

**ORDINANCE #2025-08**

**ORDINANCE OF THE BOROUGH OF KEYPORT, COUNTY OF MONMOUTH, NEW JERSEY, AMENDING CHAPTER 5 SECTIONS 14.3 AND 14.4 OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF KEYPORT CONCERNING FILMING MOTION PICTURE AND TELEVISION ACTIVITIES IN THE BOROUGH**

**WHEREAS**, the Borough of Keyport (the “**Borough**”) is a public body corporate and politic of the State of New Jersey; and

**WHEREAS**, sections 5-14.3 and 5-14.4 of the Borough’s Revised General Ordinances governs filming motion picture and television activities within the Borough; and

**WHEREAS**, the Governing Body of the Borough desires to amend certain sections of Chapter 5 to align with State Film Ready requirements recommended by the New Jersey Motion Picture and Television Commission; and

**WHEREAS**, the Council of the Borough (the “**Council**”) has determined to amend sections 5-14.3 and 5-14.4 (additions are underlined, deletions are ~~stricken~~).

**NOW THEREFORE, BE IT ORDAINED** by the Council that sections 5-14.3 and 5-14.4 of the Revised General Ordinances of the Borough of Keyport hereby is amended as follows:

1. The aforementioned recitals are incorporated herein as though fully set forth at length.
2. The Council hereby amends sections 5-14.3 and 5-14.4 of the Revised General Ordinances of the Borough of Keyport to read as follows:

**§ 5-14.3 Rules and regulations.**

a. ~~No permit shall be issued for filming at a particular location in a residential zone within the Borough of Keyport which would permit filming at said location on more than eight days during any one calendar year.~~ Reserved.

b. No permit shall be issued for filming upon public lands within the Borough of Keyport unless the applicant for such permit:

1. Provides proof of insurance coverage as follows: for bodily injury for any one person in the amount of \$500,000, for any aggregate occurrence in the amount of \$1,000,000, and for property damage for each occurrence in the amount of \$500,000.

2. Agrees in writing to indemnify and save harmless the Borough of Keyport from any and all liability or damages from the use of such public lands.

c. The holder of a permit shall take all reasonable steps to minimize interference with the free passage of pedestrians and traffic over public lands and shall comply with all lawful directives issued by the Keyport Police Department with respect thereto.

d. The holder of a permit shall conduct filming in such a manner as to minimize the inconvenience or discomfort to adjoining property owners attributable to such filming and shall, to the extent practicable, abate noise and park vehicles associated with such filming off the public streets. The holder shall avoid any interference with previously scheduled activities upon public lands and limit to the extent possible any interference with normal public activity on such public lands.

e. The holder of a permit shall take all reasonable steps to minimize the creation and spread of debris and rubbish during filming and shall be responsible for removing all equipment, debris and other rubbish from the filming location upon the completion of filming or the expiration of the permit, whichever comes first.

f. Filming shall be permitted ~~only~~ Monday through Friday ~~Sunday~~ Sunday between the hours of ~~8:00~~ 7:00 a.m. and ~~7:00 p.m. or sundown, whichever is earlier,~~ 10:00 p.m. in residential zones.

g. The Borough Clerk may refuse to issue a permit whenever it is determined on the basis of objective facts and after a review of the application and a report thereon by the Police Department and by other Borough agencies involved with the proposed filming site, that filming at the location and/or the time set forth in the application would violate any law or ordinance or would unreasonably interfere with the public's use of public lands, unreasonably interfere with the

use and enjoyment of adjoining properties, unreasonably impede the free flow of vehicular or pedestrian traffic or otherwise endanger the public's health, safety or welfare.

h. Any person aggrieved by a decision of the Borough Clerk denying or revoking a permit or a ~~person requesting relief~~ waiver pursuant to paragraph i. may appeal to the Mayor and Council. A written notice of appeal setting forth the reasons for the appeal shall be filed with the Borough Clerk. ~~An appeal from the decision of the Borough Clerk shall be filed within 10 days of the Borough Clerk's decision. The Mayor and Council shall set consider the matter down for at a hearing within 30 days of the day on which the notice of appeal was filed. The decision of the Mayor and Council shall be in the form of a resolution. A resolution supporting ,which shall support the decision of the Borough Clerk or granting relief grant a permit or waiver pursuant to paragraph i. of this section. A resolution shall be approved by the Mayor and Council at the first regularly scheduled public meeting of the Mayor and Council after the hearing on the appeal unless the appellant agrees in writing to a later date for the decision. If such a resolution is not adopted in the time required, the decision of the Borough Clerk to deny, revoke, or not issue a waiver shall be deemed to be reversed and a permit , and any waiver from the requirements or limits of this section, shall be issued in conformity with the application or the relief pursuant to paragraph i. shall be deemed denied.~~

i. ~~The Mayor and Council Borough Clerk~~ Borough Clerk may authorize a waiver of any of the requirements or limitations of this section ~~and may authorize filming other than during the hours herein described or may extend the duration of a permit beyond 10 days or may permit filming at a particular location in a residential zone on more than eight days during any one calendar year or may waive any other limitation or requirement of this section~~ whenever it is determined ~~determines~~ that strict compliance with such limitations will pose an unreasonable burden upon the applicant and that such a permit may be issued without endangering the public's health, safety or welfare.

j. The applicant shall notify the Chief of the Fire Department 24 hours before filming takes place and permit the Fire Department to inspect the site and the equipment to be used. The applicant shall comply with all fire safety instructions issued by the Chief of the Fire Department.

k. The Borough, in the discretion of the Chief of Police, reserves the right to require one or more on-site patrolmen in situations where the proposed production may impede the proper flow of traffic, the cost of said patrolmen to be borne by the applicant as a cost of production. Where existing electrical power lines are to be utilized by the production an on-site licensed electrician may be similarly required if the production company does not have a licensed electrician on staff.

#### § 5-14.4 Fees.

The filming permit fee schedule shall be: \$500. ~~The permit is good for a period not to exceed 30 days. The Borough Council has the authority to waive or reduce the permit fee in cases where the applicant is a nonprofit or educational organization.~~

<b>CATEGORY</b>	<b>FEE</b>
<b><u>Basic filming permit (one-time; with 4 or more days advance notice of the first day of filming)</u></b>	<u>\$100</u>
<b><u>Expedited basic filming permit (one-time; with 3 or less days advance notice of the first day of filming)</u></b>	<u>\$250</u>
<b><u>Basic filming permit for nonprofits, including student films (one-time; no daily rate required)</u></b>	<u>\$25 unless waived</u>
<b><u>Daily filming on public property</u></b>	
<u>Film and television projects with a budget under \$20mm</u>	<u>\$150</u>
<u>Film and television projects with a budget over \$20mm</u>	<u>\$500</u>
<b><u>Daily filming on private property</u></b>	<u>No fee charged by Borough</u>
<b><u>Public Safety</u></b>	
<u>Hiring of off-duty police and fire inspections, according to agreed upon public safety plan</u>	<u>The Borough's standard hourly rates for police and fire</u>
<b><u>Inconvenience fees</u></b>	
<u>Street closures</u>	<u>\$1,000</u>
<u>Properties in background - or used - in shot</u>	<u>Fee is negotiated between a production company and a private business or residence</u>
<u>Daily prep of business that is being "dressed"</u>	<u>Fee is negotiated between a production company and a private business</u>

<u>Daily filming of business that is “dressed”</u>	Fee is negotiated between a <u>production company and a private business</u>
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No daily filming fee will be imposed for filming on private property.

3. Each section, subsection, sentence, clause and phrase of this ordinance is declared to be an independent section, subsection, sentence, clause and phrase and the finding or holding of any such portion of this ordinance to be unconstitutional, void, or ineffective for any cause, or reason, shall not affect any other portion of this ordinance.

4. The Borough Clerk is hereby directed, upon adoption of the ordinance after public hearing thereon, to publish notice of the passage thereof.

5. This ordinance shall be in full force and effect from and after its adoption and any publication according to law.

Introduced: May 20, 2025  
Public Hearing: June 17, 2025  
Adopted:

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Michele Clark, RMC  
Borough Clerk  
Borough of Keyport

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Rose P. Araneo, Mayor  
Borough of Keyport