



CITY OF CHARLES TOWN
PLANNING COMMISSION
AGENDA • DECEMBER 22, 2025

**Commission/Board
Meeting**

CITY HALL

7:00 PM

101 E Washington Street, Charles Town, WV 25414

1. CALL TO ORDER

2. APPROVAL OF MINUTES

: DRAFT Minutes Nov 24 2025

[11-24-2025 PC MINUTES_DRAFT.pdf](#)

3. UNFINISHED BUSINESS

4. NEW BUSINESS

: **Public Hearing:** *SLD2025-04* - Vinton Hayes/Augustine Manor - Preliminary Plan

1. [Staff Report.pdf](#)

2. [Application.pdf](#)

3. [Plan Set.pdf](#)

4. [Response to KH Comments.pdf](#)

5. [Traffic Impact Study.pdf](#)

: **Public Hearing:** *SLD2025-07* - Huntfield Phase 4 - Preliminary Plan

1. [Staff Report.pdf](#)

2. [Application.pdf](#)

3. [Plan Set.pdf](#)

4. [KH Review.pdf](#)

: **Public Hearing:** *WV2025-01* - 231 N. Samuel St. - Landscaping waiver

1. [Staff Report.pdf](#)

2. [Application.pdf](#)

3. [Plan Set.pdf](#)

: *Commission Review:* 2026 Draft Calendar

[2026-Planning-Commission DRAFT.pdf](#)

5. ADJOURNMENT

6. NOTICE: The Public May View the Meeting Live by Clicking on the Event Link at:

https://www.charlestownwv.us/government/agendas_minutes.php