Obtaining an Electric Service Permit at the Time of Construction

The contractor is no longer required to apply for an Electric Service Permit (Commercial Building Permit Application) from the City of Overland Park Planning and Development Services Department.

Requesting Power at the Time of Construction

Once the controller is installed and ready for power, the inspector inspects the installation, including proper grounding and fills out a "Evergy / KCP&L Service Request". See link to document.

The inspector is required to list the following information on the form:
- The date
- Electrical service address
- Contractor's name
- Number of Amps
- Inspector contact information at the bottom

The inspector will complete the form and email it to all the people that are listed on the form. Edit it and add your own signature, title, etc. and change the date as needed. The contacts for Evergy / KCP&L are:

Rebecca Galati (816) 556-2979 rebecca.galati@kcpl.com
Kyle Whittecar (913) 681-7328 kyle.whittecar@kcpl.com
Denise Fanning (913) 894-3034 denise.fanning@kcpl.com
jococorres@kcpl.com
sthland@kcpl.com
After Hours # (816) 471-5275

To send the form, copy all of the email addresses listed, then in the Google document, go to FILE, EMAIL AS ATTACHMENT. Paste the email addresses into the TO box, change the SUBJECT line to: Evergy / KCP&L Clearances and the date, in the body of the MESSAGE just write, "Please add with today's clearances", and click to SEND A COPY TO MYSELF.

Please allow at least two weeks for power. Therefore, the inspector will have to inspect the cabinet, complete the Evergy / KCP&L Service Request and email it to all parties at least two weeks in advance of the date you desire to have a turn-on.

Rebecca Galati still wants the inspector to contact her after the form is emailed. The telephone call from the inspector will give her a "heads up" to look for the email notice. But the email notice is still the tangible document she wants for her records.

Save this in your project directory to maintain a permanent record of it.