

PLANNING & DEVELOPMENT DEPARTMENT



Request to Use Unmanned Aircraft Systems in the City of Corona

FILM PERMIT APPLICATION # _____

Date _____ Production Company _____

Type of Production _____ Production Title _____

Proposed Film Date(s) _____ Production Contact _____

Contact's Cell# _____ Email Address _____

Location Address _____

Hours of UAS Activity: From _____ [] a.m. [] p.m. to _____ [] a.m. [] p.m.

Location Address #2 _____

Hours of UAS Activity: From _____ [] a.m. [] p.m. to _____ [] a.m. [] p.m.

UAS Company _____ **Primary Contact Cell#** _____

Address _____

Email Address _____

UAS / AIRSPACE INFORMATION

Make/Model of Aircraft _____ Registration# _____

Make/Model of Aircraft _____ Registration# _____

Total Payload Weight (incl. UAS/camera/additional equipment) _____

Class of Airspace UAS Activity Will Occur in: ☐ B ☐ C ☐ D ☐ E ☐ G

Restricted Areas or Temporary Flight Restrictions (TFR) Within Proposed Time/Area of Operation?

☐ Yes ☐ No

REMINDER: if you are flying in Class B, C, D or E airspace, ATC (Air Traffic Control) authorization is required for all UAS activity.

UAS OPERATING AUTHORITY:

☐ 14 CFR Part 107 ☐ Title 49 ("Hobbyist" Rules) – For Students Only

Part 107 Requirements

Name of Remote Pilot in Command: _____ Remote Pilot's Phone# _____

Remote Pilot's Certificate# _____ If Remote Pilot will not be operating UAS, name of person operating UAS under the direct supervision of Remote Pilot: _____

Visual Observer: ☐ Yes ☐ No

Please provide the following:

- ☐ Copy of Remote Pilot Certificate
- ☐ Copy of Part 47 or Part 48 Registration Certificate for each UAS listed above
- ☐ Description of planned flight operations, including diagrams, charts and maps as applicable
- ☐ Certificate of Insurance & Endorsement
- ☐ Copy/screenshot of ATC approval to operate in restricted airspace.

Questions? Contact the **Planning Division** at 951 736-2434



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For Students Enrolled at an Accredited Educational Institution Operating Under "Hobbyist" Rules

Name of Operator _____ Operator's Phone# _____
Name of School _____

Please provide the following:

- ☐ Copy of UAS Registration
- ☐ Certification letter from school (on school stationary)
- ☐ Detailed description of proposed UAS activities
- ☐ Certificate of Insurance & Endorsement

Name of community-based organization's safety guidelines under which you will be operating

WAIVERS: Please note that students may not apply for FAA waivers. For Part 107 Remote Pilots: if you are requesting any of the following activities, please check all that apply and furnish proof of waiver from the FAA upon submission of this document.

- ☐ Flight over non-participants (§107.39)
- ☐ Night flight (§107.29)
- ☐ Operating from a moving vehicle (§107.25)
- ☐ Flight altitude restrictions (§107.51)
- ☐ Operating multiple small UAS' (§107.35)

Remote Pilot in Command is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all Part 107 standards and requirements.

Signature of Remote Pilot in Command or Authorized Company Representative

Print Name _____ Title _____

Student enrolled at an accredited educational institution is responsible for the safe operation of all UAS activities and declares that he/she will be in compliance with all community-based safety guidelines.

Signature of Student Operator

Print Name

Best Practices for UAS Operations Over County Property

Although not specified in Part 107 Rules, the city suggests the following for optimum safety:

- Use of a visual observer.
- UAS operator should scout location site(s) of proposed drone activity in advance of filming.
- Operator should be at least 21 years of age.
- Operator should possess a Motion Picture & Television Operations Manual.
- Operator should have previous film set experience.

Insurance Requirements

The applicant shall submit Aviation Liability Insurance on an occurrence basis, including products and completed operations, property damage and bodily injury with limits no less than \$1 million

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per occurrence/\$2 million aggregate. If coverage is provided by a special endorsement on the General Liability policy, applicant must submit copy of the endorsement for review. These requirements are in addition to the City's general insurance requirements for a film permit.

****IMPORTANT****

Please allow up to seven (7) business days for the Planning & Development Department to process requests for film permits that include the use of drones and be aware that the process will not begin until all required documentation has been submitted. A film permit application shall be submitted along with this form and all required documentation to the Planning & Development Department. Filming from the air must receive authorization from the City Manager. Film permit applications are subject to the approval of the city's Board of Zoning Adjustment.

Finally, note that meeting all qualifications required of a Remote Pilot does not guarantee that permission to fly a small UAS in the City of Corona or over city-owned properties will be granted. The Planning & Development Department reviews applications on a case-by-case basis and consent or deny requests based on location conditions and specific agency guidelines.

Please scan and submit this completed form, along with all accompanying documentation to the attention of Planning & Development at PlanDev@coronaca.gov

PDD STAFF USE ONLY			
PART 107		Students	
☐ Insurance & Endorsement	☐ Copy to Building	☐ Insurance & Endorsement	☐ Copy to Building
☐ Remote Pilot Certificate	☐ Copy to Fire	☐ UAS Registration	☐ Copy to Fire
☐ Registration for each UAS	☐ Copy to Police	☐ Description of UAS activities	☐ Copy to Police
☐ Description of Flight Operations	☐ Copy to Public Works	☐ Certification letter from school	☐ Copy to Public Works
☐ ATC Approval		☐ Name of organization's safety guidelines	

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