

# Huntington Palisades\* Property Owners Corporation, Ltd. ("HPPOC")

P.O. Box 1585, Pacific Palisades, CA 90272-15 85 \* 310/454-4913 \* Fax: 310/454-2918 \* www.hppoc.org

## Filming\*\* and Still Shoots Rules & Regulations for the Huntington Palisades

\*\*The term "film or filming" also refers to still shoots and driving shots.

**Official filming rules approved by the HPPOC Board of Directors based on its authority and input from the members. Previous filming rules for the area are superseded. 11/16/07**

1. **Application for Permit.** The film production company ("PC") must apply for an HPPOC film permit and pay all fees 10 days (or as soon as possible) in advance of a production in the Huntington Palisades. The PC also must fill out the required questionnaire regarding the proposed filming details. The Association has the right to deny filming based on size and or location. Fees are non-refundable.
  - Signatures of PC and Homeowner are required on both Permit Application and these Rules.
2. **Fees:** Payable to HPPOC prior to filming date. (HPPOC Tax ID No.: 95-0857305). A 1099 is required for any amount \$600 or over issued to the HPPOC
  - The required fee(s) are not for use of City property but for the use of filming at a private residence within the Huntington Palisades, where HPPOC has authority under recorded CC&R's and these Rules.
    - \$750 per day (or any portion thereof) for prep and strike of the site.
    - **Filming:** \$1000 per each filming day or any portion thereof.
    - **Still Shoots:** \$750 per day (regardless of size), or any portion thereof except as provided in section 5 below.

Upon payment of fees and submittal of completed questionnaire, the HPPOC office may issue an **HPPOC Permit**. All fees are the obligation of the PC, BUT **become the obligation of the property owner** if not paid by the PC.

  - **Fines:** Fines are imposed on the Homeowner(s) for violation of these Filming and still shoot Rules & Regulations. See attached Schedule of Fines for Violations of HPPOC's Rules on Filming.
3. **Conditions of filming:** As a courtesy to your neighbors-
  - The Homeowner is required to be on site or have reasonable access to monitor the PC regardless of size of event.
  - Only one Production Company may film, still shoot, prep and strike on the same day within approximately four blocks (as determined by the HPPOC's manager).

- Filming/still shoots within 7 days of an earlier filming/still shoots (including prep and strike) within approximately 400-600 feet (as determined by the HPPOC's manager) is not permitted.

4. **Filming & still shoots, PREP & STRIKE Days and Times:**

- Monday through Friday only. No filming or still shoots are permitted on weekends or legal holidays.
- Filming/still shoots will not be permitted on the days before or after July 4<sup>th</sup> or Halloween.
- Filming/still shoots will not be permitted on any Friday in December.
- 7 a.m. to 10 p.m. Personnel (cast/crew) should not arrive or prepare for production before 7 a.m.; all persons must be departed by 10 p.m. (not "getting ready to go").
- If after hours filming/still shoot is required, advanced permission is required from the Board; an additional fee will apply, if approved.
- Signatures of immediate/surrounding neighbors will not override current film rules.

5. **Filming and still shoot Frequency:** Limited to maximums of two (2) times per year and ten (10) aggregate days (or portions thereof) from January 1st through December 31st in any given year. This includes still shoots (any size) except as allowed by the last paragraph of this section 5, prep, strike and any combination thereof.

Two (2) times and ten (10) aggregate days are defined as follows: You may film at your home 2 times in the calendar year. The maximum allowed number of days for filming per calendar year is 10 days total. Example 1: Film shoot 1 is 5 days, leaving 1 shoot left for a maximum of 5 days. Example 2: Film shoot 1 is 3 days, leaving 1 shoot left for a maximum of 7 days (which must be broken up to allow for no filming on weekends). Still shoots and prep & strike days are included in the 2 & 10 aggregate days.

**SPECIAL LESSENERD IMPACT STILL SHOTS:**

The first three (3) still shoots of any calendar year will not be counted as part of the established Filming Rules of 2 times/occurrences and 10 aggregate days. The fee for the first 3 still shoots of the year will be \$250 per day. The limit will be 3 days total, not "sessions". This special consideration for still shoots applies only if these conditions are met: No on street parking - all vehicles must be in the driveway - not on empty lots; no large trucks (even to drop off equipment); no generators; no special lighting observable from street; all action must be contained on premises.

6. **Parking of Production and Personnel Vehicles.**

- All production vehicles must be parked on one side of the street only, and the street must be posted. Equipment must be kept to a minimum.
- NO parking is permitted on either side of the curve connecting Alma Real Drive and Corona Del Mar (hazardous curve). This is also a City of LA parking regulation.
- Filming personnel cannot park on Huntington streets and must be bused to the location.

- The Manager of HPPOC may write and publish further parking restrictions.

7. **Food Prep and Service (including craft services) to Production Personnel** must take place out of public view. Food is not to be consumed on front lawns, grass berm, or in the street. Please make other arrangements.

**THE FOLLOWING ARE UNDERSTOOD AND AGREED TO BY HOME OWNER(S) AND PC APPLICANT(S):**

- Homeowner/PC agrees with the conditions of filming/still shoots and the right of HPPOC to interpret them as necessary. Homeowner/PC understands and agrees that the proposed filming/ still shoots must be in compliance with the Film Rules and Regulations.
- No Filming/still shoots may begin without approval by the HPPOC.
- The HPPOC may revoke an approval upon non-compliance with the filming/ still shoots rules above.
- The HPPOC and any interested party have a right to inspect the filming at any time during the film/still shoot.
- HPPOC's consent to the filming/still shoot shall not give rise to any liability of the HPPOC, or their representatives. To the fullest extent of the law Homeowner/PC shall indemnify, hold harmless, protect and defend the HPPOC, its officers, directors, employees and agents and members from claims, demands, liabilities and actions arising from or in connection with the filming/ still shoot, related matters or approval or disapproval of the filming.
- The contact numbers of the location manager and the Homeowner will be posted on the HPPOC web site to deflect any calls of concern by any member.

Homeowner: \_\_\_\_\_ Print Name: \_\_\_\_\_

Homeowner: \_\_\_\_\_ Print Name: \_\_\_\_\_

Production Company/Representative: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

\*Huntington Palisades area: Alma Real Dr. (to 832); Almoloya Dr.; Altata Dr.; Alva Dr.; Camarosa Dr.; Chapala Dr.; Chautauqua Bl. (400-692); Corona del Mar; El Cerco.; Frontera Dr.; La Cumbre Dr.; Ocampo Dr.; Pampas Ricas Bl.; Ramos Pl., Sunset Bl. (14748-15050, south side only); Toyopa Dr.

**Huntington Palisades Property Owners Corporation, Ltd. ("HPPOC")**  
P.O. Box 1585, Pacific Palisades, CA 90272 # 310/454-4913 # Fax: 310/454-2918

Via Fax to: \_\_\_\_\_

**FILMING / STILL SHOOT PERMIT**

Please complete and fax back to: 310/454-2918

Please include Information Questionnaire

Date: \_\_\_\_\_

L.A. City Permit No.: \_\_\_\_\_ HPPOC Permit No.: \_\_\_\_\_

Film Company Name, Address, City, State, Zip: \_\_\_\_\_  
\_\_\_\_\_

Film Company Representative/Phone No./Fax No: \_\_\_\_\_  
\_\_\_\_\_

Name of Production: \_\_\_\_\_  
\_\_\_\_\_

Filming/Still Shoot Location/Name and Telephone Number of Property Owner: \_\_\_\_\_  
\_\_\_\_\_

Dates and Hours of Filming (M-F, 7A- 10 P): \_\_\_\_\_  
\_\_\_\_\_

Fee Payable to HPPOC (Filming \$1000/day; Stills \$750/day; prep & strike \$750/day; \$250/day for certain lessened impact still shoots): \_\_\_\_\_

Remarks: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Signature of Filming Company/Representative: \_\_\_\_\_

Date: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of HPPOC: \_\_\_\_\_

Date: \_\_\_\_\_

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**Huntington Palisades Information Sheet for Proposed Filming & Still Shoot (where applicable):**

- 1.) How many trucks will be used for this production (please specify)? \_\_\_\_\_
  - Large Trucks: \_\_\_\_\_
  - Other Trucks: \_\_\_\_\_
  - Catering Trucks: \_\_\_\_\_
  - Camera Cars: \_\_\_\_\_
  - Vans: \_\_\_\_\_
  - Picture Vehicles: \_\_\_\_\_
  - Generators: \_\_\_\_\_
- 2.) How many people will be on site for this production? \_\_\_\_\_
  - Crew: \_\_\_\_\_
  - Cast: \_\_\_\_\_
  - Extras: \_\_\_\_\_
- 3.) Please provide a summary of scene: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 4.) Will you be using any special effects? \_\_\_\_\_
- 5.) Will you have a film monitor on location? \_\_\_\_\_
- 6.) Will you have Police officers on site to direct traffic? \_\_\_\_\_
- 7.) What streets are you posting? \_\_\_\_\_  
\_\_\_\_\_

## **Schedule of Fines on Homeowners for Violations of HPPOC's Rules & Regulations on Filming**

1. Minor Infractions: Minor infractions occur when there is filming (including prep & strike and still shoots) at a Homeowner's lot on a day for which an HPPOC permit has been issued and there is a rule violation that is non-serious in nature and does not pose any material threat of inconvenience to or disturbance in the neighborhood. A minor infraction may warrant a written warning from HPPOC's Board of Directors ("Board") and/or the Manager. Whether a violation constitutes a minor infraction is entirely within the lawful discretion of the Board or Manager.

2. Moderate Infractions Other Than Time Restrictions: These infractions occur on a day when there is filming (including prep & strike and still shoots) at a Homeowner's lot on a day for which an HPPOC permit has been issued for that filming and the rule violations are, in the opinion of the Board, not minor and may cause some inconvenience to or disturbance in the neighborhood. Any such violation of the Rules by either a Homeowner or the Production Company or related company shall subject the Homeowner to the following penalties:

First Violation of any of the Rules other than the Rules restricting filming to certain hours. Examples include (but are not limited to) the Rules on Parking, Food Service, and Homeowner's availability: \$500.00.

Second Violation of any of these Rules in the same year: an additional \$750.00.

Subsequent Violations: an additional \$1,000.00.

3. Moderate Infractions of Time Restrictions: These infractions occur when there is filming (including prep & strike and still shoots) at a Homeowner's lot on a day for which an HPPOC permit has been issued to the Homeowner and the filming begins before or extends after the times permitted by the Rules. The degree of the infraction- the amount of inconvenience to or disturbance in the neighborhood-is entirely within the lawful discretion of the Association Board. Any such violation of the Rules restricting the time of filming shall subject the Homeowner to the following penalties:

Minor Disturbance: \$250.00 to \$500.00 per hour or any fraction of an hour the time restrictions are extended.

Major Inconvenience or Disturbance: \$500.00 to \$1000.00 per hour or any fraction of an hour the time restrictions are exceeded.

4. Major Infractions: Major infractions occur when there is filming (including prep & strike and still shoots) at a Homeowner's lot on a day for which there is no valid HPPOC permit. Major infractions are particularly serious, when they pose a material threat that the Homeowner is directly or indirectly conducting on the Homeowner's lot a business related to the filming in violation of the CC&R's. Whether there is such a material threat is entirely within the lawful discretion of the Board. In addition to penalties under this schedule, the Association may impose the penalty for a violation and seek injunctive relief in court for threatened or future violations. Any major infraction shall subject the Homeowner to the following penalties:

Where there is not a material threat that the Homeowner is directly or indirectly conducting a business in violation of the CC&R's and the Homeowner was eligible for a permit for that filming: A penalty equal to twice the amount that should have been paid for an HPPOC permit plus twice the amount of any penalties payable under paragraphs 3 and 4 had a valid HPPOC permit been issued in advance of the filming. The Board may reduce the penalties in this paragraph (by up to one-half of the penalty amount) for a late application that is accompanied by full payment of all fees and penalties. Upon any reduction, a refund will be made.

Where there is a material threat that the Homeowner is directly or indirectly conducting on the Homeowner's lot a business, related to the filming in violation of the HPPOC's authority under the CC&R's, and the Homeowner was ineligible for an HPPOC permit for that filming: A penalty sufficient in the lawful discretion of the Board to dissuade the Homeowner from further filming in violation of the Rules. Such penalty may be as much as the Homeowner was paid or, in the absence of the Association's knowledge of the amount paid, an amount estimated by the Board to approximate the amount paid or payable to the Homeowner for that day of filming.

5. Notice and Opportunity to be Heard Regarding Infractions: When the Association Board plans to meet to consider imposing a fine or penalty for any violation of these Rules, the Board shall notify the Homeowner of the hearing on the later of the day that the Board schedules its meeting at which the hearing will occur or 10 days before the meeting. This notice shall detail the nature of the infraction and inform the Homeowner of the date, time, and place of the hearing. This hearing may be held in executive session if the Homeowner so requests, and the Homeowner may request in writing one postponement of the hearing.