

MONTGOMERY COUNTY ARCHIVES

**Guide to the
MISCELLANEOUS BOARDS, COMMITTEES AND COMMISSIONS
OF MONTGOMERY COUNTY
1965-1999**

Record Group 15: Boards, Committees and Commissions

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Montgomery County Archives
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COMMISSIONS OF MONTGOMERY COUNTY
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Record Group 15: Boards, Committees and Commissions

ADMINISTRATIVE HISTORY

Varied (see below for individual histories)

EXTENT

1.5 cubic feet (1 record box, 1 letter-size Hollinger box)

CONDITIONS OF ACCESS

This material is open for research.

SCOPE AND CONTENT

This collection contains material from various accessions, outlining the activity of some of the smaller Montgomery County Boards, Committees and Commissions. Each organization has only a few folders of material: mostly meeting minutes, usually in a limited time period, and representing the only information yet collected about their activities. Material can include meeting minutes/agendas, newspaper clippings, printed reports, brochures, newsletters, informational booklets, and other publications. Two inventory lists are provided below: one inventory arranged in alphabetical order with a brief description of each organization's administrative history (if known), and one box inventory that lists the material available from each organization.

USING THESE RECORDS

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

Record Group 15, [**Title of Specific Organization**], from Miscellaneous Boards, Committees and Commissions: Box Number and Folder Title(s).

The preferred citation for materials from these records is:

Montgomery County Archives; Gaithersburg, Maryland. Record Group 15: Boards, Committees and Commissions. Records Title: [Title of Specific Organization]. Folder Title, Date[s].

LANGUAGE

English

PROVENANCE

Varied: including, but not limited to, accessions #96-12, 97-18, 98-11, 99-17 and others. Much of the material was transferred from the Rockville Public Library in 1999.

FINDING AID AUTHOR

Sarah Hedlund

INVENTORY OF ORGANIZATIONS (alphabetical with administrative history)

Alcoholic Beverages Advisory Board, 1977-1990 (1 folder)

The Alcoholic Beverages Advisory Board is responsible for reporting quarterly to the County Executive and County Council on recommendations for improvement of alcoholic beverage control and enforcement issues in the County and of the operations of the dispensary and distribution systems from the standpoint of efficiency, service, and convenience to the public.

Business Service Awards Committee, 1990 (1 folder)

This group met to nominate awardees for the "Business Service Award" and planned a reception for presentations. No information could be found in 2016 about this group. It may have been under the auspices of the County Council Office.

Cable Communications Advisory Committee, 1980-1992 (2 folders)

Initially formed in 1980 as the Cable Television Advisory Committee, the Cable and Communications Advisory Committee assists the county in overseeing the cable television franchise agreement as well as advising on use of the cable system, allocation of grants for public service, and technology issues. Material includes meeting minutes, a few County Executive appointments to the Committee, and a copy of Bill # 26-89, "The Cable Communications Law."

Committee to Evaluate the General Plan, 1967 (1 folder)

When the Maryland-National Capital Park and Planning Commission released its General Plan for the Regional District in 1964 ("...on wedges and corridors"), the Montgomery County Council formed a committee charged with evaluating that General Plan. They were to report back on the validity of the plan, as it pertained specifically to Montgomery County, and any recommendations they felt were necessary in regards to its implementation. That report is included here, as it was delivered to the Council in September of 1967.

Common Ownership Communities, Commission on, 1993 (1 folder)

The Commission on Common Ownership Communities, created in 1991, advises the County Executive and the County Council on ways to handle common ownership of property in communities, to promote public awareness of the rights and obligations of living in common ownership communities, and work to eliminate disputes and maintain property values and quality of life in community associations. Material includes one annual report from 1993

Consumer Affairs, Advisory Committee on, 1983-1994 (3 folders)

The Advisory Committee on Consumer Affairs, created in 1972, advises the Office of Consumer Protection in carrying out its duties and functions under Chapter 11, and may hold public hearings on any topic related to consumer protection. Material includes appointments to the committee, annual reports, and meeting minutes.

Electrical Examiners, Board of, 1984; 1987-1999 (2 folders)

The Board of Electrical Examiners advises the Director of the Department of Permitting Services on the issuance of licenses for journeyman electricians, master electricians and master electricians limited. They ascertain by examination the qualifications and capabilities of all persons who desire such licenses. The Board reviews the Montgomery County Electrical Code and recommends changes as appropriate, as well as advising the County Executive on the adoption of proposed rules and regulations to govern the placement, installation and operation of electrical conductors, appliances, apparatus or construction upon or about buildings and structures of all types throughout the county.

Energy Conservation Advisory Committee, 1984; 1995 (1 folder)

The Energy Conservation Advisory Committee was established in 2008 and later expanded to include air quality, becoming the Energy and Air Quality Advisory Committee (EAQAC). The committee is charged with advising the Montgomery County Executive and Council on issues related to energy and air quality, as well as develop recommendations to promote and implement immediate and long-range energy and air quality consciousness in all segments of the community; comment on or assist in developing programs to meet energy standards and to promote healthy indoor and outdoor air quality; identify areas and methods to encourage voluntary participation in energy conservation efforts and air quality improvements; and educate the public and private sectors about the efficient use of energy and its direct benefits for improved air quality. Material includes meeting minutes with occasional appointment recommendations.

Investment Trustees, Board of, 1987-1990 (1 folder)

The Board of Investment Trustees is charged with setting policy and monitoring the investment program for the assets of the Employee Retirement System. As needed, they are required to retain advisors and vendors to perform services, evaluate results and adjust the operation of the program to prudently manage these assets: assuring their safety, maximizing their value and minimizing the cost to the taxpayers. Material includes the first meeting minutes, recorded on April 22, 1987, and subsequent meeting minutes through March, 1990.

Martin Luther King Commemorative Committee on the Future of Montgomery County, 1977-1994 (1 folder)

Formed in 1977, this committee was charged with advising the County Executive on plans for an annual program or other activities in observance of the birthday of Martin Luther King, Jr.; promotes awareness and recognition of the contributions of Dr. King toward the elimination of racial prejudice, inequality, and injustice in America and the achievement of equal rights and human dignity for all Americans; fosters the ideals and goals Dr. King espoused. Membership was designed to be broadly representative of persons of diverse social, cultural, and economic backgrounds in the County.

Noise Control Advisory Board, 1983-1993 (2 folders)

The Noise Control Advisory Board reviews and makes recommendations to the Director, Department of Environmental Protection on the effectiveness of the County's noise control rules and regulations. Members serve three-year terms without compensation.

Recreation Advisory Board, 1993-1996 (5 folders)

There are four regions of the Recreation Advisory Board: the County-Wide meeting, as well as the Eastern, Northern and Western Area meetings.

Registration for Building Contractors, Board of, 1977-1994 (1 folder)

This Board must certify to the Director of the Office of Consumer Protection that individuals or organizations applying for building contractor licenses are qualified to comply with the building code and laws of the County and State, as well as demonstrating ability to fully perform building contracts. The Board consists of five community members, two of whom must be active in the residential construction field at the time of their appointment.

Revenue Authority Board, 1969; 1986-1996 (6 folders)

The Montgomery County Revenue Authority, created in 1957, is an instrumentality of Montgomery County, Maryland and a public corporation. The Revenue Authority was established to construct, improve, equip, furnish, maintain, acquire, operate, and finance projects devoted wholly or partially for public use, good, or general welfare. Material includes meeting minutes, reports, and a site selection survey from 1969 on an airport layout plan.

School Financing, Commission on, 1972 (1 folder)

By resolution of the Montgomery County Council on February 29, 1972, the Montgomery County Commission on School Financing was established and "charged with the task of conducting analyses and assimilating data on elementary and secondary school operating costs and funding, state-wide, with the purpose of developing the Montgomery County viewpoint on the question of state assumption of part or all of school operating costs..." The resolution was based on the premise that "the legitimate school needs and viewpoints of Montgomery County have been largely ignored or subdued in studies, deliberations, and proposed legislation to date." Material includes one report produced by the Commission which presents the results of the Commission's discussions with elected local and state representatives and other officials from local, state and federal agencies, a public hearing, the collection and study of voluminous data, and deliberations and analyses.

Sign Review Board, 1986-1993 (2 folders)

The Sign Review Board reviews sign variance applications at a public hearing. A sign variance may be granted by the Sign Review Board pursuant to the sign regulations. A sign variance may be applied for any sign which does not conform to the requirements of Division 59-6.7 of the Zoning Ordinance. The Department of Permitting Services accepts all sign variance applications and schedules a hearing date with the Sign Review Board.

Solid Waste Advisory Committee, 1982-1999 (11 folders)

The Solid Waste Advisory Committee reviews and makes recommendations on the collection, transportation, and storage of solid wastes and evaluates the County's solid waste management plan. Material consists of meeting minutes and agendas with associated reference material; also included are the records of a special working group for the Montgomery County Regional Composting Facility Site 2 project, and two annual reports.

Upper Montgomery County Planning Commission, 1952-1956 (4 folders)

Before 1964, when the Maryland-National Capital Parks and Planning Commission released a General Plan for all of Montgomery County and Prince George's County, the MNCPPC mostly focused on the "National Capital Region:" the portion of each county that immediately surrounded the District. Upper Montgomery County had its own distinct planning commission, which handled zoning ordinances and land subdivision separately from the more fast-paced development taking place down-county. This collection contains five documents from this commission produced in the early 1950s.

Victim Services Advisory Board, 1990-1993 (6 folders)

The Victim Services Advisory Board's (VSAB) mission is to support Montgomery County's commitment to serving all victims of crime. The Board meets monthly to review services and facilities for victims and their families; determines the needs of the victim and family services programs and reports to the County Executive and County Council on the progress of programs for victims and their families and of actions needed to improve those programs. The board also makes recommendations for funding and assists the director of the Department of Health and Human Services in the development of the annual victim services and families plan. The board acts as a local advocate for victim services programming.

Zoning and Planning Law and Procedures, Commission on, 1965 (3 folders)

Zoning has been managed and determined by a string of different committees, commissions, and other entities throughout the history of Montgomery County's development. This small collection represents the iteration of zoning officials that existed in 1965, which within a single year had two different titles for itself. Currently, zoning law is handled through the Montgomery County Planning Department. Material consists of two reports from the Commission, both from 1965: one is the official report and recommendations of the committee; the other is the minority report. There is also a publication from a predecessor agency, the Coordinating Committee for Planning and Zoning Action, 1965.

BOX INVENTORY

Box 1

Alcoholic Beverages Advisory Board

Meeting minutes and appointments, 1977-1990

Business Service Awards Committee

Minutes and memo, September 12, 1990; October 1, 1990

Cable Communications Advisory Committee

Minutes and appointments, 1980-1988

Minutes and appointments, 1989-1992

Commission on Common Ownership Communities

Annual Report, 1993

Consumer Affairs, Advisory Committee on

Annual Reports, 1983-1987

Appointments, 1983-1989

Minutes, January 1983-April 1994

Board of Electrical Examiners

Minutes, 1984; 1987-1992

Minutes, 1993-1999

Energy Conservation Advisory Committee

Minutes, May 22, 1984; March-June, 1995

Board of Investment Trustees

Minutes and appointments, 1987-1990

Martin Luther King Commemorative Committee on the Future of Montgomery County

Program and Photographs, 1976

Minutes and agendas, August 1977-January 1994

Noise Control Advisory Board

Minutes and Appointments, June 1983-November 1989

Minutes and Appointments, January 1990-December 1993

Recreation Advisory Board

County-wide Minutes, January 1993-December 1995

County-wide Minutes, February 1996

Eastern Area, Minutes, June 1994-September 1996

Northern Area, Minutes, January 1994-April 1996, and September [1996]

Western Area, Minutes, February 1994-September 1996

Board of Registration for Building Contractors

Minutes and appointments, 1977-1994

Revenue Authority Board

Meeting Minutes, January 1986-July 1989

Meeting Minutes, August 1989-August 1992

Meeting Minutes, October 1992-April 1994

Meeting Minutes, June 1994-March 1996

Financing Airport Development: Report, 1969

Commission on School Financing

Final Report, 1972

(Box 1, cont.)

Sign Review Board

Meeting Minutes, January 1986-April 1989
Meeting Minutes, June 1989-September 1993

Victim Services Advisory Board

Meeting Minutes, January 1989-February 1990
Meeting Minutes, March 1990-June 1991
Meeting Minutes, July 1991-December 1993
Articles and Flyers, 1990 and undated
Division Summary, List of Bills, Memoranda, 1990 and undated
List of Members, 1990 and undated [RESTRICTED—personal information]

Box 2

Solid Waste Advisory Committee

Minutes, Memoranda and Agendas: November, 1982; January-May, 1984
Minutes, Memoranda and Agendas: 1989-1990
Minutes and Agendas, 1991-1992
Minutes and Agendas, 1994-1995
Minutes and Agendas, May-December 1996
Meeting Minutes and Reference Materials, February 1999
Meeting Minutes and Reference Materials, March-July 1999
Appointments to Solid Waste Advisory Committee, 1984-1990
Montgomery County Regional Composting Facility Site 2 Working Group: September,
1993-March 1995
Annual Report of the Solid Waste Advisory Committee, 1997
Annual Report of the Solid Waste Advisory Committee, 1998

Commission on Zoning and Planning Law and Procedures

Zoning, Rezoning and the Big Land Boom, 1965
Report, 1965
Minority Report, 1965

Upper Montgomery County Planning Commission

Tax Title Properties and Premature Subdivision of Land; Land Subdivision (2
documents), 1952
“People are Talking” informational brochure, [1953]
Subdivision Regulations, 1953
Land Use, 1954
Proposed Zoning Ordinance for the Upper Montgomery County Planning District, 1956

Committee to Evaluate the General Plan

Report of the Committee, September 1967