

# FILM PERMIT CONDITIONS

The Corporation of the District of Saanich  
770 Vernon Avenue Victoria BC V8X 2W7  
Film Industry Liaison: (250) 475-5558  
[sarah.faria@saanich.ca](mailto:sarah.faria@saanich.ca)

The following general conditions apply to all Film Permits:

1. The Corporation of the District of Saanich ("Saanich") requires that anyone planning a film production on municipal property, including streets, sidewalks and other public space, have a permit. Filming locations must not compromise the safety of participants or the public and must be approved in advance by Saanich.
2. The applicant shall indemnify and save harmless Saanich and its officials, officers, employees and agents from any claim, lawsuit, liability, debt, demand, loss or judgement (including costs, defense expense and interest) whatsoever and howsoever arising either directly or indirectly as a result of the granting of this Permit or the use of Saanich's property, roads or facilities.  
  
The applicant shall indemnify and pay to Saanich promptly, on demand for any loss or damage to Saanich's property and facilities arising either directly or indirectly as a result of the use of the property or facilities under the terms of this Permit.
3. The applicant shall provide and maintain, throughout the period of use, Commercial General Liability insurance on an occurrence form with a minimum limit of \$5,000,000 per occurrence for bodily and personal injury, and property damage including loss of use thereof. Such insurance must include Cross Liability and name the Corporation of the District of Saanich and its officials, officers, employees and agents as Additional Insured. It must also provide for thirty (30) days written notice of cancellation to be delivered to the Corporation of the District of Saanich.
4. The applicant shall provide proof of the required insurance to Saanich in the form of a Certificate of Insurance prior to the granting of the Permit.
5. The applicant and its filming activities are subject to all applicable laws, ordinances, regulations, requirements and recommendations of any and all federal, provincial, municipal and other authorities having jurisdiction, including but not limited to the bylaws of Saanich:
  - i. Noise Suppression Bylaw, 1993, No. 7059;
  - ii. Parks Management and Control Bylaw, 1997, No. 7753;
  - iii. Streets and Traffic Regulation Bylaw, 2002, No. 8382;
  - iv. Animals Bylaw, 2004, No. 8556;
  - v. Tree Protection Bylaw, 2014, No.9272;
  - vi. Fire Prevention Bylaw, 2006, No. 8807.

While the applicant is expected to abide by all bylaws without exception, the foregoing list sets out, for convenience of reference only, some of the bylaws that are most commonly applicable to filming activities. This is provided for clarity and does not in any way relieve the applicant from compliance with all applicable laws.

6. Saanich requires that all municipal costs associated with the applicant's filming activities be recovered in full, including without limitation costs of staff time associated with filming activities, and applicable fees prescribed under Saanich's bylaws. All such costs are the responsibility of the applicant. Where such costs are ascertainable in advance they must be paid to Saanich prior to the commencement of any filming activities, and in all other cases such costs shall be payable to Saanich upon demand.
7. Where applicable, the applicant must obtain an electrical permit from Technical Safety BC, and such permit must be available on site for inspection at all times.
8. Saanich requires that the applicant notify neighbourhoods/areas of their upcoming activities by one of two methods as follows:
  - i. For minimum disruption to a neighbourhood, a paper notification (flyer or information leaflet), including date, time, duration, area, temporary traffic or parking regulations, delivered to each homeowner is sufficient.
  - ii. For an intensive or lengthy disruption to a neighbourhood and/or business area, a signed survey to determine any concerns in the area is required, which must encompass a radius of no less than 200 metres from the location being used for filming. Large or disruptive productions may require advertisements in newspapers and other local media as well.
9. No road within Saanich may be closed without prior written permission from the Director of Engineering Services, and all road closures require prior notification of Police, Fire and Ambulance services.
10. Saanich reserves the right to revoke a Permit or shut down a shoot in case of emergency.
11. The applicant is responsible for maintaining the site/route in a neat and clean condition and for any clean-up following filming activities.
12. The applicant will give credit to the Corporation of the District of Saanich in the production.