**PROCEDURES AND POLICY FOR ISSUING BUILDING PERMITS FOR PROPERTIES WITHIN MARIETTA’S HERITAGE DISTRICT**

**Rationale**

It is intended that the Heritage Overlay Zone shall be structured to implement the following goals and objectives:

1. Promote retention of the character of the Borough through preservation of the local heritage by recognition and protection of its historical, architectural and cultural resources
2. Awaken an interest in Marietta’s unique history
3. Establish a clear process by which proposed changes to historic resources are reviewed
4. Mitigate negative impacts that proposed changes may have on the historic streetscape
5. Encourage preservation of historic settings and landscapes
6. Encourage continued use and facilitate approvals for appropriate adaptive reuse of historic resources
7. Utilize the benefits of historic preservation as a tool for economic revitalization and tourism
8. Preserve when possible, distinctive features, finishes and construction techniques that characterize a historic building
9. Encourage the preservation or replication of deteriorated historic features where possible

**Boundaries**

The Heritage District Zoning Overlay conforms to the boundaries of the National Register Historic Districts and those areas deemed eligible for same. (see map)

Within these boundaries are many buildings that retain historically significant design as well as “contributing buildings” that may lack exemplary character on their own but are, nonetheless essential to the character of the neighborhood.

**Policy on additions or alterations to homes within the heritage district.**

No permits for alterations, additions, reconstruction or rehabilitation visible from a public street shall be issued by the zoning officer prior to review of Marietta’s Planning Commission. Alteration means a change or rearrangement of the structural parts or an enlargement, whether by extending on a side or by increasing in height or depth. Alteration also can refer to the removal of architectural details that contribute to a building’s and streetscape’s historical character.

Applications for any of the above changes should be accompanied by (1) a written description of the proposed alteration, addition, reconstruction or rehabilitation (2) a site plan at a scale designated by the Zoning Officer (3) schematic drawing of the proposed alteration, (4) materials list and disposition of existing materials

The application will be reviewed by the Planning Commission and if it is problematic in meeting the goal of retaining a building’s historic character or the character of the streetscape, the applicant will be asked to meet with Planning Commission representatives and advisors to discuss possible alternatives. The goal will be to ensure that the applicant is aware of the impact his project will have on the streetscape and of possible alternatives to design or materials proposed. See numbers 4 and 8 in the guidelines above.

**Relevant terms used in historic preservation**

Adaptive Re-Use – Repurposing a commercial building to fit today’s needs while retaining historic exterior character

Renovation – Modernization of an old building that eliminates important historical character

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

Streetscape – the distinguished character of a particular street created by its width, degree of curvature, paving material, design and placement of landscape features, massing, proportions and style of the structures within

Style - A type of architecture distinguished by special characteristics of the structure and ornamentation and often related to a particular time in history