



POLICY

FILMING POLICY

Department:	Corporate Services	Effective Date:	2013-12-09
Division:	Clerk's Office	Approval Level:	Council
Section/Facility:	N/A	Policy #:	0032
		Revision #:	N/A

1.0 PURPOSE

- 1.1 The City of Peterborough ("City") recognizes the direct and indirect economic and cultural benefits associated with film and television production in the community.
- 1.2 This Policy provides guidelines to facilitate and manage Location Filming requests while protecting the rights, safety, privacy, and property of the residents and businesses of Peterborough.
- 1.3 Filming Permits will be issued only in accordance with applicable City by-laws and relevant provincial and federal legislation.

2.0 POLICY STATEMENT(S)

- 2.1 The City encourages and supports Location Filming within the City of Peterborough provided that the rights, safety, privacy, and property of the City and the residents and businesses of Peterborough are protected.



POLICY

FILMING POLICY

2.0 POLICY STATEMENT(S)

2.2 The City will demonstrate its support for Location Filming by:

- .1 Ensuring a responsive approach to Location Filming requests.
- .2 Providing a regular City contact (office of the City Clerk) through which all Location Filming requests may be channeled and who will act as a resource for Production Companies.
- .3 Establishing reasonable time lines, fees, and approvals processes to encourage Production Companies from selecting Peterborough as a filming location.
- .4 Assisting Production Companies, where feasible, in sourcing local products and services when filming in Peterborough.
- .5 Incorporating feedback from Production Companies into the City's Filming Guide, when feasible.

2.3 To protect the rights, safety, privacy, and property of the City, its residents, and businesses, the City requires that:

- .1 Production Companies comply with all provisions of the City's Filming Guide and all relevant City by-laws, provincial and federal legislation prior to and during filming.
- .2 Production Companies minimize disruption to residents, businesses, visitors, and City services where filming occurs. The City will give due consideration to pre-booked events, impact on roads, travel, construction, and local events.
- .3 Production Companies provide notice, in accordance with the City's Filming Guide, of filming events to residents or businesses who may be affected by the filming event.
- .4 The City retains the right to review a summary of film scripts and to refuse or withdrawal filming approvals.
- .5 Production Companies implement the necessary safeguards to reduce any potential liability or risk to the public, and return all property and the surroundings to their original state once filming is complete.

3.0 APPLICATION

- 3.1 This Policy and the related Filming Guide apply to all individuals responsible for reviewing, processing, approving, or requesting Filming Permits or conducting Location Filming within the City of Peterborough.



POLICY

FILMING POLICY

3.0 APPLICATION

- 3.2 This Policy applies to all Location Filming which takes place in the City of Peterborough.
- 3.3 This Policy does not apply to filming on private property except when the filming activities will infringe on public property, the rights of others who are not the property owners, or involves activity that would otherwise be in violation of municipal, provincial, or federal legislation.

4.0 DEFINITIONS/ACRONYMS (As Required)

City - The Corporation of the City of Peterborough, its agencies, boards, and commissions.

Filming Permit - A Permit authorizing Location Filming within the City of Peterborough.

Location Filming - Filming activities, within the City of Peterborough, by a Production Company that may involve road closures, public notification, municipal approvals, or may infringe on public property or the rights of area residents or businesses. Location Filming does not include newscasts, current affairs, or student/personal videos.

Production Company - A company, individual, or their representative conducting Location Filming within the City of Peterborough.



POLICY

FILMING POLICY

5.0 APPENDIX, RELATED POLICIES, PROCEDURES & LINKS

(Note: All references refer to the current version, as may be amended from time to time)

5.1 Pertinent Resources

City By-Laws:

Animal Control By-Laws (Cats - # 96-152) (Dogs - Chapter 192)
Boulevard Maintenance - Chapter 732
Construction, Demolition, and Change of Use Permits By-Law (#10-048)
Firearms - Discharge - Chapter 671
Fireworks - Chapter 674
Heavy Truck Traffic By-Law (#91-39)
Idling By-Law (#08-077)
Littering By-Law (#94-55)
Noise - Chapter 691
Parking By-Law Consolidated (#09-136)
Property Standards - Minimum - Chapter 611
Sign By-Law (#02-045)
Smoking By-Law (#11-074)
Snow on Streets - Chapter 759
Snow Removal - Chapter 629
Snow Vehicles - Chapter 761
Solid Waste Collection By-Law (#13-113)
Speed Limits By-Law (#04-089)
Temporary Road Closure By-Law (#05-083)
Traffic By-Law (#91-71)
Truck Routes - Chapter 767
Vehicles on Public Lands By-Law (# 09-164)

5.2 Related Policies

Accessible Customer Service Policy #0020
Accountability and Transparency Policy #0003
Integrated Accessibility Standards Policy #0030
Notice Policy #0005

5.3 Related Procedures

Guide to Filming in the City of Peterborough
Filming Application - City of Peterborough

5.4 Related Forms



POLICY

FILMING POLICY

5.0 APPENDIX, RELATED POLICIES, PROCEDURES & LINKS (Note: All references refer to the current version, as may be amended from time to time)

5.5 Miscellaneous

6.0 AMENDMENTS/ REVIEWS

Next Review Date	2017-01-01
------------------	------------

Date (yyyy-mm-dd)	Section(s) Amended	Comments
2013-12-09	N/A	Filming Policy approved by Council (see Report CPCLK13-021).