MONTGOMERY COUNTY ARCHIVES

Guide to the Records of the

DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
1969-1987

Record Group 10: Community Development & Housing

July 1997
Revised October 27, 2015

Montgomery County Archives
Montgomery County Records Center
8540 Anniversary Circle, Gaithersburg, Maryland 20877
(301) 926-5002
archive@montgomeryhistory.org
www.montgomeryhistory.org
GUIDE TO THE RECORDS OF THE
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
1969-1987
Record Group 10: Community Development & Housing

ADMINISTRATIVE HISTORY

The Department of Housing and Community Development enforces housing codes for single and multi-family dwellings; sponsors rehabilitation, weatherization, and commercial revitalization; and provides rental assistance, mediates landlord tenant disputes and promotes moderate prices housing. The Office of Community Development, within the Department of Housing and Community Development oversaw the historic preservation of selected County sites prior to the inception of the Historic Preservation Commission and sponsored the County-wide Black History Study in 1977-1980.

PROCESSING PROCEDURES

General processing procedures consisted of discarding duplicates, unnecessary binders, and routine transmittals. Oversized documents and photographs were removed from the original location in their assigned series and placed in separate containers. Separation sheets were inserted in the original location within the folder to indicate the new location of any records placed elsewhere.

Preservation copying of newspaper clippings were preformed whenever feasible. Records in folders were arranged, unless otherwise indicated, in forward chronological order, with undated records appearing at the end of the folder.

SCOPE AND CONTENT

The records of the Department of Housing and Community Development date from 1952-1983 and consist of memoranda, notes, site assessments, feasibility studies and reports. The records group is arranged in four series:

Series I: Black History Study
Series II: Black Rock Mill
Series III: Rural & Urban Projects
Series IV: Spencerville Community Center
SERIES DESCRIPTION

Series I: Black History Study, 1977-1980 (3 folders)

This series documents Montgomery County’s contract with independent researchers for a survey of black historic resources in Montgomery County. Records include correspondence among County officials, the Department of Housing and Community Development, and the consultants, LaBarbara and Everett Fly. The records contain the project’s original proposal.

The records are arranged alphabetically by geographic sections of the county.

Series II: Black Rock Mill, 1975-1980 (0.5 cu.ft.)

These materials document the background research, purchase, and repair of Black Rock Mill as a capital project. The series include contracts, feasibility studies, correspondence, memoranda, maps and plans, and reports.

The records are arranged alphabetically.

Series III: Rural & Urban Projects, 1972-1987 (2 cu. ft.)

This series consists of site assessments for targeted project areas.

Records are arranged alphabetically by project area, then chronologically by implementation by topics.

Records in this series found within the Audiovisual RG 19 are:
- Newton St., Wheaton, 1979
- Peach Tree Rd., Dickerson, 1981
- Summit Ave., Gaithersburg, 1979

Series IV: Spencerville Community Center, 1980 (1 folder)

This series documents the decision to demolish Spencer Community Center. Records include one folder of reports and notes.

Records in this series found within the Audiovisual RG 19 are:
- Spencerville Community Center, n.d.
BOX INVENTORY

Series I: Black History Study

Box 1 (Located C5e)
Middle-Down County, 1980
Northeastern County, 1979-1980
Western County, 1977-1980

Series II: Black Rock Mill

(Box 1, Cont.)
Feasibility Studies, 1976-1980
General, 1971-1980 (4 folders)
Reports, 1977-1980
Soil Test, 1980-1981
Sugarloaf Regional Trails Study, 1975

Series III: Rural & Urban Projects

(Box 1, Cont.)
Boys Negro School Historic Site, 1979-1980
Emory Grove
   Plats and Plans, 1980-1986
   Plats and Plans, 1981-1986
   Project Description/Prospectus, 1969-1978
   Right of Way
      Easement, 1978-1987
      Emory Methodist Church, 1980-1985
      Shopping Center Proposal Studies, 1983-1987
Site Development
   Deeds, 1984-1986
   Foundation Soil Tests, 1968-1983
   General, 1977-1986
   Land Contracts, 1976-1980
   Land Convent Declaration, 1986
   Real Estate Appraisal Report, 1977-1980
   Sale Agreement, 1986
(Series III: Rural & Urban Projects)

(Box 1, Cont.)

Jonesville/Jerusalem

Appraisal Report, Volume I, 1979
Appraisal Report, Volume II, 1979

Box 2 (Located C5e)

Jonesville/Jerusalem

Appraisal Report, Volume III, 1979
Contracts, 1978-1981
Environmental Protection Agency Grant
  1977-1978
  1979-1983
General, 1978-1979
General, 1980-1984
Plan Proposals, 1976-1979
Plan Summaries, 1978-1980
Public Hearing Exhibits, 1979
Right of Way Acquisition
  General, 1977-1981
  Plats, 1979-1981
  Property Description, 1978-1980
  Real Estate Appraisal, 1979-1981

Ken Gar., 1972-1982

Lyttonsville

Right of Way Acquisition
  Amato - B&O Railroad, 1976-1984
  Greaeth - Rosenblatt, 1976-1984

Site Development
  Real Estate Appraisal
    Clucas, 1982 (2 folders)
    Townhouse Parcels, 1982
    Derry, 1978-1979
    Gorman, 1978
    General, 1972-1984
  King Green Corea Development Corp., 1977-1981
  Prospectus, 1977-1982

Norbeck

Appraisal Report, Part I, 1982
Appraisal Report, Part II, 1982
General, 1980-1982

Norwood Rd., 1980
(Series III: Rural & Urban Projects)

Box 3 (Located C5f)
Potomac Horse Center Site Housing, 1981-1983
Real Estate Appraisal
  Arcola Ave., Silver Spring, 1989
  Maryvale Elementary School, 1980
  Mill View Court, Rockville, 1980
  Newton St., Wheaton, 1979
  Old Hundred Rd., Barnesville, 1982
  Peach Tree Rd., Dickerson, 1981
  Second Ave., Silver Spring, 1981
  Summit Ave., Gaithersburg, 1979
Sedgwick/Norbeck Housing Development, 1977-1981
Takoma Park, 1979-1982
University Manor Apartments
  1981-1982 (3 folders)
White Oak School Site Housing, 1979-1983

Series IV: Spencerville Community Center

(Box 2, Cont.)
Spencerville Community Center, 1980