

Film Permit Application



City of Sierra Madre

Film Division
 232 W. Sierra Madre Blvd.
 Sierra Madre, California 91024
 (626) 355-5278
 www.cityofsierramadre.com

Rev 1

COMPANY INFORMATION

| | |
|---|--------------------------------------|
| COMPANY NAME Sanctuary Content | PROJECT TITLE "Albertsons" |
| ADDRESS 2639 S La Cienega Blvd, Los Angeles, CA 90034 | |
| PHONE NUMBER [REDACTED] | EMAIL [REDACTED] |

PERSONNEL INFORMATION

| | |
|--|----------------------------|
| PROJECT MANAGER TBD | PHONE NUMBER |
| LOCATION MANAGER Drew Stahl | PHONE NUMBER [REDACTED] |
| ASSISTANT DIRECTOR Dominic Pacitti | PHONE NUMBER [REDACTED] |
| OTHER [REDACTED] | PHONE NUMBER [REDACTED] |

PRODUCTION INFORMATION

| | |
|---|----------------------|
| PRODUCTION DATES (To be covered by this permit, including prep and strike) | 10/17 - 10/18 |
| PRODUCTION TYPE <input type="checkbox"/> Television <input type="checkbox"/> Feature <input checked="" type="checkbox"/> Commercial <input type="checkbox"/> Music Video <input type="checkbox"/> Photography <input type="checkbox"/> Other | |
| TOTAL PERSONNEL (Cast and Crew) | 100 |
| TOTAL VEHICLES AND EQUIPMENT | |
| EQUIPMENT DETAIL | |
| Generators | 1 |
| Cars | 80 |
| Trucks | 9 |
| RVs | 2 |
| Tents (Additional permits may be needed as required in sections 105.6 & 105.7 CFC) | 0 |
| Others | 5 vans |

INSURANCE

Insurance certificate must be issued in the minimum amount of \$1,000,000 naming the City of Sierra Madre as additional insured and underwritten by a company admitted as an insurance carrier in the State of California, and have a "BEST's" rating of at least A-VII.

| | |
|--------------------------------|---|
| INSURANCE COMPANY | EXPIRATION DATE |
| INSURANCE CERTIFICATE ATTACHED | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

LOCATION SHOOT

Please give specifics about your shoot below. Attach sheets if more space is needed. You must include the addresses, nearest cross streets and telephone numbers of the filming locations. Also describe scenes to be filmed (including animals, pyrotechnics, interior, exterior and stunts.)

No activity is permitted prior to 7:00 am or later than 11:00 pm without consent from the City and 75% of the affected residents.

| DATE | TIME | LOCATION | ACTIVITY | PREP / FILM / STRIKE |
|-------|-------------|----------------------|----------------|----------------------|
| 10/17 | 0700 - 2200 | 471 W Grand View Ave | (see addendum) | F |
| 10/18 | 0700 - 1900 | 471 W Grand View Ave | Strike | S |
| | | | | |
| | | | | |

TRAFFIC / STREET CLOSURES

If filming is planned on City streets and / or City property, please attach the following:

1. A site plan showing locations of cast and crew, vehicles and the route to be traveled in order to film a scene.
2. A site plan for parking of production vehicles.

DESCRIBE NATURE OF STREET CLOSURE **N/A**

PARKING LOCATION OF CAST AND CREW **See addendum**

STUNTS / SPECIAL EFFECTS

If your project will involve stunts or special effects, please provide detailed information about specific plans.

N/A

ANIMALS TO BE USED **Dog on set**

PYROTECHNICS

PYROTECHNICS SPECIFICS **N/A**

| | |
|----------------|----------------|
| PYROTECHNICIAN | LICENSE NUMBER |
|----------------|----------------|

HAZARDOUS MATERIALS TO BE USED

FIRE EXTINGUISHERS

Minimum sized extinguisher – **2A:10BC**. All extinguishers must have been serviced within the past 12 months. Extinguishers must be located on all trucks, all generators and on the active set. Extinguisher accessibility (Remove from the inside of the generator and place on trailer). The entire film crew must be familiar with each extinguishers location and use. **Extinguishers required by this permit must be provided by production.**

NOISE

The maximum level of decibel noise allowed will be established by the Police and Fire Department pursuant to the health and safety regulations and Sierra Madre Municipal Code.

ANTICIPATED DECIBEL LEVELS

FILMING ACTIVITY

FILMING ACTIVITY NECESSARY AFTER 11:00 PM OR BEFORE 7:00 AM Yes No

Describe activity, number of personnel and type of equipment to be used between the 11:00 pm to 7:00 am hours and any lighting anticipated to be in the excess of two (2) lumens per square foot during each period.

N/A

Applicant agrees to all the terms and conditions of this permit including provisions listed at the bottom of this form and any attachments. Applicant agrees to indemnify, hold harmless and defend the City and its officers from any and all liability and charges for charges proximately resulting from the operations of the company and its officers, employees and contractees under this permit. The Applicant also agrees to be liable to the city for all damages to public property resulting from the operations of the company and its officers, employees and contractees under this permit and pay to the City on demand, the cost of all repairs to public property made necessary by any operation under this permit.

[Redacted Signature]

10/5/2022

Katie King @ PPS, Inc for Drew Stahl

SIGNATURE OF APPLICANT

DATE

REPRESENTATIVE OF (COMPANY NAME)

OFFICE USE ONLY

| | |
|---|----------------------------------|
| PERMIT NUMBER GRANTED <i>2223-09</i> | DATE OF ISSUANCE |
| ISSUED BY <i>Lawren Heinz</i> | TITLE <i>Film Coordinator</i> |

| | | | | | | |
|------|------------------|----------------|---|-----------------|---|-----------------|
| FEES | Permit Fee | \$ <i>1069</i> | x | <i>1</i> days | = | \$ <i>1069</i> |
| | Fire Personnel | \$ <i>125</i> | x | <i>15</i> hours | = | \$ <i>1875.</i> |
| | Police Personnel | \$ | x | hours | = | \$ |
| | Film Monitor | \$ | x | hours | = | \$ |
| | Business License | \$ <i>42</i> | | | = | \$ <i>42</i> |
| | Deposit | \$ <i>2222</i> | | | = | \$ <i>2222</i> |
| | Other | \$ | | | = | \$ |
| | Total | | | | | |

| | | |
|-----------|----------------------------|--|
| APPROVALS | Fire Department | |
| | Police Department | |
| | Community Services Manager | |
| | Film Coordinator | |
| | Other | |

| | |
|------------------|--|
| OTHER CONDITIONS | |
|------------------|--|

| | | | |
|--------------------|---------------------------|---|--|
| REQUIRED DOCUMENTS | Film Application | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Acknowledgment Form | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Signature Sheet | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| | Invoice | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Site Maps | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| | Special Conditions | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| | Certificate of Insurance | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| | Indemnification Agreement | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

This permit will be effective *10/17/2022* through *10/17/2022*

Filming Regulations



City of Sierra Madre

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232 W. Sierra Madre Blvd.
Sierra Madre, CA 91024
(626) 355-5278
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GENERAL REQUIREMENTS

In accordance with Sierra Madre Municipal Code (SMMC) Chapter 5.36, the City of Sierra Madre issues City Film Permits to businesses and individuals who wish to film on public or private property within the City limits. Filming activities include but are not limited to all on-site preparation (prep), filming and all breakdown (strike) activities. The City Film Coordinator has the discretion to impose additional conditions to City Film Permits. Failure to comply with any of the stated conditions shall be grounds for revoking the permit.

The City Film Coordinator is the primary contact for all Production Companies. All inquiries should be directed to the City Film Coordinator. All complaints should be directed to the Community Services Manager.

1. APPROVAL

Approval in the form of a petition, signature card or e-mail is required from a minimum of 51% of all property owners and/or tenants over the age of 18 for each parcel located within 250 feet of the perimeter of the property on which the filming is to take place. If the City Film Permit will involve a street closure, approval is required from 75% of all property owners and/or tenants over the age of 18 for each parcel located within 250 feet of the perimeter of the property on which the filming is to take place as well as the approval of the Community Services Manager, Directors of Development Services and Public Works, Sierra Madre Police Department and Sierra Madre Fire Department. Property owner and/or tenant approvals must be gathered by the Production Company and delivered to the Film Coordinator.

For Extra Small Film Productions and Still Photo Shoots, the Production Company, shall distribute a "Notice of Intent to Film", explaining the date(s), time(s), location and general details of the Film Activity, to property owners and/or tenants within 250 feet of the location of the film site. If the Film Coordinator receives written disapproval from more than 25% of residents and/or tenants within 250 feet of the film site within 48 hours of the delivery of the Notice of Intent to Film, the application for a City Film Permit shall be denied.

Any negotiations or arrangements for film activity on private property shall be the concern of the Production Company and the private property owners and the City disclaims any involvement in or responsibility for those negotiations or arrangements.

2. FILM LAYOUT AND EQUIPMENT PLANNING

A filming layout diagram and parking plan must be submitted with an application for a City Film Permit. All vehicles and equipment must be parked in designated areas only, with shuttle service to assigned parking areas. Should directional signage be required please see the City Film Coordinator for specific criteria. Parking of film vehicles belonging to the Production Company or production staff without prior authorization and identification will be cited for violating SMMC Section 10.24.110. No vehicle parking is allowed without prior authorization of the Police and Fire Chiefs on any curbs, sidewalks or existing re-marked zones. There shall be a 20 ft. access lane opened for emergency vehicles at all times.

3. PERMIT DEADLINES

An application must be submitted at no later than 5 business days before filming begins; 7 business days for traffic control exceeding 3 minute intervals, for stunts and or special effects; 10 business days for road closures.

The application for a City Film Permit will be reviewed by all pertinent City Departments deemed necessary by the Film Coordinator. Production Companies must maintain a copy of the City Film Permit on-site at all times during film activity. A completed application with necessary approvals, forms and fees must be submitted before filming activity (including prep) begins.

4. TRAFFIC CONTROL

Streets may be blocked off for not more than 3 minute intervals, with a minimum of 5 minute intervals for vehicle and pedestrian passage with Police Department supervision. Any request for street closures must be reviewed and approved by SMPD and SMFD, Community Services Manager, Directors of Development Services and Public Works with signature approval submitted to the Film Coordinator. Sierra Madre Boulevard and Baldwin Avenue cannot be blocked during rush hour, 7AM-9:30AM and 2:30PM-4:30PM, as established by the Police Department.

5. CITY OF SIERRA MADRE FIRE SAFETY OFFICER

Sierra Madre Fire Safety Officers will be required for:

- A. Productions using pyrotechnic special effects as defined in California Health and Safety Code Section 12532 and other special effects such as flame bars, propane canons and other large fire scenes where flammable liquids and gases are used. A Sierra Madre Fire Safety Officer is required on set during rehearsal and filming for any of the stated effects, no exceptions.
- B. Productions which involve stunts. This may include pyrotechnic special effects, the use of helicopter, automobile crashes, chase scenes, body burns, and any type of jumps or leaps which involve automobiles, motorcycles, and people, simulated gunfire and squibs. A Sierra Madre Fire Safety Officer is required on set during rehearsal and filming for any of the stated effects and stunts, no exceptions.
- C. Productions using tents where the occupant load exceeds 500.
- D. Interior productions where generators, lights, and other filming equipment present a fire hazard and where set decorations, props, and equipment may obstruct exits, access ways, and other building fire protection systems.
- E. Interior and exterior productions which may cause the public to congregate and/or where the case and crew size affects safe egress. This may be exempted if the building is designed for assembly occupancies.
- F. Productions occurring in mountainous-brush or forest-covered lands where the potential for a brush fire exist or roads or trails traversing through such areas.

All other filming production requires a fire inspection as part of the City Film Permit, during inspection if the Fire Chief and/or his designee deem that a Fire Safety Officer is needed, production will cease until a Sierra Madre Fire Safety Officer is on scene, at the expense of the Production Company. All filming activities shall be reviewed on a case by case basis to determine the level of hazardousness and whether or not the production requires a Sierra Madre Fire Safety Officer or Fire Inspection.

6. DOWNTOWN DISTRICT

Sierra Madre's Downtown District includes Sierra Madre Blvd. from Sierra Place to Lima; and Baldwin Ave. from Suffolk to Highland. The following conditions are applicable to a City Film Permit for film activity in the Downtown District:

- A. Crew and cast parking may be restricted on Baldwin Ave. and Sierra Madre Blvd. A plan providing adequate parking must be submitted and approved by the City Film Coordinator.
- B. The film site must constantly be kept clean. Each Production Company must have its own trash receptacles, sufficient for all trash and recyclables. Trash receptacles must be obtained through Athens Waste Management, (888) 336-6100. Each company is responsible for removal of all trash and recyclables.

7. FILM PRODUCTION HOURS OF OPERATION

Except as otherwise stated herein, Film Activity may take place between the hours of 7:00 AM and 11:00 PM with 51% and for production during the hours of 11:00 PM and 7:00 AM, 75% approval must be obtained from all

property owners and/or tenants, over the age of 18, for each parcel located within 250 feet of the perimeter of the property on which the filming is to take place.

8. SMALL FILM PRODUCTION

Small Film Productions engaging in Film Activity shall following the following conditions:

- A. Production must be contained on the site where film activity will take place.
- B. Film activity shall occur between 8:00 AM and 8:00 PM.
- C. Production consists of a cast and crew of 50 or fewer persons.
- D. No vehicles shall be permanently parked on streets beyond the location film site.

9. EXTRA SMALL FILM PRODUCTION

Extra Small Film Productions engaging in Film Activity shall following the following conditions:

- A. Production must be contained on the site where Film Activity will take place.
- B. Film activity shall occur between 8:00 AM and 8:00 PM.
- C. Production consists of a cast and crew of 5 or fewer persons.
- D. No vehicles shall be permanently parked on streets beyond the location film site.
- E. There shall be no use of a generator.

10. STILL PHOTO SHOOT

Those engaging in still photography with a cast and crew of 3 or more people shall following the following conditions:

- A. Production must be contained on the site where photography will take place.
- B. No vehicles shall be permanently parked on streets beyond the location film site.

11. FILM PERMIT FEES

The Production Company shall pay to City all applicable fees and deposits prior to issuing a City Film Permit. Any cancellation of Film Activity after a City Film Permit has been issued will result in the forfeiture of the deposit.

All refund requests for film production deposits must be completed on the City of Sierra Madre Refund Request Form, accompanied with a completed business license and submitted to the City Film Coordinator. Deposit refunds can take up to 4-weeks for processing.

12. POSTPONEMENT

Any production that wishes to postpone their activity will be required to recanvas and gather new signatures from the merchants/residents within the affected area.

13. INSURANCE

At the discretion of the City Film Coordinator and prior to issuing a City Film Permit, the Production Company shall be required to present to the City a Certificate of Insurance with the following insurance coverage: General Liability insurance in an amount not less than \$1,000,000 naming the City of Sierra Madre, its officers, employees, agents and volunteers as additional insured for protection against claims of third persons for personal injuries, wrongful deaths, and property damage and to indemnify the City for damage to City property arising out of the applicant's Film Activity. The certificate shall not be subject to cancellation or modification until after thirty days written notice to the City. Such insurance shall be issued by a company permitted to do business in the State of California with an AM Best's rating of at least A-VII. Such insurance shall be evidenced by the standard General Liability Special Endorsement Form mandated by the California Film Commission which will remain on file with

the City's Risk Manager. Evidence of Worker's Compensation Insurance for all persons operating under a City Film Permit shall be provided as required by State law.

14. INDEMNIFICATION

The Production Company must submit with an application for a City Film Permit an indemnification agreement, on a form approved by the City Attorney, in which the Production Company agrees to defend, indemnify and hold harmless the City, its officers, agents, employees and volunteers from all claims and liability arising from or in connection with the Film Activity and the issuance of the City Film Permit.

Film Permit Application Acknowledgement Form



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I, the undersigned as a representative for Sanctuary Content (production company), understand the aforementioned Filming Regulations and furthermore understand that a Film Permit Application gives no assurance that a Film Permit will be issued to myself or the production company.

Signature

[Redacted Signature]

Katie King @ PPS, Inc for Drew Stahl

Printed Name

10/5/2022

Date

[Redacted Mobile Phone Number]

Mobile Phone Number

Addendum

Location: 471 W Grand View Ave

Activities: Interior and exterior dialogue; walk and talk; atmospheric (water-based) smoke; dog on set; candles; BBQ scene.

Posting: (10/17, 0700 - 2200) N/S Grand View Ave, Grove St – Sunnyside Ave; W/S Grove St, Grand View Ave – Grove Alley; E/S Sierra Woods Dr, Grand View Ave – north to dead end; E/S Sunnyside Ave, Grand View Ave – Alegria Ave

Strike Posting: (10/18, 0700 - 1900) N/S Grand View Ave, 150' in front of 471 W Grand View Ave