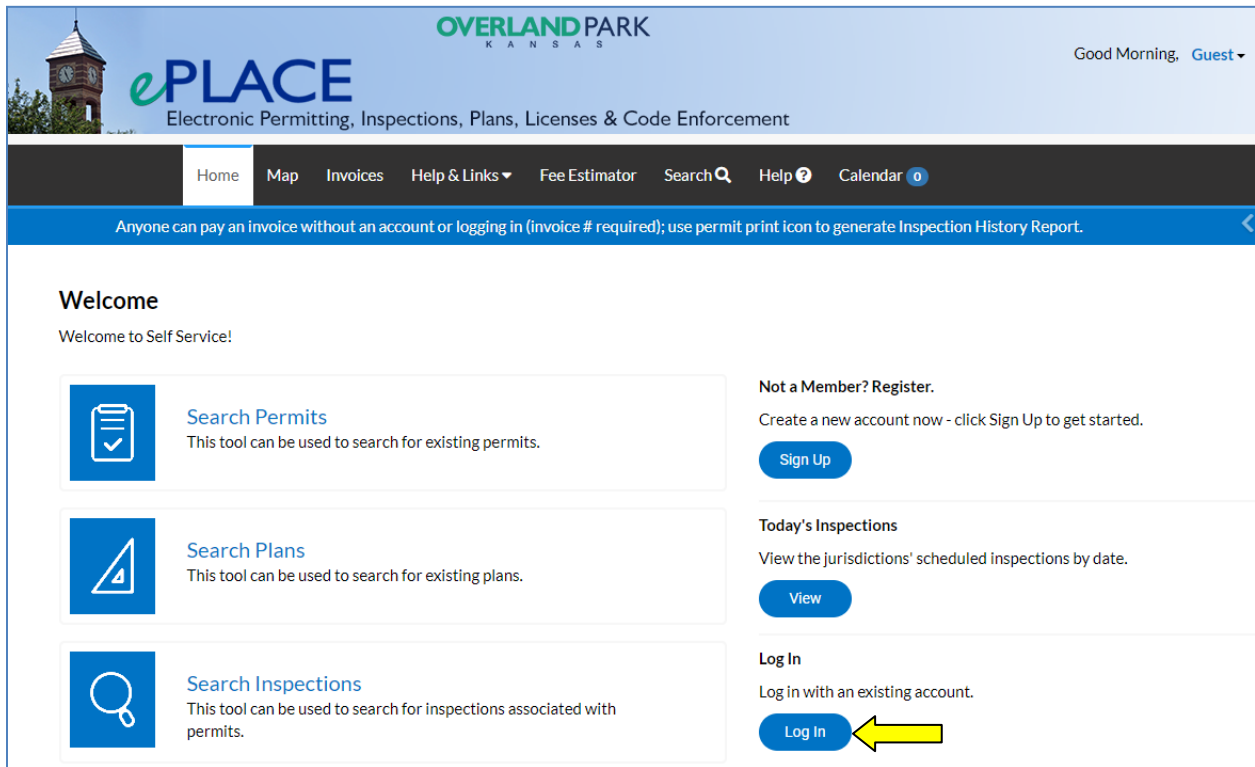
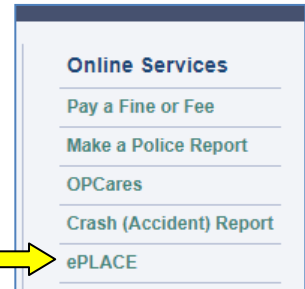


Requests & Code Cases via ePlace

ePlace is a website where residents and guests can follow their OPCares requests as well as code cases that may have resulted from a request submitted online or from a phone call.

Access ePlace

1. **City Website:** The ePlace link can be found at the bottom on every page of the city's website www.opkansas.org under **Online Services**.
2. **Web Browser:** Access ePlace from any web browser or mobile device: <https://energov.opkansas.org/CSS/SelfService/SelfService#/home>

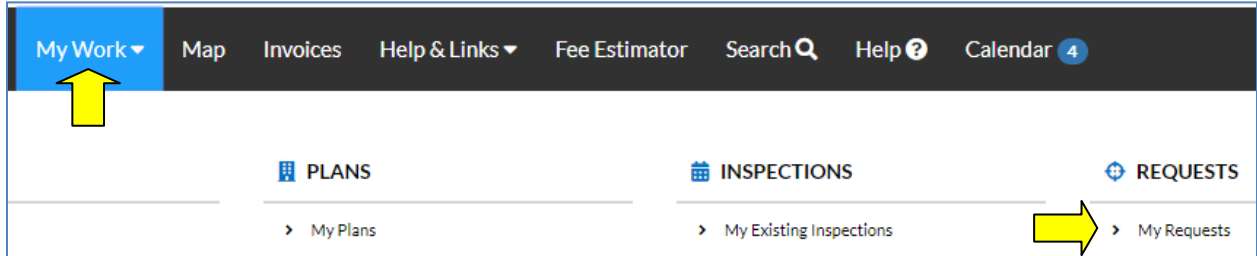


Find/Follow Request Progress

After submitting your request through OPCares (and you included your email address), you will receive an email notifying you that your request has been received and was issued a new ePlace request number that can be accessed via ePlace.

1. **Log in to ePlace:** Sign in to your ePlace account using the **Log In** button to enter your credentials.

- a. If you do not have an ePlace account, please see the “Create ePlace Account” instructions found under the **Help & Links** tab.
2. Select **My Work**
3. Select **My Requests**



My Requests will list all of your requests submitted as well as the status of each request.

4. Click on the blue request number to open the request details.

Request Number	Address	Request Type	Status
RQCD-000063-2018	[Redacted] Overland Park, KS [Redacted]	Code/Property	Code Case Created
RQCD-000076-2017	8500 ANTIOCH RD Overland Park, KS 66212	Code/Property	Active

Request Details

If a violation has been validated from the request, a code case will be created and can be found under the **Code Cases** tab.

Click on the blue **code case number** to open the case details.

Request Number: RQCD-000063-2018

[Request Details](#) | [Tab Elements](#) | [Main Menu](#)

Request Type:	Code/Property	District:	City of Overland Park	Date Entered:	01/12/2018
Status:	Code Case Created	Project Name:		Deadline Date:	01/18/2018
Request Source:	Online	Assigned To:	[Redacted]	Completed Date:	01/25/2018
Description:	Trash cans improperly stored within view of street and neighbors				

Locations | **Code Cases** | Attachments | Contacts | More Info

[Code Cases](#) | [Next Tab](#) | [Request Details](#) | [Main Menu](#)

Code Cases Sort Code Case Nur

Code Case Number	Code Case Type	Status
PROP-CD2018-00177	Property Maintenance	Closed - Resolved

Code Case Details

Click on the **Inspections** tab to see any inspections performed, etc.

Code Case Number: PROP-CD2018-00177

[Code Case Details](#) | [Tab Elements](#) | [Main Menu](#)

Code Case Type: Property Maintenance Opened: 01/23/2018 Closed: 02/14/2018
Status: Closed - Resolved Project Name: District: City of Overland Park
Assigned To:
Description: Trash cans improperly stored within view of street and neighbors

[Locations](#) [Fees](#) **[Inspections](#)** [Attachments](#) [Contacts](#) [Holds](#) [More Info](#) [Violations](#)

[Existing Inspections](#) | [Request Inspections](#) | [Next Tab](#) | [Code Case Details](#) | [Main Menu](#)

Existing Inspections Sort: Description ▼

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
I-CSCD-002502-2018	Property Code Follow-Up Inspection	Passed	01/25/2018	02/15/2018	<input type="text"/>	

Click on **Violations** tab to see the violations found.

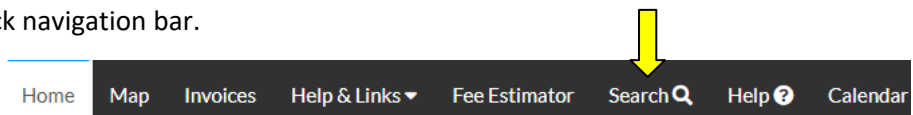
Violations Sort: Code

Code	Description	Status	Priority	Citation Issue Date	Compliance Date	Resolved Date
Outdoor Storage - View	Outdoor Storage - View	Resolved	Medium	01/25/2018	02/15/2018	
Trash Can Storage-Screening Required	Trash Can Storage-Screening Required	Resolved	Medium	01/25/2018	02/15/2018	

Without an ePlace Account

Finding Your Request or Code Case

Select **Search** from the black navigation bar.



Search by:

1. **Request or Code Number:** Enter Request/Code number and select Search
2. **Address:** Enter street address (do not include street type (st., ave., ter.))

NOTE: Search by minimum entries for best results.

Overall Search

If you know the request number or code case number, enter the number and click Search .

Search for Exact Match

Request Search

Search

Request Number

Address

Type

Status

Date Entered

Deadline Date

Completion Date

Code Case Search

Search

Code Case Number

Status

Address

Opened Date

Closed Date

Questions

If you have questions or need assistance, send an email to eplacehelp@opkansas.org.