

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE OF THE CITY OF LAREDO, TEXAS, AMENDING CHAPTER 18 OF THE CODE OF ORDINANCES BY ADDING ARTICLE XI, TITLED “FILMING REGULATIONS”; ESTABLISHING RULES AND REGULATIONS FOR THE PERMITTING OF FILM, TELEVISION, AND DIGITAL MEDIA PRODUCTIONS; CREATING A PERMITTING PROCESS AND FEE STRUCTURE; DESIGNATING THE LAREDO CONVENTION AND VISITORS BUREAU AS THE ADMINISTERING AGENCY; ESTABLISHING INSURANCE AND INDEMNITY REQUIREMENTS; PROVIDING FOR ENFORCEMENT AND PENALTIES; AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, the City Council finds that commercial filming and media productions can enhance the local economy, promote tourism, and showcase the City of Laredo as a desirable destination;

**WHEREAS**, the City seeks to establish a clear, consistent, and efficient permitting process to regulate such activities while protecting public health, safety, and welfare;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAREDO, TEXAS:**

**SECTION 1. The City of Laredo Code of Ordinances, Chapter 18, Licenses, Permits and Miscellaneous Business Regulations is hereby amended as follows:**

**ARTICLE XI-FILMING REGULATIONS Section 18-49. Definitions**

As used in this article, the following definitions shall apply: Production shall mean any commercial film, television, documentary, commercial advertisement, or digital media project.

Applicant shall mean any individual, corporation, or entity seeking to conduct a Production within the City.

City Property shall include any street, park, sidewalk, building, right-of-way, or other real property owned or operated by the City.

Section 18-50. Administration. The Laredo Convention and Visitors Bureau (“CVB”), under the supervision of the City Manager or designee, shall administer all permits for filming activities, coordinate with City departments, and enforce the requirements of this Ordinance.

Section 18-51. Permit Required. (a). No Production may occur on public or private property (if impacting the public) without first obtaining a film permit issued by the City through the CVB.

(b). A permit shall be required for any activity that:

- Obstructs public rights-of-way or City property;
- Requires the use of City personnel or equipment;

- Involves amplified sound, special effects, or other activities that may disrupt normal City functions.

(c). Street Closures, these should go through the current City process.

#### Section 18-52. Application Requirements.

(a). Applicants must submit a complete application at least 30 business days prior to the first proposed date of filming.

(b). Applications shall include:

- A project summary and schedule;
- Site map and proposed filming locations;
- Insurance certificates as required in Section 7;
- A copy of the executed Hold Harmless Agreement;
- Notification plan for affected residents and businesses.

(c). Late applications (submitted fewer than 10 business days in advance) shall incur an additional fee and are subject to denial.

#### Section 18-53. Fees. The following non-refundable fees shall be paid upon submission of the application or as otherwise directed:

(a) Application Processing Fee

- Standard: \$150
- Late Submission Surcharge (within 10 business days): \$100
- Local Nonprofits: \$25

(b) Permit Fee (based on scale of production)

- Commercial or Short Projects (e.g., TV commercials): \$250
- Standard Productions (e.g., episodic TV, web series): \$500
- Major Productions (e.g., feature films): \$1,000

(c) City Property Use Daily Fee

- Total or disruptive use (regular operating hours) of a public building, park, right-of-way, or public area: \$500.00
- Partial, nondisruptive use of a public building, park, right of way, or public area: \$200.00
- Total closure or obstruction of public street or right, including parking lots and on-street parking (for film purposes): \$25.00 per block
- Partial closure or obstruction of public street or right, including parking lots and on-street parking (for film purposes): \$25.00 per block
- Use of city parking lots, parking areas, and public streets for the purpose of parking film trailers, buses, catering trucks, and other large vehicles): \$50.00 per block

(d) City Services and Personnel

- Billed at prevailing rates, including overtime as applicable (e.g., Police/Fire Officers, barricades)
- (e) Damage or Security Deposit
  - Required when use of City property is involved; amount to be set by the City based on risk and location

Section 18-54. Conditions of Approval. (a). The City Manager or designee may impose reasonable conditions on filming activity to protect public safety, minimize disruption, and ensure proper site restoration.

(b). Filming hours are limited to:

- Weekdays: 7:00 AM – 9:00 PM
- Weekends/Holidays: 8:00 AM – 8:00 PM
- Extended hours require advance approval.

(c). The City reserves the right to inspect any filming locations, equipment, or temporary structures.

(d). Permit holders shall notify surrounding residents and businesses within a 300-foot radius at least 5 business days prior to filming.

Section 18-55. Insurance and Indemnification. (a). Applicants shall provide a Certificate of Insurance demonstrating:

Commercial General Liability: \$1,000,000 per occurrence; \$2,000,000 aggregate;

Auto Liability (if applicable): \$1,000,000 combined single limit;

Workers' Compensation per Texas law.

(b). The City of Laredo shall be named as an additional insured on all liability policies.

(c). A waiver of subrogation in favor of the City is required for all coverages.

(d). Applicants shall execute an indemnity agreement holding the City harmless for any liability arising out of the permitted activity.

Section 18-56. Violations and Penalties. (a). Any violation of this Ordinance or permit conditions may result in immediate revocation of the permit.

(b). Violations are punishable by a fine not to exceed \$500 per offense, per day, with each day constituting a separate offense.

(c). The City may withhold future permits from applicants who have previously violated permit conditions or caused property damage.

Section 18-57. Exemptions. (a). This Ordinance shall not apply to:

News media engaged in breaking news coverage;

Personal or non-commercial video recording not requiring City services or property use.

Section 18-58. Damage to public or private property.

(a). Applicants shall pay in full, within ten days of receipt of an invoice, the costs of repair for any and all damage to public or private property, resulting from or in connection with, the production, to return such property to its original condition prior to the production, or to better than original condition.

Section 18-59. Hold Harmless Agreement

(a). The applicant shall sign the following hold harmless agreement, as part of the application, holding the city harmless from any claim that may arise from their use of designated public property, right-of-way, or equipment in conjunction with the permitted use:

I certify that I represent the firm which will be performing the filming/taping at the locations specified on the attached permit application. I further certify that I and my firm will perform in accordance with the directions and specifications of the City of Laredo, Texas, and that I and my firm will indemnify and hold harmless the City of Laredo, Texas and its elected officials, officers, servants, employees, successors, agents, departments and assigns from any and all losses, damages, expenses, costs and/or claims of every nature and kind arising out of or in connection with the filming/taping and other related activities engaged in pursuant to this application.

I further certify that the information provided on this application is true and correct to the best of my knowledge, and that I possess the authority to sign this and other contracts and agreements with the City of Laredo, Texas on behalf of the firm.

**Section 2.** This ordinance shall be cumulative of all provisions of ordinances of the City of Laredo, Texas, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances, in which event the conflicting provisions of such ordinances are hereby repealed.

**Section 3.** It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**Section 4.** The City Secretary of the City of Laredo is hereby directed to publish the proposed Ordinance as required by Section 2.09 of the Charter of the City of Laredo.

**Section 5.** The publishers of the City Code of Laredo, Texas are authorized to amend said code to reflect the changes adopted herein and to correct typographical errors and to index, format, and number paragraphs to conform to the existing code.

**Section 6.** That after its passage by City Council, this Ordinance shall be published one (1) time and become effective not less than sixty (60) days from the date of the public hearing on this Ordinance, in accordance with the City Charter.

**PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR  
ON THIS \_\_\_ DAY OF \_\_\_\_\_ 2025.**

\_\_\_\_\_  
**Dr. Victor D. Trevino  
MAYOR**

**ATTESTED:**

\_\_\_\_\_  
**MARIO MALDONADO, JR.  
CITY SECRETARY**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
**DOANH “ZONE” T. NGUYEN  
CITY ATTORNEY**