

STATE OF GEORGIA

CITY OF WALNUT GROVE

ORDINANCE NO. 2025-07

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES, CITY OF WALNUT GROVE, GEORGIA, TO PROVIDE GUIDANCE AND STANDARDS FOR FILM PRODUCTION; TO REPEAL ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH; AND FOR OTHER PURPOSES.

WHEREAS, the governing authority of the City of Walnut Grove, Georgia is the Mayor and Council thereof; and

WHEREAS, the governing authority of the City of Walnut Grove, Georgia desires to amend its code of ordinances to encourage film production within city boundaries; and

WHEREAS, the City invites film production utilizing City property provided: the City of Walnut Grove's primary responsibility to provide service to the general public is not impaired; City of Walnut Grove is compensated for the time, labor, and other costs associated with permitting the utilization of City property and facilities, and the City of Walnut Grove is indemnified from any responsibility arising from any injury, accident, destruction of property or other occurrence associated with the project.; and

WHEREAS, the City of Walnut Grove reserves the right to refuse access to City property on grounds of prior reference examination, and portrayal of the City in the content of the project;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the City of Walnut Grove, Georgia, and it is hereby ordained by authority of the same, as follows:

Section 1. That Chapter 26 of Code of Ordinances of Walnut Grove, Georgia be amended with the following addition under Article III, Section 26-44 of Code of Ordinances of Walnut Grove, Georgia:

"Sec. 26-44- Motion picture, television and photographic productions"

A. Definitions- For the purpose of this chapter, the following terms, phrases, words and their derivations shall have the meaning given herein:

1. Applicant shall mean the individual, organization, corporation, or any other entity that is ultimately responsible for the filming that is the subject of a permit application.
2. City shall mean City of Walnut Grove.
3. Motion picture, television and photographic production shall mean all activity attendant to staging or shooting (videotaping or filming) commercial motion pictures, television shows, programs or commercials, and to the taking of single or multiple photographs for sale or use for a commercial purpose where the photographer sets up stationary equipment on public or private property or the public right-of-way in any one location for longer than five (5) consecutive minutes.

B. Summary of Procedures

1. All requests for filming on City property will be directed to the City Administrator. All contacts and arrangements will be made through the administrative department. The film maker/production company is not to be directed to any other office of the City.
2. The designated City representative will forward a Film Request Package to the applicant for completion. The Package should include: Price List, Administrative Policies and Procedures for filming, and Permit Form.
3. The City representative will review the request upon receipt of the completed Package and required fee. If necessary, a meeting and tour will be arranged with

the Production Location Scout for a suitable location for filming.

4. The City representative will communicate approval or denial to the applicant. If the request is approved, the City representative will notify the applicant and bill them for any additional fees. All fees must be paid to the City before the actual permit is issued
5. If the application is denied, the applicant may initiate an appeals process by writing the City Council within five (5) days of receipt of denial. The City Council will respond to the appeal within fourteen (14) days of receipt of the appeal.
6. Once the filming/shoot is completed, the affected Department(s) will make an assessment of damages and refund any unused damage deposit. Allow thirty (30) days for processing.
7. If subcontractors, vendors, or caterers are used during the term of agreement, the parties are subject to City guidelines on use of City facilities and terms embodied in the Ordinance

C. Administrative Policies and Procedures.

1. **PERMIT REQUIRED FOR USE OF PUBLIC RIGHT OF WAY:** A permit is required for any commercial film activity which involves the use of public or private property or the public right-of-way in any one location for longer than five (5) consecutive minutes, or impacts the public right of way beyond normal traffic. (Examples: on-street parking; interruption of vehicular or pedestrian traffic flow; placement of flats, cameras, lights or other equipment on public property. Application will be made on the City's standard form (attached) and presented to

the City representative or his/her duly appointed representative for review. Early application is recommended as permits are issued on a first come first served basis, and time may be needed to work out any difficulties associated with the planned activity. Requirements may vary depending on the impact of the activity as defined below:

2. **NOTIFICATION OF AFFECTED BUSINESS AND RESIDENTS:** The Production Company will notify all businesses and residents affected by the activity. Notification should take place following the City's review of the application, and no less than three (3) business days prior to the planned activity. Earlier notification may be required in cases where planned activities may have a significant impact on normal activities of the area. Exceptions may be made in special situations. The area to be covered by notification may vary depending on the impact of the planned activity but will be a minimum of all businesses or residents in the linear block in which the activity is to occur.
3. **TRAFFIC CONTROL AND STREET CLOSURES:** Approval must be obtained prior to any film activity which would disrupt the normal flow of traffic. Traffic control, if needed, must be handled by off-duty police officers hired by the Production Company through Walton County Sheriff's Department. The City retains the right to determine the number of Deputies needed. Intermittent holding of traffic shall not exceed three-minute intervals except when specifically approved by permit. Street closures are discouraged in most instances. Requests for street closures or diverting of traffic should be made well in advance to allow for planning of alternate routes and proper notification.

Interruption of traffic on state routes or closure of state routes requires prior approval from the Georgia Department of Transportation (GDOT), as well as the City.

4. **SPECIAL EFFECTS, EXPLOSIVES, AND SIMILAR DEVICES:** No film activity which involves the use of explosives, pyrotechnics, fire, smoke-making machines or other special effects may be undertaken unless specifically approved by the Walton County Fire Marshal.
5. **REMOVAL OF VEGETATION:** Removal, cutting or trimming of vegetation in the public right-of-way is prohibited unless specifically approved by permit.

6. FILM IMPACT

- i. **LOW IMPACT FILM ACTIVITIES:** In general, low impact activities are defined as those which:

- Allow uninterrupted flow of pedestrian traffic;
- Hold vehicular traffic for no more than one-minute intervals;
- Utilize no more than four (4) on-street parking spaces in any linear block containing businesses dependent on on-street parking;
- Have minimal impact on normal business activities;
- Take place in the downtown business district outside normal business hours;
- Utilize no more than fifty percent (50%) of the on-street parking spaces in any linear block containing business not dependent on on-street parking;

- Utilize no on-street parking where there are no marked on-street parking spaces;
 - Provide parking for cast, crew, extras and other nonessential vehicles in off-street lots, as well as alternate parking for those displaced from these lots;
 - Provide a private holding area for extras; and
 - Conduct prep and wrap activities in accordance with the above.
- ii. **HIGH IMPACT FILM ACTIVITIES:** In general, high impact film activities are those that fall outside two or more of the criteria for a low impact activity. Additional criteria that classify a film activity as high impact include:
- High speed chases or crashes;
 - Use of pyrotechnics or explosives; or
 - Use of aircraft
 - Film activity that exceeds more than five (5) continuous film working days at one location.
 - Activity which interrupts pedestrian traffic and/or restricts access to residential and business activity

7. Residential Areas

- i. In areas zoned residential, film activities will not begin prior to 7:30 a.m., and will end by 10:00 p.m., except with special advance permission by the City and the affected neighborhood.
- ii. Affected residents in an area not less than two blocks in either direction

must be notified by letter or in person not less than three (3) days in advance. Notification should include information concerning the location and duration of the filming activity in question, as well as specifics regarding lights, noise, or any special effects.

- iii. All equipment and support vehicles not in immediate use shall be parked so as not to cause any interference to pedestrians or vehicular traffic.
- iv. When filming on residential streets which experience traffic congestion as a result of schools opening and closing or the morning and evening "rush" hours, neither pedestrian nor vehicular traffic may be held during these "rush" times, which will be agreed upon in advance by the City Administrator and the locations' manager.
- v. Production vehicles must not block fire hydrants, driveways, or other access ramps unless authorized by the City or property owner. Ten (10) feet of clearance should be left on either side of affected driveways, unless otherwise authorized.
- vi. Production vehicles must be parked in such a way as to not impede safe lines of vision at intersections.
- vii. Lighting for filming, both during the day and night, should be oriented away from neighboring residences wherever possible, and should not interfere with the safe movement of traffic.
- viii. Production companies are responsible for cleaning and restoring locations used, including public and private lands, with a minimum amount of noise and disruption.

ix. Production companies blocking off or holding traffic on streets scheduled for garbage pick-up are responsible for:

- moving trash cans to a location accessible to sanitation vehicles, and then returning them to their proper owners; or...
- coordinating, in advance, a time when sanitation vehicles may access the area affected.

x. Residents may not charge production companies for use of the public right-of-way in front of their homes, nor prohibit use without justifiable cause, but may reasonably expect the right-of-way to be restored to its' original condition by the production company.

xi. Special effects involving sirens, gunshots, speeding cars, or other loud noises are limited to the hours before 9:00 p.m., unless cleared in advance with the City and the neighbors affected.

xii. Wherever possible, base camps and dressing room trailers should be parked away from neighboring residences, and/or take steps to control noise from generators, slamming doors, engines, etc., in the early morning before 7:30 a.m. and after 9:00 p.m. in the evening.

8. Permit Fees Each applicant will pay the required fees as established by resolution of the City Council. Where set fees are established, Production Companies pay the same fee as the general public for the service or facility. Services for which a fee has not been established will be charged on the basis of time, equipment, and material. All fees are subject to change.

i. There will be a standard processing charge for a film permit to reimburse

the City for the staff time required to evaluate the application and establish conditions of approval. Process fees may be waived at the discretion of the City Administrator for charitable and nonprofit organizations which qualify under Section 501c(3) of the United States Internal Revenue Code, and City sanctioned organizations if substantial benefits will inure to the City of Walnut Grove.

ii. There are charges associated with use of certain City services or facilities. The facilities charges and in certain circumstances, the service fees, may be waived at the discretion of the City Administrator for the following, if substantial benefits will inure to the City of Walnut Grove:

- Productions conducted by a cable television company operating under a franchise granted by the City which are not conducted on public property, do not interfere with public rights-of-way, and which involve fewer than two (2) motor vehicles;
- Productions for wholly charitable or educational purposes and from which no profit is derived, either directly or indirectly; and
- Student Filming.

Section 2. Except as provided otherwise herein, all ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

Section 3. Pursuant to the Section 3.14 of the City Charter, authority is hereby delegated to the City Clerk to cause this Ordinance to be numbered and codified in the City Code of Walnut Grove, Georgia, in such a way as to place this Ordinance in the Code in an organized and orderly sequence to maximize the organization of the Code. The City Clerk is authorized to designate to the City

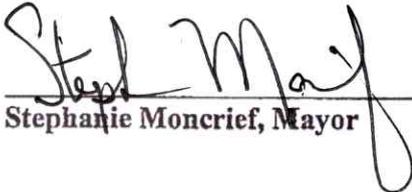
Attorney or to such other Mayor and Council approved contractors to assist in the effort to codify this provision provided the decision of the City Clerk is final as to the placement of this Ordinance within the City Code of Walnut Grove, Georgia. The goal of this authorization is to codify and number this Ordinance in the Code in such a way as to be clear and orderly.

Section 4. This ordinance shall become effective immediately upon its adoption by the Mayor and Council of the City of Walnut Grove, Georgia.

Section 5. It is hereby declared that if any phrase, sentence, or paragraph hereof shall be found or declared unconstitutional or invalid by a court of competent jurisdiction, the remaining phrases, sentences and paragraphs hereof shall remain in full force and effect as if enacted without the phrase, sentence, or paragraph declared unconstitutional or invalid.

SO ORDAINED this 30th day of December 2025.

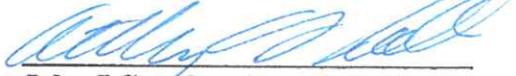
City of Walnut Grove, Georgia


Stephanie Moncrief, Mayor

ATTEST:


Lynn Heard, City Clerk

APPROVED AS TO FORM:


John J. Crowley, City Attorney
Powell & Crowley, LLP
Anthony O. Powell