



**how to formulated questions
for the interview process**

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Questions for interviews about the process:

- What is the starting point of such a process? Who is the initiator?
- What are the first discussion points for an area? Who is discussing with whom?
- Are there any distinctions between “simple or small” and “sophisticated or huge” urban planning projects? Which criteria are used?
- Which instruments and tools are used before the formal zoning phase has started? Are there any competitions? Who is responsible for what?
- How is the discussion and negotiation between the city and developer as well as within the city (departments) organised? Who is getting what type of information?
- When are first decisions being made and by whom? What is already fixed before the official adaptation of the planning instruments has started?
- What are the steps within the official adaptation of the planning instrument (zoning plan) from the first decision of adaptation to approval by the City Council?
- Which instruments are used in the different phases and who is responsible?
- What happened after the planning instrument (zoning plan) was adapted?
- Who ensured that all issues that were decided were actually taken into account/implemented?
- Which permits are normally needed and what is verified and audited?
- Are there competitions for each property, plot or building? Who is defining which criteria and how are they linked to the results before?
- What happened during the implementation (construction) and afterwards? Are there further checks?
- Who is in charge for quality management?
- Is there any difference in the process depending on who owns the land (public and private)?