

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

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Montgomery County Archives
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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 priced 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.

EXTENT

2.5 cubic feet: 2 records boxes and 1 legal-sized Hollinger box.

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 is alphabetically by geographic sections of the county.

Series II: Black Rock Mill, 1975-1980

(0.5 cubic feet)

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 cubic feet)

This series consists of site assessments for targeted project areas. Records are arranged alphabetically by project area, then chronologically by implementation by topics.

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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.

CONDITIONS GOVERNING ACCESS

This collection is open for research.

LANGUAGE

English.

PROVENANCE

The bulk of the records were transferred from the Records Center in Accession #86-3, originally 6 cubic feet. Some additional material is from Accession #97-28, originally 2 files.

USING THESE RECORDS

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

Record Group 10, **Community Development and Housing**, 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 10: Community Development and Housing. Records Title: Records of the Department of Housing and Community Development. 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 were preformed whenever feasible. Records in

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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

Series I: Black History Study

Box 1

Middle-Down County, 1980

Northeastern County, 1979-1980

Western County, 1977-1980

Series II: Black Rock Mill

(Box 1, cont.)

Architectural/Engineering Contract, 1979-1980

Feasibility Studies, 1976-1980

General, 1971-1980 (4 folders)

Maps and Plans, 1973-1980

Reports, 1977-1980

Soil Test, 1980-1981

Sugarloaf Regional Trails Study, 1975

Series III: Rural & Urban Projects

(Box 1, cont.)

Boyd's 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

Jonesville/ Jerusalem

Appraisal Report, Volume I, 1979

Appraisal Report, Volume II, 1979

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Box 2

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

Box 3

Potomac Horse Center Site Housing, 1981-1983

Real Estate Appraisal

Arcola Ave., Silver Spring, 1989

Maryvale Elementary School, 1980

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(Series III: Rural & Urban Projects, Cont.)

(Box 3, cont.)

(Real Estate Appraisal, cont.)

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

Unimproved/Rural Roads Study, 1978-1980

University Manor Apartments

1981-1982 (3 folders)

White Oak School Site Housing, 1979-1983

Series IV: Spencerville Community Center

(Box 3, cont.)

Spencerville Community Center, 1980