



## Teaching Guide

| Teaching Guide      |                                                                                                                                                                                                                                                                                                                                                          |        |                          |           |
|---------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------------|-----------|
| Identifying Data    |                                                                                                                                                                                                                                                                                                                                                          |        |                          | 2021/22   |
| Subject (*)         | Urban Planning and Administrative Procedures                                                                                                                                                                                                                                                                                                             |        | Code                     | 670G01114 |
| Study programme     | Grao en Arquitectura Técnica                                                                                                                                                                                                                                                                                                                             |        |                          |           |
| Descriptors         |                                                                                                                                                                                                                                                                                                                                                          |        |                          |           |
| Cycle               | Period                                                                                                                                                                                                                                                                                                                                                   | Year   | Type                     | Credits   |
| Graduate            | 1st four-month period                                                                                                                                                                                                                                                                                                                                    | Second | Basic training           | 12        |
| Language            | SpanishGalician                                                                                                                                                                                                                                                                                                                                          |        |                          |           |
| Teaching method     | Face-to-face                                                                                                                                                                                                                                                                                                                                             |        |                          |           |
| Prerequisites       |                                                                                                                                                                                                                                                                                                                                                          |        |                          |           |
| Department          | Dereito PrivadoProxectos Arquitectónicos, Urbanismo e Composición                                                                                                                                                                                                                                                                                        |        |                          |           |
| Coordinador         | Vazquez Mosquera, Jose Manuel                                                                                                                                                                                                                                                                                                                            | E-mail | jose.vmosquera@udc.es    |           |
| Lecturers           | Raposo Arceo, Juan Jesus                                                                                                                                                                                                                                                                                                                                 | E-mail | juan.raposo.arceo@udc.es |           |
|                     | Vazquez Mosquera, Jose Manuel                                                                                                                                                                                                                                                                                                                            |        | jose.vmosquera@udc.es    |           |
| Web                 |                                                                                                                                                                                                                                                                                                                                                          |        |                          |           |
| General description | Estudo do proceso para o desenvolvemento dun ámbito concreto en materia urbanística e de procedementos administrativos vinculados.                                                                                                                                                                                                                       |        |                          |           |
| Contingency plan    | 1. Modifications to the contents<br><br>2. Methodologies<br>*Teaching methodologies that are maintained<br><br>*Teaching methodologies that are modified<br><br>3. Mechanisms for personalized attention to students<br><br>4. Modifications in the evaluation<br><br>*Evaluation observations:<br><br>5. Modifications to the bibliography or webgraphy |        |                          |           |

## Study programme competences

| Code | Study programme competences                                                                                                                                                                                                |
|------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| A43  | A0.8 Basic understanding of the legal framework governing public sector bodies and the procedures for public and private sector procurement.                                                                               |
| A73  | A5.3 Understanding of the legal framework for urban planning and management.                                                                                                                                               |
| B31  | B1 Students will demonstrate knowledge and understanding of subjects that build upon the foundation of a general secondary education using advanced textbooks and ideas and analyses from the cutting edge of their field. |
| B32  | B2 Students will be able to use their knowledge professionally and will possess the skills required to formulate and defend arguments and solve problems within their area of study.                                       |
| B33  | B3 Students will have the ability to gather and interpret relevant data (especially within their field of study) in order to make decisions and reflect on social, scientific and ethical matters.                         |
| B34  | B4 Students will be able to communicate information, ideas, problems and solutions to specialist and non-specialist audiences alike.                                                                                       |
| B35  | B5 Students will develop the learning skills and autonomy they need to continue their studies at postgraduate level.                                                                                                       |
| C1   | Adequate oral and written expression in the official languages.                                                                                                                                                            |
| C3   | Using ICT in working contexts and lifelong learning.                                                                                                                                                                       |
| C4   | Acting as a respectful citizen according to democratic cultures and human rights and with a gender perspective.                                                                                                            |
| C5   | Understanding the importance of entrepreneurial culture and the useful means for enterprising people.                                                                                                                      |



|    |                                                                                                                                                                                                            |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| C6 | Acquiring skills for healthy lifestyles, and healthy habits and routines.                                                                                                                                  |
| C7 | Developing the ability to work in interdisciplinary or transdisciplinary teams in order to offer proposals that can contribute to a sustainable environmental, economic, political and social development. |
| C8 | Valuing the importance of research, innovation and technological development for the socioeconomic and cultural progress of society.                                                                       |
| C9 | Ability to manage times and resources: developing plans, prioritizing activities, identifying critical points, establishing goals and accomplishing them.                                                  |

| Learning outcomes                                                                                                                                |  |                             |                              |
|--------------------------------------------------------------------------------------------------------------------------------------------------|--|-----------------------------|------------------------------|
| Learning outcomes                                                                                                                                |  | Study programme competences |                              |
| coñecemento dos diferentes medios para actuar, tanto urbanísticas como legais.                                                                   |  | A43<br>A73                  | B31<br>B32<br>B33<br>C3      |
| capacidade para analizar e propoñer actuacións urbanísticas/legais en diferentes áreas urbanas, periurbanas ou territoriais                      |  |                             | B34<br>B35<br>C4<br>C7<br>C9 |
| Capacidade dialéctica, discursiva, expositiva para a participación nos debates para a exposición e defensa dos traballos e actividades prácticas |  |                             | C1<br>C5<br>C6<br>C8         |

| Contents                             |                                                                                                                                                                                             |
|--------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Topic                                | Sub-topic                                                                                                                                                                                   |
| Análise e estudo dun ámbito concreto | Emprego de ferramentas urbanísticas e legais.<br>Representación gráfica explicativa.<br>Proceso urbanístico adecuado para unha actuación concreta<br>Proceso xurídico de actuación concreto |
| Teoría urbanística e xurídica        | Comprensión e adecuación das leis de obrigado cumprimento.<br>Estudo dos casos e proceso de actuación urbanístico/legal.<br>Coñecemento dos procedementos administrativos                   |

| Planning                                                                                                                        |                              |                      |                               |             |
|---------------------------------------------------------------------------------------------------------------------------------|------------------------------|----------------------|-------------------------------|-------------|
| Methodologies / tests                                                                                                           | Competencies                 | Ordinary class hours | Student?s personal work hours | Total hours |
| Workshop                                                                                                                        | B34 B35 C3 C4 C5<br>C6 C7 C8 | 145                  | 0                             | 145         |
| Guest lecture / keynote speech                                                                                                  | A43 A73 B31 B32<br>B33 C9 C1 | 145                  | 0                             | 145         |
| Personalized attention                                                                                                          |                              | 10                   | 0                             | 10          |
| (*)The information in the planning table is for guidance only and does not take into account the heterogeneity of the students. |                              |                      |                               |             |

| Methodologies                  |                                                                                                                                                             |
|--------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Methodologies                  | Description                                                                                                                                                 |
| Workshop                       | Actividades prácticas a desenvolver polos alumnos durante o curso, que se han de materializar en estudos e propostas de diferentes actuacións urbanísticas. |
| Guest lecture / keynote speech | Clases teóricas para ampliar coñecementos e fomentar a participación e o avance nas actividades prácticas                                                   |

| Personalized attention |             |
|------------------------|-------------|
| Methodologies          | Description |



|                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Guest lecture /<br>keynote speech<br>Workshop | <p>As sesións maxistras e os obradoiros supoñen o seguimento e asesoramento por parte do profesor para incentivar no alumnado a investigación persoal e para orientar as propostas creativas fomentando a autocrítica e o avance na capacidade propositiva.</p> <p>Medidas de dedicación para o ?Alumnado con recoñecemento de dedicación a tempo parcial e dispensa académica de exención de asistencia?. O alumnado nesta circunstancia:</p> <p>_ Con respecto as clases de teoría terá a dispensa de asistencia a ditas clases do 50%. Deberá acudir polo menos a un 10% das tutorías establecidas no horario dos docentes de teoría da materia para resolver as cuestións pertinentes de seguimento.</p> <p>_ Con respecto as clases de práctica, estos estudantes deberán asistir a un mínimo do 80% das aulas, incluíndose nesta porcentaxe os días da sesión de presentación conxunta dos traballos. Ase mesmo, os docentes de prácticas disporán un 20% das súas tutorías, a requerimento dos estudantes, para o reforzo necesario dos traballos a presentar.</p> <p>En ambos os dous casos axustaránse ditas medidas segundo os casos concretos, adecuándoas as circunstancias.</p> |
|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

| Assessment                        |                              |                                                                                                                                                                                                                                       |               |
|-----------------------------------|------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------|
| Methodologies                     | Competencies                 | Description                                                                                                                                                                                                                           | Qualification |
| Guest lecture /<br>keynote speech | A43 A73 B31 B32<br>B33 C9 C1 | Clases teóricas para ampliar coñecementos e fomentar a participación e o avance nas actividades prácticas<br>Valorarase a asistencia e a participación na aula                                                                        | 50            |
| Workshop                          | B34 B35 C3 C4 C5<br>C6 C7 C8 | Actividades prácticas a desenvolver polos alumnos durante o curso, que se han de materializar en estudos e propostas de diferentes actuacións urbanísticas.<br>É necesario ter esta parte da materia aprobada para superar a materia. | 50            |

| Assessment comments |
|---------------------|
|                     |

| Sources of information |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
|------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Basic                  | <ul style="list-style-type: none"> <li>- Rafael Moreno Ubric (2021). Manual de Derecho Inmobiliario. Edit. Thomson ? Reuters. ARANZADI- Pamplona</li> <li>- Antonio Eduardo Humero Martín (2019). Arquitectura legal y valoraciones inmobiliarias. Edit. Dykinson, S.L</li> <li>- Díaz Barco, Fernando (2019). Manual de Derecho de la Construcción . Manual de Derecho de la Construcción</li> <li>- MIGUEL ANGEL DEL ARCO TORRES (2010). DERECHO DE LA CONSTRUCCION . EDIT. Comares</li> <li>- CRISTOBAL TRABALÓN CARRICONDO (2015). TRATADO LEGAL DE CONSTRUCCION. Edit. Tebar. Madrid</li> </ul> |
| Complementary          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |

| Recommendations                                               |
|---------------------------------------------------------------|
| Subjects that it is recommended to have taken before          |
| Management, Organization and Programming/670G01130            |
| Subjects that are recommended to be taken simultaneously      |
| Business Economics and Organisation [In extinction]/670G01010 |
| Subjects that continue the syllabus                           |
| Measurements, Budgets and Economic Control/670G01133          |
| Other comments                                                |
|                                                               |



(\*)The teaching guide is the document in which the URV publishes the information about all its courses. It is a public document and cannot be modified. Only in exceptional cases can it be revised by the competent agent or duly revised so that it is in line with current legislation.