

Waterbury, Henry Stuart  
New York

Application for Membership

Noting  
Feb. 5, 1924

To the Secretary of the American Institute of Architects,  
The Octagon House, Washington, D. C.

SIR:

I hereby apply for Membership in the American Institute of Architects.

I hereby certify that the following statements are correct:

Name Henry Stuart Waterbury

Address 126 East 38th Street New York N.Y.  
[Number and Street.] [City.] [State.]

Place and date of birth Buffalo 1879

Graduate in architecture.....  
[If required in your case, give name of institutions and year.—Attach evidence of Diploma or Certificate of graduation.]

Holder of Scholarship in architecture.....  
[If required in your case, attach evidence.]

Passed the qualifying examinations of the Royal Institute of British Architects, or the examinations for the first class of the Ecolè des Beaux Arts.....  
[If required in your case, state which, and attach evidence of Certificate.]

If an Associate of a Chapter of the Institute, give name of chapter New York

If practicing architect, firm name Delano & Aldrich

Have been in practice twenty three years

If draughtsman, employed by.....  
[State number of years.]

Collegiate and office training Green & Wicks Buffalo -- Delano & Aldrich New York -- Studied 1 year with Gagnere in Paris

I have carefully examined the Constitution and By-Laws of the Institute and the "Circular of Advice Relative to Principles of Professional Practice and Canons of Ethics," and I agree, if elected, honorably to maintain them.

I further agree, if elected to membership in the American Institute of Architects, that if at any time my membership shall cease, either by my own resignation or by any action taken by the Institute, I will then, by that fact, relinquish all rights of any character that I may have acquired by reason of such membership in the property, real or personal, of the American Institute of Architects, and of the Chapter of the Institute of which I am then a member.

H. S. Waterbury  
[Signature of Applicant]

I hereby certify that the signer of this application was duly elected an Associate of the.....  
[For use when the applicant is an Associate.]

Chapter, A. I. A., on the following date January 8, 1924.  
[Insert date of election to chapter.]

Robert H. Appleton  
Secretary  
New York Chapter A. I. A.

We, the undersigned members of the American Institute of Architects, have carefully examined the foregoing statement and believe it to be correct. We know the applicant personally, and consider that his work and practice warrant his admission to Membership.

- (1) Chester H. Aldrich
- (2) Wm. Adams Delano
- (3) Wm. P. ...

[The signatures of three Institute members are here required even if the applicant has the unanimous endorsement of his Chapter, in which case certification to that effect should be made above by the Secretary. Unanimous endorsement is that endorsement in which each Institute member of the Chapter had an opportunity to express himself by letter ballot either for or against the member proposed, and in which there are no negative votes. No other form of unanimous endorsement will be accepted.]

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Pl. #3-00 3/1/24  
not req

THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

COPY

May 20, 1924.

My dear Mr. Waterbury:-

Acting for the Secretary, I am pleased to advise you of your election to membership in the American Institute of Architects, effective on May 19, 1924.

You have been assigned to the New York Chapter as an Institute member in good standing therein, and the Secretary of the Chapter has been so advised.

Enclosed herewith is statement covering dues for three quarters of the current year.

May I take this opportunity to say that the Office of the Secretary at the Octagon is for the service of every Institute member. Should the occasion arise, we shall be glad to give you our best cooperation.

Very truly yours,

Executive Secretary.

Mr. Henry Stuart Waterbury,  
126 East 20th St.,  
New York City, N. Y.

K:D  
Enc.

WM ADAMS DELANO  
CHESTER HOLMES ALDRICH

DELANO & ALDRICH  
ARCHITECTS

TEL. NO 5850-1 CALEDONIA  
CABLE ADDRESS  
"DELRICH, NEW YORK"

CARL F. GRIESHABER  
GEO. A. LIGHT  
H. S. WATERBURY  
JAMES STEWARDSON  
HERBERT GODWIN

126 EAST THIRTY-EIGHTH STREET  
NEW YORK

July 17, 1925

THE AMERICAN INSTITUTE  
OF ARCHITECTS  
JUL 18 1925  
RECEIVED

American Institute of Architects  
The Octagon House  
Washington, D. C.

Att. Mr. ~~Wm. B. Ittner~~

Gentlemen:

The enclosed bill has been sent to me repeatedly.

Would you mind telling me in what way I am indebted to the

A. I. A.?

Yours very truly

HSW.W

*Pl 820<sup>00</sup> only  
2/16/25  
H.S.W.*



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THE AMERICAN INSTITUTE OF ARCHITECTS  
THE OCTAGON, WASHINGTON, D. C.

2 - 3  
COPY

July 23 1925.

Dear Mr. Waterbury:-

Responding to yours of July 17th, we return herewith our last statement for \$5.00 calling your attention to the notation in red ink, which explains that when dues are paid in January they are \$20.00, and when paid thereafter they are \$25.00.

This provision was adopted by the 57th Convention of the Institute, held in Washington in 1924.

We received your check for \$20.00 on February 16, 1925, and under the requirements we are obliged to bill you for the balance due of \$5.00.

If this does not agree with your own record please advise.

Very truly yours,

Assistant Treasurer.

Mr. Henry Stuart Waterbury,  
126 East 38th Street,  
New York City, N. Y.

K:VB  
ENCL

Exhibits Rec'd  
1/30/33

(Proposals for Fellowship must be filed with the Jury of Fellows, at The Octagon, not later than February 1st of any calendar year if it is desired that such proposals be acted upon prior to the second succeeding convention.)



(Issued by the Jury of Fellows)

Confidential

## The American Institute of Architects

The Octagon, 1741 New York Avenue  
Washington, D. C.

### FORM OF PROPOSAL FOR FELLOWSHIP

(Before executing read carefully the accompanying document on Principles of Fellowship)

Name of Member Proposed—

Mr. Henry Stuart Waterbury

Street 126 East 38<sup>th</sup>

City New York

State N.Y.

Notice—Use Ink and Write Legibly Throughout.

Chapter of Member Proposed—

New York  
(Name of Chapter)

Date of Election to Institute—

1924 (New York Chapter 1914)  
(The year is sufficient)

Place of Business—Location of Best Work.

126 E 38 St. New York  
(Principal Place of Business past Five Years)

Yale University - New Haven  
(One or more cities in which best work is located)

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General Conditions of Fellowship: (Chapter II, Article 1, Section 1, By-laws:)

Fellowship in The American Institute of Architects is conferred upon a member who is a citizen of the United States, who, in the opinion of an authorized jury of fellows, shall have notably contributed to the advancement of the profession in design, construction, literature, education or public service.

PROPOSAL FOR FELLOWSHIP

.....193.....

To the Jury of Fellows,  
The American Institute of Architects,  
The Octagon, Washington, D. C.

The following name of HENRY STUART WATERBURY, a member in good standing,  
is submitted to the Jury of Fellows with a recommendation that he be advanced to Fellowship:

Name Henry Stuart Waterbury  
(In full)

Address 126 E 38 St. New York  
(City and State)

Place and date of birth Buffalo - N. Y. - Mar. 18 - 1879

Graduate of Architecture \_\_\_\_\_  
(Name of College, University or School)

Holder of Scholarship in Architecture—

.....  
(Name of Scholarship)  
.....

If practicing architect give firm name or names, and state how long connected with each:

Delano & Aldrich - 30 years  
(Firm name) (Approximate time)

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## BIOGRAPHICAL SKETCH

Born March-18-1879 at Buffalo-N.Y.  
Graduated from Central High School  
Buffalo-1896. Entered the office of  
Green & Wicks, Buffalo and after three  
years moved to New York to study  
in Atelier Masqueray. Obtained  
employment with DeLans & Aldrich on  
the opening of their office and with  
the exception of two years practice under  
the firm name of Jackson Rosencrans &  
Waterbury Law, since then, has  
associated with the former firm.  
Has traveled extensively in Europe  
and studied (1909-10) with Jacques  
in Paris. Was taken into partnership  
with DeLans & Aldrich 1918.

# ACHIEVEMENT IN DESIGN

## 1. Architectural Work—

### Commercial

Name of Building

City or Town

### Monumental

Name of Monument

Place

### Domestic

Charles Edison  
Name of Owner

Orange N. J.  
Place

J. Ferry Laucks

York Pa

H. E. Rogers

Scarborough N. Y.

### Special Work

Divinity School Group  
Nature of Work

Yale University  
Place

Sterling Chem. Lab.

"

Harkness Hall

"

Willard Straight Hall Cornell Univ.



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2. Here should follow a description of his work in design, showing special attention to the particular features the proponents believe worthy—

Dotted lines for writing a description of design work.

3. Photographs, sketches, or drawings should be submitted of two or three buildings or works—

Photographs *Divinity School - Harkness Hall - Chem. Lab. - Gale Union Chapel & Dormitory - Hatch Kiser School - Willard Straight Hall, Cornell - Round Hill Golf Club - Ridgewood Church. - Plainfield Chapel - York Residence.*

Works

Works

Sketches.....

Works

# ACHIEVEMENT IN CONSTRUCTION

1. Engineering Construction .....

Name of Building	Place
.....	.....
.....	.....

2. Books, Treatise, or Articles Written—

Subject	Name of Book or Periodical
.....	.....
.....	.....
.....	.....

3. Photographs.....

Works	Place
.....	.....
.....	.....

4. Drawings.....

Building or Works	Place
.....	.....
.....	.....

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5. Here should follow a description of the notable work done by the applicant, with special stress laid on his particular achievements and recognition by societies, or other groups—

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**ACHIEVEMENT IN EDUCATION AND LITERATURE**

1. Literary Work—

Books, Treatise, or Articles Written—

Subject	Name of Book or Periodical
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.....	.....
.....	.....
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.....	.....
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Achievement in Education and Literature—*continued*

2. Here should follow a summary of particular influences that may have been created by any of the works above mentioned if known to the proponents and any recognition accorded by the profession, by societies, or by the public—

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3. Educational Work—

The proponents should direct attention to the position held by applicant, his or her particular force or influence in his or her line of endeavor, and any evidence of recognition by pupils, by the profession, or by the public of his or her achievements.

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4. If under this class applicant has also designed or executed work, then proponents should fill out also the blanks under heading (Achievement in Design)—

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ACHIEVEMENT IN PUBLIC SERVICE

1. Here should follow a clear statement of the field in which his activities have been directed, the influence of that leadership and what accomplishment has resulted—

Promoted, acquired and developed a park for Irvington N. Y.

Proposed and carried through a zoning plan and ordinances for Irvington - N. Y.

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2. Recite the positions of trust held by applicant in evidence of his recognition as a civic leader—

Village trustee

Name of Societies or Civic Groups

Irvington N. Y.

Place

Library trustee

"

Zoning Commissioner

"

(Proposers should sign at top of page 10)

Signatures: Submitted by

Group of five Members or/and Fellows—

Date

January 24 1933  
Charles Byrnes  
Chairman

1. F. A. Sherman
2. W. Harmon
3. John Mead Howell
4. Ernest V. Meeks
5. John A. Tompkins

BY-LAW PROVISIONS AND RULES OF PROCEDURE CONCERNING  
ADVANCEMENT TO FELLOWSHIP.

ADDRESS COMMUNICATIONS TO THE CHAIRMAN, THE JURY OF FELLOWS  
The Octagon, Washington, D. C.

BY-LAWS OF THE INSTITUTE.

Chapter II, Article 1. General Conditions of Fellowship.

Section 1. Qualifications.

(a) Fellowship in The American Institute of Architects is conferred upon a member who is a citizen of the United States who, in the opinion of an authorized jury of fellows, shall have notably contributed to the advancement of the profession in design, construction, literature, education, or public service.

Section 2. Prerequisite.

(a) Membership in the Institute for not less than ten years shall be a prerequisite to fellowship.

Section 3. Jury of Fellows.

(a) The Jury of Fellows shall consist of six fellows appointed by the President, two of whom shall serve for periods of one, two, and three years, respectively, and until their successors are appointed. The President shall appoint the chairman of the Jury, and shall fill all vacancies occurring in the Jury of Fellows by death, resignation, expiration of term or otherwise.

Section 4. Recommendations for Fellowship.

(a) Method. Any group of five or more members may recommend to the Jury for consideration the name of a member whom they deem qualified for fellowship. Such recommendation shall contain a brief statement of the notable service or achievements which, in the opinion of the nominators, justify the nomination.

(b) Supporting Data. Names of nominees for fellowship shall be submitted with full and explicit data to the Jury of Fellows on forms prepared for this purpose. The Jury shall then request from the chapter officials, the Directors of the Institute, and such other sources as it deems necessary privileged communications relating to the qualifications of the nominees. All recommendations shall remain on file with the Jury of Fellows for at least twelve months prior to final action.

Section 5. Rules of Procedure.

(a) The Jury shall formulate rules for its procedure subject to the approval of the Board of Directors.

Article 2. Election to Fellowship.

Section 1. Procedure.

(a) Election. Election to fellowship shall be by the Jury of Fellows. Fellows may be elected at any regular meeting of the Jury of Fellows.

(b) Method. Such election shall be by ballot. Four affirmative votes shall be necessary to elect.

(c) Announcements. The names of all fellows so elected shall be announced to the convention.

Article 3. Nomenclature.

Section 1. Nomenclature.

(a) Fellowship in the Institute shall be designated by the initials "F. A. I. A."

RULES OF PROCEDURE.

1. A meeting of the Jury of Fellows may be held at the call of the Chairman, subject to the approval of the Executive Committee of the Board of Directors, and in any event this meeting should occur at least 60 days prior to the date of the Convention.

2. Suggestions to the Jury for advancement to Fellowship may be made as stated in the By-laws.

3. The validity of any objection raised to any candidate shall rest solely with the Jury, and all communications shall be considered only as informative data.

4. The Jury shall file with the archives of the Institute the original recommendation and a statement of its action with

the reasons for election in each case. Privileged communications shall not be preserved.

5. Proposals for Fellowship must be filed with the Jury of Fellows, at The Octagon, not later than February 1st of any calendar year. All proposals so filed will be considered by the Jury and those selected will be cited for the honor of Fellowship at the second succeeding convention.

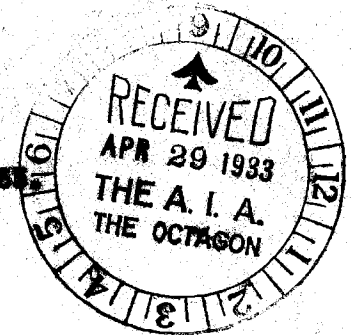
6. In the event of failure to act favorably upon any recommendation within three years due notice shall be given to the proponents, the recommendation surrendered and privileged communications destroyed. No recommendation so surrendered shall again be presented within two years from such notice.

This is a revised copy of the Rules of Procedure of the Jury of Fellows as amended and approved by the Board of Directors at its meeting on November 14, 1930.

(COPY FOR Mr. E. C. Kemper)

*File*

April 28th, 1933.



Paul A. Davis, III, Esq.,  
Chairman, Jury of Fellows,  
1805 Walnut Street,  
Philadelphia, Pa.

Dear Paul:

Mr. Kemper has sent me a copy of your letter of April 24th, in which you call attention to the fact that Mr. Henry Stuart Waterbury, whose name has been sent in by the New York Chapter Committee as a candidate for Fellowship, has been a member of the Institute since 1924, from which you conclude that his name is eligible for receipt as of February 1st, 1934.

In looking over the By-Laws governing Fellowship, I note Article 1, Section 2, that membership in the Institute for not less than ten years shall be a prerequisite to Fellowship. Because of the form of this Section, our Chapter Committee assumed that the one-year period during which a recommendation must be on file with the Jury of Fellows might properly begin after nine years' membership in the Institute, because by the time final action was taken by the Jury he would have been a member for ten years.

I respectfully submit this to your honorable consideration.

Yours sincerely,

Chairman, Committee on Fellowship,  
New York Chapter, A. I. A.

CB:EE