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Parking Directions

The following guidelines are for those seeking to reserve parking in the City of Oakland for the purposes of a film-related production. Please observe these guidelines carefully.

1. Contact us (Oakland Film Office) about your parking plans in order for us to verify with the Oakland Police Department regarding the location and neighborhood of your production. Contact information is listed above.
2. Create a diagram that identifies the area and type of parking by indicating the street, cross street, and nearest street address numbers. In areas where there are parking meters, identify each meter by the serial number located on their posts. Be sure to indicate all meters that will be out of service during your production. No more than four (4) non-metered spaces in a row may be used. (Its equivalence is 100 linear feet).
3. Fax, e-mail, or deliver your parking plan to the Oakland Film Office. Once the Film Office stamps the map approved, bring it to the Engineering Counter within Permits & Zoning, located on the *second floor* of the Dalziel Building (across the plaza from the Film Office). There is a fee of approximately \$40.00 per parking meter, per day out of service. In areas without parking meters, a fee of approximately \$30.00 per 25 linear feet is charged. See download able parking rate sheet on production planner page for rates. Payments can be made with cash, check, or credit card. **Please check with the Oakland Film Office as rates do change.**

The Permit & Zoning Department hours are M-Tu-Th-Fr 8:00 a.m. to 4:00 p.m., Wednesday 9:30 a.m. to 4:00 p.m., closed Saturday and Sunday.

4. A "NO PARKING" sign will be issued for each meter and/or 25-feet. Signs must be posted on the parking meters at least *48 hours* before the first day out of service. In areas where there are no meters, signs must be posted at least *72 hours* in advance. (NOTE: Since it is technically not legal to park on public streets for over 72 hours, this extended time for advance posting notifies people of your posting when they move their cars.) Label sign with project name, production company telephone number and dates, times parking is reserved.

5. Be sure to remove all signs, tape and string from meters after filming.

Neighborhood Notification: If you are planning to distribute other forms of notification to the surrounding neighborhood, please provide us with a copy beforehand. Please include the location manager contact information, as well as the Oakland Film Office phone number in order to assist with concerns in the community. Since the neighborhood may be significantly impacted by your presence, neighborhood notification is required. See the production planner page for a Neighborhood Notification template.