





Table of Contents

- I. Introduction.....1
- II. General Information..... 4
- III. Cost Overview.....5
- IV. Street Closure Procedure..... 6
- VI. Public Parks.....8
- VII. Building Remodeling.....9
- VIII. Insurance.....10
- IX. Contracts.....11
- X. Filming in Elgin Application.....12
- Appendix: Downtown Map.....13



Located in Bastrop County- Film Hospitality Capital of Texas
310 North Main Street ★ PO Box 591 ★ Elgin, Texas 78621
Metro (512-281-5724) ★

Introduction

Welcome to Elgin, Texas. Founded in 1872, the City of Elgin is a timeless landmark of central Texas. Located 19 miles east of Austin, the state capital of Texas, Elgin offers the authenticity and atmosphere of “Main Street” life in a small Texas town. Elgin lays claim to many things Texan: first class barbecue and hot sausage; exceptional veterinary services and cattle breeding; semiconductor support services; brick manufacturing; and most importantly Texas history. Noted for its world-class sausage, Elgin was named Sausage Capital of Texas in 1995 by the Texas State Legislature. The City’s unique “Main Street” character is represented through the variety of its houses, the diversity of its churches, the charm of its historic downtown, and the hospitality of its people.

Elgin, Texas began as a railroad stop in 1872 by the Houston and Texas Central Railroad (H&TC). The Main Street character of the City is strengthened through the degree the community has embraced its history. Both the original H&TC Freight Depot, built in 1887, and the Union Passenger Depot (Image 1), built in 1903, have been preserved and fully restored.



Image 1: Union Depot, 1903

In 1990, Elgin was named an Official Main Street City by the Texas Historical Commission. Over the past ten years, the City conducted a comprehensive downtown restoration project that reestablished the classic look and timeless



Image 2: Miller Bros Building

quality of the community. Elgin's historic downtown district was placed on the National Register of Historic Places in 1996. The retail buildings in the historic district are distinctive architecturally for the use of brick as the primary building material. These structures are detailed in an Italianate style with brick corbel and dentil courses, which creates a uniformity that ties the district together visually (Image 2). The continuous rhythm of the buildings creates a strong streetwall, which is indicative of Main Street, USA.

In addition to its small town, Main Street setting, Elgin has many homes that were built anywhere from the late 1800's to the present. To the west of the historical downtown district, among higher style residential buildings displaying Queen Anne and Bungalow architectural influences, are five significant churches, three of which are listed as Texas Historical Landmarks. Also residential in character is the area north of the downtown district, which is characterized by well-kept, turn-of-the-century homes (Image 3), as well as a cotton gin, the town's largest park (Memorial), and the community's first high school. Built in 1928, the original Elgin High School has been well maintained and is still in use.



Image 3: City Hall

Industrial buildings (Image 4) related to cotton and other agricultural elements of the City's economy are located along the downtown district's eastern border, along the MLK railroad tracks that run parallel to Main Street. East of Main Street and the industrial buildings lies another residential neighborhood of vernacular buildings dating from the turn-of-the-century to about 1940. Immediately to the south of the historical downtown district is the oldest residential neighborhood in the City, which occurred primarily south of the H&TC tracks. The conjunction of the town's unique

neighborhoods and its historical downtown district combine to represent Elgin's small town Main Street setting as "Hometown USA."

Aside from the local flavor and Hometown atmosphere of the community, there are many practical advantages to filming in Elgin. Since Elgin is located only 19 miles from Austin, the crews and stars can enjoy the Austin culture and only have a 30-minute drive to work.

The City is familiar with working with the intricacies of the movie industry. Recent projects include "Fear of the Walking Dead", Budweiser Super Bowl Commercial, Shiner Bock Commercial, "Transformers Age of Extinction". Elgin acted as "Hometown USA" for "Varsity Blues" a spring 1998 production from Paramount Pictures and MTV Films. Other feature films filmed in Elgin include: "In Broad Daylight" (1990); "What's Eating Gilbert Grape" (1992); and "Children of the Corn: The Gathering" (1995) as well as numerous commercials, music videos, and photography for album covers and national magazines. Visit our web site www.elgintx.com for more information and additional pictures of our community.

The purpose of this guide is to provide the procedures and permit fees associated with filming in Elgin.



General Information

In order to help your film process, proceed smoothly, the City assigns one staff member to provide direct assistance while you are filming in Elgin. Please complete the Filming in Elgin Information Application (see page 14) and submit to Community Services Director as soon as possible. **Please include special thanks to the 'People of Elgin, Texas' in the filming credits of your production.** We look forward to working with you on your next production.

Cost Overview

| | |
|--|--|
| Filming Application Fee | \$200 |
| Street Closing Fee | \$50 per block per day plus \$100 Deposit per day |
| Total Disruptive use of public building or ROW | \$500 per day |
| Partial use of public building or ROW | \$250 per day |
| Total closure street or parking | \$50 per block per day |
| Partial use of public building or ROW | \$25 per block per day |
| Use of city parking lots, or streets for film trailers, buses, etc. | \$100 min per lot or block per day |
| Disruption of access by customers to work site | Minimum \$500 per day |
| Barricade rental | \$5 per barricade \$50 minimum |
| Police Officers (Maybe Required) | Rates vary, Contact Elgin Police Chief, 512-285-5757 |
| Park User Fees (8am-10pm) | |
| <i>Elgin Memorial Park</i> | |
| <i>Main Pavilion</i> | \$100 per day plus \$100 refundable deposit |
| <i>Small Pavilion</i> | \$50 per day plus \$100 refundable deposit |
| <i>Elgin Memorial Park (entire park)</i> | \$800 per day plus \$500 refundable deposit |
| <i>Goins Picnic Area</i> | \$200 |
| <i>Shenandoah Soccer Park</i> | \$300 |
| <i>Thomas Memorial Park</i> | |
| <i>Thomas Memorial Park Picnic Pavilion</i> | \$75 per day plus \$100 refundable deposit |
| <i>Thomas Memorial Park Open Pavilion</i> | \$50 per day plus \$100 refundable deposit |
| <i>Thomas Memorial Park (entire park)</i> | \$600 per day plus \$500 refundable deposit |
| <i>Veteran's Park</i> | |
| <i>Veteran's Park Gazebo</i> | \$100 daily plus \$100 refundable deposit |
| <i>Veteran's Park (entire park)</i> | \$300 daily plus \$500 refundable deposit |
| <i>Morris Memorial Park</i> | \$400 daily plus \$ 500 refundable deposit |

Building Permits ~ May be required contact Planning & Community Development 512-281-0119.

Historic Review Bd. Permits ~ Contact Community Services Director 512-229-3213.

Street Closure

Procedure

1. To close Main Street and/ or 2nd Street, or other state highways, and farm to market roads requires coordination with the Texas Department of Transportation. TXDOT also requires a certified plan for vehicular traffic control and detours. You will need to contact TXDOT at (512) 321-2221.
2. Street closures may require action by City Council. The City Council meets on the 1st Tuesday of each month and may meet at other times during the month. Work with the Community Services Director to schedule inclusion on a city council agenda. Traffic control plans and coverage by police officers may be required.
3. The Police Chief or designee may approve street closures. If you wish to close a street to vehicular traffic, you must present that request in writing to the Police Chief. All requests should be made 3 -10 working days prior to the closure.
4. On any street closure you will be **required to coordinate traffic control through the Police Department.**
5. Note that on the application, you will be required to have a directional/ detour plan. Any major re-routing will require directional/ detour signs. These signs will need to be professionally made. **No hand-made signs will be allowed.** On State highways, TXDOT requires professional signs and barricades for detours.
6. If the street closure includes part of the Central Business District (CBD), contact the Community Services Director, (512) 229-3213. Street closures in the CBD may require additional people to help answer questions and direct downtown patrons to available parking etc.
7. **You must directly contact the property owners and/or business owners in the area affected by the street closure and detours.** They should be contacted several days in advance of the closure and be provided opportunity to notify their patrons, employees, etc. and make reasonable accommodations.

Film
Street Closure Application

Name: _____

Address: _____ Work Phone: _____

City, State: _____ Zip: _____ Home Phone: _____

Email: _____

Date and Time: _____

If Animals Are Used, Number and Type: _____

Describe the route, including the name and location of streets, alleys and/ or sidewalks to be blocked (please attach map):

Signature of Applicant: _____ Date: _____



For Office Use Only

Date Received: _____

Fee/ Deposit: _____

Approval of Police Chief/ Date: _____

Public Parks

You are welcome to use municipally owned parks. You must reserve use of a park in advance by calling the Elgin Parks & Recreation department at (512) 285-6434. Fees and deposits are required.

Elgin Municipal Parks

Amenities

Veterans Memorial Park ~ Downtown, Gazebo, War Memorial

Morris Memorial Park ~ Hike & Bike Trail, Pond, Playscape,
Swimming Pool, Basketball Court,
Soccer Fields

Elgin Memorial Park ~ Pavilion, Hike & Bike Trail, Playscape,
Tennis Courts, Softball Fields, Sand Volleyball Courts

Thomas Park ~ Pavilion, Playscape, Basketball Courts,
Baseball Field, Soccer Fields, Disc Golf course.
Concession Stand

Shenandoah Soccer Park~ Soccer Fields and Greenbelt

Building Remodeling

Any permanent changes you make to a building's interior or exterior must be permitted as by the International Building Code. You must contact the property owner and should receive written approval to make permanent or temporary alterations. A building permit is required. Contact the Planning & Community Development Department at (512) 281-5724.

Downtown Renovations

The downtown area is listed on the National Register of Historic Places and is designated a local historical district. *Permanent or temporary changes to the exterior façade must be approved by the local Historic Review Board (HRB)*. The HRB usually meets monthly. To schedule a special meeting for review of your application(s) call the Community Services Director at (512) 229-3213.

Insurance

The City requires that your company carry a \$1 million dollar insurance policy that indemnifies the City and its employees from all liability of your production.

You must submit a copy of your insurance policy at least 72 hours prior to filming.

Contact the Community Services Department (512) 229-3213.

Contracts

We expect that any property owner you will be dealing with will need to result in a written contract between you and the property owner and or business owner.

Please note: The business located in a building may not own that building. Please determine early if you are talking to a tenant or to a property owner. Both the property owner and the tenant need to be notified of film activity. Alterations to a building's interior or exterior should be approved by both the property owner and the tenant. For a list of property owners and businesses in the downtown district please contact the Community Services Director, (512) 229-3213.

We hope that you will use local businesses and services as often as possible. A list of local businesses is available from the Chamber of Commerce or Community Services Department, (512) 229-3213 or the website, www.elgintx.com. Chamber of Commerce 512-285-4515



Filming in Elgin Application

Date: _____

Name of Company: _____

Name of Production: _____

Contact: _____ Pager: _____

Phone: _____ Fax: _____ Mobile: _____

Email: _____

2nd Contact: _____ Pager: _____

Phone: _____ Fax: _____ Mobile: _____

Email: _____

Filming Dates: _____

Location(s): _____

Street Closures: _____

Payment: _____

Insurance Company: _____

Special Thanks to the 'People of Elgin, Texas' in the filming credits-*(check here)*

.....

For Office Use Only

Daily Filming Fee _____ Paid _____

Approvals:

Community Services Director: _____

Chief of Police: _____

Other required contacts: _____

Other required contacts _____



Appendix



Downtown Map Elgin, Texas

