

Getting Started: FilmApp Pittsburgh Information for Producers

Definitions

Except as provided in Section 492.04 of Chapter 492 of the Pittsburgh City Code, it is unlawful to conduct a filming activity on City property or on a public way without first obtaining a film permit from the City of Pittsburgh Office of Special Events. Once issued, a film permit must be in the possession of the named permittee at all times while on location(s) in the City. An applicant must separately obtain a private property owner's permission, consent, and/or lease for use of non-City property and/or other property that is not owned or controlled by the City.

Chapter 492 of the Pittsburgh City Code defines "Filming Activity" as the staging, shooting, filming, videotaping, photographing, or other similar process conducted for the making of still photographs, motion pictures, television programs, commercials, videos, and nontheatrical film productions.

Filming Activity is further broken down into two subsections: **High Impact Filming and Low Impact Filming.**

High Impact Filming: Filming activity that is reasonably expected to have an impact on open businesses, parking, vehicular, and/or pedestrian traffic flow and requires the use of City services and/or City property.

Low Impact Filming: Filming activity that is reasonably expected to have minimal impact on open businesses, parking, or vehicular and/or pedestrian traffic flow on a public way and does not require the use of City services or City property.

Fees and Costs

Fees for projects submitted via FilmApp Pittsburgh follow the following cost structure:

Film Permit Application Fee:	\$225
Additional Shoot Review Fee:	\$75
Still Photography Permit (3 day)	\$25
Low Impact Closure (per day)	\$500
High Impact Closure (per day)	\$800
Public Property Closure (non-street, per day)	\$75
Public Park / Greenspace closure (per day)	\$100
Drone Filming Application Fee	\$75

The initial application fee will be payable by credit card upon application submission. If a credit card cannot be used, an option exists to request an invoice. The application will not be considered received until the non-refundable application fee has been received. Fees can be paid by credit card online by following the link in the emailed invoice, or by check or money order when mailed or hand delivered with a copy of the invoice. The remaining fees, if applicable, will be invoiced via email for payment after the application is reviewed.

Any additional City of Pittsburgh services that a producer wishes to contract are at an additional cost and are **not** covered by the application fee. Please see the charts below for available services, and their associated costs for 2019:

Bureau of Police: Officer Costs & Fees*

Police Officer cost are based on PO4 rate and are subject to change based on rank of officer who takes the secondary employment post.

Service	Cost	Additional Information
Police Officer	\$46.06/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Police Officer (Holiday)	\$76.77/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Sergeant	\$54.87/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Sergeant (Holiday)	\$91.45/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Lieutenant	\$62.55/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Lieutenant (Holiday)	\$104.25/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Incident Commander	\$71.92/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Incident Commander (Hol.)	\$119.89/hr (min 4)	Additional: Cost Recovery Fee of \$4.61/hour
Vehicle (Car or Cycle)	\$25.00/hr	Additional: Cost Recovery Fee of \$4.61/hour

**If the production company is already an approved secondary employer through Cover Your Assets and the Pittsburgh Police Planning Unit, they may request officers for shoots through this channel in lieu of requesting them through a Film Permit Application. Please note on the application that officers are being requested through your secondary employer account.*

Bureau of Fire: Permit Costs & Fees

Service	Cost	Additional Information
Fireworks Permit	\$71.00	Fire Inspector Required: \$48.00/hr
Flammability (Tent) Cert.	\$32.00	Per tent; Required for tents over 10'x10'
Open Flame Permit	\$20.00	
Bon Fire Permit	\$71.00	Fire Inspector Required: \$48.00/hr

Emergency Medical Services: Personnel Costs

Service	Cost	Additional Information
Paramedic	\$47.43/hr (min 4)	Minimum 4 hours
Paramedic (Holiday)	\$77.05/hr (min 4)	Minimum 4 hours
Supervisor	\$47.43/hr (min 4)	Minimum 4 hours
Supervisor (Holiday)	\$98.00/hr (min 4)	Minimum 4 hours

EMS Personnel: After 8 hours the rate is 1.5 of the above rate except for holidays

Emergency Medical Services: Equipment Costs

Service	Cost	Additional Information
Ambulance	\$200.00	Per unit per day
Medic Cycle	\$80.00	Per unit per day
Medic Bicycle	\$45.00	Per unit per day
Medic Cart	\$45.00	Per unit per day
River Rescue Boat	\$400.00	Per unit per day
Equipment Fee (1 person post)	\$45.00	
Administrative Fee	10% of total invoice	

Public Safety Coverage Requirements

Per the City of Pittsburgh Film Regulations, Pittsburgh Police are required to be on set for any of the following instances, but not limited to:

- Any Filming Activity in which cast impersonate uniformed law enforcement officers or members of the military;
- Any Filming Activity in which weapons are brandished or otherwise exposed, including but not limited to firearms (real or fake), knives, blades, or explosives;
- Any Filming Activity involving the recreation or depiction of a criminal act, including but not limited to assault, theft, robbery, or any depiction of illegal activity that could be interpreted by the public as real.

Additionally, the presence of Emergency Medical Services is required for any of the following instances, but not limited to:

- Any Filming Activity involving stunts such as vehicle chases and/or crashes, jumps or falls from heights, explosions, and/or any other stunt or activity in which the need for the services of the Bureau of Emergency Medical Services may become reasonably expected.

Lastly, the Pittsburgh Bureau of Fire requires a presence on set when any of the following take place in a scene, including but not limited to:

- Any Filming Activity involving pyrotechnics, explosions, open flame, or any other activity in which the need for the services of the Bureau of Fire may become reasonably expected.

In regards to all scenes all Police, Fire, and EMS requirements are at the discretion of the Chiefs of those bureaus or their assigns. All costs associated with requested or required services will be provided via a price quote. It is at this time that producers should work with the Office of Special Events to rectify any concerns over potential charges.

An invoice for all agreed upon City services will be provided. All invoices must be paid in full at least four (4) business days prior to the start of the first production day or a final film permit cannot be written. In the event that a producer overpays for services, a refund will be issued within ninety (90) days post-event. If a production is undercharged or additional unplanned services are needed, an additional invoice may be issued to cover additional costs.

IMPORTANT: Any producers or productions with outstanding debts to the City of Pittsburgh for any services provided to a previous project will be restricted from receiving any future film permits until all debts are rectified.

Application Deadlines

Any person desiring a film permit under the provisions of Chapter 492 shall complete an application via FilmApp Pittsburgh for submission to the Office of Special Events. The Application must be completed and accompanied by all required exhibits and application fees before it will be deemed to be an "accepted application" and processed.

Applications for a film permit must be filed with the Office of Special Events according to the following schedule:

1. A minimum of two (2) business days in advance of the date the filming activity is to begin for a low impact filming activity; or
2. A minimum of three (3) business days in advance of the date filming activity is to begin for a high impact filming activity; or
3. A minimum of seven (7) business days in advance of the date filming activity is to begin for a high impact filming activity permit if there are street closures, stunts, or pyrotechnics involved.

No late applications will be processed by the City. Applicants are encouraged to submit applications at the earliest advance date possible in order to facilitate coordination between City departments.

The City will have final determination of whether a filming activity should be categorized as "high" or "low" impact, which may affect the submittal deadlines and costs.

Upon reasonable notice by the permittee in advance of the filming activity, the Office of Special Events is authorized to change the date for which the film permit has been issued without requiring a new application or permit so long as the requirements of Chapter 492 are still met.

IMPORTANT: Any applications or documents submitted past close of business (4:45PM EST) on any given day will not be counted as RECEIVED until the next business day. Example: an application

submitted on a Tuesday at 5:15PM EST will be counted as “received” on Wednesday. Applications submitted after 4:45PM EST on a Friday will be considered received the next business day.

Insurance Requirements

The production shall maintain insurance in the amount specified below to cover the entire duration of the production. The applicant shall upload a certificate of insurance duly executed by the officers or authorized representatives of a responsible and non-assessable insurance company, evidencing the following minimum coverage(s) and specifically identifying CITY as an additional insured, which insurance shall be non-cancelable, except upon thirty (30) days prior written notice to CITY:

General Liability	Individual Occurrence	Aggregate
Bodily injury, including death	\$ 500,000.00	\$1,000,000.00
Property damage	\$ 50,000.00	\$ 100,000.00

All policies must be made on an occurrence basis. Claims-made policies are not acceptable.

A permittee must procure and maintain insurance in the forms, types, and amounts prescribed by the Office of Special Events for the duration of the filming activity. Specific insurance requirements applicable to low impact filming activity and high impact filming activity will be set forth in the regulations. In no event will the amount of coverage required for any filming activity that requires a permit be less than five hundred thousand dollars (\$500,000.00) (per occurrence) and one million dollars (\$1,000,000.00) (aggregate) in order to protect the City against claims of third persons for personal injury, wrongful death and property damage and to indemnify the City for damage to City property arising out of the permittee’s activities.

Applicant shall also submit verification that adequate worker's compensation insurance coverage is maintained throughout filming activities, as applicable.

For currently enrolled film students, proof of insurance through their school and the student’s current attendance shall satisfy this requirement.

Notifications

It is the responsibility of the producer to notify all surrounding residents and businesses of their upcoming shoots and any impacts it may have on them. A letter or flyer delivered to residents and businesses is recommended. Please make sure to upload a copy of any outreach materials with your application submission. Applicants are required by the Film Regulations to notify all business and residents within a three (3) block radius of a permitted Filming Activity as to the work that is to be done and how it will impact them.

Additionally, productions are required to notify the City Council member's office for the district in which their Filming Activity will take place. This is to allow open communication between producers, council, and constituents who may be impacted by filming activities. Contact information as well as lists of which neighborhoods fall in which districts can be found in the Film Permit Regulations.

Permit Issuance or Denial

The Office of Special Events shall approve or deny an accepted application for a low or high impact filming activity permit within three (3) business days of receipt of such application unless the proposed filming activity requires extensive review by the Special Events Committee or other City departments due to public safety or transit concerns.

The Office of Special Events shall approve or deny an accepted application for a high impact filming activity permit involving stunts, pyrotechnics, or street closures within three (3) business days of receipt of such application.

When the grounds for a film permit denial can be corrected by imposing reasonable permit conditions, the Office of Special Events may recommend such conditions rather than denying the permit. If applicant accepts such conditions, they will be made a requirement of the film permit.

The Office of Special Events may also condition the issuance of a film permit by imposing reasonable requirements concerning the time, place, manner and duration of filming activities as further set forth in the regulations. Any applicable "terms and conditions" will be incorporated into the film permit.

If applicable, the Office of Special Events may coordinate with the Department of Public Works and also issue a short-term encroachment permit for a street closure in conjunction with a film permit.

Indemnification

Each permit will include an indemnification requirement pursuant to which the applicant agrees to defend, indemnify, and hold harmless the City, its officers, agents, or employees from all claims and liability arising from the filming activity or issuance of the film permit.

Bridge Closures & Third Party Venues

If your production is utilizing a venue owned and/or operated by a third party, approval must be sought, received, and provided to the Office of Special Events prior to a final film permit being written. For example, any projects utilizing Point State Park, South Shore Riverfront Park, Schenley Plaza, etc would require approvals from the operators of those locations.

For productions seeking to close and utilize any County-owned bridge, approval must be sought from Allegheny County, received, and provided to the Office of Special Events prior to a final film permit being written. Bridge closures must be approved by County Council who meet once per month, so early coordination with Allegheny County regarding bridge closures is essential.

Events in City Parks

Film projects taking place in City of Pittsburgh parks or greenspace must adhere to the Citiparks Park Rules and Policies. These rules can be found under the Supporting Documents section.

Cleanup and Restoration

The permittee shall conduct operations in an orderly fashion with continuous attention to the storage of equipment not in use, maintenance of the area, and the cleanup of trash and debris. The area used shall be cleaned of trash and debris within two (2) hours of the completion of the activity or within such other time established in the permit to the city's satisfaction. The permittee shall be responsible for restoring any area damaged or disrupted before leaving the site. If the site is not repaired or restored to the City's satisfaction, the Mayor or his/her designee shall have the necessary restoration and/or repairs performed and the permittee shall reimburse the City for such work within ten (10) business days of being invoiced for the cost of the repairs.

To ensure cleanup and restoration of the filming location and any City property or public way involved in the filming activity, the regulations may specify under what conditions a permittee may be required to post a refundable faithful performance bond, cash surety or other comparable form of security guarantee in an amount to be determined by the Office of Special Events at the time an application is submitted. Upon completion of filming and cleanup and restoration of the filming location and any City property or public way involved in the filming to the satisfaction of the Office of Special Events, the guarantee or security will be returned to the permittee. The amount of the bond shall in no way limit the permittee's liability or responsibility for the costs of repairs or restoration in the event these costs exceed the bond amount.

Use of Drones or other Unmanned Aerial Systems (UAS)

Any Filming Activity that will include the use of UAS (commonly called Drones) for the purpose of gathering aerial footage will be required to provide the following information via the City of Pittsburgh's online application portal, FilmApp Pittsburgh. The completed application will require but not be limited to the following information:

- UAS FAA-issued registration number
- Pilot's UAS operator's license
- Launch location
- Flight plan including launch times and flight durations

All approved UAS operators must follow the protocols of flying under the FAA “Small UAS Rule” (14 CFR Part 107) including but not limited to the following requirements:

- Operate in Class G airspace only
- Must keep the aircraft in sight at all times (visual line of sight)
- Must fly under 400 feet
- Must fly during the day
- Must fly at or below 100 mph
- Must yield right-of-way to manned aircraft
- Must NOT fly over people
- Must NOT fly from a moving vehicle

All UAS operations must also comply with Sporting Event Temporary Flight Restriction FDC NOTAM 4/3621 “NOTAM.” This NOTAM states that all aircraft operations including unmanned aircraft and remote controlled aircraft are prohibited within a three (3) nautical mile radius up to and including 3,000ft above ground level of any stadium with a seating capacity greater than 30,000 commencing one (1) hour before the scheduled start time of an event until one (1) hour after the end of the event. This NOTAM would include Heinz Field and PNC Park. Any violations of this NOTAM are subject to criminal charges.

Any and all questions can be directed to the Office of Special Events by phone at 412-255-2493 or by email to specialevents@pittsburghpa.gov.

GOOD LUCK WITH YOUR PRODUCTION!