



Republic of the Philippines
Province of Oriental Mindoro
MUNICIPALITY OF ROXAS

OFFICE OF THE SANGGUNIANG BAYAN

EXCERPTS FROM THE JOURNAL OF THE 23RD REGULAR SESSION OF THE 12TH SANGGUNIANG BAYAN OF ROXAS, ORIENTAL MINDORO HELD ON 09 DECEMBER 2025, 1:00 P.M. AT THE SANGGUNIANG BAYAN SESSION HALL.

Present:

Municipal Vice Mayor Robert S. Quiatchon	- Presiding Officer
Councilor Lucille T. Bacay	- Member
Councilor Marietta R. Pajila	- Member
Councilor David D. De La Cruz	- Member
Councilor Michael O. Pongyan	- Member
Councilor King Philip B. Dimapilis	- Member
Councilor Christopher Y. Carvajal	- Member
Councilor Gualberto V. Magno	- Member
Councilor Robert A. Baticos	- Member
Councilor Shekinah Grace C. Sanz	- Member, MSKF President

Absent:

Councilor Hermis S. Catapang	- President, Liga ng Barangay
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MUNICIPAL ORDINANCE NO. 06
Series of 2025

AN ORDINANCE PRESCRIBING THE APPLICATION GUIDELINES FOR THE RECLASSIFICATION OF LANDS WITHIN THE MUNICIPALITY OF ROXAS, ORIENTAL MINDORO AND IMPOSING FEES FOR THE APPLICATION THEREOF

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Councilor **KING PHILIP B. DIMAPILIS**

Co-Authors:

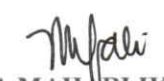
Councilor **LUCILLE T. BACAY**
Councilor **MARIETTA R. PAJILA, PHD**
Councilor **DAVID D. DE LA CRUZ**
Councilor **MICHAEL O. PONGYAN**
Councilor **CHRISTOPHER Y. CARVAJAL**
Councilor **GUALBERTO V. MAGNO**
Councilor **ROBERT A. BATICOS**
Councilor **HERMIS S. CATAPANG**
Councilor **SHEIKINAH GRACE C. SANZ**

WHEREAS, Republic Act 7160 also known as the Local Government Code of 1991 (LGC) provides that cities and municipalities may reclassify agricultural lands into non-agricultural uses subject to the limitations and other conditions prescribed under Section 20 of the LGC;

WHEREAS, local government units shall, in conformity with existing laws continue to prepare their respective comprehensive land use plans enacted through a zoning ordinance which shall be the primary and dominant bases for the future use of land resources; provided that the requirements for food production, human settlements, and industrial expansion shall be taken into consideration in preparation of such plans;


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WHEREAS, Memorandum Circular No.54 series of 1993 issued by President Fidel V. Ramos entitled "Prescribing the guidelines governing Section 20 of RA 7160 authorizing cities and municipalities to reclassify agricultural lands into non-agricultural uses" provides that cities and municipalities with Comprehensive Land Use Plans (CLUP) reviewed and approved in accordance with Executive Order No. 72 series of 1993, may authorize the reclassification of agricultural lands into non-agricultural uses and provide for the manners of their utilization or disposition, subject to limitations and other conditions prescribed in the Local Government Code;

WHEREAS, the said Memorandum Circular does not provide for the guidelines on the reclassification from agricultural lands to its actual use based on the approved land use plan of the municipality;

WHEREAS, there is a need to fill in the gap by formulating guidelines for the reclassification of other lands not classified as agricultural lands and reclassification for purposes of conforming to its actual use;

**NOW THEREFORE, BE IT ORDAINED BY THE SANGGUNIANG BAYAN OF ROXAS
IN REGULAR SESSION ASSEMBLED:**

SECTION 1. TITLE. This Ordinance shall be known as the "Land Reclassification Ordinance of the Municipality of Roxas".

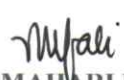
SECTION 2. SCOPE. This Ordinance covers all applications for reclassification of lands within the Municipality of Roxas subject to the limitations prescribed in this ordinance and other related laws.

SECTION 3. DEFINITION OF TERMS. For purposes of this Ordinance, the following terms and phrases shall mean:

- a) Agricultural Purpose or Activity - Shall refer to the cultivation of the soil, planting of crops, growing of fruit trees, raising of livestock, poultry or fish, including the harvesting of such farm products, and other farm activities and practices performed by a farmer in conjunction with such farming operations done by persons whether natural or juridical.
- b) Agricultural Land. Shall refer to public or private land devoted to agricultural activity as herein defined and not classified as mineral, forest, residential, commercial or industrial land.
- c) Idle or Abandoned Land. Shall refer to any agricultural land not cultivated, tilled or developed to produce any crop nor devoted to any specific economic purpose continuously for a period of three (3) years immediately prior to the application for reclassification:
- d) Land Use Conversion. Shall refer to the official act of the Department of Agrarian Reform authorizing the change of the current use of a parcel of agricultural land into any non-agricultural use or purpose.
- e) Reclassification. Shall refer to the official act of the Local Government of Roxas allowing the change in the classification of agricultural land into residential, commercial or industrial lands, manifested through an ordinance; and
- f) Sketch Plan. Is an illustrative plan or model that shows maximum densities for residential and non-residential development, including building massing and height, locations of public use and other spaces, and the relationship to existing and proposed buildings or properties that is duly signed by the Geodetic Engineer.


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SECTION 4. RECLASSIFICATION OF AGRICULTURAL LANDS TO NON-AGRICULTURAL USE. Section 20 RA 7160 mandates that, a city or municipality may, through an ordinance passed by the Sanggunian after conducting public hearings for the purpose, authorize the reclassification of agricultural lands and provide for the manner of their dualization or disposition when:

- (a) The land ceases to be economically feasible and sound for agricultural purposes as determined by the Municipal Agriculture Office, in accordance with the standards and guidelines prescribed for the purpose:
 - (b) The land shall have substantially greater economic value as determined by the Land Reclassification Council (LRC) for residential, commercial, or industrial purposes.
- (1) Reclassification of agricultural lands for first to third class municipalities shall be limited to a maximum of ten percent (10%) of the total agricultural land of the municipality at the time of the application.

However, the President may, when public interest so requires and upon recommendation of the National Economic and Development Authority (NEDA) authorize a city or municipality to reclassify lands in excess of the limits set.

- (2) Provided that agricultural lands distributed to Agrarian Reform beneficiaries pursuant to Republic Act No. 6657 known as the "Comprehensive Agrarian Reform Law", and the Expanded Comprehensive Agrarian Reform Program (ECARP) shall not be affected by the said reclassification and conversion of such lands into their purposes shall be governed by Section 65 of the said Act.

- (3) In addition, the following agricultural lands shall not be covered by reclassification:

- a. Agricultural lands distributed to Agrarian Reform beneficiaries subject to Section 65 of RA 6657;
- b. Agricultural lands already issued a notice of coverage or voluntarily offered for coverage under CARP; and
- c. Agricultural lands identified under Administrative Order No. 20 series of 1992 as non-negotiable for conversion as follows:

- All irrigated lands where water is available for rice and other crop production:
- All irrigated lands where water is not available for rice and other crop production but within areas programmed for irrigation facility rehabilitation by the Department of Agriculture and National Irrigation Administration (NIA); and
- All irrigable lands already covered by irrigation projects with funding commitments at the time of the application for land conversion or reclassification.

- (4) Moreover, where approval by a national agency is required for reclassification, such approval shall not be unreasonably withheld. Failure to act on a proper and complete application for reclassification within three (3) months from receipt of the same shall be deemed as approval thereof.

SECTION 4. LAND RECLASSIFICATION COUNCIL (LRC). A Land Reclassification Council shall be created which shall be composed of the following:

CHAIRMAN	:	Chairman, Committee on Land Utilization
VICE CHAIRMAN	:	Chairman, Committee on Laws, Legal Matters and Ordinances, Rules and Privileges


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MEMBERS

: Chairman, Committee on Environment;
Chairman, Committee on Agriculture and Agrarian Reform
and Beneficiaries' Support Services;
Liga ng mga Barangay President (Ex-Officio Member) and
as member of the Municipal Development Council.

SECTION 5. FUNCTIONS OF THE LAND RECLASSIFICATION COUNCIL

1. Review applications for reclassification after referral of the same to the Committee on Land Utilization.
2. Conduct series of meetings and coordinate with the Technical Support Team.
3. Schedule and conduct on-site evaluation/validation.
4. Submit applications to the Municipal Development Council for their review and recommendation.
5. Recommend to the Sangguniang Bayan the enactment of an ordinance approving the reclassification, upon the endorsement of the Municipal Development Council.
6. Recommend to the Sangguniang Bayan the passage of an ordinance for reversion, in accordance with Section 17 of this Ordinance.

SECTION 6. TECHNICAL SUPPORT TEAM COMPOSITION AND FUNCTIONS. A

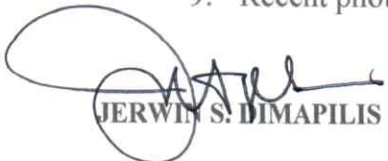
Technical Support Team shall be created to aide the Land Reclassification Council in the review, evaluation and validation of the applied land for reclassification, which shall be composed of representatives from the following:

- a. Municipal Development Council
- b. Municipal Agriculture Office
- c. Municipal Assessor's Office
- d. National Irrigation Administration
- e. Department of Agrarian Reform
- f. Department of Environment and Natural Resource
- g. Office of the Municipal Mayor
- h. Municipal Planning and Development Office
- i. Municipal Local Government Operations Officer
- j. Barangay Council (concerned barangay)

SECTION 7. REQUIREMENTS FOR THE RECLASSIFICATION OF AGRICULTURAL LANDS TO OTHER USES.

Prior to the enactment of an ordinance reclassifying agricultural lands into other uses, the applicant must secure the following documents:

1. Letter of application in the name of the owner of the land addressed to the Sangguniang Bayan;
2. Proof of Ownership - Register of Deeds Electronic copy of Original Certificate of Title (OCT) or Transfer Certificate of Title (TCT) issued not later than 30 days prior to filing; Certified true copy of latest Tax Declaration;
3. Special Power of Attorney, in case the applicant is other than the owner of the property;
4. Certificate of non-delinquency;
5. Zoning Certification as to existing land use as per approved Comprehensive Land Use Plan (CLUP) and Zoning Ordinance of the Municipality of Roxas;
6. Certification from the Municipal Planning and Development Coordinator (MPDC) specifying the total area of zoned agriculture lands in the Municipality of Roxas based on the approved CLUP and Zoning Ordinance prior to application of reclassification;
7. Sketch map, vicinity map and lot plan showing Original Certificate of Title (OCT) or Transfer Certificate of Title (TCT), Lot No., area per OCT/TCT and area applied for reclassification, duly prepared by a licensed geodetic engineer and showing reference points for the identification of the property applied for reclassification;
8. Approved Subdivision Plan in case only a portion of a title is sought to be reclassified;
9. Recent photograph of the area with captions;


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10. Certification from the National Irrigation Administration (NIA) whether or not the land is within the service of an irrigation system that is existing, scheduled for rehabilitation, or included in the proposed program with funding commitment;
11. Certification from the Municipal Agriculture Office indicating the actual use of the land applied for reclassification, and that which lands are not classified as non-negotiable for conversion or reclassification under Administrative Order No. 20 series of 1992 and that the land ceases to be economically feasible and sound for agricultural purposes;
12. Certification from Department of Agriculture indicating that such lands are not distributed or not covered by a notice of coverage or not voluntarily offered for coverage under the Comprehensive Agrarian Reform Program;
13. Certification from the Department of Environment and Natural Resources stating:
 - a. That the land is not environmentally critical and that the proposed project or intended use is ecologically safe, and
 - b. That the land is classified as alienable and disposable and not needed in forestry purposes.
14. Detailed feasibility study of the proposed project or intended use of land for agricultural to commercial use;
15. Sworn Certificate of Commitment from the owner and developer that the proposed project would be implemented within two (2) years from the passage of the ordinance;
16. Barangay Resolution endorsing the proposed project;
17. Recent photograph of the Billboard signs 4'x 8' at the proposed area to be developed indicating the proposed project (OPTIONAL);
18. Official receipt as proof of payment of Filing and Processing Fee;
19. Endorsement by the Municipal Development Council through the Land Reclassification Council.

SECTION 8. APPLICATION. All applications shall be addressed and submitted before the Office of the Sangguniang Bayan.

SECTION 9. REFERRAL TO THE COMMITTEE. Upon receipt of the application, the Secretary of the Sanggunian shall calendar the same on the next regular session for its referral to the Committee on Land Utilization.

SECTION 10. ON-SITE INSPECTION AND INVESTIGATION. The Land Reclassification Council together with the concerned departments/sector and representatives of the Municipal Development Council shall evaluate the completeness of the requirements and validate the proposed site of the land to be reclassified.

SECTION 11. PUBLIC HEARING. Pursuant to existing Laws, the Committee on Land Utilization shall conduct a public hearing at the location of the proposed site for reclassification. The proponent at his/her own expense, through the supervision of the Barangay Council concerned, shall convene a public hearing to be attended by the Land Reclassification Council, representatives from the Municipal Agriculture Office, Municipal Assessor's Office, Office of the Municipal Mayor, Tourism Section, Business Permits and Licensing Office, MLGOO, Sangguniang Barangay and residents of the concerned barangay. This is to determine public acceptance of the proposed reclassification and to answer clarificatory questions and/or inquiries. The presence of representatives from the National Irrigation Administration, Department of Agrarian Reform and Department of Environment and Natural Resources shall be highly recommended but not required.

SECTION 12. RECOMMENDATION FROM THE LAND RECLASSIFICATION COUNCIL (LRC) AND THE MUNICIPAL DEVELOPMENT COUNCIL (MDC). After the conduct of a public hearing, and there is no reasonable objection from the public, or if the council finds the application to be proper in form and substance, the LRC shall forward the application to the Municipal Development Council for preliminary determination on whether the proposed reclassification is


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