

## Retention Application Fee Policy

Effective May 15, 2017, as per ordinance # 027368 MCS, the New Orleans and Central Business District Historic District Landmarks Commissions will require a non-refundable application fee for all requests to appear before the Commissions to request retention of violations that were performed in deviation of, or without a Certificate of Appropriateness. This fee is required regardless of the final disposition of the Commission regarding the proposed retention. The application fees are as follows:

\$250 to apply for retention of work performed in **deviation** of the Certificate of Appropriateness

\$500 to apply for retention of work performed **without** a Certificate of Appropriateness.

Retention applications will not be heard by the Commission if the Application Fee has not been paid. Applicants may pay the Application Fee at the One Stop Shop with Check or Credit card, or by credit card online at [onestopapp.nola.gov](http://onestopapp.nola.gov). Applicants electing to pay using a check via mail should note that checks must be received by the application deadline. All meeting dates and deadlines can be found on our website at [www.nola.gov/HDLC](http://www.nola.gov/HDLC). All checks shall be made payable to the City of New Orleans and mailed to the following address: HDLC Retention Fee Administrator, City Hall, 1300 Perdido Street, 7<sup>th</sup> Floor, New Orleans, LA 70112.