



Municipal Engineering Office

External Services



1. Granting a Building Permit

Issuance of a building permit prior to construction, erection, alteration, major repair, renovation or conversion of any building/structure owned by government or private entities.

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any Individuals, Government or Private Entities prior to construction, erection, alteration, major repair, renovation or conversion of any building/structure.			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
<ol style="list-style-type: none"> 1. Certified True Copy of Certificate of Zoning Compliance/Locational Clearance (1 copy original) 2. Fire safety evaluation clearance (1 copy original) 3. Duly accomplished application form <ul style="list-style-type: none"> • Building Permit, 1 set original • Electrical Permit, 1 set original • Sanitary/Plumbing Permit, 1 set original • Mechanical Permit, 1 set original 4. Blue print of plans, specifications and forms duly signed and seal (5 sets) 5. Structural analysis and design (for 2 storey building and above) duly signed and sealed (3 copies 1 original & 2 photocopy) 6. Technical specifications duly signed and sealed (3 copies original) 7. Detailed cost estimate – duly signed and sealed (3 copies original) 8. Construction Logbook (1 piece) 9. SPA if representative 10. DPWH clearance if the location of the proposed structure is along National Road 			MPDC Office BFP Engineering Office Engineering Office Engineering Office Engineering Office Design Professional Design Professional Design Professional Design Professional Design Engineer Applicant DPWH	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Present application at the office of the building official	1.1 Evaluate application if all the requirements is complete	None	30 Minutes	<i>Acting Building Official</i> Engineering Office



	1.2 Assess fees and Issue order of payment	None	1 Hours 30 Minutes	<i>Acting Building Official</i> Engineering Office
2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Building Permit Fee depends on building area and classification	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office
3. Submit the application with complete documents, plans Fire Safety Evaluation Clearance, Locational Clearance and other documents to the office of the Building Official	3.1 Received complete documents and re-evaluate	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. Schedule of fees below	3 Hours 10 Minutes	



NEW SCHEDULE OF FEES AND OTHER CHARGES OF THE REVISED IMPLEMENTING RULES AND REGULATIONS (IRR) OF THE NATIONAL BUILDING CODE OF THE PHILIPPINES (PD 1096)

1. BASES OF ASSESSMENT

- a. Character of occupancy or use of building/structure
- b. Cost of construction
- c. Floor area
- d. Height

- 2. Regardless of the type of construction, the cost of construction of any building/structure for the purpose of assessing the corresponding fees shall be based on the following table:**

Table 11.G.1. On Fixed Cost of Construction per Sq. Meter

LOCATION	GROUP		
	All Cities and Municipalities	A, B, C, D, E, G, H, I 4-11p.000	F 78 000

- 3. construction/ addition/ renovation/ alteration of buildings/ structures under Group/s and Sub-Divisions shall be assessed as follows:**

a. Division A-1

Area in Sq. Meters	Fee per Sq. Meter
i. Original complete construction up to 20.00 sq. meters	2.00
ii. Additional/renovation/alteration up to 20.00 sq. meters regardless of floor area of original construction	2.40
iii. Above 20.00 sq. meters to 50.00 sq. meters	3.40
iv. Above 50.00 sq. meters to 100.00 sq. meters	4.80
v. Above 100.00 sq. m to 150 sq. meters	6.00
vi. Above 150.00 sq. meters	7.20

Sample Computation for Building Fee for a 75.00 sq. meters floor area:

Floor area = 75.00 sq. meters
 Therefore area bracket is 3.a.iv.
 Fee = P 4.80/sq. meter
 Building Fee = 75.00 x 4.80 = P 360.00

b. Division A-2

Area in sq. meters	Fee per sq. meter
i. Original complete construction up to 20.00 sq. meters	3.00
ii. Additional/renovation/alteration up to 20.00 sq. meters regardless of floor area of original construction	3.40
iii. Above 20.00 sq. meters to 50.00 sq. meters	5.20
iv. Above 50.00 sq. meters to 100.00 sq. meters	8.00
v. Above 100.00 sq. meters to 150.00 sq. meters	8.00
vi. Above 150.00 sq. meters	8.40



c. Divisions B-1/C-1/E-1, 2, 3/F-1/G-1, 2, 3, 4, 5/H-1, 2, 3, 4/I-1 and J-1, 2, 3

Area in sq. meters	Fee per sq. meter
i. Up to 5,000	23.00
ii. Above 5,000 to 6,000	22.00
iii. Above 6,000 to 7,000	20.50
iv. Above 7,000 to 8,000	19.50
v. Above 8,000 to 9,000	18.00
vi. Above 9,000 to 10,000	17.00
vii. Above 10,000 to 15,000	16.00
viii. Above 15,000 to 20,000	15.00
ix. Above 20,000 to 30,000	14.00
x. Above 30,000	12.00

NOTE: Computation of the building fee for item 3.c. is cumulative. The total area is split up into sub-areas corresponding to the area bracket indicated in the Table above. Each sub-area and the fee corresponding to its area bracket are multiplied together. The building fee is the sum of the individual products as shown in the following example:

Sample Computation for Building Fee for a building having a floor area of 32,000 sq. meters:

First 5,000 sq. meters @ 23.00	P.	115,000.00
Next 1,000 sq. meters @ 22.00			22,000.00
Next 1,000 sq. meters @ 20.50			20,500.00
Next 1,000 sq. meters @ 19.50			19,500.00
Next 1,000 sq. meters @ 18.00			18,000.00
Next 1,000 sq. meters @ 17.00			17,000.00
Next 5,000 sq. meters @ 16.00			80,000.00
Next 5,000 sq. meters @ 15.00			75,000.00
Next 10,000 sq. meters @ 14.00			140,000.00
Last 2,000 sq. meters @ 12.00			24,000.00
Total Building Fee			531,000.00

d. Divisions C-2/O-1, 2, 3

Area in sq. meters	Fee per sq. meter
i. Up to 5,000	12.00
ii. Above 5,000 to 6,000	11.00
iii. Above 6,000 to 7,000	10.20
iv. Above 7,000 to 8,000	9.60
v. Above 8,000 to 9,000	9.00
vi. Above 9,000 to 10,000	8.40
vii. Above 10,000 to 15,000	7.20
viii. Above 15,000 to 20,000	6.60
ix. Above 20,000 to 30,000	6.00
x. Above 30,000	5.00

NOTE: Computation of the building fee in item 3.d. follows the example of Section 3.c. of this Schedule.

e. Division J-2 structures shall be assessed 50% of the rate of the principal building of which they are accessories (Sections 3.a. to 3.d.).



4. ELECTRICAL FEES

The following schedule shall be used for computing electrical fees in residential, institutional, commercial and industrial structures:

a. Total Connected Load (kVA)

		Fee
i. 5 kVA or less	200.00
ii. Over 5 kVA to 50 kVA	200.00 + .P 20.00/kVA
iii. Over 50 kVA to 300 kVA	1,100.00 + 10.00/kVA
iv. Over 300 kVA to 1,500 kVA	3,600.00 + 5.00/kVA
v. Over 1,500 kVA to 6,000 kVA	9,600.00 + 2.50/kVA
vi. Over 6,000 kVA	20,850.00 + 1.25/kVA

NOTE: Total Connected Load as shown in the load schedule.

b. Total Transformer/Uninterrupted Power Supply (UPS)/Generator Capacity (kVA)

		Fee
i. 5 kVA or less P-	40.00
ii. Over 5 kVA to 50 kVA	40.00 + .P 4.00/kVA
iii. Over 50 kVA to 300 kVA	220.00 + 2.00/kVA
iv. Over 300 kVA to 1,500 kVA	720.00 + 1.00/kVA
v. Over 1,500 kVA to 6,000 kVA	1,920.00 + 0.50/kVA
vi. Over 6,000 kVA	4,170.00 + 0.25/kVA

NOTE: Total Transformer/UPS/Generator Capacity shall include all transformer, UPS and generators which are owned/installed by the owner/applicant as shown in the electrical plans and specifications.

c. Pole/Attachment Location Plan Permit

i. Power Supply Pole Location	P 30.00/pole
ii. Guying Attachment	P 30.00/attachment

This applies to designs/installations within the premises.

d. Miscellaneous Fees: Electric Meter for union separation, alteration, reconnection or relocation and issuance of Wiring Permit:

Use or Character of Occupancy	Electric Meter	Wiring Permit Issuance
Residential	P 15.00	.P 15.00
Commercial/Industrial	60.00	36.00
Institutional	30.00	12.00

e. Formula for Computation of Fees

The Total Electrical Fees shall be the sum of Sections 4.a. to 4.d. of this Rule.



f. Forfeiture of Fees

If the electrical work or installation is found not in conformity with the minimum safety requirements of the Philippine Electrical Codes and the Electrical Engineering Law (RA 7920), and the Owner fails to perform corrective actions within the reasonable time provided by the Building Official, the latter and/or their duly authorized representative shall forthwith cancel the permit and the fees thereon shall be forfeited.

5, MECHANICAL FEES

a. Refrigeration, Air Conditioning and Mechanical Ventilation:

i.	Refrigeration (cold storage), per ton or fraction thereof p	40.00
ii.	Ice Plants, per ton or fraction thereof		60.00
iii.	Packaged/Centralized Air Conditioning Systems: Up to 100 tons, per ton		90.00
iv.	Every ton or fraction thereof above 100 tons		40.00
v.	Window type air conditioners, per unit		60.00
vi.	Mechanical Ventilation, per kW or fraction thereof of blower or fan, or metric equivalent		40.00
VII.	In a series of AC/REF systems located in one establishment, the total installed tons of refrigeration shall be used as the basis of computation for purposes of installation/inspection fees, and shall not be considered individually.		

For evaluation purposes:

For Commercial/Industrial Refrigeration without Ice Making (refer to 5.a.i.):

- 1.10 kW per ton, for compressors up to 5 tons capacity.
- 1.00 kW per ton, for compressors above 5 tons up to 50 tons capacity.
- 0.97 kW per ton, for compressors above 50 tons capacity.

For Ice making (refer to 5.a.ii.):

- 3.50 kW per ton, for compressors up to 50 tons capacity.
- 3.25 kW per ton, for compressors above 5 up to 50 tons capacity.
- 3.00 kW per ton, for compressors above 50 tons capacity.

For Air conditioning (refer to 5.a.iii.):

- 0.90 kW per ton, for compressors 1.2 to 5 tons capacity.
- 0.80 kW per ton, for above 5 up to 50 tons capacity.
- 0.70 kW per ton, for compressors above 50 tons capacity.

b. Escalators and Moving Walks, funiculars and the like:

i.	Escalator and moving walk, per lineal meter or fraction thereof p	10.00
ii.	Escalator and moving walks up to 20.00 lineal meters or fraction thereof		20.00
iii.	Every lineal meter or fraction thereof in excess of 20.00 lineal meters		10.00
iv.	Funicular, per lineal meter or fraction thereof		200.00
	(a) Per lineal meter travel		20.00
v.	Cable car, per lineal meter or fraction thereof		40.00
	(a) Per lineal meter travel		5.00



c. Elevators, per unit:		
i. Motor driven dumbwaiters P	600.00
ii. Construction elevators for material		2,000.00
iii. Passenger elevators		5,000.00
iv. Freight elevators		5,000.00
v. Car elevators		5,000.00

d. Boilers, per kW:		
i. Up to 7.5 kW P	500.00
ii. Above 7.5 kW to 22 kW		700.00
iii. Above 22 kW to 37 kW		900.00
iv. Above 37 kW to 52 kW		1,200.00
v. Above 52 kW to 67 kW		1,400.00
vi. Above 67 kW to 74 kW		1,600.00
vii. Every kW or fraction thereof above 74 kW		5.00

NOTE:

- (a) Boiler rating shall be computed on the basis of 1.00 sq. meter of heating surface for one (1) boiler kW.
- (b) Steam from this boiler used to propel any prime-mover is exempted from fees.
- (c) Steam engines/turbines/etc. propelled from geothermal source will use the same schedule of fees above.

e. Pressurized water heaters, per unit P	200.00
f. Water, sump and sewage pumps for commercial/industrial use, per kW or fraction thereof P	60.00
g. Automatic fire sprinkler system, per sprinkler head P	4.00
h. Diesel/Gasoline ICE, Steam, Gas Turbine/Engine, Hydro, Nuclear or solar Generating Units and the like, per kW:		
i. Every kW up to 50 kW P	25.00
ii. Above 50 kW up to 100 kW		20.00
iii. Every kW above 100 kW		3.00
i. Compressed Air, Vacuum, Commercial, Institutional and/or Industrial Gases, per outlet		20.00
j. Gas Meter, per unit		100.00
k. Power piping for gas/steam/etc., per lineal meter or fraction thereof or per cu. meter or fraction thereof whichever is higher	P	4.00
l. Other Internal Combustion Engines, including cranes, forklifts, loaders, pumps, mixers, compressors and the like, not registered with the LTO, per kW:		
i. Up to 50 kW		10.00
ii. Above 50 kW to 100 kW		12.00
iii. Every above 100 kW or fraction thereof		3.00



m. Pressure Vessels, per cu. meter or fraction thereof	60.00
n. Other Machinery /Equipment for commercial /Industrial/Institutional Use not elsewhere specified, per kW or fraction thereof	60.00
o. Pneumatic tubes, Conveyors, Monorails for materials handling and addition to existing supply and/or exhaust duct works and the like, per lineal meters or fraction thereof	10.00
p. Weighing Scale Structure, per ton or fraction thereof	50.00

NOTE: Transfer of machine/equipment location within a building requires a mechanical permit and payment of fees.

6. PLUMBING FEES

a. Installation Fees, one (1) "UNIT" composed of one (1) water closet, two (2) floor drains, one (1) lavatory, one (1) sink with ordinary trap, three (3) faucets and one (1) shower head. A partial part thereof shall be charged as that of the cost of a whole "UNIT".	24.00
b. Every fixture in excess of one unit:	
i. Each water closet	7.00
ii. Each floor drain	3.00
iii. Each sink	3.00
iv. Each lavatory	7.00
v. Each faucet	2.00
vi. Each shower head	2.00
c. Special Plumbing Fixtures:	
i. Each slop sink	7.00
ii. Each urinal	4.00
iii. Each bath tub	7.00
iv. Each grease trap	7.00
v. Each garage trap	7.00
vi. Each bidet	4.00
vii. Each dental cuspidor	4.00
viii. Each gas-fired water heater	4.00
ix. Each drinking fountain	2.00
x. Each bar or soda fountain sink	4.00
xi. Each laundry sink	4.00
xii. Each laboratory sink	4.00
xiii. Each fixed-type sterilizer	2.00
d. Each water meter	2.00
i. 12 to 25 mm Ø	8.00
ii. Above 25 mm Ø	10.00



- e. Construction of septic tank, applicable in all Groups
 - i. Up to 5.00 cu. meters of digestion chamber 24.00
 - ii. Every cu. meter or fraction thereof in excess of 5.00 cu. meters 7.00

7. ELECTRONICS FEES

- a. Central Office switching equipment, remote switching units, concentrators, PABX/PBX's, cordless/wireless telephone and communication systems, intercommunication system and other types of switching/routing/distribution equipment used for voice, data image text, facsimile, internet service, cellular, paging and other types/forms of wired or wireless communications P 2.40 per port
- b. Broadcast station for radio and TV for both commercial and training purposes, CATV headed, transmitting/receiving/relay radio and broadcasting communications stations, communications centers, switching centers, control centers, operation and/or maintenance centers, call centers, cell sites, equipment silos/shelters and other similar locations/structures used for electronics and communications services, including those used for navigational aids, radar, telemetry, tests and measurements, global positioning and personnel/vehicle location P 1,000.00 per location
- c. Automated teller machines, ticketing, vending and other types of electronic dispensing machines, telephone booths, pay phones, coin changers, location or direction-finding systems, navigational equipment used for land, aeronautical or maritime applications, photography and reproduction machines x-ray, scanners, ultrasound and other apparatus/equipment used for medical, biomedical, laboratory and testing purposes and other similar electronic or electronically-controlled apparatus or devices, whether located indoor or outdoors P 10.00 per unit
- d. Electronics and communications outlets used for connection and termination of voice, data, computer (including workstations, servers, routers, etc.), audio, video, or any *form* of electronics and communications services, irrespective of whether a user terminal is connected P 2.40 per outlet
- e. Station/terminal/control point/port/central or remote panels/outlets for security and alarm systems (including watchman system, burglar alarms, intrusion detection systems, lighting controls, monitoring and surveillance system, sensors, detectors, parking management system, barrier controls, signal lights, etc.), electronics fire



<p>alarm (including early-detection systems, smoke detectors, etc.), sound-reinforcement/background, music/paging/conference systems and the like, CATV/MATV/Ccrv and off-air television, electronically-controlled conveyance systems, building automation, management systems and similar types of electronic or electronically-controlled installations whether a user terminal is connected</p>	<p>P 2.40 per termination</p>
<p>f. Studios, auditoriums, theaters, and similar structures for radio and TV broadcast, recording, audio/video reproduction/simulation and similar activities</p>	<p>1,000.00 per location</p>
<p>g. Antenna towers/masts or other structures for installation of any electronic and/or communications transmission/reception</p>	<p>P 1,000.00 per structure</p>
<p>h. Electronic or electronically-controlled indoor and outdoor signage and display systems, including TV monitors, multi-media signs, etc.</p>	<p>f:l 50.00 per unit</p>
<p>i. Poles and attachment:</p>	
<p> i. Per Pole (to be paid by pole owner)</p>	<p>20.00</p>
<p> ii. Per attachment (to be paid by any entity who attaches to the pole of others)</p>	<p>20.00</p>
<p>j. Other types or electronics or electronically-controlled device, apparatus, equipment, instrument or units not specifically identified above</p>	<p>P 50.00 per unit</p>
<p>8. ACCESSORIES OF THE BUILDING/STRUCTURE FEES</p>	
<p>a. All parts of buildings which are open on two (2) or more sides, such as balconies, terraces, lanais and the like, shall be charged 50% of the rate of the principal building of which they are a part (Sections 3.a. to 3.d. of this Schedule).</p>	
<p>b. Buildings with a height of more than 8.00 meters shall be charged an additional fee of twenty-five centavos (P 0.25) per cu. meter above 8.00 meters. The height shall be measured from the ground level up to the bottom of the roof slab or the top of girts, whichever applies.</p>	
<p>c. Bank and Records Vaults with interior volume up to 20.00 cu. meters</p>	<p>20.00</p>
<p> i. In excess of 20.00 cu. meters</p>	<p>8.00</p>



d. Swimming Pools, per cu. meter or fraction thereof:

i. GROUP A Residential	P	3.00
ii. Commercial/Industrial GROUPS B, E, F, G		36.00
iii. Social/Recreational/Institutional GROUPS C, D, H, I		24.00
iv. Swimming pools improvised from local indigenous materials such as rocks, stones and/or small boulders and with plain cement flooring shall be charged 50% of the above rates.			
v. Swimming pool shower rooms/locker rooms, per unit or fraction thereof:			
(a) Residential GROUP A		6.00
(b) GROUP B, E, F, G		18.00
(c) GROUP C, D, H		12.00

e. Construction of firewalls separate from the building:

i. Per sq. meter or fraction thereof	3.00
ii. Provided, that the minimum fee shall be	48.00

f. Construction/erection of towers: Including Radio and 1V towers, water tank supporting structures and the like:

use or Character of occupancy	Self-Supporting	Tylon (Guyed)
i. Single detached dwelling units.....	P 500.00	P 150.00
ii. Commercial/Industrial (Groups B, E, F, G) up to 10.00 meters in height.....	2,400.00	240.00
(a) Every meter or fraction thereof in excess of 10.00 meters.....	120.00	12.00
III. Educational/Recreational//Tnstitutional (Groups C, D, H, I) up to 10.00 meters in height.....	1,800.00	120.00
(a) Every meter or fraction thereof in excess of 10.00 meters.....	120.00	12.00

g. Storage Silos, up to 10.00 meters in height **pi** 2,400.00

i. Every meter or fraction thereof in excess of 10.00 meters	P 150.00
ii. Silos with platforms or floors shall be charged an additional fee in accordance with Section 3.e. of this Schedule	

h. Construction of Smokestacks and Chimneys for commercial/Industrial Use Groups B, E, F and G:

i. Smokestacks, up to 10.00 meters in height, measured from the base	P 240.00
(a) Every meter or fraction thereof in excess of 10.00 meters	12.00
ii. Chimney up to 10.00 meters in height, measured from the base	48.00
(a) Every meter or fraction thereof in excess of 10.00 meters	2.00



i. Construction of Commercial/Industrial Fixed Ovens, per sq. meters or fraction thereof of interior floor areas		48.00
j. Construction of Industrial Kiln/Furnace, per cu. meter or fraction thereof of volume	pl	12.00
k. Construction of reinforced concrete or steel tanks or above ground GROUPS A and B, up to 2.00 cu. meters	P	12.00
i. Every cu. m or fraction thereof in excess of 2.00 cu. meters	P,	12.00
ii. For all other than Groups A and B up to 10.00 cu. meters		480.00
(a) Every cu. meter or fraction thereof in excess of 10.00 cu. meters		24.00
l. Construction of Water and Waste Water Treatment Tanks: (Including Cisterns, Sedimentation and Chemical Treatment Tanks) per cu. meter of volume		7.00
m. Construction of reinforced concrete or steel tanks for Commercial/Industrial Use:		
i. Above ground, up to 10.00 cu. meters	A	480.00
Every cu. m or fraction thereof in excess of 10.00 cu. meters		24.00
ii. Underground, up to 20.00 cu. meters		540.00
Every cu. meter or fraction thereof in excess of 20.00 cu. meters		24.00
n. Pull-outs and Reinstallation of Commercial/Industrial Steel Tanks:		
i. Underground, per cu. meter or fraction thereof of excavation		3.00
ii. Saddle or trestle mounted horizontal tanks, per cu. meter or fraction thereof of volume of tank		3.00
iii. Reinstallation of vertical storage tanks shall be the same as new construction fees in accordance with Section 8.k. above.		
o. Booths, Kiosks, Platforms, Stages and the like, per sq. meter or fraction thereof of floor area:		
i. Construction of permanent type	P,	10.00
ii. Construction of temporary type		5.00
iii. Inspection of knock-down temporary type, per unit		24.00
p. Construction of buildings and other accessory structures within cemeteries and memorial parks:		
i. Tombs, per sq. meter of covered ground areas		5.00
ii. Semi-enclosed mausoleums whether canopied or not, per sq. meter of built-up area		5.00
iii. Totally enclosed mausoleums, per sq. meter of floor area		12.00
iv. Multi-level interment niches per sq. meter, per level		5.00



v. Columbarium, per sq. meter	18.00
9. Accessory Fees	
a. Establishment of Line and Grade, all sides fronting or abutting streets, esteros, rivers and creeks, first 10.00 meters	24.00
i. Every meter or fraction thereof in excess of 10.00 meters	2.40
b. Ground Preparation and Excavation Fee	
i. While the application for Building Permit is still being processed, the Building Official may issue Ground Preparation and Excavation Permit (GP&EP) for foundation, subject to the verification, inspection and review by the Line and Grade Section of the Inspection and Enforcement Division to determine compliance to line and grade, setbacks, yards/easements and parking requirements.	
(a) Inspection and Verification Fee	200.00
(b) Per cu. meters of excavation	3.00
(c) Issuance of GP & EP, valid only for thirty (30) days or superseded upon issuance of Building Permit	50.00
(d) Per cu. meter of excavation for foundation with basement	4.00
(e) Excavation other than foundation or basement, per cu. meter.	3.00
(f) Encroachment of footings or foundations of buildings/structures to public areas as permitted, per sq. meter or fraction thereof of footing or foundation encroachment	250.00
c. Fencing Fees:	
i. Made of masonry, metal, concrete up to 1.80 meters in height, per lineal meter or fraction thereof	3.00
ii. In excess of 1.80 meters in height, per lineal meter or fraction thereof	4.00
iii. Made of indigenous materials, barbed, chicken or hog wires, per linear meter	2.40
d. Construction of Pavements, up to 20.00 sq. meters	24.00
e. In excess of 20 sq. meters or fraction thereof of paved areas intended for commercial /industrial/institutional use, such as parking and sidewalk areas, gasoline station premises, skating rinks, pelota courts, tennis and basketball courts and the like	3.00
f. Use of Streets and Sidewalks, Enclosures and Occupancy of Sidewalks up to 20.00 sq. meters, per calendar month	240.00
i. Every sq. meter or fraction thereof in excess of 20.00 sq. meters	12.00



g. Erection of Scaffoldings Occupying Public Areas, per calendar month.

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|--|--------|
| i. Up to 10.00 meters in length | 150.00 |
| ii. Every lineal meter or fraction thereof in excess of 10.00 meters | 12.00 |

h. Sign Fees:

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|---|--------|
| i. Erection and anchorage of display surface, up to 4.00 sq. meters of signboard area | 120.00 |
| (a) Every sq. meter or fraction thereof in excess of 4.00 sq. meters | 24.00 |
| ii. Installation Fees, per sq. meter or fraction thereof of display surface: | |

Type of Sign Display	Business Signs	Advertising Signs
Neon	P 36.00	P 52.00
Illuminated	24.00	36.00
Others	15.00	24.00
Painted-on	9.60	18.00

- iii. Annual Renewal Fees, per sq. meter of display surface or fraction thereof:

Type of Sign Display	Business Signs	Advertising Signs
Neon	P36.00, min. fee shall be P124.00	P46.00, min. fee shall be P200.00
Illuminated	18.00, min. fee shall be P72.00	P38.00, min. fee shall be P150.00
Others	P12.00, min. fee shall be 0.00	P20.00, min. fee shall be P110.00
Painted-on	8.00, min. fee shall be P30.00	P12.00, min. fee shall be P100.00

i. Repairs Fees:

- | | |
|---|--------|
| i. Alteration/renovation/improvement on vertical dimensions of buildings/structures in square meter, such as facades, exterior and interior walls, shall be assessed in accordance with the following rate, For all Groups | P 5.00 |
| ii. Alteration/renovation/improvement on horizontal dimensions of buildings/structures, such as floorings, ceilings and roofing shall be assessed in accordance with the following rate, For all Groups | 5.00 |
| iii. Repairs on buildings/structures in all Groups costing more than five thousand pesos (P5,000.00) shall be charged 1% of the detailed repair cost (itemized original materials to be replaced with same or new substitute and labor) | |

j. Raising of Buildings/Structures Fees:

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| i. Assessment of fees for raising of any buildings/structures shall be based on the new usable area generated. |
| ii. The fees to be charged shall be as prescribed under Sections 3.a. to 3.e. of this Schedule, whichever Group applies. |



k. Demolition/Moving of Buildings/Structures Fees, per sq. meter of area or dimensions involved:

i. Buildings in all Groups per sq. meter floor area ?	3.00
ii. Building Systems/Frames or portion thereof per vertical or horizontal dimensions, including Fences	4.00
iii. Structures of up to 10.00 meters in height	800.00
(a) Every meter or portion thereof in excess of 10.00 meters	50.00
iv. Appendage of up to 3.00 cu. meter/unit	50.00
(a) Every cu. meter or portion thereof in excess of 3.00 cu. meters	50.00
v. Moving Fee, per sq. meter of area of building/structure to be moved	3.00

10. Certificates of Use or Occupancy (Table II.G.1. for fixed costing)

a. Division A-1 and A-2 Buildings:

i. Costing up to ₱150,000.00 p,	100.00
ii. Costing more than 150,000.00 up to ₱400,000.00		200.00
iii. Costing more than ₱400,000.00 up to ₱800,000.00		400.00
iv. Costing more than ₱800,000.00 up to ₱1,200,000.00		800.00
v. Every million or portion thereof in excess of P.1,200,000.00		800.00

b. Divisions B-1/E-1, 2, 3/F-1/G-1, 2, 3, 4, 5/H-1, 2, 3, 4/and I-1 Buildings:

i. Costing up to P.150,000.00 ?	200.00
ii. Costing more than ₱150,000.00 up to ₱400,000.00		400.00
iii. Costing more than ₱400,000.00 up to ₱800,000.00		800.00
iv. Costing more than ₱800,000.00 up to P.1,200,000.00		1,000.00
v. Every million or portion thereof in excess of P.1,200,000.00		1,000.00

c. Divisions C-1, 2/D-1, 2, 3 Buildings:

i. Costing up to P.150,000.00 p	150.00
ii. Costing more than P150,000.00 up to ₱400,000.00		250.00
iii. Costing more than ₱400,000.00 up to ₱800,000.00		600.00
iv. Costing more than ₱800,000.00 up to P.1,200,000.00		900.00
v. Every million or portion thereof in excess of P1,200,000.00		900.00

d. Division J-I Buildings/structures:

i. With floor area up to 20.00 sq. meters h	50.00
ii. With floor area above 20.00 sq. meters up to 500.00 sq. meters		240.00
iii. With floor area above 500.00 sq. meters up to 1,000.00 sq. meters		360.00
iv. With floor area above 1,000.00 sq. meters up to 5,000.00 sq. meters		480.00
v. With floor area above 5,000.00 sq. meters up to 10,000.00 sq. meters		1,200.00
vi. With floor area above 10,000.00 sq. meters		2,400.00



e. Division J-2 Structures:	
i. Garages, carports, balconies, terraces, lanais and the like: 50% of the rate of the principal building, of which they are accessories.	
ii. Aviaries, aquariums, zoo structures and the like: same rates as for Section 10.d. above.	
iii. Towers such as for Radio and IV transmissions, cell site, sign (ground or roof type) and water tank supporting structures and the like in any location shall be imposed fees as follows:	
(a) First 10.00 meters of height from the ground	800.00
(b) Every meter or fraction thereof in excess of 10.00 meters	50.00
f. Change in Use/Occupancy, per sq. meter or fraction thereof of area affected	5.00
11. Annual Inspection Fees	
a. Divisions A-1 and A-2:	
i. Single detached dwelling units and duplexes are not subject to annual Inspections	
ii. If the owner request inspections, the fee for each of the services enumerated below is	P 120.00
Land Use Conformity	
Architectural Presentability	
Structural Stability	
Sanitary and Health Requirements	
Fire-Resistive Requirements	
b. Divisions B-1/D-1, 2, 3/E-1, 2, 3/F-1/G-1, 2, 3, 4, 5/ H-1, 2, 3, 4/ and I-1, Commercial, Industrial Institutional buildings and appendages shall be assessed area as follows:	
i. Appendage of up to 3.00 sq. meters/unit	P 150.00
ii. Every sq. meter or fraction thereof in excess of 3.00 sq. meters	50.00
iii. Floor area of up to 100.00 sq. meters	120.00
iv. Above 100.00 sq. meters up to 200.00 sq. meters	240.00
v. Above 200.00 sq. meters up to 350.00 sq. meters	480.00
vi. Above 350.00 sq. meters up to 500.00 sq. meters	720.00
vii. Above 500.00 sq. meters up to 750.00 sq. meters	960.00
viii. Above 750.00 sq. meters up to 1,000.00 sq. meters	1,200.00
ix. Every 1,000.00 sq. meters or its portion in excess of 1,000.00 sq. meters	1,200.00
c. Divisions C-1, 2, Amusement Houses, Gymnasia and the like:	
i. First class cinematographs or theaters	1,200.00
ii. Second class cinematographs or theaters	720.00
iii. Third class cinematographs or theaters	520.00
iv. Grandstands/Bleachers, Gymnasia and the like	720.00
d. Annual plumbing inspection fees, each plumbing unit	60.00



e. Electrical Inspection Fees:

- i. A one-time electrical inspection fee equivalent to 10% of Total Electrical Permit Fees shall be charged to cover all inspection trips during construction.
- ii. Annual Inspection Fees are the same as in Section 4.e.

f. Annual Mechanical Inspection Fees:

i.	Refrigeration and Ice Plant, per ton:		
	(a) Up to 100 tons capacity	.P	25.00
	(b) Above 100 tons up to 150 tons		20.00
	(c) Above 150 tons up to 300 tons		15.00
	(d) Above 300 tons up to 500 tons		10.00
	(e) Every ton or fraction thereof above 500 tons		5.00
ii.	Air Conditioning Systems: Window type air conditioners, per unit		40.00
iii.	Packaged or centralized air conditioning systems:		
	(a) First 100 tons, per ton		25.00
	(b) Above 100 tons up to 150 tons		20.00
	(c) Above 150 tons up to 300 tons		15.00
	(d) Above 300 tons up to 500 tons		10.00
	(e) Every ton or fraction thereof above 500 tons		5.00
iv.	Mechanical Ventilation, per unit, per kW:		
	(a) Up to 1 kW		10.00
	(b) Above 1 kW to 7.5 kW		50.00
	(c) Every kW above 7.5 kW		20.00
v.	Escalators and Moving Walks; Funiculars and the like:		
	(a) Escalator and Moving Walks, per unit		120.00
	(b) Funiculars, per kW or fraction thereof		50.00
	(c) Per lineal meter or fraction thereof of travel		10.00
	(d) cable Car, per KW or fraction thereof		25.00
	(e) Per lineal meter of travel		2.00
vi.	Elevators, per unit:		
	(a) Passenger elevators		500.00
	(b) Freight elevators		400.00
	(c) Motor driven dumbwaiters		50.00
	(d) Construction elevators for materials		400.00
	(e) Car elevators		500.00
	(f) Every landing above first five (5) landings for all the above elevators		50.00
vii.	Boilers, per unit:		
	(a) Up to 7.5 kW		400.00
	(b) 7.5 kW up to 22 kW		550.00
	(c) 22 kW up to 37 kW		600.00
	(d) 37 kW up to 52 kW		650.00
	(e) 52 kW up to 67 kW		800.00
	(f) 67 kW up to 74 kW		900.00
	(g) Every kW or fraction thereof above 74 kW		4.00
viii.	Pressurized Water Heaters, per unit		120.00
ix.	Automatic Fire Extinguishers, per sprinkler head		2.00
x.	Water, Sump and Sewage pumps for buildings/structures for commercial/industrial purposes, per kW:		
	(a) Up to 5 kW		55.00
	(b) Above 5 kW to 10 kW		90.00
	(c) Every kW or fraction thereof above 10 kW		2.00



xi.	Diesel/Gasoline Internal Combustion Engine, Gas Turbine/Engine, Hydro, Nuclear or Solar Generating Units and the like, per kW:	
	(a) Per kW, up to 50 kW	15.00
	(b) Above 50 kW up to 100 kW	10.00
	(c) Every kW or fraction thereof above 100 kW	2.40
xii.	Compressed air, vacuum, commercial/institutional /industrial gases, per outlet	10.00
xiii.	Power piping for gas/steam/etc., per lineal meter or fraction thereof or per cu. meter or fraction thereof, whichever is higher	2.00
xiv.	Other Internal Combustion Engines, including Cranes, Forklifts, Loaders, Mixers, Compressors and the like,	
	(a) Per unit, up to 10 kW	100.00
	(b) Every kW above 10 kW	3.00
xv.	Other machineries and/or equipment for commercial/ industrial/institutional use not elsewhere specified, per unit:	
	(a) Up to ½ kW	8.00
	(b) Above ½ kW up to 1 kW	23.00
	(c) Above 1 kW up to 3 kW	39.00
	(d) Above 3 kW up to 5 kW	55.00
	(e) Above 5 kW up to 10 kW	80.00
	(f) Every kW above 10 kW or fraction thereof	4.00
xvi.	Pressure Vessels, per cu. Meter or fraction thereof	40.00
xvii.	Pneumatic tubes, Conveyors, Monorails for materials handling, per lineal meter or fraction thereof	2.40
xviii.	Weighing Scale Structure, per ton or fraction thereof	30.00
xix.	Testing/Calibration of pressure gauge, per unit	24.00
	(a) Each Gas Meter, tested, proved and sealed, per gas meter	30.00
xx.	Every mechanical ride inspection, etc., used in amusement centers of fairs, such as ferries wheel, and the like, per unit	30.00

g. Annual electronics inspection fees shall be the same as the fees in Section 7 of this Schedule.

12. Certifications:

a.	Certified true copy of building permit	50.00
b.	Certified true copy of Certificate of Use/Occupancy	50.00
c.	Issuance of Certificate of Damage	50.00
d.	Certified true copy of Certificate of Damage	50.00
e.	Certified true copy of Electrical Certificate	50.00
f.	Issuance of Certificate of Gas Meter Installation	50.00
g.	Certified true copy of Certificate of Operation	50.00
h.	Other Certifications	50.00

NOTE: The specifications of the Gas Meter shall be:

Manufacturer.....
 Serial Number.....
 Gas Type.....
 Meter Classification/Model.....
 Maximum Allowable Operating Pressure - psi (kPa).....
 Hub Size - mm (inch).....
 Capacity - m3/hr. (ft3/hr.).....



2. Granting an Electrical Permit and Certificate of Final Electrical Inspection and Completion

This permit is required before changing, altering or adding to the approved electrical installations.

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any individuals prior to new installation, altering, adding, completion to the approved electrical installations.			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
1. Duly accomplished Electrical Permit form and Certificate of Final Electrical Inspection and Completion Form (1 set original) 2. 5 copies original– electrical plans & specifications signed by professional electrical engineer			Engineering Office Professional Electrical Engineer	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit application at the office of the building official	1.1 Receives application	None	30 Minutes	<i>Acting Building Official</i>
	1.2 Evaluate plans			Engineering Office
	1.3 Assess fees	None	30 Minutes	<i>Acting Building Official</i>
	1.4 Issue order of payment			Engineering Office
	1.5 Processes application based on the completeness and correctness of related documents	None	1 Hour	<i>Acting Building Official</i> Engineering Office
2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Electrical Permit Fee depends on connected loads, etc	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office
3. Receive the permit	3.1 Release permit	None	10 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. See schedule of fees below Service 1	2 Hours 20 Minutes	



3. Granting a Fencing Permit

This permit is required prior to the actual construction of a fence.

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any individuals prior to construct fence.			
CHECKLIST OF REQUIREMENTS				WHERE TO SECURE
1. Duly accomplished Fencing Permit application form (1 set original) 2. 3 copies original– fencing plan duly signed and sealed 3. 3 copies original – bill of materials and cost estimates duly signed and sealed 4. 1 photocopy – lot plan 5. 1 photocopy – land title/ tax declaration 6. 1 photocopy – deed of sale/lease/contract to sell or affidavit of consent of lot owner if the title is not in the name of the owner/applicant 7. Certified True Copy of Certificate of Zoning Compliance/Locational Clearance (1 copy original)				Engineering Office Design Engineer Design Engineer Assessor's Office Assessor's Office Assessor's Office MPDC Office
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit application at the office of the building official	1.1 Receives application	None	30 Minutes	<i>Acting Building Official</i>
	1.2 Evaluate plans			Engineering Office
	1.3 Assess fees	None	30 Minutes	<i>Acting Building Official</i>
	1.4 Issue order of payment			Engineering Office
	1.5 Processes application based on the completeness and correctness of related documents	None	1 Hour	<i>Acting Building Official</i> Engineering Office
2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Fencing Permit Fee depends on linear meter, etc.	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office
3. Receive the permit	3.1 Release permit	None	10 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. See schedule of fees below Service 1`	2 Hours 20 Minutes	



4. Granting a Demolition Permit

This permit is required prior to the systematic dismantling or demolition of a building or structure in whole or in part.

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any individuals prior to the systematic dismantling or demolition of a building or structure in whole or in part.			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
<ol style="list-style-type: none"> 1. Duly accomplished Demolition Permit form (1 set original) 2. 1 photocopy – land title or tax declaration of the building to be demolished 3. 1 photocopy – certificate of non tax delinquency 4. 1 photocopy – affidavit of consent of the owner of the building to demolished if the applicant is not the owner 			Engineering Office Assessor's Office Treasury Office Assessor's Office	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit application at the office of the building official	1.1 Receives application 1.2 Evaluate plans	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
	1.3 Assess fees 1.4 Issue order of payment	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
	1.5 Processes application based on the completeness and correctness of related documents	None	1 Hour	<i>Acting Building Official</i> Engineering Office
2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Demolition Permit Fee depends on building area, classification, etc	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office
3. Receive the permit	3.1 Release permit	None	10 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. See schedule of fees below Service 1	2 Hours 20 Minutes	



5. Granting a Temporary Service Connection Permit

This permit is required for temporary service connection to a power utility for lighting and for construction purposes such as temporary lighting for carnivals/fiestas, lighting of cemeteries, Christmas decorative lighting, etc.

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any individuals prior to temporary service connection to a power utility for lighting.			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
1. Duly accomplished Temporary Service Connection Permit form (1 set original) 2. 3 copies of temporary service connection plan, 3 copies of electrical plan/lay out duly signed and sealed			Engineering Office Engineer	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Submit application at the office of the building official	1.1 Receives application	None	30 Minutes	<i>Acting Building Official</i>
	1.2 Evaluate plans			Engineering Office
	1.3 Assess fees	None	30 Minutes	<i>Acting Building Official</i>
	1.4 Issue order of payment			Engineering Office
1.5 Processes application based on the completeness and correctness of related documents	None	1 Hour	<i>Acting Building Official</i> Engineering Office	
2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Temporary Service Connection Permit Fee depends on connected loads	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office
3. Receive the permit	3.1 Release permit	None	10 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. See schedule below Service 1	2 Hours 20 Minutes	



6. Granting an Occupancy Permit

The office of the municipal engineer issue an occupancy permit before any building or structure is used or occupied. It is usually secured after the completion of the structure.

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any individuals before the structure is used or occupied			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
<ol style="list-style-type: none"> 1. Duly accomplished Certificate of Completion form (1 set original) 2. Logbook of building construction (1 piece) 3. Building inspection sheet duly accomplished by the contractor (if undertaken by contract) (1 photocopy) 4. Fire Safety Inspection Certificate (1 copy original) 			Engineering Office In-charge Professionals and Design Professionals/Supervisor In-charge Professionals Contractor (if undertaken by contract) Bureau of Fire Protection	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Present application at the office of the building official	1.1 Evaluate application if all the requirements is complete	None	1 Hour	<i>Acting Building Official</i> Engineering Office
	1.2 Assess fees 1.3 Issue order of payment	None	1 Hour	<i>Acting Building Official</i> Engineering Office
2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Occupancy Permit Fee depends on cost estimates	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office



3. Submit the application with complete documents, plans, Fire Safety Inspection Certificate and other documents to the office of the building official	4.1 Receive complete documents and re-evaluate	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
4. Receive occupancy permit	3.1 Release occupancy permit	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. See schedule of fees below Service 1	3 Hours 10 Minutes	

7. Granting a Repair Permit

Office/Division:	Engineering Office			
Classification:	Simple			
Type of Transaction:	G2C – Government to Citizen			
Who may avail:	Any individuals prior to repair structure			
CHECKLIST OF REQUIREMENTS			WHERE TO SECURE	
1. Duly accomplished application form for repair permit (1 set original)			Engineering Office	
2. Sketch Plan duly signed and sealed (5 sets original)			Design Engineer	
3. Detailed cost estimate – duly signed and sealed (3 copies original)			Design Engineer	
CLIENT STEPS	AGENCY ACTION	FEES TO BE PAID	PROCESSING TIME	PERSON RESPONSIBLE
1. Present application at the office of the building official	1.1 Evaluate application if all the requirements is complete	None	1 Hour	<i>Acting Building Official</i> Engineering Office
	1.2 Assess fees	None	1 Hour	<i>Acting Building Official</i>



2. Pay the assess fees at the Municipal Treasurer's Office with order of payment	2.1 Issue official receipt base on the order of payment	Repair Permit Fee depends on percentage of cost	10 Minutes	<i>Revenue Collection Clerk II</i> Treasury Office
3. Submit the application with complete documents, plans, Fire Safety Inspection Certificate and other documents to the office of the building official	3.1 Receive complete documents and re-evaluate	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
4. Receive Repair Permit	4.1 Release repair permit	None	30 Minutes	<i>Acting Building Official</i> Engineering Office
TOTAL		As assessed. See schedule of fees below Service 1	3 Hours 10 Minutes	