Highlands County
Board of Adjustment and Planning & Zoning Commission
Notice of Vacancy

The Highlands County Board of County Commissioners is currently accepting applications for an upcoming vacancy on the Zoning Board of Adjustment (BOA) and the Planning & Zoning Commission and Local Planning Agency (P&Z). The vacancy will become effective on January 18, 2027. This vacancy is for either a Regular Voting Member or an Alternate Voting Member to serve in the absence of a Regular Voting Members.

According to board policy, Alternate Voting Members are typically promoted to Regular Voting Member positions when vacancies arise. As a result, this opening will most likely be for an Alternate Voting Member; however, this is not guaranteed.

To be a member of the BOA and P&Z, you must be a qualified elector of the county, meaning you must be registered to vote. P&Z Members serve ex officio as BOA Members. The BOA makes final decisions on applications such as Variances and Special Exceptions, and the P&Z serves in an advisory capacity to the Highlands County Board of County Commissioners, making recommendations on zoning changes, future land use changes, and Code amendments. Meetings are held on the second Tuesday of each month, beginning at 3:00 p.m.

The Application for Appointment is located on the County's website at www.highlandsfl.gov. Click on Committees and select Apply Online or submit your completed application to the County Administrator's office, Attn: Kelli Bronson, Executive Assistant, at 600 S. Commerce Ave., Sebring, or send by e-mail to kbronson@highlandsfl.gov. Questions regarding the BOA and P&Z may be directed to Staff Liaison, Melony Culpepper, at (863) 402-6638 or mculpepper@highlandsfl.gov. County offices are open 8 a.m. to 5 p.m. Monday-Friday, except holidays.

For more information you may visit:
https://www.highlandsfl.gov/citizen_committees/board_of_adjustment_planning_zoning_commission.php

To apply online please visit:
https://www.highlandsfl.gov/citizen_committees/apply_online.php.