



PERMITTING PROCESS INSTRUCTIONS AND GUIDELINES FOR FILMING IN KCMO

The KCMO Traffic Control Permits for Filming in KCMO are required when you work within a right-of-way (a sidewalk closure, street closure, partial or full lane closure) or any activities that impact public use of the streets and right-of-way. It is also used for production vehicle parking permits (unless you have secured parking on private property).

COMPASSKC - On-line Permitting Process:

- Compass KC information page > KCMO.gov/compasskc
- Link to Compass KC portal ([click here](#))
- Log in or Register
- At the time of application submission you will also need to include a detailed map or plan of the locations for all traffic control devices (ex. devices - cones, barriers, no parking signs, detour signs, etc.); your traffic control supplier should be equipped to provide the plan (see below for vendor options)
- Go to 'ApplyPermit/Plan,' then 'Street - Traffic Control Plan Application,' then select 'Traffic Control for Filming'

Filling Out Application

- Write a description of the project and why you need an application (parking permit, street closure, etc.)
- Add Location (required) use search or add address manually
- IMPO: Add KC Film as 'Agent' contact - search for KC Film and add both/either Stephane or Rachel
- Add Billing contact
- Attach the digital map plan (cannot be hand-drawn) made by 3rd party traffic control vendor
- Submit

Submitting payment:

- Application fee is **\$84**; Additional fees are calculated for lane or road closure, alley closure, sidewalk parking meters, and lane/road closure fees are based on street classification (primary, secondary, etc.)
- Credit card/debit card are accepted online for payment

Expectations and Helpful Guidance:

- KCMO requests you submit a recovery date in case of rain or unforeseen production issues. You will only be charged for the date you actually film/use the permit
- The third party traffic control supplier you hire should notify the KC Police of the area that you are closing off once they have placed 'Emergency No Parking' signs. Eighteen to twenty-four hours later, if vehicles park in your permitted parking area(s) you can contact the KCPD to request a tow. Non-emergency KCPD contact number (816) 234-5111
- Keep your permit on-site in case you need to show it to KCPD or other entity
- To help secure parking you may want to adhere copies of your permit to parking cones / post notice of filming signs. The third party vendor will place devices to secure your parking area.
- W-9s for tax purposes are available upon request, contact KCMO City Treasurer tammy.queen@kcmo.org
- Consider hiring off-duty KCPD officers for traffic control support, Officer Kevin Gooch kevin.gooch@kcpd.org #816-329-0911
- Traffic Control Office contacts: Brian Flynn Brian.Flynn@kcmo.org, Randy Edson Randy.Edson@kcmo.org

3rd Party Traffic Control options (you may want to start with these companies):

Road Runner Safety Services 816-472-5457

K& G Striping 816-741-3339

Gun-Ko Traffic Control 913-764-4540

Traffic Zone Services 913-428-2575

Traftec 913-621-2919

Streetwise 816-333-2355