



Date _____
Tracking Number _____

COMMERCIAL STR (CSTR) REQUIRED PLANS (CCNO 26-617(C)(5))

INSTRUCTIONS

For detailed information, required reading, sample documents, and fillable forms relating to Short Term Rentals, please visit nola.gov/str. This application and all required attachments may be handwritten and submitted in person at the OneStop Shop on the 7th floor of City Hall. Applications can also be filled out and filed electronically with all required attachments at onestopapp.nola.gov. Instructions, FAQ, and troubleshooting tips for the onestopapp.nola.gov webpage are available at <https://nola.gov/onestop/help-with-the-one-stop-app/>. For technical issues with the onestopapp.nola.gov webpage, please contact onestopapp@nola.gov. Contact the Short Term Rental Administration by email at str@nola.gov or by phone at **504-658-7144**.

The plans listed below are required submittals for all Commercial Short Term Rental (CSTR) permits under CCNO 26-617(C)(5). Applicants may use their own forms in lieu of this document.

REQUIRED PLANS

NOISE ABATEMENT PLAN

Please describe in detail your plans to contain noise to the STR Unit and to prevent disturbances to neighbors.

SECURITY AND OPERATION PLAN

Please describe in detail your plans to ensure the security of STR guests, their invitees, and neighbors of the STR Unit.

SANITATION PLAN

Please describe in detail your plans to ensure that the property is kept in a sanitary fashion and that all garbage and recyclables are collected in accordance with New Orleans City Code.

ACKNOWLEDGEMENTS:

I certify that all information contained in this document, and any attachments hereto, is true and correct to the best of my knowledge. I understand that the City of New Orleans is authorized to suspend or revoke a permit or license issued under the provisions of its Municipal Code wherever a permit or license is issued in error or on the basis of incorrect, inaccurate, or any false statement or misrepresentation, or in violation of any ordinance or regulation. I understand that failure to adhere to these plans may constitute a violation of my permit under CCNO Sec. 26-618(B)(13). I also understand that it is my obligation to update these plans with the Department of Safety and Permits anytime any changes to the plans occur, and that failure to update the plans is not a defense against violation charges related thereto.

Applicant Signature: _____ Date: _____