

MONTGOMERY COUNTY ARCHIVES

Guide to the Records of the

**DIVISION OF WATER RESOURCES MANAGEMENT
1993-1995**

Record Group 8: Department of Environmental Protection

**November 16, 1999
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Montgomery County Archives
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ADMINISTRATIVE HISTORY

The Division of Water Resources Management was charged with watershed protection and the management of storm and waste water. The Division was responsible for coordination of the planning and development of water supply and sewerage facilities with County goals related to land use, staging, adequate facilities, capital improvements, and environmental protection. Activities supporting these programs included water and sewer category changes, record plat approval, review of water and sewerage capital projects, guidance for master plans, and support to the County Executive and the County Council on state, regional, and local issues involving all water supply and sewerage issues.

The Division was also responsible for stream protection and verification of compliance with local laws and with Federal Clean Water Act National Pollutant Discharge Elimination System (NPDES) permit requirements to manage stormwater discharges. Activities supporting these functions included baseline water quality sampling, analysis, and reporting to assess stream habitat and biological health; screening for pollution from storm drain discharges; evaluating effectiveness of stormwater management controls; and developing and implementing "Watershed Restoration Action Plans," which quantify water quality problems, establish stream protection goals, and identify stream restoration projects and other initiatives to restore and protect degraded County streams. The Division undertook public education efforts such as "Stream Teams," through which streams are monitored by volunteers, and other volunteer initiatives to increase awareness about County water resource management issues, and promote stream stewardship. The Division also participated actively in the formulation of policies, legislation, regulations, and interjurisdictional agreements and forums to protect County water resources.

EXTENT

1 cubic foot: 1 records box.

SCOPE AND CONTENT

The records of the Division of Water Resources Management consist of correspondence from the Office of the Director for the years 1993, 1994, and 1995. These records comprise one correspondence file from January 1993, Department of Environmental Protection (DEP) Correspondence Control from February to December 1994, and a chronological correspondence file for 1995. The correspondence is both routine and substantive, and includes attachments such as studies, reports, maps, agreements, contract and sewer plan amendments, minutes and agendas, and plat approvals.

The DEP Correspondence Control files primarily contain citizen input and the Division's response. Principal correspondents in these files include the U.S. Army Corps of Engineers, Maryland Department of the Environment, Maryland-National Capital Park and Planning Commission (MNCPPC), and Washington Sanitary Services Commission (WSSC). Subjects relate to the protection and management of wetlands, streams, other water resources, and the management of stormwater. The materials also include minutes of staff meetings, reports on the

progress of projects, contracts, advisory group records, and information relating to the Stream Teams Program, through which the quality of streams was monitored primarily by volunteers.

A letter to schoolchildren from County Executive Doug Duncan on January 13, 1995, provides a summary of County programs implemented to improve water quality and ensure compliance with all local, state, and federal law. The records also include many studies and reports on various restoration projects for the Anacostia, Rock Creek, Little Falls, Upper Patuxent, and Cabin John watersheds. The files contain as well the records of several meetings of the Water Quality Advisory Group, and a report from the Upper Paint Branch Work Group on maintaining the watershed of the upper reaches of the Good Hope Tributary.

The correspondence discusses several stream improvement projects such as that for Sligo Creek, and water quality monitoring programs undertaken by the Division. A March 1995 memorandum to the County Council describes the County's compliance with the Federal Clean Water Act, and January correspondence of that year documents concerns voiced regarding the Montgomery County Regional Composting Facility (Site II). Other correspondence discusses the development of performance goals for Water Quality Review Regulations, Clarksburg development, and public outreach activities, and conveys the Divisions' positions on legislation before Annapolis and on the comprehensive water and sewer plan amendments.

Some routine correspondence and personnel actions were discarded during processing. Folders are arranged chronologically, and in reverse chronological order within each file to reflect the original arrangement.

Records in this series located within RG19 Audiovisual Materials are:

- Chron File, August 1995, 1994

CONDITIONS GOVERNING ACCESS

This collection is open for research.

LANGUAGE

English.

PROVENANCE

These records were transferred from the Records Center in 1999.

USING THESE RECORDS

To request records listed in this finding aid, the following information should be given to the archivist:

Record Group 8, **Records of the Division of Water Resources Management**, Series Number and Name, Box Number and Folder Title(s).

The preferred citation for materials from these records is:

Montgomery County Archives; Gaithersburg, Maryland. Record Group 8: Department of

Environmental Protection. Records Title: Records of the Division of Water Resources Management. Series number and series name. Subseries number and subseries name, if applicable. Box number and folder title, if appropriate.

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 was performed whenever feasible. Records in folders were arranged, unless otherwise indicated, in forward chronological order, with undated records appearing at the end of the folder.

PROCESSING STAFF/FINDING AID AUTHOR

MCA staff.

BOX INVENTORY

Box 1

Correspondence, January 1993

DEP Correspondence Control, February-December 1994

DEP Correspondence Control, No Response, April-July 1994

Chron File, January-December 1995 (12 folders)