

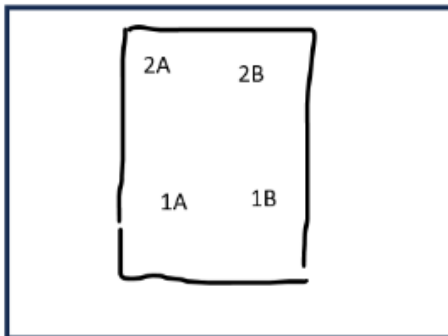
## How to Create a Site Plan for your Application with the City of New Orleans Healthy Homes Program

- All rental properties registered with the City of New Orleans Healthy Homes program are required to include a site plan.
- There are many acceptable forms of a site plan. Applicants can attach site plans that are hand drawn, a screenshot/snip of an image from the Orleans Parish Assessor website, or existing site plan documents (larger properties such as complexes, are likely to have an existing site plan).
- Be sure to label buildings if your rental property has more than one building.

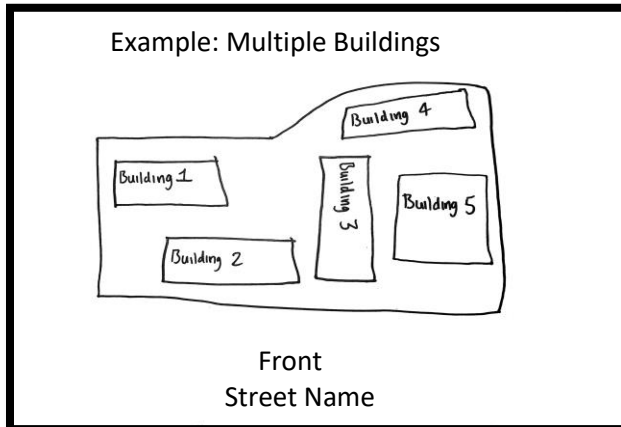
### 1.) Drawing a Site Plan

- Drawings should be simple and straightforward; images are to be clear. See the examples below.





Example: 1 building



Example: Multiple Buildings



### 2.) Screenshot/Snip a Site Plan

- Navigate to <https://nolaassessor.com/property-search/> on your web browser> Read & Accept the Disclaimer> Locate your property using the Search by Location Address Tool> Click Parcel Map. You now have access to your site plan.
- If you are a Windows  User: Press the Windows  Key + the Print Sc Key. The screenshot will be saved to your photos.
- If you are an Apple  User: Press and Hold the Shift Key + Command + 3. The screenshot will be saved to your photos. See the example below.
- You can also search for a snipping tool in Windows 



**For questions contact Healthy Homes at 504 658-7133 or  
 email: [healthyhomes@nola.gov](mailto:healthyhomes@nola.gov)**

