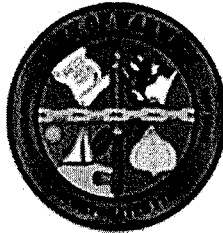


TOWN OF WARWICK



Film and Video Productions Permit

Applicant's Name: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Applicant's Phone: (Home): \_\_\_\_\_ (Cell): \_\_\_\_\_

Applicant's E-mail Address: \_\_\_\_\_

Date (s) of filming: \_\_\_\_\_ # of days: \_\_\_\_\_ Time frame of filming: \_\_\_\_\_

Location of Filming (include property and roads) \_\_\_\_\_

Will you be closing roads? \_\_\_\_\_ If yes, what roads? \_\_\_\_\_

Period of closure: \_\_\_\_\_

Brief description of filming: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Guidelines and insurance requirements for filming and/or recording  
in the Town are attached.

Town Use Only

Applicants shall be responsible for all costs incurred by the Town in assigning police, fire, public works or other Town employees to facilitate or monitor the filming process as per attached agreements.

Permit Fee (\$250.00/per day)	_____
Road Closure Fee (\$5,000.00/per day)	_____
Police Service Fee (\$180.00/per hour each officer)	_____
Police Car Fee (\$40.00/per hour each car)	_____
Non Refundable fee for crew of 25 submitting less than 30 days	_____
<b>TOTAL</b>	_____

Total Fees Received: \_\_\_\_\_ Date Fees Received \_\_\_\_\_

Supervisor's Approval \_\_\_\_\_ Date \_\_\_\_\_

(If greater than five (5) days of Filming): Date of Town Board Approval \_\_\_\_\_

**\*PLEASE COMPLETE ATTACHED POLICE AGREEMENT\***

**AGREEMENT**  
**FOR**  
**POLICE SERVICES**

This agreement dated \_\_\_\_\_,  
between, \_\_\_\_\_ with offices at \_\_\_\_\_  
and the Town of Warwick, a New  
York Municipality, with offices at 132 Kings Highway, Warwick, NY 10990, (Town) for  
services to be provided to \_\_\_\_\_ by the Town.

Whereas, \_\_\_\_\_ desires to have  
the Town provide specific police services  
to \_\_\_\_\_ at the  
\_\_\_\_\_, and;

Whereas, The Town is willing and able to provide such services as outlined below  
at a cost set forth below, \_\_\_\_\_ and the Town hereby agree as  
follows:

1. The Town will provide police presence in the form of up to one police cruiser and officer up to \_\_\_\_\_ as requested. The officer(s) provided will be regular Town of Warwick Police officers assigned at the discretion of the Town of Warwick Police Chief or his designated agent.
2. The Town hereby certifies that it maintains General Liability insurance including law enforcement activities in a base amount of \$1,000,000 together with an umbrella policy for \$10,000,000 for all underlying occurrences. The Town also maintains the statutory Workmen's Compensation insurance as required by New York State. Copies of said policies shall be made available to \_\_\_\_\_ upon request.
3. It is further understood and agreed by and between the parties hereto that the Town shall only be required to make its best efforts to provide the manpower and equipment as noted above. The parties recognize that there may be emergency or other circumstances under which the officers or equipment assigned to the \_\_\_\_\_ details may be required for public safety to be positioned elsewhere. Such reassignment shall not be regarded as a breach of this contract if such should occur.
4. The period of time covered by this agreement shall run from \_\_\_\_\_ until \_\_\_\_\_, unless extended by mutual agreement of the parties hereto.

5. The cost to \_\_\_\_\_ for the above services shall be as follows:

a. A charge of \$180.00/hour/officer will be due and payable prior to filming/Special Event.

$$\frac{\text{_____}}{\text{\# of Police}} \times \$180.00 = \frac{\text{_____}}{\text{Total}} \times \frac{\text{_____}}{\text{\# of Hours}} = \frac{\text{_____}}{\text{Total Police}}$$

b. In addition, a charge of \$40.00/hour for each car assigned shall be computed and billed to compensate for wear and tear, fuel, etc.

$$\frac{\text{_____}}{\text{\# of Cars}} \times \$40.00 = \frac{\text{_____}}{\text{Total}} \times \frac{\text{_____}}{\text{\# of Hours}} = \frac{\text{_____}}{\text{Total Cars}}$$

c. Cost of miscellaneous safety equipment deemed necessary or desirable by the Town shall be billed to \_\_\_\_\_ at a cost basis. Such items might include but not necessarily be limited to flares, cones, etc.

$$\frac{\text{_____}}{\text{Total Police}} + \frac{\text{_____}}{\text{Total Cars}} + \frac{\text{_____}}{\text{Miscellaneous}} = \frac{\text{_____}}{\text{Total Amount Due}}$$

6. If the final cost exceeds the total amount due, the applicant will be responsible for any additional costs which will be reflected on a final bill.

\_\_\_\_\_  
Applicant's Name (PRINT)

\_\_\_\_\_  
Applicant's Signature

Town of Warwick

By: \_\_\_\_\_  
**John Rader,**  
**Chief of Police**

By: \_\_\_\_\_  
**Jesse Dwyer,**  
**Town Supervisor**

\*updated January 1, 2025

## CHAPTER 81 FILM AND VIDEO PRODUCTIONS

A The Town has experienced a significant increase in requests to film in the community. This chapter is intended to establish guidelines for filming in the Town and to create consistency in the manner in which the Town handles applications for filming.

### § 81-2 Filming on private property.

#### A.

No commercial, movie, television program, documentary or similar audio-visual production or any portion thereof shall be filmed, videotaped or recorded in any media format or otherwise made on any private property in the Town of Warwick without first obtaining a permit from the Town Board. Filming in any district zoned commercial, industrial, residential or other shall be permitted subject to the following conditions:

#### (1)

The property must be of adequate size. No heavy equipment may be permitted on septic tanks or leach fields.

#### (2)

All vehicles associated with the filming must be contained on the site or arrangements made to lawfully park vehicles off site.

#### (3)

Travel on local streets to the site is restricted to 7:00 a.m. to 10:00 p.m.

#### B.

Application for a permit shall be submitted to the Town Board on an application form to be provided by the Town Clerk.

#### C.

Permit applications must be submitted at least 30 days prior to the date any on-site activity in connection with filming is commenced.

#### D.

Operational limitations.

#### (1)

Filming shall not be conducted at the same location (i.e., in the same building or at the same street address) more than 30 calendar days within any twelve-month period.

#### (2)

Filming shall not be conducted at the same location within 14 days of another filming.

#### (3)

No applicant shall allow any filming for which a permit has been issued to be conducted prior to 7:00 a.m. or after 10:00 p.m. unless otherwise expressly approved by the Town Board.

(4)

No applicant shall allow equipment used in connection with such filming, including but not limited to lights, generators and related equipment, to be set up or operated at the location described in the permit application prior to 7:00 a.m. or after 10:00 p.m. unless otherwise expressly approved by the Town Board.

(5)

For residentially zoned districts, filming shall not be conducted at the same location more than twice per calendar year, with at least six months between filming.

(6)

The Town Board may, in its discretion, waive any of the restrictions in the subsection and shall be permitted to impose reasonable conditions in doing so.

E.

The Town Board shall have the authority to approve or disapprove an application for a permit and to establish such conditions for filming as deemed necessary to protect the health, safety and welfare of the residents of the Town of Warwick. The Town Board may also extend the hours of filming on public property, subject to any conditions and additional fees deemed necessary and appropriate.

F.

A certificate of insurance must be submitted with the application, naming the Town of Warwick as an additional insured and in compliance with other conditions established by the Town Board in the following minimum amounts:

(1)

Property damage: \$2,000,000 per individual; \$2,000,000 per occurrence.

(2)

Personal injury: \$2,000,000 per individual; \$2,000,000 per occurrence.

## § 81-3

No commercial, movie, television program, documentary or similar audiovisual production or any portion thereof shall be filmed, videotaped or recorded in any media format or otherwise made on any public property in the Town of Warwick, including but not limited to streets, sidewalks, parks and buildings, or the waters of Greenwood Lake without first obtaining a permit from the Town Board. A permit shall be required for the running of cable, the placing or storing of equipment of any kind, the parking of vehicles or any other film-related activity on any public property or any other use of public property for the purpose of making audiovisual productions.

B.

Application for a permit shall be submitted to the Town Board on an application form to be provided by the Town Clerk.

C. Permit applications must be submitted at least 30 days prior to the date any on-site activity in connection with filming is to commence.

D.

A certificate of insurance must be submitted with the application, naming the Town of Warwick as an additional insured and in compliance with other conditions established by the Town Board in the following minimum amounts:

(1)

Property damage: \$2,000,000 per individual; \$2,000,000 per occurrence.

(2)

Personal injury: \$2,000,000 per individual; \$2,000,000 per occurrence.

E.

Operational limitations.

(1)

No applicant shall allow any filming for which a permit has been issued to be conducted prior to 6:00 a.m. or after 12:00 midnight.

(2)

No applicant shall allow any equipment used in connection with such filming, including but not limited to lights, generators and related equipment, to be set up or operated at the location described in the permit application prior to 6:00 a.m. or after 12:00 midnight.

F.

The Town Board shall have the authority to approve or disapprove an application for a permit and to establish such conditions for filming as deemed necessary to protect the health, safety and welfare of the residents of the Town of Warwick. The Town Board may also extend the hours of filming on public property, subject to any conditions and additional fees deemed necessary and appropriate.

#### **§ 81-4 Request for film productions.**

Requests for film productions which will exceed five days must be submitted to the Town Board at least 30 days prior to the date filming will take place. The Town Board may establish any fee it deems reasonable and appropriate for such filming.

#### **§ 81-5 Use of Town employees.**

A.

Applicants shall be responsible for all costs incurred by the Town in assigning police, fire, public works or other Town employees to facilitate or monitor the filming process.

B.

The decision to assign Town employees shall be the responsibility of the Town Board and the department heads.

C.

Provisions for billing and collection of costs shall be determined at the time of the event.

#### **§ 81-6 Previous offenses.**

Notwithstanding any section of this chapter, no applicant who has been previously convicted of a violation of this chapter shall be granted a permit hereunder for a period of 18 months from the date of such conviction.

#### **§ 81-7 Fees.**

##### A.

Fees shall be adopted by resolution of the Town Board for:

##### (1)

Filming by or for a nonprofit organization or the filming of a documentary, for each day, on either private or public property.

##### (2)

Filming by a production company for a commercial by or for a profit-making entity, for each day, on either private or public property.

##### B.

The schedule of fees, once adopted by the Town Board, will be available for inspection in the office of the Town Clerk. The Town Board shall be permitted to raise the level of any fee due under this chapter when the circumstances warrant.

For Filming with a film crew size of one (1) to fifteen (15) people \$250 per day.  
For Filming with a film crew size of sixteen (16) to twenty-five (25) people \$500 per day.  
For Filming with a film crew size of twenty-six (26) to fifty (50) people \$1,500 per day.  
For Filming with a film crew size of fifty-one or more people \$2,500 per day.  
For Filming which involves the closure of a roadway, an additional fee of \$5,000 per day.

The Police Service Fee shall be calculated at a rate of \$180 per hour per police officer along with a charge of \$40 per hour for each police vehicle

If an application, for filming, by a film crew of twenty-five (25) or more people, is submitted less than thirty (30) days prior to the requested filming date, there will be a mandatory, non-refundable processing fee in the amount of \$5,000 in addition to the afore-mentioned Film and Video Productions Permit fee and Police Service Fee.

#### **§ 81-8 Penalties for offenses.**

##### A.

Any person who violates the provisions set forth in this chapter shall be subject to a fine of not more than \$250 per day for each day that the violation continues and/or imprisonment not to exceed 15 days.

##### B.

The imposition of such penalty shall not be the Town's exclusive remedy in the event of a violation of this chapter. The Town may pursue any and all other legal remedies available in connection with any violation of this chapter.