



REPUBLIKA NG PILIPINAS
PAMAHALAANG LUNGSOD NG MUNTINLUPA
KALAKHANG MAYNILA



Tanggapan ng Punonglungsod

EXECUTIVE ORDER No. 45
Series of 2022-B

**PROVIDING FOR AMENDMENTS TO EXECUTIVE ORDER NO. 12, SERIES OF 2013,
EXECUTIVE ORDER NO. 13, SERIES OF 2019,
EXECUTIVE ORDER NO. 42, SERIES OF 2020,
ON THE RECONSTITUTION AND RECOMPOSITION OF THE
LOCAL ZONING BOARD OF APPEALS, AND ITS FUNCTIONS**

WHEREAS, City Ordinance No. 17-098, otherwise known as the Revised Comprehensive Zoning Ordinance 2016 of the City of Muntinlupa, provided for the creation of the Local Zoning Board of Appeals, and, henceforth, its creation as a sub-committee of the City Development Council.

WHEREAS, the Local Zoning Board of Appeals is intended to function as a review body to evaluate original applications for variances, exceptions, non conforming uses, complaints and oppositions to applications for issuance of Locational Clearance, as well as to entertain appeals on denial of applications by the City Zoning Administration Office;

WHEREAS, Executive Order No. 42, Series of 2020, Executive Order No. 13, Series of 2019, and Executive Order No. 12, Series of 2013, were issued on the creation and composition of the Local Zoning Board of Appeals;

WHEREAS, further amendments are necessary in order to reflect current realities;

NOW, THEREFORE, I, Rozzano Rufino B. Biazon, City Mayor of Muntinlupa, by virtue of the powers vested in me by law, do hereby order and decree that:

Section 1. Reconstitution and Re-composition.

The Local Zoning Board of Appeals (LZBA, *for brevity*) is hereby reconstituted, and it shall be re-composed of the following individuals, with their respective designations, namely:

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|-----|--|-----------------|
| (a) | Rozzano Rufino B. Biazon
City Mayor | Chairperson; |
| (b) | Engr. Allan A. Cachuela
City Administrator | Co-Chairperson; |
| (c) | Mamerto T. Sevilla, Jr.,
Chairperson, Committee on Land Use and Zoning,
Sangguniang Panlungsod | Member; |
| (d) | Atty. Genesi M. Santiago
City Legal Office | Member; |



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| (e) | EnP. Alvin Veron
City Planning and Development Office | Member; |
| (f) | Engr. Dynadelle N. Aranda,
City Engineering Department | Member; |
| (g) | Atty. Genalyn C. Estrera,
City Assessor's Office | Member; |
| (h) | Lorna B. Misa,
Environmental Protection and Natural Resources Office | Member; |
| (i) | Erwin O. Alfonso,
Department of Disaster Resilience and Management | Member; |
| (j) | Engr. Freddie Alcaraz,
Past Lieutenant Governor, Kiwanis Club of Muntinlupa
Representative, Civil Society Organization | Member. |

Membership in the LZBA, among public officials and officers, is a function of their representative offices. As such, the resignation, removal, termination, transfer, severe incapacity, grave illness, death, or similarly-situated circumstance thereof shall entitle the successor to assume membership, without need for the issuance of another order or instrument.

Membership outside the public service shall be in accordance with the civic duty of the concerned private individual. They are, however, bound by the same standards of fidelity, accountability and integrity whilst in the service of the LZBA.

Section 2. Functions.

The LZBA shall perform the following functions, namely:

- (a) Act on applications related to, but not limited to, the following, namely:
 - (i) variances;
 - (ii) exceptions;
 - (iii) non-conforming uses; and
 - (iv) complaints and/or oppositions to applications;
- (b) Act on appeals from the grant or denial of locational clearance issued by the City Zoning Administration Office;
- (c) Act on appeals regarding non-conformity to existing uses, building or structures on the applicable provisions of the City Ordinance No. 17-098; and
- (d) Decide on all cases brought before it, including all the foregoing; *Provided*, that the decisions, to be binding and effective, shall be the result of the votes of all members.



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Section 3. Secretariat.

EnP. Noel A. Cadorna, City Zoning Administrator, shall act as Head of the Secretariat, and shall be assisted by Edgardo A. Hernandez, Jr. of the City Zoning Administration Office, and Arch. May L. Santiago of the City Planning and Development Office.

They shall be responsible for the issuance of Notices of Meetings to all members and parties in interest of complaints filed before the LZBA; for logistical support to meetings; for the writing down, recording and dissemination of the Minutes of meetings; for writing down, sending out, receiving and recording of correspondence, and all other similarly-situated functions.

Section 4. Allowance.

Subject to existing rules and regulations issued by relevant offices and/or agencies, and subject to availability of funds, members of the LZBA shall receive the amount of One Thousand Five Hundred (PhP 1,500.00) Pesos for each meeting and/or inspection duly attended; *Provided, however*, that no more than two (2) meetings shall take place in a month, whether it be regular or special.

Members of the Secretariat, on the other hand, shall receive the amount of One Thousand (PhP 1,000.00) Pesos for each meeting duly attended and facilitated.

Section 5. Repealing Clause.

All orders previously issued whose contents run counter to any provision found herein shall be deemed repealed, revoked, or amended accordingly.

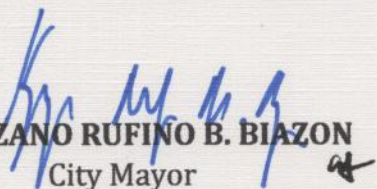
Section 6. Separability Clause.

In the event that any provision found herein shall be judicially decided illegal or administratively declared infirm, untouched provisions shall remain in full force and effect.

Section 7. Effectivity Clause.

This Executive Order shall be effective upon signing, and it shall remain in full force and effect until repealed, revoked, or amended accordingly.

DONE AND EXECUTED on this 24th day of October 2022 in the City of Muntinlupa


ROZZANO RUFINO B. BIAZON
City Mayor