

What is the Filming Policy for Redondo Beach?

PLEASE READ THE REQUIREMENTS BELOW. ALL FILMING REQUESTS MUST BE SUBMITTED TO THE FIRE DEPARTMENT FOR APPLICATION PROCESSING, (Item #1 below).

The City of Redondo Beach welcomes inquiries from responsible producers and location managers in the film and television industries. We have in Redondo Beach a myriad of location possibilities, including the beautiful King Harbor and the Redondo Beach Pier. To ensure that the filming of movies, television programs, commercials and special events does not unnecessarily disturb the residents or businesses in this community, the City of Redondo Beach has adopted a Policy Statement containing the rules and procedures all film companies must follow. The City reserves the right to revoke filming privileges if these policies are violated. **REDONDO BEACH RULES AND PROCEDURES**

1. All film companies must **submit online applications** to the Redondo Beach Fire Department's, Deputy Fire Marshal (310-318-0663 ext. 3576) or on-duty Fire Division Chief in advance of the commencement of any filming. Upon review and approval applicants will then be subject to obtaining a permit issued through the City Business License Department located at City Hall (415 Diamond Street). Film permits require at least seven (7) business days to process. Please note City Hall closed alternate Fridays and Holidays.
2. Completed film permits will be emailed to Business License and accounts receivable by the Deputy Fire Marshal. Invoices will then be generated for all required fees and emailed to the customers. The customer can pay for those invoices online by credit card (Mastercard and Visa only) through the Payment website – <https://css.redondo.org/css/citizens/> Check payment can also be mailed or delivered by courier (examples Fedex, UPS). An email must be provided so a receipt can be emailed to the customer. The receipt must be printed and attached to the permit and must be present during the filming.
3. The business license application and filming permit form must be completely and accurately filled out. Any omissions may result in delays and perhaps in additional expense. Any changes to the location, time or the character of scenes described in the permit application must be provided to the appropriate City departments (generally Financial Services, Police, Fire and Harbor) at least 24 hours in advance. Failure to advise the City of such material changes may result in the revocation of the permit.
4. A maximum of ten (10) filming days per residential location (exclusive of City owned properties) is allowed during a 365-day period, with the 365 day period commencing on the first day of shooting. Commercial areas of City owned properties that border residential areas may be considered "residential in nature" if, in the opinion of the City the nature of the proposed film, the size of the filming crew and the location of the filming relative to the area could have a negative impact on the residential section. Filming days may be construed to include preparation, strike and rehearsal days if, in the opinion of the City (to be provided at the time of permit review), these days have a significant impact on the adjacent neighborhood. In the event additional days are requested by any production company, permits for additional filming days may be granted at the discretion of the City. In reviewing requests for permit extensions, consideration will be given to the nature and number of any complaints received as a result of prior filming activity.
5. All film companies must obtain and maintain an insurance policy having a **minimum General Liability coverage at all times of \$2 million per occurrence and \$4 million aggregate**. Said insurance policies shall name the City of Redondo Beach and their officers, employees, elected officials and members of boards or

commissions as additional insured. Said insurance shall apply as primary insurance and no other insurance maintained by the additional insured will be called upon to contribute with insurance provided by this policy. The policy must state, "will give the City of Redondo Beach 30 days advance written notice of any changes in coverage or cancellation." The Redondo Beach Risk Management Office must approve any exceptions to the above requirements.

6. The Film Company must reimburse any and all costs incurred by the City. Typical costs may include personnel services rendered by the Police, Fire, Harbor and Public Works Maintenance Departments. In most cases, such costs are estimated prior to the shoot and are due and payable prior to issuance of the filming permit, in addition to the daily business license fee. Failure to reimburse the City within 30 days of the receipt of the invoice for additional expenses may result in the denial of future filming rights.
7. All Federal, State, County and local laws and ordinances must be obeyed by the cast and crew of the Film Company and by any independent contractor(s) retained by the Film Company. The film company shall be responsible for the business license fee, plus penalties, if any service providers (e.g. catering service, auxiliary power providers, vehicle rental services) fail to obtain a Redondo Beach Business License.
8. **A Notice of Intent To Film must be completed and delivered to all affected residents and businesses within a 200 foot radius of every filming site not less than 72 hours prior to the arrival of the production company equipment.** At the discretion of the City, the notice requirement can be reduced to 24 hours for small, one day shoots (e.g. commercial advertising.) The notice must contain the name of the Production Company and the production manager's and/or location manager's phone number. Proof of the noticing must be submitted to the Business License Division prior to receiving approval to shoot. For multiple unit dwellings or office buildings, proof of notification to the apartment/condominium or building manager shall be deemed sufficient.
9. Pedestrian and vehicular access to homes and businesses may not be blocked without the prior written consent of the parties being impacted. Proof of the consent must be submitted to the Business License Division prior to receiving approval to shoot. In addition, a parking plan must be submitted to the City with information on where and how many vehicles and what type will be required to park, including optional shuttle plans as needed. Excessively large or numerous vehicles must be approved prior to the permit application being approved.
10. The permittee may not interfere with street sweeping, refuse collection or other City activity that may be taking place in or around the filming site. Within reason, the City will attempt to accommodate the sound and access needs of the Production Company.
11. Special permission, which the City reserves the right to withhold, is required for: A. Evening shooting (outside of 8 a.m. to 9 p.m., Monday-Saturday, 9 a.m. to 8 p.m. Sunday.) Filming in residential locations can be extended with signatures of approval from residents within a 200 foot radius of all affected film sites as follows: 51% of said residents to extend by one hour; 90% of said residents to extend to 6 a.m. and/or midnight; 100% of said residents to extend before 6 a.m. or after midnight. B. Excessive noise due to volume, duration or kind (e.g. explosions, gunfire), including that from generators. C. Pyrotechnics, flames, explosions, crashes and other similar "on location" special effects. D. Filming on any City owned property.

In general the Police, Fire and Harbor Departments (as appropriate) must be contacted for permission and/or review if any of these elements are included within the script.

1. All production vehicles and vehicles of the cast and/or crewmembers shall be visibly identified with the name of the production company. Such identification shall be placed on the windshield or dashboard of all vehicles while on location.
2. Film companies will be required to restore all property to its original condition and to remove all litter generated during the course of shooting prior to leaving all film locations each day.
3. At the discretion of the City, a plot plan of the filming location (interior and exterior) and a synopsis of the film script may be required.
4. The City reserves the right to revoke filming privileges if circumstance arise during the course of shooting which are, in the City's opinion, deleterious to the rights of its residents or businesses or is in any way too dangerous.

5. The Police Department will suspend any filming operation not authorized by permit or when permit conditions are violated. Filming will also be suspended if any laws or ordinance are violated.
6. For purposes of contact during filming, rehearsal, stage set-up or strike, the filming company must provide the City with the name of an on filming site company representative who can be immediately available for contact, in person or via cellular phone, telephone or pager, when filming and related activities are taking place in the City.
7. The City of Redondo Beach is required to be included in production credits for filming on City property, including the harbor and pier areas and City streets. The City of Redondo Beach is requested to be included in production credits when filming takes place on private property, commercial or residential.