

**CONSOLIDATION OF BY-LAW N° 710
AND ITS AMENDMENT NO. 710-1**

BY-LAW NUMBER 710

**BY-LAW TO GOVERN FILMING
PERMITS**

NOTICE

This consolidation is not official. It has been compiled on April 1st, 2015 by the Town Clerk in order to facilitate the reading of the text. The official text is to be found in the original by-law and in each of its amendments.

(...)

ARTICLE 1 – DEFINITIONS

Two categories

- I. Small productions
 - Personnel totalling less than twenty (20) persons (i.e., photo sessions, commercials, etc.)
 - No effect on traffic or parking
- II. All other film and video productions
 - Personnel exceeding 20 persons
 - Affects traffic and/or parking
 - Special parking requirements

ARTICLE 2 – APPLICATION FOR PERMIT

Application for a filming permit under the conditions of this by-law must be made in writing to the Director of Public safety or his authorized representative for his mandatory approval at least twenty (20) day prior to the intended start of production.

ARTICLE 3 – PERMIT FEES

Category I - \$ 100.00/day

Category II - \$ 1,000.00/day

(710-1, art. 1, 03/12/2008)²⁵

ARTICLE 4 – HOURS OF FILMING*

Throughout the Town, all filming and all activity related to that filming must be carried out between 8:00 a.m. and 9:00 p.m., Monday through Friday.

In cases where filming is to be done over a series of consecutive days, equipment may be left in place overnight providing it is adequately secured and protected by authorized personnel and does not disturb traffic and /or enjoyment of residents.

At the end of all filming, the property must be returned to its original state and site cleaned of all debris.

ARTICLE 5 – DEPOSITS

The following deposit is required to ensure compliance with conditions of permit.

Category I - \$50.00

Category II - \$15,000.00

Also required are any additional costs in case the Town incurs costs for:

- (i) Accommodation parking (i.e. temporary signs);
- (ii) Conducting survey of residents;
- (iii) Modifying any Town infrastructure: or
- (iv) Cleaning up of Town property.

The deposit must be in the form of a certified check made payable to the order of Town of Hampstead.

ARTICLE 6 – SURVEY OF RESIDENTS

In all cases of Category II, a survey of the residents within the street block (both sides) must be carried out by a representative of the permit applicant as well as a representative of the Town twenty (20) days prior to the commencement of filming and in the following fashion:

Survey of residents within the street block where filming is to take place, plus one additional street block in both directions as deemed necessary by the Town.

*** ADDITIONAL CONDITIONS***

In no case shall filming take place on the same street block **more than twice within the same year.**

In order for a filming permit to be issued, no more than 10% of persons surveyed may object to the filming. Those surveyed will be occupants of eighteen (18) years of age and over in each household within the blocks being surveyed.

ARTICLE 7 - TRAFFIC*

In Category II, where service traffic is being affected no traffic shall be halted for more than five (5) minutes. Traffic must be free to flow for ten (10) minutes before another five (5) minute closure can be imposed.

In all categories, all blockage of traffic must be immediately removed in cases of emergency.

The Town may establish parking regulations as deemed necessary.

ARTICLE 8 – INSURANCE

All persons filming under Categories II must possess a minimum of one million insurance of (\$1,000,000) liability insurance.

ARTICLE 9 – LOCATION MANAGER AND PRODUCTION MANAGER

All location Managers must be members in good standing with the *Syndicat des Techniciens de Cinéma du Québec* (S.T.C.Q.). All Production Managers must be members in good standing with the Directors guild of Canada (D.G.C.). All location Managers and/or Production Managers who are members in good standing with any other accredited Quebec Union will also be accepted. Membership numbers must be submitted.

ARTICLE 10 – PROVINCIAL LICENSE

All feature films must first have the appropriate license from the Régie du Cinema du Québec.

ARTICLE 11 – ENFORCEMENT

All filming permits will be issued as a contractual agreement with the Town. Should the filming crew deviate from any conditions of the permit the entire deposit or portion thereof will be forfeited, at the discretion of the Town.

ARTICLE 12 – PARKING DURING FILMING

A detailed parking plan which, on pain of rejection, must, necessarily fulfill the following Two requirements:

- A) It must indicate where vehicles will be parked during filming;
- B) The aforementioned plan must be approved by the Director of Public Security.

Any owner of a vehicle who permits that said vehicle be parked in contravention of said Parking Plan has committed a parking infraction of \$30 as well as costs and will be liable for towing charges.

ARTICLE 13 – EXTERIOR SHOOTING

Any exterior shooting that takes place shall be effectuated with the presence of a Hampstead Public Security Officer on site at all relevant times.

The said Officer's remuneration for the time that he is on site shall be borne by the permit applicant.

ARTICLE 13.1 – INFRACTIONS

Anyone who contravenes any provision of this By-law is committing an infraction and shall be liable:

1. *In the case of a natural person:*
 - a) *for a first infraction, to a fine of \$ 100;*
 - b) *for a second or subsequent offence, to a fine of \$ 200.*

2. *In the case of a legal person:*
 - a) *for a first infraction, to a fine of \$ 1,000;*
 - b) *for a second or subsequent offence, to a fine of \$ 2,000.*

(710-1, art. 2, 03/12/2008)²⁶

ARTICLE 14 – COMING INTO FORCE

The present By-law shall come into force according to Law.

NOTE

FOR ALL SECTIONS WITH AN (*) THE FOLLOWING APPLIES: Any deviation of those norms because of special circumstances due to the nature of the site conditions for filming requirements must be approved by the Director of Public Safety or a representative that e so authorizes. In such cases a contractual agreement will be imposed listing the special conditions.

(s) Irving L. Adessky
MAYOR IRVING L. ADESSKY, QC.

(s) Jonathan Shecter
JONATHAN SHECTER, TOWN CLERK