	19
	6.9 Landscape and Tree Planting	21
	6.10 Building Height	22
	6.11 Preparation for Car / Motorcycle Parking Area	23
	6.12 Special Utility Passage	23
	6.13 Location of Public Facilities	24
	6.14 Name of Gated Community / Neighbourhood	26
<b>7.</b>	<b>GUARDED NEIGHBOURHOOD SCHEME GUIDELINE</b>	<b>27</b>
	7.1 General Planning Control	27
	7.2 Basic Condition for The Formation	27
	7.3 The Building of Guard House	28
	7.4 The Building of Perimeter Fencing	29
	7.5 Security Guards	29
	7.6 The Release of Status	29
<b>8.</b>	<b>SUMMARY</b>	<b>30</b>

## 1. PURPOSE

This guideline is prepared in order to assist the state authority (SA), the local authority (LA) and the technical agencies in the planning and control of housing development based on **gated community (GC)** dan **guarded neighbourhood (GN)** concept. This guideline also provides basic guidance to developers and residential associations in developing gated community and in forming guarded neighbourhood scheme.

## 2. BACKGROUND

### 2.1 Development Expansion of Gated Community and Guarded Neighbourhood

The need to achieve a better level of security has attracted residents, especially those living in the urban areas to choose housing schemes that offer gated and guarded security control system. Besides high rise strata title housing scheme, landed housing property development that introduce the concept of gated and guarded community has started to follow and become the choice and attraction of residents.

The development of this type of housing scheme has expanded increasingly and has become a phenomenon of the housing industry in the country. The rapid expansion of such gated and guarded community schemes in the Klang Valley region, in Penang and Johore Bahru has clearly proven that residents' response to these types of development schemes have risen increasingly but have also become a trend in the ownership of housing property.

This condition has led to the amendment of the Strata Title Act 1985 (Act 318) in 2007. The provision of subsection 6(1A) of Act 318 allows landed housing scheme, which is built on a master title lot to be divided into smaller land parcels

with land holding as strata title. Subsequently with the strata title land holding, it enables the whole development scheme to be managed and maintained by the owners via an appointed management corporation. As in the high rise housing scheme, landed strata title housing schemes also have to be equipped with common property facilities and fence that surround the whole boundary of the master title lot. The existence of fencing for the purpose of security control for residents has made this scheme known as gated community scheme (GACOS).

Besides the existence of *gated community*(GC)scheme, which is basically in consistence with the provision of Act 318, *guarded neighbourhood* schemes have also been formed in existing as well as in new residential area, whether in the urban area or at the fringe of urban area. The existence of *guarded neighbourhood* (GN) schemes in an ad-hoc manner without control and monitoring has given rise to various problems to the local community and the surrounding residents. The building of guard house at the entrance, the fixing of barrier in the form of manual road block and automated boom gate at public road passage way, the building of perimeter fencing in the form of masonry wall or chain link and the need for the public to hand over their personal identity documents such as identity card or driving licence to the security guard are some of the many problems that have emerged as a result of the formation of GN schemes.

As the growth for both gated community and guarded neighbourhood schemes will continue without restraint, it is imperative that the formulation of a planning guideline is necessary. This measure will assist the process of consideration for GC schemes application and the enforcement of GN schemes by the LA.



## 2.2 Definition of Gated Community

GC can be defined as a group of residents or community who stay in a fenced up area and is being guarded either in a high-rise property residential building such as apartment, condominium and townhouse or in residential area of landed property such as bungalow, terrace and semi detached houses. However the interpretation of gated community focus more on the group of residents or community who live in the strata title landed property residential area.

In general, it appears like an enclosed housing scheme with masonry wall/fence surrounding the whole residential area, has entry and exit access that are limited and controlled and has common property facilities as well. GC schemes can be classified based on the following characteristics:

- i. Development of landed housing property that comprises of bungalow houses, semi detached houses, terrace houses and others that are built on a master title land lot with division into smaller land parcels and land ownership in the form of strata title.
- ii. Exclusive development that is surrounded by fence or masonry wall which become the boundary with development area or housing located next to it.
- iii. Have limited entry and exit access and 24 hours security control system either with the use of security guards or the use of CCTV or both.
- iv. Have a number of common property facilities component such as club house, swimming pool and recreation area/playground that can only be used by the residents of the scheme concerned.
- v. Have own management and maintenance system that is supervised by a management corporation, which is appointed by the residents



in consistence with the provision of the Common Property and Building Act (Maintenance and Management) 2007 (Act 663).

### **2.3 Definition of Guarded Neighbourhood**

GN can be defined as guarded housing area as a whole or as part of an existing or new housing scheme that its land holding is individual land title. GN schemes provide security control services either with or without security house. In the legal perspective, it can neither have physical barrier on public road nor can it enforce any blocked entrance-exit for the residents and the public.

The existence of GN is not based on the provision of any laws or regulations. It only exists in an ad hoc manner based on the agreement of residents in a neighbourhood area to make their neighbourhood as a guarded area.

### **2.4 Gated Community Development and Guarded Neighbourhood Issues**

Several planning issues often arise in connection with the development of GC schemes and GN schemes. Some of them are:-

- i. The existence of GC schemes and GN schemes can bring negative implication towards segregation of society into groups and affect the nurturing of social interaction among residents, especially between residents who stay within the gated area and residents who stay in the normal housing area.

- ii. The building of security house which is not planned, the fixing of road block and physical barrier as well as the need to hand over personal identity document that is carried out not in an approved manner , especially in the GN areas can obstruct the flow of accessibility and give rise to difficulty for the authorities and the public in the entry and exit from the housing schemes.
  
- iii. The design, height and size of the fence that is built, especially surrounding GC scheme has obstructed the permeability from the outside. This condition makes security monitoring difficult and has spoilt the view and overall aesthetic features of the developed area.

### **3. SCOPE OF GUIDELINE**

The main scope of this guideline concentrates on the development of gated community schemes that are built according to Act 318. It comprises of explanation concerning planning principles that are required to be met as well as general and specific guidelines covering physical planning aspect, laws and social requirement, that need to be complied in order to ascertain that GC development does not give rise to problems in the long run.

This guideline also outlines the different ways of control and condition to guide the residential associations of the existing and the new neighbourhood areas in organising GN and assist the Local Authority in monitoring and supervising the formation and the operation of GN schemes.

#### 4. PLANNING PRINCIPLE

The development of GC schemes need to consider and give attention to security aspects, comfort, cleanliness, neighbourliness and the formation of sustainable community such as the following :

**i. A safe, conducive and comfortable living environment**

Development of GC is required to prepare an environment that is secure from any physical intrusion and criminal elements. GC needs to provide opportunities for its residents to enjoy a life of privacy that is free from disturbance.

**ii. Fair distribution of facilities**

Quality public facilities must be placed at location that is most suitable for sharing by all residents of the community.



**iii The culture of cleanliness and beauty loving**

To create a clean and beautiful environment that is able to provide comfort and harmony to the residents in the community.



**iv To encourage assimilation and social interaction**

To provide facilities such as children playground, club house and others that encourage occurrence of positive interaction among residents living in the GC area.



## 5. GENERAL GUIDELINE

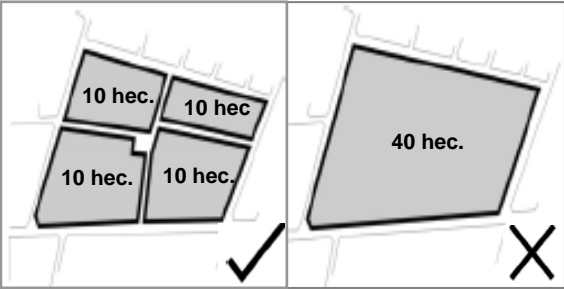
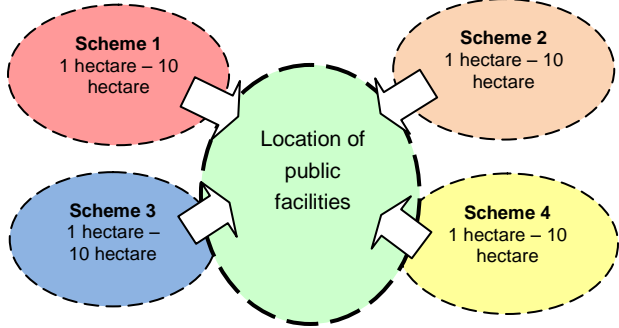
Development of GC scheme is required to comply with the general planning control such as the following:

- GC development is only permitted at specific location and is restricted to the urban areas only.
- Proposal to develop GC scheme is required to be specified in the development layout plan, especially for the proposal of large scale housing development scheme and subject to the planning permission approval given by the local planning authorities (LPA)
- The minimum area to be considered for development of GC scheme is 1.0 hectare. However for the development of GC scheme that has many schemes, the maximum area for each scheme is 10.0 hectare.
- Common property facilities including roads within the GC scheme are the possession of the community scheme mentioned and need to be maintained by the residents themselves via an appointed management corporation.
- The building of any masonry wall or fence that fully separate between the GC residents and the non GC residents is not permitted.
- The Social Impact Assessment (SIA) as provided in the subsection 21A(1A) of the Town and Country Planning Act 1976 (Act 172) is required to be prepared before the development of GC is given consideration by the LPA.


## 6. SPECIFIC GUIDELINE

The specific guideline for the development of GC schemes comprise of 14 aspects of physical planning control standard such as follows :

## 6.1 Size of Development Area

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. If the development involves a large area (&gt; 10 hectare), the GC scheme is required to be divided into smaller schemes.</p> <p>ii. The planning concept of the GC scheme need to emphasize on creating a safe layout design and environment .</p>  <p><i>GC Development is required to be divided into smaller schemes (parcel) to ease movement and in order not to inconvenient the accessibility of those residents whose houses are located at the second lot layer.</i></p>	<p>i. The area of each GC scheme is between <b>1.0 hectare (minimum) and 10.0 hectare (maximum) or 200-500 housing unit</b> for each scheme.</p> <p>ii. The population density that is permitted is based on the density standard that has been determined in the Local Plan.</p> <p style="text-align: center;"><b>Size / area of gated community scheme</b></p> 	<p>Justification for deciding the size of the area at 1.0 hectare (minimum) to 10.0 hectare (maximum):</p> <ul style="list-style-type: none"> <li>▪ To facilitate the management corporation (MC) in maintaining and managing the GC area more systemetically.</li> <li>▪ To enable preparation of low hierarchy public facilities to be located in the GC area.</li> <li>▪ To facilitate access and not to block / obstruct public access to surrounding development areas.</li> </ul> <p>Justification of 200-500 total housing units for each GC scheme:</p> <ul style="list-style-type: none"> <li>▪ The total number of units that are suitable to support the sharing of maintainance cost for the GC scheme.</li> <li>▪ To consider mixed development of landed strata housing and high-rise strata housing.</li> </ul>

## 6.2 Site Planning


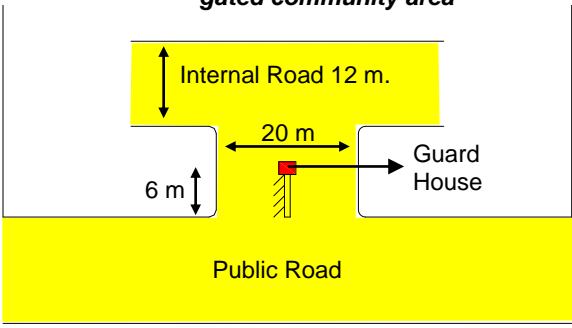
SPECIFIC GUIDELINE	JUSTIFICATION
<p>i. The selection of the site need to be appropriate and comply with policies, planning zones and housing development guideline that have been determined in the Local Plan.</p> <p>ii. The space, layout and the housing environment need to be designed carefully to create and encourage interaction among the communities by preparing recreational area and specific facilities.</p> <p>iii. GC is not permitted in area where rivers and natural drainage are found.</p> <p>iv. The planning of GC scheme is required to take into consideration the original topography and adjust with the elements that are able to create an environment that is attractive, safe, spaciouly comfortable and harmonious.</p> <div style="text-align: center;">  <p><b><i>Example of a gated community area master plan</i></b></p> </div>	<p>Justification for not permitting development of GC in areas where rivers and natural drainage are found:</p> <ul style="list-style-type: none"> <li>▪ <i>Development of GC in riverine area or natural drainage area can obstruct the flow of the natural river and can cause incidence of flood to happen.</i></li> <li>▪ <i>To ensure that rubbish and domestic refuse disposal do not flow into the river.</i></li> </ul>

### 6.3 Development Location

SPECIFIC GUIDELINE	JUSTIFICATION
<p>i. GC can only be built in the urban area, especially in areathat has high criminal rate (according to the recordof the Royal Malaysia Police.)</p> <p>ii. GC is only permitted in area that has good road network connection and in existing developed area.</p> <p>iii. GC scheme is not permitted to be developed in village area and in rural settlement. .</p>	<p>Justification for controlling the location of GC:</p> <ul style="list-style-type: none"> <li>▪ <i>GC can only be built in area that has high rate of crime , this is to protect the GC residents from any criminal riskthat have not been anticipated.</i></li> <li>▪ <i>Village area are not permitted in order to avoid the emergence of serious social segregation between the people living inside the GC and those living outside it.</i></li> </ul>

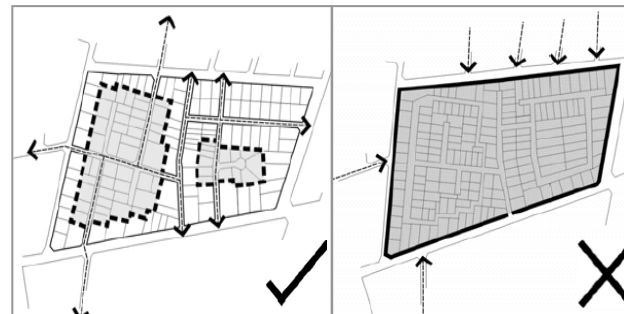
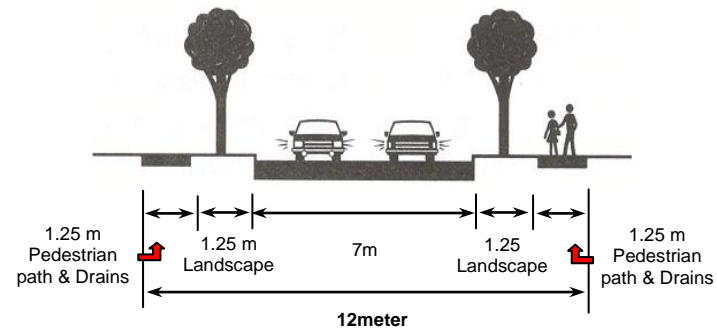


## 6.4 Road System and Hierarchy

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. Direct route between GC schemes need to be prepared in every residential area.</p> <p>ii. At least <b>2 entry- exit passage</b> are to be prepared to fulfil the requirement for emergency time according to the fire brigade requirement and others.</p> <p>iii. Road network is required to focus on security aspects, the efficiency of traffic flow and beautiful view.</p> <p>iv. Planning for the development of GC needs to ensure that the entry passage to the second layer of housing lot area is not obstructed.</p> <p><i>Example of internal road in a gated community area.</i></p> 	<p>i. The hierarchy of roads need to follow the standard that has been determined by the Local Authority and these are the main road, the collector road and the local road.</p> <p style="text-align: center;"><i>Example of hierarchy of roads in gated community area</i></p>  <p>ii. GC is encouraged to prepare <b>2 lane entry- exit passage</b>, one for residents and another for visitors.</p> <p>iii. The minimum width of the <b>main entry road</b> to the GC scheme is 20 meter.</p> <p>iv. The minimum width of <b>internal road</b> to support vehicle movement, cycling and pedestrian walkway is 12 meter. This width covers:</p> <ol style="list-style-type: none"> <li>7 meter for two way vehicle passage</li> <li>2.5 meter for pedestrian walkway (one direction or both direction).</li> <li>2.5 meter for utility and drains.</li> </ol>	<p>Justification for 12 meter internal road width in GC:</p> <ul style="list-style-type: none"> <li>The 12 meter internal road in GC is determined with the aim to smoothen the traffic flow in the area and to enable for other components such as space for pedestrian, cyclist, utility and landscape activities to be built all along the internal road.</li> </ul> <p>Justification for preparing 2 lanes for visitors and residents:</p> <ul style="list-style-type: none"> <li>To smoothen accessibility to the GC area .</li> <li>Get to identify the entry of outsiders who are not residents.</li> </ul>


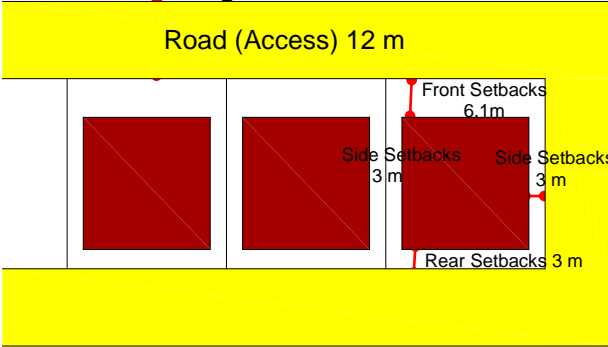
STANDARD

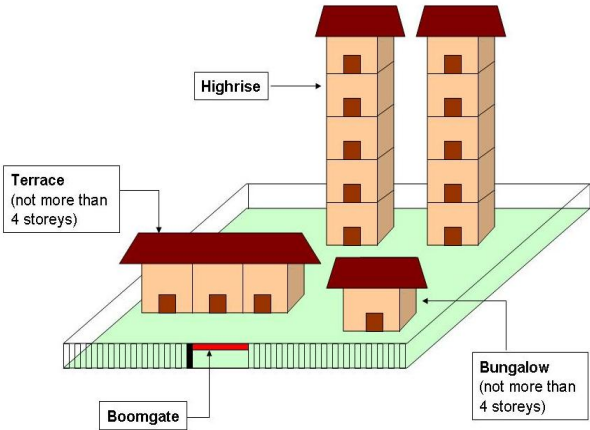
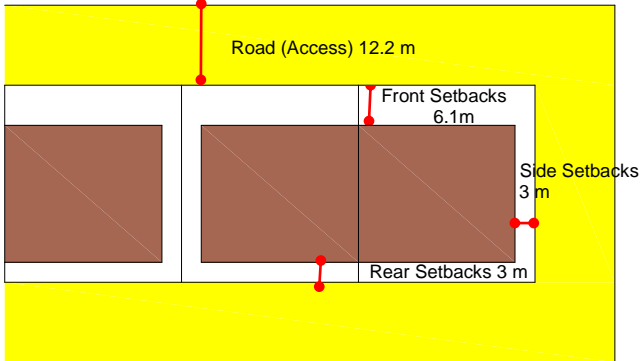
CROSS SECTION OF INTERNAL ROAD IN GATED COMMUNITY AREA

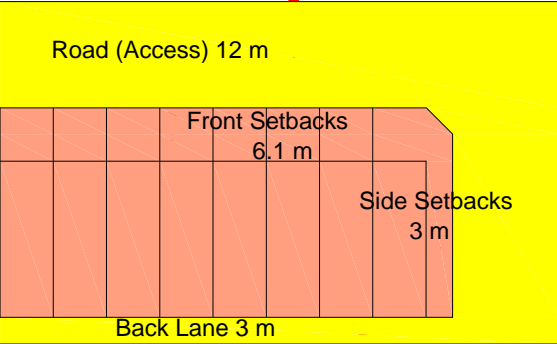


***The access arrangement, the internal road network circulation and the overall layout of the GC area need to be integrated with the surrounding area and do not obstruct / disturb the access to other land lots.***




## 6.5 Housing Design and Building Setbacks

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. Only residential development is permitted in every GC scheme.</p> <p>ii. The building design and the housing area layout need to focus on security aspect and have attractive architectural identity according to existing housing guideline / standard.</p> <p>iii. Each residential area that is well built has its own individual identity and design.</p>  <p><b>Uniform and well layout housing design is suitable to be implemented in GC area.</b></p>	<p>The building setbacks of bungalow, semi-D and terrace houses in GC area need to fulfil the provision of Section III, Uniform Building By-Laws (UBBL), 1984 and planning standards such as follows:</p> <p><b>i. Bungalow and Semi Detached Houses</b></p> <ul style="list-style-type: none"> <li>▪ The front building setbacks line facing the road (12 meter or more) has to be not less than 6.096 meter (20 feet).</li> <li>▪ The building setbacks line at the side and the back section of the house from the boundary of the land parcel is 3.048 meter (10 feet)..</li> </ul> <p style="text-align: center;"><b>Building setbacks of a house</b></p> 	<p>Justification for building setbacks</p> <ul style="list-style-type: none"> <li>▪ <i>Landed strata development schemes that have small land parcels for bungalow, semi-detached and terrace houses are still bound by the building setbacks control as determined in the UBBL 1984 and existing housing planning standard.</i></li> <li>▪ <i>The distance for uniform building setbacks is required in order to avoid incidence of problem or conflict between neighbouring residents.</i></li> <li>▪ <i>For the purpose of security and prevention of fire.</i></li> <li>▪ <i>Building setbacks can play the role as compound / green space as well as car parking area.</i></li> </ul>

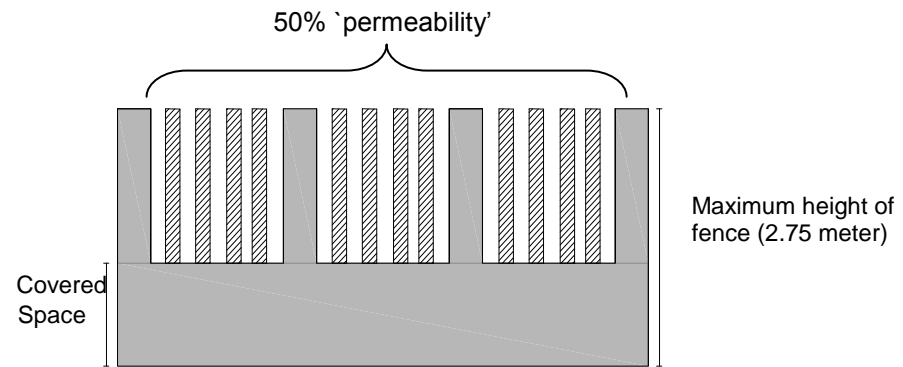
SPECIFIC GUIDELINE	STANDARD
<p>iv. Landed stratahousing such as bungalow, semi-D, cluster and terrace houses can be built as mixed development with high-rise strata housing in a GC scheme.</p> <p><b>Example of mixed housing layout (landed strata – GACOS and high-rise strata) in a gated community scheme area.</b></p> 	<p><b>Building setbacks for semi-detached houses</b></p>  <p><b>ii. Terrace House</b></p> <ul style="list-style-type: none"> <li>▪ The front building setbacks for terrace houses that front the road (12 meter or more) must not be less than 6.096 meter (20 feet).</li> <li>▪ The side building setbacks for the corner lot terrace house that is bounded by the road must not be less than 6.096 meter (20 kaki).</li> <li>▪ The maximum length that is allowed for each row of terrace house is 97.5 meter (320 feet).</li> <li>▪ The minimum width for back lane is 3.048 meter (10 feet).</li> </ul>

SPECIFIC GUIDELINE	STANDARD										
<p>iv. The location of the apartment or condominium building must take into consideration the direction of sunrays, wind and aesthetic features.</p>	<p><b>Building setbacks for terrace houses</b></p>  <p>iii. <b>Apartment / Condominium</b></p> <ul style="list-style-type: none"> <li>The <i>plinth area</i> must not be more than 70% of the site area..</li> </ul> <p>iv. <b>Minimum Size of Housing Land Parcel</b></p> <table border="1" data-bbox="814 930 1488 1154"> <thead> <tr> <th>Housing Type</th> <th>Standard</th> </tr> </thead> <tbody> <tr> <td>Terrace house</td> <td>6.1 m X 18.3 m</td> </tr> <tr> <td>Town house</td> <td>7.3 m X 18.3 m</td> </tr> <tr> <td>Semi-Detached houses</td> <td>15 m X 27.4 m</td> </tr> <tr> <td>Bungalow</td> <td>18.3 m X 27.4 m</td> </tr> </tbody> </table>	Housing Type	Standard	Terrace house	6.1 m X 18.3 m	Town house	7.3 m X 18.3 m	Semi-Detached houses	15 m X 27.4 m	Bungalow	18.3 m X 27.4 m
Housing Type	Standard										
Terrace house	6.1 m X 18.3 m										
Town house	7.3 m X 18.3 m										
Semi-Detached houses	15 m X 27.4 m										
Bungalow	18.3 m X 27.4 m										

## 6.6 The Building of Fence / Masonry Wall


SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. Fence / masonry wall can be built around the GC area as boundary with the area next to it.</p> <p>ii. The building of fence is only permitted in area that does not involve through road.</p> <p>iii. Fence that is built needs to emphasise on harmonious characteristics with the environment.</p> <div data-bbox="199 748 548 995">  <p><i>Example of fence designs that are permitted and not permitted</i></p> </div> <div data-bbox="191 1008 548 1243">  <p><i>The building of fence must be able to give a high level of view permeability.</i></p> </div>	<p>i. The maximum height for fence is 2.75 meter (9 feet).</p> <p>ii. 50% of the fence need to be opened publicly and get to be seen from outside and does not obstruct view permeability of the area mentioned.</p> <ul style="list-style-type: none"> <li>- 50% X Fence Height X Length of Fence</li> <li>- (50% of the area of the fence must be opened so that view can be seen from both internal and the outside of the GC area. While the remainder 50% is allowed to be covered.).</li> </ul> <p>iii. Double gated fence for each land parcel is not permitted..</p> <div data-bbox="785 1008 1134 1304">  <p><i>Example of building fence that has high level of view permeability.</i></p> </div>	<p>Justification for the height of fencing at 2.75 meter (9 feet):</p> <ul style="list-style-type: none"> <li>▪ <i>The height of fence at 2.75 meter inconsistent with the provision of section 98, of the Uniform Building By- Law (UBBL) 1984.</i></li> <li>▪ <i>Fence that is exceedingly high can give incompatible effect with the surrounding housing area.</i></li> <li>▪ <i>To avoid the occurrence of serious social gap between people living within and outside the GC.</i></li> </ul> <p>Justification of minimum 50% 'permeability':</p> <ul style="list-style-type: none"> <li>▪ <i>To facilitate security monitoring of the GC area by the security authority (police).</i></li> <li>▪ <i>To encourage interaction between the GC and non GC people.</i></li> </ul>

**Illustration of a fence design that has high permeability effect**





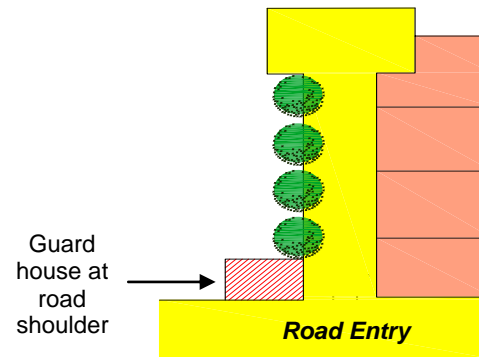
## 6.7 ENTRY and EXIT ACCESS

SPECIFIC GUIDELINE	STANDARD
<p>i. The design of the entry and exit access needs to have security features by preparing road hump and installing CCTV.</p> <p>ii. The structure and architectural features at the main entrance need to be appropriate with the surrounding condition.</p> <p>iii. The installation of boom gate at the entrance is not permitted if it involves public road.</p> <p><i>Example of using CCTV that is placed at the main entrance to a gated community scheme area.</i></p> 	<p>i. At least 2 entrance doorway (passage) need to be prepared where:</p> <ul style="list-style-type: none"> <li>▪ <b>The first entrance</b> is used as the main entry and exit access</li> <li>▪ <b>The second entrance</b> is used as the entry and exit access entry and exit that will be opened when emergency occur.</li> </ul>

## 6.8 The Building of Guard House

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. Guard house is permitted to be built in GC scheme area. Its location must not obstruct traffic, whether it is located at the road shoulder section or at an appropriate area.</p> <p>ii. The location and design of guard house must be shown in the plan when applying for planning permission from the local authority (LA )</p> <p>iii. Any building of fence/ structure on public road reserve needs to obtain approval for temporary occupation licence (TOL) from the land administrator and approval from the LA.</p> <div data-bbox="220 852 798 1104" data-label="Image"> </div> <p data-bbox="315 1112 693 1169"><i>Example of guard house building in GC scheme area</i></p>	<p>i. The size of guard house that is permitted should not be more than 1.8 meter X 2.4 meter.</p> <p>ii. The situation / setbacks of the guard house from the main public road must not be less than 6 meter.</p> <p>iii. Toilet facilities need to be provided if public toilet is not available nearby.</p>	<p>Justification for the size of guard house:</p> <ul style="list-style-type: none"> <li>▪ <i>The size of guard house (1.8m X 2.4m) that has been determined , is deemed appropriate for accommodating the security guard working space and toilet.</i></li> <li>▪ <i>The size specified has been applied in the Selangor state, based on the guideline that has been prepared by the Selangor Real Estate and Housing Board and also in the Dewan Bandaraya Kuala Lumpur (DBKL) area.</i></li> <li>▪ <i>This standard has been agreed upon by REHDA.</i></li> </ul>

**Example: An illustration of the location of permitted guard house.**

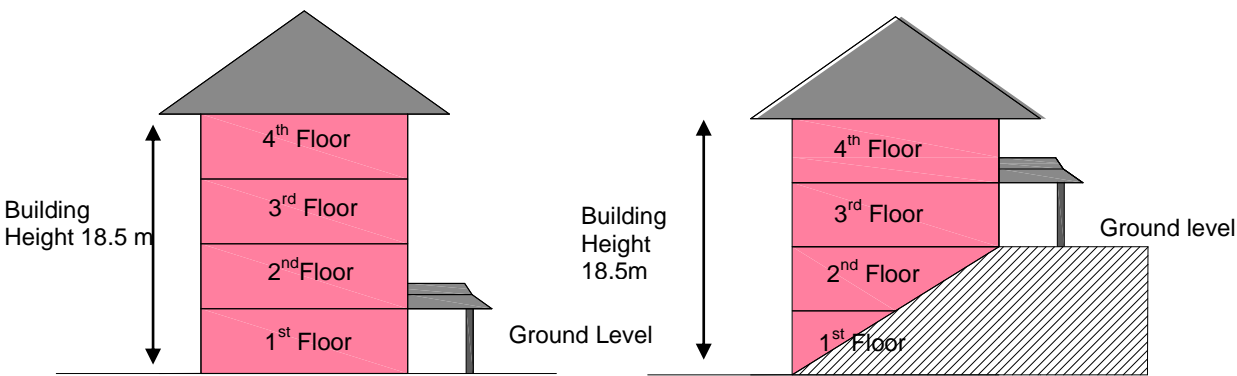


**Example : location of guard house at existing GC schemes.**

## 6.9 Landscape and Tree Planting

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. The GChousing environment needs to be landscaped in order to create an ambience that is attractive and comfortable.</p> <p>ii. Landscape elements must not obstruct <i>permeability</i> until it block the view from inside or outside the GC area.</p> <p>iii. Tree planting that can give rise to situation that is not safe or can encourage crime (trees that are too thick and dense) need to be avoided.</p> <p>iv. Trees need to be always maintained and taken care properly.</p> <div data-bbox="210 909 592 1107" data-label="Image"> </div> <div data-bbox="210 1112 592 1328" data-label="Image"> </div> <div data-bbox="625 971 772 1247" data-label="Caption"> <p><b>Example of tree planting that is capable to create an attractive environment in the gated community area.</b></p> </div>	<p>i. Planting of shrubs can not exceed the height of the fence and should not be too dense.</p> <p>ii. Developers need to inform clearly to house buyers regarding landscape maintainance cost which need to be accountable by them.</p> <p><b><i>The distance of tree planting from the fence and housing area</i></b></p> <div data-bbox="829 812 1459 1209" data-label="Diagram"> </div>	<p>Justification for tree planting:</p> <ul style="list-style-type: none"> <li>▪ <i>Trees that are planted near to the fence need to be planted at appropriate distance.</i></li> <li>▪ <i>If tree planting is exceedingly near to the fence, then risk of intrusion into the GC area becomes easier to happen.</i></li> </ul> <p>The details for landscape design require reference with the National Landscape Guideline ( 2nd Edition, 2008) which is prepared by the National Landscape Department.</p>

## 6.10 Building Height

STANDARD	JUSTIFICATION
<p>i. The maximum height that is permitted for bungalow / semi-detached / cluster / terrace houses in GC area is 4 storey from the basement (18.5 meter ).</p> <p style="text-align: center;"><b>Example: Building height that is permitted in gated community area</b></p>  <p>ii. If the floor is built at ground level, then that first storey is fixed as the first floor that includes basement.</p>	<p>Justification for height at 18.5 meter:</p> <ul style="list-style-type: none"> <li>Height control at maximum 18.5 meter for bungalow / semi-D / cluster / terrace house is consistent with the provision of section 254 and section 256 of the Uniform Building By- Law , 1984 which categorise such houses as private residential houses or landed housing whereby even though more than one floor, they are not categorised as multi storey housing.</li> <li>If exceed 18.5 meter, they will be under the category of multi storey housing that requires strict compliance with the conditions of the UBBL, 1984..</li> </ul>

### 6.11 Preparation for Car / Motorcycle Parking Space

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. Car / motorcycle parking space for visitors need to be marked in the plan submitted for application of planning approval and the building plan.</p> <p>ii. The purchase and possession of housing unit must include car parking space facility in consistence with the contents in the Planning Permission approval and the Building Plan.</p>	<p>i. Bungalow / semi-detached / cluster houses</p> <ul style="list-style-type: none"> <li>▪ 1 house : 3 CPS + 10% for visitors</li> </ul> <p>ii. Terrace house</p> <ul style="list-style-type: none"> <li>▪ 1 house : 2 CPS + 10% for visitors</li> </ul> <p>iii. Mixed housing</p> <ul style="list-style-type: none"> <li>▪ Low cost - 1 house: 1 CPS + 10% for visitors</li> <li>▪ Low medium cost - 1 house : 2 CPS + 10% for visitors</li> <li>▪ High and medium cost - 1 house : 3 CPS + 10% for visitors</li> </ul>	<ul style="list-style-type: none"> <li>▪ <i>Adapted from the car parking space planning guideline which is prepared by the Federal Town and Country Planning Department, Peninsular Malaysia.</i></li> </ul>


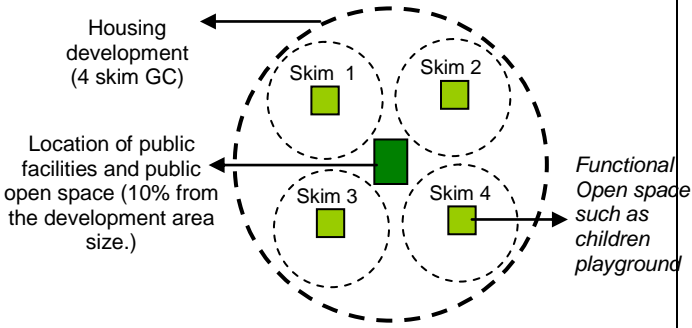
### 6.12 Special Utility Passage

SPECIFIC GUIDELINE	STANDARD
<p>i. Utility passagesuch as electricity, telephone line, water supply, gas and sewerage system need to be prepared in order to facilitate such services get to be provided properly.</p>	<p>i. Special passage for utility at 2.5 meter width (8.2 feet ) need to be prepared in GC area.</p>

### 6.13 Location of Public Facilities

SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p>i. Facilities that can be located in the GC area are low hierarchy facilities in the form of common property.</p> <p>ii. GC development that involves more than one scheme need to prepare public facilities at an appropriate site in the midst of all the GC schemes ( outside GC schemes plot ) to encourage social interaction among the communities of the GC schemes as a whole.</p>	<p>Each GC scheme is encouraged to prepare at least one plot of open space / recreation area of suitable size. The open space area that is planned need to be functional open space.                      Example : the provision of children playground.</p> <p>Provision of this open space / recreation area is not considered as part of the 10% public open space as stipulated for the whole development scheme.</p> <div data-bbox="638 813 1276 1084" data-label="Diagram"> <p style="text-align: center;"><i>Location of facilities in gated community area</i></p> </div>	<p>Justification for preparing open space :</p> <ul style="list-style-type: none"> <li>Each GC scheme needs to prepare open space / recreation area as a residents meeting center. This measure will start to instill a sense of place in the GC area and to create interaction among the residents</li> </ul>



SPECIFIC GUIDELINE	STANDARD	JUSTIFICATION
<p><b>Example of facilities that can be located at gated community area.</b></p> 	<p><b>Illustration of location of facilities and recreation area in gated community area.</b></p>  <p>Housing development (4 skim GC)</p> <p>Location of public facilities and public open space (10% from the development area size.)</p> <p>Functional Open space such as children playground</p> <ol style="list-style-type: none"> <li>Provision of facilities need to be prepared according to the total number of residents.</li> <li>School facilities can only be provided outside GC scheme with specific total population, viz:-                     <ul style="list-style-type: none"> <li>▪ Primary School - 3,000 to 7,500 person (At least one school for one neighbourhood unit).</li> <li>▪ Secondary School - 9,000 population or one secondary school for every 2 - 3 neighbourhood unit.</li> </ul> </li> <li>The minimum area for multi-purpose hall / community hall is 2,000 sq ft..</li> <li>GC development that has more than 1 scheme needs to prepare social facilities in an integrated manner and this facility must be located outside the scheme or outside the fenced area.</li> </ol>	<ul style="list-style-type: none"> <li>▪ Only specific facilities can be located in GC such as children playground, community hall, club house and swimming pool</li> <li>▪ Higher grade public facilities such as mosque, school and football field need to be located outside GC so that these get to be used together with the society at large.</li> <li>▪ In terms of requirement for schools, it is necessary to refer to the social facilities planning guideline produced by the Federal Town and Country Planning Department (FTCPD).</li> <li>▪ If GC development involves many schemes and the overall total population of all the schemes have met the standards required for the preparation of school, as produced by FTCPD, then the developer needs to provide school facility and it needs to be located outside the GC schemes.</li> </ul>

#### 6.14 Name of Gated Community Area / Neighbourhood

SPECIFIC GUIDELINE	JUSTIFICATION
<p>i. The name of GC must made use of local names and have Malaysian cultural characteristics.</p> <p>ii. The use of foreign names ( example Panama Village, Manchester Homes, Beverly Hills Park and others alike ) are not allowed.</p>	<ul style="list-style-type: none"><li>▪ The need for GC scheme to be named using local names is to preserve Malaysian culture and characteristics.</li></ul>

## 7. GUARDED NEIGHBOURHOOD SCHEME GUIDELINE

The formation of guarded neighbourhood ( GN ) scheme is not subjected to any legal provisions. In view of the purpose for monitoring and supervision by the authorities especially the Ministry of Home Affairs, the Local Authority (LA), the District Land Office and the Royal Malaysia Police (RMP), there are several condition and control that need to be complied by the resident associations of existing or new neighbourhood in the forming and running of GN operation.

### 7.1 General Planning Control

- GN schemes are only allowed in the urban areas ( within LA operation area ), especially in **area that are less safe** ( having high criminal rate based on police authority record ). It has been proposed that the LA obtain the view of the RMP as well in examining any proposal for GC formation by resident associations.
- **GN is not permitted if the neighbourhood area already have components of main public facilities** such as schools, mosque, public halls and others alike; and if it is also a public transportation passage route area.
- The Local Authorities can specify the number of housing units (minimum dan maksimum) in certain GN schemes to ensure such areas get to be controlled and managed effectively.

### 7.2 Basic Condition For The Formation

- Proposal to form GN needs to be notified to the LA concerned by the **resident association (RA) that has been registered** with the Registrar of Society (RoS).

- All residential premises that want to be set up as GN must have obtained the Certification of Fitness for Occupation (CFO) or the Certification of Completion and in Compliance.(CCC).
- Proposal to create GN requires to obtain **majority of the residents agreement** (head of household), and **subject to no force or pressure inflicted upon those residents who do not agree.**
- The resident association needs to produce documents pertaining the residents agreement and other information that are required by the LA and other authorities concerned.

### 7.3 The Building of Guard House

- The size of guard house must **not exceed 1.8 meter X 2.4 meter.**
- Guard house **is only permitted to be provided or built at the road shoulder area** and is required to ensure it does not obstruct traffic flow. The practice of building guard house on or at the middle of the road is not allowed.
- If the proposal for building the guard house at the road shoulder area is intended to be a **permanent structure**, the applicant (resident association) is required to **apply for approval of Temporary Occupation Licence (TOL)** from the District Land Office concerned. This regulation is in consistence with the provision of section 65, National Land Code, 1965 (Act 56).
- **The proposed location for the guard house** is required to be marked in the appropriate plan and to be produced to the District Land Office when submitting for the application of TOL and to the LA for the application of provisional planning permission and the application for permit or approval for temporary building.

- The **proposal for the guard house design** needs to be submitted to the LA (Building Division) to obtain **permit or temporary building approval** for the construction of the guard house building. Guard house can only be built after obtaining the temporary building permit or approval from the LA.
- **The roof design and building facade** need to be in harmony with the surrounding development and need to be built in an orderly manner without spoiling the view.
- Obstruction in the form of **physical blockage in a temporary manner** such as manual boom gate, cone and security sign board can be considered to be installed or placed at appropriate location at the entrance facing the guard house, provided that Security Guards are available on duty to monitor the blockage mentioned for 24 hours consecutively.

#### **7.4 The Building of Perimeter fencing**

- The building of **perimeter fencing** encircling the neighbouring scheme boundary area is **not allowed**.

#### **7.5 Security Guards**

- The security guard company that is appointed **needs to be registered with the Ministry of Home Affairs**. The condition for the employment of workers and Security Guards is shown in Appendix 1

#### **7.6 The Release of Status**

- Proposal for the release or dissolution of GN status to original status (without guard) by the resident association requires notification to the Local Authority concerned.

## **8. SUMMARY**

This guideline has outlined basic matters related with the interpretation of 'gated community' and 'guarded neighbourhood', planning principles as well as general guideline, specific guideline and planning standards that need to be complied. It is the desire of the Ministry of Housing and Local Government that aspects proposed in this guideline get to be complied and guide the State Authorities, the Local Authorities and the developers in the planning, control and the monitoring of implementation of development based on gated community concept so that it does not conflict with the existing planning principles and practice for the urban areas. This guideline can also be used as reference by existing neighbourhood for the purpose of forming neighbourhood scheme based on guarded neighbourhood concept.

## Appendix 1

### REQUIREMENT FOR LICENCE UNDER SECTION 3 ACT NO. 27/71 TO MANAGE PRIVATE AGENCY FOR SECURITY GUARDS

#### 1. Employment of Workers and Security Guards

- (a) Only Malaysian citizen are allowed to be employed to work. The employment of workers at all levels have to reflect Malaysian society.
- (b) One fifth (1/5) of the Security Guards from the Security Guards Service Agency is required to consist of ex Polis and ex army personnel.
- (c) Workers have to be selected from those who have good character.
- (d) Only foreign citizen who are ex- army Nepal citizen are allowed to work as security guard.**
- (e) Uniformed Security Guards must be at least 1.57 meter (5' 2") tall for men and 1.52 meter (5') for women, while 47.6 kg. (105 lb) for men and 46.2 kg (102 lb) for women.
- (f) The employment of workers and Security Guards must get the security screening permission from the police and they must pass the urine test requirement.
- (g) Employment of Security Guards who are more than 60 years is not permitted. Security Guards who are 56 years and above have to obtain confirmation from doctor concerning the level of their health status.**
- (h) Security Guards employed must be healthy and confirmation from Doctor is required for every guard who is employed.
- (i) It is compulsory for all Security Guards to carry out a urine test at any health clinic within 7 working days from the date they are appointed as Security Guards. Any other health test required is subjected to the conditions that are determined by the company.
- (j) An applicant can only begin his duty as a security guard after 7 working days from the date he is appointed as security guard. He needs to be given *in-house* training for a period not less than a week before he begins his duty at an appropriate place.
- (k) Only Security Guards who have passed the security screening and the urine test are allowed to work.

- (l) All Security Guards have to attend a basic security guard course that is determined by the Ministry of Home Affairs within a period of 3 months after they have been employed.
- (m) Employment of workers on contract basis is not allowed.

## 2. Security Guards Dressing and Equipment

- (a) The Security Guards Service Agency that is given permission to possess firearm by the Police is required to report to the Ministry of Home Affairs regarding the number and the types of firearm that are in possession each year.
- (b) The Security Guards Service Agency that is permitted to possess firearm have to prepare an impenetrable room or a steel cabinet that is appropriate to keep the weapon and the bullets safely.
- (c) The Security Guards Service Agency that is permitted to possess firearm and bullets have to keep a register book to record the in and out movement of the firearm.
- (d) Members of the Security Guards Service Agency that are permitted to carry and use firearm have to be given sufficient training concerning the way to hold, use, look after and keep the firearm. Training on shooting have to be held from time to time, at least twice a year.
- (e) The Security Guards Service Agency has to use the firearm possessed by it for guarding purpose. Firearm which belongs to the guard or RELA firearm is forbidden to be used at the same time. However, if the agency still wants to use it also, then approval from the Police is required to amend the condition for using the firearms concerned.
- (f) The Security Guards Service Agency is not permitted to use handcuffs.
- (g) Security Guards have to wear uniform that have been determined, that is :

	<b>Shirt Color</b>	<b>Trousers Color</b>
<b>Combination 1</b>	<i>Beige</i> (color code : MS 888 14)	<i>Black</i> (color code: MS 888 9)
<b>Combination 2</b>	<i>White</i> (color code: MS 888 8)	<i>Dark Blue</i> (color code : MS 888 8021)
<b>Combination 3</b>	<i>Greyish blue</i> (color code : MS 888 8005)	<i>Dark Blue</i> (color code : MS 888 8021)



**Other colours are not allowed. Crest or badge of the company has to be worn on the uniform while on duty. It is necessary for the company to obtain approval from the Ministry of Home Affairs for the crest or badge that is to be used.**

- (h) Approval from the Ministry of Home Affairs and the Police is required for the use of Central Monitoring System.

### **3. Operation Office / Branch**

- (a) Security Guards Service Agency is not permitted to open branch or operation offices without permission from the Ministry of Home Affairs.**
  - (b) The licence of the Security Guards Service Agency is not permitted be leased or rented out repeatedly.**
  - (c) Branch or operation offices have to obtain security screening and suitability assessment given by the Police Authority.**
4. A Director of any Security Guards Service Agency is prohibited to become Director to more than one Security Guards Service Agency company which is corporatized under Company Act No. 79/65 without permission from the Minister of Home Affairs.
5. Any transfer of Chairman, Managing Director / Executive Director, Director and Share Holders has to obtain prior approval from the Minister of Home Affairs by explaining the reasons why the transfer needs to be carried out.
- 6. Agreement from the Ministry of Home Affairs have to be obtained earlier by the Security Guards Service Agency in order to change the name, branch / operation office address, partnership and corporation that has been corporatized under the Company Act No. 79/65 or the contrary.**

### **7. Company Register**

- (a) The Security Guards Service Agency has to produce the Employee Register not later than the 7<sup>th</sup> of each month using Form F according to Method 9 of the Private Agency Methods 1970 with additional information as follows :
  - (i) Employee Provident Fund Membership Number (EPF);
  - (ii) SOCSO insurance policy number for each employee;
  - (iii) Details concerning employee who are ex-police and ex-army personnel;
  - (iv) The Employee Register at the branch office has to be sent separately;

- (v) To produce the register of Nepalese citizen employee according to the format that has been set by the Ministry of Home Affairs.
8. Security Guards Service Agencies have to comply with all employment laws such as the Work Act 1955.
  9. Security Guards Service Agencies are required to produce Annual Report together with Annual Account Statement that has been audited not later than 31hb Mac of the following year.
  10. The share/equity ownership structure in a company, which is corporatized under the Company Act No. 79/65, has to be in consistence with the Government policies.
  11. Security Guards Service Agencies have to obtain agreement in advance from the Ministry of Home Affairs before any moving of company shares can take place.
  12. Security Guards Service Agencies have to be ready to provide whatever information that is required by the Ministry of Home Affairs in connection with the business that is being carried out, whenever these are requested.
  - 13. The use of dogs for the purpose of carrying out Security Guards Service is not allowed unless prior agreement from the Ministry of Home Affairs is obtained.**
  14. Each Security Guards Service Agency is required to take insurance coverage for members of the guard force as well as goods that are being guarded.
  15. Security Guards Service Agencies have to become Member of the Malaysia Security Guards Service Association. All Association members have to abide by the guideline that is published by (MSGSA), among which is the offer for price quotation.
  16. Failure to comply with any requirement that have been decided as above will result in the withdrawal of licence from the agency concerned.

**Source:** Private Agency Circular No. 1, 2006, Ministry of Home Affairs, 2006.

**Note:** For further detail regarding matters related with private security guard company conditions and guideline for taking ex-army personnel of Nepalese citizenship to work as security guard, please refer to the **Private Agency Circular No. 1, 2006** and **Private Agency Circular No. 2, 2006** published by the Ministry of Home Affairs. ([http: moha.gov.my](http://moha.gov.my)).

Any enquiries, please contact:

Director  
Research and Development Division  
Federal Town and Country Planning Department  
Peninsular Malaysia

Tel: 03-2698 9211

Fax: 03-2693 3964

E-mail : [dahlia@townplan.gov.my](mailto:dahlia@townplan.gov.my)

Website : <http://www.townplan.gov.my>