

**Highlands County
Planning & Zoning Commission/Local Planning Agency
Tuesday, April 14, 2026, REGULAR MEETING
MINUTES**

1. CALL TO ORDER

The meeting was called to order at 3:59 p.m., Tuesday, April 14, 2026, in the County Commissioners' Board Room located in the Highlands County Board of County Commission Chambers at 600 S. Commerce Ave., Sebring, Florida.

An announcement was made by Chair Hunnicutt to silence all cell phones and other audible electronic devices.

2. ROLL CALL

Roll call was taken, with the following members present:

Mr. Boring, Mr. Youngman, Mr. Brown, Mrs. Lopez, Mr. Roberts and Mrs. Hunnicutt, Chairperson.

Alternate Voting Members present: Mrs. Sclater.

Staff present: Mrs. King, Planning and Zoning Technician II; Mrs. Navarrete, Planner I; Ms. Collinsworth, Planner I; Ms. Peterson, Development Assistant to the County Engineer; Mrs. Culpepper, Planning and Zoning Supervisor; Mrs. Kramer, Planning and Zoning Manager; Mrs. Sauls, Development Services Director; and Mrs. Sutphen, County Attorney.

3. CONSIDERATION OF MINUTES FROM PREVIOUS MEETING

Minutes of the previous meeting were unanimously approved with a correction to the Parcel ID in P&Z 2187 reflecting the correct Parcel ID number as C-19-33-29-A00-0031-0000. **Motion carried 7-0.**

4. SWEARING IN OF WITNESSES

County Staff who had testimony were sworn in.

5. OLD BUSINESS

6. NEW BUSINESS

A. P&Z 2188 - PROPOSED AMENDMENTS TO SECTION 12.04.112 OF THE LAND DEVELOPMENT REGULATIONS PERTAINING TO FINAL PLAT SUBMITTAL AND RECORDATION.

Proposed amendments to Section 12.04.112, Final plat, of the Code of Ordinances, Highlands County, Florida

Mrs. Hunnicutt read the request into the record. Ms. Peterson confirmed proof of advertising requirements and noted there were no letters received in favor of or against the request. Ms. Peterson gave a brief description regarding the changes to the LDRs. Discussion ensued amongst the Board members and staff regarding the working days, the review process, and the senate bill requiring expedited process of approving Plats administratively.

Chair Hunnicutt opened the floor for public comment. There were no additional comments on this matter.

Motion made by Mr. Roberts and seconded by Mr. Youngman to recommend to the Board of County Commissioners to approve and adopt by Ordinance the proposed text amendments to the Land Development Regulations amending Section 12.04.112, Final Plat, of the Highlands County Code of Ordinances.

Upon roll call, all members voted yes. **Motion carried 7-0.**

7. KNOWLEDGE QUEST

Staff inquired about the Board's impressions of the Planning Officials training and whether the session provided any new insights. Discussion ensued.

8. CITIZENS NOT ON THE AGENDA

9. DEVELOPMENT SERVICES DEPARTMENT

10. BOARD MEMBERS

11. ANNOUNCEMENT OF NEXT MEETING - MAY 12, 2026

12. ADJOURN

There being no further business, the meeting was adjourned at 4:17 pm.

Respectfully submitted by,
Angie King
Planning and Zoning Technician II