

# THE ELECTRIC VEHICLE CHARGING COMPARTMENT PLANNING GUIDELINES

Part 2



# CLIENT ALERT: EV CHARGING COMPARTMENT PLANNING GUIDELINES

Muneera Sulaiman explains the procedures recommended by PLANMalaysia for the construction of Electric Vehicle Charging Bays

The development of electric vehicles charging bays (“**EVCBs**”) is pivotal to Malaysia's sustainability initiatives. The Ministry of Local Government Development, through the Malaysian Town Planning Research Network, recently issued the Electric Vehicle Charging Compartment Planning Guidelines (“**EVCCP Guidelines**”), which includes, among others, the EVCB application and approval procedures. The EVCCP Guidelines aim to assist the EVCB developers, state authorities, local authorities (“**PBT**”) and stakeholders in the development and installation of EVCB in Malaysia.

Under the EVCCP Guidelines, EVCBs may be implemented in existing developments or new developments.

## **A. EVCB IMPLEMENTATION ON EXISTING DEVELOPMENTS**

### **1. Approval Permits**

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## **A. EVCB IMPLEMENTATION ON EXISTING DEVELOPMENTS**

### **1. Approval Permits**

There are four (4) types of approvals or permits relevant in undertaking EVCB implementation:

#### **(i) Development Order**

Generally, an applicant is to obtain a development order for the purpose of carrying out a development from the relevant PBT pursuant to Section 22 of the Town and Country Planning Act 1976.

An applicant is not required to obtain a development order if a proposed EVCB implementation is on an existing building for which a Certificate of Completion and Compliance (“**CCC**”) or a Certificate of Fitness for Occupation has been issued.

#### **(ii) Building Plan (Addition/Alteration) Approval**

The applicant may obtain a Building Plan (Addition/Alteration) approval from the relevant PBT pursuant to subparagraph 70(16)(b)(ii) of the Street, Drainage and Building Act 1974.

### **(iii) Minor Construction Permit**

The applicant may obtain a minor construction permit from the relevant PBT pursuant to By-Law 18 of the Uniform Building By-Laws 1984.

### **(iv) Temporary Permit**

The applicant may obtain a Temporary Permit from the relevant PBT pursuant to By-Law 19 of the Uniform Building By-Laws 1984, if the proposed EVCB is to be implemented on a government reserve land.

For any EVCB building applications on existing developments on alienated land (i.e. *tanah bermilik*), the relevant PBT may discretionarily determine whether such application falls under item (ii) or item (iii) above.

## **2. Application Process**

All applications for EVCB implementation on existing buildings/premises must be submitted through the One Stop Centre (“OSC”) 3.0 Plus Online System. The application process is as follows:

### **(i) Process 1: Pre-Consultation**

Prior to submitting the application on the OSC system, an applicant is to obtain the following documents:

#### **DOCUMENTS**

Acknowledgment Letter from Tenaga Nasional Berhad (“TNB”) or other Distribution Licensee, as the case may be.

Upgrade Works Approval Letter (Surat Kelulusan Kerja Naik Taraf) from Malaysian Highway Authority (“LLM”) or Ministry of Works (“KKR”)

*(Note: This Approval Letter is applicable if the EVCB is to be developed at an existing petrol station or a service area (“R&R”))*

Conditional Concept Approval Letter (Surat Kelulusan Konsep Bersyarat) from LLM or KKR

*(Note: This Approval Letter is applicable if the EVCB is to be developed at R&R parking bays, R&R green areas and/or new building/premise)*

Self-Compliance Declaration

#### **DOCUMENTS TO BE FURNISHED BY THE APPLICANT**



- (i) Official letter;
- (ii) Calculation of estimated maximum load;
- (iii) Layout/Building Plan; and
- (iv) Copy of the electricity bill (optional).



- (i) The technical review of the proposed EVCB design by the concessionaire of the existing building/premise; and
- (ii) Application Checklist Form.



- (i) The technical review of the proposed EVCB design by the concessionaire of the existing building/premise;
- (ii) Application Checklist Form; and
- (iii) KKR approval.



As per Appendix 1 of the EVCCP Guidelines.

If the development on which EVCBs are to be implemented involves the installation of a compact substation or a feeder pillar, the applicant is required to:

(a) obtain a Temporary Entry Permit from the Department of the Director General of Lands and Mines, if the installation of such compact substation or feeder pillar is on a land held by the Federal Lands Commissioner; and

(b) submit a development order (*Pecah Sempadan*), if the EVCB application involves the installation of a compact substation and requires the handover of land (for the purpose of such installation) to TNB; or

(c) submit the Building Plan (Addition/Alteration) or Minor Construction Permit or Temporary Permit application, as the case may be, if the compact substation is to be leased to TNB.

For paragraph (c) above, the applicant is not required to apply for the approval of development order from the relevant PBT.

The types of application required where the development involves the installation of a compact substation or a feeder pillar are as follows:

#### **CATEGORY OF DEVELOPMENT**

Compact substation to be installed on an existing building under public or private ownership

#### **TYPE OF APPLICATION**



##### **(i) Leasing of compact substation to TNB**

###### Option 1

- (a) Building Plan (Addition/Alteration)
- (b) Depositing of CCC

Or

###### Option 2

- (a) Minor Construction Permit
- (b) Self-Compliance Declaration as prescribed under the EVCCP Guidelines issued by a Principal Submitting Person

##### **(ii) Handover of land to TNB**

Application for Development Order (*Pecah Sempadan*)

**CATEGORY OF DEVELOPMENT**

**TYPE OF APPLICATION**

Compact substation at parking bays or on street parking under public ownership



**Leasing of compact substation TNB**

- (i) Temporary Permit
- (ii) Self-Compliance Declaration as prescribed under the EVCCP Guidelines issued by a Principal Submitting Person

Feeder Pillar



Dredging Permit by PBT

The Requirement for TNB Substation

*(Note: EVCB development in built-up areas is not allowed if it requires the provision of a substation)*



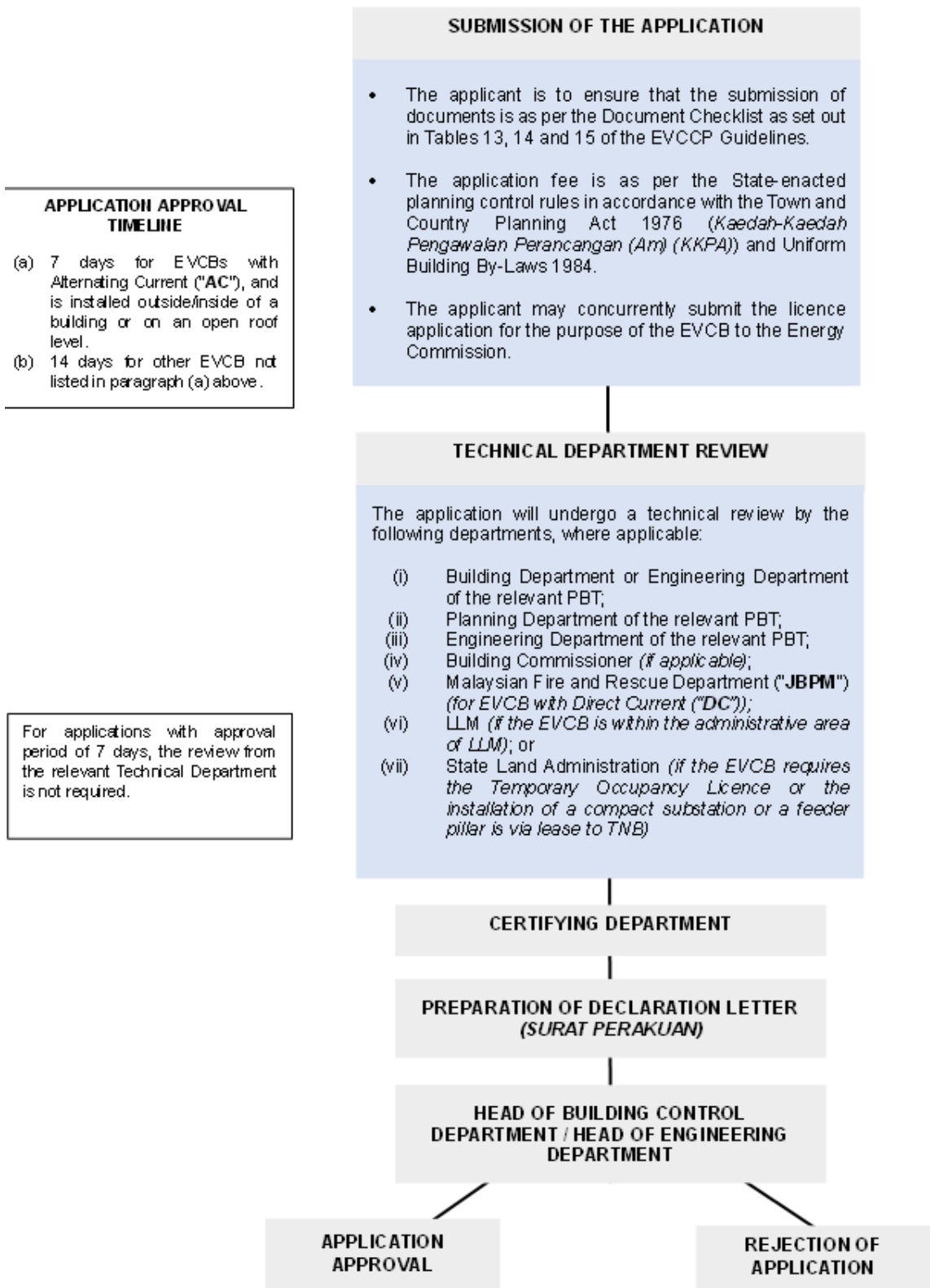
Application of Development Order, Engineering Plans, Building Plans and depositing of CCC.

*(Note: Please refer to the procedures in the OSC Manual 3.0 Plus)*



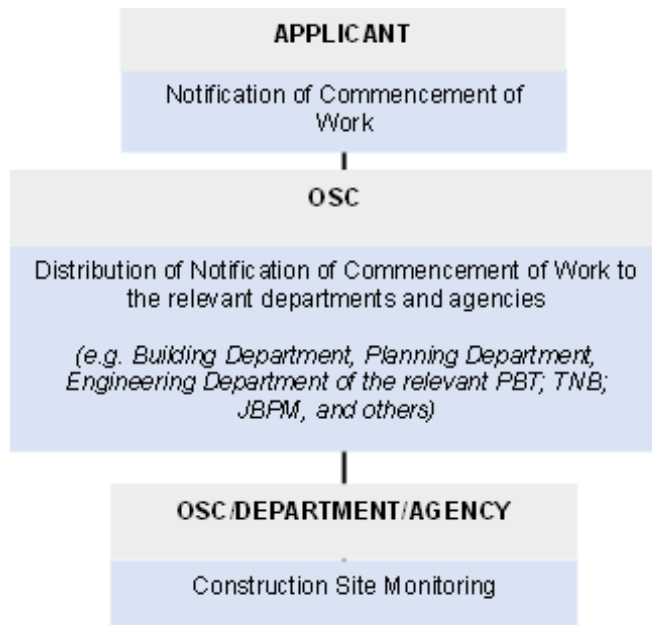
**(ii) Process 2: Consideration of the proposed EVCB implementation by the relevant PBT**

Prior to submitting the application on the OSC system, an applicant is to obtain the following documents:

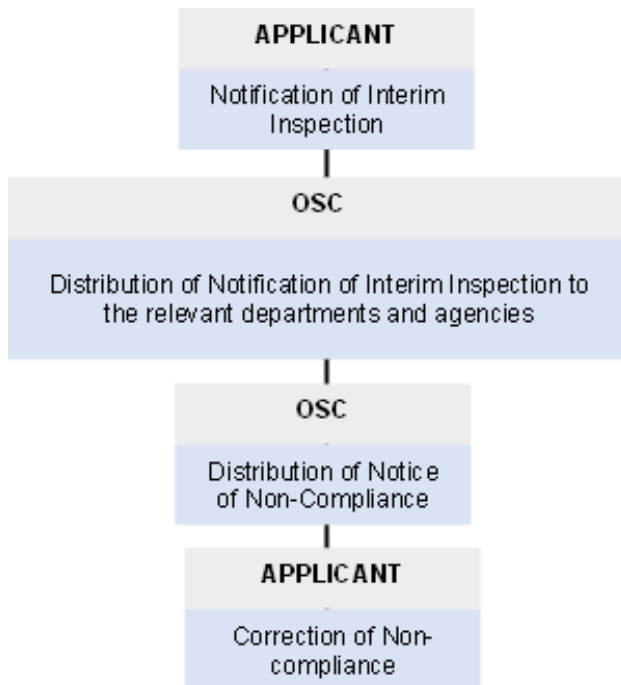


**(iii) Process 3: Notification of Commencement of Work, Process 4: Construction Site Monitoring and Notification of Interim Inspection; and Process 5: Final Inspection Notification I and II**

Processes 3, 4 and 5 shall be as per the OSC Manual 3.0 Plus, whereby the summarised processes are set out below.

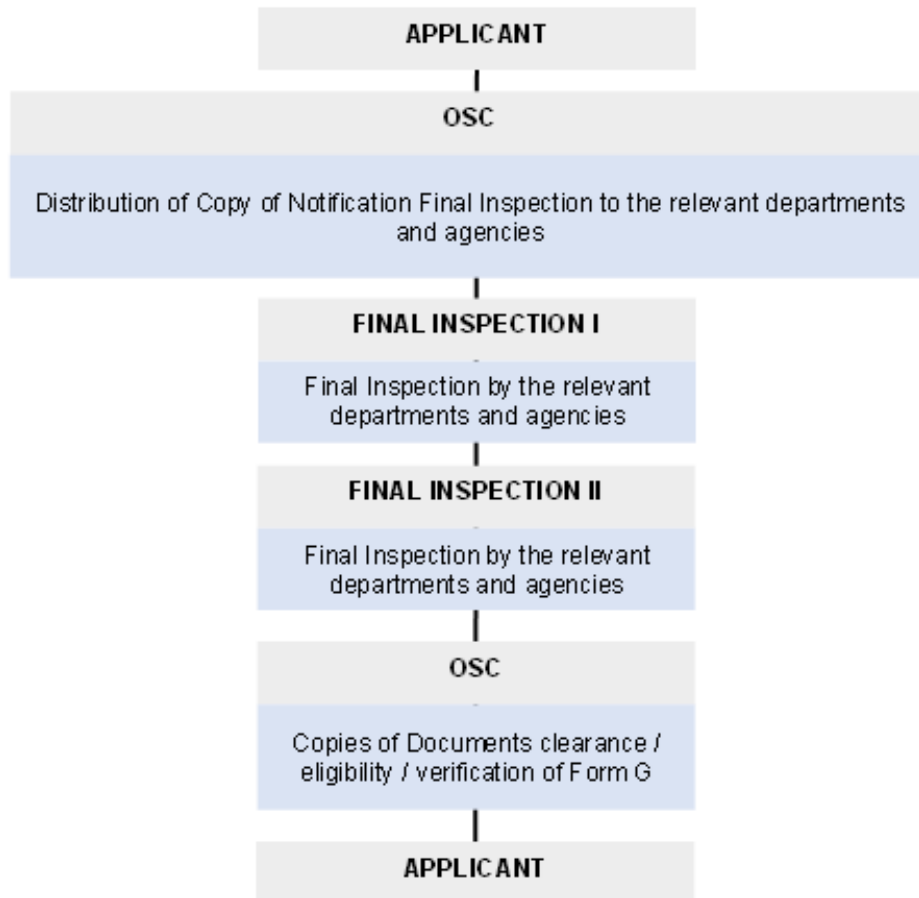


**(b) Process 4: Construction Site Monitoring and Notification of Interim Inspection**



For any non-compliance, the relevant department and agency will issue a notice of non-compliance to the applicant. If the applicant has rectified such non-compliance, the relevant department or agency will issue a letter of compliance to the applicant and a copy of the same to the OSC and the relevant departments or agencies.

**(c) Process 5: Final Inspection Notification I and II**



**(iv) Process 6: Depositing of CCC or Self-Compliance Declaration**

**(a) Depositing of CCC**

For existing building works approved under a Building Plan (Addition/Alteration) approval, the applicant is required to deposit the CCC.

The CCC must be completed with Forms G1 until G21 and Form F. However, prior to the CCC submission, the Principal Submitting Person, on behalf of the applicant, must determine and sign the relevant G forms, depending on the type of EVCB i.e. AC or DC.

The forms recommended as a pre-requisite for CCC for DC-type EVCBs are forms G7, G8, G9 and G16 of the Uniform Building By-laws as implemented in each State. For AC-type EVCBs, only forms G7 and G16 are recommended.

The CCC is to be deposited to the relevant PBT within 14 days from the date Form F is signed.



## **(b) Self-Compliance Declaration**

For Minor Construction Permit and Temporary Permit applications, the Principal Submitting Person is required to submit the Self-Compliance Declaration as prescribed under the EVCCP Guidelines.

## **B. EVCB IMPLEMENTATION FOR NEW DEVELOPMENTS**

For any proposed EVCB to be integrated in a new project or development, the applicant is to submit the Development Order in accordance with the OSC Manual 3.0 Plus and to comply with other applicable legislation and/or guidelines such as the Fire Safety Guidelines for EVCB on Premises, Electricity Supply Act 1990 and the Electricity Regulations 1994.



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