



City of Charles Town

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 725-2311 ♦ Fax: (304) 725-1014 ♦ Web: www.charlestownwv.us

RECEIVED

APR - 4 2006

JEFFERSON COUNTY COMMISSION

MAYOR

April 3, 2006

Peggy A. Smith

CITY
COUNCIL

Jefferson County Commission
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Charles Town, WV 25414

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Re: Notice of Public Input Meeting and Public Hearings Regarding the Revision of the Charles Town Comprehensive Plan -Request for Input

Hello:

You are being contacted directly because you are a key stakeholder of the Charles Town Community and may have important information to share regarding the City's project to revise the Charles Town Comprehensive Plan. Please share with us your concerns or comments so we can properly consider them and take necessary action. The attached notice explains the upcoming meetings and project in depth.

You are encouraged to contact Jeremy Camp, City Planner, at 304-725-2311, extension 233, or via email at Jeremy@charlestownwv.us, or in person to discuss the revised Comprehensive Plan. Copies of the draft Comprehensive Plan are available at City Hall. Please provide your comments to City Staff at City Hall on or before May 9, 2006. City Staff will be glad to schedule a one-on-one meeting with you if needed.

CITY
MANAGER

*Jane E.
Arnett*

CITY CLERK

*Joe
Cosentino*

Sincerely,

Scott Coyle, Chairman
City of Charles Town Planning Commission