
AGENDA

Approve Minutes of the February 24, 2025 Special Called Meeting

402 SOUTH CROCKETT STREET (PERMIT NO. 000131-2025-HIST)

1. CALL TO ORDER

APPROVE MINUTES OF THE FEBRUARY 24, 2025 SPECIAL CALLED MEETING

402 SOUTH CROCKETT STREET (PERMIT NO. 000131-2025-HIST)

ADJOURNMENT



SHERMAN
Agenda Communication Form

Call To Order

Agenda Item No.

Meeting Date: 9/16/2025

Prepared By: Tammy Mrozinski, Planning Technician

Approved By: Tammy Mrozinski, Planning Technician

Requested Action/Proposed Use:

APPROVE MINUTES OF THE FEBRUARY 24, 2025 SPECIAL CALLED MEETING

Approve the minutes of the February 24, 2025 meeting..

Background:

Approve minutes.

Origination:

Development Services

Staff Recommendation:

Staff recommends approval.

Attachments:

1. 2025-02-24 - Action Minutes

ACTION MINUTES

The Historical Preservation Board of the City of Sherman held a Special Called Meeting Monday, February 24, 2025, at 2:00 p.m. on the Second Floor at 317 South Travis Street, Sherman, Texas to consider the following:

The Historical Preservation Board meetings are Audio recorded and can be viewed at:

<https://www.ci.sherman.tx.us/Archive.aspx?AMID=51&Type=&ADID=>

1. **CALL TO ORDER**

Chairperson Phillips called the meeting to order at 2:03 p.m.

2. **APPROVE MINUTES OF THE DECEMBER 3, 2024 SPECIAL CALLED MEETING**

The Historical Preservation Board reviewed the Minutes of the Special Called Meetings of December 3, 2024. Motion by Board Member Terrin Bertholf to approve the Minutes as written; Second by Board Member Sheri Fallon. All present voted AYE.

MOTION CARRIED.

3. **ANNOUNCEMENTS**

Mr. Rae stated, "At the March 3, 2025 City Council meeting we will be taking an item to lower the Historical Board application fee from \$500.00 to \$75.00. Also, we sent out flyers to all the property owners within the Historical District along with a letter and have updated the webpage for all the information related to the Historical District."

1007 SOUTH CROCKETT STREET (Project No. 25-000430)

The request of Sam Fritcher (Owner), Corey Streetman (Representative) and Helvey-Wagner Surveying, Inc. (Surveyor) concerning the property at 1007 South Crockett Street, being in Lot 47 of M.B. Moore's Addition and currently zoned R-6 (Single Family Residential) District, as follows:

Historical Preservation Board

Request for a Certificate of Appropriateness to allow a detached garage in the Heritage Row Historical District.

Historical Preservation Board

Motion by Board Member Clay Mahone to approve the Certificate of Appropriateness. Second by Board Member Board Member Terrin Bertholf.

VOTING AYE: MAHONE, FALLON, BERTHOLF AND PHILLIPS

VOTING NAY: NONE.

MOTION CARRIED.

5. **1319 SOUTH CROCKETT STREET (Project No. 25-000625)**

The request of Jordan and Tessa Foreman (Owner) and Cox Land Surveying, Co. (Surveyor) concerning the property at 1319 South Crockett Street, being in all of Lot 61 of the Mrs. Moore's Addition (also known as M.B. Moore's Addition) and currently zoned R-6 (Single Family Residential) District, as follows:

Historical Preservation Board

Request for a Certificate of Appropriateness to allow two fiberglass exterior doors in the Heritage Row Historical District.

Historical Preservation Board

Motion by Board Member Sheri Fallon to approve the Certificate of Appropriateness subject to the stained front door and the white side door. Second by Board Member Board Member Terrin Bertholf.

VOTING AYE: MAHONE, FALLON, BERTHOLF AND PHILLIPS

VOTING NAY: NONE.

MOTION CARRIED.

6. ADJOURNMENT

Chairperson Phillips adjourned the meeting at 2:18 p.m.

CHAIRPERSON



ACTING SECRETARY



Call To Order

Agenda Item No.

Meeting Date: 9/16/2025

Prepared By: Tammy Mrozinski, Planning Technician

Approved By: Tammy Mrozinski, Planning Technician

Requested Action/Proposed Use:

402 SOUTH CROCKETT STREET (PERMIT NO. 000131-2025-HIST)

The request of Banks & Lewis Enterprises, LLC (Owner), Tracey Banks (Representative) and Preston Trail Land Surveying (Surveyor) concerning the property at 402 South Crockett Street, being nibeing Block 1, Part of Lot 1 of Samuel Blagg Survey, Abstract No. 56 and zoned C-O(Office) District, as follows:

Historical Preservation Board

Request for a Certificate of Appropriateness to allow a monument sign in the Heritage Row Historical District.

Background:

The property is located at 402 South Crockett Street at the corner of West Cherry Street and South Crockett Street and is zoned C-O (Office District) Located in Heritage Row, Sherman's Historic Preservation District.

The following has been approved for this location:

- 5/17/2022 - Variance under Ordinance No. 2280, Section 6.5, Subsection (4) to allow a bed and breakfast establishment in a C-O (Commercial Office) District/Heritage Row Historical District in lieu of the required R-1 (One-Family Residential) District.
- 5/17/2022 - Specific Use Permit and site plan approval under Ordinance No. 2280, Section 8, Subsection (5)(a) to allow a bed and breakfast establishment in a C-O (Commercial Office) District/Heritage Row Historical District.
- 12/15/2020- Exception to allow a natural landscape screen in lieu of the required 6' screening device abutting residential in a C-O (Office) District.
- 2/7/2019-Certificate of Appropriateness for a wedding and event center, repaint the existing structure, add shutters, add wrought iron fence, extend wrap around porche, add sign and parking
- 12/18/2018-Specific Use Permit to allow a wedding and party event venue with living quarters in a C-O (Office) District/ Heritage ROW Historical District. **P&Z Condition: Providing off-street parking.**
- 12/18/2018-Exception to allow off premise parking in lieu of the required 1 space per 200 square foot for an event center in a C-O (Office) District/Heritage ROW Historical District. **P&Z Condition: Having an off-street parking lease agreement in place.**
- 6/11/2002-Historical Board - Certificate of Appropriateness for a law office renovation
- 6/11/2002-Zone Change from R-2 (Multi-Family Residential) District to C-O (Office) District

Origination:

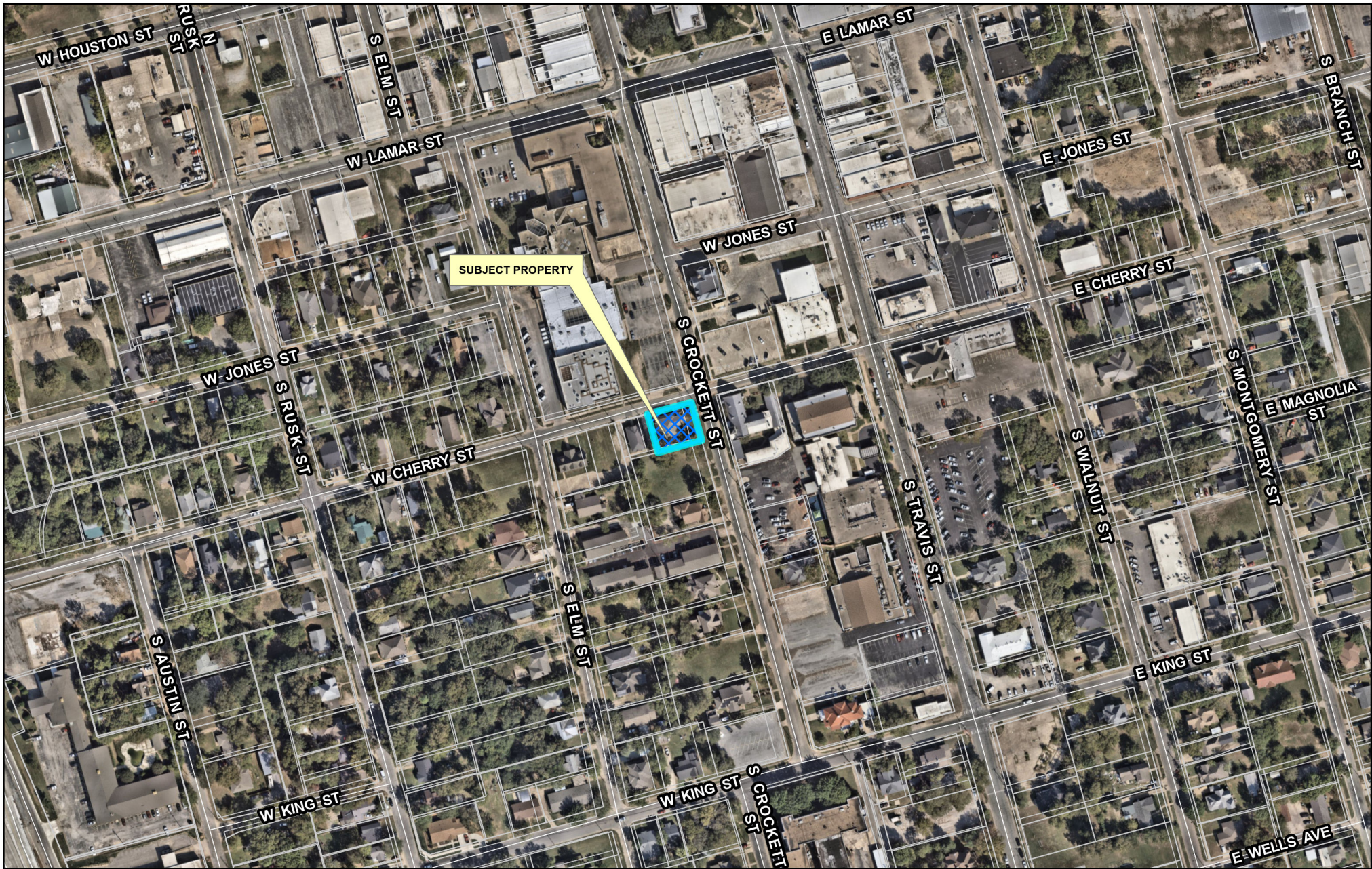
Banks & Lewis Enterprises (Owner), Tracey Banks (Representative) and Preston Trail Land Surveying (Surveyor)

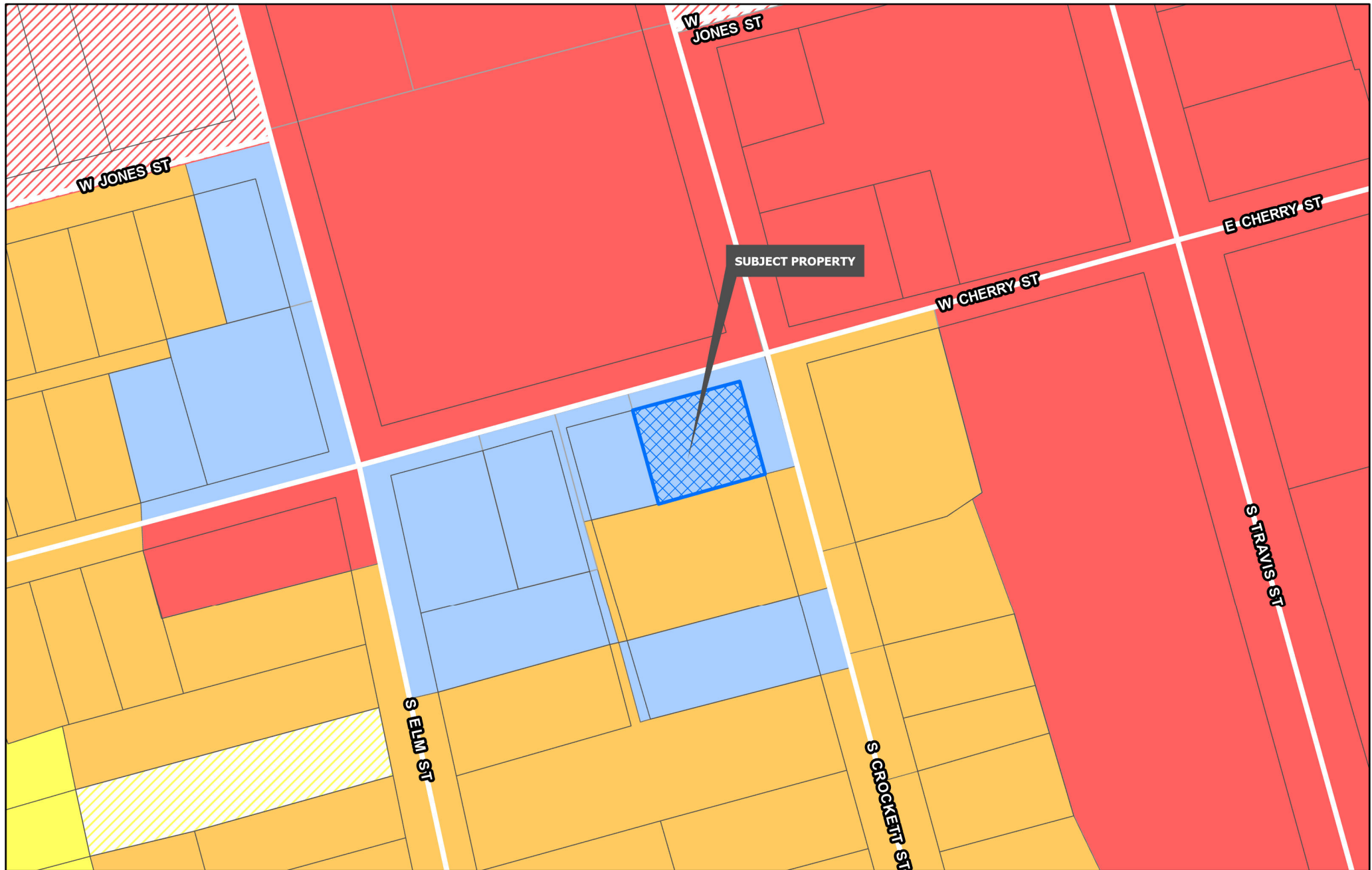
Staff Recommendation:

Staff has no objections to the approval of this request.

Attachments:

1. Location Map
2. Zoning Map
3. Survey
4. Project Narrative
5. Site Plan
6. Elevations





- | | | |
|--------------------------------|--------------------------------|----------------------------|
| Planning & Zoning | R-4 Patio Home Residential | C-O Office |
| R-A Residential Agricultural | R-2F Duplex Residential | C-1 Retail Business |
| R-E Estate Residential | R-TH Townhome Residential | C-2 General Commercial |
| R-12 Single Family Residential | MF-15 Multi-Family Residential | M-1 Light Manufacturing |
| R-6 Single Family Residential | MF-30 Multi-Family Residential | M-1.5 Medium Manufacturing |
| R-5 Single Family Residential | MH Manufactured Housing | M-2 Heavy Manufacturing |
| | C-N Neighborhood Commercial | PD Planned Development |



Project Narrative: Monument Signage Proposal for Historical Building at 402 S. Crockett Street, Sherman, Texas

To:

City of Sherman Historical Preservation Board
c/o City of Sherman Historical Society

From:

Tracey Banks
Owner, Banks & Lewis Investments, LLC
Right at Home
402 S. Crockett Street
Sherman, Texas

Subject: Request for Approval – Installation of Monument Signage in Front of Historic Property

Overview

This proposal is respectfully submitted for consideration by the City of Sherman Historical Society to request approval for the installation of a monument sign measuring 65.5 inches wide by 50 inches tall in front of our building located at 402 S. Crockett Street, Sherman, Texas. This building is a recognized historical structure and houses the offices of Right at Home, a licensed in-home care agency serving seniors and adults with disabilities.

Purpose of the Sign

The intent of the proposed monument sign is to appropriately identify our organization to clients, families, and visitors while maintaining respect for the historic nature and aesthetic of the building and the surrounding area. The sign will improve wayfinding and accessibility, especially for elderly clients and their caregivers who may be visiting the office for the first time.

Design Compatibility with Historic Character

The proposed sign has been professionally designed to be architecturally sympathetic to the historic character of the building and to the broader Downtown Sherman Historic District. The design uses:

- - Traditional serif font styles and subdued tones to avoid visual disruption
- - A neutral color palette that complements the original exterior materials of the building
- - A modest, proportional scale that does not obstruct any original architectural features or landscaping

The materials and design were selected to blend into the historic streetscape while remaining legible and visible from the sidewalk and street. The sign is designed as a

freestanding monument sign rather than a building-mounted sign, ensuring no alteration or damage to the historic structure itself.

Precedent and Neighborhood Context

Several nearby properties within the Sherman historic district currently feature monument signage of similar dimensions and character. Our sign has been purposefully designed to reflect the visual language and design cues of those signs to ensure a cohesive, neighborhood-appropriate appearance. The size of the proposed sign has been carefully calibrated to fall within acceptable visual guidelines and not dominate or detract from the surrounding structures.

Placement

The sign will be placed at the front of the property within our landscape boundary, in a manner that respects existing plantings, avoids any obstruction of public right-of-way, and complies with city code regulations regarding setbacks and sight lines.

Attachments Included

- - Final Monument Sign Proof (design specifications, dimensions, materials)
- - Site photo and rendering of proposed sign placement
- - Property ownership and zoning confirmation

We greatly value the historical significance of the building at 402 S. Crockett and are committed to preserving its integrity while serving the needs of the community. We believe this signage will honor the character of the property and the district and request your favorable consideration of this application.

Should additional information or clarification be needed, we would be pleased to provide it upon request.

Sincerely,

Tracey Banks

Owner

Right at Home – Sherman Office

Phone: 214-498- 5699

Email: tabanks@shermanhomecare.com

PLEASE REVIEW ALL ELEMENTS. NORTHSTAR/FLEX FLEET WILL NOT BE RESPONSIBLE FOR ANY MISTAKES ONCE THIS PROOF IS SIGNED AND SUBMITTED.

PROOF APPROVED CHANGES REQUESTED (please contact your representative w/changes) CLIENT SIGNATURE:

402 S Crockett St.
Sherman TX, 75090
10.67 Sqft
Single Sided
18' from Property Line



Placed at a 30 degree angle



Pantone
2189 C



info@northstarsignsandgraphics.com



info@flexfleetgraphics.com

316 W Lamar St.
Sherman, Texas 75090
903-771-0720

Client: Right At Home
Number: 6913
Job Title: Right at Home Monument Sign
Salesperson: CJ | Designer: CJ

REPRODUCTION OF ANY GRAPHICS WITHIN THIS PROOF IS UNLAWFUL AND STRICTLY PROHIBITED.



4' (48")
2'6" (32")
12"
Right at Home
In Home Care & Assistance