

Supplemental Materials for *Extreme Makeover: Finding Aid Edition*

MARAC Spring 2018- Hershey, PA

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<https://bit.ly/2qjflJL> (Shortened URL to the complete handout & poster)

Just as fashion trends change over time, so do our standards for finding aids. Recently, we revisited a number of our guides that have existed unchanged online for years and found that many have not aged well. Some finding aids were written by untrained staff or were created prior to the introduction of DACS. Others suffered from neglect in that they weren't updated to reflect accruals to a collection or were not checked for grammar and spelling errors. It was time to take our finding aids from drab to fab, but how?

We, like many other archives, find ourselves with more projects than we have staff or time to complete, but we also know how important it is to have quality finding aids for our users. Since our efforts began, we have zhuzhed over 30 finding aids, improving intellectual control and patron access to our materials. Our poster explains what we are doing to makeover our existing finding aids, what we have learned in the process, and how we can create a more timeless style for our finding aids and minimize the need for extreme makeovers in the future.

What does our shorthand mean?

- ★ DACS- Making the finding aid conform to DACS standards. Often this meant fixing title, dates, names, etc. or adding additional information.
- ★ Formatting- How does the finding aid look? Fixing citations, access, provenance, general look of the finding aid.
- ★ Errors- General mistakes, such as typos, factual issues, punctuation, non-public information published.
- ★ Clarity- Anything that makes the finding aid easier to read or understand through language. Rewriting or revising content, folder titles.
- ★ Physical- Anything to do with the actual collection. Renaming or renumbering physical folders, moving materials, rehousing or reprocessing.

Poster link:

<https://drive.google.com/file/d/0B-9VGywcaZBbZ0tZN2dIU1phOE9sMktQNmhuNDRIV3ZPWepR/view?usp=sharing>

A Better Look at our Total Teardown

10/9/2014

A Guide to the James A. Allison papers, 1893-1896, 1973 : #88-Mar-1

April Version

A GUIDE TO THE JAMES A. ALLISON PAPERS, 1893-1896, 1973

A COLLECTION IN
SPECIAL COLLECTIONS AND ARCHIVES, JAMES BRANCH CABELL LIBRARY
COLLECTION NUMBER 88-MAR-1



VCU

VIRGINIA COMMONWEALTH UNIVERSITY

Virginia Commonwealth University, James Branch Cabell Library

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Processed by: Danielle Tarullo

Repository	Special Collections and Archives, James Branch Cabell Library
Collection Number	88-Mar-1
Title	The James W. Allison papers, 1893-1896, 1973
Physical Characteristics	3.5 linear feet.
Location	Stacks
Language	English

- date range incorrect; should start with 1885

ADMINISTRATIVE INFORMATION

Access Restrictions

Collection is open to research.

Use Restrictions

There are no restrictions.

Preferred Citation

James W. Allison Papers, M 1, Special Collections and Archives, James Branch Cabell Library, Virginia Commonwealth University The James W. Allison Papers, Collection Number 88-Mar-1, Special Collections and Archives, James Branch Cabell Library, Virginia Commonwealth University, Richmond, Va.

The citation - is listed twice

Acquisition Information

unknown-see letter from James W. Allison, Jr. to Elizabeth Bocock

Never enter it like this -> over See below in the biographical note. It states that Allison, Jr. (over)

BIOGRAPHICAL INFORMATION

Overall this bio note couldn't conform to DACS standards & I would make it a Biographical note

Soon after the Civil War, James W. Allison (1883-1898) established the seed and fertilizer firm of Allison and Addison with Edmund B. Addison. By the 1890s the company had expanded greatly and become one of the most successful fertilizer producers in the South. The earliest letter in the collection is from Allison to his wife, Minnie Clemens Jones Allison (1870-1927). It notes their intention to construct a new house. A year later they chose the site on W. Franklin Street, at that time Richmond's most fashionable residential neighborhood. At the time of his death in 1898, Allison left an estate of nearly one million dollars. Allison had also been Vice President of the Conquest Tie and Lumber Company.

should be 1883

seed

over

In 1938, the Allison family sold the house to Richmond Professional Institute (RPI), the forerunner to VCU on the Monroe Park campus. The building was used as the residence of the head of RPI for thirty years. Since 1968, when VCU was formed, it has served as the main offices of the President of the University. James W. Allison, Jr. (1894-1979) donated the collection of his father's papers to VCU Libraries in the early 1970s. They contain original architectural drawings, correspondence, and other materials. The James W. Allison papers are a valuable resource for those interested in late 19th century architectural history. These documents are housed in Special Collections and Archives at the James Branch Cabell Library, VCU Libraries.

See citation into.

The Architects: Percy Griffin and T. Henry Randall

no need to repeat this info since this is a finding aid for JBC SCA

Allison chose the New York architectural firm of Griffin and Randall to design his house. Both partners boasted fine architectural pedigrees. Percy Griffin (1866-1921) graduated from the architectural school at the Massachusetts Institute of Technology in 1884 and then worked in the office of H. H. Richardson. T. Henry Randall (1862-1905) had also worked for Richardson after attending the Johns Hopkins University, MIT, and the Ecole de Beaux-Arts in Paris. Randall, a native of Annapolis, Maryland, was the partner who decided on the colonial revival design of the house, making it one of the first of that style of houses built in Richmond. It pre-dates other early Colonial Revival houses on Monument Avenue by some 10 years.

The correspondence also details the demise of the firm. In 1895, Griffin and Randall decided to part ways in the middle of the construction of the Allison house. As the letters indicate, Allison was forced to choose which architect he wanted to oversee the completion of his house. Randall, who was the senior partner and who had the most influence over the building's design, was selected.

SCOPE AND CONTENT

There is more than correspondence... better to say it is mostly correspondence but also contains blueprints, specs, etc.

This is a collection of correspondence dating from 1893-1896 and 1973, including specifications, building notes, memoranda, blueprints, and illustrations dealing with the design and construction of 908 West Franklin Street. The majority of the letters are from the partners of the short-lived New York architectural firm Griffin and Randall (Percy Griffin and T. Henry Randall). Also included is an estimate on the Anderson House (West Franklin at Jefferson) with a small plan of the same.

Is this address correct? The current address is 910 W. Franklin. Was it originally 908? If so that should be mentioned in the BioHist note

http://ead.lib.virginia.edu/vivaxtf/view?docId=vcu-cab/vircu00154.xml&doc.view=print;chunk.id=

Why is the Anderson House materials found in this collection? Is it because his 3rd wife Minnie married an Anderson after Allison died? (over)

James W. Allison Papers
Special Collections
Richmond, VA

James W. Allison Papers, M. F. Special Collections and Archives, James Branch Cabell Library, Virginia Commonwealth University, The James W. Allison Papers, Collection Number 88-M-F, Special Collections and Archives, James Branch Cabell Library, Virginia Commonwealth University, Richmond, VA

• At the very least if the immediate source of acquisition is unknown, simply say "The acquisition information is unknown." Don't say unknown & then reference a letter that obviously has some info in it.

• It states that Allison, Jr. donated the papers to VCU-L in the 1970s. If this is so then it should be listed under the acquisition info. However, after reviewing the Bocock letter (1973) we find that the collection was given to Bocock by Allison, Jr. She then donated the materials to Warren W. Brandt, Pres. of VCU. He then transferred them to the library.

• According to the Contents List the earliest letter is from 1893. I checked the digitized letters and the 1891 letter does appear online (it looks like it's scanned from a photocopy though). So why does the letter not appear? Also, the letter makes no mention of their intention to construct a home. Instead it states that Allison has been looking at homes to purchase.

Allison chose the new York architectural firm of Griffin and Randall to design the house. Both partners possessed fine architectural pedigree. Perry Griffin (1868-1931) graduated from the architectural school at the Massachusetts Institute of Technology (MIT) in 1894 and then worked in the office of H. H. Richardson, T. Henry Randell (1852-1902) had also worked for Richardson after attending the Johns Hopkins University. MIT, and the Ecole des Beaux-Arts in Paris. Randell, a native of Annapolis, Maryland, was the partner who decided on the colonial revival design of the house, and one of the first of that style of houses built in Richmond. It pre-dates other early Colonial Revival houses on Mountain Avenue by some 10 years.

SCOPE AND CONTENT

This is a collection of correspondence dating from 1891, 1892, 1893, 1894, 1895, 1896, 1897, 1898, 1899, and 1900. It contains building specifications, building notes, and illustrations dealing with the design and construction of 508 West Franklin Street. The majority of the letters are from the partners of the noted New York architectural firm Griffin and Randall (Perry Griffin and T. Henry Randell). Also included is an estimate on the Anderson House, West Franklin at

• Also nothing in the Contents List alludes to the Anderson House estimate or plans

What is the Anderson House estimate? Is it because found in this collection? It is because his estimate was given on Anderson after he was in the office of Griffin and Randall.

Vertical text on the right edge of the page, possibly bleed-through or a margin note.

ARRANGEMENT

The collection is arranged into three series and are arranged chronologically therein.

Series identified
w/ Roman numerals
but are listed
by numbers in
the content list.

Series I--Correspondence: undated, 1893-1896, 1973.

Series II--Electric Light and Gas Fixtures: undated, circa 1885-1886

Series III--Plans and Blueprints: 1893-1896

→ Contents List shows 4 series

1. Correspondence
2. Light + Gas fixtures
3. Wallpaper + plaster
4. Plans + blueprints

? - pick one, in this case go with Circa 1885-1886

CONTENTS LIST - By DACS standards this section is done incorrectly, but since this FA is derived from processing which occurred in the 1970s/80s by a librarian we will leave it.

Series I: Correspondence 1893-1896, 1973

Box: 1-3

↳ folder 3: I had a date of 1892

Box 1:1 <u>Box-folder</u>	Griffin, Percy: proposal for sale of horses, 1893 November 9	→ Notice the oldest letter is 1893 + not between Allison + his wife as noted in the bio.
Box-folder 1:2	Griffin, Percy: third floor rooms for guests, 1893 November 18	
Box-folder 1:3	Griffin, Percy: shipment of horses, 1893 November 20	
Box-folder 1:4	W.H. Harbaugh, Veterinarian: examination of horse, 1893 November 20	
Box-folder 1:5	Griffin, Percy: horses; 1-4 inch scale layout of house, 1893 November 29	
Box-folder 1:6	Griffin and Randall: proposal for two-story bay window in rear extension of house, 1893 December 1	
Box-folder 1:7	Griffin and Randall: plans and estimates, 1894 January 6	
Box-folder 1:8	Griffin and Randall: settlement for plans, 1894 January 24	
Box-folder 1:9	Griffin and Randall: asking about Mr. Higham of Richmond as architect, 1894 February 9	
Box-folder 1:10	Griffin and Randall: requesting names of builders that Allison prefers, 1894 February 17	
Box-folder 1:11	Griffin and Randall: carpenters, masons, and Mr. Higham, 1894 February 19	
Box-folder 1:12	Griffin and Randall: employment of W. Lee as Program of Operations, 1894 February 21	
Box-folder 1:13	Read, Charles H: bill for services to date, 1894 February 22	
Box-folder 1:14	Griffin and Randall: sending drawings and specifications, 1894 March 6	
Box-folder 1:15	Griffin, Percy: acknowledging receipt of check, 1894 March 7	
Box-folder 1:16	Griffin and Randall: visit, 1894 March 10	
Box-folder 1:17	Griffin and Randall: number of bricks, window openings, and openings in partition, 1894 March 20	
Box-folder 1:18	Griffin, Percy: suggesting reduction of thickening of walls, 1894 March 24	
Box-folder 1:19	Griffin and Randall: receipts of bids, 1894 March 24	
Box-folder 1:20	Griffin and Randall: work estimates, 1894 March 27	
Box-folder 1:21	Griffin and Randall: estimates, 1894 March 28	
Box-folder 1:22	Griffin and Randall: estimates on heating and hardware; Robinson's estimate; brownstone water table, 1894 March 29	
Box-folder 1:23	Griffin and Randall: thickness of foundation walls, use granite or bricks, 1894 April 7	
Box-folder 1:24	Griffin and Randall: estimates from marble, 1894 April 14, 17	
Box-folder 1:25	Griffin and Randall: estimates; telegram, 1894 April 17	
Box-folder 1:26	Griffin, Percy: leaving for England, 1894 April 24	
Box-folder 1:27	Randall, T. Henry: Griffin left for England; Randall takes over project; brickwork; slate window sills, 1894 April 26	
Box-folder 1:28	Randall, T. Henry: masonry; visiting Richmond, 1894 May 17	
Box-folder 1:29	Griffin and Randall: advising marble caps; Mr. Randall visiting Richmond, 1894	
Box-folder 1:30	Randall, T. Henry: drawings and explanations of interior finish, 1894 June 14	
Box-folder 1:31	Griffin and Randall: joints shrinking; Mr. Randall in Richmond; the firm of Karcher and Rehn Co., 1894 June 22	
Box-folder 1:32	Griffin, Percy: congratulations on son; windows, 1894 July 15	
Box-folder 1:33	Randall, T. Henry: fixtures, bedroom mantel, with samples, 1894 July 21	

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Box-folder 1:34 Griffin and Randall: two ways to enable use of sill; rear door, 1894 July 23
Box-folder 1:35 Griffin and Randall: outside pilasters; metals to use; 'English Putty,' 1894 July 30
Box-folder 1:36 Griffin and Randall: finish of dining room, 1894 August 3
Box-folder 1:37 Randall, T. Henry: visit to Richmond to go over matters of house, 1894 August 4
Box-folder 1:38 Griffin and Randall: dining room finish with Kimbell and Sons and E. H. Purdy and Co.; Griffin out of country, 1894 August 14
Box-folder 1:39 Griffin and Randall: mahogany panel for dining room; wainscoting; Japanese paper, 1894 August 20
Box-folder 1:40 Griffin and Randall: dissolving the firm and choosing Mr. Randall to continue the work, 1894 September 4
Box-folder 1:41 Randall, T. Henry: the limitations of Mr. Griffin, 1894 September 5
Box-folder 1:42 Griffin, Percy: announcing his arrival back in New York; asking to be received; thanking Mr. Allison for not letting any advantage be taken of him during his absence, 1894 September 15
Box-folder 1:43 Griffin and Randall: no estimate yet from Stowe and Nuckols on finish of interior; Mr. Randall to be in Baltimore, possibly Richmond, 1894 September 21
Box-folder 1:44 Allison, James W. [to T. Henry Randall]: telegram-heading to New York, 1894 September 24
Box-folder 1:45 Griffin and Randall: height of outlets for gas; Stowe and Nuckols sent \$3000.00 dollars-estimate for finishes not received; sliding door hangers ordered, 1894 October 1
Box-folder 1:46 Randall, T. Henry: able to come to Richmond, 1894 October 5
Box-folder 1:47 Randall, T. Henry: nothing from Stowe and Nuckols-coming to Richmond to hurry them, 1894 October 13
Box-folder 1:48 Griffin and Randall: stairs from the first to second floor to be pine; tin around walls of pantry and behind base, 1894 October 20
Box-folder 1:49 Griffin and Randall: defining crystal, polished plate, and plate glass; recommends Duparquet special range for \$72.20, 1894 October 30
Box-folder 1:50 Griffin and Randall: "crashers" are bumpers; objections to running rain water into sewers; offices will be moved to 52 Broadway, 1894 November 1
Box-folder 1:51 Griffin, Percy: decide who keeps the work on house since firm is broken, 1894 November 4
Box-folder 1:52 Griffin, Percy: requesting to finish work rather than Randall, 1894 November 6
Box-folder 1:53 Griffin and Randall: office and drawings of firm moved to 52 Broadway, 1894 November 6
Box-folder 1:54 Griffin, Percy: best men in office to remain with Griffin, 1894 November 7
Box-folder 1:55 Griffin, Percy: removal of office; decide who keeps the work, 1894 November 8
Box-folder 1:56 Griffin and Randall: received Stowe and Nuckols estimates; Griffin's reopening question of superintendence, 1894 November 9
Box-folder 1:57 Griffin and Randall: further reduced the estimates of Purdy for interior finish, 1894 November 13
Box-folder 1:58 Griffin and Randall [to Stowe and Nuckols]: return drawings of Allison House mantels, caps, arch and door of music room; dining room finish, pilaster and trim, 1894 November 20
Box-folder 1:59 Griffin and Randall: start Purdy on ornamental work; ordered drawings back from Stowe and Nuckols; dining room finish with wainscoting for \$1200 dollars, 1894 November 20
Box-folder 1:60 Griffin, Percy: do nothing in matter between Griffin and Randall until hearing from Griffin again, 1894 November 23
Box-folder 1:61 Griffin and Randall: Purdy's estimate for dining room; bid on library; move gas outlets; stained pine not as good as Cyprus; wall paneling, 1894 November 26
Box-folder 1:62 Griffin, Percy: Informing Allison of legal opinion on differences between Griffin and Randall, 1894 November 28
Box-folder 1:63 Griffin and Randall: architects and dining room, 1894 December 3
Box-folder 2:1 Griffin and Randall: dining room, 1894 December 6
Box-folder 2:2 Griffin, Percy: arbitration between Griffin and Randall, 1894 December 10
Box-folder 2:3 Griffin, Percy: arbitration between Griffin and Randall concerning which party

- Box-folder 2:4 continues to work for Mr. Allison, 1894 December 18
- Box-folder 2:5 Griffin and Randall: dining Room, 1894 December 12
- Box-folder 2:6 Randall, T. Henry: dining room and library finish, 1894 December 19
- Box-folder 2:7 Griffin and Randall: estimate for library finish; estimate on work from Purdy, 1895 January 8
- Box-folder 2:8 Griffin and Randall: estimates from Stowe and Nuckols and Purdy on blinds for dining room and library; oak trim, 1895 January 9
- Box-folder 2:9 Griffin and Randall: Purdy's estimate for library; revised hardware list, 1895 January 12
- Box-folder 2:10 Griffin and Randall: no "L" hinges for outside blind, advised to use ordinary hinges; dining room and library finish, 1895 January 19
- Box-folder 2:11 Griffin and Randall: Stowe and Nuckols unable to make estimate without personal interview, Mr. Randall in Richmond, 1895 January 25
- Box-folder 2:12 Randall, T. Henry: authorized Stowe and Nuckols to begin; red 9 inch tile for hearth; Purdy's woodwork; library bid, 1895 February 16
- Box-folder 2:13 Griffin and Randall: prefer quartered oak in library; Newman to finish screw sash fasts, substitute brass for bower finish except in case of knobs and hinges, 1895 February 28
- Box-folder 2:14 Randall, T. Henry: Purdy finishing mahogany wood work; fire place marble facing and hearth, 1895 March 4
- Box-folder 2:15 Randall, T. Henry: drawings have been made for changes in library and front porch, 1895 March 12
- Box-folder 2:16 Randall, T. Henry: tiles for hearths; iron rail and heating, 1895 March 14
- Box-folder 2:17 Randall, T. Henry: flooring-wood type, 1895 March 21
- Box-folder 2:18 Griffin and Randall: painter's samples for staining black walnut doors; approved samples of hardware; staining instructions, 1895 March 29
- Box-folder 2:19 Griffin and Randall: wood stain samples-enamel paint; fireplace tile, 1895 April 3
- Box-folder 2:20 Randall, T. Henry: wood stains; Eureka Paint, 1895 April 8
- Box-folder 2:21 Griffin and Randall: estimate from Batterson and Eisele for marble; stain sample, 1895 April 10
- Box-folder 2:22 Randall, T. Henry: to be in Richmond; Purdy to ship material, 1895 April 15
- Box-folder 2:23 Randall, T. Henry: Newman the hardware man; Purdy sent material; lacquered knobs, 1895 May 7
- Box-folder 2:24 Griffin and Randall: bill for Purdy; bill from Newcomb ^{mfa} MFG. Co for trim, ornament caps, etc, needs revision, 1895 May 13
- Box-folder 2:25 Randall, T. Henry: registers for music, reception, bed room and halls white enameled; library and dining room bronzed, 1895 May 15
- Box-folder 2:26 Griffin and Randall: library hardware, mantels and trim by Purdy, 1895 May 27
- Box-folder 2:27 Griffin and Randall: carpet strips for rooms in second and third floors, 1895 June 1
- Box-folder 2:28 Randall, T. Henry: El Dorado paper, 1895 June 9 - should be "July"
- Box-folder 2:29 Randall, T. Henry: directions for putting on the "push button" fastenings in library and hall closets; no Yale locks ordered; red and Dutch times; moulding, 1895 June 18
- Box-folder 2:30 Randall, T. Henry: postponing trip to Richmond; if papers are too expensive will search for less expensive ones, 1895 July 29
- Box-folder 2:31 Randall, T. Henry: Boote's bill for tile; tile estimates, 1895 July 30
- Box-folder 2:32 Randall, T. Henry: paints for "leaded" sash, 1895 August 5
- Box-folder 2:33 Randall, T. Henry: in Annapolis-can come to Richmond, vacation, 1895 August 10
- Box-folder 2:34 Randall, T. Henry: suggesting tinted ceiling; in Adirondacks, 1895 August 16
- Box-folder 2:35 Randall, T. Henry: color of blinds for vestibule; in Richmond on Wednesday, 1895 September 23
- Box-folder 2:36 Randall, T. Henry: report on El Dorado paper; suggests Kalsomining halls, 1895 October 16
- Box-folder 2:37 Randall, T. Henry: El Dorado paper costs, suggestion for supplying the deficiency in paper, 1895 October 22
- Box-folder 2:38 Randall, T. Henry: approval for work and sending man to hang El Dorado paper and tint ceiling, 1895 October 26
- Box-folder 2:38 Randall, T. Henry: settlement of the firms accounts, 1896 April 11

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At this point it seems the chrono-logical arrangement ends...

- Box-folder 2:39
- Box-folder 2:40
- Box-folder 3:1
- * Box-folder 3:2
- Box-folder 3:3
- * Box-folder 3:4
- * Box-folder 3:5
- Box-folder 3:6
- * Box-folder 3:7
- * Box-folder 3:8

Randall, T. Henry: urging remittance of balance owed to Griffin and Randall, 1896 June 4
 Randall, T. Henry: apology for letter from 1896 June 9, 1896 June 9
 H. Seldon Taylor and Sons, Real Estate Agents, Auctioneers and Brokers, 1892, October 8
 Graves, John L.C.: wallpaper, includes samples, 1894 June 1
 W. C. Hughes and Co.: wondows, shades and awnings, circa 1895 October 25
 Mitchell Vance Company: gas and electric light fixtures, 1895 September 11-1896 January 23
 Stearns, James F. of the James F. Stearns Paper Hanging and Decorations Co., 1895 September 18-1896 July 1
 Allison, James W., Jr. [to Elizabeth S. Bocock]: concerning death of father, mother, and home, 1973 March 6
 Notes on estimates, sketch and the E. T. Burrows Co. wire window screen installation instructions, undated, circa 1895-1896 - don't use both!
 Plumbing specifications and General Report by Griffin and Randall, undated, circa 1895

L? why say circa when full date is listed

letter referenced in aquisition note

if stating the letter is circa 1895 then no need to say undated

* Not sure without viewing collection, but these do not appear to be correspondence. Perhaps they are receipts, notes, etc. Not sure why placed in Correspondence series.

Series 2: Light and Gas Fixtures 1885-1886

- Box: 4
- Box-folder 4:1-4
- Box-folder 4:5-9
- Box-folder 4:10-13
- Box-folder 4:14-17
- Box-folder 4:18-21
- Box-folder 4:22-25

Card 1: P.13.414, 1-1 lt. Gas, 2 lt. Electric, Antique Brass Combination Brackets, made 3 arms; centre for gas; 2 side arms electric, with rich cut glass, 1885-1886
 Card 2: P.15.170, 1-3 lt. Rich French Gilt Combination Bracket, with etched glass, and Card 2:P.15.171, 1 lt Comb. Bracket, 1885-1886
 Card 3: P.16.872, 1-4 lt. Antique Brass Combination Chandelier, made with 8 arms; all with rich cut gas globes, 1885-1886
 Card 4: P.16.873, 1-4 lt. Rich French Gilt Combination Chandelier, 8 arms, with etched glass on electric arms, 1885-1886
 Card 5: P.16.877, 4-2 lt. Etruscan Combination Brackets, with rich cut glass electric shades, 1885-1886
 Card 6: P.16.940, 4-2 lt. Butler's Silver combination Brackets, with rich cut glass electric shades, 1885-1886

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Series 3: Wallpaper and Plaster 1885-1886

- how can it have these dates if house not built until 1890s? Most likely this is a cut + paste error.

- Box: 5-6
- Box 5
- Box 6

Wallpaper and Plaster Fragments from the Entry Hall at 910 West Franklin Street, undated
 Fragments a-m
 Wallpaper and Plaster Fragment from the Entry Hall at 910 West Franklin Street, undated
 Fragments n-ab

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Series 4: Plans and Blueprints 1890s-1894

Map-case: 1	
Map-case 1:1	Plans to Allison House grounds, 1890s
Map-case 1:2	Original Griffin and Randall plans for Allison house-Nine drawings which include: west elevation, east elevation, transverse section, foundation plan, first floor plan, second floor plan, attic and roof plan, longitudinal section and north elevation, 1894
Map-case 1:3	Plan for Front Porch-scale and detail-Griffin and Randall, 1894
Map-case 1:4	Side Elevation, 1894 <i>[drawing is fragile, broken into several pieces,] write as a complete sentence</i>
Map-case 1:5	Fireplace and bookshelf plans, 1894 <i>[Fragile condition] - write as a complete sentence</i>
Map-case 1:6	Sketch of dining room, Allison House, 1894

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See the Updated Finding Aid:

<http://ead.lib.virginia.edu/vivaxtf/view?docId=vcu-cab/vircu00154.xml>