

Style Guide & Samples

For Film Permit Applications that require map submissions

Overview

This style guide should be used by anyone who needs to create and submit a map as part of the film permitting application process. Using the standards outlined in this map will help expedite the review and approval of film permits. With some forethought into map design a well crafted map can also be used for multiple purposes saving the map creator valuable time.

When are maps required

Maps are required for the following applications:

- 1) Polling results (required)
- 2) Parking request (required)
- 3) Addendum to Notification letters (optional)

Selecting a “Base Map”

A base map should be simple and without clutter of unnecessary labels and information not relevant to the permit application process. Additionally, the base map must accurately display the property lines and addresses within the map area. For these reasons it is recommended that base maps be captured from the City of Vancouver’s mapping system VanMaps at the following link

https://vanmapp.vancouver.ca/pubvanmap_net/

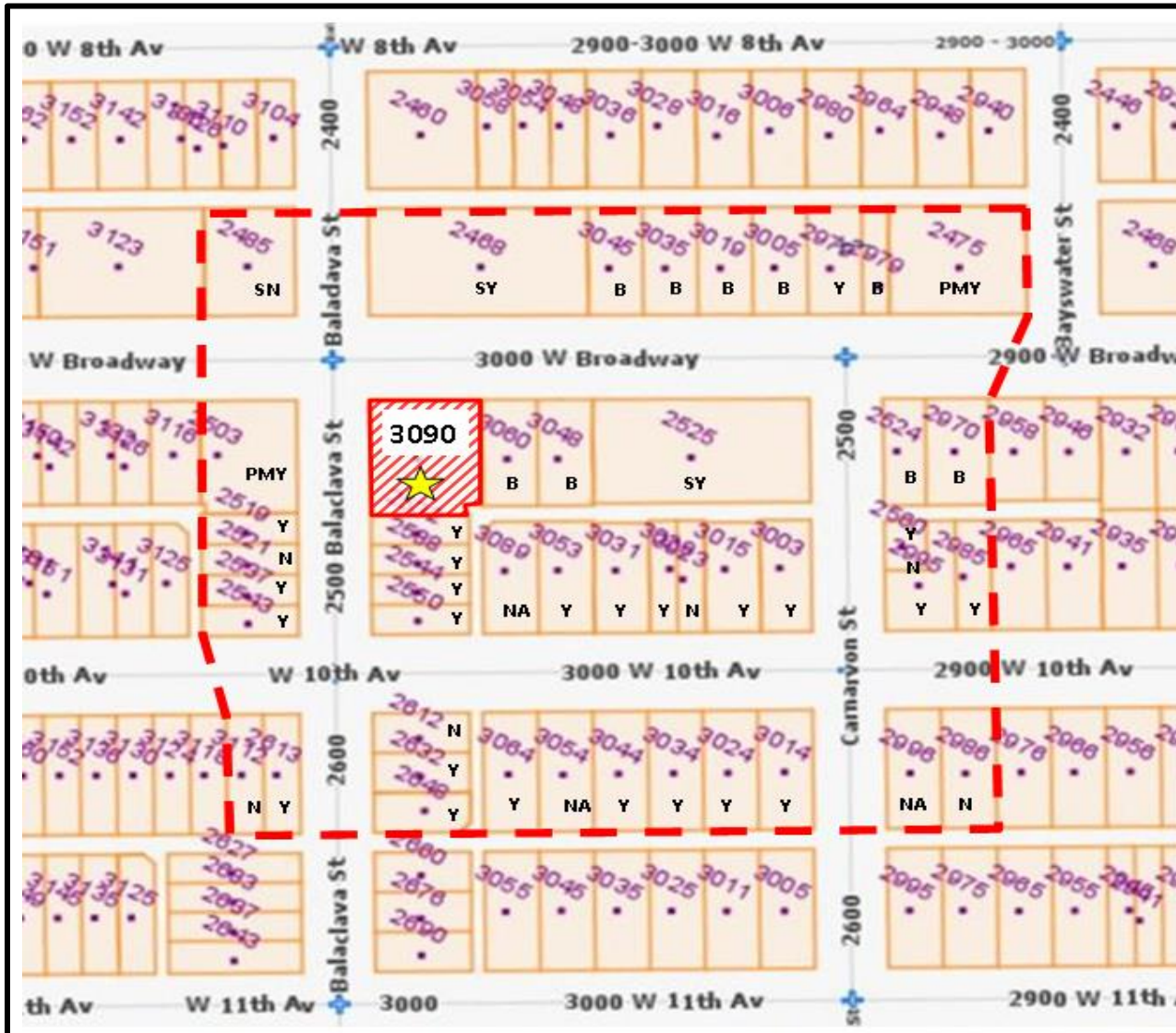
Additionally, before you screen capture your base map please make sure of the following:

- It is grey scale friendly (not satellite)
- Property lines and addresses are clear
- Not cluttered with unnecessary labels

Labelling and Legends

Simple and consistent labeling of maps ensures that they can be reviewed visually. Additionally, labelling needs to be greyscale friendly as maps may sometimes printed and distributed in black and white. The following pages include sample maps with good examples of the type of labels and legends that work best

Sample Map | Polling Results



Make It Happen Productions

LM: Oprah Humphrey

Cell: 555-555-1234

Date: Tuesday, July 28th

Location: 3080 W Broadway

Activity description: Interior dialogue, exterior walk and talk
Broadway & Balaclava

LEGEND

--- Polling zone ^[1]

Y Yes

N No

NA No Answer

B Business ^[2]

SY Strata Yes

SN Strata No

PMY Property Mgmt Yes

PMN Property Mgmt No

[1] Polling zone includes all properties affected by any form of activity near or away from set, including equipment, vehicle and lighting areas
[2] Polling of businesses in polling zone that are closed during proposed curfew extension time is not required.

Sample Map | Parking Request



Make It Happen Productions

LM: Oprah Humphrey

Cell: 555-555-1234

Date: Tuesday, July 28th

Location: 3080 W Broadway

Activity description: Interior dialogue, exterior walk and talk Broadway & Balaclava



1 Picture parking: Tues, July 28 8:00am to 10:00pm



2 Generator and lighting: Mon, July 27 8:00pm to Tues, July 28 11:00pm



3 Work trucks and shuttles: Tues, July 28 6:00am to 11:00pm



4 Prep and wrap: Mon, July 27 and Wed, July 29 7:00am to 7:00pm *daily*

