	KANSAS CITY MISSOURI POLICE DEPARTMENT	DATE OF ISSUE	EFFECTIVE DATE	NO.
	<b>PERSONNEL POLICY</b>	5/4/2022	5/4/2022	205-8
SUBJECT			AMENDS	
Policy Series 200: Employee Guidelines 205 - Residency Requirements				
REFERENCE		RESCINDS		
PPBM 933 Personnel Data Changes RSMo. Chapter 84 & 874.575		PPBM 205-7		

## I. INTRODUCTION

This directive establishes residency requirements for all full-time sworn and non-sworn members, and reserve officers of the Kansas City Missouri Police Department (Department).

## II. POLICY

- A. Residence is a place where a person has a true, fixed, and permanent home and whenever absent, has the intention of returning.
- \*B. All members and reserve officers must obtain a residence within 30 (air) miles of the nearest Kansas City, Missouri city limit during the full term of their employment with the Department.
- C. Exceptions to these requirements may only be granted by the Board of Police Commissioners (BOPC) or under Department policy.
- D. Failure to comply with the requirements as provided within this directive may result in disciplinary action or termination.
- E. Full-Time Members
  - 1. Sworn members must meet the defined residency requirement by the completion of their probationary period.
  - 2. Non-Sworn members:
    - a. Must meet the residency requirement no later than nine (9) months after their appointment date or by the day the member completes the probationary period, whichever is greater.

- b. Employed prior to January 12, 1984, who resided outside of the residency requirement are not required to comply with the current residency requirements. Once the member establishes residency within the requirements, the member will be obligated to remain within the residency requirement during the full term of their employment with the Department.
- 3. For cases in which a position to be filled requires special skills or qualifications and the applicant best qualified for the position does not satisfy the residency requirement, the residency requirement may be waived by the BOPC.
- F. Reserve officers must meet the residency requirement at the time of their appointment and for the full term of their service with the Department.

### **III. ADMINISTRATIVE GUIDELINE**

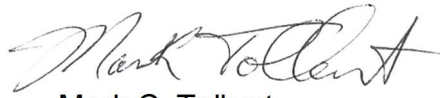
- \*A. All members must sign and date the Residency Requirements, Form 5458 P.D. before their appointment to the Department.
- B. Supervisors/Commanders will ensure:
  - 1. That all probationary sworn members comply with the residency requirement by the end of the probationary period.
  - 2. Non-sworn members meet the residency requirement no later than nine (9) months after their appointment date or by the day the member completes the probationary period, whichever is greater.
- C. Upon request from the supervisor/commander, a member will furnish satisfactory proof of residency (e.g., utility receipts, tax receipts, automobile registration, voter registration).
- D. Members will refer to the current written directive entitled, "Personnel Data Changes," when members have a change in status or residency.
- E. Temporary Permission to Live Outside the Residency Requirement
  - 1. Members seeking permission to temporarily reside outside the residency requirement will submit an Interdepartment Communication, Form 191 P.D., providing sufficient information to establish qualifying reasons(s) for the temporary exception.

2. The request will be submitted through the member's chain of command for determination by the Chief of Police.



Richard C. Smith  
Chief of Police

Adopted by the Board of Police Commissioners this 19<sup>th</sup> day of April, 2022.



Mark C. Tolbert  
Board President

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