

# Course : Building permit appraisal

*Practical course - 2d - 14h00 - Ref. PMC*  
*Price : 1370 CHF E.T.*

If you are in charge of processing building permit applications or are a project developer, this training course will enable you to master all the essential stages, from the composition of the building permit application file, the processing of the file and the management of disputes.

## Teaching objectives

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

- ✓ Mastering building permit issues for both applicants and inspectors
- ✓ Mastering appraisal stages and constraints
- ✓ Managing post-decision formalities and appeals

## Intended audience

Anyone wishing to master the regulations governing building permit applications.

## Prerequisites

No special knowledge required.

## Practical details

### Hands-on work

Based on real-life cases, analyze the situation and respond to the various issues.

### Teaching methods

Participative teaching method. Theoretical and practical training.

## Course schedule

### 1 Mastering the scope of building permits

- Changes in legislation and building permits.
- Distinguish between the fields of application of building permits.

### Case study

Document analysis and reporting.

### PARTICIPANTS

Anyone wishing to master the regulations governing building permit applications.

### PREREQUISITES

No special knowledge required.

### 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.

## 2 The advantages and limitations of the town planning certificate

- Discover the scope of the urban planning certificate.
- Identify all phases of the building permit process with regard to town planning constraints.
- Know the differences between existing building permits.

### Case study

Analysis of a pre-application file.

## 3 Constraints on building permit applications

- Constraints resulting from social mixing easements.
- Constraints resulting from easements relating to the surroundings of historic monuments.
- Constraints resulting from servitudes relating to flood zones (PPRI).
- Constraints resulting from archaeological easements (agreements).
- Integrate other regulations.

### Hands-on work

Based on concrete case studies, analysis and exchange of experiences and solutions.

## 4 Managing the various stages in the building permit process

- Understand the different decision-making processes involved in granting a building permit.
- Learn about post-decision formalities: posting changes, transfer, expiry...
- Mastering the various forms of recourse, their deadlines, how to anticipate and manage them, and protocols.
- Know the various taxes and contributions (development tax, PUP, etc.) and how to pay them.
- Integrate new rules "innovations" 2012 and 2014.

### Hands-on work

Case study.

### 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 to review your request and its feasibility.