

How to Apply for a Burn Permit on ePLACE



Burn permits are valid for **30 days**. If you desire to have a burn permit longer than 30 days, you will need to **re-apply** for an additional 30-day burn permit after your permit has expired.

Log in using your ePLACE credentials (email address & password). (See *registration instructions if you do not have an account*)

ePLACE website:

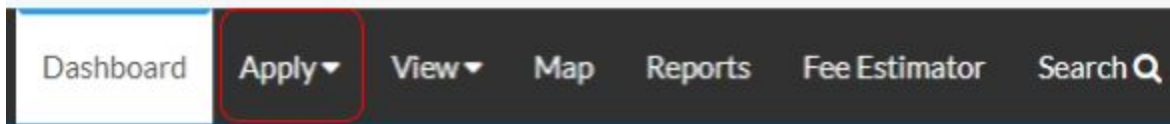
<https://energov.opkansas.org/CSS/SelfService#/home>

Log in with an existing account.

Log In

Request Burn Permit

1. After logging in to ePlace, click **Apply** on the black navigation bar..



2. Select **Fire: Open Burn Permit** from the list.

> Fire: Open Burn Permit

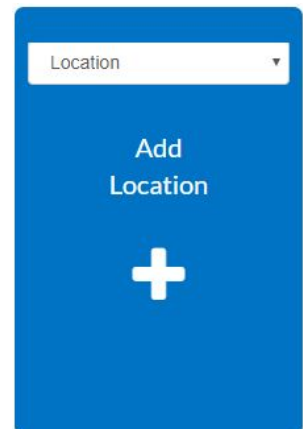
Location

Merriam Residents: Not required. Proceed to the bottom of the page and select **Next**.

Overland Park Residents: Location is not required but appreciated.

Select the **+** under **Add Location**.

- Begin typing your address. Enter only abbreviation for street, avenue, etc. (e.g., St, Ave, Ln) or leave off.
- Click on magnify icon
- Select **Add** on your address



Address Information	
Search	8500 Santa 
Address	Action
8500 SANTA FE DR, Overland Park, KS 66212	

Contacts


Applicant: Displays your contact information. Select **Next** to proceed to application.



Application (Page 2)

1. Enter all information in mandatory fields in red
2. Select **Burn Start Date** by clicking on the calendar icon.



*Burn Start Date	<input type="text"/>	
	Burn Start Date is required.	

3. Click **Submit** to forward request to fire department. *(see sample application below)*

After Submission - OPFD Will Process

After submitting your application, the Overland Park Fire Department will process your application to determine if an inspection is necessary. If no inspection is necessary, the permit will be issued quickly.

Applicants will receive the issued permit via email as well as having it available within your ePLACE account under "Attachments" on the appropriate permit.

Locations	Inspections	Fees	Sub-Records	eReviews	Attachments
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Questions

Send an email to eplacehelp@opkansas.org or call 913-895-8456.

Application Sample

Burn Location	Next Section
*Burn Address	<input type="text"/> Burn Address is required.
*City	<input type="text"/> City is required.
<hr/>	
Burn Details	Previous Section Next Section
*Burn Start Date	<input type="text"/> Burn Start Date is required.
Burn Purpose	<input type="text"/>
*Materials to be burned	<input type="text"/> Materials to be burned is required.
Additional Information	<input type="text"/>
<hr/>	
Responsible Contact	Previous Section
*Responsible Individual	<input type="text"/> Responsible Individual is required.
*Daytime Phone	<input type="text"/> Daytime Phone is required.
*Email	<input type="text"/> Email is required.