



STATE.....Virginia.....

CITY.....Richmond.....COUNTY.....

DATE.....January 7, 1953.....

## ARCHITECTS' ROSTER QUESTIONNAIRE

### TO EVERY ARCHITECT IN THE UNITED STATES AND ITS POSSESSIONS:

The Architects' Roster is maintained by The American Institute of Architects as a service to the profession as a whole and to agencies of the United States Government. Every registered architect, whether or not a member of The Institute, is eligible for inclusion in the Roster. The Institute maintains custody of the Roster, keeps it up to date and in good order for use. The Roster is available to any representative of the Government and to representatives of foreign governments in Washington. Reference may be made to The Architects' Roster in negotiations with government agencies and other interested parties. Experience with the Roster since its establishment in 1946 has shown its usefulness. Growing out of an earlier Register of architects qualified for public works, The Roster provides at The Octagon an accurate, current record of the qualifications and achievements of members of the profession. It allows a positive and helpful response to requests for factual information on architects, and in that way constitutes a service to the profession.

The American Institute of Architects assumes no responsibility for the accuracy of statements made in this Questionnaire. The obligation to maintain this record as a current description of an architectural firm rests with the firm, and supplementary record forms are available for this purpose.

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### PARTNERSHIPS SHOULD MAKE A JOINT RETURN ONLY.

Original and one copy to be mailed to **THE ARCHITECTS' ROSTER, The American Institute of Architects, 1735 New York Avenue, N. W., Washington 6, D. C.** One copy to be retained by the author.

**1 a FIRM** (Indicate whether individual, partnership or corporation.)

.....Dixon and Norman.....Partnership.....

**b FORMER FIRM,** Name if any.....None.....

**2 STREET ADDRESS**.....1103 East Main Street, Richmond, Va. Phone 3-5546.....

**3 YEAR ESTABLISHED**.....1946.....

**4 PERSONAL HISTORIES OF PRINCIPALS**

Furnish data complete, but keep to essentials. Describe each member of firm individually; if more than four, append extra sheets.

	W. Irving Dixon	Macon G. Norman
	NAME OF PRINCIPAL	NAME OF PRINCIPAL
<b>a</b>	Date of Birth November 15, 1899	November 5, 1908
<b>b</b>	Place of Birth Portsmouth, Va.	Plymouth, N. C.
<b>c</b>	Education B.S. in Architecture University of Virginia in 1923	B. S. in Architectural Engineering North Carolina State One year at Yale University
<b>d</b>	<b>Experience Prior to Own Practice</b> (Give architect or architectural firm affiliations, positions held, and approximate dates of employment.) Twenty years - State Department of Education, Richmond, Virginia School Building Division	
<b>e</b>	Commenced Practice February 1, 1946	February 1, 1946
<b>f</b>	Number of Years a Principal Seven	Seven
<b>g</b>	<b>Architectural Licenses</b> (Give State, Number and Year issued.) Virginia Certificate No. 139 North Carolina Certificate No. 309	
<b>h</b>	<b>Membership in Professional Societies and Offices Held</b> American Institute of Architects	
<b>i</b>	<b>Service in World Wars I and II</b> (Append data if desired.) None so far as Military Service is concerned	
<b>j</b>	<b>Civic Activities</b> Member of Richmond Chamber of Commerce	

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**5 REMARKS CONCERNING QUALIFICATIONS OF FIRM**

(This space is best used to present qualifying information such as number of employees, amount of office space, financial information and other information presumed of interest to a prospective client. Append extra sheet or use back of this form, if necessary.)

.....  
 ..... Experienced for more than 26 years in Public Schools and Public  
 ..... Institutions.  
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**6 CONSULTANTS USUALLY EMPLOYED: (If a member of your staff, so state.)**

**a STRUCTURAL ENGINEERS**

Name of Firm or Individual Mr. E. N. Boyd - Member of staff  
 Business Address 1103 E. Main Street, Richmond 19, Virginia

**b HEATING AND VENTILATING ENGINEERS**

Name of Firm or Individual Mr. George E. O'Mara - Member of Staff  
 Business Address 1103 E. Main Street, Richmond 19, Virginia

**c ELECTRICAL ENGINEERS**

Name of Firm or Individual Mr. G. B. Peaseley, Jr. - Individual  
 Business Address 113 South Third Street, Richmond, Virginia

**d PLUMBING OR SANITARY ENGINEERS**

Name of Firm or Individual None  
 Business Address.....

**e LANDSCAPE ARCHITECTS**

Name of Firm or Individual None  
 Business Address.....

**f OTHER (Civil, Foundation or Mechanical Engineers, Appraiser, Equipment Designers, Valuers, Industrial Lay-out Engineers, etc.)**

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**7 REPRESENTATIVE WORK FOR WHICH YOU WERE OR ARE ARCHITECTS; OR WERE OR ARE ASSOCIATED WITH OTHERS:** (In left margin, mark \*—U. S. Government projects, \*\*—projects not yet complete.)

Name and type of project	Location	Date	Cost	Indicate whether as Architect or Associate Architect
Bassett High School	Bassett, Va.	1946	\$612,000	Architect
Martinsville High Sc.	Martinsville, Va.	1946	\$346,000	Architect
Tuckahoe School	Henrico County, Va.	1946	\$265,999	"
Lakeside School	Henrico County, Va.	1947	\$374,000	"
Quincy St. School	Arlington County, Va.	1946	\$150,000	"
Oak Street School	Falls Church, Va.	1947	\$340,000	"
Highland Springs High School	Henrico County, Virginia	1951	\$1,057,740	"
Walnut Hill Elem. School	Petersburg, Va.	1951	\$434,500	"
Greensville County High Schools	Greensville County, Va.	1951	\$1,052,500	"
Mary N. Smith High Sc.	Accomack County, Va.	1952	\$557,700	:
Robert R. Moton High School	Prince Edward County, Va.	1952	\$806,241	"
Fort Lee High School	Prince George County, Va.	1952	\$701,625	"
Clarke County H. S.	Clarke County, Va.	1952	\$229,600	"
Negro Elem. School	Fairfax County, Va.	1952	\$227,200	"
Southside High School	Dinwiddie County, Virginia	1952	\$707,740	:

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**8 PHOTOGRAPHS/PHOTOSTATS**

Not mandatory. Submit herewith photographs or photostats (size 8" x 10") of several buildings for which you have been the Architect, as follows: (N.C.A.R.B. presentation acceptable.)

None submitted.  
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**9 COLLABORATION WITH OTHER ARCHITECTS:**

**a** As an established individual firm, are you willing to collaborate with other firms or individuals?

Yes  
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**b** Are you and/or your firm agreeable to accepting supervision of work where designs are produced by others—  
vice versa?

Yes  
.....

**c** List firms (or individuals) with which you are associated at present or have an associate or working agreement:  
(Please furnish a letter from the other party verifying the association.)

None  
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**10 THIS QUESTIONNAIRE MAY BE MADE AVAILABLE TO GOVERNMENTAL AGENCIES**

yes  no

The undersigned hereby certify that the above is a true statement of facts.

Name of Firm or Individual..... Dixon and Norman

Signed by all Principals:.....

*Norman S. Norman*

*W. D. Dixon*