

# RHCA FILMING RULES

Effective January 30, 2024



The city of Rolling Hills (“City”) is known for it’s a rural character and picturesque streets and views. The Rolling Hills Community Association (“RHCA” or “Association”) has the responsibility to authorize or approve any commercial filming in the City.

The RHCA has become aware that the community may be an attractive location for film and TV production companies for movies, shows or commercials or for commercial photography filming. This kind of commercial production can have many people, trucks, trailers and cars on site and have long hours not only for filming but set up and break down which could be very disruptive to residents and negatively impact the overall privacy of the community. For this reason, the RHCA is adopting the following rules for commercial / professional filming and photography within the City.

1. **Filming Permit:** Filming, streaming or photography for anything other than personal use requires a Filming Permit from the RHCA. A Filming Permit must be obtained from the RHCA prior to commencement of filming. The production company must complete an application using the Filming Permit Form which is to be filed with the RHCA at least ninety (90) days prior to the start of filming. The Filming Permit application must be approved by the RHCA Board of Directors.
2. **Filming Permit Fees:** The Filming Permit Fee must be must be paid prior to the start of filming production. Any additional costs incurred during the filming must be paid within ten (10) days of the end of production. If the fees are not paid by the production company, it will become the obligation of the property owner. A complete listing of fees is available on the RHCA’s Filming Permit fee schedule – all fees are payable to the RHCA.

Fees for shall be no less than:

Daily Fee: \$10,000 Up to \$250,000  
Administrative Reimbursement: \$1,000  
Application Processing Fee: \$300

Fees may be waived for student productions with proof from the school verifying that the production is for educational purposes only and required for a class.

3. **Filming Requirements:** The following is a summary of the requirements for approval of a Filming Permit:
  - a. **Insurance:** Proof of liability insurance must be included with the Filming Permit application with a minimum \$1,000,000 coverage. Prior to the start of production, the production company must provide an insurance rider naming the RHCA as a named insured party during all production-related periods.

- b. **Hold Harmless Agreement:** The production company must execute a hold harmless agreement as provided by the RHCA with the application and prior to the issuance of any Filming Permit.
- c. **Residence Only:** Filming is allowed at or inside a member's residence only. No helicopters or any other aircraft, including drones or the use of any special effects shall be permitted in connection with the filming.
- d. **Filming Days and Times:** Filming is allowed Monday through Friday, 7:00 a.m. to 7:00 p.m. only. No filming or film activity is allowed after sundown, on weekends or holidays. Filming personnel may not enter the gates before 7:00 a.m. All persons associated with the production must depart the community by 10:00 p.m.
- e. **Sound and Lighting:** No amplified sound shall be permitted in connection with the filming at any time. Any lighting used for production purposes shall be fully contained within the film site and properly shielded to prevent spill on to adjacent properties.
- f. **Filming Frequency:** Filming at a residence is limited to maximums of two (2) times per year per property and twenty (20) aggregate days in any 12-month period.
- g. **Gate Entry Authorization:** Rolling Hills is a private, gated community, all people and companies entering the gates must comply with the RHCA's rules as outlined in the RHCA Gate Policy. Persons will be allowed to enter the City for filming only on days authorized for filming and only during the hours of 7 a.m. to 10 p.m. Persons not on the list will be denied access into the City.
- h. **Signage:** Directional signs, balloons, banners, and flags are prohibited in the Association easements, along roadsides or on traffic or street signs.
- i. **Parking of Production and Personnel Vehicles:** Unless other arrangements are made, all production company and personnel vehicles must be parked on the property where filming will occur. No parking is allowed on the streets. This includes, but not limited to, filming activities, catering, positioning or storing equipment, lighting, cabling, cast and/or crew standing, walking or lounging, etc.
- j. **Adjacent Properties and Common Areas:** For security and privacy reasons, adjacent properties cannot be visible in the filming and filming/photography is prohibited in RHCA common areas including roads, gatehouses and on bridle trails.
- k. **City Permits:** If City or County permits are required, the production company must obtain them separately. Contact the City of Rolling Hills at 310-377-1521.
- l. **Security:** Any security needed by the production company must be supplied by the production company and coordinated with the RHCA office.

- m. **Fire Safety:** The RHCA is very sensitive about fire safety and prohibits the use of outdoor pyrotechnics and smoking. Anything that might involve fire safety requires coordination with the LA County Fire Film Unit. Productions may not exceed LA County Fire Department occupancy requirements. They can be contacted at [psfu@fire.lacounty.gov](mailto:psfu@fire.lacounty.gov); 818-364-8240.
  - n. **Penalties:** Violations of any Filming Requirements can result in a penalty fee against the property owner of up to \$1,000 per violation and immediate suspension of all current filming.
  - o. **Exclusions:** Excluded from these Filming Requirements are family photos or video for personal, non-commercial use or news productions (current news productions, which includes reporters, photographers or cameramen in the employment of a newspaper, news service, broadcasting station or similar entity engaged in the broadcasting of news events). News production personnel are required to have authorization to enter the gates.
  - p. **Student Filming or Photography:** Student productions to satisfy a course requirement may be exempt from some of the above Filming Requirements and have fees waived.
4. **Filming Permit Review:** The RHCA Board of Directors will review the Filming Permit application at a regular Board meeting, unless the Board decides to authorize RHCA staff to review and approve applications that meet a specific criterion. The RHCA will notify the applicant if the application was approved or denied no less than 30 days prior to the start of production.

The RHCA Board may deny an application for any conditions including, but are not limited to:

- The applicant has made a material misrepresentation in the application;
- The filming will unduly interfere with normal Association, governmental or City operations, threaten to result in damage or detriment to public property, or result in the Association incurring costs or expenditures in either money or personnel not reimbursed in advance by the applicant;
- The filming will unduly interfere with traffic, equestrian or pedestrian movement or endanger public safety;
- The filming will substantially disrupt the peace and quiet of any area of the City;
- The filming will be incompatible with other uses in the vicinity;
- The applicant has violated conditions of a previous permit, or ordinances or regulations of the Association in the conduct of business or activity;
- The building, structure, premises, the equipment used to conduct the filming fails to comply with all applicable health, zoning, fire, building and safety laws of the City of Rolling Hills, Los Angeles County or the state of California; or
- The County Sheriff's Department or Los Angeles County Fire Department indicates a condition which will constitute a fire hazard or any other type of hazard.

If the permit is denied, the applicant shall be notified of the denial and the reasons for the decision in writing. The decision of the RHCA Board shall be final, there is no appeal.

Adjacent owners will be notified, in advance, of the review of Filming Permits applications by the RHCA. Notices to adjacent neighbors will describe the proposed filming location, a description of the proposed filming activity and the date, time and place of the Board meeting at which the Filming Permit Application will be reviewed.

The RHCA has the authority to revoke or suspend a Filming Permit at any time.

Adopted by the RHCA Board of Directors on: 12/21/2023