

## B. Projects under Batas Pambansa 220

### B.1. Subdivision

- 1) Preliminary Approval and Locational Clearance
  - a) Socialized Housing PhP75 00/ha.
  - b) Economic Housing PhP180.00/ha.
  - c) Inspection Fee
    - i) Socialized Housing PhP200.00/ha.
    - ii) Economic Housing PhP600.00/ha.
- 2) Final Approval and Development Permit
  - a) Processing Fee
    - i) Socialized Housing PhP500.00/ha.
    - ii) Economic Housing PhP1,200.00/ha.
  - b) Inspection Fee (Projects already inspected for PALC application may not be charged inspection fee)
    - i) Socialized Housing PhP200.00/ha.
    - ii) Economic Housing PhP600.00/ha.
- 3) Alteration of Plan (affected areas only) (Same as Final Approval and Development Permit)
- 4) Building Permit (Floor area of housing unit) PhP6.00/sq. m.
- 5) Certificate of Registration
  - a) Application Fee
    - i) a. Socialized Housing PhP350.00
    - ii) b. Economic Housing PhP600.00
- 6) Licenses to sell (per saleable lot)
  - a) Socialized Housing PhP20.00/lot
  - b) Economic Housing PhP60.00/lotPhP2.4/sq. m.  
(Additional Fee on floor area of houses/building sold with lot)
- c) Inspection Fee
  - i) Socialized Housing PhP200.00/ha.
  - ii) Economic Housing PhP600.00/ha.
- 7) Extension of Time to Develop
  - a) Filing Fee
    - i) a. Socialized Housing PhP350.00
    - ii) b. Economic Housing PhP420.00
  - b) Inspection Fee (affected/unfinished area)
    - i) Socialized Housing PhP200.00/ha.
    - ii) Economic Housing PhP600.00/ha.
- 8) Certificate of Completion
  - a) Certificate Fee
    - i) Socialized Housing PhP150.00
    - ii) Economic Housing PhP180.00
  - b) Processing Fee
    - i) Socialized Housing PhP200.00/ha.
    - ii) Economic Housing PhP600.00/ha.
- 9) Occupancy Permit
  - a) Inspection Fee (saleable floor area of the housing unit)
    - i) Socialized Housing PhP5.00 /sq.meter
    - ii) Economic Housing PhP6.00 /sq.meter

### B.2. Condominium

- 1) Preliminary Approval and Locational Clearance PhP600.00
- 2) Final Approval and Development Permit
  - a) Total Land Area PhP6.00/sq. m.
  - b) Number of Floor PhP120.00/floor

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|--|---|
| c) Building Area   | PhP2.40.00/sq. m. of<br>GFA                           |
| d) Inspection Fee  | PhP2.40.00/sq. m. of<br>GFA                           |
| 3) Alteration of Plan (affected areas only)                      | (Same as Final<br>Approval and<br>Development Permit) |
| 4) Certificate of Registration                                   | PhP600.00   |
| 5) License to sell   | PhP6.00/sq. m.  |
| 6) Extension of Time to Develop                                  | PhP420.00   |
| a) Inspection Fee (FA x P2 x % of remaining development<br>cost) | PhP2.40/sq. m. of<br>saleable unit                    |
| 7) Certificate of Completion                                     |   |
| a) Certificate Fee   | PhP180.00   |
| b) Processing Fee  | PhP3.60/sq. m. of GFA                                 |

#### C. Approval of Industrial/Commercial Subdivision

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|---|---|
| 1) Preliminary Approval and Locational Clearance  | PhP3.60/ha.   |
| a) Inspection Fee   | PhP1,200.00/ha.<br>regardless of location           |
| 2) Final Approval and Development Permit  | PhP600.00/ha.<br>regardless of location             |
| a) Inspection Fee(Projects already inspected for PALC<br>application may not be charged inspection fee) | PhP1,200.00/ha.<br>regardless of location           |
| 3) Alteration of Plan (affected areas only)   | Same as Final Approval<br>and Development<br>Permit |
| 4) Certificate of Registration  | PhP2,400.00   |
| 5) License to sell  | PhP2.40/sq. m. of the<br>land area                  |
| a) Inspection Fee   | PhP1,200.00/ha.<br>regardless of location           |
| 6) Extension of Time to Develop   | PhP420.00   |
| a) Inspection Fee (affected/unfinished areas only)  | PhP1,200.00/ha.                                     |
| 7) Certificate of Completion  |   |
| a) Industrial   | PhP420.00/ha.<br>regardless of location             |
| b) Commercial   | PhP600.00/ha.<br>regardless of location             |

#### D. Approval of Farmlot Subdivision

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|--|-----------------|
| 1) Preliminary Approval and Locational Clearance   | PhP240.00/ha.   |
| a) Inspection Fee  | PhP600.00/ha.   |
| 2) Final Approval and Development Permit   | PhP1200.00/ha.  |
| a) Inspection Fee (Projects already inspected for PALC<br>application may not be charged inspection fee) | PhP600.00/ha.   |
| 3) Alteration of Plan (affected areas only)  |                 |
| 4) Certificate of Registration   | PhP2,400.00     |
| 5) License to sell   | PhP600.00/lot   |
| a) Inspection Fee  | PhP1200.00/ha.* |
| 6) Extension of Time to Develop  | PhP420.00/ha.   |
| a) Inspection Fee (affected/unfinished areas)  | PhP1200.00/ha.  |
| 7) Certificate of Completion   |                 |
| a) Certificate Fee   | PhP180.00/ha.   |
| b) Processing Fee  | PhP1200.00/ha.  |

#### E. Approval of Memorial Park/Cemetery Project/Columbarium

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| 1) Preliminary Approval and Locational Clearance |               |
| a) Memorial Projects                             | PhP600.00/ha. |
| b) Cemeteries                                    | PhP240.00/ha. |

c) Columbarium	PhP3,000.00/ha.
d) Inspection Fee	
i) Memorial Projects	PhP1,200.00/ha.
ii) Cemeteries	PhP600.00/ha.
iii) Columbarium	PhP14.40/sq. m. of GFA
2) Final Approval and Development Permit	
a) Memorial Projects	PhP2.40/sq. m.
b) Cemeteries	PhP1.20/sq. m.
c) Columbarium	PhP 240/floor PhP4.30/sq. m. of GFA PhP6.00/sq. m. of Land Area
d) Inspection Fee (Projects already inspected for PALC application may not be charged inspection fee)	
i) Memorial Projects	PhP1,200.00/ha.
ii) Cemeteries	PhP600.00/ha.
iii) Columbarium	PhP14.40/sq. m. of GFA
3) Alteration Fee	Same as Final Approval/Development Permit
4) Certificate of Registration	PhP2,400.00
5) Licenses to Sell	
a) Memorial Projects	PhP60.00/2.5 sq. m.
i) Apartment Type	PhP24.00/per unit
b) Cemeteries	PhP24.00/tomb
c) Columbarium	PhP60.00/vault
d) Inspection Fee	
i) Memorial Projects	PhP1,200.00/ha
ii) Cemeteries	PhP600.00/ha
iii) Columbarium	
6) Extension of Time to Develop	PhP420.00
a) Inspection Fee (affected/unfinished areas only)	
i) Memorial Projects	PhP1,200.00/ha
ii) Cemeteries	PhP600.00/ha
iii) Columbarium	PhP14.40/sq. m. of the remaining GFA
7) Certificate of Completion	
a) Certificate Fee	PhP180.00
b) Processing Fee	
i) Memorial Projects	PhP1,200.00/ha
ii) Cemeteries	PhP600.00/ha
iii) Columbarium	PhP4.80/sq. m. of GFA

#### F. Other Transactions/Certifications

##### F.1. Application/Request for:

1) Advertisement Approval	PhP600.00
2) Cancellation/Reduction of Performance Bond	PhP2,400.00
3) Lifting of Suspended Licenses to Sell	PhP2,400.00
4) Exemption from Cease and Desist Order	PhP180.00
5) Clearance to Mortgage	PhP1,200.00
6) Lifting from Cease and Desist Order	PhP2,400.00
7) Change of Name/Ownership/Amendments	PhP1,200.00
8) Voluntary Cancellation of CR/LS	PhP1,200.00
9) Revalidation/Renewal of Permit (Condominium)	50 % of assessed current processing fees

## F.2. Other Certifications

1) Zoning Certifications	PhP600.00/ha
2) Certification of Town Plan/Zoning Ordinance Approval	PhP180.00
3) Certification of New Rights/Sales	PhP180.00
4) Certification of Registration (form)	PhP180.00
5) Licenses to Sell (form)	PhP180.00
6) Certificate of Creditable Withholding Tax (Maximum of 5 lots per certificate)	PhP180.00
7) Others, to include:	
a) Availability to records/public request	PhP240.00
b) Certificate of no records on file	PhP240.00
c) Certification of with or without CR/LS	PhP240.00
d) Certified copy of documents (report size)	
i) Document of five (5) pages or less	PhP36.00
ii) Every additional page	PhP3.60
e) Photocopy of documents	PhP2.40
f) Other not listed above	PhP180.00

## G. Registration of Dealers/Brokers/Salesperson

1) Dealers/Brokers	PhP600.00
2) Salesperson/Agent	PhP240.00

## H. Homeowner Associations

1) Registration of HOA	
a) Examination/Registration	
i) Articles of Incorporation	PhP780.00
ii) Bylaws	PhP780.00
iii) Books	PhP240.00
b) Amendments	
i) Articles of Incorporation	PhP600.00
ii) By-Laws	PhP600.00
2) Dissolution of Homeowners Associations	PhP600.00
3) Certification of the new set of officers	PhP420.00
4) Other Certifications	PhP180.00
a) Inspection Fee (CMP Projects)	PhP600.00/ha.

## I. Legal Fees

1) Filing Fee	PhP1,200.00
2) Additional Fee for claims (for refund, damages, attorney's fees, etc.)	
a) Not more than PhP20,000	PhP144.00
b) More than PhP20,000 but less than PhP80,000	PhP480.00
c) PhP80,000 or more but less than PhP100,000	PhP720.00
d) PhP100,000 or more but less than PhP150,000	PhP1,200.00
e) For each PhP1,000 in excess of PhP150,000	PhP600
3) Motion for reconsideration	PhP500.00
4) Petition for Review	PhP2,400.00
5) Prayer for Cease and Desist Order	PhP1,000.00
6) Those exempt from payment of legal fees:	
a) Those whose gross income is not more than PhP6,000 per month and residing within Metro Manila	
b) Those whose gross income is not more than PhP4,000 per month and residing outside Metro Manila	
c) Those who do not own real property.	
d) Government agencies and its instrumentalities are exempted from paying legal fees; however, local government and government-owned or controlled corporations with or without independent charters are not exempted paying legal fees.	

**Section 237. Building Permit.**—Pursuant to Presidential Decree 1096 or the “National Building Code,” as amended, any person whether natural or juridical, shall secure a building permit from the Office of the Municipal Engineer before such person can erect, construct, alter, move, convert or demolish any public or private building within the Municipality. The fees and charges therefor shall be based on the rates prescribed by the “National Building Code” and payable to the Office of the Municipal Treasurer upon application for such permits.

**Section 238. Exemption from Building Permits.**—(a) Public buildings, traditional indigenous family dwellings and buildings exclusively for religious purposes shall be exempt from the payment of building permit fees; however, all buildings to be constructed are required to secure building permit.

(b) As used in this Code, the term “traditional indigenous family dwellings” means dwellings intended for the use and occupancy by the family of the owner only constructed of native materials such as bamboo, nipa, logs or lumber, the total cost of which does not exceed thirty thousand pesos (PhP30,000.00).

**Section 239. Application for Building Permit.**—(a) In order to obtain a building permit, the applicant shall file an application therefore in writing and on the prescribed form with the Office of the Municipal Engineer. Every application shall provide at least the following information:

1. A description of the work to be covered by the permit applied for.
2. A description and ownership of the lot on which the proposed work to be done as evidenced by OCT/TCT/tax declaration/deed of sale and/or copy of the contract of lease over the lot if applicant is not registered owner;
3. The use or occupancy for which the proposed work is intended; and
4. Estimated cost of the proposed work.

(b) To be submitted together with such applications are at least five (5) sets of corresponding plans and specifications prepared, signed and sealed by a duly registered mechanical engineer in case of mechanical plans, by registered electrical engineer in case of electrical plans and by a licensed sanitary engineer or master plumber in case of plumbing or sanitary installation plans except in those cases exempted or not required by the Office of the Municipal Engineer under this Code.

**Section 240. Processing of Building Permits.**—Processing of building permits shall be under the overall administrative control and supervision of the Office of the Municipal Engineer and his/her technical staff of qualified professionals. In processing an application for building permit, the Office of the Municipal Engineer shall see to it that the applicant satisfies and conforms with approved standard requirements on zoning and land use, lines and grades structural design, sanitary and sewerage, environmental health, electrical and mechanical safety as well as with other rules and regulations promulgated in accordance with the provisions of this Code.

**Section 241. Issuance of Building Permit.**—(a) When satisfied that the work described in the application for building permit and the plans and specifications submitted therewith conform with the requirements of this Code and any other laws, rules and regulations, the Office of the Municipal Engineer shall, within fifteen (15) days from the payment of required fees by the applicant issue the building permit applied for.

(b) The Office of the Municipal Engineer may issue a permit for the construction of only part or portion of a building or structure whenever the plans and specifications submitted together with the application do not cover the entire building or structure.

(c) Approved plans shall not be changed, modified or altered without the approval of the Office of the Municipal Engineer and the work shall be done strictly in accordance thereto.

**Section 242. Validity of Building Permits.**—(a) The issuance of the building permit shall not be construed as an approval or authorization to the permittee to disregard or violate any provisions of this Code.

(b) Whenever the issuance of a building permit is based on approved plans and specifications which are subsequently found defective, the Office of the Municipal Engineer is not precluded from requiring permittee to effect, the necessary corrections in said plans and specifications or from preventing or ordering the stoppage of any or all building operations being carried on there under which are in violation of this Code.

(c) A building permit issued under the provisions of this Code shall expire and become null and void if the work on the building authorized therein is not commenced within the period of one (1) year from date of such permit, or if the building or work so authorized is suspended or abandoned at any time after it has been commenced for a period of one hundred twenty (120) days.

**Section 243. Penalties and Fines Consequential to Violation of Provisions on Zoning, Location and Development.**—(a) For the violation of any of the provisions stated in the preceding sections or any of the regulations issued thereunder, a fine of one (1) percent of the total project cost as determined by the Municipal Engineering Office, but not more than five thousand pesos (PhP5,000.00) is hereby imposed.

(b) It shall be unlawful for any person, firm or corporations, to erect constructs, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building or structure or cause the same to be done contrary to or in violation of any provision of this Code.

(c) Any person, firm or corporation who shall violate any of the provisions concerning zoning, land use or development, or commit any act hereby declared to be unlawful shall be upon conviction, be punished by a fine of not more than two thousand (PhP2,000.00) pesos or by imprisonment of not more than one (1) year or both such fine and imprisonment: PROVIDED, That in the case of a corporation, firm, partnership or association, the penalty shall be imposed upon the officer responsible for such violation and in case the guilty party is an alien, he/she shall be recommended for immediate deportation after payment of the fine and/or service of his sentence.

(d) Without prejudice to the provisions of the preceding sections, the Office of the Municipal Engineer is hereby authorized to impose penalty or surcharge in the following cases in such amount and in the manner as hereunder fixed and determined.

(e) For constructing, installing, repairing, altering or causing any change in the use or occupancy of any building or part thereof, or appurtenances thereto without any permit, there shall be imposed a surcharge of 100% of the building permit fee. PROVIDED, That when the work in the building or structure is started during the pendency of the final action or pending approval by the Office of the Municipal Engineer of the application for building permit, the amount of the surcharge shall be according to the following:

1. Excavation for foundations, 10%
2. Construction of foundation (including pile driving and laying of reinforcing bars), 25%
3. Construction of superstructure up to 2 meters above established grade, 50%
4. Construction of superstructure above 2 meters, 100%

(f) PROVIDED, further, That when the work on the building or structure is started with due notice and advice to the Office of the Municipal Engineer and after the lapse of thirty (30) calendar days from the date of filing and acceptance of the application for building permit, no surcharge or penalty shall be imposed.

**Section 244. Excavation Permit.**—(a) No person shall undertake or cause to undertake any digging or excavation, of any part or portion of any public or private roads, streets and thoroughfares, including passage ways and sidewalks unless a permit shall have been first secured from the Office of the Municipal Mayor specifying the duration of the excavation. The application for the permit of such undertaking shall be filed with the Office of the Municipal Engineer.

(b) For this purpose, the following fees shall be applied payable to the Office of the Municipal Treasurer by every person who shall make any excavation or cause any excavation to be made upon application for permit to undertake such activity, but in all cases, prior to the excavation. A surcharge of twenty five (25%) of the corresponding fee hereunder prescribed shall be collected from any person or entity which has already commenced such digging or excavation before the permit has been issued.

1. For crossing streets with concrete pavement:
  - a) For crossing concrete pavement (minimum area 2.00 meters x 0.600 meters, 12 square meters.) 200.00
  - b) For crossing concrete pavement (minimum area 1.00 x 1.0 m., 1 sq.m.) 500.00
  - c) For crossing across base of streets with concrete pavement, per linear meter (boring method) 100.00
2. For crossing streets with asphalt pavement
  - a) Minimum fee 150.00
  - b) Additional fee for each linear meter crossing the streets (minimum width of excavation, 0.80m.) 50.00
  - c) Additional fee for each linear meter crossing the streets (minimum width of excavation, 1.0m.) 50.00
3. For crossing the streets with grave pavement:
  - a) Minimum fee 100.00
  - b) Additional fee for each linear meter crossing the streets (minimum width of excavation, 0.3m.) 20.00
  - c) Additional fee for each linear meter crossing the streets (minimum width of excavation, 1.0m.) 50.00
4. For crossing existing curbs and gutters resulting in damage 150.00
5. Additional fee for every one (1) week (or a fraction thereof) of delay in excess of the excavation period provided in the permit 50.00
6. Cash deposit of five hundred pesos (PhP500.00). The cash deposit shall be forfeited in favour of the Municipal Government in case the restoration to its original form of the street excavated is not made within thirty (30) calendar days after the purpose of the excavation is accomplished 500.00

(c) In order to protect the public from danger, appropriate sign of not less than six (6) square foot must be placed at the area where work is to be done at the expense of the person undertaking the activity.

(d) The Office of the Municipal Engineer or his/her designee shall supervise the digging and excavation and shall determine the necessary width of the streets to be dug or excavated. The Office of the Municipal Engineer shall inform the Municipal Treasurer of any delay in the completion of the excavation work for purposes of collection of the additional fee.

**Section 245. Fire Safety Inspection.**—Pursuant to Republic Act No. 9514 otherwise known as the “Fire Code of the Philippines of 2008,” buildings and establishments shall be inspected by the Bureau of Fire Protection and charged with the appropriate fees as stated therein, which is ten percent (10%) of the total fees charged by the Municipal Government excluding business tax.

**Section 246. Annual Public Safety and Security Fee.** - (a) An Annual Public Safety and Security Fee of one hundred pesos (PhP100.00) shall be imposed on any juridical entity engaging in business in the Municipality having its own fixed place of business, office or any physical space for conducting its business activities whether owned or rented by such juridical entity except those whose business is carried out in movable stalls or motorized and non-motorized carts.

(b) The Annual Public Safety and Security Fee shall be utilized for the purpose of implementing peace and order programs and projects in the Municipality and to

augment the funds used for the operation and improvement of security protection and emergency response services.

**Section 247. Regulation of Outdoor Advertising Collaterals.**—Any person, whether natural or juridical, must secure a permit to install any outdoor advertising collateral in the Municipality except such collaterals that will be posted, mounted or installed within the place of business as registered in the Mayor's Permit. The following fees therefor shall be paid before securing such permit unless otherwise stated:

1. Permit fee on outdoor advertising collaterals (Collaterals placed on the business address of a business activity are excluded. Those by government agencies and non-stock, not-for-profit juridical entities shall be exempt from the following fees provided that a permit shall be secured though without payment of fees. The Office of the Municipal Engineer shall designate the appropriate areas wherein such collaterals may be installed.)
  - a) On every print advertisement collateral placed on a billboard per square foot, per thirty (30) days or a fraction thereof 5.00
  - b) On each outdoor banner or streamer per square foot, per day 3.00
  - c) On each set of 10 posters or a fraction thereof not exceeding 18 x 24 inches, per day 10.00
  - d) On each set of 10 posters or a fraction thereof exceeding 18 x 24 inches, per day 20.00
  - e) On each signage, whether single- or double-faced, per square foot per thirty (30) days or a fraction thereof 100.00
2. Permit fee on the placement of billboard
  - a) Regular billboard per square foot per annum 50.00
  - b) Digital billboard per square foot per annum 100.00
  - c) Mobile billboard on passing any road network in the Municipality per day 200.00

**Section 248. Impounding of A stray Animals.**—(a) For purposes of this section, "astray animal" means an animal which is set loose unrestrained, and not under the complete control of its owner, or the charge or in possession thereof, found roaming at-large in public or private places whether fettered or not. The following fees shall be imposed therefor:

1. Impounding fee for each day or fraction thereof a stray animal is found running or roaming at large, or fettered in public or private places
  - a) Large cattle 200.00
  - b) Dog, goat, sheep, pig or any other animal 50.00
2. An owner whose animal is caught astray and incurring damages to plants or properties shall pay the following fines:
  - a) First offense 100.00
  - b) Second offense 150.00
  - c) Third offense 200.00

(b) The Barangay Tanods of this Municipality are hereby authorized to apprehend and impound astray animals in the animal impound duly designated by the Municipal Agriculture Office for such purpose. The Municipal Agriculture Office shall cause the posting of notice of the impounded astray animal in the Municipal Hall for five (5) consecutive calendar days, starting one day after the animal is impounded, within which the owner is required to claim and establish ownership of the impounded animal. The Office of the Municipal Treasurer shall be informed of the impounding.

(c) Impounded animals not claimed within ten (10) calendar days after the date of impounding shall be sold at public auction under the following procedures:

(d) The Office of the Municipal Treasurer shall post notice for three (3) working days in at least three (3) conspicuous places in the Municipality including the main door of the Municipal Hall and the public markets. The animal shall be sold to the highest bidder. Within five (5) working days after the auction sale, the Office of the Municipal Treasurer shall make a report of the proceedings in writing to the Municipal Agriculture Office.

(e) The owner may stop the sale by paying at any time before or during the auction sale, the impounding fees due and the cost of the advertisement and conduct of sale to the Office of the Municipal Treasurer, otherwise, the sale shall proceed.

(f) The proceeds of the sale shall be applied to satisfy the cost of impounding, advertisement and conduct of sale. The residue over these costs shall accrue to the General Fund of the Municipality.

(g) In case the impounded animal is not disposed of within the ten (10) calendar days from the date of notice of public auction, the same shall be considered sold to the Municipal Government for the amount equivalent to the poundage fees due; otherwise, the Municipal Agriculture Office may opt to offer the animal for adoption or may proceed with the euthanasia of the animal using ethical and painless methods.

**Section 249. Dog Ownership Regulation.** – (a) A dog three (3) months of age and older should be submitted by the owner for vaccination against rabies every year. Young dogs shall be vaccinated within thirty (30) days after they have reached three months of age.

(b) Vaccination against rabies shall refer to the inoculation of a dog with anti-rabies vaccine licensed for the species by the Bureau of Animal Industry of the Department of Agriculture. Such vaccination must be performed by a trained individual from Bureau of Animal Industry, Provincial Veterinary Office or Municipal Agriculture Office.

(c) Each dog owner must ensure that the dog is licensed by the Municipal Agriculture Office for a fee of fifty pesos (PhP50.00). The Municipal Agriculture Office shall provide the owner of a licensed dog with a dog tag and a certificate of ownership to include the following information:

1. Details of the owner including name, address and telephone number;
2. Description of dog including name, color, sex, markings, age, species and breed;
3. Dates of vaccination and vaccine expiration;
4. Dog tag number; and
5. Complete name, designation and signature of the person who administered the vaccine.

## ARTICLE XXIV

### Weights, Scales and Engines

**Section 250. Licensing of Weights and Scales.** – (a) Every person before using instruments of weights and measures within this Municipality shall first have them sealed and licensed annually and pay therefore to the Municipal Treasurer the following fees:

1. For sealing and licensing linear metric measures:
  - a) Not over one (1) meter 50.00
  - b) Over one (1) meter 100.00
2. For sealing metric measures of capacity:
  - a) Not over 10 litres 200.00
  - b) Over 10 litres 400.00
3. For sealing metric instruments of weight with a capacity of:
  - a) 10 kilograms or less 50.00
  - b) Over 10 but not more than 30 kg. 150.00

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| c) Over 30 but not more than 300 kg.    | 200.00 |
| d) Over 300 but not more than 3,000 kg. | 500.00 |
| e) Over 3,000 kg.                       | 750.00 |
4. For an apothecary balance with complete set of weights for use therewith shall be sealed free of charge. For each extra weight, the charge shall be:

a) 30 kg. or less	100.00
b) Over 30 to 300 kg.	200.00
c) Over 300 to 3,000 kg.	300.00
d) Over 3,000 kg.	400.00
  5. For sealing scale or balance with complete set of weights

a) For each scale or balances or other balances with complete set of weights for use therewith	100.00
b) For each extra weight	50.00
  6. For each and every re-testing and re-sealing of weights and measures instruments including gasoline pumps outside the office upon request of the owner or operator, an additional service charge for each instrument shall be collected. 22.00
- (b) The Municipal Treasurer shall strictly enforce the provisions of the "Regulation of Practices Relative to Weights and Measures," as provided in Chapter II of the Republic Act No. 7394 or the "Consumer Act of the Philippines."

**Section 251. Frequency of Calibration of Seals and Weights.**—(a) All instruments for determining weights and measures in all consumer and consumer-related transactions shall be tested, calibrated and sealed every six (6) months by the official sealer who shall be Municipal Treasurer or his/her duly authorized representative upon payment of fees required herein: PROVIDED, That all instruments of weights and measures shall continuously be inspected for compliance with the provisions of this article. All instruments for weights and measures used in government work of or maintained for public use by any instrumentality of the government shall be tested and sealed free of charge.

(b) The official receipt and the seal, collectively, serving as license to use the instrument is valid for one (1) year from the date of sealing unless such instrument becomes defective before the expiration period. Failure to have the instrument re-tested and the corresponding fees there for paid within the prescribed period shall subject the owner or user to a surcharge of five hundred percent (500%) of the prescribed fees which shall no longer be subject to interest.

(c) Upon obtaining written permission from the Municipal Treasurer or his/her deputies, any person engaging in business may keep unsealed instruments of weight or measures in stock for sale until sold or used.

(d) The Municipal Treasurer shall keep full sets of secondary standards in his/her office to be used in the testing of weights and measures. The secondary standards shall be compared with the fundamental standards in the Department of Science and Technology at least once a year. When found to be sufficiently accurate, the secondary standards shall be distinguished by label, tag, or seal and shall be accompanied by a certificate showing the amount of its variation from the fundamental standards. If the variation is of sufficient magnitude to impair the utility of the instrument it shall be destroyed in the Department of Science and Technology.

**Section 252. Fraudulent Practices Relative to Weights and Measures.**—(a) It shall be prohibited:

1. For any person other than the official sealer or his/her duly authorized representative to place an official tag, seal, sticker, mark, stamp, brand or other characteristic sign used to indicate that such instrument of weight and measure has officially been tested, calibrated, sealed or inspected;

2. For any person to imitate any seal, sticker, mark stamp, brand, tag or other characteristic design used to indicate that such instrument of weight or measure has been officially tested, calibrated, sealed or inspected;
3. For any person other than the official sealer or his/her duly authorized representative to alter in any way the certificate or receipt given by the official sealer or his/her duly authorized representative as an acknowledgement that the instrument for determining weight or measure has been fully tested, calibrated, sealed or inspected;
4. For any person to make or knowingly sell or use any false or counterfeit seal, sticker, brand, stamp, tag, certificate or license or any dye for printing or making the same or any characteristic sign used to indicate that such instrument of weight or measure has been officially tested, calibrated, sealed or inspected;
5. For any person other than the official sealer or his/her duly authorized representative to alter the written or printed figures, letters or symbols on any official seal, sticker, receipt, stamp, tag, certificate or license used or issued;
6. For any person to use or reuse any restored, altered, expired, damaged stamp, tag certificate or license for the purpose of making it appear that the instrument of weight or measure has been tested, calibrated, sealed or inspected;
7. For any person engaged in the buying and selling of consumer products or of furnishing services the value of which is estimated by weight or measure to possess, use or maintain with intention to use any scale, balance, weight or measure that has not been sealed or if previously sealed, the license therefore has expired and has not been renewed in due time;
8. For any person to fraudulently alter any scale, balance, weight or measure after it is officially sealed;
9. For any person to knowingly use any false scale, balance, weight or measure, whether sealed or not;
10. For any person to fraudulently give short weight or measure in the making of a scale;
11. For any person, assuming to determine truly the weight or measure of any article brought or sold by weight or measure, to fraudulently misrepresent the weight or measure thereof; or
12. For any person to procure the commission of any such offense abovementioned by another:

(b) Instruments officially sealed at some previous time which have remained unaltered and accurate and the seal or tag officially affixed therein remains intact and in the same position and condition in which it was placed by the official sealer or his/her duly authorized representative shall, if presented for sealing, be sealed promptly on demand by the official sealer or his/her duly authorized representative without penalty except a surcharge equal to two (2) times the regular fee fixed by law for the sealing of an instrument of its class, this surcharge to be collected and accounted for by the Municipal Treasurer in the same manner as the regular fees for sealing such instruments.

(c) Any person who shall violate the provisions of items (1) to (6) shall, upon conviction, be subject to a fine of not less than two hundred pesos (PhP200.00) but not more than one thousand pesos (PhP1,000.00) or by imprisonment of not more than one (1) year, or both, upon the discretion of the court.

(d) Any person who shall violate the provisions of item (7) shall be subject to fine of not less than five hundred pesos (PhP500.00) or by imprisonment of not less than one (1) month but not more than five (5) years, or both, upon the discretion of the court.

(e) The owner-possessor or user of instrument of weights and measure enumerated in items (8) to (12) shall, upon conviction, be subject to a fine of not less than three hundred pesos (PhP300.00) or imprisonment not exceeding one (1) year, or both, upon the discretion of the court.

**Section 253. Inspection of Engines.** – (a) No engine or machine shall be installed or operated within the territorial limits of this Municipality, without the permit of the Municipal Mayor and the payment of the inspection fee prescribed in this section.

(b) There shall be imposed an annual inspection fee on internal combustion engines generators and other machines in accordance with the following schedules:

1. Internal combustibles engines:
  - a) 3 HP (horsepower) and below 50.00
  - b) 5HP and below but not lower than 3HP 100.00
  - c) 10HP and below but not lower than 5HP 150.00
  - d) 14Hp and below but not lower than 10HP 200.00
  - e) Above 14HP 300.00
2. Other stationery engines or machines:
  - a) 3HP and below 50.00
  - b) 5HP and below but not lower than 3HP 100.00
  - c) 10HP and below but not lower than 5HP 150.00
  - d) 14Hp and below but not lower than 10HP 200.00
  - e) Above 14HP 300.00
3. Electrical generators and other machine propelled by electric motors will be levied the same rates

(c) The annual fee imposed in this Article shall be paid to the Municipal Treasurer upon application of the permit with the Business Permit and Licensing Office but not later than fifteen (15) days after the actual inspection by person authorized in writing by the Business Permit and Licensing Office; thereafter, the fee shall be paid within the first twenty (20) days of January.

## ARTICLE XXV

### Service Fees

**Section 254. Fees; Scope and Exemption.** – (a) Fees are hereby prescribed for the regulation or inspection of a business or any activity not relating to any business and as charges for the services of any office of the Municipal Government or of a public officer.

(b) Pursuant to the “Batas Benepisyo sa Beterano ng 2008” of Bustos, Bulacan, World War II veterans of Bustos, Bulacan and their spouses are exempt from the payment of the fees stipulated in this Article upon presentation of identification card proving their identity as veterans.

**Section 255. Fees for Certified True Copies of Documents and Other Certifications.** – The following fees shall be collected when requesting for a copy of official records and documents of all Municipal Government departments and offices, unless otherwise prescribed herein, with each page signed and annotated, and affixed thereon the seal of the Municipal Government:

1. For a copy of any document consisting of only one page 50.00
2. For each succeeding copy of the same document consisting of only one page 20.00
3. For a copy of any document consisting of several pages, per copy of each page 5.00
4. For any other certification not listed in this Code 50.00

**Section 256. Fees for Services, Certification, Clearances and Issuances of the Office of the Municipal Mayor.** – The following fees shall be collected for services rendered or for the issuance of the following clearances or certifications by the Office of the Municipal Mayor.

1. Mayor’s clearance for local employment purposes 75.00
2. Mayor’s clearance for overseas employment purposes 200.00
3. Mayor’s clearance for purposes of securing firearms 500.00

**Section 257. Fees for services, Certification, Clearances and Issuances of the Office of the Municipal Treasurer.**—The following fees shall be collected for services rendered or for the issuance of any document, clearance or certification by the Office of the Municipal Treasurer:

1. Certificate of tax payment	100.00
2. Certificate of payment other than tax payment	100.00
3. Certificate of no property	50.00
4. Tax clearance	100.00
5. Clearance on money or property accountability	50.00
6. <i>Kasunduan Buwisan sa Sakahan</i>	100.00

**Section 258. Fees for Services, Certification, Clearances and Issuances of the Office of the Municipal Assessor.**—The following fees shall be collected for services rendered or for the issuance of any document, clearance or certification by the Office of the Municipal Assessor:

1. Certified copy of documents	
a) For a simple copy of a tax declaration	50.00
b) For a certified true copy of a tax declaration	100.00
c) For a copy of a tax map, section map, index map or cadastral map	150.00
d) For any copy of a document filed in the Office of the Municipal Assessor	100.00
2. Certificate of no registered property or no improvement	100.00
3. Inspection fee	150.00
4. Certificate signed by the Municipal Assessor for other purposes such as for right of way, real property holdings, electrical or water meter installation, and other certification of real property assessment records	100.00
5. Verification fee	150.00
6. Filing fee for the reclassification of agricultural to residential land	10.00/sq.m.
7. Filing fee for the reclassification of agricultural or residential to commercial or industrial land	20.00/sq.m.

**Section 259. Fees for Services, Certification, Clearances and Issuances of the Office of the Municipal Civil Registrar.**—The following fees shall be collected for services rendered or for the issuance of any document, clearance or certification by the Office of the Municipal Civil Registrar:

1. Certification of civil registry records for employment and study grants	100.00
2. Certification of civil registry records for passport and visa application	150.00
3. Notarization fee	50.00
4. Joint Affidavit	100.00
5. Affidavit of Loss	100.00
6. Marriage Fees	
a) Application for marriage license	500.00
b) Pre-marriage counselling	100.00
c) Issuance of pre-marriage counselling certificate	50.00
d) Marriage License Fee	50.00
e) Marriage Solemnization Fee	300.00
7. Registration of documents on:	
a) Absolute Nullity	400.00
b) Adoption	400.00
c) Aliens	400.00
d) Amended Marriage, Birth and Death Certificate	400.00
e) Annulment of Marriage	400.00

f) Certification (pursuant to Republic Act No. 9255)	200.00
g) Change of name (pursuant to Republic Act No. 9048)	3,000.00
h) Correction of Clerical/Typographical Error	1,000.00
i) Correction of gender and correction of entry in the day or month in the date of birth (pursuant to Republic Act No. 10172)	3,000.00
j) Delayed Registration of Marriage	200.00
k) Emancipation of Minors	400.00
l) Judicial determination of paternity affiliation	400.00
m) Naturalization	400.00
n) Other Local Documentation for Record Purposes	100.00
o) Presumptive Death	400.00
p) Service fee for Registration of Birth	20.00
q) Service fee for Registration of Marriage	20.00
r) Supplemental Report	100.00
s) Voluntary Renunciation of Citizenship	400.00
8. For Registration of documents:	
a) Filing Fee for late registration	200.00
9. For registration of legitimation	200.00
a) Certificate of No Record	100.00
10. Per Registration of Death	
a) Burial Permit	50.00
b) Death Certificate	100.00
c) Delayed Registration of Death	200.00
d) Fee for exhumation of cadaver	150.00
e) Fee for transfer to territories outside the Municipality	100.00
f) Permit fees for cadaver disposition	150.00
11. For Affidavit of Registration:	
a) Affidavit of Delayed Registration (birth, death, marriage)	100.00

**Section 260. Police Clearance.** – Each police clearance certificate obtained from the station commander of the Philippine National Police of this Municipality shall be charged with the following fees according to purpose, viz.:

1. For employment, scholarship, study grants	50.00
2. For firearms permit application	200.00
3. For change of name	200.00
4. For passport or visa application	200.00
5. For application for Filipino citizenship	1,000.00
6. For People's Law Enforcement Board Clearance	100.00
7. For other purposes	100.00

**Section 261. Fees for Services, Certification, Clearances and Issuances of the Office of the Municipal Social Welfare and Development Office.** – The following fees shall be collected for services rendered or for the issuance of any document, clearance or certification by the Office of the Municipal Social Welfare and Development Office:

1. Travel clearance for travelling abroad	300.00
2. Solicitation permit for each fund-raising activity of any organization through raffles, ticket-selling and the like	300.00
3. Certificate of Indigency	None

**Section 262. Fees for Services of the Municipal Health Office.** – For engaging the services of the Municipal Health Office, the following fees will be charged:

1. Dental services	
a) Tooth extraction	50.00
b) Tooth filling	50.00
2. Laboratory diagnostic services	
a) Electrocardiogram (ECG)	100.00
b) Newborn Screening	600.00
c) Papanicolaou smear (Pap smear) procedure	50.00
d) Pills	30.00
e) DMPA (Family planning method)	100.00
f) Removal of cyst	250.00
g) Incision and drainage (I&D)	250.00
h) Normal spontaneous delivery	800.00
i) Circumcision	250.00
3. Medical Certificate	
a) For student's requirement in joining athletic and scholastic meets	None
b) For student securing sick leave from school	None
c) For an employee for sick leave purposes	150.00
d) For each additional copy of a medical certificate	50.00

## ARTICLE XXVI

### Usage of Public Utilities

**Section 263. Dr. Pablito V. Mendoza, Sr. (PVMS) Multi-Purpose Gymnasium Services.** - The following schedule of fees is hereby imposed for usage of facilities and services administered and rendered by Dr. Pablito V. Mendoza, Sr. (PVMS) Multi-Purpose Gymnasium:

1. Rental of facilities	
a) From 6:00 in the morning until before 6:00 in the evening, per hour or a fraction thereof	200.00
b) From 6:00 in the evening until before 6:00 in the morning, per hour or a fraction thereof	400.00
c) For concerts, theatre productions, revelry, ball, fête or any similar event produced by a:	
(1) Micro scale producer	5,000.00
(2) Small scale producer	10,000.00
(3) Medium scale producer	15,000.00
(4) Large scale producer	20,000.00
2. Parking charges during special events	
a) For each tricycle or any equivalent thereof	10.00
b) For each jeepney or any equivalent thereof	20.00
c) For any truck exceeding the size of an elf van	50.00
d) For each 6-wheeler elf or any equivalent thereof	30.00
e) For each two-wheeled motorized transport	5.00
f) For each two-wheeled bicycle	5.00

**Section 264. Municipal Hospital Services.** - The following schedule of fees is hereby imposed for the usage of facilities and services administered and rendered by the Bustos Community Hospital:

1. Admission:	
a) Room and Board (Private) per day	200.00
b) Room and Board (Ward) per day	100.00
c) Rooming-in OB Complex per day	250.00
d) Normal Spontaneous Delivery Package	1,200.00
e) Dilatation and Curettage	2,000.00
f) Neonatal Intensive Care Unit/Bili Light per day	500.00

g)	Maximum professional fee to be charged by a private consultant per day (patient with PhilHealth) unless for special cases	100.00
h)	Maximum professional fee to be charged by a private consultant per day (patient without PhilHealth) unless for special cases	300.00
2. Services:		
a)	ER Fee	200.00
b)	Suturing (1 - 5 bites)	100.00
c)	Suturing (6 -10 bites)	200.00
d)	Wound cleaning and dressing	50.00
e)	Removal of suture	20.00
f)	Nebulization	100.00
g)	Nasogastric Insertion	100.00
h)	Hydration	50.00
3. Laboratory Services:		
a)	Random Blood Sugar/Fasting Blood Sugar	60.00
b)	Complete Blood Count with Actual Platelet Count	140.00
c)	Electrocardiogram with reading	60.00
d)	New Born Screening	600.00
e)	Hemoglobin/Hematocrit	60.00
f)	Blood Typing	80.00
g)	Stool	40.00
h)	Urinalysis	40.00
4. Operative Services:		
a)	Circumcision	50.00
5. Other Services:		
a)	Medical Certificate	50.00
b)	Medico Legal	50.00
c)	Medical Abstract	50.00
d)	Record Fee	20.00

**Section 265. Bustos Public Market Services.** – (a) The following schedule of fees is hereby imposed for usage of facilities in and services administered and rendered by the Bustos Public Market:

	<i>Per month or</i>	<i>Per day or fraction thereof</i>
1. Rental fee on fixed stalls per square meter		
a) Meat section	3,000.00	100.00
b) Chicken section	2,400.00	50.00
c) Fish section	2,400.00	50.00
d) Dry goods and grocery or rice and cereal section	1,500.00	50.0
e) Food service section	1,200.00	40.00
f) Vegetable and fruit section	1,200.00	40.00
g) Open table	600.00	20.00
2. Fee for occupying any premises excluding fixed stalls per square meter		30.00
a) Occupancy fee for mobile vendors		
	<i>Per unit of retailed goods</i>	
(1) Fruits, per box		15.00
(2) Vegetable, per bundle		2.00
(3) Root crops, per stack		5.00
(4) Eggs, per tray		2.00
(5) Fish, per tub or <i>bañera</i>		10.00

(6) Chicheria and miscellaneous items, per sack	5.00
(7) Coconuts, per truck	100.00
(8) Peanuts, per sack	5.00
(9) Dried fish, per box	5.00
(10) Chicken, per head	3.00
(11) Rice, per sack	5.00
b) Occupancy fee for other mobile vendors (per <i>bilao</i> or woven tray)	15.00
c) Occupancy fee for vendor in a flea market, per bed or table	30.00
3. Parking fee for each delivery vehicle	40.00
4. Deliver fee for each delivery by:	
a) Owner-type jeep or its equivalent	25.00
b) 4-wheeler vehicle or its equivalent	35.00
c) Elf truck or its equivalent	45.00
d) Van or its equivalent	60.00
5. Energy fee for use of lighting fixture in the Bustos Public Market	
a) 60 watts light bulb, per day	10.00
b) 40 watts fluorescent, per day	7.00
c) 20 watts fluorescent, per day	5.00
6. Energy fee for use of machinery	
a) Grinder of any type excluding coconut grinder, per horsepower per day	15.00
b) Coconut grinder, per day	15.00
c) Welding / grinder, per hour	75.00
d) Refrigerating case or freezer, per day	20.00
e) Fish motor, per day	5.00
7. Energy fee for use of appliances	
a) Television, per day	10.00
b) Electric fan, per day	10.00
c) Other appliance not specified, per day	15.00
8. Water usage per day in the Bustos Public Market	3.00
9. Occupancy in flea market or <i>tiangge</i>	
a) 2 square meters or more of space	40.00
b) Not more than 2 square meters of space	30.00
c) Occupancy fee for mobile vendor (per <i>bilao</i> or woven tray)	10.00

*(Handwritten scribble)*

(b) The payment of cash tickets, charges or fees on a daily basis shall be made daily, which shall be administered by the authorized personnel of the Office of the Municipal Treasurer and shall be remitted daily and deposited to the official depository bank of the Municipality.

**Section 266. Bustos Public Slaughterhouse Services.** – The following schedule of fees is hereby imposed for usage of facilities in and services administered and rendered by the Bustos Public Slaughterhouse:

	Cattie or any large animal per head	Hog per head	Goat or sheep per head	Poultry per head
1. Stockyard fee	15.00	10.00	5.00	1.00
2. Permit to slaughter	100.00	80.00	20.00	5.00
3. Post mortem inspection	50.00	40.00	10.00	2.50
4. Certificate of ownership	75.00	None	None	None

5. Transfer certificate of ownership	50.00	None	None	None
6. Dehairing	100.00	None	None	None
7. Meat inspection certificate	25.00	✓10.00	10.00	5.00

**Section 267. Public Cemetery Services.** – The following schedule of fees is hereby imposed for usage of facilities in and services administered and rendered by public cemeteries operated by the Municipal Government; PROVIDED, That World War II veterans are exempted from paying such fees pursuant to the “Batas Benepisyo sa Beterano ng 2008” of Bustos, Bulacan.

1. Tomb permit per annum	100.00
2. Fee for the exhumation of cadaver	100.00
3. Fee for the disinterment or removal of cadaver	150.00

**Section 268. Usage of Roads in Parade and Similar Activities.** - A permit fee of five hundred pesos (PhP500.00) per day shall be collected from an organizer of any parade (whether by foot or by vehicle) or such menagerie that will utilize the roads of the Municipality. The fee shall be payable to the Office of the Municipal Treasurer at least three (3) working days prior to the conduct of such activity. Civic and military parades and processions that are religious in character are exempted from the payment of fee; however, the organizer of such activity must secure a copy of the permit although free of charge.

## ARTICLE XXVII

### Final Provisions

**Section 269. Supremacy of National Laws.** – All other provisions prescribed by law not reflected herein shall be observed. Republic Act No. 7160 or the “Local Government Code of 1991” shall be the primary basis on all matters concerning taxation by this Municipal Government.

**Section 270. Penal Provision.** – Any person or persons who violates any of the provisions of this Code or the rules or regulations promulgated by authority of this Code shall, upon conviction, be punished by a fine of not less than one thousand pesos (PhP1,000.00) nor more than two thousand five hundred pesos (PhP2,500.00), or imprisonment of not less than one (1) month nor more than three (3) months, or both, at the discretion of the court. If the violation is committed by any juridical entity, the president, general manager, or the individual entrusted with the administration thereof at the time of the commission of the violation shall be held responsible or liable therefor. Punishment by a fine or imprisonment as herein provided for, shall not relieve the offender from the payment of the tax, fee or charge imposed under this Code.

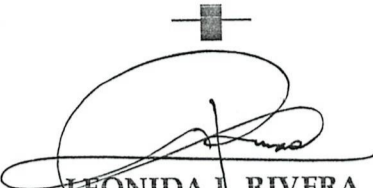
**Section 271. Separability Clause.** – If for any reason, any section or provision of this Code shall be held to be unconstitutional or invalid by competent authority, such judgment or action shall not affect or impair the other sections or provisions thereof.

**Section 272. Applicability Clause.** – All other matters relating to the impositions in this Code shall be governed by pertinent provisions of existing laws and other ordinances.

**Section 273. Repealing Clause.** – The previous revenue code and all other tax ordinances, ordinances, rules and regulations, or part thereof, executive and administrative orders and such issuances in conflict with, or inconsistent with any provision of this Code are hereby repealed or modified accordingly.

**Section 274. Effectivity.** – This Code shall take effect fifteen (15) calendar days after posting copies thereof in at least three (3) conspicuous places in the Municipality.


Enacted,

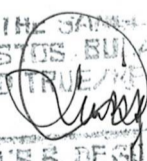
  
**LEONIDA I. RIVERA**  
Municipal Vice Mayor and  
Presiding Officer of the Sangguniang Bayan

This Ordinance was finally passed on motion by the Chairperson of the Committee on Finance, Budget, Appropriations, Ways and Means, the Honorable Antonio L. Punongbayan, Sr., and seconded by the Majority Floor Leader, the Honorable Orlando L. De Guzman, on 07 April 2014 through the unanimous vote of all Sangguniang Bayan Members after two (2) public hearings and three (3) session days of deliberation, both regular and special.

  
**LUIS S. DE GUZMAN**  
Secretary to the Sangguniang Bayan

Approved:

  
**ARNEL F. MENDOZA**  
Municipal Mayor

OFFICE OF THE SANGGUNIANG BAYAN  
JUSTICE BUILDING  
CERTIFIED TRUE COPY  
  
**LUIS S. DE GUZMAN**  
SECRETARY