



City of Solvang Temporary Use Permit – Filming

Application No:	PA 25-026		
Applicant:	Katie Harmsworth		
Property Owner:	[REDACTED]		
Property Address/Location:	[REDACTED]		
APN:	[REDACTED]		
General Plan Designation:	Low/Medium Density Residential	Zoning:	R-1
Proposed Use:	Filming on Private Property		
Date & Time:	05/21/2025 7 AM to 7 PM		

Staff Recommends:

Denied

Approved, no conditions

Approved Subject to the Following Conditions:

- Conditions for Approval or Denial of Temporary Use:
1. This permit is issued by the City of Solvang for the purpose of filming on City owned, leased, or controlled real property or City streets. Permit does not constitute or grant permission to use or occupy property not owned, leased, or controlled by the City of Solvang. Permit must be in the possession of the permittee at all times while on location and is not transferable.
 2. Filming on public property, including public streets, shall be approved by the City of Solvang.
 3. In residential areas filming is restricted to the hours of 7:00am to 7:00pm.
 4. All production vehicles must be marked with visible identification at all times while on location to avoid any parking enforcement violations and shall be located on private property.
 5. Filming of a special effect or stunt requiring the use of pyrotechnics or any other hazardous, including, but not limited to, fireworks, open flames, and explosives, must obtain a Fire Permit from the Santa Barabara County Fire Department.
 6. The applicant shall provide portable sanitation facilities for filming activities that require eight (8) hours or more in a single location.
 7. Applicant shall comply with all City ordinances, state and federal laws, unless otherwise permitted in permit. This includes, but is not limited to use of drones. Use of drones require a license.
 8. Site, landscaping, buildings and public improvements shall be left clean and in the same condition as when the filming activity began. Trash, litter, and refuse should be

properly disposed of. Applicant shall bear responsibility to repair at his/her sole expense any damages that may occur during filming operations.

9. The filming location designated on the permit cannot be changed unless prior 24-hour notice is given and approved by the Planning Manager.

****END CONDITIONS****

Findings:

The Planning Manager of the City of Solvang makes the following findings for the above temporary use consistent with Solvang Municipal Code Section 11-16-8.H:

1. The location, operation and time period of the proposed temporary use will not constitute a hazard to the public interest, health, safety, or general welfare.
2. The proposed operation of the temporary use will not be detrimental to adjoining properties through the creation of excessive dust, light, noise, odor, or other objectionable characteristics;
3. The proposed lot of the temporary use is adequate in size and shape to accommodate the temporary use without detriment to the enjoyment of other properties located adjacent to and in the vicinity of the subject lot.
4. The proposed lot of the temporary use is adequately and safely served by streets having sufficient capacity and improvements to accommodate the quantity of traffic that the temporary use will or could reasonably be expected to generate.
5. The proposed temporary use will provide adequate parking to accommodate vehicular traffic to be generated by the temporary use which will be available either on-site or at an acceptable off-site location.

Planning Manager Decision:

Based on the above, the planning manager or their designee as directed by the Planning Manager

approves / denies the proposed temporary use. An appeal to the Planning Manager's decision may be made consistent with Solvang Municipal Code section 11-17-3.



Signature

05/14/2025

Date

CITY OF SOLVANG / MARKETING

FILM PERMIT GUIDELINES AND APPLICATION

Application for a film permit must be submitted no less than two (2) weeks before the proposed film date. Please see the requirements below for what constitutes a completed application. Submit your completed application to specialevents@cityofsolvang.com.

Completed Application Requirements

1. **Application Form**- (form attached)
Please be as detailed as possible. Do not leave anything blank as this may lead to delays in processing.
2. **Certificate of Liability Insurance Form**-
COI (Certificate of Insurance) Must include current date, evidencing comprehensive general and automobile liability insurance with a minimum coverage of \$1,000,000 (one million dollars). The applicant, associated contractors, and crew must be the primary insured. The **"City of Solvang"** and its officers, employees, and agents must be named as additionally insured along with the endorsement page.
3. **Permit Fee and Agreement for Payment of All Fees and Costs Incurred for City Services**-
Actual Costs – Payment must be made payable to the "City of Solvang" via check or cash and sign the "Agreement for Payment of All Fees and Costs Incurred for City Services" and thereby agree to pay all fees associated and/or resulting from filming activities.
4. **Caltrans Encroachment Permit**-
Filming on Highway 246/Mission Drive requires permission from Caltrans (805) 549-3111. Please contact them directly for permit application and fees. We do not permit filming on Highway 246.
5. **Maps**-
You must supply a map of all Solvang filming locations, auxiliary facilities (i.e., dressing rooms, large vehicles, sanitation facilities, etc.), and a traffic control plan if applicable.
6. **Diagrams**-
Parking or staging areas not completely contained on private property must be depicted on a diagram map.
7. **Property Owner Consent Form**- (page 6)
Must be provided for all filming on private property locations. The owner of the property must sign and date the form. Incomplete forms will not be accepted.
8. **Business/Neighbor Public Notification**-
Applicants must notify all businesses and neighbors in writing within a 500-foot radius of all filming locations. A minimum of 48 hours' advance written notice is required. Copy of such letter must be submitted with the application to specialevents@cityofsolvang.com and approved prior to distribution.

Filming Permit Terms and Conditions

Upon submittal of your completed application, the City will review the application and secure the necessary clearances from the County Sheriff's Department, City Fire Department, City Parks & Recreation, City Public Works, and the City Manager. Each sector may require further information and/or requirements. Film permits are granted subject to the terms and conditions stated herein. Failure to comply with these terms and conditions constitutes grounds for permit revocation.

1. **General Information:**

This permit is issued by the City of Solvang for the purpose of filming on City owned, leased, or controlled real property or City streets. Permit does not constitute or grant permission to use or occupy property not owned, leased, or controlled by the City of Solvang. Permit must be in the possession of the permittee at all times while on location and is not transferable. Permits will not be granted retroactively.

2. **Filming on Private Property- Private Streets:**

The applicant shall obtain written permission from the private property owner(s). Any closure or use of a private street or access way requires permission from all property owners who take access from the street. Safety and emergency access considerations are required. Consent form is attached to the application for your convenience (page 6).

3. **Filming on Public Property- Public Streets:**

Filming on public property, including public streets, must be approved by the City of Solvang. Filming of some public buildings and park facilities may require applicant to pay additional fees determined by the City Manager and Public Works Director.

4. **Street Closures -Public or Private):**

Sheriff personnel must be contracted for traffic control and emergency access. The number of officers/personnel and type of equipment needed shall be determined by the Solvang Sheriff Sub-Station (805) 686-5000. The cost for such personnel and equipment shall be paid by the applicant. Filming that will necessitate street closures must be listed on applicant's map provided with application.

5. **Insurance and Indemnification:**

The permittee shall sign and abide by all terms and conditions outlined in the "Revocable, Non-Exclusive License for use of City Property and Insurance and Indemnification Agreement for Film Productions and Related Activities."

6. **Time Restrictions:**

In residential areas filming is restricted to the hours of 7:00am to 7:00pm. If applicant would like to film in a residential area in the evening after 7:00pm to latest 10:00pm then permission must be obtained by the City. Due to the high volume of tourist activity in the Solvang Village area during the summer months (June – September) filming shall be restricted to the hours between 7:00am to 10:00am and 6:00pm to 10:00pm. Exceptions may be considered and approved by City Manager.

7. **Public Notice Prior to Entry:**

Applicant shall provide the written public notice letter to the Marketing Manager or Marketing Managers designee for approval **prior to dispersing**. The required notification of filming to all businesses and residences is 48 hour notice to all such people in a 500-foot radius of any and all filming activity. Such notice shall include but not be limited to the company name, phone number, contact person, and length of time in filming location. In addition, notification of any parking restrictions and any public streets or access ways that will be blocked or obstructed must be noted. It is the applicant's responsibility to prepare and circulate notice.

8. **Parking:**

All production vehicles must be marked with visible identification at all times while on location to avoid any parking enforcement violations. The procurement of adequate parking for production vehicles is the responsibility of the applicant and must be located on private property unless the Marketing Manager is able to obtain public parking for production vehicles with the permission from the Public Works Department.

9. **Pyrotechnics:**

Filming of a special effect or stunt requiring the use of pyrotechnics or any other hazardous, including, but not limited to, fireworks, open flames, and explosives, must obtain a Fire Permit from the Solvang City Fire Department (805) 686-8184. A City Fire representative must be physically present during such filming.

10. **Sanitation Facilities:**

The applicant shall provide portable sanitation facilities for filming activities that require eight (8) hours or more in a single location. Copy of the written contract from Waste Management (805) 538-9830 must be provided to the Marketing Manager or Marketing Managers designee.

11. **Compliance with all Pertinent Laws:**

Applicant shall comply with all City ordinances, state and federal laws, unless otherwise permitted in permit. This includes, but is not limited to use of drones, which may be permitted with written permission from the Santa Ynez Airport Manager (805) 688-8390 and the Pilot can provide proof of both insurance and a valid FAA license. Applicant must also notify the Solvang Sheriff Sub-station if approval granted at (805) 686-5000.

12. **Clean-up, Repair, & Follow-up:**

Site, landscaping, buildings and public improvements shall be left clean and in the same condition as when the filming activity began. Trash, litter, and refuse should be properly disposed of. Applicant shall bear responsibility to repair at his/her sole expense any damages that may occur during filming operations. In the event, through application review, it appears property damage may occur; the City of Solvang may require a designated amount as a security bond to ensure any damage is repaired.

13. **Changes in location and schedule:**

The filming location designated on the permit cannot be changed unless prior 24-hour notice is given and approved by the Marketing Manager or Marketing Managers designee.