

# Course : Building your carte communale

*Practical course - 1d - 7h00 - Ref. CCT*  
*Price : 960 CHF E.T.*

The aim of this training course is to provide you with the fundamentals of town planning law, analyze the advantages of the Carte Communale since its introduction, the rules for granting building permits and prior declarations, and the mayor's powers in terms of town planning policing.

## Teaching objectives

At the end of the training, the participant will be able to:

- ✓ Discover the organization of local urban planning.
- ✓ Understand the content and development of the carte communale.
- ✓ Develop the carte communale.
- ✓ Knowing the planning police

## Intended audience

Local elected official - Territorial officer or manager

## Prerequisites

notions de base en droit et gestion des collectivités locales.  
Connaissances de base du fonctionnement des collectivités locales.

## Practical details

### Hands-on work

traitement de cas pratiques. Exercices et questionnaires

### Teaching methods

participatory teaching

## Course schedule

### PARTICIPANTS

Local elected official - Territorial officer or manager

### PREREQUISITES

notions de base en droit et gestion des collectivités locales.  
Connaissances de base du fonctionnement des collectivités locales.

### TRAINER QUALIFICATIONS

The experts leading the training are specialists in the covered subjects. They have been approved by our instructional teams for both their professional knowledge and their teaching ability, for each course they teach. They have at least five to ten years of experience in their field and hold (or have held) decision-making positions in companies.

### ASSESSMENT TERMS

The trainer evaluates each participant's academic progress throughout the training using multiple choice, scenarios, hands-on work and more.  
Participants also complete a placement test before and after the course to measure the skills they've developed.

## 1 The organization of local urban planning

- Understanding national law
- the role of the Regional Council
- The Scot (Schéma de Chérence territoriale) and its evolution
- Special features (mountain/littoral laws, Natura 2000, National Park, etc.)

### Hands-on work

work on official documents

## 2 Development and content of the carte communale

- How the Carte Communale works
- How to change the Carte Communale
- What are the rules
- Drawing up a Carte Communale from A to Z

### Case study

work on a file in sub-groups with presentations

## 3 The evolution of a Carte Communale

- Approval of a Carte Communale
- How to change the Carte Communale
- Possible appeals against the Carte Communale
- Carte Communale in the digital age

### Group discussion

Discussions between participants and trainer

## 4 Planning police

- Urban planning declarations.
- The mayor's powers.
- Other authorities.
- Penalties

### Hands-on work

Collective study of real-life cases.

### TEACHING AIDS AND TECHNICAL RESOURCES

- The main teaching aids and instructional methods used in the training are audiovisual aids, documentation and course material, hands-on application exercises and corrected exercises for practical training courses, case studies and coverage of real cases for training seminars.
- At the end of each course or seminar, ORSYS provides participants with a course evaluation questionnaire that is analysed by our instructional teams.
- A check-in sheet for each half-day of attendance is provided at the end of the training, along with a course completion certificate if the trainee attended the entire session.

### TERMS AND DEADLINES

Registration must be completed 24 hours before the start of the training.

### ACCESSIBILITY FOR PEOPLE WITH DISABILITIES

Do you need special accessibility accommodations? Contact Mrs. Fosse, Disability Manager, at [psh-accueil@orsys.fr](mailto:psh-accueil@orsys.fr) to review your request and its feasibility.