

City of Prescott

Prescott Preservation Commission



January 12, 2024 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

AGENDA

The following Agenda will be considered by the **Prescott Preservation Commission** at their meeting to be held **January 12, 2024**. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **DISCUSSION & ACTION ITEMS**
 - A. Approval of the November 3, 2023 Prescott Preservation Commission Meeting Minutes.
Recommended Action: MOVE to approve minutes as presented
 - B. **HP23-016** – A Request for Approval for 77 Lineal Feet of 4' High Decorative, Black Steel Fencing in Front Side Yards of Property to Tie in with Existing Ornamental Iron Fencing in Front. Location: Southeast Prescott Local Historic Register District & Joslin Whipple National Historic Register District. APN: 110-03-004, 306 S Mount Vernon Ave. Zoning: SF-9. Owner: Cottage Trust - Arlene Gibbs.
Recommended Action: MOVE to approve HP23-016
 - C. **HP23-017** - A Request for Approval for New 55" x 40" Freestanding Sign for Salud Spa. Location: Southeast Prescott Local Historic District Register District & East Prescott National Historic Register District. APN: 109-01-125, 309 E Gurley Street. Zoning: Business General (BG). Owner: Salud! For Women PLLC.
Recommended Action: MOVE to approve, or approve with modifications HP23-017
4. **STAFF UPDATES**
5. **ADJOURNMENT**

Upon a public majority vote of a quorum of the Board, the Board may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (1) Discussion or consideration of personnel matters (A.R.S. §38-431.03(A)(1));
- (2) Discussion or consideration of records exempt by law (A.R.S. §38-431.03(A)(2));
- (3) Discussion or consultation for legal advice with the city's attorneys (A.R.S. §38-431.03(A)(3));

- (4) Discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid litigation (A.R.S. § 38-431.03(A)(4));
- (5) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. §38-431.03(A)(5));
- (6) Discussion, consultation or consideration for negotiations by the city or its designated representatives with members of a tribal council, or its designated representatives, of an Indian reservation located within or adjacent to the city (A.R.S. §38-431.03(A)(6));
- (7) Discussion or consultation with designated representatives of the city to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. §38-431.03(A)(7)).

CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall on 1/8/24 at 4:45 p.m. in accordance with the statement filed by the Prescott City Council with the City Clerk.



Sarah M. Siep, City Clerk



TO: MAYOR AND CITY COUNCIL
AGENDA: January 12 Prescott Preservation Commission
DATE: January 12, 2024
DEPT: Community Development
ITEM #: 3.A
SUBJECT: Approval of the November 3, 2023 Prescott Preservation Commission Meeting Minutes.

ITEM SUMMARY

This item is for the approval of the November 3, 2023 Prescott Preservation Commission Meeting. Staff recommends approval of the minutes as presented.

BACKGROUND

None.

FINANCIAL IMPACT

There is no fiscal impact at this time.

RECOMMENDED ACTION

MOVE to approve minutes as presented

ATTACHMENTS

1. November 3, 2023 PPC Minutes

City of Prescott
Prescott Preservation Commission



November 3, 2023 | 9:00 AM
201 N. Montezuma Street
Council Chambers, 3rd Floor
Prescott, AZ 86301

MINUTES

1. CALL TO ORDER

Chairman Mirco called the meeting to order at 9:01 A.M.

2. ROLL CALL

Members:

Michael Mirco, Chairman
Mike King, Vice Chairman
Rob Johnson
Diane Travis
James McCarver
Richard Sprain
Mary Ann Suttles

Staff:

Kaylee Nunez, Historic Preservation Specialist
George Worley, Planning Manager
Sarah Hilton, Recording Secretary

City Leadership:

Mayor Phil Goode
Councilman Eric Moore

3. DISCUSSION & ACTION ITEMS

- A. Approval of the August 11, 2023 Prescott Preservation Commission Meeting Minutes.

**MOTION BY COMMISSIONER SUTTLES TO APPROVE AUGUST 11, 2023 MINUTES;
SECONDED BY COMMISSIONER SPRAIN: (7-0)**

- B. **HP23-011** - A Request for Approval to Replace 22' W x 6' H Wall Mounted Directional Sign for Sharlot Hall Museum.

Kaylee Nunez, Historic Preservation Specialist stated that the request is for a replacement directional sign for Sharlot Hall Museum. She stated that the subject building is on the northwest corner of Gurley and Montezuma Streets. She then presented historic photos of the subject building.

Ms. Nunez presented an aerial map showing the location of the building and stated that the sign will be on the north wall of said building. She then presented photos of the

current sign and a rendering of the replacement sign. She stated that the sign has degraded and part of it has fallen off. She stated that the replacement sign is 22' wide by 6' high with an arrow pointing to the west.

Ms. Nunez reviewed the project against Ch 8 (Courthouse Plaza District) of Prescott's Historic Preservation Master Plan which, in part, states:

- Use historically consistent signage; use only flat against the building.
- Use only integral and natural colors of a neutral tone, compatible with the building and the District.
- Promote continued use of the Courthouse Plaza Historic District as a cornerstone commercial and business area with historically consistent and compatible development.

Ms. Nunez stated that the proposed signage will not compromise the historic integrity of this building.

MOTION BY COMMISSIONER KING TO APPROVE HP23-011; SECONDED BY COMMISSIONER TRAVIS: (7-0)

- C. **HP23-009** - Approval of an After-the-Fact Stucco & Metal Perimeter Fencing with Proposed Modifications and Two (2) After-the-Fact 10' W x 9' D x 10' H Ramadas.

Chairman Mirco asked if the applicant was present.

Ms. Nunez stated that the applicant was not present nor was his representation. She stated that the applicant asked for a deferral the day before the meeting.

Commissioner James McCarver asked if the applicant did work without submitting permits to the City.

Ms. Nunez stated that the applicant did the work without obtaining permits and without going to Preservation Commission in approximately late spring. City Staff issued a stop work order and the City has been working with the applicant to bring him before the Preservation Commission as well as get him the needed permits.

Ms. Nunez presented an aerial map to show the location of the property. She then presented photos of the projects that were completed. She stated that there are three units on the property. The ramadas are approximately 10' wide x 10' high x 9' deep. They are wood construction and painted white with grey shingles and black hardware. They do not have footings; they are fastened to the pavers. The fencing ranges from approximately 2 ½' to 3' tall and has a stucco base and stucco columns with CMU caps. Ms. Nunez stated that the railing is horizontal black square tube spanning between columns.

Ms. Nunez presented a site plan that was submitted by the applicant. She stated that the gazebos do not meet the side setback of seven feet according to zoning code. The proposed modification is to place horizontal planks over the black metal railing to emanate a split rail fence.

Analysis:

- The home is within two districts: East Prescott National & Southeast Prescott Local Historic Districts. The home itself is not on the National Register.

The project was reviewed against Ch. 10 (East Prescott) of Prescott's Historic Preservation Master Plan (HPMP) which in part states:

- Encourage wrought iron and open wood fencing at front of property.
- Other walls are constructed of concrete and either left as-is or covered with stucco...corner pillars and caps are encouraged.
- New construction, additions, or alterations should be compatible with neighboring structures as well as streetscape and historic siting.
- Buildings usually have additions to rear of property, maintaining the historic front façade. Proposed new buildings and rehabilitation projects should continue to emphasize existing scale and massing of neighborhood.

Ms. Nunez stated that her analysis is that the stucco walls are compatible with the home itself as it is mid-century and there are several other stucco walls within both districts. The CMU caps and modern metal railings are not compatible. The style & materials of the ramadas are appropriate for Districts, however, siting is not.

Ms. Nunez stated that the proposed modification for fencing is an improvement because it emanates cedar split rail fence which is period and style appropriate for the home.

Commissioner Rob Johnson asked if the applicant would have to make modifications even if approved at Preservation Commission and asked if the applicant had submitted any changes to his original submittal.

Ms. Nunez stated that there is a permit that has been submitted, however they brought it to Preservation first because if it is denied then the permit would be invalid.

Commissioner Mary Ann Suttles asked if the owner does not comply will they get fined or have to come back through Preservation Commission.

Ms. Nunez stated that the fine would be double fees applied on the building permit. She stated that if it is denied at Preservation Commission the applicant would have to take the project down.

George Worley, Planning Manager stated that if an applicant starts building and then applies for a permit after the fact the fine is double fee on the permit. He stated that if they do not comply with requirements, they will be prosecuted for violation of City Code which will go to court and the applicant may receive fines of up to \$2,500 per day.

Chairman Mirco asked if the ramadas meet code.

Mr. Worley stated that they do not meet zoning setback requirements and they have not had a permit issued for them yet.

Chairman Mirco stated that the ramadas are attached to the pavers which are only approximately four inches thick so he is worried that the gazebos could be blown away with a strong gust of wind.

Mr. Worley stated that they do not meet code yet, but they need approval from the Preservation Commission and then they would have to review the building permit application and potentially a Variance application to reduce setbacks.

Commissioner Johnson asked if the project is denied by the Preservation Commission what will happen next.

Mr. Worley stated that the applicant would be required to remove the structures and failure to do so would result in prosecution by the City.

Ms. Nunez stated that the gazebos are classified as accessory structures that are less than 200 square feet which do not require a full building permit, only a site approval permit which evaluates the placement. She stated that the applicant will have to meet the setbacks but that he does not have to meet full International Residential building code.

Commissioner Sprain asked what the setbacks are for the gazebos.

Ms. Nunez stated that the setbacks are seven feet, and the gazebos are at 5 feet currently.

Chairman Mirco stated that the setbacks would put the gazebos right up against the house.

Commissioner McCarver asked if the gazebos are the only portion of the project that do not meet code.

Ms. Nunez stated that is correct. The fence meets code requirements.

Chairman Mirco stated that he believes the fencing is appropriate for the area.

Commissioner Johnson asked if the owner has plans to eliminate the steel structure between the posts of the fence.

Ms. Nunez presented the fencing modification rendering and stated that the applicant is proposing to mount planks on the front of the railing to conceal it.

Chairman Mirco asked if the Commission could ask the applicant to remove the metal railing.

Ms. Nunez stated that they could, but it would affect functionality as the applicant is using it to keep animals in the yard.

Chairman Mirco stated that there are open areas in the fence already and that the fence doesn't work to keep animals in as it is.

Commissioner Johnson stated that he believes the gazebos should be removed. He stated that the applicant should be at the meeting so that the Commission can speak to him about their concerns.

Commissioner King stated that the Commission does not have all of the information and he believes they should defer until there is a representative present.

Commissioner McCarver stated that he would like to deny the request as it does not meet requirements.

Commissioner Sprain asked if the applicant has addressed how the gate would be fixed to meet requirements.

Ms. Nunez stated that it is part of the fencing and would have to be altered as well.

MOTION BY COMMISSIONER MCCARVER TO DENY HP23-009; SECONDED BY COMMISSIONER SUTTLES: (5 - 2)

4. STAFF UPDATES

Ms. Nunez stated that she went to the State Preservation Conference with Commissioner Travis and Commissioner McCarver. She stated that the State Master Plan is being updated. She stated that the 2024 State Preservation Conference will be in Prescott in late June. She stated that she would like to get all of the Commissioners involved and is gathering ideas for tours.

Mr. Worley stated that Ms. Nunez was asked to do a presentation at the Conference.

Commissioner Travis stated that the presentation went very well.

Commissioner McCarver stated that he went to several talks at the conference.

5. ADJOURNMENT

There being no further business to discuss, Chairman Mirco adjourned the meeting at 9:40 A.M.

ATTEST:

MICHAEL MIRCO, Chairman

SARAH HILTON, Recording Secretary



TO: MAYOR AND CITY COUNCIL
AGENDA: January 12 Prescott Preservation Commission
DATE: January 12, 2024
DEPT: Community Development
ITEM #: 3.B
SUBJECT: **HP23-016** – A Request for Approval for 77 Lineal Feet of 4' High Decorative, Black Steel Fencing in Front Side Yards of Property to Tie in with Existing Ornamental Iron Fencing in Front. Location: Southeast Prescott Local Historic Register District & Joslin Whipple National Historic Register District. APN: 110-03-004, 306 S Mount Vernon Ave. Zoning: SF-9. Owner: Cottage Trust - Arlene Gibbs.

ITEM SUMMARY

Request

Applicant proposes to:

- Remove deteriorated wooden fencing in front, side yards.
- Install 77 lineal feet (lf) of 4ft high decorative, black steel fencing along the front, side property lines (60 lf on north side, 17 lf on south side).

Please see attachments for more details.

Analysis

The Chapter for East Prescott National Historic District within Prescott's Historic Preservation Master Plan (most comparable to the Southeast Prescott Local District), in part, states:

- There is an assortment of fencing material [within the District] (wood picket, cast iron, stone, concrete and chain link), they conform to a uniform setback and are generally in keeping with house style.
- Wrought iron is a common fencing material, especially on Mt. Vernon Street. Usually painted black or white, it contributes to the stateliness of the neighborhood.

The proposed fencing is steel with decorative elements and coated with matte black paint, which is compatible with the existing front yard fencing as well as other fences within the district.

BACKGROUND

Existing Conditions

This property is within the boundaries of the Southeast Prescott Local Historic Register District and the Joslin Whipple National Historic Register District. The home is listed on the National Register of Historic Places, a Bungalow Style in approximately 1914. There is currently a black, decorative iron fence spanning the front of the property. The proposed fencing will tie into each side of the front fencing section to replace deteriorated wooden fencing currently on the sides of the property.

FINANCIAL IMPACT

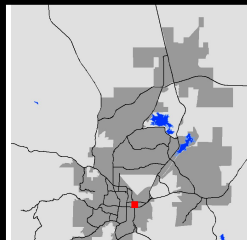
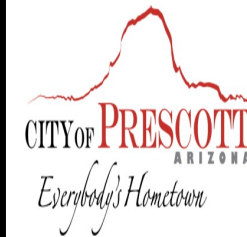
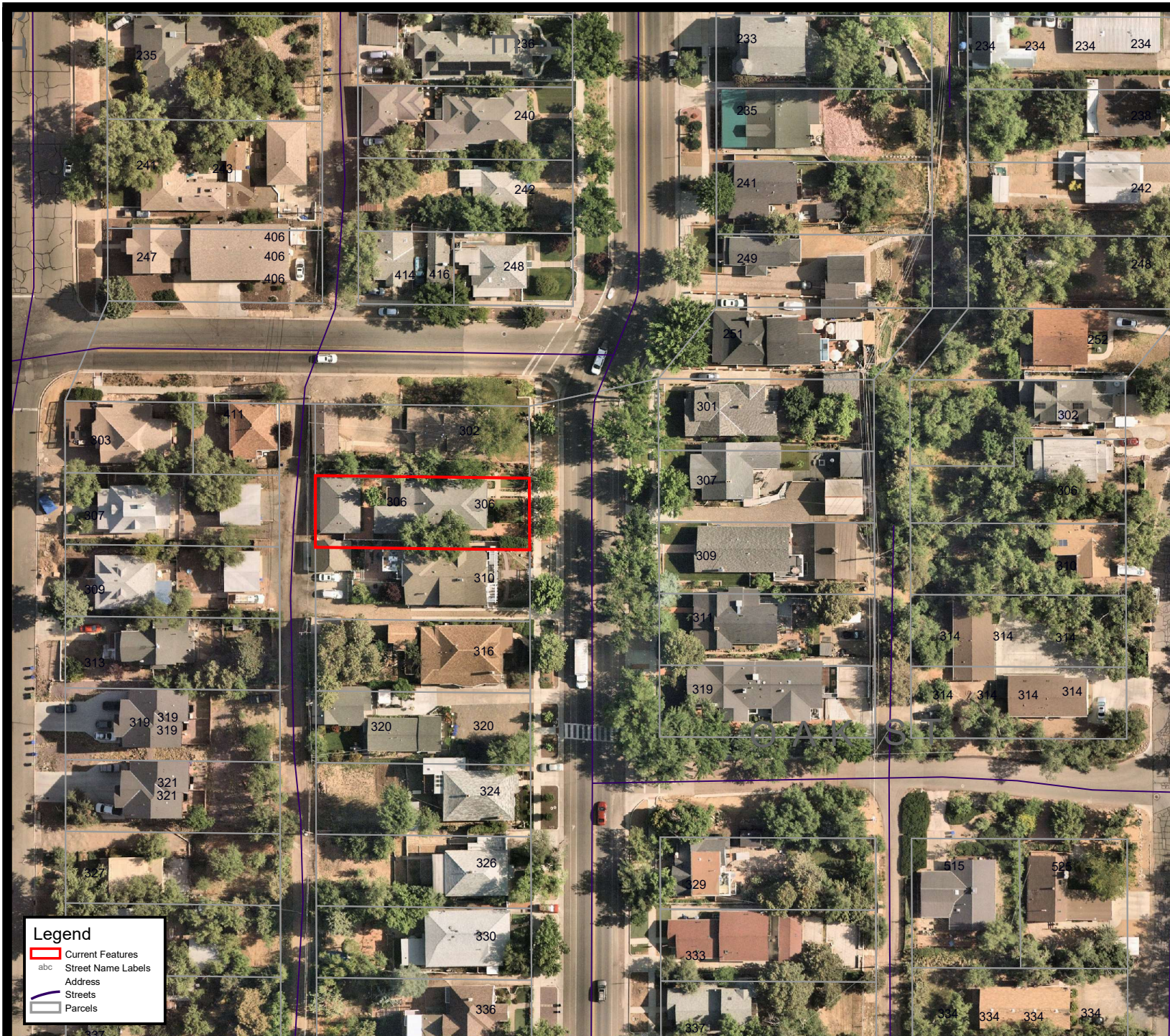
There is no financial impact at this time.

RECOMMENDED ACTION

MOVE to approve HP23-016

ATTACHMENTS

1. 1 HP23-016 Aerial Map
2. 2 HP23-016 Fence Bid & Site Plan
3. 3 HP23-016 Fencing Specs
4. 4 HP23-016 Landscape Plan



306 S Mount Vernon

This map is a product of
The City of Prescott



0' 1" = 96'

Legend

- Current Features
- Street Name Labels
- Address
- Streets
- Parcels

**PROPOSAL/CONTRACT**

Prescott Fence Company

6576 Interal Way

Prescott, AZ 86301

(928)445-4211 FAX:(928)445-7011

www.prescottfence.com

officemanager@prescottfence.com

ROC 322725

QUOTATION:**DATE:** 10/31/2023**CUSTOMER:****JOB LOCATION:**

Gibbs, Jeff
 jeffg200@outlook.com
 858-775-5707
 306 S Mount Vernon St
 Prescott AZ 86303

77LF 4'H 2-Rail Classic Orn. Iron
 Standard Bottom

NOTES:

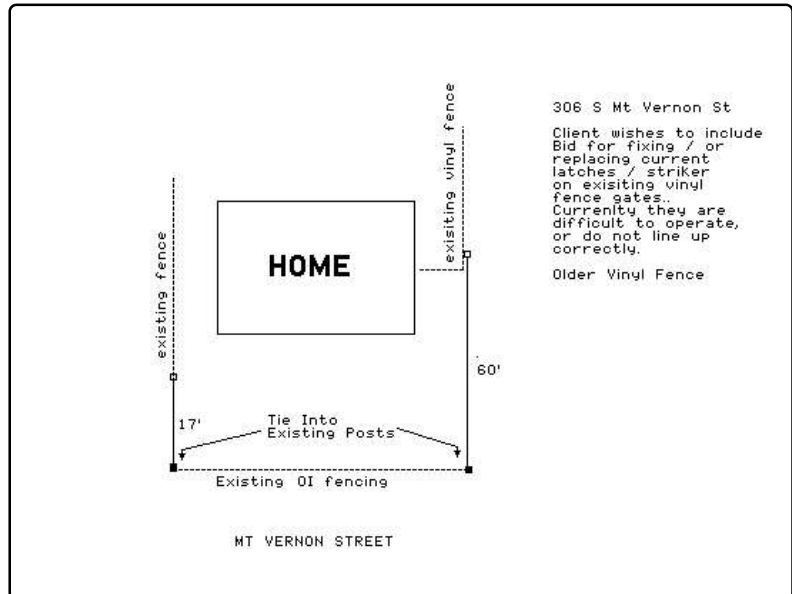
77' 48" high / 96 3/4" wide RES. CLASSIC BLACK 2
 RAIL MONTAGE ATF PANEL Fencing

Materials:

48" high / 96 3/4" wide RES. CLASSIC BLACK 2 RAIL
 MONTAGE ATF PANEL Powder Coated
 2" Sq. X 69" 16 GA. BLACK STEEL POST Powder
 Coated
 1 1/4" Sq. X 2" Sq. RES. BLACK UNIVERSAL
 BOULEVARD BRACKET
 16 oz. BLACK SPRAY PAINT
 ZINC RICH PRIMER
 QUIKRETE MIX 80# BAG CONCRETE

Estimate Good for 7 Days

Price includes 3% discount for cash or check.

**TERMS & CONDITIONS**

Prescott Fence Company or its subsidiary ("contractor") agrees to provide the labor and materials (collectively the "fence") specified on the proposal sent forth in this Contract (pages attached) within a reasonable time after the estimated completion date. Buyer agrees to pay the amount shown in this Contract in current U.S. funds upon substantial completion of the fence. Prescott Fence Company agrees to guarantee above fence to be free from defects in materials and workmanship for one year. Prescott Fence Company shall advise the buyer as to local zoning regulations but responsibility for complying with said regulations and obtaining any required permits shall rest with the buyer. Prescott Fence Company will assist the buyer, upon request, in determining where the fence is to be erected, but under no circumstance does Prescott Fence Company assume any responsibility concerning property lines or in any way guarantee their accuracy. If property pins cannot be located it is recommended that the buyer have property surveyed.

Approved & Accepted for Customer:

Designed by:

Jeff Gibbs

11/1/2023

Customer

Date

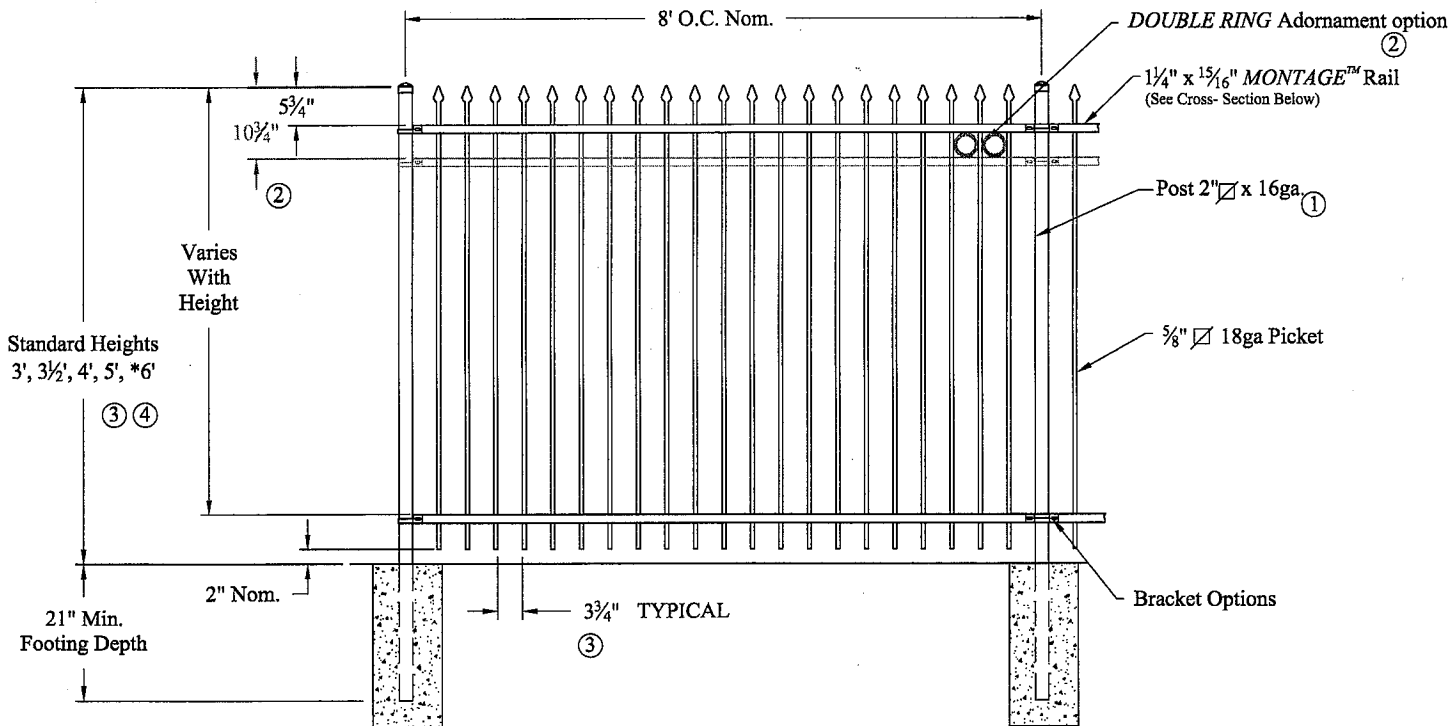
Customer

Date

Accepted for Prescott Fence Company:

Salesperson

Date

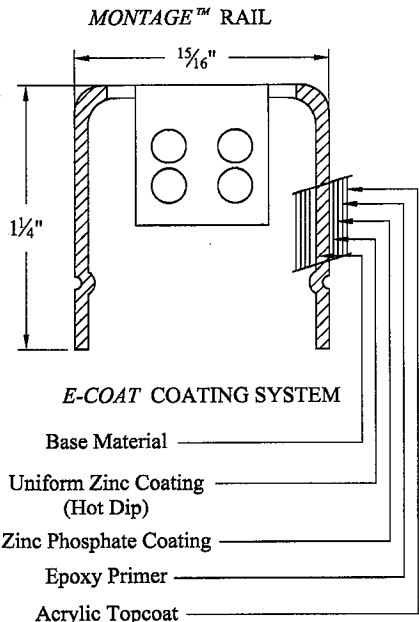


NOTES:

- 1.) Post size depends on fence height and wind loads. See *MONTAGE™* specifications for post sizing chart.
- 2.) Third rail required for *Double Rings*.
- 3.) Available in 3" air space and/or Flush Bottom on most heights.
- 4.) Three rails required for 6' tall.

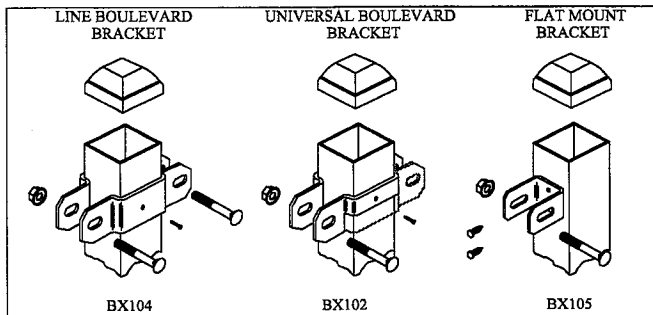
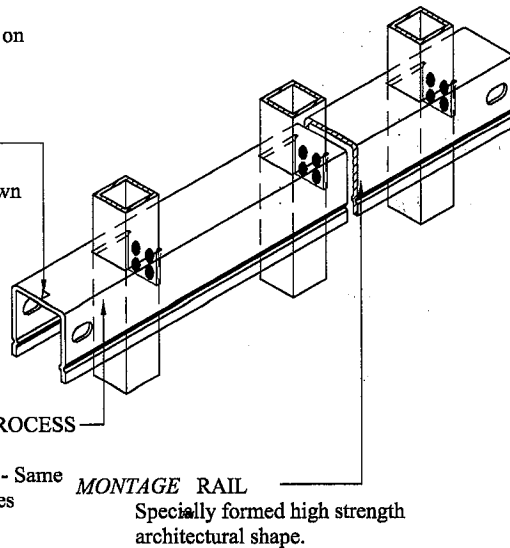
RAKING DIRECTIONAL ARROW

Welded panel can be raked 45" over 8' with arrow pointing down grade.



PROFUSION™ WELDING PROCESS

No exposed welds,
Good Neighbor profile - Same
appearance on both sides



Values shown are nominal and not to be used for installation purposes. See product specification for installation requirements.

RCISO

RESIDENTIAL WELDED STEEL PANEL PRE-ASSEMBLED

Title: MONTAGE CLASSIC 2/3-RAIL

DR: CI SH. 1 of 1 SCALE: DO NOT SCALE

CK: ME Date 7-19-11 REV: c

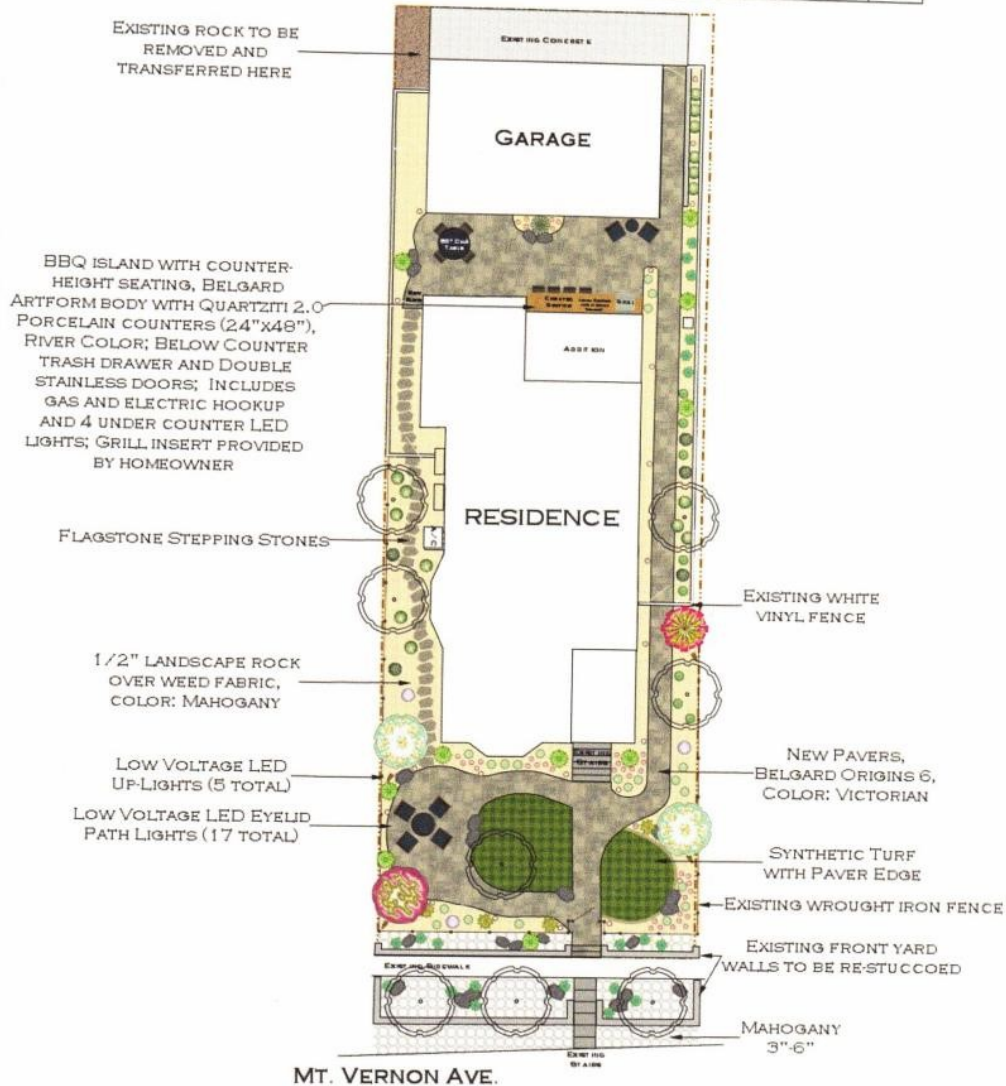


AMERISTAR®

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Tulsa, OK 74116
1-888-333-3422

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PLANT LEGEND							
SYMBOL	QTY	COMMON	SIZE	SYMBOL	QTY	COMMON	SIZE
	4	AUTUMN SAGE 'RASPBERRY'	5 GAL		1	JAPANESE MAPLE 'BLOODGOOD'	15 GAL
	3	AUTUMN SAGE - PURPLE	5 GAL		1	OKLAHOMA REDBUD	25 GAL
	30	CALIFORNIA POPPY	1 GAL		8	FLUMBAGO DWARF	5 GAL
	5	DAPHNE	5 GAL		1	RHODODENDRON	5 GAL
	20	DAYLILY - VARIETY TBD	5 GAL		10	ROSE WHITE ICEBERG	5 GAL
	8	EXISTING TREE			21	SHASTA DAISY	2 GAL
	15	HOSTA - VARIETY TBD	2 GAL		2	WEeping CHERRY 'SNOW FOUNTAIN'	15 GAL



LANDSCAPE NOTES:

1. NEW PAVERS TO BE BELGARD 6, VICTORIAN COLOR.
2. ALL BOULDERS TO BE SET A MINIMUM OF 1/3 BELOW GRADE.
3. PLAN TO INCLUDE AUTOMATIC DRIP IRRIGATION TO ALL NEW TREES AND SHRUBS.
4. FURNITURE SHOWN FOR ILLUSTRATION PURPOSES ONLY.
5. PLAN INCLUDES CORRECTION OF DRAINAGE FROM DOWNSPOUTS, AWAY FROM STRUCTURE, AND TO A CENTRAL DRAIN.
6. EXISTING FRONT YARD STUMPS AND CONCRETE TO BE REMOVED.

THIS PLAN IS THE PROPERTY OF VICENTE LANDSCAPING. ANY USE BY CUSTOMER BEFORE SIGNED ACCEPTANCE OF CONTRACT, INCLUDING SUBMISSION TO HOA OR SHARING WITH OTHER ORGANIZATION, IS SUBJECT TO A FEE NOT TO EXCEED \$2,000.



SCALE
1" = 10'-0"

GIBBS RESIDENCE
306 S. MT VERNON
PRESCOTT, AZ 86303



P.O. Box 12780 Phoenix, AZ 85024-2780
OFFICE: 602-955-1801 FAX: 602-955-0053
WWW.VICENTE-LANDSCAPING.COM

DATE	11/02/24
BY	
CHECKED	
AW	



TO: MAYOR AND CITY COUNCIL
AGENDA: January 12 Prescott Preservation Commission
DATE: January 12, 2024
DEPT: Community Development
ITEM #: 3.C
SUBJECT: **HP23-017** - A Request for Approval for New 55" x 40" Freestanding Sign for Salud Spa. Location: Southeast Prescott Local Historic District Register District & East Prescott National Historic Register District. APN: 109-01-125, 309 E Gurley Street. Zoning: Business General (BG). Owner: Salud! For Women PLLC.

ITEM SUMMARY

Request

Applicant proposes to:

- Install 55" x 40" acrylic panel on aluminum frame with (2) 60" tall 4" x 4" aluminum posts
- Aluminum framing and posts painted matte white
- Sign background matte blue with mirror gold 1" wide PVC lettering

See attached rendering and site plan for more details.

Analysis

The Chapter for East Prescott National Historic District within Prescott's Historic Preservation Master Plan, in part, states:

- New construction should seek to use materials of a type and manner consistent with neighboring buildings.

This applies to signage as well. Consider using wooden frame and posts and/or matte finishes for signage.

Noncompulsory commentary regarding front yard landscaping:

- Much of the landscaping in the district is formal and ordered, in keeping with the garden ideal of home and site design in the late 19th and early 20th centuries.
- Yards and hedges are well-maintained, with residences set in their own frame of grass and trees; a necessary condition for the picturesque ideal which dominated 19th century design concepts.

Front yard landscaping is sparse and is dominated by faux turf, consider adding in low water use, deciduous or evergreen shrubbery and/or trees.

Site Visit: Recommended

BACKGROUND

Existing Conditions

National Register Status: This property is listed in the National Register of Historic Places and is part of the East Prescott National District and the Southeast Prescott Local District. The home is of particular significance as it was originally built in the late 1880s for City Councilman and sawmill operator, A.J. Head, who also built the A.J. Head Hotel on N. Cortez St. around the turn of the 20th Century. The residence has a unique, gambrel shaped roof, has shiplap siding and features fish scale shingles on dormer ends as well as asymmetrical massing and a two-story wood porch in the front.

FINANCIAL IMPACT

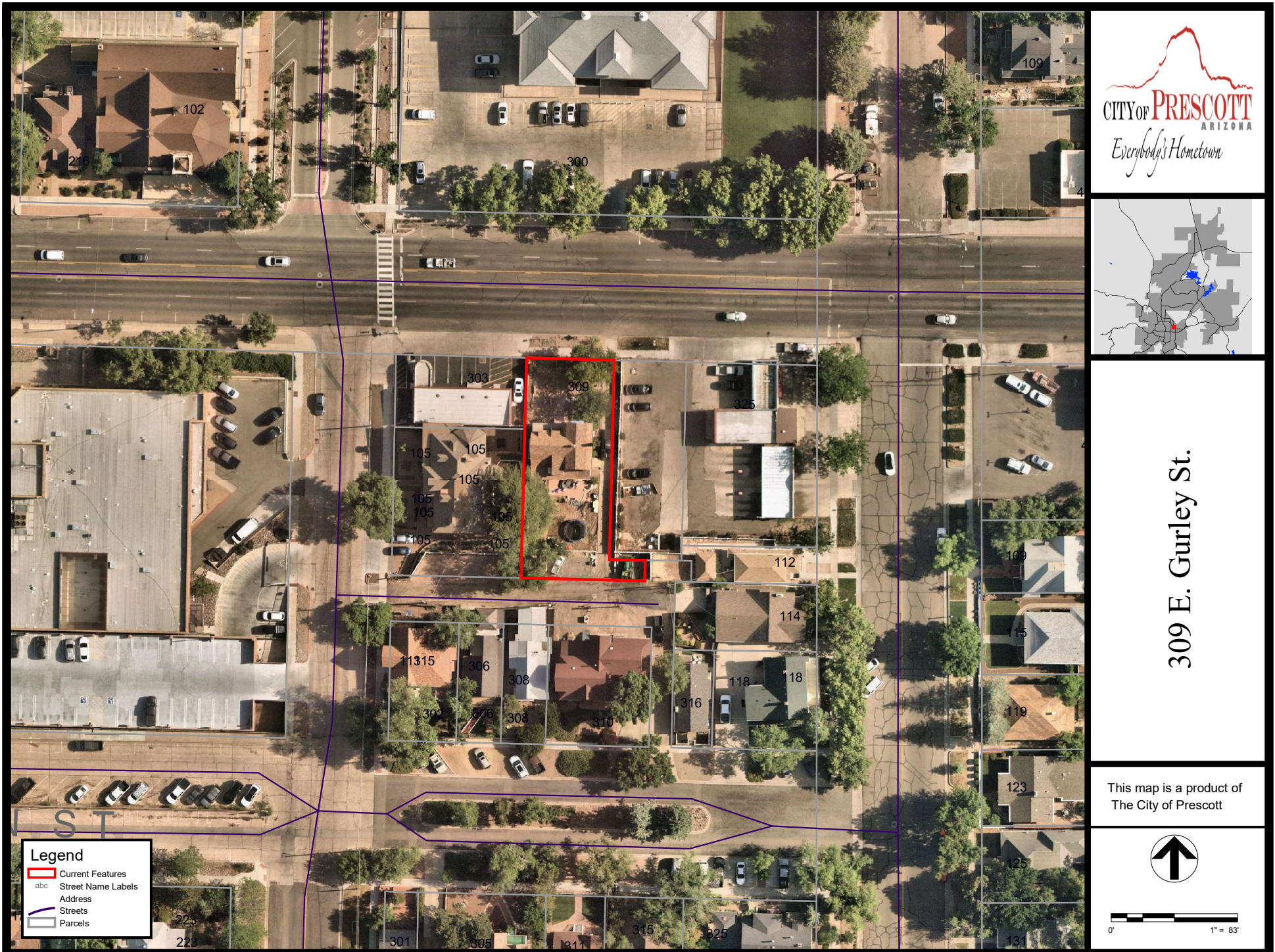
There is no fiscal impact at this time.

RECOMMENDED ACTION

MOVE to approve, or approve with modifications HP23-017

ATTACHMENTS

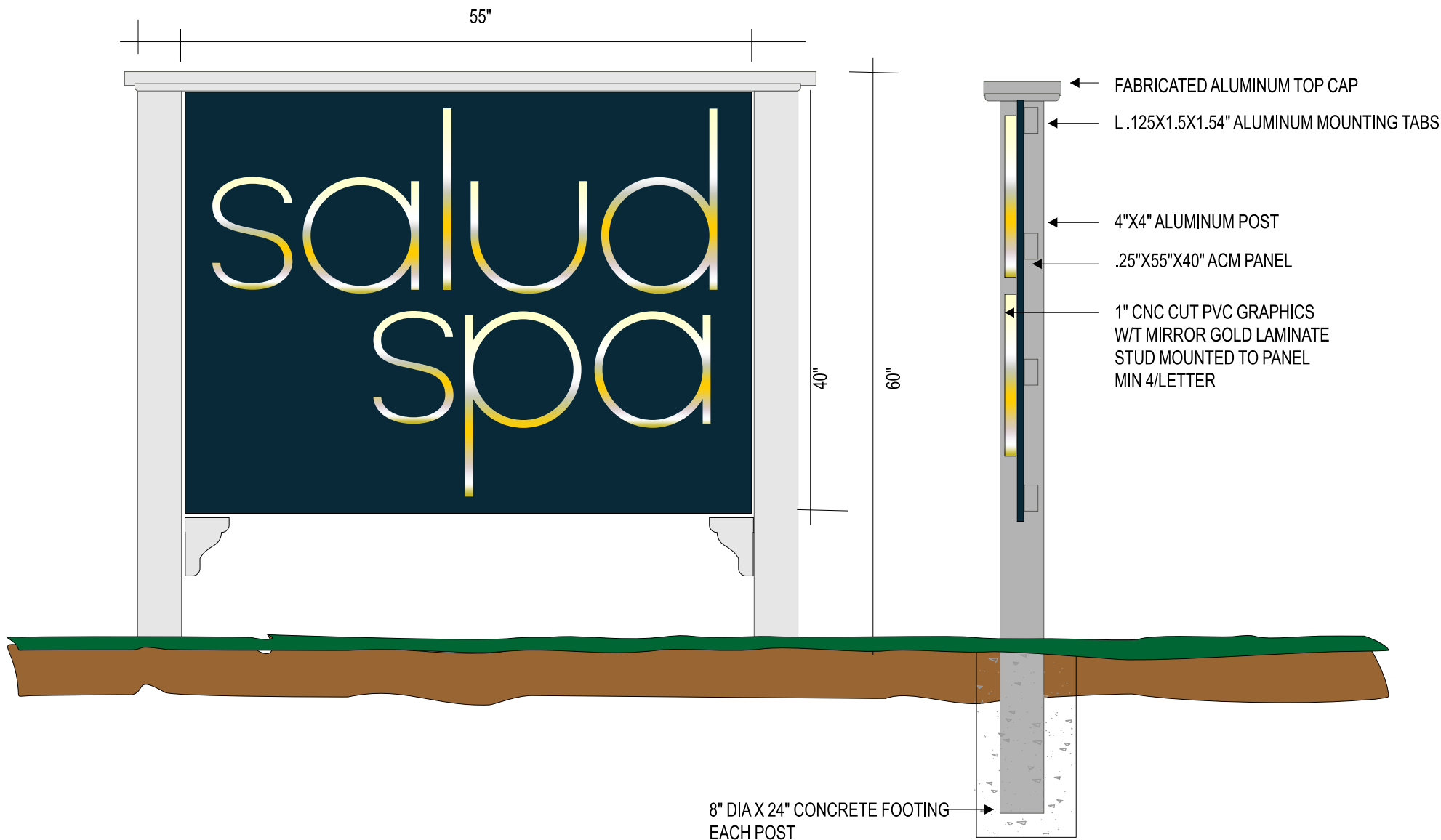
1. 1 HP23-017 Aerial Map
2. 2 HP23-017 Renderings & Site Plan





PROJECT ID SIGN FOR SALUD SPA 309	DATE:	SCALE: NTS	DRAWN BY: SKM
	CUSTOMER APPROVAL:		
	THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.		

   	 704 Moeller st. Prescott, AZ 86301 voice 1-928-778-6336 www.morgansign.com morgansign@gmail.com Page 19 of 21
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PROJECT
ID SIGN FOR SALUD SPA
309

DATE: SCALE: NTS DRAWN BY: SKM

THE ORIGINAL IDEAS HERE IN ARE EXCLUSIVE PROPERTY OF MORGAN SIGN. UNAUTHORIZED USE, REPRODUCTION, AND/OR DISPLAY SHALL RENDER THE INFRINGER LIABLE FOR UP TO \$100,000 IN STATUTORY DAMAGES, PLUS ATTORNEYS FEES AND COSTS, FOR EACH INFRINGEMENT, UNDER THE U.S. COPYRIGHT ACT (17 U.S.C. 412 & 504)

CUSTOMER APPROVAL:

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NEC AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN.



MORGAN SIGN COMPANY
IS A REGISTERED TRADE NAME IN THE STATE OF ARIZONA



704 Moeller st.
Prescott, AZ 86301
voice 1-928-778-6336
www.morgansign.com
morgansign@gmail.com
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