



REPUBLIKA E SHQIPËRISË
MINISTRY OF INFRASTRUCTURE AND ENERGY
NATIONAL TERRITORIAL PLANNING AGENCY

No. _____ Prot.

Tirana, on _____._____.2019

INSTRUCTION

No. 4, dated 09/07/2019

ON
EXECUTION OF THE PROCESS OF INITIATION, CONSULTATION, COORDINATION AND
APPROVAL OF DETAILED LOCAL PLANS (DLP) THROUGH THE NATIONAL
TERRITORIAL PLANNING REGISTER-
E-PLANNING

Pursuant to Article 28 of Law No. 9000, dated 30/01/2003 “On the Organisation and Functioning of the Council of Ministers”, Articles 3, 9, 13, 22, 23, 24, 25, 55, 56 and 57 of Law No. 107/2014 “On Territorial Planning and Development”, as amended, Chapter III of DCM No. 427, dated 08/06/2016 “On the Organisation and Functioning of National Territorial Planning Agency”, Articles 2, 3, 4, 5, 6, 9, 10, 68, 69, 70, 71, 72, 73, 81 of DCM No. 686, dated 22/11/2017 “On the Approval of the Regulation on Territorial Planning”, as amended,

I HEREBY INSTRUCT:

1. Execution of the process of initiation, consultation, coordination and approval of the Detailed Local Plans (DLP) by the local planning authorities through the National Territorial Planning Register - *e-planning* – starting from **29 July 2019**.
2. During the period 29 July 2019 - 30 August 2019, the processes of initiation, consultation, coordination and approval of the Detailed Local Plans by local authorities shall be executed through the *e-planning* system with the support and technical assistance of the National Territorial Planning Agency.
3. Starting from **02 September 2019**, the processes of initiation, consultation, coordination and approval of Detailed Local Plans by the local authorities shall be executed by such authorities acting alone through the electronic system *e-planning*.
4. The *e-planning* shall be accessed by the local authorities by using log-in accounts and relevant credentials, through the link: <http://172.24.35.4:81/>. Connection to VPN is mandatory for ensuring access to the *e-planning* system. Log-in accounts and Credentials that the local authorities have used until now for accessing the National Territorial Planning Register, shall be replaced/used by the Log-in Accounts and Credentials to access the *e-planning* system.

5. The Local Authorities responsible for drafting the Detailed Local Plan document, shall ensure transparency to the general public, during this process, by publishing the document (draft) of DLP and convening public meetings, upon request, according to the stipulations of the legislation in the area of territory planning. The process of draft publishing and notification for public consultation shall be carried out through NTPR – *e-planning* system.
6. The following constitute an integral part of this Instruction:
 - Annex I “User Guide of the System of *e-planning for DLPs*”, where the method of accessing and using the *e-planning* are determined in details together with its functionalities;
 - Article II “*GIS data model for DLP*”.
7. The Local Authorities that have started drafting the Detailed Local Plans shall be in charge of re-initiating the process in *e-planning*, by re-loading the Document on undertaking the Initiative.
8. The Local Authorities undertaking the initiative to draft Detailed Local Plans documents as of 29 July 2019, and NTPA shall be in charge of observing and implementing this Instruction.

GENERAL DIRECTOR

Adelina GRECA