



County of King William, Virginia

**MINUTES
KING WILLIAM COUNTY
HISTORIC PRESERVATION AND ARCHITECTURAL REVIEW BOARD
REGULAR MEETING SEPTEMBER 24, 2025
4:00 PM
King William County Board Room & Via Zoom**

Agenda Item 1. Call to Order

President Brown called the regular meeting of the Historic Preservation and Architectural Review Board to order at 4:09 pm.

Agenda Item 2. Electronic Participation Approval

President Brown requested a motion to allow the electronic participation of member Carl Lounsbury. Mr. Fisher made a motion, seconded by Mr. Hubbard, to allow the participation of Mr. Lounsbury electronically. The motion was approved unanimously by the members present.

Agenda Item 3. Roll Call

Present:

David Brown, President
Robert Hubbard, Vice President
Carl Fisher
Carl Lounsbury (electronic participation)

Absent:

Katie Harlow
Bill Hodges

In accordance with the Bylaws, requiring at least three members present to conduct business, a quorum was met.

Staff Present:

Joyce Wolfe
Ashley Gault

Agenda Item 4. Review and Adoption of Meeting Agenda

President Brown requested a motion to adopt the agenda with the adjustment to move item 7a. to be discussed prior to item 6. Mr. Fisher made a motion to adopt the agenda as amended, the motion was seconded by Mr. Hubbard and approved unanimously by the members present.

Agenda Item 5. Review and Approval of Minutes

a. July 23, 2025, minutes

President Brown requested a motion to approve the minutes from the July 23, 2025, meeting. Mr. Hubbard made a motion to approve the minutes as presented, the motion was seconded by Mr. Fisher and approved unanimously by the members present.

Agenda Item 7. New Business

a. Chelsea Historic District – Request for Subdivision of TM# 57-2B.

The Board discussed the request to divide a parcel of 57.67 acres on Chelsea Road at Spottswood Drive. The applicant presented 2 scenarios of the division, the first with one exempt lot of 37.67 acres and a minor subdivision of 4 lots, of 5 acres each and the second with one exempt lot of 42.67 acres and a minor subdivision of 3 lots of 5 acres each. The Board discussed the previous divisions along Spottswood Drive and the covenants that were recorded on those lots dictating architectural standards. The Board suggested the applicant consider similar covenants for this property and discussed the desire to maintain a treed buffer along the back of the proposed lots on the Chelsea Plantation side. The applicant will submit draft covenants to Mrs. Wolfe to review and will present to the Board at its next scheduled meeting for further discussion.

Agenda Item 6. Public Comment Period

No one was in attendance to speak.

Agenda Item 8. Unfinished Business

a. Certified Local Government grant opportunities discussion

i. Mattaponi Indian Reservation

Mr. Brown gave an update on the history of DHR involvement including a 2017-2018 architectural inventory which prompted staff to draft a historic resource nomination with designation under Criterion A, which applies to properties associated with events that have made a significant contribution to the broad patterns of history. Since then it has been tabled until March of this year. DHR fully supports the nomination moving forward. It is unclear as to the level of update necessary since the 2017-2018 inventory. The Chief and tribe counsel have voted to move forward with a CLG grant. Or, a Phase 1 archeological survey could be performed that would allow for designation under Criterion D, which applies to properties that have yielded, or may be likely to yield, information important in prehistory or history.

- ii. Other ideas for 2026
 - 1. Millwood, Herring Creek Mill 1840s – Mr. Hubbard gave a presentation on the Herring Creek Mill property, its history and recommending that the mill be eligible for the National Register of Historic Places as an individual property under Criterion C. Mr. Hubbard has encouraged the property owner to explore grant funds.

b. Nomination of Courthouse Complex as an NRHPD – Update

Mr. Brown reported that the draft was provided to the King William Historical Society for their review on 9/20. Once a final draft is ready, it will be presented to the HPARB for review and recommendation.

Agenda Item 9. Adjournment

President Brown requested a motion to adjourn the meeting. Mr. Fisher made a motion and the motion was seconded by Mr. Hubbard to adjourn the meeting at 5:22 p.m.

David Brown, President

Joyce Wolfe, Secretary