

PLANNING COMMISSION

MINUTES

SEPTEMBER 10, 2026

5:02 P.M.

The regular meeting of the Okaloosa County Planning Commission was held Thursday, September 10, 2026, 5:02 p.m., Commissioner's Chambers, Okaloosa County Administrative Complex 1250 Eglin Parkway N, Shalimar, FL 32579.

Board members in attendance were John Collins, Brooke McLean, and Robert Cadenhead.

Eglin Representative Rosanna Edwards was in attendance.

Okaloosa County School Board representative Dustin Keith was not in attendance.

Growth Management Staff in attendance were Kristen Shell, AICP, Director, Stuart Campbell, Planner III, and Shana Long, Administrative Specialist.

Public Works staff were not in attendance.

County Attorneys Kerry Parsons and Laiken Cowley were in attendance virtually.

Speaker recognition forms were submitted by person(s) wishing to speak as follows:

No members of the public wish to speak.

A. CALL TO ORDER

Chairman John Collins called the meeting to order at 5:02 PM.

B. ROLL CALL

Shana Long conducted roll call.

C. APPROVAL OF MINUTES FOR JULY 9, 2026

Motion to approve minutes made by Brooke McLean and second by Robert Cadenhead --- 3 ayes. Motion Passes Unanimously.

D. OPEN TO PUBLIC (FOR ANY ITEMS NOT QUASI JUDICIAL ON THIS AGENDA)

There were none.

E. ANNOUNCEMENTS

There were none.

F. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA

There were none.

G. ACCEPTANCE OF THE AGENDA

Motion to accept the agenda as written made by Robert Cadenhead and second by John Collins --- 3 ayes. Motion Passes Unanimously.

H. OATH TAKING

Shana Long administered the Oath for all speakers.

I. DISCLOSURES

Shana Long read disclosures to the Board. All replied “no”.

J. OLD BUSINESS

There were none.

K. NEW BUSINESS

a. Applications for Development Review

There were none.

b. Public Hearings

Agenda Item # 1: A public hearing to receive public testimony regarding an ordinance amending Section 6.01.00 of the Land Development Code, creating Section 6.01.0314 to establish procedures and requirements for issuance of pre-recording building permits.

Stuart Campbell presented Agenda Item #1.

Robert Cadenhead asked for clarification of the bond coverage and Kristin Shell and Stuart Campbell both gave clarification.

Chairman John Collins and Brooke McLean made further observations in understanding the coverage being for

MINUTES ARE NOT VERBATIM

residential development and not coming into play much due to all normal requirements and state mandates still having to be met. Kristin Shell provided further clarification.

Chairman John Collins opened the public hearing for Agenda Item #1. No public comments were received.

Chairman Collins called for a motion. Brooke McLean made a motion, second by Robert Cadenhead.

Recommend approval of the request to amend Section 6.01.00 of the Land Development Code, to create Section 6.01.0314 to establish procedures and requirements for issuance of pre-recording building permits. - 3 ayes. Motion Passes Unanimously.

Agenda Item # 2: A public hearing to receive public testimony regarding an ordinance amendment repealing Land Development Code, Chapter 12, Fees, Fines, and Penalties.

Stuart Campbell presented Agenda Item #2.

Chairman John Collins opened the public hearing for Agenda Item #2. No public comments were received.

Brooke McLean asked a question about the fees and how they will be determined moving forward and Kristin Shell provided further clarification.

Members of the public asked some general questions about the planning commission and Chairman John Collins offered to speak with them after the meeting.

Chairman Collins called for a motion. Robert Cadenhead made a motion, second by Brooke McLean.

Recommend approval of the request to amend ordinance repealing Land Development Code, Chapter 12, Fees, Fines, and Penalties. - 3 ayes. Motion Passes Unanimously.

L. OTHER BUSINESS

Chairman John Collins introduced Robert Cadenhead as the new Planning Commission Board Member for District 1.

Motion to postpone the Election of 2026 Vice-Chairman made by Chairman Collins and second by Brooke McLean. - 3 ayes. Motion Passes Unanimously.

The **October 8, 2026**, Planning Commission Meeting will be held at the Commissioner's Chambers, Okaloosa County Administrative Complex 1250 Eglin Parkway N, Shalimar, FL 32579

M. ADJOURNMENT

Chairman Collins adjourned the meeting at approximately 5:28 p.m.

Prepared by:

Shana Long

Digitally signed by Shana Long
Date: 2026.09.11 11:56:24 -05'00'

Shana Long, Recording Secretary