

# HOW TO APPLY...

This program requires an application, which can easily be obtained by contacting:

**City of Sherman**  
City Manager's Office  
220 West Mulberry Street  
P. O. Box 1106  
Sherman, Texas 75091-1106  
Office: (903) 892-7201  
Website: [www.ci.sherman.tx.us](http://www.ci.sherman.tx.us)  
E-mail: [pamc@ci.sherman.tx.us](mailto:pamc@ci.sherman.tx.us)

OR

**Building & Zoning Office**  
(Same Location and Website)  
Office: (903) 892-7229  
E-mail: [scotts@ci.sherman.tx.us](mailto:scotts@ci.sherman.tx.us)



## ADDITIONAL INCENTIVE OFFERING...

CONTACT THE CITY OF SHERMAN at the above offices to request information about the following additional incentive offering for Sherman's downtown area:

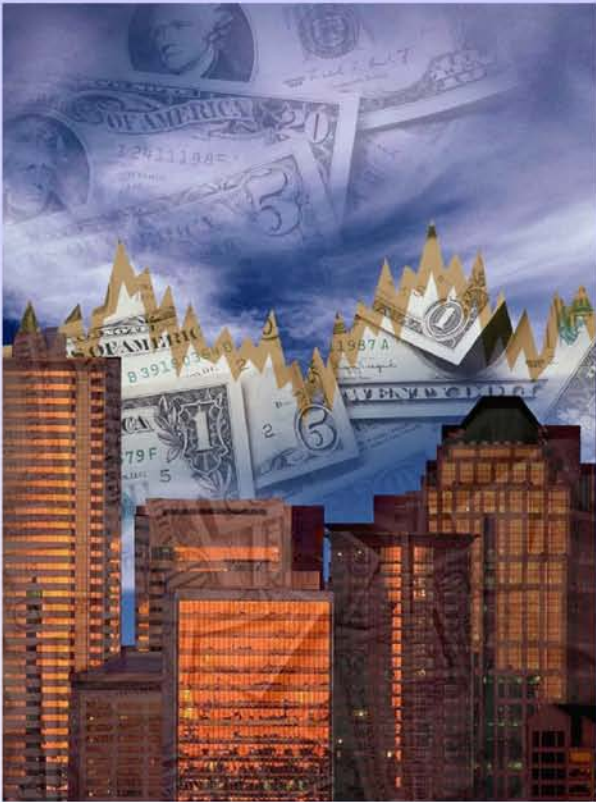
At the August 1, 2005 meeting, the Sherman City Council approved a Tax Abatement Program to promote development and redevelopment in the Central Business District Tax Reinvestment Zone (same area as the Historic Building Restoration and Improvement Grant Program). New or existing commercial structures in the Central Business District that are erected, improved, or modernized at a value in excess of \$25,000 are eligible to receive tax abatement. Once a Certificate of Occupancy is issued by the City's Building Official, the program would abate 100% of real property taxes on the improvements only for a period of five years.

# OTHER HELPFUL CONTACTS...

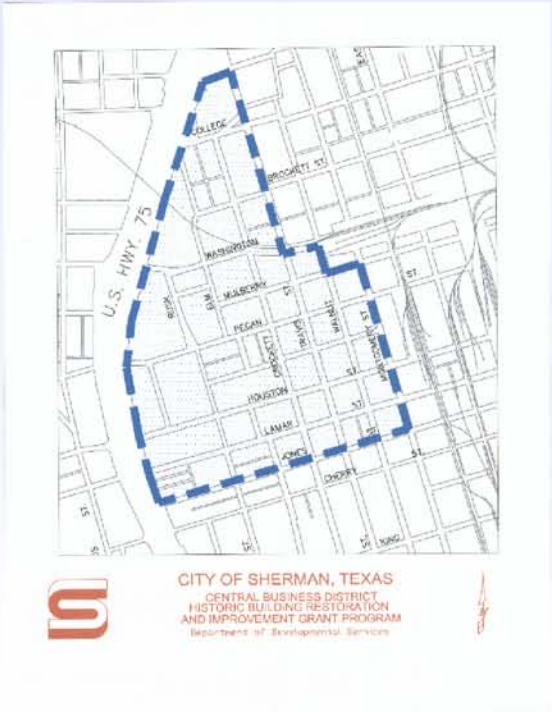
**Sherman Chamber of Commerce**  
307 West Washington Street  
Sherman, Texas 75090  
Office: (903) 893-1184  
Website: [www.shermantexas.com](http://www.shermantexas.com)  
E-mail: [chamber@shermantexas.com](mailto:chamber@shermantexas.com)

**Downtown Sherman Preservation and Revitalization Director**  
101 South Travis Street  
Sherman, Texas 75090  
Office: (903) 957-0310  
Website: [www.shermantx.org](http://www.shermantx.org)  
E-mail: [dhmccraw@msn.com](mailto:dhmccraw@msn.com)

**Sherman Tourism Director**  
101 South Travis Street  
Sherman, Texas 75090  
Office: (903) 957-0310  
Website: [www.shermantx.org](http://www.shermantx.org)  
E-mail: [shawnda@shermantx.org](mailto:shawnda@shermantx.org)



## THE CITY OF SHERMAN'S HISTORIC BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM FOR THE CENTRAL BUSINESS DISTRICT





# SHERMAN'S CENTRAL BUSINESS DISTRICT

## HISTORIC BUILDING RESTORATION AND IMPROVEMENT GRANT PROGRAM

### Program Objectives and Assistance Available

The Historic Building Restoration and Improvement Grant Program is designed to assist property owners in making positive, high-impact visual improvements to historically significant commercial buildings, providing an overall enhanced image for downtown Sherman, thereby attracting local residents and visitors to shop, dine, and do business in the Central Business District. In addition, the program provides a maximum of \$25,000 per project as a monetary incentive, a grant packaged as a forgivable loan with a lien placed on the subject property, to the owners of historically significant commercial properties in the Central Business District for high-quality improvements to their properties. *In all cases, applicants must provide matching funds at a ratio of four to one (4:1).*

### Eligibility Requirements

- Assistance under this program will be considered subject to the availability of funding.
- Historic buildings within the downtown improvement area (see map) that are of a commercial, retail, service, or professional use are eligible to participate in the program.
- For mixed-use historic buildings, only the portion of the building that is commercial, retail, service, or professional is eligible.
- The building to be improved must have proven historical significance.

### Minimum Guidelines

- Buildings improved with funds from this program must remain open, operative, and free of graffiti and blight for a period of five (5) years from the date of agreement and until the lien is released.
- Tax payments for the subject property shall be up-to-date at the time of application and kept current throughout the five-year grant period.
- Outstanding work orders for the City's Developmental Services Department and/or the City's Fire Department and requests to comply must be addressed prior to grant approval.
- **Grants will be approved at the sole discretion of the City.**
- To be accepted into the program, projects must make a substantial visible improvement to the appearance of the building, at the discretion of City staff. Repainting a building its same colors is considered maintenance, not an improvement.

### Minimum Guidelines (continued)

- Building improvements should maintain the character of the downtown area; and the design drawings must be approved by the City in order to access funding for improvement..
- Improvements to be undertaken shall conform to the City's Codes and any other policies and regulations applying to the subject property.
- **Retroactive applications will not be accepted.** Applicants must consult with City staff before work begins to define a project scope.
- Program funds shall be made available only to projects that enhance and are sensitive to the historical nature of the structure.
- For properties with multiple storefronts, it is recommended that the façade treatment provide a cohesive theme while also allowing for some distinctive design elements to the various businesses, such as signage, exposing transom windows, lighting, flower boxes, murals, etc., to provide better street visibility and promote economic development downtown.
- For corner buildings fronting more than one street, improvements must be made to each frontage if determined necessary by City staff.

### Eligible Improvements

Eligible improvements must be permanent in nature as determined exclusively by the City of Sherman. All improvements must be consistent with the City of Sherman Master Plan, Zoning Ordinance, Building Regulations, and other applicable laws. Eligible costs include the cost of materials, equipment, and contracted labor to complete eligible improvements, including, but not limited to, the following:

- New commercial or mixed-use construction
- Commercial code compliance renovations
- Permanent commercial interior remodeling improvements
- Permanent commercial site (exterior) improvements
- Compliance with Americans with Disabilities Act (ADA) for commercial properties
- Work necessary to bring the structure up to life-safety code standards
- Installation, repair, and replacement of exit (exterior) doors and hardware
- Repair, replacement, or addition of exterior shutters and awnings/canopies

### Eligible Improvements (continued)

- Repair and replacement or installation of interior and exterior stairs, porches, railings, and exit facilities
- Repair and rebuilding of interior and exterior walls, including cleaning, sealing, tuck pointing and painting
- Repair or replacement of frames, sills, glazing, replacement of glass and installation of new windows
- Installation of permanently affixed landscaping, such as stone or brick planters
- Installation, repair, or replacement of exterior lighting
- Mechanical, including rewiring, replumbing, insulation, mechanical systems/climate control

### Ineligible Improvements (including, but not limited to:)

- No structural addition that would enlarge the residential (livable) space of the project is to be financed with these funds, nor an area not originally a livable space made livable.
- Residential structures
- Real estate or building purchases
- Furnishings and equipment purchases
- Working capital and inventory financing
- Improvements not in compliance with Sherman's Master Plan, Zoning Ordinance, Building Regs, and other applicable laws
- Expenses incurred prior to application approval

### Property Lien

Once the work is completed, the City will record a conditional lien on the property to ensure that the property improved with funds from this program remains open, operative, and free of graffiti and blight for a period of five years from the date of agreement. If the Applicant fails to maintain the funded improvements for the entire five-year period, the City will recover its costs through the lien. If the Applicant satisfactorily fulfils the program requirements, the lien will be released at the end of five (5) years from the date of agreement.

### **HELPFUL HINTS TO ATTRACT CUSTOMERS...**

*Keep your storefront & windows clean; have no more than 20% of window space covered with signage or displays; keep entrance free of clutter & post hours/phone number to side of door; remember good lighting, plants/flowers, and smart, clean signage...*