

Design Guidelines

For

Church-Cherokee Streets Historic District Marietta, Georgia

Revised March 1, 2016

Approved and adopted by the Marietta Historic Preservation Commission on 2/29/2016

Approved and adopted by the Marietta City Council on 3/9/2016

1.0 Table of Contents

1.0 Table of Contents	2
2.0 Introduction	4
3.0 Historic Overview	5
3.1. Marietta History.....	6
3.1.1. Pre-Contact Through the Civil War	
3.1.2. Reconstruction and the Late 19 th Century	
3.1.3. The Twentieth Century	
3.1.4. Historic Streetscapes	
3.2. Church Cherokee Historic District Boundaries.....	13
3.3. History of the Church Cherokee Historic District.....	14
4.0 The Value of Preservation	15
4.1. The Benefits of Historic Preservation.....	16
4.1.1. Livability and Quality of Life	
4.1.2. Environmental Benefits	
4.1.3. Economic Benefits	
4.2. The Rehabilitation Treatment Approach.....	18
4.3. Tax Incentives for Historic Preservation.....	19
5.0 Marietta Historic Preservation Commission	20
5.1. General Information About the Commission.....	21
5.1.1. Intent of Guidelines	
5.1.2. Commission’s Role and Duties	
5.1.3. Member Composition	
5.1.4. Meeting Regulations	
5.1.5. The Design Review Process	
5.2. Obtaining a Certificate of Appropriateness.....	24
6.0 Historic District Character: House Types and Styles	26
6.1. Residential Building <i>Types</i> and Defining Characteristics.....	27
6.2. Residential Building <i>Styles</i> and Characteristics.....	31
7.0 Design Guidelines: Rehabilitation of Existing Structures	36
7.1. Appurtenances	38
7.2. Design Elements.....	39
7.3. Doors.....	41
7.4. Driveways.....	43
7.5. Entrance Walks.....	45
7.6. Fencing.....	47
7.7. Foundations	48
7.8. Ornamental Planting.....	50
7.9. Outdoor Lighting.....	52
7.10. Porches	53
7.11. Retaining Walls.....	55
7.12. Roofs.....	56
7.13. Siding	58

7.14. Sidewalks.....	60
7.15. Windows.....	61
8.0 Design Guidelines: Additions.....	64
8.1. Design Elements.....	66
8.2. Doors.....	67
8.3. Fenestration.....	68
8.4. Foundations.....	69
8.5. Massing and Scale.....	70
8.6. Materials (Includes Roofing and Siding).....	72
8.7. Outdoor Lighting.....	73
8.8. Porches.....	74
8.9. Setback.....	75
9.0 Design Guidelines: New Construction.....	76
9.1. Design Elements.....	78
9.2. Doors.....	79
9.3. Driveways.....	80
9.4. Entrance Walks.....	82
9.5. Fencing.....	83
9.6. Fenestration.....	84
9.7. Foundations.....	85
9.8. Massing and Scale.....	86
9.9. Materials (Includes Roofing and Siding).....	88
9.10. Orientation.....	89
9.11. Ornamental Planting.....	90
9.12. Outdoor Lighting.....	91
9.13. Porches.....	92
9.14. Retaining Walls.....	93
9.15. Setback.....	94
9.16. Sidewalks/Planting Strip.....	95
10.0 Guidelines for Demolition: Existing Structures.....	96
10.1. Demolition Permit and Procedures.....	97
10.2. Moving a Historic Structure.....	99
10.3. Demolition by Neglect.....	100
11.0 Appendices.....	101
11.1. Architectural Glossary.....	102
11.2. Bibliography	107
11.3. Marietta Historic Preservation Ordinance.....	111
11.4. U.S. Secretary of the Interior’s Standards for Rehabilitation.....	111

2.0 Introduction

Since its founding in the 1830s, the City of Marietta has held a prominent position among northwest Georgia towns and communities, and its long and prosperous history is reflected in the evolution of its historic neighborhoods. The Church-Cherokee Streets Historic District possesses irreplaceable character and conveys a unique sense of place that makes it invaluable to the City of Marietta.

Formal recognition of Marietta's unique places began with the establishment of Kennesaw Mountain National Battlefield in the 1940s. In the decades after World War II, many historic structures throughout the nation were destroyed as a result of modern concerns such as the interstate highway system, dramatic population growth, and the treatment of neglected areas of urban built environments. Subsequent alarm caused by the loss of these unique places led to Federal preservation legislation, the National Historic Preservation Act of 1966. The legislation created the National Register of Historic Places to identify and record significant historical places, and it created State Historic Preservation Offices to coordinate and support regional and local preservation efforts.

The Kennesaw Mountain National Battlefield Park and Marietta's National Cemetery were listed in the National Register in 1966. The Northwest Marietta Historic District, including much of the present Kennesaw Avenue District, was added to the National Register in 1975. Other Marietta Historic Districts on the National Register include the Marietta Square Historic District (1977), Church Street-Cherokee Street Historic District (1985), Washington Avenue Historic District (1989), and Whitlock Avenue Historic District (1989). There are also several individual Marietta properties listed on the National Register, including the Brumby-Little House (1977), the Cheney-Newcomer House (1979), the Braswell-Carnes House (1984), the Frobels-Knight-Borders House (1995), Power's Cabin (2001), Brumby Hall (2012), and the Root House Museum and Garden (2014). Listing in the National Register of Historic Places, however, does not guarantee the protection of historic properties. The most effective guardianship of these places is sustained through local designation of historic places and the drafting of ordinances for their protection and maintenance. In 2005, to help Marietta better protect its historic resources, the Marietta City Council passed a Historic Preservation Ordinance and appointed a seven member Historic Preservation Commission to guide preservation efforts.

The philosophical basis for this document is derived from the Secretary of the Interior's Standards for Rehabilitation. The goal of this document is to aid residents, homeowners, developers, and members of the Historic Preservation Commission in making effective decisions regarding the rehabilitation of any historic houses and outbuildings, and the creation of compatible new structures, within historic areas. These guidelines are written with the purpose of the City's Historic Preservation Ordinance in mind – *“to protect and enhance the historical and aesthetic attraction to tourists and visitors and thereby promote and stimulate business, and to provide for the protection, enhancement, perpetuation, and use of places, districts, sites, buildings, structures, and works of art having a special historic, architectural, cultural, or aesthetic interest or value, and to provide reasonable flexibility for property owners to improve and maintain their properties below certain thresholds, and for special circumstances.”*

Historic Overview

3.1. Marietta History

3.1.1. Pre-Contact Through the Civil War

3.1.2. Reconstruction and the Late Nineteenth Century

3.1.3. The Twentieth Century

3.1.4. Historic Streetscapes

3.2. Church-Cherokee Streets Historic District Boundaries

3.3. History of the Church-Cherokee Streets Historic District

3.0 Historic Overview

3.1 Marietta History

3.1.1 Pre-Contact Through the Civil War

The area now known as Marietta, Georgia, existed during historic times as part of a boundary region between the Muscogee (Creek) Confederacy and the Cherokee Nation, dividing what is now Cobb County approximately in half between the two peoples. Prior to European colonization, the region was also the home to indigenous people of the PaleoIndian, Archaic, Woodland and Mississippian cultures. In the 1830s, Cherokee communities in the area included Buffalo Fish Town, Kennesaw Town and Sweet Water Town, as well as a number of smaller settlements. It is possible that a Mississippian town in the area, Canasagua/Gansagi, was visited by Hernando de Soto. The English corruption of the indigenous name is Kennesaw.

In 1831, the State of Georgia claimed all Cherokee lands in Georgia as Cherokee County. This action helped to lay the groundwork for the Trail of Tears, the forced removal of southeastern Native American Indian tribes, including the Cherokee people, from their remaining homelands.



Cherokee Territory, 1822, Georgia.



Surviving Cherokee Trail Tree, Kennesaw Avenue Historic District.



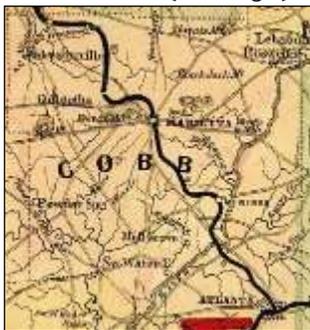
Georgia Map, 1839, showing Marietta in the middle of the Gold Region. Atlanta did not exist. The curved line indicates the proposed rail line, connecting New Echota with Decatur, bypassing Marietta.

Marietta History

Part of Cherokee County was incorporated to form Cobb County on December 2, 1832. Cobb County was named for Judge Thomas W. Cobb; the City of Marietta may have been named for his wife. Marietta was designated as the seat of government for Cobb County on December 19, 1834. Like many towns of the era, railroads contributed to the growth of Marietta. In 1845, the Western & Atlantic Line built a station in Marietta, altering its earlier proposed route, as shown on page seven. Easy access, created by the railroads, and the appeal of its natural springs as a vacation destination encouraged Marietta's growth. As a result, the town boasted a pre-Civil War population of approximately 2,500 persons. The 1860 Federal Slave Schedule listed 1,133 slaves within the Marietta District.

The Civil War brought many local challenges. Georgia seceded from the Union in January, 1861. By April, 1862, Marietta citizens experienced war firsthand when Union spies, dressed as civilians, spent the night at the Kennesaw House and commandeered the *General*, a Confederate locomotive, the next day. The mission, known as the Andrews Raid, failed. The Federals were captured before they could burn essential railroad bridges linking Georgia and Tennessee. On July 4th, 1864, following the Battle of Kennesaw Mountain, the Union Army, under Major General Sherman, occupied Marietta. After 7 months, the Union Army marched south toward Atlanta, leaving a trail of destruction. The Western & Atlantic Railroad tracks were destroyed, and more than 100 structures were burned, including the courthouse, mills, tanneries and many homes.

One antebellum plantation in Marietta, known today as *Ivy Grove*, is found in the Church-Cherokee Historic District. The house was built ca. 1843, but it burned in 1925 and was rebuilt on its original foundation. Several more antebellum structures, *Oakton* (ca. 1838), the Gignilliat-Griffin-Gilbert house (1840), the Archibald Howell House (ca. 1848), *Tranquilla* (ca. 1849), and *Fair Oaks* (ca. 1852) are found in the Kennesaw Avenue Historic District.



Marietta, Georgia, 1864, a transportation hub.



Marietta Square and burned courthouse, after Sherman's occupation.



"GENERAL SHERMAN'S ADVANCE - PUBLIC SQUARE"
(Marietta, Georgia), published in *Harper's Weekly*, August 6, 1864.

Marietta History

3.1.2 Reconstruction and the Late Nineteenth Century

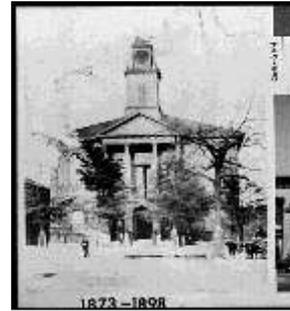
In the post-bellum era, Marietta regained its status as a resort town. Industry was essential for economic recovery in Marietta. Mills, tanneries, sash and blind companies, carriage and wagon factories were built. *The Marietta Journal* was established in 1866. The Marietta Barrel Factory was established in 1867 by James R. Brumby who, with one African-American employee, made flour barrels by hand. By 1878, the factory had grown substantially and was known for its famous chairs. Electrical service was established in Marietta in 1889. The American Marble Company was purchased in 1891 by Marietta businessmen and other investors who owned the Georgia Marble Company in Tate, Georgia. It was renamed the Kennesaw Marble Company. The corporation is known today as Polycor, Inc. New railroads were built to connect with the Western & Atlantic Line. The Marietta and North Georgia Line was fully completed in 1891 and was later known as the little Louisville & Nashville railroad. The Glover Machine Works, incorporated in 1892, produced a variety of finished products needed for construction work.



Business on the Square, 1890s.



McNeel Marble Company, 1892. Note integrated workforce.



Courthouse on the Square, late 1800s. Note original tower.



Elmwood Hotel, 1889, South Park Square.



Harwood Seminary (Archibald Howell house), 1887-92.



Cotton farmers, including African Americans, in Marietta's Square, 1890.

Marietta History

3.1.3 The Twentieth Century

Marietta's population continued to grow slowly, with approximately 4,500 residents by the turn of the century. The Atlanta Interurban Railway, a trolley service, initiated daily transport to Atlanta, carrying both passengers and freight. Atlanta Street was paved with bricks in 1917. The city Square continued its role as a center of civic and public activity. Many businesses that first opened during the nineteenth century continued to thrive.

In 1943, Marietta came to the aid of the nation with the opening of Rickenbacker Air Field, now known as Dobbins Air Reserve Base. During World War II, the Bell Aircraft Corporation operated at the site, manufacturing B-29 *Superfortresses*, and providing employment for many residents, both black and white. The base, now home to Lockheed Martin, continues to provide economic stability for Marietta and the region since it reopened in 1951. Employees at the Marietta plant live in 49 Georgia counties and at least 3 adjoining states. Economic growth and interstate highway development were catalysts for local road construction. Many historic buildings were demolished to make room for Interstate 75 and its local connector. However, improved accessibility to the highway increased commerce.



First automobile, 1902-03, Marietta Square.



Brumby delivery truck, 1928.



The Strand Theatre, 1964.



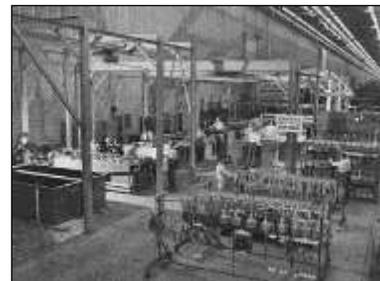
Members of the U.S. Air Force marching in front of the Old Courthouse, Marietta Square, 1950s.



B-29s in production, World War II, inside the B-1 building, where over 660 B-29s were produced in Marietta before V-J Day.



Dance hall, barber shop and soda parlor, Marietta Square, owner and proprietor, Andrew Rogers, African American, 1910.



"Black and white men working together," Bell Aircraft, WWII

Marietta History

Marietta's citizens made early attempts to encourage economic development, while conserving their historic past, with mixed results. Seeking a delicate balance between growth and preservation of its historically important past creates ongoing challenges for the people of Marietta.

Since 1980, the city has nearly doubled in size and is one of metro Atlanta's largest suburbs. The 2010 Census reports over 56,000 residents. Nearly half of them are of Hispanic/Latino or African-American descent. Marietta remains a growing and vibrant community that is well-connected to its past. Local tourist attractions include the Marietta Museum of History, Root House Museum and Garden, Marietta Fire Museum, and Gone With the Wind Museum. Marietta hosts several annual festivals on its antebellum square, including *Taste of Marietta* in April and *Art in the Park* in August-September.



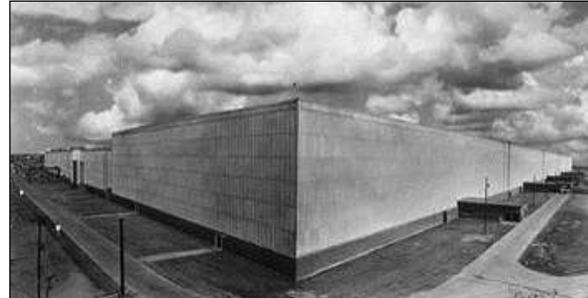
Progress, August, 1956, Kiwanis Club initiates 4-lane highway project.



Early historic preservation efforts, 1956, ceremony at covered bridge over Nickajack Creek, destroyed by a fire in 1964.



Dr. Reynolds' house, demolished in 1959 for a roadway project.



Bell Aircraft B-1 Building, the largest building in the world during World War II.



Kennesaw House, 1930s, antebellum cotton warehouse and hotel, now the Marietta Museum of History



The Henry house, home of a middle class African American family in the Louisville area of Marietta, demolished.

Marietta History

3.1.4 Historic Streetscapes

Like many towns of similar plan, Marietta's civic and business activities focused on its downtown area surrounding the Square. This pattern predates the Civil War. Away from the hustle and bustle of the square, Marietta residents historically maintained an almost rural appearance in their streetscapes, as evidenced by the photos shown below. In the city center, and in residential areas, trees formed an important part of the character of the streetscape.



Marietta Square, August, 1912.



Kennesaw Avenue, 1890.



Trolley car on Marietta's Square, last run, 1946.



Streetcar on Marietta's unpaved Square, early 1900s, with horse-drawn taxis.



Kennesaw Avenue, 1900.



Aerial photo, 1935, Kennesaw Avenue Historic District.

Marietta History

Photographs below, from the Church-Cherokee Streets Historic District, offer a glimpse of the built environment and historic streetscapes experienced by residents during Marietta's ongoing economic recovery following the end of the Civil War, and in the early years of the twentieth century.



A BIRTH OF
SOUTH SIDE
LIKE A tale told
in a setting of
historic grand
gold the home of
John A. Brumby
1877 Cherokee
street, is a fine
among those per-
fecting here.

ATLANTA CONSTITUTION JUNE 13, 1926

419 Cherokee Street, 1926



Woodcut courtesy of Douglas Day

331 Church Street, ca. 1895



Image courtesy of Steve McNeil

Ivy Grove, ca. 1914



Alice McClellan Birney house, at its original location on Church Street, later moved to the Kennesaw Avenue Historic District.

3.2 Church-Cherokee Streets Historic District Boundaries



The District contains about 124 properties

3.3 History of the Church-Cherokee Streets Historic District

The Church-Cherokee Streets Historic District is located just to the north of Marietta's historic Square, running from the 120 loop to the vicinity of Wellstar Kennestone Hospital. The district was listed in the National Register of Historic Places in 1985. The National Register District includes not only Church and Cherokee Streets, but also Campbell Hill Street to the west and parts of Seminole and Freyer Drives to the east.

In the 1830s Marietta was selected as the home base of the newly formed Western & Atlantic Railroad. By 1845, this railroad operated between Atlanta and Adairsville, with service to Chattanooga five years later. This increase in rail capacity led to an economic boom in Marietta, and its success was evident on Church and Cherokee Streets.

Ivy Grove, located on Cherokee Street, was a thousand-acre plantation with a house built ca. 1845 by Edward Denmead, one of Marietta's early businessmen. Denmead made his fortune supplying wood products for the railroad's bridges and crossties, opened the first bank in Cobb County, and later founded the Kennesaw Mills at the railroad near the Square.



Ivy Grove, ca 1889

After the Civil War and Reconstruction, industry fueled growth in Marietta's population, commercial buildings, and residences. The Brumby Chair Company factory was located on lower Church Street, and several houses built for factory managers are nearby. The Marietta Knitting Company, Glover Machine Shop, and McNeel Marble Company were early employers, and the Bell Aircraft Corporation (now Lockheed-Martin) became a driver of growth in the 1940s.

In the late 19th century houses began to be built along Cherokee and Church Streets, including the Montgomery House (ca. 1876) and dwellings at current 392 Cherokee (1883), 347 Cherokee (1885) and 367 Cherokee (1887). The Wiggins-Morris House at 343 Church was built in 1895, and the magnificent Greek Revival house of Robert McNeel was built at 331 Church Street in 1905.

Lots continued to be subdivided from the major estates on Cherokee Street and Kennesaw Avenue after 1900, and many existing houses were built in the 1910s and 1920s.

Today the Church-Cherokee Historic district is essentially completely residential, although a small amount of commercial infringement has occurred at the 120 Loop and at the north boundary from growth by the Wellstar Kennestone Hospital campus and related support enterprises. The historic residences remain in good condition, and expansion of many smaller houses has taken place in recent years. Several tear downs and replacements have occurred on Church Street since 2000.

The Value of Preservation

4.1. The Benefits of Historic Preservation

4.1.1. Livability and Quality of Life

4.1.2. Environmental Benefits

4.1.3. Economic Benefits

4.2. The Rehabilitation Treatment Approach

4.3 Tax Incentives for Historic Preservation

4.0 The Value of Preservation

4.1 The Benefits of Historic Preservation

In its most basic terms, historic preservation means saving something that is viewed as containing value, for example, an older building, neighborhood, or landscape. Collectively, these “valued objects” are called cultural resources and can include resources that are significant in American history, architecture, archaeology or culture. Cultural resources are tangible expressions of people who lived in their own times, cultures and environments. Representations of past eras and periods of development are important as part of our cultural identity. They help us better understand ourselves as individuals, as communities and as a nation by reflecting the tastes, values and concerns of people in a given time. Therefore, the retention and preservation of structures that represent these cultural resources not only help us uphold the quality of our communities, they help us understand our past. However, these remnants of our collective heritage are fragile, irreplaceable and non-renewable. Historic preservation is the way we recognize, manage and preserve our cultural resources for the benefit of present and future generations, so that future change can take place without unnecessary loss of the physical and historical framework of our communities.

As Marietta developed, each generation left its physical imprint on the community. Architectural styles, building types, street patterns, and the distinctive character of old, historic neighborhoods became more valued as they survived subsequent generations of development. The framework of guidelines established by a local ordinance, developed to protect historic resources, represents the community’s recognition of the importance of the architectural, historical and cultural treasures found in these neighborhoods and the benefits of their preservation. Community efforts to establish protective measures also reflect their commitment to preserve these characteristics as neighborhoods change. They provide a framework for future public decision-making in light of inevitable land use pressures brought by future development.

4.1.1 Livability and Quality of Life:

At its core, historic preservation seeks to strengthen the framework of communities and reduce sprawl. The inclusion of cultural resources in plans to revitalize a neighborhood provides a focus and a vehicle for sustainable change and development objectives. The principles of historic preservation are rooted in history, culture, stewardship of the built environment, conservation of open space and the maintenance of a sense of place for each community. The underlying premise for design guidelines, which will assist in protecting Marietta’s cultural resources, is the recognition that these resources are valuable assets for the entire community. Communities that promote historic preservation are conscious of neighborhood livability and quality of life and take into consideration the negative impact on the environment brought about by urban sprawl. Individual homes enrich the community’s experiences of both the townscape and landscape, while the collective value of a historic district creates a sense of destination: a focal point to which people can relate and with which they are familiar. When groups of older buildings form a historic district, they can create a street scene that is “pedestrian friendly”, which encourages community connectivity and interaction. The physical sense of neighborhood can reinforce desirable community social patterns and contribute to a sense of security. Decorative architectural features also foster a sense of identity that is unique to each historic neighborhood, an attribute that is rare and difficult to achieve in newer areas of a city.

The Benefits of Historic Preservation

The positive qualities and benefits of a community's cultural resources are many:

- They attract residents who would not be interested in a less distinctive building or neighborhood.
- They have the ability to enrich experience of the environment through their physical qualities and/or their historic community associations.
- Historic building rehabilitation is more labor intensive than new construction and requires greater specialization and higher skill levels from the craftsmen. As a result, more jobs are created and local business thrives.
- Historic buildings were often thoughtfully detailed and their finish materials, including fixtures, wood floors, and trim, were generally of high quality. Comparable materials and detailing are rarely available and therefore very expensive today.
- Heritage tourism provides sustainable economic benefits. It is often a community's historic properties that give it much of its personality and set it apart from other tourist destinations. More and more people are willing to travel to see authentic reminders of our nation's, states' and communities' histories and are drawn by a community's (or region's) historic character. These visitors typically stay longer and spend more during their visit than other tourists.

4.1.2 Environmental Benefits:

There are environmental benefits to repairing and "recycling" historic buildings rather than demolishing them and disposing of their materials. "Recycling" a building saves energy and reduces the need for the production of new construction materials. Rehabilitating a historic building sometimes can cost less than constructing a new one by preserving building elements that remain in good repair rather than replacing them. This encourages smaller and simpler solutions, which, in and of themselves, provide savings. In some instances, appropriate restoration procedures may cost more than less sensitive treatments. However, in such cases, property owners are compensated for this extra effort, to some extent, in the added value that a historic district designation provides. Special economic incentives are sometimes available to help offset potential added costs (See *Tax Incentives* Section, 5.3).

4.1.3 Economic Benefits:

There is a strong economic case for rehabilitating historic buildings that relates not only to the building itself but also to the wider community. Use of a city or town's existing historic building stock can support growth management policies by increasing the availability of centrally located housing. Reinvestment and upkeep of historic properties contributes to increased property values and tax revenues. Private investment in the rehabilitation of historic structures supports broader community revitalization and improvement goals and can serve as a stimulus for others to make investments in their properties. Since historic resources are finite and cannot be replaced, many buyers seek these precious commodities. Therefore, preservation adds value to private property. Many studies across the nation document that property values typically rise, or at least are stabilized, where local historic districts and design guidelines are established. In this sense, local designation of a historic district appears to help establish a climate for investment. Property owners believe their investments will not be undermined by inappropriate construction next door and that the time and money spent on improving their properties will be matched with similar efforts on surrounding lots. Therefore, historic rehabilitation encourages additional neighborhood investment and produces a high return for municipal dollars spent. Developmentally, a community benefits from having put in the effort to develop a well-defined plan for protecting historic community character while accommodating healthy growth.

4.2 The Rehabilitation Treatment Approach

When selecting the most appropriate “treatment approach” for a historic structure, several considerations should be taken into account, such as its historical significance, physical condition, proposed use and any mandatory code requirements. The *Secretary of Interior’s Standards for the Treatment of Historic Properties* apply common sense principles to aid in the protection of historic resources by promoting consistent and responsible preservation practices. Preservation projects may include a range of activities, such as maintenance of existing historic elements, repair of deteriorated materials, replacement of missing features and construction of new additions. Once an appropriate treatment approach is selected, the *Standards for Treatment* provide a philosophical framework for the effort. The four approaches are listed in order, starting with the *least intrusive*.

1. **Preservation:** This is the appropriate treatment approach when a property’s distinctive materials, features and spaces are mainly intact; the historic “fabric” has survived unchanged over time; and it can convey its historical significance without extensive replacement or new construction. Preservation is the preferred treatment when continued use does not require additions or extensive alterations, but instead calls for measures to sustain the existing form. The focus is on ongoing maintenance and repair and includes limited and sensitive upgrading. **Conservation**, sometimes referred to as “preservation plus,” is used when the physical condition of character-defining materials and features requires additional work. Often, this means keeping the structure as it is with existing materials and features, but recognizing the need to reinforce, stabilize and strengthen fragile areas while using *the least amount of intervention possible*.
2. **Rehabilitation**, the next level of intervention, is recommended when repair by stabilization, as well as reinforcement through conservation, is not enough due to extensive damage and deterioration of the historic element. In this situation, limited replacement-in-kind of deteriorated or missing parts or features is necessary with *the least amount of intervention possible*. **This is the level of intervention that these guidelines address, based on the Secretary of Interior’s Standards for Rehabilitation, because it is the most prevalent and common preservation treatment approach by homeowners.** It is the treatment used to characterize the *Standards for Rehabilitation*, which have been widely used over the years by historic districts and Historic Planning Commissions. They provide a model for owners, developers and local commissions (as well as other Federal agency managers) to assist in the long term preservation of a property through the preservation of historic materials and features. The *Standards for Treatment* recommend limited alteration of the historic character of a building while *retaining* historic materials wherever possible.

Rehabilitation begins with the identification of the significant architectural features that *define* a building’s historic character. Their retention is essential in order to *preserve* that character. The rehabilitation process succeeds by returning a property to a state that makes a contemporary use possible (through repair, alterations and additions), “while still preserving those portions or features of the property which are significant to its historical, architectural and cultural values.”
3. **Restoration** involves bringing a building back to a particular, and usually most significant, time in its history. It is the reproduction of the appearance of a building exactly as it looked at a particular moment in time. This often means removal of features from other periods and reconstruction of missing features to resemble, as closely as possible, how it once appeared using traditional or compatible substitute materials. Materials and features from the restoration period should be identified based on extensive research and thoroughly documented evidence.
4. **Reconstruction** occurs when depicting – by means of re-creation and new construction – the form, features and detailing of a structure that did not survive. The purpose is to replicate its appearance at a specific period of time and in its historic location. This approach is appropriate when no other property with the same history has survived and when sufficient historical documentation exists to be sure the reproduction is accurate.

4.3 Tax Incentives for Historic Preservation in Georgia

The Georgia Department of Natural Resources encourages historic preservation by offering tax incentives to both historic homes and income-producing structures. Buildings in the Church-Cherokee Streets Historic District may be eligible for these tax incentives. **Note: Approval of the project by the Marietta Historic Preservation Commission does not guarantee approval of the project by The Georgia Department of Natural Resources Historic Preservation Division or the National Park Service.**

How to Apply for or Obtain More Information About Tax Incentives

To apply or for more information on tax incentives, contact the Tax Incentives Coordinator at the Georgia Department of Natural Resources Historic Preservation Division or visit the website at <http://georgiashpo.org/incentives/tax>

Marietta Historic Preservation Commission

- 5.1. General Information About the Commission**
 - 5.1.1. Intent of Guidelines and How They Will Be Used**
 - 5.1.2. Commission's Role and Duties**
 - 5.1.3. Member Composition**
 - 5.1.4. Meeting Regulations**
 - 5.1.5. The Design Review Process**
- 5.2. Obtaining a Certificate of Appropriateness**

5.0 Marietta Historic Preservation Commission

The Georgia Historic Preservation Act of 1980 provides the enabling legislation for cities and counties to enact ordinances creating historic preservation commissions and designating historic structures and districts. Alteration, new construction, and demolition of designated properties may be regulated by local government. More than eighty Georgia communities have taken advantage of this act, including the City of Marietta. In 2005, Marietta's City Council passed a Historic Preservation Ordinance to protect and enhance the historical and aesthetic appeal of the city. The ordinance provides for "the protection, enhancement, perpetuation, and use of places, districts, sites, buildings, structures, and works of art having special historic, architectural, cultural, or aesthetic interest or value, and to provide reasonable flexibility for property owners to improve and maintain their properties below certain thresholds, and for special circumstances." The ordinance created the Marietta Historic Preservation Commission, allowed for the designation of historic properties and districts, and outlined the process for obtaining design approval for designated properties based on design guidelines.

5.1.1 Intent of Guidelines and How They Will Be Used

Design guidelines are developed to identify the character of historic neighborhoods and encourage rehabilitation, additions and new construction that are compatible with existing historic structures. Design guidelines should be used by property owners, occupants, developers, architects and the Marietta Historic Preservation Commission when considering any construction projects within the Church-Cherokee Streets Historic District. (All other applicable zoning regulations should also be reviewed before the formal design process begins.) The guidelines will outline recommendations for design projects and will highlight pitfalls to avoid. Ultimately, guidelines should make the task of planning a rehabilitation, addition or new construction project easier. By consulting the guidelines first, designers will ensure compliance with the goals of the Marietta Historic Preservation Commission. This should make costly design revisions unnecessary and will ensure timely approval of an application for a Certificate of Appropriateness.

Design Guidelines DO:

- Protect the historic character and integrity of a district
- Protect the rights and investments of property owners and residents in historic districts
- Ensure that changes to existing structures do not destroy the historic fabric of a building
- Ensure that additions and new construction are visual assets to the neighborhood
- Assist designers in making decisions that are sensitive to historic structures in a district
- Increase public awareness of the community's historic assets
- Ensure that future generations will enjoy the benefits of cohesive neighborhoods that respect their architectural heritage

Design Guidelines DO NOT:

- Prevent property owners from making changes to their property
- Prevent changes in use of the property
- Prevent growth and development in historic districts
- Prevent creative design solutions to construction projects in historic districts

Marietta Historic Preservation Commission

5.1.2 The Marietta Historic Preservation Commission's Role and Duties

The Marietta Historic Preservation Commission is authorized to recommend to the City Council specific “places, districts, sites, buildings, structures, or works of art to be designated by ordinance as historic properties or historic districts.” The commission is also charged with the responsibility of developing design guidelines for these designated historic resources. Based on the recommendations of these guidelines, the commission is responsible for reviewing applications for any material changes to a historic property or any structure, site or work of art within a historic district that can be seen from a street, sidewalk, or area of public gathering.

Ultimately, the commission is responsible for protecting, promoting and preserving Marietta's historic resources. By educating the public about the city's historical and cultural assets, it highlights opportunities for preservation. By advising the public about appropriate methods of rehabilitation, it makes completing historically sensitive construction projects easier. By advocating for policies and programs that encourage preservation, it creates awareness of the benefits of safeguarding the past.

The Marietta Historic Preservation Commission is responsible for initiating the process of local historic district designation. If such a designation was supported, the Marietta City Council would then consider adopting an ordinance officially designating the district. Designating such districts makes material changes to existing structures or any new construction within the district subject to design review. Thus, local historic districts offer protection to historic resources that the National Register of Historic Places cannot. The National Register serves primarily as an honorary designation. It does not prevent the demolition of historic structures within designated areas or require any conformity to design guidelines or preservation standards when property is rehabilitated.

The Marietta Historic Preservation Commission may designate a historic district only with the approval of sixty percent of the private property owners within that district. The commission will hold a public hearing on the designation and accompanying design guidelines to allow public comment. The City Council may then approve the designation as prepared, adopt it with any amendments it deems necessary, or reject the proposal. If the designation is adopted, the accompanying design guidelines may not be changed to be more restrictive without the consent of at least sixty percent of the private property owners within that district.

Marietta Historic Preservation Commission

5.1.3 Member Composition

The Marietta Historic Preservation Commission is composed of seven citizens, appointed by the City Council, who “have demonstrated a special interest, experience or education in history, architecture, or preservation.” Ideally, at least six of these individuals are professionals in the fields of history or architecture. Historic Preservation Commissioners serve for a period of three years. The Commission selects its own chairperson to preside at its meetings. Residents of each historic district that is created shall vote for and elect two representatives, each serving two year terms, as ex-officio voting members who may only participate in issues pertaining to the district they represent.

5.1.4 Meeting Regulations

The Marietta Historic Preservation Commission usually meets twelve times a year. Generally, these meetings are held on the Monday the week prior to the regularly scheduled City Council meeting. Additional meetings may be called at the request of the chairperson or the majority of the commission members.

5.1.5 The Design Review Process

A Certificate of Appropriateness is the document that provides approval for a proposal to make a material change that is visible from the public right-of-way, in the appearance of a designated historic property, or to a structure or site within a designated historic district that is visible from the public right-of-way. A Certificate of Appropriateness must be obtained from the Marietta Historic Preservation Commission before such material changes may be undertaken. Requiring a Certificate of Appropriateness prevents incompatible alterations, overwhelming additions, unnecessary demolitions and inappropriate new construction in historic neighborhoods.

A building permit is also required for all new construction and for alterations to existing construction. Building permits are issued by the Public Works Department after it reviews construction plans for compliance with the Standard Building Code, Georgia Fire Codes, and City of Marietta Construction Codes. Building permits will not be issued for construction projects within Marietta’s local historic districts without proof of a Certificate of Appropriateness.

5.2 Obtaining a Certificate of Appropriateness

A Certificate of Appropriateness is necessary for any of the following activities within a local historic district:

- The demolition of any historic structure
- Any new construction of a principal building or accessory building or structure
- Additions or changes to existing fences, steps, sidewalks, streets and paving, or construction of a new fence, steps, sidewalks, streets and paving, subject to view from a public street or walk
- Material change in appearance of the exterior of existing buildings by addition, reconstruction, alteration, or rehabilitation, subject to view from a public street or walk
- The painting of exterior unpainted surfaces subject to view from a public street or walk

A Certificate of Appropriateness is NOT necessary for the following activities:

- Interior alterations
- A change in the use of the structure
- The painting of existing surfaces where the surface was previously painted
- A change in color to a previously painted surface
- New roofs or caps on roofs which are not visible from public rights-of-way and which do not change the character of the roof
- Roof repair or replacement where the color is the same as the roof it replaced or grey or black or white
- The replacement of HVAC where such replacement is in the same location and of the same scale (or slightly larger to accommodate more energy efficient equipment) as that of the original equipment. Excluded from the exception in this paragraph are window units
- The replacement of gutters where the replacement is in the same location and of the same scale as that of the original equipment
- The replacement of awnings where the replacement is in the same location and of the same scale as that of the original equipment
- The replacement of historic windows (nonhistoric windows would be exempt) with like kind
- Any activity that does not require a building or demolition permit

*If the applicant is uncertain about whether a project requires a Certificate of Appropriateness, an application should be submitted to staff for review. Please contact the City of Marietta Division of Planning and Zoning for further information: City of Marietta, Development Services Department. P.O. Box 609, Marietta, Georgia, 30061-0609. Phone: 770-794-5669. Fax: 770-794-5655. Website: <http://www.mariettaga.gov/>.

Obtaining a Certificate of Appropriateness

How to obtain a Certificate of Appropriateness

To obtain a Certificate of Appropriateness, a property owner or occupant must submit an application and drawings, photographs, plans, or other sufficient documentation showing the proposed exterior changes or new construction in the historic district. Send all applicable material to: City of Marietta, Development Services Department, P.O. Box 609, Marietta, GA 30061-0609.

Applications for Certificates of Appropriateness will be heard at a hearing in which the property owner or occupant will have the opportunity to speak in front of the Historic Preservation Commission. The commission will approve the application and issue a Certificate of Appropriateness if “it finds that the proposed material change in appearance would not have a substantial adverse effect on the aesthetic, historical, architectural or cultural significance and value of the historic property or district.” The commission will consult the historic preservation design guidelines outlined in this document for direction in this process. The property owner or occupant is therefore encouraged to consult these guidelines before planning any rehabilitation, addition or new construction projects within Marietta’s local historic districts.

The Marietta Historic Preservation Commission may approve an application for a Certificate of Appropriateness outright, approve the application with conditions, or deny the application. Once a Certificate of Appropriateness is issued, the property owner or occupant must also obtain all other applicable permits, including a building permit. The work permitted by the Certificate of Appropriateness must begin within three years of its approval and must conform to the Certificate as issued.

If the application is for the demolition of a historic building, the Marietta Historic Preservation will make a recommendation to the Marietta City Council regarding whether the Certificate of Appropriateness should be approved. A Certificate of Appropriateness for the demolition of a historic structure shall only become final if approved by the Marietta City Council.

If an application for a Certificate of Appropriateness is denied, the commission may recommend changes to the application that would make the material changes being requested more appropriate to the neighborhood. The application may then be resubmitted. Any person adversely affected by any determination made by the Commission relative to the issuance or denial of a certificate of appropriateness has 30 days to appeal such determination to the City Council.

Historic District Character: House Types and Styles

- 6.1. Residential Building *Types* and Defining Characteristics**
- 6.2 Residential Building *Styles* and Defining Characteristics**

6.0 Historic District Character: House Types and Styles

In discussing character-defining elements of a structure, there are two areas of consideration, house **type** and house **style**. House type is the overall form, the outline or envelope of the main or original part of the house, as well as the general layout of interior rooms. The simplest way to understand residential house types is through the formula: **plan + height= type**. Plan refers to the general layout of the interior rooms and height means the number of stories. In some instances, other architectural traits determine house type. Additionally, roof form, the location of doors or chimneys, or the kind of porch may help determine type or subtype. Using the name of a house type rather than a lengthy description efficiently communicates a house's main characteristics. Moreover, knowing the house type may provide information on the approximate construction date of the building.

Two principal components of a building determine its architectural **style**: form and ornamentation. Form refers to the relationships between proportion, scale, height, depth, width, footprint outline and structural characteristics of a building. Ornamentation refers to decorative elements that are usually non-structural and have been applied to the exterior of the building. If a building displays all the elements of a particular architectural style, it may be called a *high-style* example. When a building incorporates only a few stylistic details of an architectural trend, it is said to have elements of a style and is labeled *vernacular*. In Georgia, high style examples are rare and are usually built by a trained architect. Vernacular styles with limited decorative elements are much more abundant throughout Georgia communities and represent the local interpretation of prevalent architectural trends. Architectural style is a relatively easy way to categorize buildings. Once the style of a building is determined, its age and rarity within a region can be assessed. Perhaps most importantly, architectural style can offer insights into the tastes and needs of the time and place in which it was built, providing an invaluable link to historical context.

6.1 Residential Building Types and Defining Characteristics

Church-Cherokee Streets Historic District Characteristics

Two-story house types in the Church-Cherokee Streets Historic District are the Georgian house and Queen Anne house. There are also a few examples of one-story house types such as bungalow, gabled ell cottage, Georgian cottage and pyramid cottage. When describing a house type, the word "cottage" refers to a one-story structure where a "house" means a two-story structure. Below is a detailed description of the common house types in the Church-Cherokee Streets Historic District.

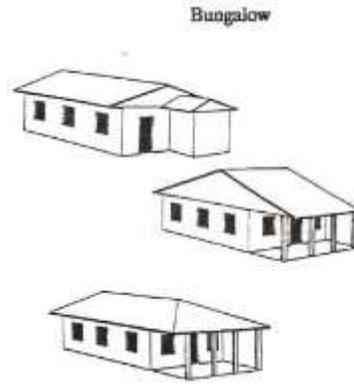
Residential Building Types and Defining Characteristics / Church Cherokee

Bungalow

A bungalow is often mislabeled as a house style. This house form is long and low with irregular floor plans within an overall rectangular shape. Porches are common in this type of house, as are low pitched roofs with wide overhanging eaves. The bungalow was most popular in Georgia between 1900 and 1930.



Bungalow



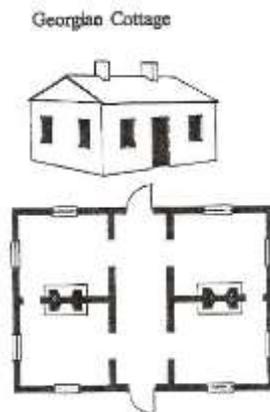
Front gable, side gable, and hipped roof bungalows

Georgian Cottage

A four-room symmetrical house with a central hall, usually hip-roofed with interior or end chimney, the Georgian Cottage was possibly the most enduring house type in Georgia. Houses of this type were built throughout Georgia's history well into the twentieth century, but the greatest concentration of this type was from the 1850s-1890s.



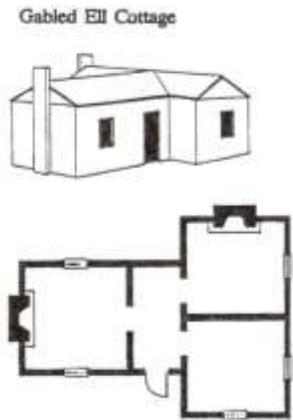
Georgian cottage



Residential Building Types and Defining Characteristics / Church Cherokee

Gabled Ell Cottage

The gabled ell cottage was most popular in Georgia from 1875-1915. The house plan is T- or L-shaped and usually, though not always, has a gabled roof. The gabled ell cottage consists of a gable-front projection at one end of a recessed wing that is parallel to the façade. The front door, located in the recessed wing, may lead into a hallway or directly into the room in the wing.



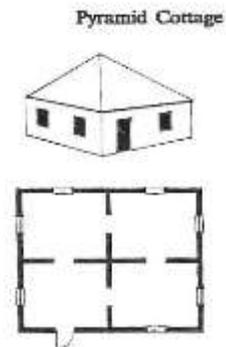
Gabled Ell cottage

Pyramid Cottage

The pyramid cottage is one of the simplest housing forms in early twentieth century Georgia. Most were built between 1910 and 1930. The form of a pyramid cottage consists of a square main mass, typically with four principal rooms and no hallway. The most distinguishing feature is the steeply-pitched pyramidal roof.



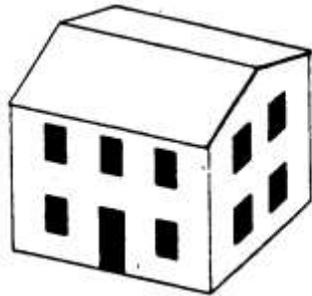
Pyramid cottage



Residential Building Types and Defining Characteristics / Church Cherokee

Georgian House

The Georgian house was popular in Georgia from the early nineteenth century into the twentieth century, with greatest periods of popularity being 1850-1860 and 1900-1930. The Georgian plan consists of a central hallway with two rooms on either side. The plan shape is square or nearly so; the roof is usually hipped but sometimes gabled; and chimneys are sometimes in the exterior walls but usually in the interior of the house between each pair of rooms.



Georgian house

Queen Anne House

The Queen Anne House type was popular in Georgia during the 1880s through the 1890s. It is characterized by a square main mass with projecting gables on the front and/or side and a dominant pyramidal roof. The rooms are arranged asymmetrically, and there is no central hallway. The roof is either pyramidal or hipped, and the chimneys are usually found in the interior of the house. The principal façade often has a number of bays, with a central entryway, and features such as wraparound porches and decorative woodwork.



Queen Anne house

6.2 Residential Architectural Styles and Characteristics

Church-Cherokee Streets Historic District

The residential structures in the Church-Cherokee Streets Historic District represent a number of architectural styles dating from the mid-nineteenth century through the mid-twentieth century that reflect different periods of Marietta's growth and development. As a historically affluent area, Church-Cherokee contains a large number of high style representations as well as many vernacular interpretations. High style houses usually sit on larger lots than those in the vernacular tradition, often with deep setbacks from the street. Vernacular houses have less lot space and are closer together. Following is a description of some of the most common architectural styles in the district.

Greek Revival (1840s-1860s)

Greek Revival developed out of renewed interest in antiquity influenced by new archeological discoveries of ancient Roman and Greek civilizations. Popular in the United States from around 1820-1865, Greek Revival appeared throughout Georgia from the 1840s to the 1860s. The first American-trained architects adopted Greek Revival to convey security, stability and antiquity in banks, churches and public buildings. Breaking away from the architectural traditions of English and other European Renaissance sources, the



Greek Revival house

the Greek Revival style also marked a statement of cultural independence. The Greek Revival style is often associated with the image of stately antebellum plantations of the South, but in reality the style is most often found in towns and was adapted to a wide variety of house types. In the Church-Cherokee Streets district, there are several high-style examples of the Greek Revival style, most notably Ivy Grove on Cherokee Street.

Greek Revival characteristics are dominated by full-height prominent columns that usually form a full-width porch. Wide plain entablatures and heavy cornices encircle the houses. Roofs are either hipped or front gabled with a low pitch. Chimneys are not prominent. Proportions are large and severe. A symmetrical, rectangular form, symmetrical façade and centered entrance are also common characteristics. Windows are generally double hung with six-over-six window panes. Elaborate door frames contain transom windows, sidelights and pilasters. Vernacular interpretations of this style tend to have simplified details, such as square rather than round columns. Structure is generally made from a wood frame. Almost all houses in the Greek Revival style were painted white.

Italianate (1850s-1870s)

Italianate is a picturesque architectural style that contrasts with the severity and straight classical lines of Greek Revival. The Italianate style is modeled on informal villas in rural Italy and the formal townhouses found in Italian cities. Andrew Jackson Downing further popularized this style in his various publications on architecture and landscaping. Italianate first appeared in the United States during the 1830s and remained popular into the 1870s. Rare in Georgia, most Italianate homes were constructed in the state's cities during the 1850s and 1870s. The Kennesaw Avenue district contains a few examples of houses with Italianate influences, including Tower Oaks.



Italianate house

The Italianate style is characterized by either a symmetrical or asymmetrical floor plan with a low-pitched hipped or gabled roof line. Prominent overhanging eaves showcase decorative brackets that emphasize the cornice. Windows are typically tall, narrow and larger on the first floor than upper levels to emphasize the vertical lines characteristic of this style. Windows might exhibit stylistic detail such as rounded tops, flat arches or squared hood moldings. Bay windows are common. Doors and windows are often paired. One-story porches and balconies are also prevalent in Italianate-style homes. A centered cupola or a square tower might dominate an Italianate building. Conventional wood frames with stucco or smooth masonry are typical building materials.

Queen Anne (1880s-1910)

Sometimes referred to as the “quintessential Victorian House,” Queen Anne style was based on Elizabethan and Jacobean sources that originated in the design and work of English architects. American architects adapted the Queen Anne style from the half-timber English structure into wood frames with elaborately decorative style elements. Queen Anne style enjoyed a brief but popular period throughout the United States from the 1880s to the 1910s due in large part to the mass production of published plan books and prefabricated sections. In Georgia, Queen Anne represents the most popular of the nineteenth century architectural styles. There are multiple examples of high style Queen Anne houses in the Church-Cherokee Streets Historic District.

Common characteristics of Queen Anne style focus on the steep, irregular, intersecting gabled and/or hipped rooflines that may display towers, turrets and dormers. Projecting upper floors and bay windows vary the wall surface of a typical Queen Anne structure, as does the use of variegated building materials like decorative shingles that provide texture. These uses of projections, recesses, and textures emphasize the orchestration of light and shadow upon the façade. Extensive porches and verandas with turned posts and balustrade spindles are common. Chimneys are also prominent with corbelled and patterned brickwork. Windows are large, usually one-over-one panes, with glazing, stained or leaded glass being common. The

importance of stylistic details is apparent through the abundant use of brackets, roof cresting and intricate gable ornamentation.



Folk Victorian (1870s-1910s)

Folk Victorian style is a simplified version of popular Victorian-era decorative detailing such as Queen Anne, Italianate and Gothic Revival. This style was influenced by the increase in transportation, industrialization and mass production that made pre-fabricated details readily available. This style was common in both urban and rural Georgia from the 1870s to the 1910s.

Rooflines on Folk Victorian houses are predominately gabled with a moderate slope. Porches are a prevalent feature. Decorative features were borrowed from Victorian-era architectural styles and added onto roof gables, porches, cornices and around window and door openings. More often, Folk Victorian houses have symmetrical facades and smooth, unbroken wall surfaces. Building materials are usually clapboard and detailed elements include jig-sawn woodwork such as brackets, spindle work, porch posts and gingerbread.



Folk Victorian house

Colonial Revival (1890s-1940s)

The Colonial Revival style evolved out of the 1876 Centennial Celebration and Exposition in Philadelphia, which revived an interest in America's colonial heritage. Some buildings in this style are studied replicas of historic structures, but the majority only incorporate prominent details to denote the style. Originally, professional architects who promoted Colonial Revival styles exaggerated major details rather than concentrate on historical accuracy. This embellishment gave way to a more learned and disciplined approach to Colonial Revival houses from 1915 through 1935. After World War II, the stylistic elements became understated and simplified. Colonial Revival endured for decades across the nation and to a large extent continues to influence residential designs today. In Georgia, Colonial Revival was popular from



the 1890s until the 1940s and beyond. Church-Cherokee Streets Historic District has several houses with elements of the Colonial Revival.

Major characteristics of the Colonial Revival style include side gabled or hipped roof with dormers, topping a symmetrically arranged block building and floor plan. Entrances are centered and emphasized with pediments upheld by pilasters or columns. Front porches are common. Doors are often surrounded by transoms, sidelights and/or fanlights. Classical cornices with dentils or modillions are common. Windows are double hung with six-over-six or nine-over-nine panes and may be accentuated by shutters. Construction is usually a wood frame with clapboard finish but may also be masonry or masonry-veneer.

Prairie (1910s – 1920s)

The Prairie style was a complete break from the revival styles popular in Georgia during the early 20th century. The style was developed by American architect Frank Lloyd Wright, one of the few styles developed in American and not taken from European precedents. It did, however, draw influences from Japanese architecture and the English arts and crafts movement, emphasizing irregularity of form. Although not common in Georgia because of the popularity of the several revival styles, Prairie styles were constructed in the 1910s and 1920s.



A defining characteristic of Prairie style is its emphasis on the horizontal. A Prairie style house is usually two stories with one-story porches and wings. The roof is low pitched and may be hipped or gabled. Eaves have a wide overhang and are often open with exposed rafters. Windows are placed in rows, creating a horizontal effect. Porches often have massive masonry supports.

Craftsman (1910s-1930s)

The Craftsman style represents a move away from historical styles towards the modern house. It draws precedents from the English Arts and Crafts movement and Japanese wooden architecture as well as breaks away from the elaborate detail of Victorian-era styles. This style was first seen in California, then spread to the eastern coast from approximately 1905 to 1930. In Georgia, the Craftsman style was extremely popular in the early twentieth century. Whole neighborhoods in both rural and urban settings were styled with Craftsman elements from the 1910s through the 1930s. Church-Cherokee has few examples of Craftsman style houses.

Craftsman elements begin with low pitched front - and side-gabled or, less often, hipped, rooflines, with large overhanging eaves exposing roof rafter tails. Whether hipped or gabled, the overall effect of the roof intensifies the horizontal alignment of this style. Decorative brackets or braces within the large eaves are also common. Full-width and partial porches with squat short columns set on heavy masonry piers extending to the ground are often seen. A variety of materials are employed for the structure and decorative detailing. Craftsman windows may have multi-paned windows over a single pane. Half timber or wood frames displaying rustic materials, often on a stone foundation, are typical of a Craftsman style house, though building materials vary throughout different regions.



Tudor (English Vernacular Revival) (1920s-1930s)

The Tudor style was common in the 1920s and 1930s in Georgia's suburban neighborhoods. Drawn from the architecture of medieval England, this style was based on English country and vernacular houses both large and small.

Characteristics of the Tudor style are a steeply pitched gabled roof with dominant front facing gable, and decorative half timbering in the gables. Almost all have masonry walls, and most are masonry-veneered. Some houses have patterned brickwork, while others are completely stuccoed. Massive masonry chimneys with decorative tops are common. Windows are generally tall and narrow, grouped together, multi-paned, and casements rather than double hung. Some openings, particularly the entrance, are emphasized by a round arch. Houses of this style are generally asymmetrical.



Dutch Colonial Revival (1920s-1930s)

The Dutch Colonial Revival was part of the movement to revive America's colonial architectural heritage. This style reflects the architecture of early Dutch colonists, and these houses were fairly common in Georgia's suburban neighborhoods in the 1920s and 1930s.



Dutch Colonial Revival houses borrow distinctive features from the Dutch tradition. Their major characteristic is the gambrel roof, steeply pitched and side-gabled with two different slopes.

A continuous shed roof dormer is common, as are other kinds of single dormers. The first floor may have a small entry porch with columns, or the porch may be formed by the eave of the gambrel roof. Occasionally a front-facing gable in the gambrel shape is present.

Design Guidelines: Rehabilitation of Existing Structures

- 7.1. Appurtenances**
- 7.2. Design Elements**
- 7.3. Doors**
- 7.4. Driveways**
- 7.5. Entrance Walks**
- 7.6. Fencing**
- 7.7. Foundations**
- 7.8. Ornamental Planting**
- 7.9. Outdoor Lighting**
- 7.10. Porches**
- 7.11. Retaining Walls**
- 7.12. Roofs**
- 7.13. Siding**
- 7.14. Sidewalks**
- 7.15. Windows**

7.0 Design Guidelines for Rehabilitation of Existing Structures

Neighborhood Character

Character refers to those visual and physical features that constitute the appearance of a historic building. Character-defining features include the overall form of the structure, its construction materials and craftsmanship, and its decorative detailing and ornamentation. The rhythm and shape of window and door openings also contribute to the overall character of a structure. The structure's setting, including its orientation and setback from the street, the spacing between it and adjacent structures and landscaping details such as fencing, planting and entrance walks are also character-defining features. Often climate, construction technology, local traditions, and economic factors led to the construction of neighborhoods with buildings of similar character. This similarity in historic neighborhoods often creates rhythm and harmony along the street and adds to the overall aesthetic appeal of the area.

Existing Structures

Appropriate rehabilitation of historic structures, including historic outbuildings and garages, protects the historic character of the structure while also updating it for current purposes. These design guidelines are intended as a tool for property owners, architects, and contractors as they apply for a Certificate of Appropriateness and go through the rehabilitation process. They are also intended to assist the Marietta Historic Preservation Commission as it makes important decisions regarding the impact of rehabilitation on the overall character of a district.

Principles for the Rehabilitation of Historic Structures

The Secretary of the Interior's Standards for Rehabilitation (Department of Interior regulations, 36 CFR 67-see Appendix 13.5) are the foundation for these design guidelines. The Standards establish several key principles:

- The best use for historic structures is their originally intended use.
- Historic materials and architectural elements should be repaired instead of replaced when possible.
- When replacement of deteriorated material is required, replacement should be "in kind" (replace wood with wood, stone with stone and so on), and should affect as little historic material as possible.
- Historic additions represent a physical record of the evolution of a structure and should be respected as valuable in their own right.
- Be aware that land-disturbing activities in historic places can expose archaeological deposits that potentially provide valuable information about the history of a place.
- Do not speculate about, or attempt to duplicate, historical elements for which there is no record.
- Always use the most gentle and effective means to clean historic materials (never sandblast historic masonry).

Design Guidelines for Rehabilitation of Existing Structures:

7.1 Appurtenances

This category involves external elements such as air conditioning compressors, window air conditioning units, television antennas, satellite dishes, telephone lines and garbage containers. Historic properties need to be adapted to accommodate these modern conveniences. However, an attempt should be made to minimize the visual impact of appurtenances on the property. The goal is to accommodate modern mechanical utilities in historic structures without detracting from the historic integrity of the building.

Recommended:

- Rooftop utilities such as satellite dishes, air conditioning window units and television antennas should be mounted to the side or rear of the house or in a position that is unseen from the street or public right of way.
- Visual impact of all appurtenances should be minimal. For example: when a fixed appurtenance such as an air conditioning compressor is located close to the ground, an attempt should be made to screen it with appropriate landscaping.
- Visual impact of appurtenances such as garbage containers should be minimized by storing them at the side or rear of the structure unless otherwise authorized by the city. They should also be screened from view of the public right of way.
- New appurtenances such as satellite dishes and air conditioning units should have matte or non-reflective finishes in order to avoid drawing attention to them.

Not Recommended:

- Utilities placed on the roof.
- Utilities on the front façade of the building.
- Solar devices on the front of the roof or in sight of the public right of way.
- Permanent garbage containers in view of the public right of way.
- New appurtenances with reflective or bright surfaces.

****Note:** *A Certificate of Appropriateness is not required for the replacement of HVAC where such replacement is in the same location and of the same scale (or slightly larger to accommodate higher energy efficient equipment) as that of the original equipment. However, window units are not exempt. [Article 7-8-9-050 (D)(3)(e)]*

Design Guidelines for Rehabilitation of Existing Structures: 7.2 Design Elements

Design elements help to establish the architectural character of a historic structure. Some elements serve both a functional and decorative purpose, but many are purely ornamental. Design elements are important because they reflect both the taste and the craftsmanship of the period in which they originated.



Shingles



Chimney and window



Railing



Windows

Design Guidelines for Rehabilitation of Existing Structures: Design Elements

Church-Cherokee Streets Historic District

- Design elements in the Church-Cherokee Streets Historic District are varied in terms of their placement and materials.
- Decorative wall cladding, such as shingles, and elaborate door and window surrounds are common in the district.
- Architectural components were often made decorative in some manner. This was particularly common on the Queen Anne Style houses that dominate the district.



Recommended:

- Design elements that are in sound condition should not be removed or altered.
- The original character of any design element should be preserved and maintained.
- Style, scale, and materials should be replicated if replacement is necessary.
- Piece in repaired sections rather than replacing a whole element.
- The replication of historic design elements when restoration or repair is not feasible.
- Physical or pictorial evidence can be used to replace the design element in kind.
- If possible, any repair or restoration work on an architectural detail should be done without removing the detail itself.
- Protective measures should be taken on existing, original architectural elements to ensure their survival.

Not Recommended:

- The addition of design elements that were not part of the original structure.
- The addition of extraneous ornamentation to a building.
- The removal of damaged features that can be repaired.



Adding pieces of ornamentation to a building gives a false sense of history.



Repair rather than replace historic design elements.



Replace missing decorative elements in kind.

Design Guidelines for Rehabilitation of Existing Structures:

7.3 Doors

The entrance door is the welcoming feature of a house and can be an important aspect of its architectural embellishment. Different architectural styles may have distinctive door designs as well as decorative or stylistic features, such as transom and sidelights or detailed surrounds.

Doors are subject to extensive wear. Until recent times, doors were generally fabricated from wood. Wood doors have richness and enduring beauty that is not conveyed by modern materials.

As an insulator, wood is 400 times more efficient than steel. However, wood doors are not maintenance free. Georgia's humid climate can cause rot and deterioration. A rotted sill can cause water damage to the base of the door and allow water to seep into and damage interior floors. For that reason, careful home designers have often set the door back within an exterior wall or protected it with a canopy, porch, or portico, with an open or partly-enclosed roofed space or covered walkway that forms the entrance of the building. Such features may form an attractive centerpiece on the façade.

Doors, entrances, and associated detailing should be preserved. Changes to door size and configuration should be avoided. If a historic entrance cannot be incorporated into a contemporary use for the building, the opening and any significant detailing should, nevertheless, be retained.

Church-Cherokee Streets Historic District

- Historic doors in the Church-Cherokee Streets Historic District were generally constructed from wood and glass.
- Porches and porticoes provide protection from the elements, as well as contribute to the visual character of the building.
- Historic hardware was metallic, and wooden doors were either painted or left unfinished.
- Storm doors were uncommon on the main façade.



Typical Doors in the Church-Cherokee Streets Historic District

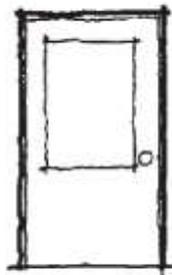
Design Guidelines for Rehabilitation of Existing Structures: Doors

Recommended:

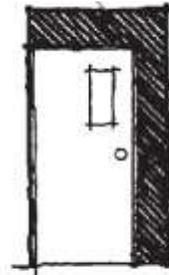
- The historic placement of openings should be maintained.
- Replacement doors should remain the same size as historic doors.
- Historic doors should be repaired, not replaced.
- If a door is too deteriorated, it should be replaced with an appropriate replica of a historic door, not one of modern design.
- Replacement doors should be of the similar material as the original door.
- Storm and screen doors should be added with care. The design of storm and screen doors should not obscure the original design of the historic door.

Not Recommended:

- Additional bays should not be created.
- Door openings should not be enclosed.
- Veneered or hollow doors are not recommended because of the threat of warping and separation of veneer caused by moisture.



Appropriate



Inappropriate

Design Guidelines for Rehabilitation of Existing Structures: 7.4 Driveways

The Church-Cherokee Streets historic district was developed in the early days of the automobile, and many houses have relatively narrow driveways. In some cases driveways are shared between two houses. The oldest houses had carriage house in the rear, and these have often been converted to garages.

Preservation of the configuration and materials of historic driveways, where possible, is important in preserving the overall character of the historic district. The insertion of driveways, front parking areas, and curb cuts is generally inconsistent with the character of the district, but the use of appropriate paving materials, and the size and placement of driveways can help reinforce the character of the district and minimize negative impact.

Church-Cherokee Streets Historic District:

- Some houses on Church and Cherokee Streets with wide street frontages and deep setbacks have semi-circular, single lane driveways with two entry points on the front.
- Most driveways are relatively narrow, reflecting the smaller dimensions of early cars.
- Two paved driveway tracks using concrete with crushed stone aggregate or grass infill are occasionally seen.
- Single-lane driveways to the side of the structure and which extend to the rear of the property are found. This approach to driveway placement should be replicated.
- Most common materials are gravel, poured concrete slab, or concrete with exposed crushed stone aggregate, sometimes scored with patterns to control cracking.



****Note:** A *Certificate of Appropriateness* may not be required for a driveway. This section is for guidance only.

Design Guidelines for Rehabilitation of Existing Structures: Driveways

Recommended:

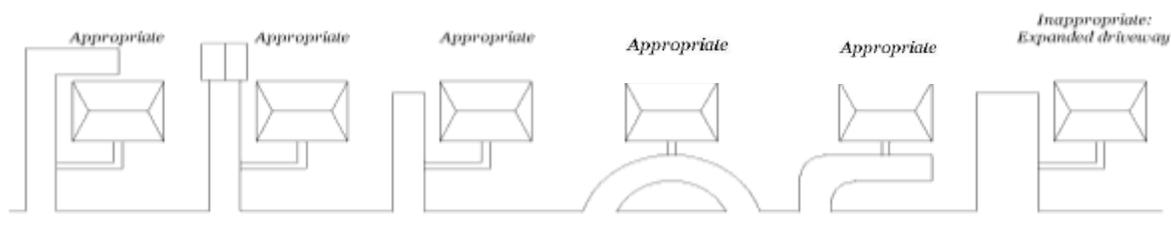
- Retain and maintain the historic configuration, paving materials and placement of existing driveways and alleys whenever possible.
- New driveways should be compatible with existing driveways in spacing, width and configuration. They should be introduced in locations where there is minimum alteration necessary to historic site features, such as landscaping, walkways, and retaining walls.
- Designs should be discreet and conservative in the amount of open space converted to paving for driveways.
- Landscaping should be integrated with the driveway surface area to minimize the visual impact and to buffer/shield the view of parked vehicles from the street.
- All new parking areas should be screened from adjoining properties with appropriate fencing or shrubbery. Incorporate existing mature trees into new parking areas whenever possible, and introduce new trees to maintain the tree canopy.
- Wherever possible, maintaining the original location, materials, design and width of a driveway so that it is compatible with the overall character of the property, the streetscape and the district is recommended.

Not Recommended:

- Curbs and sidewalks should not be damaged or interrupted by the installation or repair of driveways.
- The view of the primary façade from the public right-of-way should not be dominated by parked vehicles.
- New driveways or parking areas should not directly abut the principal structure.
- Existing driveways should not be enlarged and existing trees should not be removed to expand driveways; front yards and entry walkways should not be converted to driveways.
- Abandoned or inoperable vehicles should not be stored in front yards.



Inappropriate material / application



****Note:** A Certificate of Appropriateness may not be required for a driveway. This section is for guidance only.

Design Guidelines for Rehabilitation of Existing Structures: 7.5 Entrance Walks:

Entrance walks serve as an impressive introduction to individual properties and contribute to their unique character. They can be an extension of the building's architecture, used to reflect and emphasize specific elements to create a harmonious and distinctive overall environment. When extended directly to sidewalks, as is often the case in Marietta's historic districts, they also accentuate a pedestrian-friendly and inviting atmosphere along the streetscape. Entrance walks with materials that are appropriate to the building and its development should be retained.

Church-Cherokee Streets Historic District:

- Homes that have circular driveways often have no entrance walks.
- Where driveways align with the side of the property, entrance walks often extend from the entrance steps to intersect with the driveway.
- Some houses have front entrance walks to the front sidewalk, and these are sometimes lined with shrubbery.
- Traditional materials include: gravel, concrete with exposed crushed stone aggregate and concrete slab.
- Additionally, entrance walks in this district can be found featuring patterned brick alternating with concrete, or an entire entrance walk of patterned brick.



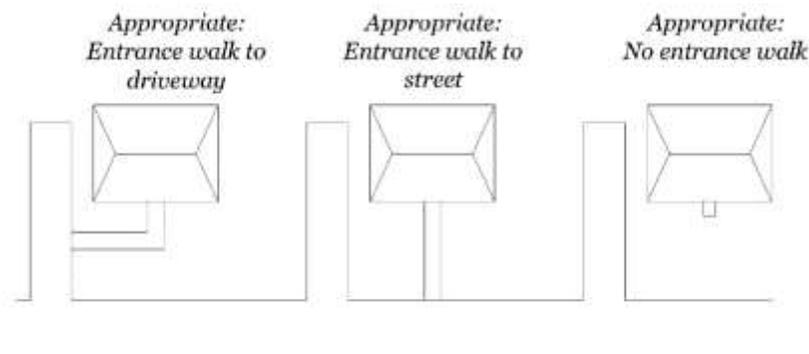
Design Guidelines for Rehabilitation of Existing Structures: Entrance Walks:

Recommended:

- Retain and preserve the topography, pattern, configuration, features, dimensions, historic or traditional paving materials and textures of existing walkways that contribute to the overall historic character of the district whenever possible.
- Replace only deteriorated portions of an entrance walk rather than the entire feature. Match the original one in location, design, style, dimension, detail, texture pattern and material, such as gravel, concrete slab and concrete with exposed crushed stone aggregate.
- Replace a completely missing or deteriorated entrance walk with a new feature based on available documentation of the original design and compatible with the architectural type and style of the house.
- Design new walkways to be compatible with existing walkways that contribute to the overall historic character of the district, similar in location, configuration, dimension, scale, materials and textures.
- When the installation of new walkways is unavoidable, the topography of the property and significant site features such as mature trees, retaining walls and stairs should be retained whenever possible.

Not Recommended:

- If a new entrance walk is proposed, its design and materials should be consistent with the style, size, and period of the house.
- Where replacement is necessary and new entrance walks are unavoidably installed, the connection between the sidewalk and the house that is characteristic of the district should not be destroyed but instead maintained where one formerly existed.
- The use of inappropriate paving materials and those not historically or traditionally characteristic of the district.
- Relocation, removal or addition/expansion of entrance walks or change in material that is incompatible with historic or traditional precedent.



Design Guidelines for Rehabilitation of Existing Structures: 7.6 Fencing

Fencing consists of materials that create a sense of whimsy and charm that complements the architecture of the Church-Cherokee Streets Historic District. Fences historically served as an aesthetic element defining boundaries as well as the functional purpose of controlling animals. Significant features such as location, height, materials, and design of historic fences should be preserved and carefully maintained. Additional requirements and regulations on fencing can be found in the Marietta City Municipal Code section 710.04.

Church-Cherokee Streets Historic District

- Functional fences serve as privacy barriers that enclose backyards.
- The few fences found in front yards are consistent with architectural styles, are not higher than three feet, and do not detract from the visibility of the houses.
- Common historical fences in the Church-Cherokee Streets Historic District include wrought iron and wood picket fences



Typical fences in the Church-Cherokee Streets Historic District

SEE CITY OF MARIETTA ORDINANCE (§710.04) REGARDING FENCES

Design Guidelines for Rehabilitation of Existing Structures: 7.7 Foundations

Foundations are defined as those structural supports, above or below grade, that support the weight of a building. Foundations were a way of preventing insect infestation in the wood frame. Moreover, the elevation of a wood frame keeps the wood away from the moisture on the ground, preventing wood rot. The warm moist climate of the South encouraged the construction of houses on piers. More recently, the introduction of modern heating, cooling and plumbing has increased the use of continuous foundations and slab foundations; therefore, raised foundations are a strong visual characteristic of a historic area. The complete replacement of the original foundation infill between brick piers alters the historic character and special quality of the structures.

Church-Cherokee Streets Historic District

- The majority of foundations are rusticated masonry blocks, brick or brick piers and concrete block.
- The foundation is often painted to correlate with the color scheme of the building.
- Some homes have foundations that are underground and/or hidden by plant covering.

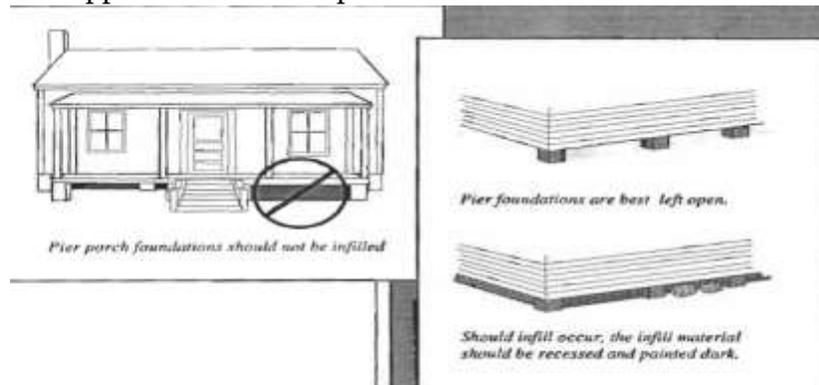


Typical foundations in the Church-Cherokee Streets Historic District

Design Guidelines for Rehabilitation of Existing Structures: Foundations

Recommended:

- Historic masonry foundations, masonry piers and architecturally significant materials used for infill between masonry piers should be retained.
- Damaged or deteriorated masonry foundations, masonry piers and infill materials should be repaired and maintained.
- When repairs are necessary, the color, size, shape, texture, proportions, and appearance of the masonry units and mortar should match the historic foundation.
- Sensitivity to historic foundation techniques and construction should be followed.
- Crumbling mortar should be replaced and repaired.
- Mortar joints should be duplicated in width and profile.
- Painted masonry surfaces should remain painted.
- The space between masonry piers should remain open; however, infill may be used if recessed within piers to reflect the original raised foundation design. Infill materials should be compatible in appearance and composition and should be removable.



Not Recommended:

- Masonry materials of a different shape, color, size, or texture than the historic material; textured concrete masonry units, nor artificial materials imitating stone or brick surfaces.
- Painting or stucco of unpainted masonry surfaces.
- Replacement of a masonry pier foundation with a concrete slab foundation.
- Infill between brick piers with concrete block.



Inappropriate concrete infill

Design Guidelines for Rehabilitation of Existing Structures: 7.8 Ornamental Plantings

Ornamental plantings serve to highlight features of the historic character of the neighborhood and complement the house. Green spaces were recreational and were weekend places of leisure for people to enjoy their family, friends and surroundings. Landscaping by nature is a constantly changing element of historic properties. Though plant materials are temporary, planting type and layout can be preserved and maintained. For more information on historic gardens, see Landscapes and Gardens for Historic Buildings, by Rudy & Joy Favretti.

Church-Cherokee Streets Historic District

- Ornamental trees such as Japanese maple, dogwoods and cherry trees are typical.
- Established old trees such as oaks, elms, magnolias and pines are typical.
- Hedge and hearty bushes such as boxwoods, holly and azaleas are common.
- Various annual and perennial flowering plants are common.
- Plantings that serve to cover foundations are typical.



Typical Ornamental Planting in Church-Cherokee Streets Historic District

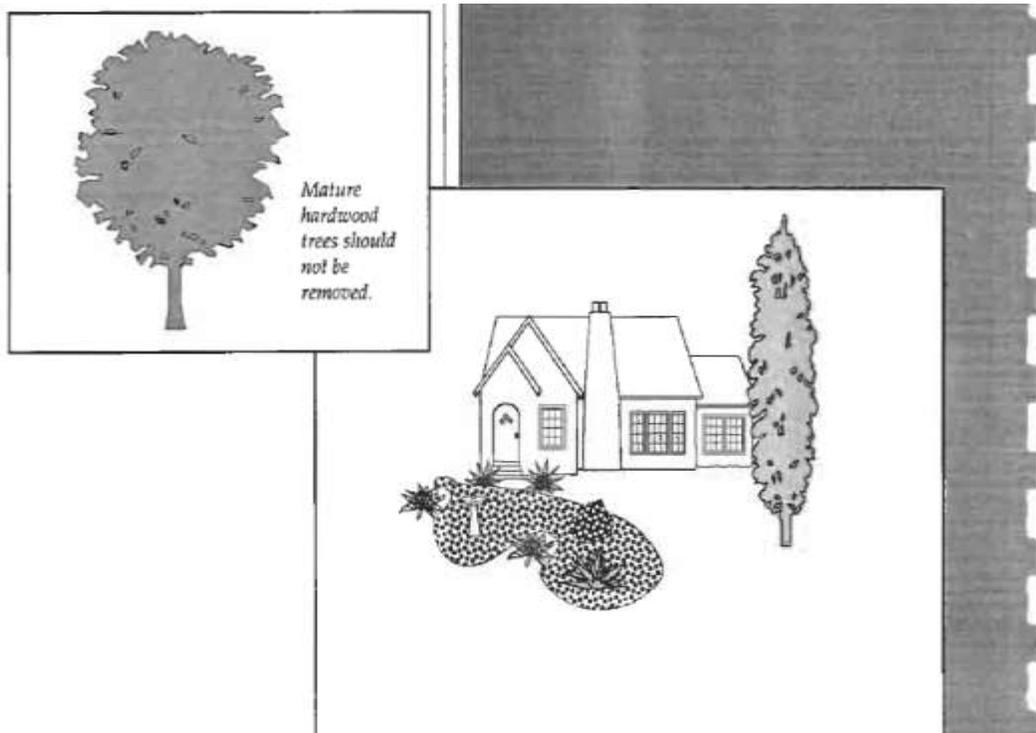
Recommended:

- Retain existing trees and plants whenever possible.
- Maintain and preserve existing species of trees, shrubs and historic landscape materials as well as their historic spacing and placement.
- Replace diseased or dead plants and trees with appropriate species.
- Install new landscaping that is compatible with the existing neighborhood.
- Locate plants and plant beds in traditional areas of the yard, such as along walks, fences, foundations and porch edges.
- A variety of vegetation, including:
 - Oak trees
 - Weeping Willow
 - Pines
 - Boxwoods
 - Dogwoods
 - Rose bushes
 - Magnolias

Design Guidelines for Rehabilitation of Existing Structures: Ornamental Plantings

Not Recommended:

- Plants that disrupt the character of the block face.
- Obscuring the view of the primary façade of the house by plantings or other landscape elements.
- Removal of mature, healthy hardwood trees.



****Note:** A Certificate of Appropriateness is not required for a change in landscaping. This section is for guidance only.

Design Guidelines for Rehabilitation of Existing Structures: 7.9 Outdoor Lighting

Historically, exterior lighting consisted of porch or lamp lights that were originally simple incandescent lamps. Exterior lighting should be a secondary element that does not overwhelm the architecture and the landscape of the neighborhood. Building illumination should accentuate design features and promote security in an attractive and understated manner. Many houses in the Church-Cherokee Historic District have continued the traditional look of the simple lamps which helps maintain the historic integrity of the community. Outdoor lighting fixtures should be simple in scale and blend with the architectural style of the building. The amount of light should accentuate the architecture without being overpowering and without casting a glare on other houses and cars. Outdoor lighting should provide sufficient illumination while not casting a glare on the property, the public right of way or other surrounding properties. The goal is to provide subtle illumination with minimal visual impact from the lighting fixtures.

Recommended:

- Lighting should accentuate architectural features.
- Simple fixtures should be used that blend with the architecture.
- Light fixtures or lamp posts that are historic to buildings should be preserved.
- Replace historic light fixtures with replica fixtures.

****Note:** *A Certificate of Appropriateness is not required for a change in outdoor lighting. This section is for guidance only.*

Design Guidelines for Rehabilitation of Existing Structures: 7.10 Porches

Porches are often the focal point of a historic structure, particularly when located on the primary elevation. Because of their decoration and articulation, they help define the style and overall historic character of a building. In the South, porches were necessary because of the warm climate. Additionally, they served as a social gathering place. This transitional area between the interior and exterior of a residence provides a protective place to sit outdoors. Porches also provide shading for the front of a structure and help reduce solar gain and air conditioning loads. A graceful porch welcomes the passerby and introduces them to a home. Porches are distinctive features that add character to both the houses and the historic district in which they are located. Consideration of porch additions should harmonize with the character of the neighborhood and be compatible with existing structures.

Church-Cherokee Streets Historic District

- Prominent, open porches are typical.
- Where deep setbacks and larger scale structures are common, porches are often one-story and cover the full width of the façade.
- Porch supports include square columns on masonry piers or classical columns with Doric or Ionic capitals.
- On Freyer and Seminole Drives porches are considerably smaller and have a narrower set back. Porch styles differ with house style.
- Balusters are common. Wood is the principal material for porches on both sides of the street.



Design Guidelines for Rehabilitation of Existing Structures: Porches

Recommended:

- Porches and steps that are part of a building's evolution, and that have achieved historical significance should be maintained and preserved.
- When rehabilitation of historic porches, stoops and their elements becomes necessary due to damage and deterioration, every effort should be made to preserve viable materials and original elements with repair versus completely replacing the entire porch and its elements.
- Materials used to repair or replace historically significant porches, stoops, and their design elements – steps, floor, ceiling, roof, balusters, structural posts and all ornamentation – should closely match the original detail, materials and fabric (design, texture, composition, profile and proportions) and blend with the original style and character of the house.
- Replace an entire porch only if it is too deteriorated to repair or is completely missing.
- The new porch design should be based on historical, pictorial or physical evidence or should be a new design which is compatible to the character of the historic residence in proportion, scale, size, materials, and detailing.
- When historic information is not known for replacement porches, such things as floor dimensions, height, roof pitch and overhang should be consistent with the historic features of the block.
- A new porch or deck should be constructed out of view of the public right of way on a secondary façade unless there is evidence that a previously existing/original historical porch existed on the primary façade.
- If there is no evidence that a porch previously existed, new porches may be constructed on any façade as long as it respects the pattern, scale, size, style, decorative elements, and overall design of other porches in the area.
- Materials used as framing or supports for screen or glass should follow the horizontal and vertical lines of the original porch design as closely as possible.

Not Recommended:

- Removal, covering or alteration of historic or architecturally significant porches, stoops, elements or ornamentation.
- Replacement of original materials, design or architectural features of porches and steps (balusters, structural posts, columns, hand rails, brackets and porch roof detailing) with incompatible and inappropriate designs or materials.
- Enclosure of porches when located on a front façade or when visible from the public right-of-way.
- If enclosing a porch is necessary, it should remain open in character with a maximum amount of glass or screenwire material and a minimum amount of solid areas.
- Alteration of the appearance, shape, materials or slope of the historic porch roof.
- Creation of a false historic appearance by use of elements or ornaments which are not characteristic of the historic residence.
- A replacement porch should not create a false historic appearance and should not be incompatible with either its home or surrounding homes in size, scale, and material.

Design Guidelines for Rehabilitation of Existing Structures:

7.11 Retaining Walls

Location, height and construction materials define the characteristics of historic retaining walls, which are made from a variety of substances such as poured concrete, bricks, wood and stones. Historic retaining walls prevent erosion issues common to the natural uneven sloping topography and distinguish property lines from the public right of way. Retaining walls add interest and character to lots and lend the property to easy terracing. The retaining walls should be preserved and maintained as much as possible. The original location, materials and height should also be retained. Viable materials should be repaired and reset, never discarded. When original materials are beyond repair, replacement materials should match the original.

Church-Cherokee Streets Historic District

- Typical materials are rustic masonry such as stacked stone or piled rock joined with a cement mortar.
- Occasionally a retaining wall was built from bricks or wood.
- Type and instance of historic retaining walls in the Church-Cherokee Historic District varies.

Recommended:

- Damaged or deteriorated retaining walls and steps should be repaired and maintained. When the repair of a retaining wall is necessary, the design, texture, composition, size, mortar joints and appearance of the replacement material should match the original as closely as possible.
- Repair or replacement materials should be used with the same construction techniques used to build the historic retaining wall.
- Mortar should be duplicated in strength, composition, and texture.
- The reference to historical, pictorial and physical evidence should be used as much as possible to aid in design of a new wall to ensure that it is compatible in historical character.
- Returns should be incorporated into the placement and design of retaining walls.
- Retaining walls constructed of wood are less common to both historic districts. If wood material is used for a retaining wall, then the wood should be a pressure treated variety.

Not Recommended:

- Covering retaining walls with non-compatible substances, such as stucco or stone.
- Non-matching mortar.
- Non-matching materials, such as different textured and sized cement brick, making the repair look inconsistent in appearance.
- Use of railroad ties.



Design Guidelines for Rehabilitation of Existing Structures:

7.12 Roofs

The roof is an important component because it covers the building, preserves the structure by protecting it from the elements, and contributes to the character of the historic district. Elements associated with roofs include cornices, gutters, downspouts, chimneys, and dormers. Proper and timely maintenance of all these elements is critically important for the preservation of historic structures.

Typical roof types in the two historic districts include front- and side-gabled, multiple- and cross-gabled, hipped, and pyramidal. The most repeated dormer type is gabled. Chimneys are typical but vary in style. Brick is the most common material found in chimneys, occasionally covered with stucco or cement. Chimney pots may take the form of terra cotta decorative elements, or may have a metal half-cylindrical chimney cap.

Currently, the majority of residences in the historic district have roofs covered with asphalt or composition shingles. Historically, some of these roofs have been covered with terra cotta tiles, cedar shake, metal or slate.

Church-Cherokee Streets Historic District

- Roof types include front- and side-gabled, multiple- and cross-gabled, hipped and pyramidal forms, with or without dormers.
- Roofing materials in current use are typically asphalt or composition shingles.
- Chimneys are often present, mainly constructed of bricks.
- Historic chimney pots are often decorative terra cotta. Curved metal chimney covers are also seen.
- Dormers, when present, are typically pedimented, gabled, or hipped.



Centered gable roof, moderate pitch, wide eave overhang.



Gable roof, steep pitch, with single central chimneys.



Pyramidal roof with front gable, moderate pitch, single chimney.



Hipped roof, multiple chimneys, spaced evenly.



Cross gable roof, moderate pitch, and slight overhang.

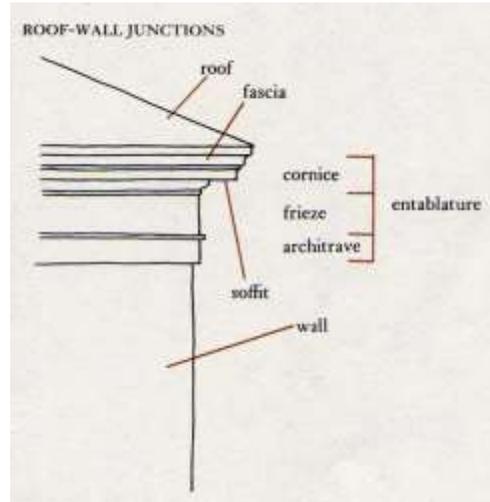


Hipped steep pitch roof, pedimented and gabled dormers, multiple brick chimneys.

Design Guidelines for Rehabilitation of Existing Structures: Roofs

Recommended:

- Existing roof size, shape and pitch, including historic features such as brackets, dormers, chimneys and other structural or decorative details, should be retained.
- Historic features such as brackets, dormers, chimneys and other structural and decorative details should be maintained in good condition.
- Historic features should be repaired rather than replaced.
- Historic cornices, gutters, flashing and downspouts should be maintained in good condition. Keep cornices well sealed and anchored. Replacement gutters should be sensitively designed, installed and located to produce minimal damage and visual impact to the historic structure.
- Materials should be matched as closely as possible when repair or replacement of the roof or its elements becomes necessary by retaining the design, textures, shape and appearance.
- Replacement roof design should be based on historical, pictorial or physical evidence.



Not Recommended:

- Roof repair or replacement should avoid materials that will dramatically alter the building's appearance.
- Antennae that will be visible from the public right of way should not be added to the roof, if possible.
- Roof form or pitch should not be altered.
- Historic roof elements such as roof vents, chimneys and dormers should not be removed, covered or radically changed.
- Historic brick chimneys should not be covered with stucco, mortar or cement, as this compromises the chimney structure. Brick absorbs moisture at a different rate than mortar, stucco or cement. Therefore, covering the brick traps moisture and contributes to long-term cracking and disintegration.
- Historic brick should be cleaned with the least intrusive methods possible. Sandblasting should never be used to clean masonry structures.
- Materials that were not historically painted should not be painted.
- Dormers should not be introduced on front roof facades. Instead, adding dormers at the rear of the façade, or where they are not visible from the public right of way, is appropriate. Do not board up or cover dormer windows.
- Skylights and solar collectors visible from the public right of way.

****Note:** A Certificate of Appropriateness is not required for new roofs or caps on roofs which are not visible from public rights-of-way and which do not change the character of the roof; roof repair or replacement where the color is the same as the roof it replaced or gray or black or white; the replacement of gutters where the replacement is in the same location and of the same scale as that of the original equipment; or, new gutters where none existed before. [Article 7-8-9-050 (D)(3)]

Design Guidelines for Rehabilitation of Existing Structures: 7.13 Siding

The wood siding of a building is an important element because it protects the internal structure and provides an architectural component that contributes to the distinctive character of the district. Proper and timely maintenance is essential for the preservation of historic structures. The most representative exterior surfacing material in the two historic districts is wood clapboard siding. Other materials including asbestos siding, stucco and brick, although not common, also occur.



One of many brick-sided houses in the Church-Cherokee district

Church-Cherokee Streets Historic District

- Residences in the Church-Cherokee Streets Historic District are predominantly comprised of clapboard siding or exposed brick.



Design Guidelines for Rehabilitation of Existing Structures: Siding

Recommended:

- Wood siding, stucco or brick should be maintained in good condition.
- Causes of damage or deterioration should be identified and steps taken to protect and maintain the siding, including the provision of proper drainage, treatment of areas that have water penetration, and maintenance of protective exterior paint surfaces.
- Damaged siding and features should be repaired rather than replaced. When replacement becomes necessary, use in kind materials, so that the scale, design, texture, composition, thickness, width and appearance of the replacement is compatible with the existing structure.
- Recognized preservation methods should be used. See the appendix for a listing of National Park Service Preservation Briefs.
- Rehabilitation should be conducted with in-kind materials. Modern, durable materials will be considered on a case by case basis.

Not Recommended:

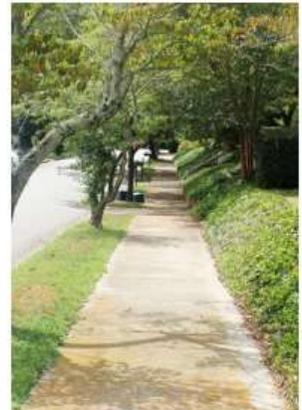
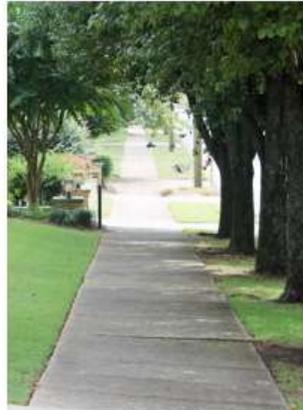
- Removal, coverage, damage, or radical alteration of historic siding materials, features or ornamentation.
- Paint removal which reveals bare materials without justification, such as excessive deterioration of the paint surface.
- Inappropriate materials for the repair or replacement of siding including wood boards or shingles of different shapes, sizes or texture than the existing historic materials; masonry; metal siding; and vinyl.
- Creation of a false historic appearance by attempting to make a residence appear older or newer than it actually is.
- Duplicating features from similar residences that have been insensitively altered or replaced.

Design Guidelines for Rehabilitation of Existing Structures: 7.14 Sidewalks

Sidewalks are historically significant elements that contribute to a neighborhood's inviting atmosphere and provide spaces for walking and personal interaction. Consideration should be given to the character of the public sidewalks in Marietta's historic districts before implementing alterations so that the historic or traditional layout and materials of curbs and sidewalks are maintained. Alternate materials may be considered with care taken to preserve the look of the historic sidewalks in both material and application. Prevalent in both historic districts is the existence of planting strips (bands of grass between the curb and the sidewalk), which provide an additional greenspace barrier between pedestrian walkways and the street, act as a transition between public and semi-public spaces, and set the tone for the residential neighborhood. Where prevalent, this characteristic form should be retained and preserved when repairs are necessary.

Church-Cherokee Streets Historic District

- Planting strips are typically found between the curb and sidewalk in the Church-Cherokee Streets Historic District.
- Typical paving materials are concrete with exposed crushed stone aggregate and smooth-surface molded concrete sidewalks and curbstone.



Typical sidewalks in the Church-Cherokee Streets Historic District

Recommended:

- When new sidewalks are installed, they should be compatible with the historic character of the streetscape.
- New sidewalks should align with existing sidewalks.
- When repair or replacement is necessary, the design, dimensions, surface texture and appearance of paving material should match the original.
- Historic sidewalk paving and curb materials, such as concrete with exposed crushed stone aggregate, should be retained as the primary paving material.

Not Recommended:

- Damaged or deteriorated sidewalks should not be substituted with incompatible replacements in materials, dimensions, design, surface texture and appearance.
- Historic curbs and sidewalks should not be removed without appropriate replacement.
- The use of asphalt as a sidewalk paving material is inappropriate. It is not characteristic of the district.

Design Guidelines for Rehabilitation of Existing Structures: 7.15 Windows

Windows are a major character defining feature on historic buildings. Architectural style influences the number, shape, placement, size, detail, and material of the building's windows. Alterations to existing windows and the addition of new windows can drastically change the character of a historic building.

Church-Cherokee Streets Historic District

- Many of the historic structures in the Church-Cherokee district are based on a specific architectural style making the placement, style, shape, size, and materials of windows very important to the building's character.
- Many of the historic buildings have decorative features such as transoms and sidelights.
- Shutters are a prominent decorative feature of the district and great care should be taken to preserve historic shutters.
- Most of the windows are wood, double hung sash, and rectangular. They also have a variety of pane styles including 2/2, 6/6, and 9/9. There are also many buildings with bay windows.

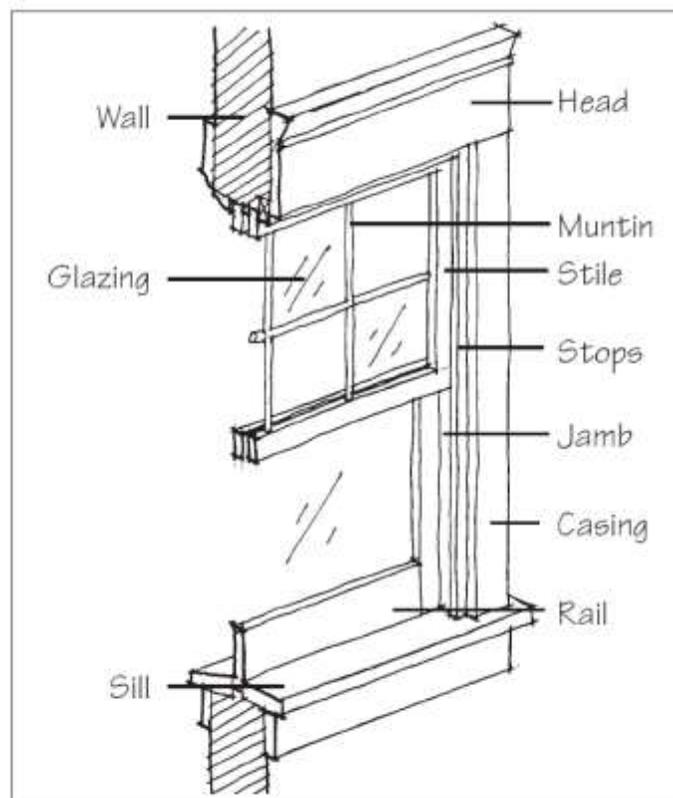


Typical windows in the Church-Cherokee Streets Historic District

Design Guidelines for Rehabilitation of Existing Structures: Windows

Recommended:

- Original windows and window details should be retained and repaired. Window details include, but are not limited to, transoms, sidelights, framing, sills, shutters, and lintels.
- The number, placement, size, style, glazing pattern, shape, proportion, and material of historic windows and window details should be retained.
- *When windows can no longer be repaired, replacements should then match the original in terms of like kind, quality and materials, including energy-efficient glass (thermopane).*
- Original shutters should be retained and repaired.
- New shutters should match existing in terms of functionality and appearance and may be made from synthetic materials that closely resemble wood.
- New window openings should be located on a secondary façade or rear wall. New window openings should respect the integrity of the façade by relating to original windows in size, style, glazing pattern, shape, proportion, and material.
- Storm windows should resemble existing windows as closely as possible and should be sized to fit the entire window opening. (For more information on storm windows in historic buildings refer to Appendix 13.8)



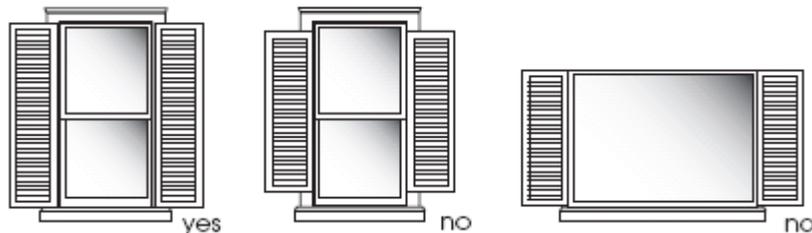
Preserve the functional features of an historic window.

****Note:** A Certificate of Appropriateness is not required for the replacement of historic windows with like kind. [Article 7-8-9-050 (D)(3)(i)]

Design Guidelines for Rehabilitation of Existing Structures: Windows

Not Recommended:

- When replacing a window, flat or fake muntins (“snap-ins”) are not appropriate.
- Tinted, mirrored glazing and plexiglass are not appropriate.
- Windows should not be lowered, raised, changed in size, or undergo any other similar alterations. Architecturally inappropriate windows and window details should not be added.
- New window openings should not be placed on a primary façade or front dormer.
- Windows should not be covered or blocked-in, either partially or completely.
- New shutters should not be installed if they are clearly out of keeping with a building’s character. Shutters should not be added to windows that did not historically have shutters.
- Vinyl, aluminum, and other similar shutter materials are not appropriate.
- Shutters should not cover, damage, obscure, or dominate the historic building or its material and details.



Examples of proper and improper shutter installation

Through-window air conditioning units are not appropriate on front and or primary facades.

****Note:** *A Certificate of Appropriateness is not required for the replacement of historic windows with like kind. [Article 7-8-9-050 (D)(3)(i)]*

Design Guidelines: Additions

- 8.1. Design Elements**
- 8.2. Doors**
- 8.3. Fenestration**
- 8.4. Foundations**
- 8.5. Massing and Scale**
- 8.6. Materials (Includes Roofing and Siding)**
- 8.7. Outdoor Lighting**
- 8.8. Porches**
- 8.9. Setback**

8.0 Design Guidelines for Additions

Neighborhood Character

Character refers to those visual and physical features that constitute the appearance of a historic building. Character-defining features include the overall form of the structure, its construction materials and craftsmanship, and its decorative detailing and ornamentation. The rhythm and shape of window and door openings also contribute to the overall character of a structure. The structure's setting, including its orientation and setback from the street, the spacing between it and adjacent structures, and landscaping details such as fencing, planting and entrance walks, are also character-defining features. Climate, construction technology, local traditions, and economic factors often led to the construction of neighborhoods with buildings of similar character. This similarity in historic neighborhoods creates rhythm and harmony along the street and adds to the overall aesthetic appeal of the area. Additions that do not respect the existing character diminish the integrity of the historic neighborhood.

Principle of Compatibility for Additions

Additions to historic structures are sometimes necessary to accommodate contemporary use, but they can also endanger the historic character of an existing structure and the surrounding neighborhood. Designs for an addition should be sensitive to the character of the historic structure to which it is being attached.

A new addition should be compatible to the massing, scale, materials, fenestration, roof form, and other character-defining elements of the existing structure to which the addition is being made.

Additions should never be made to the primary façade of an existing structure. Ideally, an addition should be placed at the rear of an existing building. If placed on the side of a structure, an addition should be set back from the primary façade to have less of a visual impact on the original form of building. Adjacent structures should be considered when deciding the location of an addition.

Design Guidelines for Additions:

8.1 Design Elements

Design elements are important features of new additions to historic buildings. They contribute a great deal to the character of a structure, and therefore should be added with care. As part of a new addition, it is important that design elements are compatible with the rest of the building and its existing design elements.

Church-Cherokee Streets Historic District

- Design elements in the Church-Cherokee Streets Historic District are varied in terms of their placement and materials.
- Decorative wall cladding, such as shingles, and elaborate door and window surrounds are common in the district.
- Architectural components have often been made decorative in some manner. This was particularly common on the Queen Anne Style houses that dominate the district.

Recommended:

- Design elements on additions to historic buildings should be complementary to the historic structure in order to preserve its traditional character.

Not Recommended:

- Design elements on additions to historic buildings should not be added or altered in a manner that would make them appear to be historic in nature.
- An example of this practice would be the distressing of a painted or masonry element to falsely add the patina of age.

Design Guidelines for Additions: 8.2 Doors

Doorways have been prominent design features throughout most of architectural history. They often reflect the age and style of a building. The addition of an inappropriate doorway can vastly alter the character of the historic structure itself. The importance of doorways to the integrity of a historic structure should make clear the necessity to follow the precedent set by the historic doors as closely as possible in terms of style and materials.

Church-Cherokee Streets Historic District

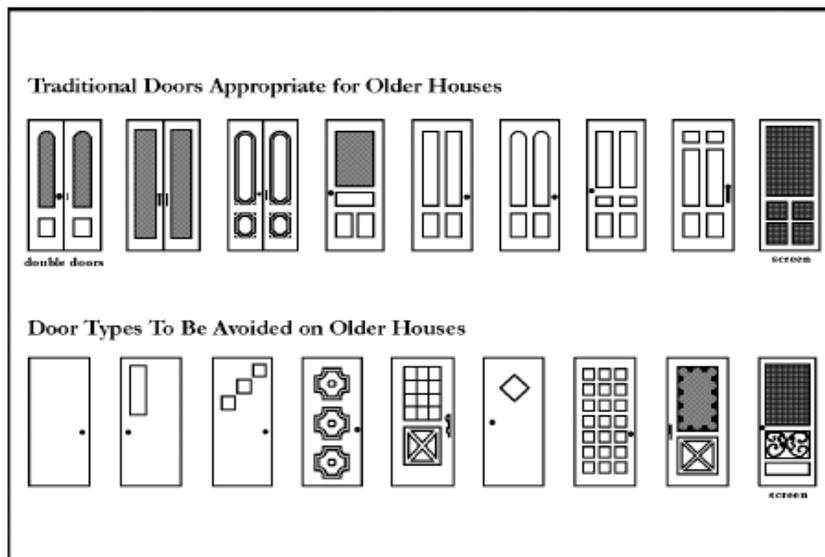
- Historic doors in the Church-Cherokee Streets Historic District were generally constructed from wood and glass.
- Historic hardware was metallic, and wooden doors were either painted or left unfinished.

Recommended:

- Maintain the traditional solid-to-void ratio as applies to doors on all additions to historic buildings.
- Doors on additions should have a similar size doorway as the original doorways on the home.
- Door surrounds on additions should be kept simple, so as not to detract from the principal doorway on the main façade.
- The design of doorways on additions to historic buildings may be used to differentiate the addition from the original historic structure.
- While maintaining a design complementary to the historic character of the structure, the fenestration, paneling, or door surround may be altered to differentiate the new addition.

Not Recommended:

- Drastically changing doors on home additions in terms of material in such a way that they would detract from the overall character of the structure.



Design Guidelines for Additions: 8.3 Fenestration

Fenestration is the pattern and overall proportion of window and door openings on a structure. The scale, shape and symmetry of windows and doors help define the character of a structure. Fenestration reflects historic periods and methods of construction. The repetition of these patterns is important to ensure a visually compatible addition to a historic structure.

Church-Cherokee Streets Historic District

- Many of the historic buildings in Church-Cherokee are based on a specific architectural style making the placement, style, shape, size, and material of windows and doors important to the building's character.
- Decorative features such as transoms, sidelights, and shutters are typical.
- Door and window openings are traditionally rectangular and vertically oriented.



Typical fenestration patterns in the Church-Cherokee Streets Historic District.

Recommended:

- The solid-to-void ratio, meaning the ratio of wall space to openings for windows and doors, should be similar to that of the historic building.

Not Recommended:

- An addition's windows should not overwhelm or distract from the historic building or its fenestration.



Center structure reflects fenestration of adjacent houses

Center structure fenestration is not compatible with adjacent houses

Design Guidelines for Additions:

8.4 Foundations

The foundation is an important element of a house's form because it contributes to the building's silhouette and footprint. Historically, these neighborhoods' foundations were elevated by brick piers or rested on a cement block base around two to three feet high. Over time, additions are made to historic properties because of practical need and improved home technology such as indoor plumbing and central heating and air. However, some additions do not have the same workmanship as the original house and are not compatible with its characteristics. The additions may have visually or physically compromised the historic integrity of the original residence. When considering an addition, it is essential to keep in mind the common characteristics of a raised foundation of concrete block or brick piers. The foundation additions should complement the original structure. Designs should be compatible with the existing structure, yet not fully mimic the original design.

Recommended:

- Materials for additions to foundations should be the same in quality, texture, finish and dimensions to those commonly found in the historic district.
- Avoid obscuring or destroying characteristic features of the original foundation; loss of historic material should be minimal.
- When possible, foundation additions should be reversible, meaning that the basic form and character of the historic foundation would remain intact if the addition were removed, i.e. recessed cement blocks between brick piers or wood lattice.
- Additions should blend with the historic character of the historic house.
- Foundations of an addition should be differentiated from the old and should be compatible with the massing, size, scale and architectural features to protect the historic integrity of the property.
- New foundations should be constructed in such a way that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Not Recommended:

- Damaging or covering the original foundations with materials such as a stucco veneer.
- Using a slab-on-grade foundation because it does not reflect the same design intention as the historic residences.
- Avoid the use of the following construction materials: synthetic materials such as Insulbrick, asbestos block or other materials imitating stone or masonry; metal or any material that is not visually or physically compatible with the material of the historic structure.
- Matching the new foundations with the old by applying stucco or some veneer to create a false impression that it is a continuous foundation.
- Foundations that are out of scale with the existing foundations.

Design Guidelines for Additions: 8.5 Massing and Scale

Massing, also referred to as architectural form, is the three-dimensional geometric composition, or bulk, of a structure. It is defined by the exterior walls, roof shapes, and appendages such as porches, projecting bays, towers, and cupolas. The shape of a roof significantly contributes to the overall form of a house. Basic roof forms include gabled, hipped and flat. A gabled roof is simply composed of two sloping planes meeting to form a straight ridge. A cross-gabled roof is formed when front- and side-gabled roofs intersect. A hipped roof is formed by four sloping planes either meeting to form a straight ridge or a point (pyramidal). Scale is the height to width ratio of the structure.

In a historic district, massing and scale are two of the most important characteristics to consider in the evaluation of proposed additions. Additions that do not respect existing forms visually overwhelm and detract from the historic structure.

Church-Cherokee Streets Historic District

- A wide range of architectural types inhabit the Church-Cherokee Streets Historic District, including Georgian cottages and houses, gabled-ell cottages, and Queen Anne houses.
- Houses vary in height from one to two stories.
- A variety of roof forms and features are present.
- The most common roof shapes are hipped roofs and steeply pitched gabled roofs.
- Also present are complex roof shapes, which include cross- and multi-gabled.



House forms typical in the Church-Cherokee Streets Historic District

Design Guidelines for Additions: Massing and Scale

Recommended:

- An addition should be visually sympathetic to the overall character of the historic building.
- An addition should be subordinate to the historic structure in scale.
- Ideally, an addition should be placed at the rear of a historic structure. If placed on the side of a historic structure, an addition should be set back from the primary façade to have less of a visual impact on the original form.
- While second story additions, commonly known as “pop-top” renovations, are generally discouraged, they can be a viable option when the addition emulates the overall appearance of the existing first level, and does not significantly alter the architectural styling of the original structure when viewed from the street.
- An addition should be designed and constructed so that the basic form of the historic structure would remain intact if the addition were ever removed.
- The shape, pitch, and complexity of the roof of a new addition should be compatible with the roof of the historic structure. Gabled and shed roofs are typically appropriate.
- New roof elements such as chimneys, dormers and roof vents should be compatible with the overall design of the historic structure and should be located to have the least visual impact on the principal façade.

Not Recommended:

- An addition should not be built on the front façade.
- The mass and scale of the addition should not overwhelm the historic structure.
- Additions should not alter the footprint of the building so drastically as to completely obscure the original form, particularly in the case of smaller historic residences.
- New additions should not incorporate roof shapes and elements incompatible with the existing structure. Flat roofs are inappropriate.



The scale of this rear addition is inappropriate

Design Guidelines for Additions:

8.6 Materials

One element that contributes greatly to the overall visual character of the Church-Cherokee Streets Historic District is the type of material used on exterior surfaces. The repeated use of traditional or compatible materials along a street creates architectural cohesiveness and harmony that give the districts much of their distinctive character.

Church-Cherokee Streets Historic District

- Primary materials include brick and stone.
- Houses constructed before the 1940s feature pier foundations.
- Most Church-Cherokee homes are finished with some form of wooden siding, including clapboard siding with a 3 to 5 inch reveal, and more modern wooden siding with a slightly larger reveal.
- Chimneys are all interior (they are incorporated within the roofline, with no view of either their foundations or much of the chimney shaft).
- Chimneys are composed exclusively of brick.
- Some roofs within the district are finished with cedar shingles or other material, but most are finished with asphalt shingles of various designs that are mostly dark gray or black in color.

Recommended:

- Foundation, siding, and roofing materials on additions should reflect the fabric of existing historic buildings.
- Design of additions that, if later removed, would result in minimal impact on the historic fabric and character of the original structure.
- The retention and preservation of as much of the historic material fabric of existing structures as possible.
- The use of brick for new chimney construction. New brick should be similar to historic brick in surface texture, size and color.
- The use of dark gray or brown asphalt shingles for roofing.
- In the case of infill between historic foundation piers, care should be taken to ensure that the infill is visually subordinate to the historic material. This effect can be achieved by recessing construction between piers and/or painting the filling a dark color to represent a voided space between piers.
- The use of fiber-cement or other siding that is similar to historic wooden siding in texture, appearance, and reveal dimension may be used.

Not Recommended:

- The use of vinyl or aluminum siding.
- The use of oversize brick, stucco, exposed poured concrete, or exposed concrete blocks in structural foundations or chimneys.
- New chimneys, if not incorporated into the body of an addition, should be continuous from the ground and show a visible foundation (no flying or suspended chimneys).
- Although foundation, siding, roof, and chimney materials for additions within the historic districts should reflect the historic fabric of the original structure, no attempt should be made to exactly replicate historic materials.

Design Guidelines for Additions: 8.7 Outdoor Lighting

Design guidelines for the addition of outdoor lighting are similar to those for rehabilitation of existing structures. Lighting fixtures should be compatible with the architectural style of the property. A well-chosen light fixture can enhance a historic property, while a poorly chosen light fixture can do quite the opposite. Outdoor lighting should provide sufficient illumination while not casting a glare on the property, the public right of way or other surrounding properties. Lighting should provide security and enhance the beauty of the property. The goal is to provide subtle illumination with minimal visual impact from the lighting fixtures. Every attempt should be made to maintain the traditional community aesthetic in order to maintain its historic integrity.

Recommended:

- Lighting should accentuate architectural features.
- Simple fixtures that complement the architecture should be used.
- New lighting should be similar to that of the surrounding historic architecture.



Simple lighting fixtures will not detract from historical details.

****Note:** A Certificate of Appropriateness is not required for a change in outdoor lighting. This section is for guidance only.

Design Guidelines for Additions:

8.8 Porches

Porches are often the focal point of a historic structure, particularly when located on the primary elevation. Because of their decoration and articulation, they help define the style and overall historic character of a building. In the South, porches were necessary because of the warm climate. Additionally, they served as a social gathering place. This transitional area between the interior and exterior of the residence provides a protective place to sit outdoors. Porches also provide shading for the front of a structure and help reduce solar gain and air conditioning loads. A graceful porch welcomes the passerby and introduces them to a home. Porches are distinctive features that add character to both the houses and the historic district in which they are located. Porch additions should harmonize with the character of the neighborhood and be compatible with existing structures.

Church-Cherokee Streets Historic District

- Prominent, open porches are common on the facades of homes in the Church-Cherokee Streets Historic District.
- Where deep setbacks and larger scale structures are common, porches are typically one story and often cover the full width of the façade.
- Porch supports include square columns on masonry piers or classical columns with Doric or Ionic capitals.
- On Seminole and Freyer Drives, porches are considerably smaller and have a narrower set back. Porch styles differ with house style.
- Balusters are common. Wood is the principal material for porches.

Recommended:

- The addition of a porch on the primary façade is acceptable if there is historical documentation and physical evidence of a previously existing porch in that location.
- When considering a new porch on an existing residence, the design should be similar to those seen historically and be compatible with the existing porches on the block face.
- The addition of a new porch or deck is acceptable if it is constructed out of view of the public right of way on the rear façade if no historical documentation or physical evidence substantiates the construction of one on the primary façade.
- Rear façade porch or deck additions should be compatible with the traditional scale, proportion and rhythm of historic porches on surrounding structures, respecting the size, height, width (including roof pitch and overhang) and material of similar structures.

Not Recommended:

- Porch and deck additions should not overwhelm the primary structure; the design and materials should blend and not contrast with the original structure, and be similar to those used on surrounding structures in the district.

Design Guidelines for Additions: 8.9 Setback

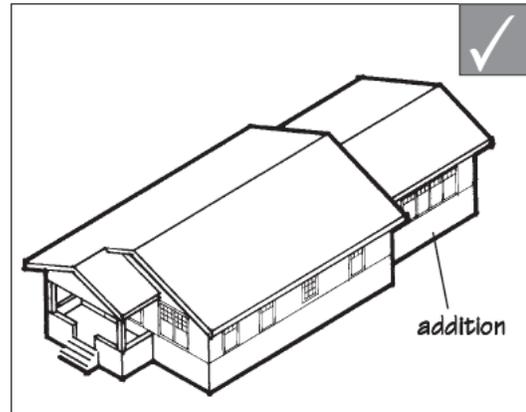
Setback is defined as the distance of the structure from each property line to the structure. In order to maintain visual consistency within the designated historic districts, an addition should not infringe on the established setback pattern along the street.

Church-Cherokee Streets Historic District

- Primary setbacks from the street vary greatly from the south end of the district to the north, ranging from 40 feet to 75 feet.
- Setbacks between houses are not uniform.

Recommended:

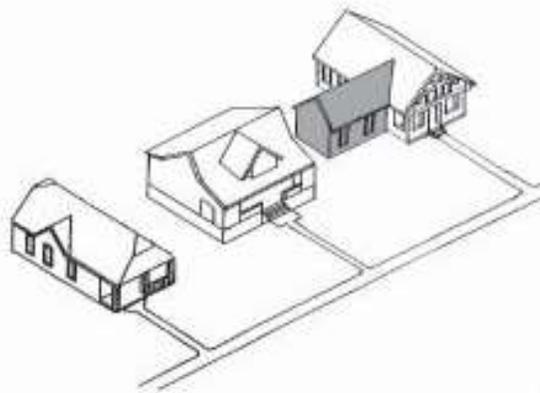
- Maintain, as much as possible the established pattern of setbacks from front and side property lines.
- An addition should be limited to the secondary, rear or side facades.
- An addition should be set back from the primary façade to have minimal visual impact on the historic structure.



Place an addition at the rear of a building or set it back from the front to minimize the visual impacts.

Not Recommended:

- Any significant reduction in the space between existing historic structures.
- Any significant reduction of primary setbacks from the streets.



This side yard addition is inappropriate. It significantly reduces the space between the existing historic structures.

Design Guidelines: New Construction

- 9.1. Design Elements**
- 9.2. Doors**
- 9.3. Driveways**
- 9.4. Entrance Walks**
- 9.5. Fencing**
- 9.6. Fenestration**
- 9.7. Foundations**
- 9.8. Massing and Scale**
- 9.9. Materials (Includes Roofing and Siding)**
- 9.10. Orientation**
- 9.11. Ornamental Planting**
- 9.12. Outdoor Lighting**
- 9.13. Porches**
- 9.14. Retaining Walls**
- 9.15. Setback**
- 9.16. Sidewalks/Planting Strip**

9.0 Design Guidelines for New Construction

Character refers to those visual and physical features that constitute the appearance of a historic building. Character-defining features include the overall form of the structure, its construction materials and craftsmanship, and its decorative detailing and ornamentation. The rhythm and shape of window and door openings also contribute to the overall character of a structure. The structure's setting, including its orientation and setback from the street, the spacing between it and adjacent structures and landscaping details such as fencing, planting and entrance walks are also character-defining features. Often climate, construction technology, local traditions, and economic factors led to the construction of neighborhoods with buildings of similar character. This similarity in historic neighborhoods often creates rhythm and harmony along the street and adds to the overall aesthetic appeal of the area. New construction projects that do not respect this character diminish the integrity of the historic area.

New Construction

New construction includes the construction of any accessory structure, such as a garage, car port or storage shed where a principal structure already exists. Infill construction is defined as an entirely new principal or accessory building constructed on a vacant lot within a neighborhood. While creative designs are encouraged, it is equally important that new construction and infill respect the established character of the neighborhood. Attention to character-defining elements such as massing and scale, orientation, setback, building materials, and patterns of window and door openings encourages the design of buildings that are clearly new, yet do not disrupt the continuity of the historic district.

Principle of Compatibility of New Construction

The general pattern of measurable architectural elements within the Church Cherokee Streets Historic District, including setbacks, scale, and proportion, are well defined by the established built environment. When considering the compatibility of new projects it is appropriate to first consider elements and proportions of historic buildings on either side of an infill project. It is also appropriate to consider the elements and proportions of structures within the larger context of a new building's block face, generally defined as those structures that share the same side of a street and are located between intersecting streets. When determining context and compatibility, only those structures that are historic should be considered. In other words, new construction should be contemporary but compatible. New buildings should be representative of the period of their own construction, but they should not detract from the environment in which they are constructed.

Design Guidelines for New Construction:

9.1 Design Elements

Design elements on new construction greatly contribute to the character of the building. It is therefore very important that any design elements on new construction reflect the size, scale, and style of design elements on surrounding historic buildings. The goal is compatibility with, not replication of, historic design elements.

Church-Cherokee Streets Historic District

- Design elements in the Church-Cherokee Streets Historic District are varied in terms of their placement and materials.
- Decorative wall cladding, such as shingles, and elaborate door and window surrounds are common in the district.
- Architectural components have often been made decorative in some manner. This was particularly common on the Queen Anne Style houses that dominate the district.

Recommended:

- Design elements on new construction in a historic district may be modern interpretations of traditional design elements found in the historic district.

Not Recommended:

- Design elements on new construction in a historic district should not be altered in a manner that would make them appear to be historic in nature.
- An example of this practice would be the distressing of a painted or masonry element to falsely add the appearance of age.

Design Guidelines for New Construction:

9.2 Doors

Doorways are an important architectural feature of any structure, and often contribute greatly to its character. They lend interest to the façade and often give the first impression for a building. When choosing doors for new construction, one should be mindful of the historic doors in the district and should ensure compatibility with those doors.

Church-Cherokee Streets Historic District

- Historic doors in the Church-Cherokee Streets Historic District were generally constructed from wood and glass.
- Porches and porticoes provided protection from the elements, as well as contributed to the visual character of the building.
- Historic hardware was metallic, and wooden doors were either painted or left unfinished.

Recommended:

- Maintain the traditional solid-to-void ratio found on historic structures when designing and building new construction.
- The number and placement of doorways should represent what is found in the district.
- The principal doorway with the most significant door surround should be placed on the main façade of the new structure to maintain the character of the historic district.
- Doorways on new construction should maintain the character of those traditionally found on the block face.

Not Recommended:

- Doorways on new construction in a historic district should not be altered in a manner that would falsely add the patina of age.
- Door surrounds on new homes should not be drastically altered so that they are inconsistent with the size of the historic surrounds.
- Doors for new homes should not be drastically altered in terms of material so that they are inconsistent with the materials used in the original doors on historic houses.

Design Guidelines for New Construction:

9.3 Driveways

The Church-Cherokee Streets historic district was developed in the early days of the automobile, and many houses have relatively narrow driveways. In some cases driveways are shared between two houses. The oldest houses had carriage houses in the rear, and these have often been converted to garages.

Preservation of the configuration and materials of historic driveways, where possible, is important in preserving the overall character of the historic district. The insertion of driveways, front parking areas, and curb cuts is generally inconsistent with the character of the district, but the use of appropriate paving materials, and the size and placement of driveways can help reinforce the character of the district and minimize negative impact.

Recommended:

- Unless evidence of historical documentation indicates otherwise, driveways should be placed at the side, and preferably, extend to the rear of the residence where parking should be located as unobtrusively as possible.
- Driveways should be compatible with existing driveways in spacing, width and configuration. They should be introduced in locations where there is minimum alteration necessary to historic site features, such as landscaping, walkways, and retaining walls.
- Designs should be discreet and conservative in the amount of open space converted to paving for driveways.
- Landscaping should be integrated with the driveway surface area to minimize the visual impact and to buffer/shield the view of parked vehicles from the street.
- All new parking areas should be screened from adjoining properties with appropriate fencing or shrubbery. Incorporate existing mature trees into new parking areas whenever possible, and introduce new trees to maintain the tree canopy.

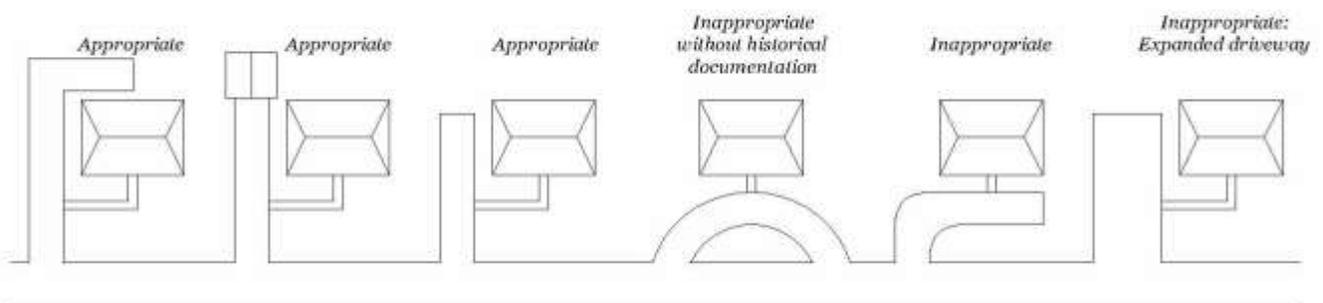


****Note:** A Certificate of Appropriateness may not be required for a change in driveways. This section is for guidance only.

Design Guidelines for New Construction: Driveways

Not Recommended:

- Semi-circular driveways with two entry points on the front of the lot (in front of the primary façade) should not be installed. These are inappropriate unless historically documented.
- Curbs and sidewalks should not be damaged or interrupted by the installation of driveways.
- The view of the primary façade from the public right-of-way should not be dominated by parked vehicles.
- New driveways or parking areas should not directly abut the principal structure.



****Note:** A Certificate of Appropriateness may not be required for a change in driveways. This section is for guidance only.

Design Guidelines for New Construction:

9.4 Entrance Walks

Entrance walks serve as an impressive introduction to individual properties and contribute to their unique character. They can be an extension of the building's architecture, used to reflect and emphasize specific elements to create a harmonious and distinctive overall environment. When extended directly to sidewalks they accentuate a pedestrian-friendly and inviting atmosphere along the streetscape. Entrance walks that enhance a structure and complement the historic district are one of the primary objectives for new construction.

Church-Cherokee Streets Historic District:

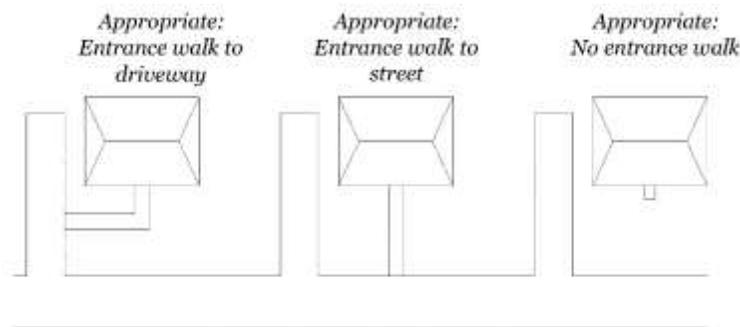
- Homes that have circular driveways often have no entrance walks.
- Where driveways align with the side of the property, entrance walks often extend from the entrance steps to intersect with the driveway.
- Some houses have front entrance walks to the front sidewalk, and these are sometimes lined with shrubbery.
- Traditional materials include: gravel, concrete with exposed crushed stone aggregate and concrete slab.
- Additionally, entrance walks in this district can be found featuring patterned brick alternating with concrete, or an entire entrance walk of patterned brick.

Recommended:

- New entrance walks should match the topography, pattern, configuration, features, dimensions and textures of existing walkways that contribute to the overall historic character of the district.
- Materials for new entrance walks should be compatible with existing materials in the historic district. Some appropriate materials include: gravel, concrete slab and concrete with exposed crushed stone aggregate and brick.
- When installing new entrance walks, site features such as mature trees, retaining walls and stairs should be retained whenever possible.

Not Recommended:

- The use of inappropriate paving materials such as asphalt and those that are not historically or traditionally characteristic of the district is inappropriate.
- Addition/expansion of entrance walks or change in material that is incompatible with historic or traditional precedent is inappropriate.



Design Guidelines for New Construction:
9.5 Fencing

SEE CITY ORDINANCE (§710.04) REGARDING FENCES

Design Guidelines for New Construction:

9.6 Fenestration

Fenestration is the pattern and overall proportion of window and door openings on a structure. The scale, shape and symmetry of windows and doors help define the character of a structure. Fenestration reflects historic periods and methods of construction. Therefore, structures within the same block face usually share similar patterns. The continued repetition of these patterns is important to ensure the visual continuity and overall aesthetic appeal of the block face.

Church-Cherokee Streets Historic District

- Decorative features such as transoms, sidelights, and shutters are typical.
- Door and window openings are traditionally rectangular and vertically oriented.

Recommended:

- New buildings should reference the historic use of windows and doors on the block face.
- New buildings should balance the solid-to-void ratio with that of historic buildings on the block face.
- New buildings should use window and door designs that are compatible with both the historic buildings of the block face and the contemporary design of the new building.

Not Recommended:



The style and spacing of the windows on the new construction project on the right are not compatible with the existing historic structures.

Design Guidelines for New Construction:

9.7 Foundations

Foundations are an important element of a house's form because it contributes to a building's silhouette and footprint. Historically, these neighborhoods' foundations were elevated by brick piers or rested on a concrete block base. In historic areas factors such as tradition, climate and construction techniques lent to a neighborhood with similar footprints and house forms. These similarities create a rhythm along a street, which is one of the attractive qualities of historic neighborhoods. One way to ensure this rhythm is to be sensitive to these elements and build new construction that is in keeping but not an exact replica of historic foundations.

Church-Cherokee Streets Historic District

- The primary materials for foundations in the Church-Cherokee Streets Historic District are brick piers, brick veneer, and concrete block.
- Some newer houses have poured concrete, and older ones have some stone.

Recommended:

- New foundations should reinforce the residential appearance and scale of the neighborhood.
- New foundations should utilize new construction techniques and designs.
- New foundations should not only be distinguishable from the historic foundations but also compatible with characteristics, materials and scale of adjacent buildings and the overall streetscape.
- The height of new foundations should match the height of other foundations of the block face.

Not Recommended:

- Concrete slabs on grade for new construction foundation.
- Irregularly proportioned new construction foundations that do not conform to height, material or construction of other foundations found on the block face.

Design Guidelines for New Construction:

9.8 Massing and Scale

Massing, also referred to as architectural form, is the three-dimensional geometric composition, or bulk, of a structure. It is defined by the exterior walls, roof shapes, and appendages such as porches, projecting bays, towers, and cupolas. The shape of a roof significantly contributes to the overall form of a house. Basic roof forms include gabled, hipped and flat. A gabled roof is simply composed of two sloping planes meeting to form a straight ridge. A cross-gabled roof is formed when front and side-gabled roofs intersect. A hipped roof is formed by four sloping planes either meeting to form a straight ridge or a point (pyramidal). Scale is the height to width ratio of the structure.

In a historic district, massing and scale are two of the most important characteristics to consider in the evaluation of proposed new construction. Structures that do not respect the existing forms on the neighborhood block face are visually disruptive because the continuity of the historical pattern is broken.

Church-Cherokee Streets Historic District

- A wide range of architectural types is found in the Church-Cherokee Streets Historic District, including Georgian cottages, gabled-ell cottages, and Georgian houses.
- Historic structures vary in height from 1 to 2 stories. A variety of roof forms and features exist in the Church-Cherokee Street Historic District. The most common are low pitched hipped and steeply pitched gabled roofs.



Typical house forms in the Church-Cherokee Streets Historic District

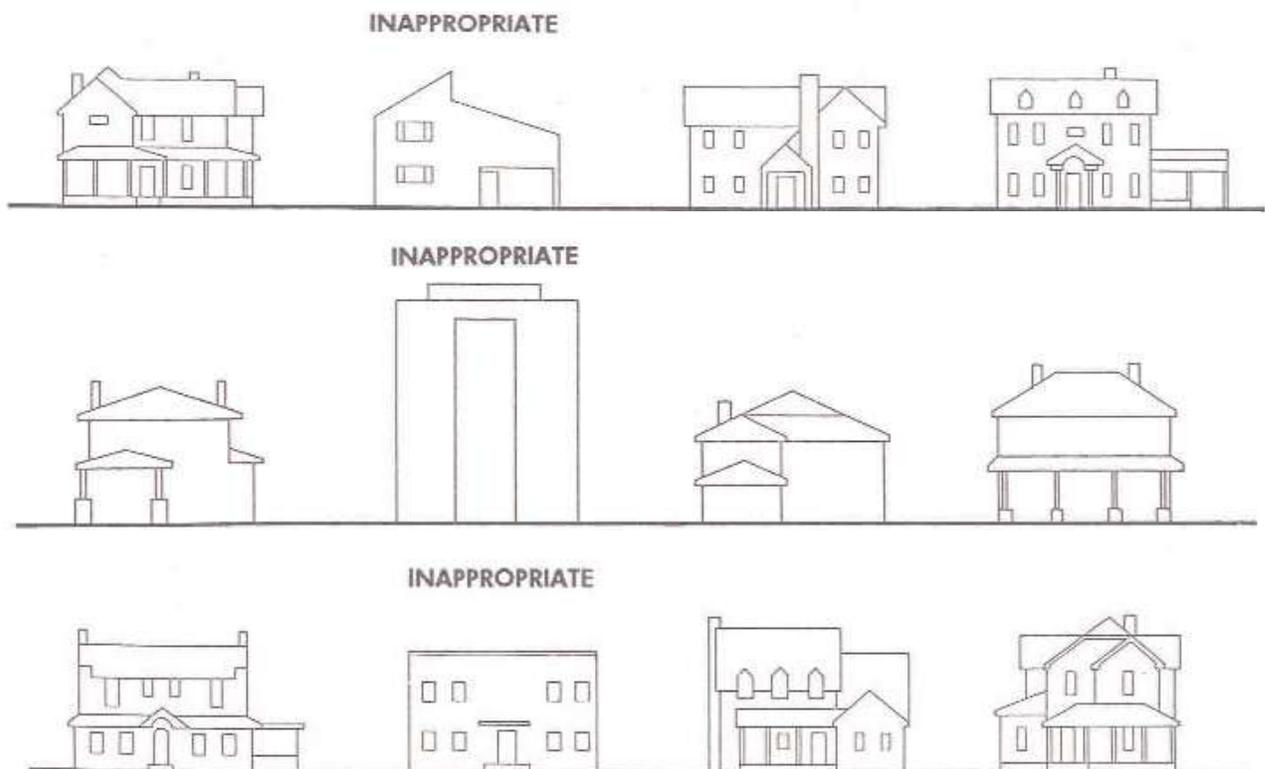
Design Guidelines for New Construction: Massing and Scale

Recommended:

- New construction should be compatible with the form of existing historic structures on the same neighborhood block face.
- New construction should be of a similar height and width to existing historic structures on the same neighborhood block face.
- New construction should be designed with roofs that are compatible with the pitch, shape and complexity of roof forms on the same neighborhood block face.

Not Recommended:

- New construction should not create a break in the rhythm of existing historic forms on a neighborhood block face.
- New construction should not visually overwhelm neighboring historic structures in terms of the height and width of the principal façade.
- New construction should not incorporate roof forms that are inconsistent with those of existing historic structures on the same neighborhood block face. Flat roofs are inappropriate.



Design Guidelines for New Construction:

9.9 Materials

One element that contributes greatly to the overall visual character of the Church-Cherokee Streets Historic District is the type of material used on exterior surfaces. The repeated use of traditional or compatible materials along a street creates an architectural cohesiveness and harmony that gives the district much of its distinctive character.

Church-Cherokee Streets Historic District

- Foundation walls are primarily brick or stone; many pier foundations are present.
- The majority of houses are clad with some form of wooden siding. There also exists within the district many examples of brick structures.
- All chimneys are composed of brick.
- Most roofs are finished with black or gray asphalt shingles.

Recommended:

- Foundation, siding, and roofing materials for infill construction within Marietta's historic districts should reflect the historic fabric of the district, as compared to adjacent structures and to the new structure's block face.
- New construction should use wood siding or fiber-cement or other siding that is similar to historic wooden siding in texture, appearance, and reveal dimension.
- The use of brick for new chimney construction. New brick should be similar to historic brick in surface texture, size and color.
- The use of dark gray or black asphalt shingles for roofing.

Not Recommended:

- The use of vinyl or aluminum siding.
- New construction should not use oversize brick, stucco, exposed poured concrete, or exposed concrete blocks in structural foundations or chimneys.
- New construction should not attempt to exactly replicate historic materials.
- New chimneys, if not incorporated into the body of a new structure, should extend from ground level, and display a visible base of support. Chimneys should not appear to be suspended.

Design Guidelines for New Construction: 9.10 Orientation

Orientation refers to the direction that the principal façade faces relative to the street and is an important part of the historic development of a neighborhood block. Introducing a new orientation disrupts the established pattern and can drastically change the character of the street.

Church-Cherokee Streets Historic District

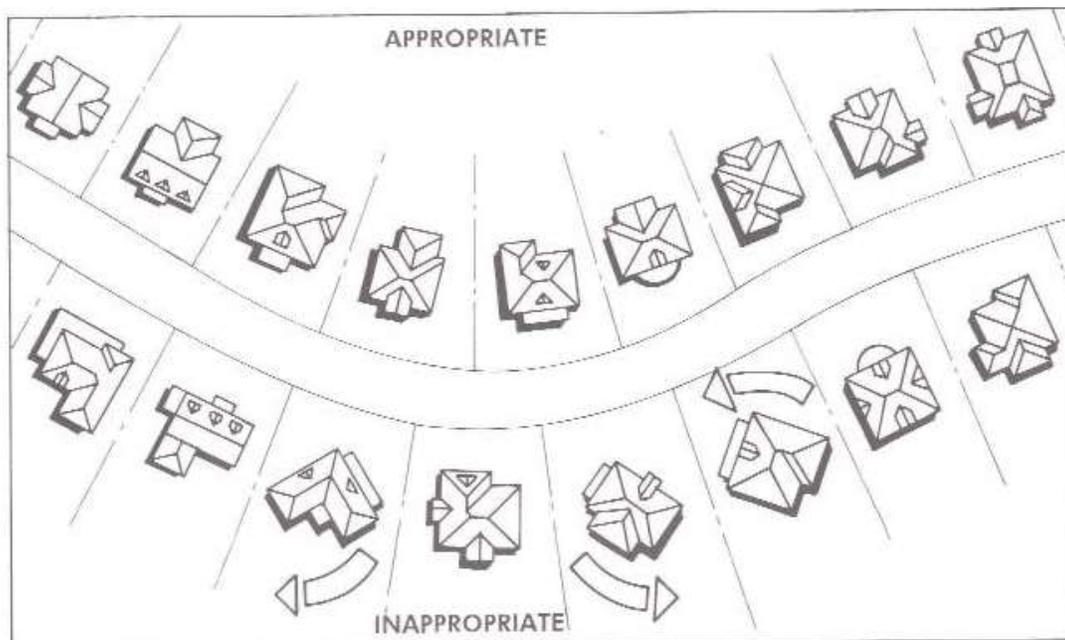
- The orientation of buildings is parallel to the street with the primary entrance facing the principal street.
- Corner lots typically face the principal street and may have a side entrance that does not dominate the primary entrance on the side of the crossing street.

Recommended:

- New buildings should replicate the orientation of adjacent structures.
- Corner lots should refer to adjacent corner lots (if historic) as well as other historic corner properties in the area to determine orientation.

Not Recommended:

- New construction should not be oriented in such a way as to disrupt the historic rhythm of the block face.



Design Guidelines for New Construction:

9.11 Ornamental Plantings

Ornamental plantings contribute significantly to the overall character of a property. Setback of a building combined with the placement of trees, flowerbeds and the type of plants together create vistas and views. Look at the overall landscaping of the district and follow the site lines and plantings typical for your neighborhood. If something stands out and seems jarring and out of place it is probably not compatible and does not contribute to the neighborhood. During the planning of a garden and landscape keep in mind the overall character, pattern, and rhythm of the district. Similar plants and trees typical to the area are also a consideration.

Church-Cherokee Streets Historic District

- Large mature trees such as oaks, elms and pines are common to the district.
- Flowering trees and vines such as dogwoods and wisteria and foreign introduced fauna such as Japanese maples are seen in many yards in the district.
- Hearty shrubs and hedges such as boxwoods are prevalent in the district.

Recommended:

- Maintain and preserve large oak trees and other established trees.
- Protect older trees from bull dozers during the landscaping process by fencing off the root base area.
- Preserve as much of the natural topography as possible. The terrain lends itself naturally to terracing and this feature can be emphasized and retained by creating flowerbeds and retaining walls.

Not Recommended:

- Removal of mature, healthy hardwood trees.

****Note:** *A Certificate of Appropriateness is not required for a change in landscaping. This section is for guidance only.*

Design Guidelines for New Construction:

9.12 Outdoor Lighting

Outdoor lighting with new construction should be compatible with the historic property type. Just as a newly constructed house in the historic district should fit within the aesthetic of the surrounding community, so should the lighting fit with the properties to which they are being added. The lighting should provide security while also illuminating the property. The emphasis should be on the property itself and not on the lighting fixtures. To do this, careful attention to detail should be taken when installing and utilizing outdoor lighting. Too much light can overwhelm the property and possibly cast unwanted light on neighboring properties and public rights of way. Maximum effect and minimal visual impact is the goal of successful lighting.

Recommended:

- Lighting should accentuate architectural features.
- Simple fixtures should be used that blend with the architecture.
- New lighting should be similar to that of the surrounding historic architecture.



Simple lighting fixtures will not detract from historical details.

****Note:** A Certificate of Appropriateness is not required for a change in outdoor lighting.. This section is for guidance only.

Design Guidelines for New Construction:

9.13 Porches

Porches are often the focal point of a historic structure, particularly when located on the primary elevation. Because of their decoration and articulation, they help define the style and overall historic character of a building. In the South, porches were necessary because of the warm climate. Additionally, they served as a social gathering place. This transitional area between the interior and exterior of the residence provides a protective place to sit outdoors. Porches also provide shading for the front of a structure and help reduce solar gain and air conditioning loads. A graceful porch welcomes the passerby and introduces them to a home. Porches are a distinctive feature that adds character to both the house and the historic district in which it is located. Since they are characteristic of the two districts addressed by these guidelines, they should be incorporated into new building design and construction. However, it is important that they harmonize with the character of the neighborhood and be compatible with existing structures.

Church-Cherokee Streets Historic District

- Prominent, open porches are common on the facades of homes in the Church-Cherokee Streets Historic District.
- Where deep setbacks and larger scale structures are common, porches are typically one-story and often cover the full width of the façade.
- Porch supports include square columns on masonry piers or classical columns with Doric or Ionic capitals.
- On Seminole and Freyer Drives, porches are considerably smaller and have a narrower set back. Porch styles differ with house style.
- Balusters are common. Wood is the principal material for porches.

Recommended:

- New construction that incorporates a porch into the design should respect the pattern of porches in the historic district, particularly on the blockface and not introduce new styles or decorative elements that are not found in the district.
- New porches should be compatible with the traditional scale, proportion and rhythm of historic porches on surrounding structures, respecting the size, height, width (including roof pitch and overhang) and material of structures of similar residences.
- Porches on new residences should utilize exterior materials common to the porches prevalent on other residences in the district/on the blockface.

Not Recommended:

- Porches dissimilar in character, design, form, detail and materials to those found on neighboring houses of similar character are inappropriate.

Design Guidelines for New Construction:

9.14 Retaining Walls

Retaining walls are important elements in the landscaping of a property because they connect the landscape with paths and driveways, which helps relate the overall site with its different components. Low masonry walls, many times combined with low hedge material were used to define some front lawns or property lines. Masonry or stone retaining walls were occasionally employed to accommodate a significant shift in grade between the street and the front lawn. When adding to a retaining wall, be aware and sensitive to how the addition will affect the overall appearance of the street and neighborhood.

Church-Cherokee Streets Historic District

- The primary materials for retaining walls in the Church-Cherokee Streets Historic District are stacked stone, textured rock with ornamental toppers, and brick.

Recommended:

- Retaining wall materials should be in keeping with the neighborhood, such as poured in place concrete retaining walls, bricks, and rusticated concrete block.
- Keep construction materials for new retaining walls compatible with those found in the neighborhood and block face.
- New retaining walls should be compatible in size (height) to those on the block face.

Not Recommended:

- Railroad ties or other wood retaining walls.
- Car tires used as a retaining wall.
- Raw cement blocks.

Design Guidelines for New Construction:

9.15 Setback

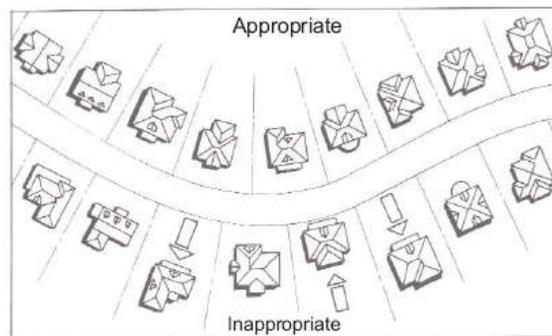
Setback is defined as the distance of the structure from each property line to the structure. In order to maintain visual consistency within the designated historic districts, new house construction should respect the established setback pattern of adjacent structures as well as consider the pattern of the block face.

Church-Cherokee Streets Historic District

- Primary setbacks from the street vary greatly from the south end of the district to the north end, ranging from 40 feet to 75 feet.
- Setbacks between houses are not uniform.

Recommended:

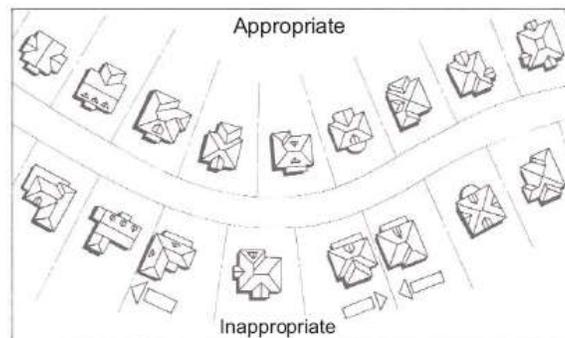
- Maintain the established pattern of setbacks from all property lines.
- The setback of a new infill building should reinforce the predominant setback of the adjacent homes or of the block face where it is located.
- The front and side setbacks for new structures should be within +/- ten percent of the setbacks for the existing historic structures on the block face.



Appropriate and inappropriate front setbacks

Not Recommended:

- Any interruption of the established visual rhythm of existing historic structures.



Appropriate and inappropriate side setbacks

Design Guidelines for New Construction:

9.16 Sidewalks/Planting Strip

Sidewalks are historically significant elements that contribute to a neighborhood's inviting atmosphere and provide spaces for walking and personal interaction. Consideration should be given to the character of the public sidewalks in Marietta's historic districts before implementing alterations so that the historic or traditional layout and materials of curbs and sidewalks are maintained. Alternate materials may be considered with care taken to preserve the look of the historic sidewalks in both material and application. Prevalent in both historic districts is the existence of planting strips (bands of grass between the curb and the sidewalk), which provide an additional greenspace barrier between pedestrian walkways and the street, act as a transition between public and semi-public spaces and set the tone for the residential neighborhood. Where prevalent, this characteristic form should be retained and preserved when installation of new sidewalks is necessary.

Church-Cherokee Streets Historic District

- Planting strips are typically found between the curb and sidewalk in the Church-Cherokee Streets Historic District.
- Typical paving materials are concrete with exposed crushed stone aggregate and smooth-surface molded concrete sidewalks and curbstone.

Recommended:

- Historic and traditional character-defining sidewalk paving and curb materials, such as concrete with exposed crushed stone aggregate, should be installed as the primary paving material.
- The design, dimensions, surface texture and appearance of the paving material should match the adjacent sidewalks as closely as possible.
- When new sidewalks are installed, they should be compatible with the historic character of the streetscape. Where they exist, the sidewalk should be detached and separated from the curb by a planting strip.
- A new sidewalk should align compatibly in dimension with those that already exist along a block.
- Professional standards of construction (straight-lined edges versus poured concrete without professional edging) should be implemented to maintain a uniform, "tidy" visual streetscape.
- Public sidewalks should conform to accessibility standards with the proper location of ramps at all street intersections. (See Marietta Zoning Ordinance 732.07 B)

Not Recommended:

- Sidewalks should not be replaced with incompatible materials, dimensions, design, surface texture or appearance.
- Historic curbs and sidewalks should not be removed in new construction without appropriate replacement.
- Asphalt is an inappropriate new construction sidewalk paving material.

Guidelines for Demolition: Existing Structures

- 10.1. Demolition Permit and Procedures**
- 10.2. Moving a Historic Structure**
- 10.3. Demolition by Neglect**

10.0 Guidelines for Demolition of Existing Buildings:

10.1 Demolition Permit and Procedures

The demolition of historic buildings is an irreversible act that diminishes the continuity and character of a historic district and creates unnecessary waste. Demolition of historic buildings is strongly discouraged and should be avoided whenever possible. An application for a Certificate of Appropriateness requesting demolition warrants full consideration of all alternatives, including locating a sensitive buyer who might have an alternative use for the building, or relocating the building to another site. See Guidelines for Moving Historic Structures for assistance in relocations.

When demolition is unavoidable, every effort should be made to mitigate the negative impact. The Historic Preservation Commission must have the opportunity to review post-demolition site re-development plans before it can make a recommendation to the Marietta City Council regarding a Certificate of Appropriateness for Demolition. Site re-development plans will be compatible with the character of the historic district. See section 10: Guidelines for New Construction for assistance in the development of a sensitive replacement structure. Historic buildings should be carefully documented through available photographs, site plans, drawings, and historic written narratives prior to demolition. Special architectural features and ornamentation should be saved and incorporated into the design of the replacement structure where feasible.

In reviewing applications for demolition, the Marietta Historic Preservation Commission must consider:

- Whether the age, condition, and probable life expectancy of the structure can be preserved through use.
- Whether the character of the setting and surroundings will be adversely affected by the demolition.
- Whether the structure is of such age or distinctive design, texture, or scarce materials that it could not be reproduced or could be reproduced only with great difficulty and expense.
- Whether a relocation of the structure would be a practical and preferable alternative to demolition.
- Whether the proposed demolition could adversely affect other historic buildings or the character of the historic district.

10.1. Demolition Permit and Procedures

Procedures

Applicants must demonstrate that two of the following conditions have been sufficiently met in order for the Historic Preservation Commission to recommend approval of the Certificate of Appropriateness to the Marietta City Council for demolition of a historic structure:

1. The project is of special merit and must have significant benefits to the City of Marietta or the community by virtue of exemplary architecture, specific features or land planning, or social or other benefits having a high priority for community services; or
2. Public safety and welfare requires the removal of a historic structure or building, and
3. The historic property has lost its architectural integrity and no longer contributes to the character of the historic district. The structural instability or deterioration of a historic property must be demonstrated through a report by a structural engineer or architect with experience in historic preservation.

Recommended:

- Applicants should seek all feasible alternatives to demolition by working with the Historic Preservation Commission, and other local interested parties.
- Applicants should submit application for demolition accompanied by a complete plan for the new development proposed on the site, a timetable for the commencement of new construction, a budget for both the demolition and new construction, and satisfactory evidence that the financing is available.
- Significant site features, including the landscaping and historical resources, should be protected from damage before, during and after demolition.
- Prior to demolition, the applicant should document the existing building, site and setting through photographs, site plans, drawings, and written historical narratives. Documentation should be retained by the City of Marietta Planning & Zoning Division, Cobb Landmarks, and the Historic Preservation Division of the Georgia Department of Natural Resources.
- Architectural materials and features should be saved prior to demolition and reused in the design of the replacement structure where feasible.
- Approved site plan should be immediately implemented following demolition.

10.2 Moving a Historic Structure

The relocation of a historic structure within a historic district is highly discouraged. The significance of most structures is strongly tied to their original setting and relocation may compromise the integrity of the building. Moving a historic building should be considered if it is the sole alternative when the following threats are apparent: demolition, public safety and welfare, or loss of integrity of site and setting.

The Marietta Historic Preservation Commission considers relocation based on the character and aesthetic interest of the building within its present setting, the plans for the area to be vacated, possible damage to the physical integrity of the building, and the appropriateness of the new site. See section 10: Guidelines for New Construction for assistance in the development of a sensitive replacement structure. A Certificate of Appropriateness must be issued before the building can be relocated.

The selection and preparation of an appropriate and compatible new site introduces additional issues and considerations. The new site should provide a context that is similar to the original setting, including topography, landscape character, land use, the building's new setback, orientation and distance from other buildings. Every effort should be made to ensure that integrity of the building is maintained in its new setting context.

Recommended:

- Historic buildings should only be moved after all alternatives to retention have been examined.
- Applicant should document the existing setting and site prior to relocation through photographs, notes and drawings. The applicant should also measure the building if the move will require substantial reconstruction.
- Damage to the structure during and after the move should be minimized by assessing its structural condition prior to the move, taking precautions to prevent damage during that move and, and using contractors experienced in moving historic buildings.
- Location of the new site should be compatible in character with the original setting in terms of the entire context including the blockface, setback, orientation and distance from other buildings.
- Significant site features of both the original and the new site should be protected from damage before, during, and after the move.
- Historic structures should be secured from vandalism and potential weather damage before and after their move.

10.3 Demolition by Neglect

Neglect of historic buildings is hazardous and disadvantageous to the individual property and to adjacent structures in a historic district. Property owners are responsible for providing maintenance and repair to historic structures and should avoid the delay of proper and timely maintenance and repairs. The Marietta Historic Preservation Commission will monitor the conditions of properties within historic districts under its purview and determine if they are being allowed to deteriorate through neglect. Neglect includes conditions such as the deterioration of the building's structural system, exterior architectural features, and broken windows, doors, and openings, which allow entry of vermin and the elements. When neglect occurs, the commission will notify the property owner to conduct repairs within thirty days. On or after the thirty-first day following owner notification, at the direction of the City Council, the Commission may initiate maintenance or repairs as necessary at the expense of the violating homeowner.



Demolition by neglect



Neglect due to lack of maintenance

Appendices

- 11.1. Architectural Glossary**
- 11.2. Bibliography**
- 11.3. Marietta Historic Preservation Ordinance**
- 11.4. U.S. Secretary of the Interior's Standards for Rehabilitation**

11.0 Appendices

11.1. Architectural Glossary

Alignment: The arrangement of objects along a straight line.

Asphalt Shingles: A type of roofing material composed of layers of saturated felt, cloth or paper, and coated with a tar, or asphalt substance, and granules.

Association: Association refers to the link of a historic property with a historic event, activity or person. Also, the quality of integrity through which a historic property is linked to a particular past time and place.

Baluster: A spindle or post supporting the railing of a balustrade.

Balustrade: An entire railing system with top rail and balusters.

Bargeboard: A decoratively carved board attached to the projecting edges of the rafters under a gable roof; also called a vergeboard.

Bay: The regular division of the facade of a building, usually defined by windows or other vertical elements.

Bay Window: A window in a wall that projects at an angle from another wall.

Block Face: A reference to the structures on one side of the street or on the same side of the block.

Board and Batten: Vertical plank siding with joints covered by narrow wood strips.

Bond: The pattern in which bricks are laid to increase the strength or enhance the design.

Bracket: A small carved or sawn wooden projecting element which supports a horizontal member such as a cornice or window or door hood.

Bulkhead: The base that supports a storefront window.

Capital: The upper portion of a column or pilaster.

Certificate of Appropriateness: A document issued by the Marietta Historic Preservation Commission upon approval of a submitted renovation, new construction or demolition plan by the owner of property located within the Church Cherokee Streets Historic District. The certificate may be issued allowing rehabilitation, new construction or demolition as it has been proposed by the applicant, or it may be issued with conditions which must be followed by the property owner. Along with the Certificate of Appropriateness, the property owner is required to get a building or demolition permit from the City of Marietta Public Works Department.

Chamfer: A surface produced by beveling an edge or corner, usually at a 45 degree angle, at the edge of a board or post.

Chimney: A vertical structure containing one or more flues to provide draft for fireplaces, and to carry off gaseous products from fireplaces or furnaces.

Clapboard: Siding consisting of overlapping, narrow horizontal boards, usually thicker at one edge than the other.

Architectural Glossary

Column: A vertical shaft or pillar that supports, or appears to support, weight above.

Contributing Structure: Buildings that are historic, are exceptionally designed, or are directly associated with the historical period of that district.

Coping: A cap or covering to a wall, either flat or sloping, to shed water.

Cornerboard: A vertical strip of wood placed at the corners of a frame building.

Cornice: A projecting molding at the top of a wall surface, such as may be found below the eaves of a roof.

Cornice Return: The extension of the cornice molding in a new direction, onto a short length of the gable.

Dentil: Small square blocks closely spaced to decorate a cornice.

Design: Design refers to the elements that create the physical form, plan, space, structure and style of a property.

Dormer: A small window with its own roof that projects from a sloping roof.

Double Hung Window: A window with two sashes, one sliding vertically over the other.

Downspout: A pipe for directing rain water from the roof to the ground.

Eave: The edge of a roof that projects beyond the face of a wall.

Elevation: The external face of a building or a drawing of the external wall.

Entablature: The horizontal group of boards immediately above the column capitals.

Facade: The front face of a building.

Fascia: A flat board with a vertical face that forms the trim along the edge of a flat roof, or along the horizontal, or “eave” sides of a pitched roof.

Feeling: Feeling refers to how a historic property evokes the aesthetic sense of a past time and place.

Fenestration: The arrangement of windows in a building.

Form: The overall shape of a structure (e.g., most structures are rectangular in form).

Fretwork: Ornamental woodwork, cut into a pattern, often elaborate.

Gable: The triangular section of a wall to carry a pitched roof.

Glazing: Fitting glass into windows and doors.

Architectural Glossary

Gothic Revival: A late nineteenth century architectural style characterized by steeply pitched gabled roofs with both front and side-facing gables. Decorative elements include sawn bargeboards along the eaves, windows and doors openings with pointed arched tops or heavily molded or pointed hoods. Porches are usually supported by slender posts with sawn woodwork forming flattened arches or brackets. Though not common in the South, some houses were built in Georgia in this style during the 1850s-1880s.

Head: The top of the frame of a door or window.

In-Kind Replacement: To replace a feature of a building with materials of the same characteristics, such as material, texture, color, etc.

Integral Porch: A porch that is formed from the overhang of the roof, it is not an addition to a house, but is built as a part of the original structure.

Integrity: A property (or historic district) retains its integrity, if a sufficient percentage of the structure (or district) dates from the period of significance. The majority of a building's structural system and materials should date from the period of significance and its character defining features also should remain intact. These may include architectural details, such as dormers and porches, ornamental brackets and moldings and materials, as well as the overall mass and form of the building.

Jigsawn Woodwork: Pierced curvilinear ornament made with a jig or scroll saw.

Lattice: An openwork grill of interlacing wood strips, used as screening.

Light: A section of a window, the pane or glass.

Lintel: A horizontal beam bridging an opening, usually of wood or stone, carrying the weight of the structure above.

Masonry: Wall material such as brickwork or stonework.

Mass: The physical size and bulk of a structure.

Material: Material refers to the physical elements that were combined or deposited in a particular pattern or configuration to form a historic property.

Moulding: A long, narrow strip of wood or metal which is plain, curved or formed with regular channels and projections, used for covering joints and for decorative purposes.

Mortar: A mixture of cement-like material (such as plaster, cement, or lime) combined with water and a fine aggregate (such as sand). Used in masonry construction between bricks or stones to hold them in place.

Mullion: A vertical post dividing a window into two or more lights.

Muntin: The strip of wood separating the lights in a window.

Non-Contributing Structure: Generally those structures built after the historical period of the district, or radically altered.

Orientation: Generally, orientation refers to the manner in which a building relates to the street. The entrance to the building plays a large role in the orientation of a building.

Architectural Glossary

Period of Significance: Span of time in which a property attained historic significance.

Pervious: Open to passage or entrance; permeable.

Pier: An upright structure of masonry, which serves as a principal support.

Pilaster: A rectangular pillar attached, but projecting from a wall, resembling a classical column.

Pitch: The degree of slope of a roof, usually given in the form of a ratio such as 6:12, or rise over run. Rise is the vertical dimension, and run is the horizontal dimension.

Preservation: The act or process of applying measures to sustain the existing form, integrity and materials of a building or structure, and the existing form and vegetative cover of a site. It may include initial stabilization work, where necessary, as well as ongoing maintenance of the historic building materials.

Protection: The act or process of applying measures designed to affect the physical condition of a property by defending or guarding it from deterioration, loss or attack, or to cover or shield the property from danger of injury. In the case of buildings and structures, such treatment is generally of a temporary nature and anticipates future historic preservation treatment; in the case of archaeological sites, the protective measure may be temporary or permanent.

Rabbet: A cut or groove along or near the edge of a piece of wood that allows another piece to fit into it to form a joint.

Reconstruction: The act or process of reproducing by new construction the exact form and detail of a vanished building, structure or object, or part thereof, as it appeared at a specific period of time.

Rehabilitation: The act or process of returning a property to a state of utility through repair or alteration which makes possible an efficient contemporary use while preserving those portions or features of the property which are significant to its historical, architectural and cultural value.

Restoration: The act or process of accurately recovering the form and details of a property and its setting, as it appeared at a particular period of time, by means of the removal of later work or by the replacement of missing earlier work.

Ridge: The line at the top of a sloped roof.

Riser: The vertical face of a stair step.

Roof: The top covering of a building. Following are common types: A gabled roof has a pitched roof with ridge and vertical ends. A Hipped roof has sloped ends instead of vertical ends. A Jerkinhead roof (also called "clipped gable") has a pitched roof similar to a gabled roof but with a truncated, or clipped, gable end. Shed roof (lean-to) has one slope only and is built against a higher wall.

Sash: The movable framework holding the glass in a window or door.

Scale: The size of structure as it appears to the observer.

Architectural Glossary

Setting: Setting refers to the physical environment of a historic property.

Shingle: Tile for covering roofs or walls usually of asbestos, asphalt, metal, slate or wood, cut to standard shapes and sizes.

Shingle Style: An American architectural style that evolved out of the Queen Anne style, but was more horizontal and less decorative. Not often found in Georgia, this style is characterized by natural wood shingles covering the entire exterior, and the use of natural materials such as rough stone or field stone for porches, columns and foundations.

Shiplap: A kind of boarding or siding in which adjoining boards are rabbeted along the edge so as to make a flush joint.

Siding: The exterior wall covering of a structure.

Stick: An architectural style that was used only occasionally in Georgia, mainly during the 1870s and 1880s. It is found most often in cities. The stick style house is always made of wood. Its major identifying feature consists of horizontal, vertical or diagonal wooden bands applied to exterior wall surfaces to emphasize the structural components. The roof is steeply pitched and often gabled with decorative trusses. There are often cross gables and eaves with brackets. The porch is often supported by slender posts with angled braces or brackets.

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Historic Preservation Design Guidelines

Note: Many sections of this manual rely in part on information from the Design Guidelines of other cities, many of which are available on-line from the University of Georgia College of Environment & Design, Owens Library, "Historic Preservation Design Guidelines" at <http://www.uga.edu.sed>. A separate internet address is given for those that were accessed from another web-site.

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11.3 Marietta Historic Preservation Ordinance

ARTICLE 7-8-9 - HISTORIC PRESERVATION ORDINANCE

7-8-9-010 - Purpose.

The purpose of creating this Historic Preservation Ordinance is to protect and enhance the historical and aesthetic attraction to tourists and visitors and thereby promote and stimulate business, and to provide for the protection, enhancement, perpetuation, and use of places, districts, sites, buildings, structures, and works of art having a special historic, architectural, cultural, or aesthetic interest or value, and to provide reasonable flexibility for property owners to improve and maintain their properties below certain thresholds, and for special circumstances.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1)

7-8-9-020 - Definitions.

This article specifically adopts and incorporates the definitions contained in O.C.G.A. § 44-10-22 of terms used within this article as defined in that code section, including, but not limited to, the following:

- A. "Certificate of appropriateness" means a document approving a proposal to make a material change in the appearance of a designated historic property or, within a designated historic district, of a structure, site, or work of art located within said district. The certificate of appropriateness must be obtained from the commission before such material change may be undertaken.
- B. "Commission" means the Marietta Historic Preservation Commission created or established pursuant to O.C.G.A. § 44-10-24, created within this article.
- C. "Contemporary building" means those buildings or structures other than historic.
- D. "Council" or "city council" means the persons elected mayor and council as provided in the City Charter.
- E. "Designation" means a decision by the council to designate a property or district within the city as a "historic property", or "historic district", and thereafter to prohibit all material changes, except as set forth herein, in appearance of such property, or within such district, prior to issuance of a certificate of appropriateness by the commission.
- F. "District representative" means a person who meets eligibility requirements defined below in Section 7-8-9-030 A.5., elected to represent a specific historic district on matters specific to that historic district.
- G. "Eligible voter" means a property owner of a parcel of property within a proposed historic district.
- H. "Exterior architectural features" means the architectural style, general design, and general arrangement of the exterior of a building or other structure including, but not limited to, the kind or texture of the building material; the type and style of all windows, doors, and signs; and other appurtenant architectural fixtures, features, details, or elements relative to the foregoing which are visible from the public right-of-way.
- I. "Historic district" means a geographically definable area, urban or rural, which contains structures, features, sites, works of art or a combination thereof which:
 - 1. Has special character, historical, or aesthetic interest or value;
 - 2. Represents one or more periods or styles of architecture typical of one or more eras in the history of the city, county, state, region, or nation;
 - 3. Causes such area, by reason of the aforementioned factors, to constitute a visibly perceptible section of the city.

- J. "Historic preservation jurisdiction" means the area within the corporate area of the City of Marietta or area otherwise subject to the jurisdiction of the council.
- K. "Historic property" means a structure, site, or work of art including the adjacent area necessary for the proper appreciation or use thereof, deemed worthy of preservation by reason of its value to the city, county, state, or region for one or more of the following reasons:
 - 1. It is an outstanding example of a structure representative of its era;
 - 2. It is one of the few remaining examples of a past architectural style;
 - 3. It is a place or structure associated with an event or person of historic or cultural significance to the city, county, state, or region; or
 - 4. It is a site of natural or aesthetic interest that is continuing to contribute to the cultural or historical development and heritage of the city, county, state, or region.
- L. "Housecleaning" means the upkeep of property that does not constitute a material change in appearance and includes such tasks as cleaning, minor repair, and general maintenance of property.
- M. "Material change in appearance" means a change that will affect the exterior architectural features of a historic property; or of any structure, site, or work of art within a historic district that can be seen from a street, sidewalk or area of public gathering; and may include any one or more of the following but shall not include exterior paint or paint color alterations:
 - 1. A reconstruction or alteration of the size, shape, or facade of a historic property that can be seen from a public street, public sidewalk or area of public gathering including relocation of any doors or windows or removal or alteration of any architectural features, details, or elements other than demolition unless it is required below;
 - 2. Demolition of a historic property;
 - 3. Commencement of excavation of any historic property, as defined herein, or within a historic district, except for construction, repair and maintenance of underground utility, storm drain facilities, and other underground features;
 - 4. A change in location of advertising visible from the public way on any historic property or within a historic district;
 - 5. The erection, alteration, restoration, or removal of any building or other structure within a historic district, including, but not limited to, walls, fences, steps, pavements, or other appurtenant features, except (1) changes to existing exterior paint color; (2) the alteration and removal of walls, fences, steps, pavements, or other appurtenant features that cannot be seen from a public street, public sidewalk, or other public gathering.
- M. "Occupant" a generic term used for the purpose of directing a mailing to a property for notice purposes.
- O. "Principal" includes, but is not limited to, a stockholder of the company, manager, officer that has been designated as the individual to vote for the entity in the election.
- P. "Property owner" or "private property owner" includes any natural person, corporation, or partnership, LLC, and all legal entities which own property in fee simple.
- Q. "Public gathering" includes areas of assembly on public right-of-way, public parks, or other publicly owned properties designated for such use.
- R. "Resident" shall be a person who meets the requirements for determining residence as defined in O.C.G.A. § 21-2-217.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1)

7-8-9-030 - Historic Preservation Commission.

A. Creation and Composition. There is created the Marietta Historic Preservation Commission, as follows:

1. The city council shall appoint all members of the historic preservation commission who shall reside within the incorporated city limits. The composition of the commission shall be as follows: Each of the seven council members shall nominate one individual. Each member nominated will be subject to the approval of the majority of city council. These seven members should have demonstrated a special interest, experience or education in history, architecture, or preservation. Unless no qualified persons are willing to serve, at least six members shall be professionals in the fields of history (including, but not limited to, urban planning, archeology, conservation, and historic preservation) or architecture (including landscape architecture).
2. All members shall serve without compensation except for reimbursement of expenses as approved by the council.
3. All commission members and anyone serving the commission in a technical assistance/professional staff capacity shall attend at least one informational or educational meeting per year pertaining to historic preservation.
4. Members may be removed for cause after a hearing before the council.
5. As each historic district is approved by the city council, the owners of such district that are eligible to vote as set forth herein shall vote for and elect two district representatives from among their number, by a majority of those voting. For districts that contain only residentially zoned property the elected representatives must also be residents of the district. If the owners are an entity, then the principal that is eligible to vote for that entity shall be eligible to be elected. Notwithstanding anything contained herein to the contrary, all representatives shall be residents of the City of Marietta. The initial election shall be carried out by the City of Marietta staff and the election shall then occur bi-annually thereafter. The elected members(s) shall serve for a two-year term and the election shall occur bi-annually. If there is a vacancy, the election for the unexpired term shall occur in the same manner as the election for the full term. Once elected, the two district representative elected from that district shall serve as ex officio voting members of the historic preservation commission for any item that is heard by the historic preservation commission that pertains only to the district they are elected to represent. For purposes of the City Code, they shall not serve on or affect the historic preservation commission or any other city body for the action of any item not concerning the historic district from which they are elected. Notwithstanding anything to the contrary contained herein, if an ex officio voting member is not in attendance, that member or position shall not count as part of the quorum requirement.

B. Term of Office. Commission members shall serve for a period of three years. In order to achieve staggered terms for purposes of continuity, initial appointments shall be as follows: three members shall be appointed for one year; three members shall be appointed for two years, and one shall be appointed for three years.

C. Organization. The commission shall select a chairperson who shall preside over the meeting. The commission shall meet no less frequently than once a month

1. The commission shall adopt rules and regulations, which do not conflict with the provisions of O.C.G.A. Tit. 44, Ch. 10, which shall only be effective after submittal to and if approved by the city council.
2. The city shall provide the technical, administrative, professional and clerical assistance as required by the commission.
3. Except as provided in Subsection A.5., a majority of the voting members of the commission shall constitute a quorum.
4. No commission member shall participate in the discussion on or vote on any matter in which he or she may have a conflict of interest as defined within City Charter or Code or Official Code of Georgia Annotated. Any commissioner who owns an interest in property within the district may

recuse himself or herself and shall be allowed to present the application as a private citizen without violating this Code.

5. Meetings of the commission shall be held according to the schedule adopted by the commission, at the call of the chairperson or at such other times as majority of the commission may determine. The secretary shall inform all members of the board at least 48 hours in advance of any meeting.
 6. During a public hearing, each side shall be allowed 15 minutes to present their argument. The chairperson may request representatives from each side to speak for the entire group. If more than one speaker represents a group, the 15 minutes shall be divided among the various speakers. In no case, however, shall any group be allowed more than the allotted time no matter how many speakers represent the group unless extended by a majority vote of the commission members present.
 7. At the public hearing, the applicant or any other party may appear on his/her own behalf or be represented by agent or attorney. No cases shall be considered if the applicant or his/her agent does not appear and a new application must be filed for the commission to reconsider the request.
 8. Failure for any commissioner to attend three consecutive meetings without just cause shall be considered resignation from the commission. Upon such resignation, resignation by other means, or other vacancies occurring in office, the chairperson shall inform the city council as promptly as possible, so that the city council may appoint a replacement to fill the unexpired term.
 9. Failure for any district representative to attend three consecutive meetings at which there is business specific to their district without just cause shall be considered resignation from the commission. Upon such resignation, resignation by other means, or other vacancies occurring in office, the chairperson shall inform the city staff as promptly as possible, so that the city staff may conduct an election for a replacement to fill the unexpired term.
 10. The commission may create a listing of material changes detailing specific instances when an administrative certificate of appropriateness can be approved. The items on this list must be approved at a formal hearing of both the historic preservation commission and the city council.
- D. Jurisdiction and Authority. The commission shall be authorized to:
1. Prepare and maintain an inventory of all property within its historic preservation jurisdiction having the potential for designation as historic property;
 2. Recommend to the council specific places, districts, sites, buildings, structures, or works of art to be designated by ordinance as historic properties or historic districts;
 3. Review applications for certificates of appropriateness for historic resource protection and grant or deny the same in accordance with O.C.G.A. § 44-10-28 and this article;
 4. Recommend to the council that the designation of any place, district, site, building, structure, or work of art as a historic property or as a historic district be revoked or removed;
 5. Restore or preserve any historic properties acquired by the city as requested by city council;
 6. Promote the acquisition by the city of conservation easements in accordance with O.C.G.A. §§ 44-10-1 through 44-10-8 (all conservation easements shall be in the name of the City of Marietta and shall be subject to acceptance by the city council);
 7. Conduct educational programs on historic properties located within its historic preservation jurisdiction and on general historic preservation activities;
 8. Make investigations and studies of matters relating to historic preservation as the city council or commission may from time to time deem necessary or appropriate for the purposes of this article, subject to approval of the city council;
 9. Seek out local, state, federal and private funds for historic preservation, and make recommendations to the council concerning the most appropriate use of any funds acquired;

10. Consult with historic preservation experts in the historic preservation division of the department of natural resources, or its successor and the Georgia Trust for Historic Preservation, Inc.;
 11. Submit to the historic preservation division of the department of natural resources, or its successor a list of historic districts designated as such pursuant to O.C.G.A. § 44-10-26;
 12. Participate in private, state and federal historic preservation programs and with the consent of council enter into agreements to do the same;
 13. The commission shall employ persons, if necessary, to carry out the purposes of this article, subject to approval of the city council. The council must approve any expenditure for this purpose.
- E. Preservation of Historic Property.
1. Where such action is authorized by the council and is reasonably necessary or appropriate for the preservation of a unique historic property, the commission may enter into negotiations with the owner for the acquisition by gift, purchase, exchange, or otherwise for the property or any interest therein.
 2. The commission shall monitor the condition of designated historic properties or properties within a designated historic district within the city to determine whether they are being allowed to deteriorate by neglect.
- F. Records. The director of the Department of Development Services or his/her designee shall be secretary for the commission and shall keep a record of all applications for certificates of appropriateness, all renewals thereof, and of all of its proceedings. Also, the city clerk's office shall keep a listing of the classification of all buildings within historic districts pertaining to their classification as either a historic building or a contemporary building and a copy of the minutes of the meetings.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7123, 1/2/2008, § 1; Ord. No. 7454, 3/10/2010, § 1)

7-8-9-040 - Adoption of a designation ordinance.

No ordinance designating any property as historic property, or any ordinance designating any district as a historic district, nor any amendments thereto may be adopted by the council, nor may any property be accepted or acquired as historic property by the council, unless all procedural requirements have been met as set forth in this subsection.

- A. Requirements for Designation. In designating property as historic property or as a historic district, the council and commission shall comply with the notice requirements set forth in Section 7-8-9-040.
1. Designation of Historic Property. Subject to Subsection B., below, in designating a property as a historic property, the commission shall set forth the name or names of the owners of the property, and shall require that a certificate of appropriateness be obtained from the commission prior to any material change in the appearance of the designated property, as set forth in Section 7-8-9-020 L.1.—5., except as noted in City of Marietta Code Section 7-8-9-050. Prior to any designation of a historic property, the owner or owners of the private property shall be given the opportunity to concur in or object to the designation. If the owner of the private property does not consent to the proposed historic designation, the historic property cannot be listed as a historic property under this chapter. Additionally, where the owner or owners of private property consent to the nomination, the rules and or guidelines under which they have consented to the designation may not thereafter be changed to be more restrictive without the consent of the owner or owners of the historic property.
 2. Designation of Historic District. Subject to Subsection B., below, designation of a district as a historic district shall include a description of the boundaries of the district, shall list each property located therein, shall set forth the name or names of the owners of each property, and shall require that a certificate of appropriateness be obtained from the historic preservation commission prior to any material change in the appearance of any structure, site, or work of art located within the designated historic district, as set forth in Section 7-8-

9-020 M.1.—5., except as noted in City of Marietta Code Section 7-8-9-050. Prior to any designation of a historic district, owners of private properties shall be given an opportunity to concur in or object to the designation. If at least 60 percent of private property owners within a proposed district do not consent to the nomination, the area cannot be designated as a historic district. Additionally, where the 60 percent of the private owners within a proposed district consent to the nomination, the rules and or guidelines under which they have consented to the designation may not thereafter be changed to be more restrictive without the consent of at least 60 percent of the private property owners within that district.

3. Each property owner within the proposed historic district shall have one vote per parcel of property owned by such owner. If a parcel of property is owned by more than one person or legal entity, the vote of the "owner" of that property shall be the vote of the majority of owners.
 4. If the parcel of property is a substandard lot (as defined by the City of Marietta Zoning Ordinance or a nonbuildable lot) and there is no structure built on the lot and it is vacant of any business or residence, there shall be no vote allowed for said parcel.
 5. A vote on a district (or a substantially similar district) shall not be conducted more than once every 12 months. The voting on a district shall be open for only a 60-day period from the time that notice or voting cards are mailed. The vote shall take place only after the guidelines are approved and the proposed district boundaries have been delineated by the Historic Preservation Commission.
 6. A property owner may not change his or her vote once it has been cast or returned to the city.
 7.
 - a. Voting cards or ballots shall be sent by certified mail to each owner that is eligible to vote as set forth herein for property that is within the proposed district mailed to the last address shown, on the ad valorem tax records of the City of Marietta for the most current year the city has in its possession. A letter giving notice that voting is taking place in the proposed historic district shall be sent via regular mail to "occupant" to the property address.
 - b. Voting cards or ballots must be returned within 60 days to the director of the Department of Development Services.
 - c. Approval of the vote by property owners in the proposed historic district shall mean that the affirmative vote of the total eligible to vote to approve or vote for the district by the required percentage set forth in Section 7-8-9-040 A.2.
- B. Procedural Steps for Designation as Historical Property or District. No ordinance designating any property as a historic property and no ordinance designating any district as an historic district, nor any amendments thereto may be adopted by council nor may any property be accepted or acquired as historic property by council until the following procedural steps are taken:
1. The commission shall, subject to city council approval, make or cause to be made an investigation and shall report on the historic, cultural, architectural, or aesthetic significance of each place, district, site, building, structure, or work of art proposed for designation or acquisition. This report shall be submitted to the division of historic preservation of the Georgia Department of Natural Resources or its successor which will be allowed 30 days to prepare written comments concerning the report;
 2. The commission and council shall each hold a public hearing on the proposed ordinance and a public hearing on the design guidelines. Notice of the hearing(s) for the ordinance shall be published at least three times in the principal newspaper of general circulation within the City of Marietta; and written notice of the hearing shall be mailed to all owners and occupants of such properties. Notice of the hearing(s) for the guidelines shall be published at least one time in the principal newspaper of general circulation within the City of Marietta; and written notice of the hearing shall be mailed to all owners and occupants of such properties. All the notices shall be published or mailed not less than ten nor more than 20 days prior to the date set for the public hearing; and

3. Following the public hearing, council may adopt the ordinance as prepared, adopt the ordinance with any amendments it deems necessary, or reject the proposal.
- C. Notice to Owner/Occupiers. Within 30 days immediately following the adoption of the ordinance the owners and occupants of each designated historic property and the owners and occupants of each structure, site, or work of art located within a designated historic district shall be given written notification of such designation by the council, which notice shall apprise said owners and occupants of the necessity for obtaining a certificate of appropriateness prior to undertaking any material change, as set forth herein, in the appearance of the historic property designated or within the historic district designated.
 - D. Approval of Guidelines. Design guidelines or preservation guidelines must be approved by both the Historic Preservation Commission and city council at least one meeting prior to the establishment of a historic district or designation of a historic property that would be required to comply with said guidelines.
 - E. Adoption into Zoning Map. The designated property or district shall be listed by the planning and zoning director on the official zoning map of the City of Marietta or, in the absence of an official zoning map, the designated property or district shall be shown on a map of the city and kept as a public record in the city clerk's office to provide notice of such designation in addition to other notice requirements specified by this article.
 - F. Except as may hereinafter be modified, the city council may remove the designation as a historic property or historic district by a majority vote of those council members voting.
 - G. An historic district may be amended by the addition of properties of property owners who have consented in writing to the addition of their properties, who have acknowledged in writing receipt of the historic preservation ordinance and guidelines and who have waived in writing all other notices. The commission and council shall each hold a public hearing on the proposed ordinance of which the properties of said owners have consented to be included as an addition to the said historic district. The property or properties may be included in the existing district by first a majority vote of the commission and then a majority vote of the council. There will be no action required of the existing properties within the historic district for an amendment adding additional properties under the same guidelines. The properties comprising the amended addition will be subject to the ordinance as if part of the original formation of the historic district.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1)

7-8-9-050 - Application for certificate of appropriateness.

- A. The commission shall approve the application and issue a certificate of appropriateness unless it finds that the proposed material change in appearance would have a substantial adverse effect on the aesthetic, historical, architectural, or cultural significance and value of the historic property or the historic district; notwithstanding the above, the proposed improvements may be approved if the project is of special merit by virtue of exemplary architecture, materials, and/or specific features that enhance the beauty and value of the property and the neighborhood to a greater extent than the existing property.
- B. Certificates of appropriateness are required before any of the following is commenced within the historic district except as set forth herein:
 1. The demolition of any historic building. Provided, however, that the action of the historic preservation commission shall constitute a recommendation and no certificate of appropriateness hereunder shall become final until approved by the Marietta City Council. Further provided, however, that any certificate of appropriateness approved by the city council must be implemented by commencement of substantial and ongoing construction within the period of 12 months from the date of final approval by the city council and if substantial and ongoing construction is not so commenced the final certificate issued by the city council shall expire and be void at the end of the 12-month period. Further provided that the city manager or his designee

may grant a six-month extension of the certificate of appropriateness based upon a written request of the applicant.

The following additional requirements shall be met:

- a. Except as provided in subparagraph c., below, any applicant requesting a demolition permit shall be required to provide a date certain for the commencement of new construction of a new building to replace the demolished building which shall be no greater than 90 days from the completion of demolition.
 - b. Any applicant requesting a demolition permit shall be required to brick, stucco or otherwise reface any and all deteriorating walls that are open to public viewing as part of the demolition permit if no date certain exists to build a new structure or if due to other circumstances a new structure cannot be built in a manner provided in subparagraph a., above.
 - c. Any applicant requesting a demolition permit who certifies that a new building will not be constructed on the demolition site shall restore the site within 30 days of completion of demolition to a condition which is safe, properly drained, stabilized, grassed and otherwise in compliance with the Marietta City Code. The city manager or his designee is hereby authorized to grant a 30-day extension based upon a request from the applicant.
2. Any new construction of a principal building or accessory building or structure;
 3. Additions or changes adding to existing fences, steps, sidewalks, streets and paving, or construction of a new fence, steps, sidewalks, streets and paving, subject to view from a public street or walk;
 4. Material change in appearance of the exterior of existing buildings by additions, reconstruction, alteration, or rehabilitation, subject to view from a public street or walk.
 5. The painting of exterior unpainted surfaces subject to view from a public street or walk.
- C. Application Requirement. After the designation by ordinance of a historic property or of a historic district as set forth in Section 7-8-9-040, no material change in the appearance of the historic property or of a historic structure, site, or work of art within the historic district, as defined in Section 7-8-9-020 L.1.—5., and referenced in Section 7-8-9-050 B., shall be made or be permitted to be made by the owner or occupant thereof unless and until application for a certificate of appropriateness has been submitted to and approved by the commission, except as set forth herein.
1. Such application shall be accompanied by such drawings, photographs, plans, or other documentation showing the proposed exterior changes or new construction, where necessary. Detailed drawings shall not be required.
- D. Exemptions. The following shall be exempt from the provisions of this article:
1. The Department of Transportation and any contractors, including cities and counties, performing work funded by the Department of Transportation are exempt from this article.
 2. Local governments are exempt from the requirements of obtaining a certificate of appropriateness; provided, however, that local government shall notify the commission 45 days prior to beginning an undertaking that would otherwise require a certificate of appropriateness and allow the commission an opportunity to comment.
 3. Minor repairs:
 - i. Minor repairs that do not alter the historic or architectural features existing on the building. Examples of items falling within this category, which do not require a certificate of appropriateness, are the following:
 - a. The painting of existing surfaces where the surface was previously painted;
 - b. A change in color to a previously painted surface;

- c. New roofs or caps on roofs which are not visible from public rights-of-way and which do not change the character of the roof;
 - d. Roof repair or replacement where the color is the same as the roof it replaced or gray or black or white;
 - e. The replacement of HVAC where such replacement is in the same location and of the same scale (or slightly larger to accommodate higher energy efficient equipment) as that of the original equipment. Excluded from the exception in this paragraph are window units;
 - f. The replacement of gutters where the replacement is in the same location and of the same scale as that of the original equipment;
 - g. The replacement of awnings where the replacement is in the same location and of the same scale as that of the original equipment;
 - h. Housekeeping repairs, replacement of components due to normal wear, and maintenance on the exterior appearance of existing buildings subject to view from a public street or walk;
 - i. The replacement of historic windows (nonhistoric windows would be exempt) with like kind;
 - j. New gutters where none existed before.
- ii. In the event an applicant is not certain about whether an item requires a certificate of appropriateness or not, an application shall be submitted to staff for review. In the event staff determines that they have the authority to approve the application because the change to the building is a minor repair, as defined in this section, then staff is given the authority to do so. In the event staff is not certain about whether the application would be considered a minor repair or a structural change then staff shall submit the application to the commission for consideration.
- E. **Effective Period.** Except for a final certificate of appropriateness issued pursuant to Section 7-8-9-050 B.1., once a certificate of appropriateness has been approved, the action permitted under the certificate shall be commenced within three years. However, if a project under consideration for a certificate of appropriateness is submitted in phases and may be commenced accordingly, each phase shall be good for successive period of three years (i.e., three years for the first phase, three years for the second phase, etc.). The certificate of appropriateness may be renewed prior to expiration of the terms set forth herein by application to the commission for renewal. Said renewals shall be granted unless there are significant changes in the district that would be adverse to the granting of the renewal. Notwithstanding any other provision under this Code Section, all actions permitted shall be governed by the applicable construction codes and ancillary ordinances governing construction as of the date of the issuance of the permit.
- F. **Variances.** Where, by reason of unusual circumstances, the strict application of any provision of this article would result in practical difficulty or undue hardship upon any owner of any specific property, the commission, in passing upon applications, shall have the power to vary or modify strict adherence to the provisions or to interpret the meeting of the provision so as to relieve such difficulty or hardship; provided however, that such variance, modification, or interpretation shall remain in harmony with the general purpose and intent of the provisions so that the architectural or historic integrity or character of the property shall be conserved and substantial justice done. In granting variations, the commission may impose such reasonable and additional stipulations and conditions as will, in its judgment, best fulfill the purpose of this article. Variances for undue hardship shall only be granted where the undue hardship arises from circumstances not caused, controlled, or contributed to by the owner or occupant. Variances may also be issued for projects deemed to have "special merit" as described in Section 7-8-9-50 A.
- G. **Appeals.** Any person adversely affected by any determination made by the commission relative to the issuance or denial of a certificate of appropriateness has 30 days to appeal such determination to the

city council. The council or other governing body may approve, modify and approve, or reject the determination made by the commission if the council or other governing body found that the commission abused its discretion in reaching its decision. Further appeal may be taken in the manner provided by Georgia law.

H. Enforcement and Penalty for Violation.

1. Once a certificate of appropriateness has been issued, the work must conform to the certificate as issued. Failure to comply shall be grounds for the building inspector or the Commission to issue a cease and desist order.
 2. The city council, commission, or building inspector shall be authorized to institute any appropriate action or proceeding in a court of competent jurisdiction to prevent any material change in the appearance of a designated historic property or district, except those changes made in compliance with the provisions of an ordinance adopted in conformity with this article, or to prevent any illegal act or conduct with respect to such historic property or historic district. Violations of any ordinance adopted in conformity with this article shall be punished in the same manner as provided by charter or local law for the punishment of violations under Zoning Ordinance Section 718.08.
- I. Effect on Building and Demolition Permits. Any activity that does not require a building permit will not be required to obtain a certificate of appropriateness. Also, notwithstanding anything to the contrary contained herein, in cases where the application covers a material change in the appearance of a structure which would require the issuance of a building permit or demolition permit, the rejection of an application for a certificate of appropriateness by the commission shall be binding upon the building inspector or other administrative officials charged with issuing such permits; and, in such case, no permit shall be issued.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1; Ord. No. 7506, 11/10/2010, § 1; Ord. No. 7524, 3/9/2011, § 1; Ord. No. 7525, 3/9/2011, § 1)

7-7-8-9-060 - Commission actions on applications.

- A. Public Comment. The commission shall hold a public hearing at which each proposed certificate of appropriateness is discussed. The city shall mail written notice of the hearing, to all owners and occupants of the subject property and adjacent properties. The commission shall give the property owner and/or applicant an opportunity to be heard at the certificate of appropriateness hearing.
- B. Approval of Applications and Issuance of Certificates. Except for a final certificate of appropriateness issued pursuant to Section 7-8-9-050 B.1., the commission shall approve the application and issue a certificate of appropriateness, or recommend approval pursuant to Section 7-8-9-050 B.1., if it finds that the proposed material change in appearance would not have a substantial adverse effect on the aesthetic, historical, architectural or cultural significance and value of the historic property or the historic district. In making this determination, the commission shall consider, in addition to any pertinent factors, the historical and architectural value and significance; architectural style; general design; arrangement, texture, and material of the architectural features involved; and the relationship thereof to the exterior architectural style and pertinent features of other structures in the immediate neighborhood.
1. Guidelines.
 - a. Where the definitions provided herein are not sufficient to make a determination on any application, the commission shall follow the approved design/preservation guidelines established.
 - b. The commission may also seek expert or technical advice but shall not bind itself or the city or the council for payment without prior approval from the council.
 - c. Nothing contained herein shall be construed as to prevent a new building being constructed in any historic district.

2. Prohibited Actions. The commission shall not consider interior arrangement or uses having no effect on exterior architectural features in its review of applications nor is the interior of a building subject to this chapter. The commission has no authority to review such interior arrangements in its review of applications for certificate of appropriateness.
 3. Exempt Material Changes. Nothing in this article shall require a certificate of appropriateness or be construed to prevent the ordinary maintenance or repair of any exterior architectural feature in or on a historic property, which maintenance or repair does not involve a material change in design, material, or outer appearance thereof, nor to prevent any property owner or occupant from making any use of his property not prohibited by other laws, ordinances, or regulations. Refer to Section 7-8-9-050 C. for a listing of specific exemptions.
- C. Rejection of Applications. Except for a final certificate of appropriateness issued pursuant to Section 7-8-9-050 B.1., in the event the commission denies an application, or recommends denial pursuant to Section 7-8-9-050 B.1., it shall state its reasons for doing so at the meeting and shall transmit a record of such action and the reasons therefore, in writing, to the applicant within seven days of the meeting. The commission may suggest alternative courses of action it thinks proper if it disapproves of the application submitted. The applicant, if so desired, may make modifications to the plan and may resubmit the application at any time after doing so.
- D. Time for Consideration. Except for a final certificate of appropriateness issued pursuant to Section 7-8-9-050 B.1., the commission shall approve or reject, or recommend approval or rejection pursuant to Section 7-8-9-050 B.1., an application for a certificate of appropriateness within 45 days after the filing thereof by the owner or occupant of a historic property or of a structure, site, or work of art located in a historic district. Following the review period, the commission shall present its recommendation at the next regularly scheduled meeting of the city council, pursuant to Section 7-8-9-050 B.1. Except for a certificate of appropriateness issued pursuant to Section 7-8-9-050 B.1., evidence of approval shall be by recommendation of a certificate of appropriateness by the commission. Failure of the commission to act within the 45-day period shall constitute approval, and no other evidence of approval shall be needed. The city shall provide confirmation of automatic approval to the applicant except for the certificate of appropriateness for demolitions as herein provided in Section 7-8-9-050 B.1.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1; Ord. No. 7506, 11/10/2010, § 1)

7-8-9-070 - Continuances of application(s) or certificate(s) of approval (Historic Board of Review).

Notwithstanding anything contained herein, any application for any certificate of approval previously granted in accordance with the Code of the City of Marietta prior to the effective date of this chapter (or issued after the effective date of this chapter but for which an application as filed and pending prior to the effective date hereof) shall remain valid as set forth in the ordinance as of the date the application was filed and shall not be subject to this chapter. Any certificate of approval granted or any application for a certificate of approval filed to or by the Historic Board of Review prior to its cessation and while the prior Historic Board of Review is in existence shall remain valid pursuant to this section and shall not be subject to this chapter.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1)

7-8-9-080 - Severability.

In the event that any portion of this chapter be declared or adjudged invalid, unenforceable, or unconstitutional, such adjudication shall be applicable only to the affected language and all other provisions shall remain in full force and effect.

(Ord. No. 6785, 3/9/2005, § 1; Ord. No. 7454, 3/10/2010, § 1)

11.4 U. S. Secretary of Interior Standards for Rehabilitation

The U. S. Department of the Interior, charged by the Historic Preservation Act of 1966 with the oversight of Federal historic preservation initiatives, developed the Secretary of Interior Standards for Rehabilitation (Department of Interior regulations, 36 CFR 67) that have come to represent an overarching philosophy for the preservation and rehabilitation of historic properties nationwide. The Federal guidelines are specific, but not rigid. They do not discourage creativity in design, but they assist in the long-term preservation of a property's significance through the preservation of historic materials and features. Moreover, the Secretary of Interior Standards for Rehabilitation should be applied to specific rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility. The U. S. Secretary of Interior Standards for Rehabilitation are:

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.
2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.
3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.
4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.
6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.
7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.
8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.
9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.
10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

****Note:** *This section is for reference only.*