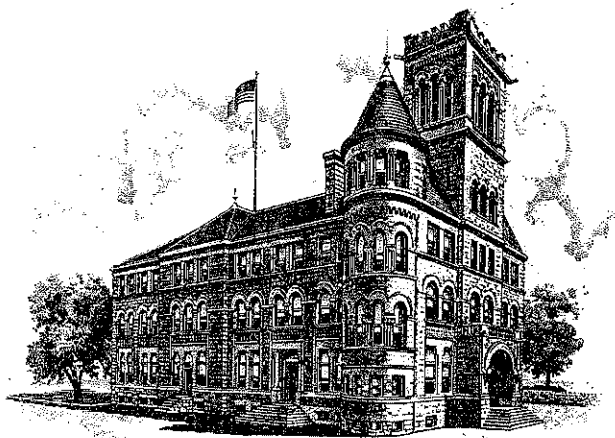




CITY HALL

LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

City of Springfield

INTEROFFICE MEMORANDUM

DATE: January 31, 2012
RE: Landmarks Board meeting

Please find attached the agenda for the Landmarks Board meeting on **February 8, 2012**.
No tour is being offered.

Daniel Neal
Senior Planner



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

February 8, 2012
5:30 P.M.
Council Chambers
City Hall (830 Boonville)

I Roll Call

DAVID ESLICK
Historian Representative
Chair

II Minutes

November 30, 2011

RON WALKER
Commercial Street
Representative

III Unfinished Business

- A. Certificate of Appropriateness
None
- B. Certified Local Government Review
None

CYNTHIA LIPSCOMB
Architect and Walnut St.
Representative
Vice-Chair

IV New Business

- A. Certificates of Appropriateness
 - 1. 338 E. Commercial: Install two (2) new internally-lit florescent signs.
- B. Certified Local Government Review
None
- C. Pre-Application Review
None

LEN EAGLEBURGER
At Large Representative

DAVID MAGGARD
At Large Representative

LAUREL BRYANT
Real Estate Representative

ANN BAYLIFF
At Large Representative

V Communications

VI Reports

- A. Report on committees
 - 1. Application
 - 2. Demolition
 - 3. Historic sites and districts
 - 4. Communications
 - 5. Awards and recognition
 - 6. Design guidelines
- C. Administrative approval of C of A's
None

VII Any other matters that fall under the jurisdiction of the Board

VIII Adjournment

NOTE: In accordance with ADA guidelines, if you need special accommodations when attending any City meeting, please notify the City Clerk's office at 864-1443 at least 3 days prior to the scheduled meeting.

MINUTES OF THE LANDMARKS BOARD

DATE: November 30, 2011

TIME: 5:30 pm

The regular meeting and public hearing of the Landmarks Board was held on the above date and time in City Council Chambers, third floor of Historic City Hall with the following members and City of Springfield staff in attendance: David Eslick, Chair; Laurel Bryant; Ann Bayliff, Len Eagleburger; Ron Walker, David Maggard, Daniel Neal, Senior Planner; Duke McDonald, Assistant City Attorney; Chris Straw, Director of Building Development Services, Sandy Goddard, Administrative Assistant. ABSENT: Cynthia Lipscomb

APPROVAL OF MINUTES:

Minutes of November 9, 2011 were approved, with the insertion of the Certificate of Appreciation for Mr. Sellar's 6 years of service.

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

A. Certificate of Appropriateness (439 & 445 E. Commercial)

Mr. Eslick opened the public hearing.

Justin Beiler, 1640 S. Boonville Avenue, commenting that they are proposing to renovate 439 and 445 E Commercial Street, and David Damron, Architect with Architectural Resource Center. Mr. Beiler presented photographs of the property as it is currently and the proposed changes. It will be mixed use site which will include offices, a Bed & Breakfast, and a café.

Mr. Beiler stated when looking at the property one of the things that stands out is the Frisco Opera House sign, adding they researched the history of the building and found the second floor was used originally as an Opera House and then turned into a boarding house. The space that was the Opera House is where the Bed & Breakfast would be located with six (6) suites. The other space would be used for offices, which was originally a Doctor's office. The first floor area is where the café would be located.

Mr. Beiler pointed out in the photographs where the lobby of the Bed & Breakfast would be located, with an elevator accessing the rooms as well as the offices.

Mr. Beiler reviewed the current condition of the structure pointing out evidence of all different periods. The unique feature is the iron columns along the front entrance. They will be leaving the columns as they are

and repaint them as the historical piece there. The store front has been replaced at some point, and will be coming out as the wood is rotting and in pieces. They will replace all windows and storefront glazing on both buildings with wood frame and insulated glass and will be custom made to fit existing masonry openings. There is a wood dock on the north elevation with a cement path leading up to the area. With it being in the café space, they are requesting to install a staircase and landing.

Ms. Bayliff asked about tuck points on both buildings and if it will be painted.

Mr. Beiler referred to the photos in the Board packet showing the building roughly in the 1920's and sections were painted and looking at some of the paint that is peeled they would go back to the colors that were there so address #445 would be painted a white with dark trim as it is in the photograph. The second part of the building was a dark brown and will be painted to match.

Ms. Bayliff asked about the windows and if they will have grills.

Mr. Beiler commented that the original windows did have grills.

Board members went to page one (1) of the staff report to review the individual proposals for the site.

Mr. Walker asked for an explanation of the powder coated metal awning.

Mr. Beiler commented that the reason for going back to the awnings at all is to have an open feel in their space, adding there is a lot of sun and glare that come in windows that large. In trying to be practical while being able to keep the windows open to see the space inside and prevent the glare, yet create a distinction between the two buildings and be consistent with the buildings down the street, they decided on the awnings.

Mr. Walker asked if there was evidence that there was an awning to begin with.

Mr. Beiler stated no, other than there is a lot brick in that area where you can see something was fastened to the building with a lot of damage to the brick.

Ms. Bryant stated that you can see that the brick has been manipulated so at some point there was an addition, but believes there should be some evidence of a hanging mechanism.

Mr. Walker asked if there was any input from Building Development Services regarding the awning issue.

Mr. Straw stated the only issue they might have is if they haven't a stand form license agreement with the city. There will be structural issues to review as far as plan review process, but the license agreement to project over the right-of-way will be Building Development Services issue.

There was discussion by the board asking if there was similar awnings downtown that could be used as a reference, where in the future if other applicants had the same question there would be a point of reference and to make certain that evidence could be found to support the requested proposal for the awning.

Ms. Bryant asked how the awning would be attached to the building.

Mr. Straw referred to a building down town, west of the Giloz Theatre that has a steel frame open awning hung with ornamental cast iron sconces on the wall and the chain that comes off those down to the front corners of the awning adding that it would provide a visual concept.

Mr. Walker stated that he liked the idea of an awning, but from an historical point it is definitely nothing close to the original of what was on the building and is concerned about the awning.

The Board took each proposal individually determining that item number one (1), constructing a new powder coated metal awning be tabled.

Mr. Beiler discussed why they are requesting the entry door be moved, and reviewed the drawings and photographs.

Mr. Walker asked for an explanation of the transom windows commenting that they stay as close to original or historical detail as possible.

Mr. Straw commented that as the applicants are doing work on the building, before the sign permit, they will try to establish the size of what the sign, adding that he can see a linear dimension, but no vertical dimension in detail on the photograph they are working from. It may be an issue, but if it can be established there was a previous sign there of an historical nature, which has been ruled an exception, they might be allowed to restore it. Mr. Straw added they do not want to assume what is on the drawing will work at this point.

Mr. Straw reviewed the restrictions and limitations of the window openings.

Mr. Walker, asking for clarification asked if they were going to use the window openings currently there, adding they would be unable to cut any new windows.

Mr. Beiler stated yes.

Proposal items number two (2), three (3), and four (4) are acceptable as written.

Proposal numbers five (5) and six (6) will be removed, but will restore existing windows and convert the two doors to windows. The Board is asking for more information.

Proposal number seven (7) accepted as written.

Proposal number eight (8) accepted as written, with Mr. Walker commenting he would be interested in the brick mold of the new windows to match the old windows.

Proposal number nine (9) accepted as written, with the Board asking for the masonry content and what type of mortar will be used, asking for more specification that just the tuck repair.

Proposal number ten (10) and eleven (11) accepted as written.

Proposal number twelve (12) is tabled with the Board asking for existing photographs to provide more information.

Proposal number thirteen (13) accepted as written.

The Board is adding item number fourteen (14); to anchor the roofing they are requesting to remove brick approximated 20 inches down to the decorative trim to repair and re-use existing brick for structural integrity. They will be using a masonry cap.

Mr. Eslick closed the public hearing.

Mr. Neal asked for clarification of the proposed items:

Item No. 1 will be tabled.

Items No. 2, 3, 4, 7, 8, 10, 11, 13, and 14 are accepted as written.

Items No. 5 and 6 will be removed from the proposal.

Items No. 1, 9, and 12 will be tabled.

Mr. Neal pointed out that in place of proposal items number five (5) and six (6), they will restore existing windows and convert the loading dock doors to windows, asking if they should add that and make it item number fifteen (15).

Item No. 15 will be tabled for more information on specification of the windows.

Mr. Walker **motioned to approve** the items as clarified by Mr. Neal. Ms. Bryant **seconded**. The motion to approve Certificates of Appropriateness for 439 & 445 E Commercial as amended carried as follows:

Ayes: Eslick, Walker, Eagleburger, Maggard, Bryant and Bayliff. **Nays:** None. **Abstain:** None. **Absent:** Lipscomb.

COMMUNICATIONS:

Mr. Eslick mentioned the CLG Conference being held April 21, 2012 for training.

Mr. Neal asked the Board members to put the date on the calendar hoping they can attend.

VII. Any other matters that fall under the jurisdiction of the Board.

1. 2011 Landmarks Board Schedule and Landmarks Board Rules of Procedure.

Ms. Bryant motioned to approve the Board Schedule and Rules of Procedure. Ms. Bayliff seconded. The motion carried as follows: **Ayes:** Eslick, Walker, Eagleburger, Maggard, Bryant and Bayliff. **Nays:** None. **Abstain:** None. **Absent:** Lipscomb.

2. **Landmarks Board Budget Adjustment for Signs.**

Mr. Maggard motioned to approve the Landmarks Budget Adjustment change for procurement of signs. Ms. Bryant **seconded**. The motion **carried** as follows: **Ayes**: Eslick, Walker, Eagleburger, Maggard, Bryant and Bayliff. **Nays**: None. **Abstain**: None. **Absent**: Lipscomb.

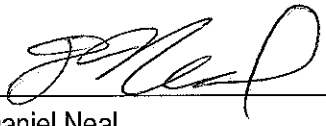
3. Approval of Landmarks Rules of Procedures

Ms. Bryant motioned to approve the 2012 Landmarks Board Rules of Procedure as amended. Ms. Bayliff **seconded**. The motion **carried** as follows: **Ayes**: Eslick, Walker, Eagleburger, Maggard, Bryant and Bayliff. **Nays**: None. **Abstain**: None. **Absent**: Lipscomb.

4. Approval of Landmarks Board Schedule as amended.

Ms. Bryant motioned to approve the Landmarks Board Schedule 2012 as amended. Mr. Eagleburger **seconded**. The motion **carried** as follows: **Ayes**: Eslick, Walker, Eagleburger, Maggard, Bryant and Bayliff. **Nays**: None. **Abstain**: None. **Absent**: Lipscomb.

With no further business, meeting was adjourned at 6:45 p.m.



Daniel Neal
Landmarks Board



LANDMARKS BOARD

CITY OF SPRINGFIELD
P.O. BOX 8368
SPRINGFIELD, MISSOURI 65801
417-864-1031

STAFF REPORT

COMMERCIAL STREET HISTORIC DISTRICT

DATE: January 31, 2012

BACKGROUND:

LOCATION: 338 E. Commercial Street

APPLICANT: Dan Johnson

PROPOSAL:

1. Install two (2) new internally lit florescent signs

RECOMMENDATION:

While elements of the proposal meet the Secretary of Interior Standards of Rehabilitation and Commercial Street Design Guidelines, there are a few guidelines and recommendations that need to be addressed by the Landmarks Board. If these items can be appropriately resolved, staff recommends **approval**.

FINDINGS:

1. The proposed signs are considered removable features.
2. National Park Service Guidelines recommend the fittings should penetrate mortar joints, rather than brick.
3. Commercial Street Design Guidelines recommend the content of signs shall be limited to the business name.

4. Both Guidelines state that and internally lit signs are acceptable where they do not overpower the building.

PROJECT COORDINATOR:

Daniel Neal
Senior Planner

ATTACHMENT A
BACKGROUND REPORT
338 E. Commercial

APPLICANT'S PROPOSAL:

The applicant is requesting a Certificate of Appropriateness to install two (2) new internally lit florescent signs (see attached exhibits).

STAFF COMMENTS:

1. While elements of the proposal meet the Secretary of Interior Standards of Rehabilitation and Commercial Street Design Guidelines, there are a few guidelines and recommendations that need to be addressed by the Landmarks Board. For example, the board needs to determine whether the internally lit sign overpowers the building or adjacent buildings, the attachment method to the building is appropriate and whether content of the sign is appropriate.
2. The National Parks Services and Commercial Street Design Guidelines state that internally lit signs are acceptable where they do not overpower the building. The Commercial Street Design Guidelines state that the content of signs shall be limited to the business name.
3. After review of Preservation Brief #25 and the building, staff believes that the internally lit sign does not overpower the historic structure or surrounding buildings and that the content of the sign is appropriate. Staff would recommend that any attachments to the building made through the mortar joints and not the brick as recommended by the National Parks Service.

PRESERVATION BRIEF #25 (<http://www.nps.gov/history/hps/tps/briefs/brief25.htm>):

New Signs and Historic Buildings

Preserving old signs is one thing. Making new ones is another. Closely related to the preservation of historic signs on historic buildings is the subject of new signs for historic buildings. Determining what new signs are appropriate for historic buildings, however, involves a major paradox: Historic sign practices were not always "sympathetic" to buildings. They were often unsympathetic to the building, or frankly contemptuous of it. Repeating some historic practices, therefore, would definitely not be recommended.

Yet many efforts to control signage lead to bland sameness. For this reason the National Park Service discourages the adoption of local guidelines that are too restrictive, and that effectively

dictate uniform signs within commercial districts. Instead, it encourages communities to promote diversity in signs--their sizes, types, colors, lighting, lettering and other qualities. It also encourages business owners to choose signs that reflect their own tastes, values, and personalities. At the same time, tenant sign practices can be stricter than sign ordinances. The National Park Service therefore encourages businesses to fit their sign programs to the building.

The following points should be considered when designing and constructing new signs for historic buildings:

- signs should be viewed as part of an overall graphics system for the building. They do not have to do all the "work" by themselves. The building's form, name and outstanding features, both decorative and functional, also support the advertising function of a sign. Signs should work with the building, rather than against it.
- new signs should respect the size, scale and design of the historic building. Often features or details of the building will suggest a motif for new signs.
- sign placement is important: new signs should not obscure significant features of the historic building. (Signs above a storefront should fit within the historic signboard, for example.)
- new signs should also respect neighboring buildings. They should not shadow or overpower adjacent structures.
- sign materials should be compatible with those of the historic building. Materials characteristic of the building's period and style, used in contemporary designs, can form effective new signs.
- new signs should be attached to the building carefully, both to prevent damage to historic fabric, and to ensure the safety of pedestrians. Fittings should penetrate mortar joints rather than brick, for example, and signloads should be properly calculated and distributed.

ATTACHMENT B
PERTINENT DESIGN GUIDELINES
338 E. Commercial

SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION:

2. The historic character of a property will be retained and preserved. The removal of historic material or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property will be preserved.
9. New addition, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the historic integrity of the property and its environment.

ORDINANCE REVIEW

In addition, the Zoning Ordinance states:

In the event the Board concludes that the request, if granted, will have a detrimental effect upon the Historic Landmark or Historic District or any adverse effect on an historical or architectural resource, then the Board shall deny the request for a certificate.

ATTACHMENT C
ARCHITECTURAL SIGNIFICANCE
338 E. Commercial

ARCHITECTURAL SIGNIFICANCE:

1. The Architectural Survey that was completed on this building stated the following:

The front entrance has an unglazed ceramic tile floor and it has been stuccoed over face brick. The second floor has a single outside access. Although this building was built in the same era as others along Commercial Street it has very little detail on the front. On the east is a frieze which is a little different than most buildings.

2. The National Register nomination for this building stated the following:

The two-story brick building at this address retains original first- and second-story window detailing, viz., brick hoods capping segmental arched windows and a section of cornice at the Jefferson elevation, though it lacks the original pedimented cornice on Commercial and the original storefront.



Office Use Only

Date Filed: _____

Received By: _____

Review:

☐ Administrative

☐ Landmarks Board

Application for Certificate of Appropriateness

City of Springfield, Missouri

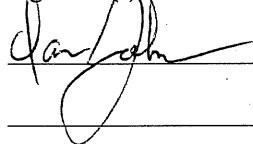
The applicant seeks to show the following.

1. That the proposed work will be done in conformance with the Secretary of Interior's Standards for Rehabilitation.
2. That the proposed work will be done in conformance with any applicable design guidelines or standards that the Landmarks Board has established and adopted. (Commercial Street and Walnut Street Districts and Mid-Town Neighborhood historic sites only).
3. That the proposed work will be done in conformance with all other relevant requirements of the Springfield Zoning Ordinance.

THEREFORE, applicant requests that the Certificate of Appropriateness be approved for the property as proposed in this submittal.

We, the signers of this application, do attest to the truth and correctness of all facts and information presented with this application and understand that, if approved, all work must be done under a building permit issued by the Department of Building Development Services. Approval of this application does not constitute approval of a building permit, nor does it certify that the zoning is appropriate for the proposed uses. These are separate processes that must be initiated by the applicants. We further understand that approval of this application does not constitute approval for tax certification under the Tax Reform Act of 1986 or amendments thereto.

Signature(s) Date:



Please type or print name(s) clearly:

Dan Johnson

Exhibit A.

Request for Certificate of Appropriateness

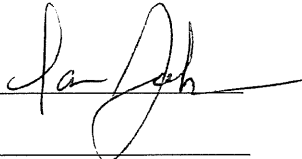
Please use this form only. Form may be photocopied. Please type or print.

For instructions, see pages 5-8.

1. PROPERTY ADDRESS:

338 E. Commercial St.

2. APPLICANT:

Name(s): Dan Johnson + Associates, LLC 

If corporation: Corporate official: _____

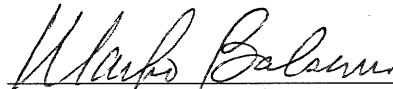
(corporate seal)

Mailing address: _____ Zip Code: _____

Telephone number: _____ Fax number: _____

e-mail: _____

3. AUTHORIZED REPRESENTATIVE: *(The representative should have the authority to commit the applicant to changes that may be suggested by the Board).*

Name: MARKO BALSAMO Signature: 

Address: 3160 W. KEARNEY ST Telephone: 862-7778 Fax: 865-9237

e-mail: MBALSAMO@SIENLINK.COM

4. BUILDING DEVELOPMENT SERVICES DISCUSSION: *(Before submitting this application, the applicant should discuss the project with BDS. Their phone number is 864-1055.)*

Date of discussion: _____

NOTE: The property owner must either sign this application or give City staff a power of attorney showing that another person is authorized to sign.

Exhibit B.

Description of Proposed Work & Supporting Information

Please use this form only. Form may be photocopied. Please type or print.

1. TYPE OF WORK PROPOSED: *(Check all that apply. All work items require a written description of the proposed work. Additional required supporting information is denoted after each item and must be attached. See Instructions, page 5. NOTE: Even though you check the "Other" or the "New Construction" box, you must still give information on individual features such as windows, doors, etc., included in a large project.)*

- | | | |
|---|--|---|
| ☐ Addition (1, 2, 3, 7) | ☐ Handicapped Ramp (1, 2, 3) | ☐ Sidewalk (1, 3) |
| ☐ Awnings (2, 3, 4 or 5, 6) | ☐ New Construction (1, 2, 3, 7) | ☐ Siding (3, 4 or 5) |
| ☐ Building Relocation (1, 2, 3, 7) | ☐ Parking (1, 3) | ☐ Sign (1, 2, 3, 6) |
| ☐ Demolition (1, 2, 3, 7) | ☐ Porch (1, 2, 3) | ☐ Window (2, 3, 4 or 5, 6) |
| ☐ Door (2, 3, 4 or 5, 6) | ☐ Retaining Wall (1, 2, 3) | ☐ Archeological Site (1, 3, 8) |
| ☐ Fence (1, 2, 3, 5) | ☐ Roof-New (3, 4 or 5, 7) | |
| ☐ Guttering (2, 3, 4 or 5, 6) | ☐ Re-roof (3, 4) | |

☐ Other (Specify) _____

- | | |
|----------------------------------|--|
| 1-Site plans | 5-Product literature |
| 2-Elevations | 6-Drawing |
| 3-Photographs | 7-Exhibit C-Why proposed work should be approved |
| 4-Sample of materials to be used | 8-State Historic Preservation Officer Comments |

2. DESCRIPTION OF PROPOSED WORK: *(Attach additional pages if necessary.)*

SIGN 1: INSTALLED ABOVE ENTRANCE, FACING COMMERCIAL STREET
30" TALL X 120" LENGTH X 12" DEEP, INTERIOR FLUORESCENT LIGHTING
FLAT ACRYLIC FACE WITH PRINTED GRAPHICS
ELECTRIC POWER EXISTING THROUGH WALL

SIGN 2: INSTALLED ON CORNER OF BUILDING FACING JEFFERSON STREET (EAST ELEVATION)
36" TALL X 72" LENGTH X 12" DEEP, INTERIOR FLUORESCENT LIGHTING
FLAT ACRYLIC FACE WITH PRINTED GRAPHICS
ELECTRIC POWER TO BE RUN THOUGH WALL (BY OTHERS)

NOTE: An application is considered incomplete until all supporting materials, as specified in Item 1 above, are attached. Incomplete applications will not be processed or scheduled for a public hearing.

Exhibit C.

WHY PROPOSED WORK SHOULD BE APPROVED

Please use this form only. Form may be photocopied. Please type or print.

When proposing a major project, please use this page to give information in support of your request. (See Exhibit B, item 1, above: "Type of Work Proposed," key # 7. Suggested items of discussion are included in the Instructions, page 7.)

Property is located at 338 Commercial St. on the SW corner of Jefferson and Commercial St. This is a proposal to install an aluminum constructed cabinet sign with acrylic facing and printed graphics, interior fluorescent lighting, 30" tall x 120" long, flat on the building facing Commercial St, and one lighted sign, 36" tall x 72" long on the building facing Jefferson St. Wall area is brick with EIFS covering. Signs to be installed on EIFS with masonry anchors and 3/8" lag bolts run through to the brick. No changes to the exterior of the building is proposed. Electric power is existing.

Other business in the immediate area currently have lighted signs, flag mounted to storefronts. Some of these include:

H&R Block
Della's Antiques
Hamm's Beer
Frisco Tap Room
Ace Hardware



MISSOURI NEON COMPANY

"Pride Through Quality"

31.60 W. KEARNEY
SPRINGFIELD, MO
65803
(417) 862.1778
1.800.788.1778
FAX (417) 865-9237



All Artwork created by Missouri Neon, including logo design, sign design, both creative and mechanical are the intellectual property of Missouri Neon, and will be treated as such and may not be reproduced, copied or used for the purpose of competitive bidding. A \$1,000-\$5,000 fee will be assessed for this design if used in any manner without the written consent of an authorized representative of Missouri Neon/SignlineVisiontech.
CUSTOMER ACKNOWLEDGMENT

Salesperson: Marko Balsamo

Customer Approved: _____

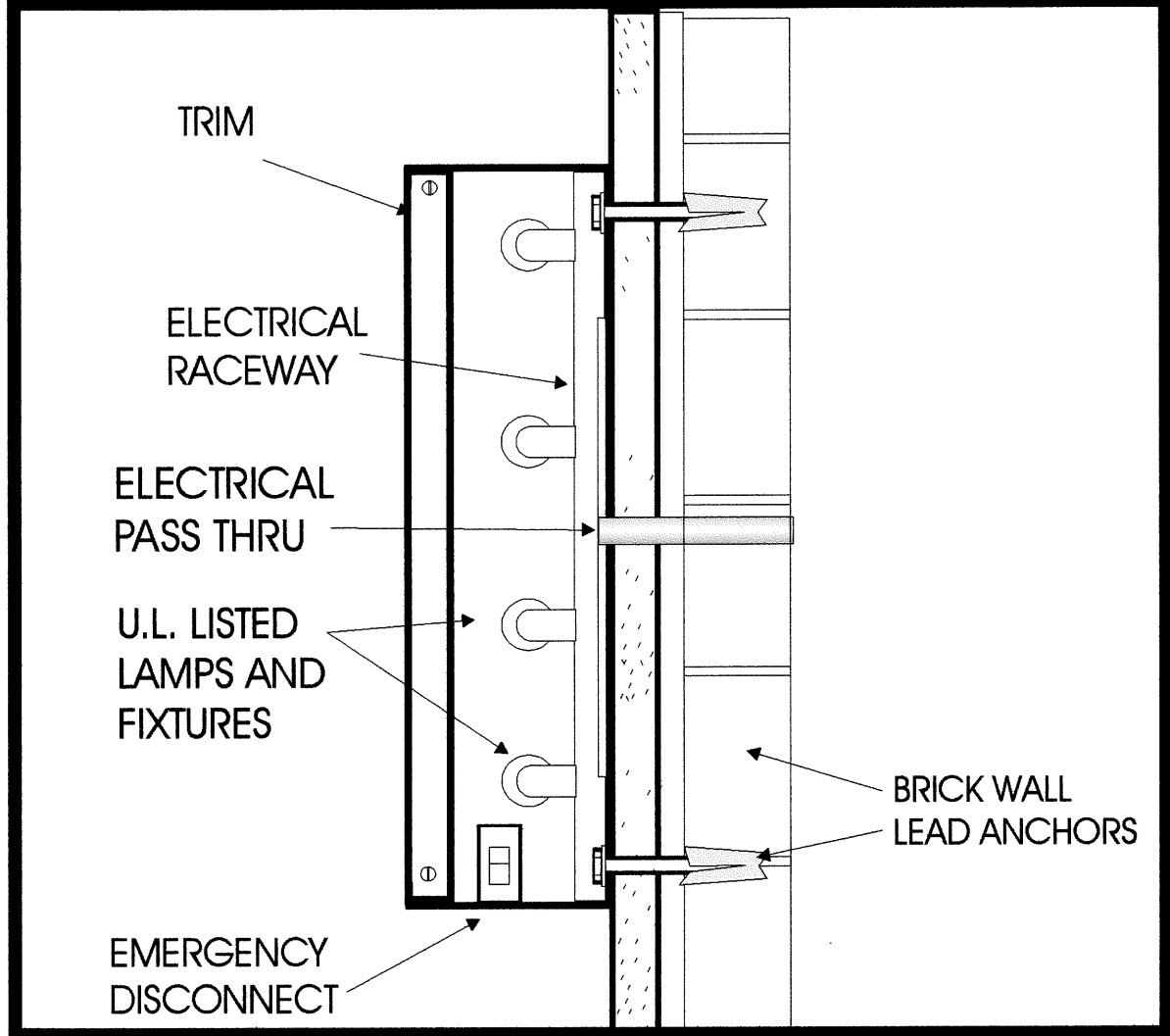
Date: _____

Client approval insures that spelling, colors & specifications for signage & design meets their satisfaction.

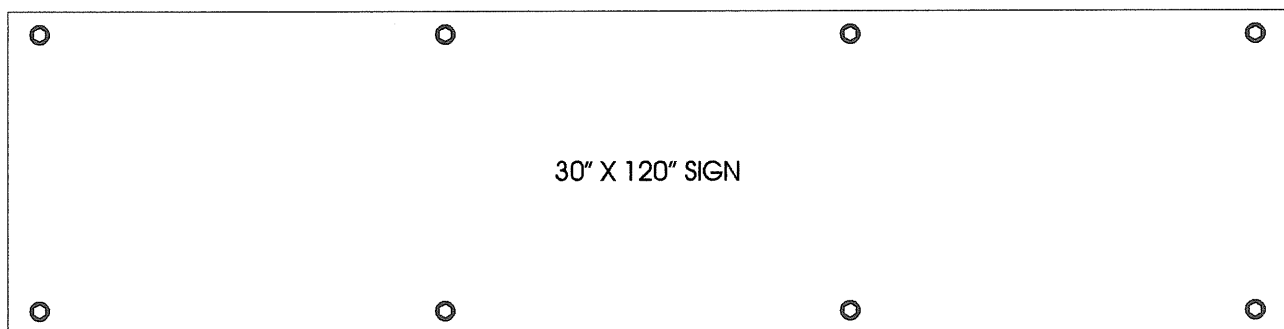
Date: _____



Lighted Wall Cabinet Install Section Detail



SIGNS INSTALLED ON BRICK WALLS
USING 3/8" STAINLESS STEEL LAG BOLTS AND LEAD ANCHORS
2" DEEP INTO THE BRICK



TOTAL OF EIGHT (8) BOLTS EVENLY SPACED, TOP AND BOTTOM



MISSOURI NEON COMPANY

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3160 W. KEARNEY
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65803
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CUSTOMER ACKNOWLEDGMENT

Salesperson: Marko Balsamo

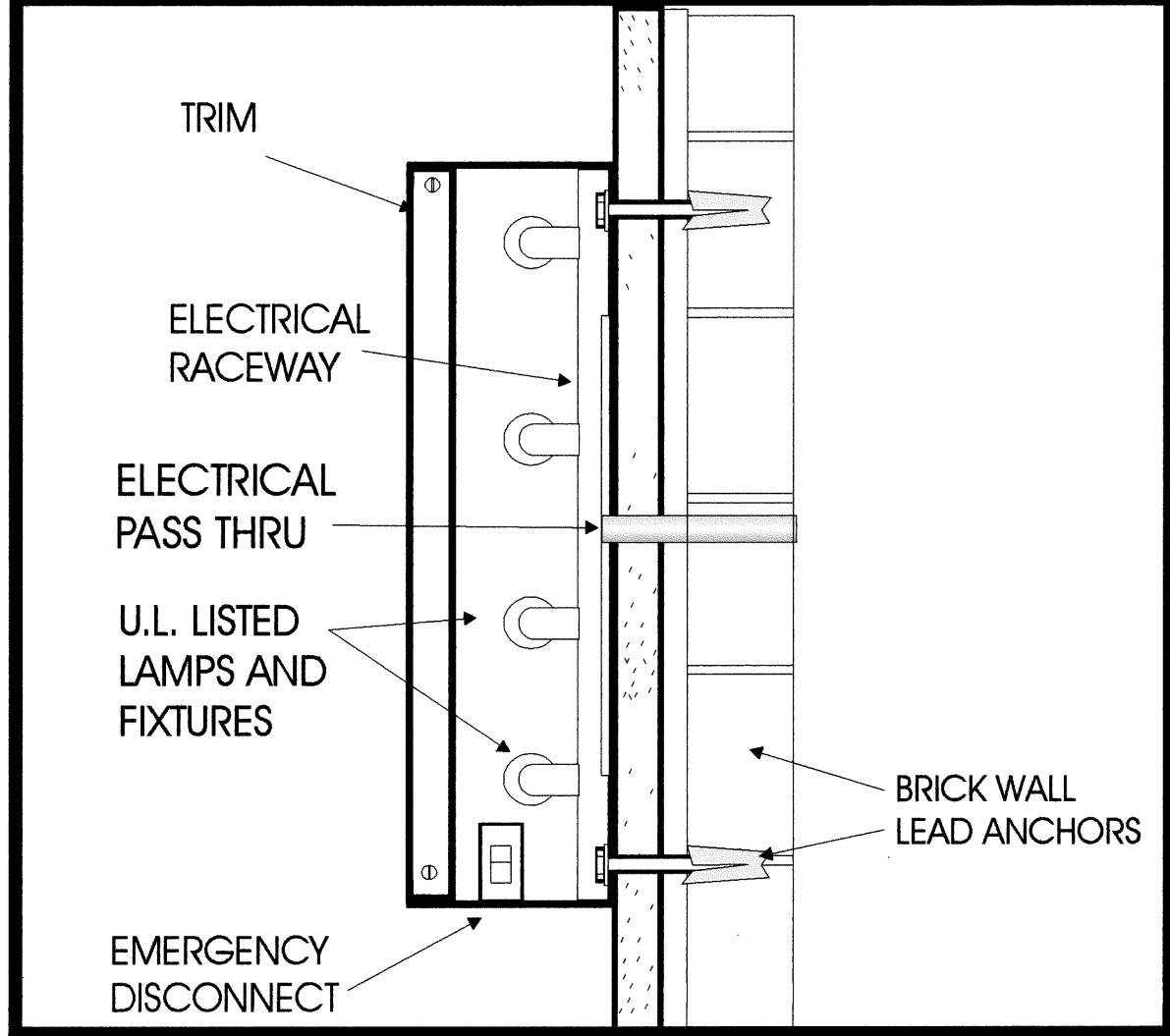
Customer Approved: _____

Date: _____

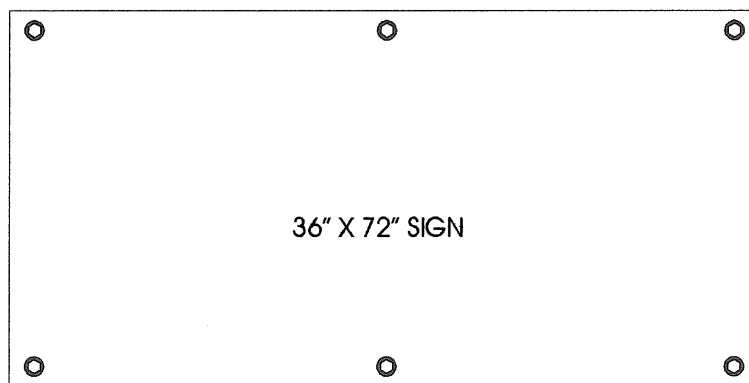
Client approval insures that spelling, colors & specifications for signage & design meets their satisfaction.

Date: _____

Lighted Wall Cabinet Install Section Detail



SIGNS INSTALLED ON BRICK WALLS
USING 3/8" STAINLESS STEEL LAG BOLTS AND LEAD ANCHORS
2" DEEP INTO THE BRICK



TOTAL OF SIX (6) BOLTS EVENLY SPACED, TOP AND BOTTOM



MISSOURI NEON COMPANY

"Pride Through Quality"

3160 W. KEARNEY
SPRINGFIELD, MO
65803
(417) 862.1778
1.800.788.1778
FAX (417) 865-9237



Salesperson: Marko Balsamo

Date:

© 2011 Google

JEFFERSON AVE

100'



338 E Commercial St, Springfield, MO 65803

COMMERCIAL ST.

25'

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CUSTOMER ACKNOWLEDGMENT

Customer Approved: _____

Date: _____

Client approval insures that spelling, colors & specifications for signage & design meets their satisfaction.