



OFFICE OF THE MUNICIPAL MAYOR

EXECUTIVE ORDER NO. 96

Series of 2026

AN ORDER RECONSTITUTING AND UPDATING THE COMPOSITION OF THE LOCAL ZONING BOARD OF APPEALS (LZBA) OF THE MUNICIPALITY OF BAYAMBANG, PANGASINAN

WHEREAS, Section 455 (b)(2)(iii) of Republic Act No. 7160, otherwise known as the *Local Government Code of 1991*, empowers the Municipal Mayor to issue such executive orders as may be necessary for the proper enforcement and execution of laws and ordinances;

WHEREAS, Section 25 of Republic Act No. 11201 (The DHSUD Act) explicitly transferred all land use planning, standard-setting, and regulatory guidelines of the former Housing and Land Use Regulatory Board (HLURB) to the Department of Human Settlements and Urban Development (DHSUD);

WHEREAS, under HLURB Memorandum Circular No. 25, Series of 1996, and subsequently updated through HLURB Board Resolution No. 913, Series of 2013 (approving the *CLUP Guidebook, Volume 3: Model Zoning Ordinance*), Local Government Units (LGUs) are mandated to establish a Local Zoning Board of Appeals (LZBA);

WHEREAS, these national regulatory frameworks explicitly delegate to the LZBA the authority to act as a quasi-judicial local body tasked to handle variances, exceptions, non-conforming uses, and administrative complaints or appeals regarding locational clearances;

WHEREAS, there is an immediate need to reconstitute and update the membership of the LZBA in the Municipality of Bayambang, Pangasinan, to ensure effective local governance, strict adherence to zoning regulations, and the seamless processing of appeals and applications within the municipality;

NOW, THEREFORE, I, MARY CLARE JUDITH PHYLLIS JOSE-QUIAMBAO, Municipal Mayor of Bayambang, Pangasinan, by virtue of the powers vested in me by law, do hereby issue this Memorandum outlining the reorganization, composition, and functions of the LZBA:

Section 1. COMPOSITION. The LZBA shall be composed of the following:

CHAIRPERSON:	Municipal Mayor
VICE-CHAIRPERSON:	Chairperson, Sangguniang Bayan Committee on Land Use and Zoning
VOTING MEMBERS:	Municipal Administrator Municipal Legal Officer Municipal Assessor Municipal Engineer Municipal Agriculturist

"Baley ko, Pawilen ko, Aroen ko, tan Tulungan ko"



THE LONGEST BARBEQUE
8.016 KILOMETERS

April 4, 2014
Bayambang, Pangasinan, Philippines



THE TALLEST BAMBOO SCULPTURE (Supported)
50.23M

April 5, 2019
St. Vincent Ferrer Prayer Park
Barangay Bani, Bayambang
Pangasinan, Philippines

OFFICE OF THE MAYOR

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Municipal Environment and Natural Resources Officer
Municipal Health Officer
President, Kasama Kita sa Barangay Foundation
President, Rotary Club of Bayambang

EX-OFFICIO RESOURCE PERSON (*Non-Voting*):

1. Business Permits and Licensing Officer
2. Municipal Planning and Development Coordinator
3. Bureau of Fire Protection Municipal Fire Marshall

Section 2. FUNCTIONS. The LZBA shall have the following functions:

1. Act on applications of the following nature:
 - a. Variances
 - b. Exceptions
 - c. Non-Conforming Uses
 - d. Complaints and Oppositions to Applications
2. Act on appeals regarding the issuance, grant, or denial of Locational Clearances by the Zoning Administrator or Zoning Officer.
3. Act on appeals concerning the non-conformity of existing uses, buildings, or structures with the applicable provisions of the local Zoning Ordinance.
4. Conduct public hearings when necessary to resolve conflicts, complaints, or complex applications brought before the Board.

Section 3. MEETINGS, QUORUM, AND VOTING]

Meetings: The LZBA shall meet at least once every quarter, or as often as necessary upon the call of the Chairperson, to address backlogs or urgent administrative appeals.

Quorum: A simple majority (50% + 1) of all the active voting members shall constitute a legal quorum to validly transact business.

Voting and Decisions: Decisions, resolutions, or orders of the LZBA shall require an absolute majority vote of the voting members present, there being a quorum. Ex-officio resource persons shall contribute necessary technical guidance during sessions but shall hold no voting privileges.

Section 4. SECRETARIAT.

The **Municipal Planning and Development Office (MPDO)** shall serve as the permanent Secretariat to the LZBA. The Secretariat shall be responsible for receiving applications/appeals, logging case files, preparing minutes of meetings, handling notices of public hearings, and maintaining the systematic archiving of all board resolutions and decisions.

Section 5. REPEALING CLAUSE

All previous executive orders, memoranda, rules and regulations, or parts thereof issued by this Office that are inconsistent with the provisions of this Order are hereby repealed, amended, or modified accordingly.

Section 6. EFFECTIVITY

This Executive Order shall take effect immediately.

Done in the Municipality of Bayambang, Province of Pangasinan, this 2nd day of July 2026..

MARY CLARE JUDITH P. LUIS JOSE-QUIAMBAO
Municipal Mayor

