

Guidelines for Filming

Town of McClellanville Filming Guidelines

Introduction

The Town of McClellanville is an increasingly popular location for television and movie filming. While we wish to reasonably accommodate requests for filming activities, our priority is to protect the quality of life for residents, visitors, and wildlife. These guidelines are intended for all filming, with particular emphasis on filming that could potentially violate the Town's noise, traffic, parking, or lighting rules.

General Film Guidelines

I. Rules for All Filming

A. Permit Required: A permit application is required for any filming activity taking place within The Town of McClellanville, whether on public or private property. Failure to comply with rules will result in loss of privileges, revocation of permit, or future prohibition of a particular filming business. A complete listing of all anticipated locations with tentative dates must be submitted with the permit application, as the Town may know of possible conflicts with Town services, local events and festivals, or other filming activities. Only one permit will be granted for any one location at the same date/time and only one high-impact permit will be granted per day. This will be granted based on the date the application is received by the Town.

B. Insurance Requirements: An insurance certificate must also be submitted for all filming activities with the application. All productions are required to maintain public liability insurance policies for filming on location within the Town. The following policy amounts are required:

General Liability Insurance	\$1,000,000
Automobile Liability	\$1,000,000
Worker's Comp and Employer's Liability	\$1,000,000

C. Parking: All equipment or support vehicles not in immediate use shall be parked so as not to cause any interference to pedestrians or vehicular traffic and shall follow all parking rules of the Town (to include but not limited to: fire hydrants, driveways, tires off roadway, facing flow of traffic, etc.).

D. Noise: Production companies are responsible for complying with the Town's noise ordinance, unless special permission is given by Town Council. Wherever possible, base camps and dressing room trailers shall be parked away from neighboring residences, and/or steps taken to control noise from generators, slamming doors, engines, etc., in the early morning before 8 A.M. and after 6 P.M.

E. Public Property: Production companies are responsible for returning any public rights of way used for filming, base camp, or equipment purposes to their original condition in a timely manner, and for repairing damage to foliage, grass, or public property.

F. Traffic Control: Approval must be obtained prior to any filming activity which would disrupt the normal flow of traffic. Traffic control, if needed, must be handled through a contract with Charleston County Sheriff's Department. The Town retains the right to determine the number of officers needed. Intermittent holding of traffic shall not exceed three (3) minute intervals except when specifically approved in the filming permit. Interruptions of traffic on State maintained streets requires additional approval from the South Carolina Department of Transportation.

II. Specific Additional Requirements for Low and High Impact Filming

The remaining requirements depend on whether the filming is considered to be high or low impact.

A. Low Impact Filming

Low impact filming must meet all of the following criteria:

- Filming that will not disturb wildlife, residents, businesses, or visitors
- Does not include traffic or pedestrian control on any public property including sidewalks, or roads
- Does not utilize more than 4 public parking spaces
- Limited to 8am-6pm
- Filming Monday through Thursday
- Crew of fewer than 15 people and/or 4 vehicles
- No special effects (fire, smoke, amplified sounds)

Low Impact Filming Procedure:

- The application, which is merely a formality for notice, must be submitted 3 business days prior to filming along with supporting insurance documentation. A copy of the application will be retained at Town Hall in case issues or questions arise.
- The Applicant is responsible for notifying immediately adjacent and any other affected residents and businesses 24 hours prior to filming.
- Low impact filming must obtain a business license and pay a fee of \$100 per day.

B. High Impact Filming

High Impact Filming includes any film activities that:

- Involve intermittent traffic control or pedestrian control on any sidewalk, road, park, or other public area.
- Requests for street closures (strongly discouraged)
- Filming on Friday, Saturday, or Sunday
- Filming, base camp, or truck arrival prior to 8am or after 6pm
- Filming that includes lighting
- Crews of more than 15 people or more than 4 vehicles

- Filming that includes special effects including smoke, loud sounds, or any other potential disturbances

High impact filming activities may be defined as those which involve extenuating circumstances including, but not limited to, extended hours, displacement of more than 50% of residential on-street parking on a given block, special effects, period shots, extensive set dressing, nighttime lighting, loud noises, gunshots, street closures, or base camps or working trucks parked on residential streets.

High Impact Filming Procedure

- Project application must be received 5 business days in advance of filming
- The applicant must meet with Council's Film Committee for approval of the project; if the project is approved, applicant would work with staff on specifics (e.g. shooting dates, specific locations)
- If approved, the filming company is required to notify in writing, all businesses and residents affected by the proposed activity, a copy of which shall be provided to the Town. Notification will take place following Town approval but no less than three (3) business days prior to the planned activity. Exceptions may be made in special situations. Earlier notification may be required in cases where planned activities may have a significant impact on the normal activities of the area. The Location Manager shall advise the Town in writing of any homes where residents are unreachable. Exceptions to this rule may be made in the case of residents who are not available.

A wider radius of notification may also be required if the nighttime shot involves loud noises, special effects, or more extensive lighting than usual.

- High impact filming must obtain a Town business license and pay a filming fee of \$500 per day. *The Town of McClellanville reserves the right to deny or revoke permits where insufficient time has been allowed for proper notification, or when the notification process has been improperly implied.*

- Lighting for filming, both during the day and at night, should be oriented away from neighboring residences wherever possible, and should not interfere with the safe movement of traffic.
- The Town will require at least one off-duty Charleston County Officer to assist during the duration of any high-impact filming at the expense of the applicant.

III. Prohibited Filming

- Intermittent Traffic Control that exceeds 3 minutes at a time
- Fireworks or fires
- Filming that alters Town property (signs, amenities, parks and playgrounds)
- Road Closures

Exceptions to these rules can only be granted by Town Council.