



## Cecil Green Park House Event and Film Practices

### Introduction

Cecil Green Park House and surrounding outdoor areas are used throughout the year for events and filming. These uses are guided by *UBC Policy 107 - Booking and Rental of UBC Space*, which states that it is a UBC priority to utilize indoor and outdoor spaces to meet UBC's mandate and to support the creation of a vibrant campus, year round.

This is a companion document to the North Campus Guide for Managing Outdoor Noise from Events. It provides additional detail on measures in place to reduce noise impacts from events as well as film management practices specific to Cecil Green Park House.

This document was developed by Campus +Community Planning (C+CP) in partnership with Alumni UBC, Wescadia Catering, and was informed by input from Green College.

### Context

Cecil Green Park House and surrounding outdoor areas are well used for events (in the summer months these are mostly weddings) and filming. The venue is in the north end of the campus and is adjacent to Green College, which provides year-round housing to 100 graduate and post graduate students, as well as the principal's house, which is across the street from the Park House.



The above map highlights Cecil Green Park House and Green College.

Over the past years, concerns have been raised by Green College about the impacts of events and filming on residents. The following summarizes the specific actions taken to minimize noise impacts from events and filming at Cecil Green Park House and surrounding outdoor areas.

### Landscaping

In Spring 2016, the pedestrian path on the west side of the Principal's house that runs north/south was removed and revegetated. This path is directly adjacent to the principal's house. It was removed to minimize the noise generated from pedestrian and filming activity on the path. Prior to the path removal, alternative path locations were



also considered, however no alternatives were identified due to the slope of the area and the need to maintain a wheelchair accessible path.

The use of landscaping to buffer noise from the Park House was also explored. This approach is not being pursued further because greenery generally does not buffer sound.

### Filming

- **Filming-related Contact:** All film-related inquiries should be directed to the Events and Film Liaison at Campus + Community Planning, who is the key contact person for all film activity on campus.
- **Filming Notifications:** The Events and Film Liaison from Campus + Community Planning sends advance notification of upcoming filming which includes information of who is filming, what is being filmed, where filming will take place and the duration of the filming. Notices are sent to all buildings in the area.
- **Filming Times:** Filming is typically permitted to take place during the following times:
  - Monday – Friday: 7 a.m. – 11 p.m.
  - Saturday – Sunday and holidays: The Events and Film Liaison will work with Green College on a case-by-case basis to set the film times.

Filming outside of these times will be considered, on a case-by-case basis, in consultation with Green College.

- **Filming Locations:** Filming associated with Cecil Green Park House is permitted only within designated areas managed by Alumni UBC. These areas are reviewed and discussed with film crews in advance along with designated parking areas. The Events and Film Liaison is to be notified if and when production crews go outside these areas.

### Events

The following are additional practices, specific to Cecil Green Park House that supplement the principles and practices outlined in the *North Campus Guide for Managing Outdoor Event Noise*.

A key concern about the event-related noise at Cecil Green Park House is the outdoor noise generated from patrons leaving events and event-related vehicles at late hours. The following actions have been implemented to address these concerns and to clarify key contacts during events:

1. **Event-related Contact:** The event host is the contact person on site. The host is onsite until event completion and can be contacted at 604-822-3585.
2. **Event Times:** Events are booked seven days a week and can run till 1 a.m. (as per the liquor permit).<sup>1</sup>
3. **Music:**
  - No amplified music outside after 9 p.m.<sup>2</sup>
  - Venue staff will monitor south-east facing windows and doors to ensure they remain closed after 9 p.m. to help contain the noise.
4. **Signage:** Cecil Green Park House displays signage outside the house that notifies patrons to keep noise to a minimum when outside and leaving the premises.

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<sup>1</sup> Starting in the 2017 season, Cecil Green Park House will be ending events booked on Sundays at midnight (instead of 1 a.m.) for future event bookings events that have not yet been booked. This will only apply to Sundays that do not fall on long weekends.

<sup>2</sup> Event-related speeches that take place on the north-side patio are not considered amplified music.



5. **Security:** Cecil Green Park House hires security from 10 p.m. - 2 a.m., who is responsible for encouraging patrons to keep noise to a minimum when outside and leaving the premises.
6. **Vendor vehicles:**
  - Vendors are notified before each event that vehicles are not permitted on the driveway past 10pm.
  - All pick-ups must take place after 8 a.m. and before 9:30 a.m., the next day. If they must drive to the house, permission is required and they have to drive slow and silence their reverse signal.
  - UBC food trucks are permitted on site during events. They are used for food preparation in the loading bay. After 10 p.m., they are relocated to the western side of the Cecil Green Park House to minimize noise impacts.
7. **Pick up and drop-off areas:** Cecil Green Park Road parking lot is the designated pick up/drop area for patrons attending events. Signage has been installed and is enforced by security, taxis will be notified and clients are informed of the designated pick up/drop off location. Starting in May/June 2016, Cecil Green Park House staff will close access from Cecil Green Park Road to the driveway with movable security cones after 10 p.m. Pick up/drop off at the Park House will be available for those with accessibility needs. The University will continue to explore ways to direct pedestrian traffic away from Green College.