

AGENDA
GREATER BEMIDJI AREA JOINT PLANNING BOARD
City Hall Council Chambers (317 4th St NW)/Cisco WebEx
(For log in information <https://www.jpbgba.org/planning-actions-current>)

*****Thursday, September 7, 2023 REGULAR MEETING – 5:00 p.m.*****

A. ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF THE AGENDA

D. MINUTES **Chair**
Approval of August 9, 2023 Minutes

E. CONSENT AGENDA

Items in the Consent Agenda are approved with one motion without discussion/debate. The Chairman will ask if any Board member wishes to remove an item. If no items are to be removed, the chairman will then ask for a motion to approve the consent Agenda.

1. Approve/Pay Bills (see attached list of bills) **Chair**

F. VISITORS **Chair**

G. NEW BUSINESS

1. **City of Bemidji – Resolution 2023-22** – Conditional Use Permit Request – 80.00461.02 – Bergmann (Holiday Stationstores, LLC) **JC**

H. OTHER BUSINESS

1. **GBAJPB Dissolution Update** **Chair**

I. DIRECTOR’S REPORT **JC**

J. SITE ANALYST AND ENFORCEMENT REPORT **DW**

K. UPCOMING MEETINGS **Chair**

1. September 28, 2023	6:00 pm	JPC Regular Meeting
2. October 11, 2023	6:00 pm	JPB Regular Meeting
3. October 26, 2023	6:00 pm	JPC Regular Meeting
4. November 8, 2023	6:00 pm	JPB Regular Meeting

L. ADJOURN **Chair**

JPB MINUTES

GREATER BEMIDJI AREA JOINT PLANNING BOARD
Meeting Minutes
August 9, 2023

Pursuant to due call and notice, a regular meeting of the Greater Bemidji Area Joint Planning Board, Beltrami County, Minnesota, was held on **Wednesday, August 9, 2023**. Chair Chris Lahn called the meeting to order at **5:02 pm**.

Upon roll call, the following members were declared present: Prince, Peterson, Thayer, Lahn, Frenzel.

Members absent: None.

Staff present: Planning Director Jamin Carlson, Planning Administrative Assistant Ainslee Krause, Assistant Planner Melissa Fahrenbruch, Compliance Inspector & Site Analyst David Wielenberg.

Others in attendance: Troy Gilchrist (via WebEx), Jason Riggs, Cathy Williams, Dave Haberman, Julie Erickson, Joe Gould, John Carlson.

Pledge of Allegiance was performed.

AGENDA

Motion by **Thayer**, second by **Peterson**, to approve the agenda. Motion carried unanimously.

MINUTES

Motion by **Peterson**, second by **Prince**, to approve the **July 12, 2023** minutes as presented. Motion carried unanimously.

APPROVE/PAY BILLS

- 1) Bills for the total amount of **\$19,593.34** were presented for payment.

Chair Lahn addressed one addition to the bills.

Planning Director Carlson requested confirmation from the board that the Freeburg and Grund invoice should be paid out of the Professional Services line item in the budget. Prince addressed that this was agreed upon at the GBAJPB Dissolution committee meeting. Members concurred.

Motion by **Prince**, second by **Frenzel**, to approve/pay bills. Motion carried unanimously.

CONSENT AGENDA

- 1) Approval of Amended June 14, 2023 Minutes
- 2) **Resolution 2023-20**: Summary of Ordinance 2023-06: Authorizing a Study and Imposing a Moratorium on Height of Structures in Airport Zone C
- 3) **Resolution 2023-21**: Summary of Ordinance 2023-07: Authorizing a Study and Imposing a Moratorium on Jails

Motion by **Peterson**, second by **Lahn**, to approve consent agenda.

Fahrenbruch clarified that the moratoriums are in place, and the resolutions are summaries for publication.

Motion carried unanimously.

VISITORS WITH BUSINESS NOT ON THE AGENDA: No visitors.

NEW BUSINESS:

RESOLUTION 2023-19 – VARIANCE REQUEST – 31.01378.00 – MURRAY SURVEYING

Matt Murray of Murray Surveying representing David Haberman & Cathy Williams is requesting multiple variances in order to build a new detached garage on their substandard lot of record located

at 4031 Waville Rd NE, parcel 31.01378.00, in Northern Township. This property is within the (R-3) Suburban Residential Sewered Zoning District and Shoreland Overlay. The requested variances are as follows:

1. A reduction of 22,365 square feet in lot size per the Section 901 requirement of 30,000 square feet;
2. An additional 15.3% or 1,166 square feet of impervious surface coverage throughout the property per Section 901;
3. A 50.04-foot reduction in lot width from the 100-foot-wide lot requirement per Section 901;
4. A rear yard setback reduction of 10 feet from the required 20-foot setback per Section 901

RECOMMENDATION & FINDINGS

JPC and Staff recommend approval of four variances in order to build a new detached garage on a substandard lot of record located at 4031 Waville Rd NE, parcel 31.01378.00. Approval is recommended with the conditions and findings of fact presented in the packet.

BOARD DISCUSSION AND DECISION

Board members had the following comments:

- Frenzel inquired about comments received from Tim Terrel of the Mississippi Headwaters Board. Carlson identified that the variance would also have to go before the Mississippi Headwaters Board for certification.

Motion by **Frenzel**, second by **Thayer**, to approve Resolution 2023-19 to approve four variances in order to build a new detached garage on a substandard lot of record located at 4031 Waville Rd NE, parcel 31.01378.00, with the conditions and findings of fact presented in the packet.

Ayes: Frenzel, Lahn, Peterson, Thayer, Prince.

Nays: None.

Motion carried unanimously.

ORDINANCE 2023-08 – REZONE REQUEST – 80.00130.00 – JULIE ERICKSON

Julie Erickson is requesting to rezone her property from (R-4) Moderate Density Residential to (R-6) Multiple Family zoning district. The current use of the property is a single-family home. The property is located at 1907 Norton Ave NW in the City of Bemidji.

RECOMMENDATION & FINDINGS

JPC and Staff recommend approval of a Rezone of a property located at 1907 Norton Ave NW, parcel 80.00130.00, from (R-4) Moderate Density Residential to (R-6) Multiple Family zoning district. Approval is recommended with the findings of fact and conditions presented in the packet.

BOARD DISCUSSION AND DECISION

Board members had the following comments:

- No comments.

Motion by **Prince**, second by **Peterson**, to approve Ordinance 2023-08 to approve a rezone of a property located at 1907 Norton Ave NW, parcel 80.00130.00, from (R-4) Moderate Density Residential to (R-6) Multiple Family zoning district, with the findings of fact as presented in the packet.

Ayes: Frenzel, Lahn, Peterson, Thayer, Prince.

Nays: None.

Motion carried unanimously.

OTHER BUSINESS:

JAIL MEMORANDUM AND DRAFT ORDINANCE:

Fahrenbruch presented staff research on jails and a draft ordinance for board members to discuss. Board members had the following comments:

- Prince requested clarification on the expiration date of the moratorium with the upcoming dissolution of the GBAJPB. Troy Gilchrist, GBAJPB attorney, addressed the board and noted that the moratorium would likely not carry over after the date of dissolution.
- Fahrenbruch addressed that the current moratorium does not allow jails in residential zones but allow it as a permitted use in any other zone. Fahrenbruch noted that the majority of counties that she researched had a Conditional Use Permit as a requirement, which would include a Public Hearing and allow the GBAJPB input on the request if they chose to implement a CUP as a requirement.
- Frenzel and Fahrenbruch discussed findings from Lahn’s research and staff research. Fahrenbruch identified that staff had focused their research on any jails that had been built or were under construction since 2000, when modern planning practices were implemented.
- Members discussed options, including sending the proposed ordinance to the Joint Planning Commission for the commission to review and obtain public input, taking the discussion back to each respective entity to obtain feedback, and taking no action and allowing City Council to put an ordinance into place once the dissolution takes place.
- Members reached consensus to remove the conditional use permit requirement and have it as a permitted use in the non-residential zones in the proposed ordinance amendment and send that to the Joint Planning Commission at their September meeting.

DIRECTOR’S REPORT

Carlson presented the Director’s Report.

Board members had additional comments:

- Members and Staff discussed.

SITE ANALYST AND ENFORCEMENT REPORT

Wielenberg presented the Site Analyst and Enforcement Report.

Board members had additional comments:

- Members and Staff discussed.

GBAJPB Subcommittee Meetings:

- Chair Lahn requested an update on the GBAJPB subcommittee meetings.
- Carlson noted that the next two subcommittee meetings are scheduled for September 7, 2023 at City Hall, and October 5, 2023 at City Hall
- Prince addressed items of discussion being division of assets and long-term liability considerations.

UPCOMING MEETING DATES

August 24, 2023	5:00 pm*	JPC Regular Meeting
September 13, 2023	6:00 pm	JPB Regular Meeting
September 28, 2023	6:00 pm	JPC Regular Meeting
October 11, 2023	6:00 pm	JPB Regular Meeting

****All meetings during summer months (June, July & August) will be held at 5:00 pm***

ADJOURNMENT

There being no further business, motion by **Frenzel**, second by **Prince**, to adjourn the Joint Planning Board meeting at **6:45** p.m. Motion carried.

Respectfully submitted,

Ainslee Krause
Planning & Building Administrative Assistant

JPB Minutes approved and attested by: _____
Joint Planning Board Representative

DRAFT

JPC MINUTES

**GREATER BEMIDJI AREA REGULAR PLANNING COMMISSION MEETING
MEETING MINUTES**

**August 24, 2023
5:00 p.m.**

**Council Chambers / Cisco WebEx
317 4th St NW**

CALL TO ORDER: Chair Clark Chambers called the regular meeting of the Greater Bemidji Area Joint Planning Commission to order at **5:01 p.m.** Roll call was taken and the pledge of allegiance was recited.

MEMBERS PRESENT: Berg, Faver, Steffen, David, Heinonen, Granlund, McCoy, Lemmer, Chambers.

MEMBERS ABSENT: None.

STAFF PRESENT: Planning Director Jamin Carlson, Planning Administrative Assistant Ainslee Krause. Compliance Inspector & Site Analyst David Wielenberg.

OTHERS: Christian Cabrera (via WebEx), Matthew Lieshout (via WebEx), Steve Harrison (via WebEx).

APPROVAL OF AGENDA:

Motion by **Heinonen**, second by **Granlund**, to approve the agenda as presented. Motion carried unanimously.

APPROVAL OF MINUTES:

Motion by **Steffen**, second by **Granlund**, to approve the minutes from the **July 27, 2023** Greater Bemidji Area Regular Joint Planning Commission as presented. Motion carried unanimously.

VISITORS WITH BUSINESS NOT ON THE AGENDA: No visitors.

NEW BUSINESS:

Public Hearings:

PLANNING CASE – CONDITIONAL USE PERMIT REQUEST FOR PARCEL 80.00461.02 – BERGMANN REPRESENTING HOLIDAY STATIONSTORES LLC

Carlson presented the planning case and addressed some additions to the conditions and findings in the planning report at the recommendation of the Joint Planning Board attorney. Christian Cabrera of Bergmann representing Holiday Stationstores, LLC is requesting a Conditional Use Permit to construct and operate a convenience store and an auto fuel/diesel station, and to remove high quality significant trees above the base minimum landscape standard. The subject property is located at Hwy 2, Moberg Dr NW, and Norris Ct NW (PID 80.00461.02) in the City of Bemidji. This parcel is located in the (B-2) General Commercial, Airport Zone C Overlay, and MN DOH Drinking Water Supply Management Area (DWSMA) Zoning districts.

RECOMMENDATION & FINDINGS

Staff recommends approval of a conditional use permit with the conditions and findings of fact as presented in the packet and the additional conditions presented as follows:

Conditions:

1. MDH has recommended that tank installation and operation shall meet all regulatory requirements of the Minnesota Pollution Control Agency.
2. MDH has recommended that an emergency spill response plan be developed and implemented as a condition of the permit.
3. MDH has recommended that a stormwater management plan be developed and implemented to help protect the city's drinking water supply.
4. All proposed exterior lighting on the property shall be in full conformity with Section 1008 of the Ordinance.
5. A sign permit shall be obtained prior to the installation of any new signage, which must comply with Section 712 of the Ordinance. All signage shall be included on the sign permit or will require another permit prior to being placed on the property at a future date.
6. The defined maneuvering lanes shall be adequately marked with a painted stripe and/or clear signage to provide direction for customer traffic and to lessen congestion or confusion.
7. All dumpsters on site shall be fully enclosed on all sides with a secure door, constructed to a height of six (6) feet and matching the architectural appearance of the buildings as required by the GBAJPB Zoning & Subdivision Ordinance per Section 1002, or an alteration acceptable by the Planning Director meeting the intention of the ordinance.
8. In accordance with the Section 1007 of the Ordinance, a tree removal permit will need to be approved prior to removing trees along with a landscaping plan shall be submitted for final approval to JPB & City staff.
9. All proper permits/licenses shall be obtained prior to construction, including but not limited to a building, mechanical, stormwater, and other permits from the City of Bemidji and JPB, as well as any permits/licenses required by other federal, state, or county agencies.
10. All work shall be covered under a development agreement between the JPB, City, and Applicant to ensure all site construction is completed to a satisfactory condition.
11. In the event that, the proposed Gas Station and Convenience store is found to create an articulable and legitimate safety hazard, the Planning & Zoning Administrator shall provide written (including any electronic communication consisting of text message or email) notice to the owner that any fuel and retail activities must be immediately suspended. The notice shall include the articulable safety hazard resulting in the required suspension of the use. The owner shall have thirty (30) days to derive a plan addressing the safety hazard, which may be approved by the Planning & Zoning Administrator. Unless extended by the Zoning Administrator, the Planning department may hold a hearing after sixty (60) days to formally revoke this CUP.
12. The CUP shall expire and become void if the Gas Station and Convenience use is not substantially started within twelve (12) months from its date of issuance. A substantial start means more than preliminary steps have been taken such that preparations to initiate the Gas Station and Convenience use are mostly complete. The Planning department may, upon written request of the owner, grant an extension to this deadline not to exceed an additional twelve (12) months.

Findings of Fact

1. Whether the proposed use adversely affects the public safety, health, morals, convenience and general welfare of the occupants of the surrounding land;

No. The Applicant has indicated they will be working closely with other regulatory agencies (MDH & MPCA) to ensure all requirements for fuel & groundwater safety will be met. This proposed use should have no adverse affects on the surrounding land.

2. Whether the proposed use adversely affects traffic conditions and parking on adjacent streets and land;

No. The Applicant is planning to install entrances for ingress and egress off of Moberg Dr. & Norris

Ct. which are City roads that connect to State Hwy 2. The applicant has provided a traffic study to address vehicles being added to the roadways from the proposed business and all required parking will be on the parcel.

3. Whether the proposed use adversely affects property in the surrounding area;

No. The applicant has submitted a site plan based on their needs, entirely within their property boundaries, and no aspect of the gas station and convenience store itself should adversely affect surrounding area.

4. Whether the proposed use is in conformance with the community's Comprehensive Plan; and

Yes. The proposed use is consistent with the goals and policies of the Comprehensive Plan as well as the Zoning & Subdivision Ordinance in the B-2 General Commercial Zoning Districts with the issuance of a conditional use permit.

5. Whether adequate utility, drainage and other such necessary facilities have been or can be provided.

Yes. The property has adequate public infrastructure and is served by city services.

Commission members had no comments.

Public Hearing opened at 5:10 p.m.

- Christian Cabrera addressed the Commission.
- Steffen inquired about accesses. Carlson clarified the two proposed accesses on Norris Court NW and Moberg Drive NW.

Public Hearing closed at 5:11 p.m.

Motion by **Steffen**, second by **David**, to approve a conditional use permit to construct and operate a convenience store and an auto fuel/diesel station, and to remove high quality significant trees above the base minimum landscape standard, subject to the conditions and findings of fact as presented.

Ayes: Chambers, Lemmer, McCoy, Granlund, Heinonen, David, Steffen, Faver, Berg.

Nays: None.

Motion carried unanimously.

Chair Chambers addressed that this request would go before the Joint Planning Board for the final decision at their next meeting on September 7, 2023, at 5:00 pm and addressed that this is a change from the originally scheduled meeting.

OTHER BUSINESS:

DIRECTOR'S REPORT:

Carlson presented the Director's Report.

Board members had no comments.

DIRECTOR'S REPORT AND SITE ANALYST & ENFORCEMENT REPORT:

Wielenberg presented the Site Analyst & Enforcement Report.

Board members had no comments.

UPCOMING MEETING DATES:

September 7, 2023	*5:00 pm*	JPB Regular Meeting (rescheduled)
September 28, 2023	6:00 pm	JPC Regular Meeting
October 11, 2023	6:00 pm	JPB Regular Meeting
October 26, 2023	6:00 pm	JPC Regular Meeting

ADJOURNMENT:

There being no further business, motion by **Steffen**, second by **David**, to adjourn the Regular Planning Commission meeting at **5:20** p.m. Motion carried.

Respectfully submitted,

Ainslee Krause
Administrative Assistant

Approved and attested by: _____
Joint Planning Commission Representative

DRAFT

CONSENT AGENDA

Bills Payable

Thursday, 9/7/2023

Bills Payable

Date	Paid To	Purpose	Amount
7/31/2023	Kennedy & Graven	General Legal	\$1,930.50
8/31/2023	Beltrami County Recorder	Recorder fees	\$46.00
8/19/2023	Forum Communications	Legal Ad	\$111.12
8/31/2023	Larson Environmental Services	SSTS Inspections	\$800.00
8/24/2023	Staples	Office Supplies	\$105.41
	Docu Shred	Shredding	
8/31/2023	Aramark	Rugs for office (shared with Building Department)	\$22.96
8/31/2023	Cleaning Maid Simple	Monthly Office Cleaning (shared with Building Department)	\$232.20
Total Bill's Payable			<u>\$3,248.19</u>

Debit Card Transaction's

Date	Paid To	Purpose	Amount
8/22/2023	Cenex	Fuel for vehicle	\$40.67
8/31/2023	Basecamp	Monthly membership fee	\$99.00
8/23/2023	Amazon	Office supplies	\$40.14
8/25/2023	American Planning Association Minnesota	APA MN 2023 Planning Conference Registration - David Wielenberg	\$434.13
8/25/2023	American Planning Association Minnesota	APA MN 2023 Planning Conference Registration - Jamin Carlson	\$434.13
8/28/2023	American Planning Association Minnesota	APA MN 2023 Planning Conference Registration - Melissa Fahrenbruch	\$434.13
8/28/2023	Best Western Plus Kelly Inn	APA MN Conference Lodging - Melissa Fahrenbruch	\$290.58
Total Debit Card			<u>\$1,772.78</u>

Escrow Deposit Return

Date	Paid To	Purpose	Amount
9/7/2023	Julie Erickson	80.00130.00 - Rezone	\$500.00
9/7/2023	Murray Surveying, Matt Murray	31.01378.00 - Variance	\$500.00
9/7/2023	Juelson Plumbing	80.07124.00 - Northwoods Bait and Tackle Commercial Septic Escrow	\$500.00
9/7/2023	Sanford Bemidji Medical Center	80.06868.00 - Landscaping Escrow	\$1,480.00
Total Escrow Return			<u>\$2,980.00</u>

Total Bill's Paid **\$8,000.97**

General Ledger
Balance Sheet



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Period 08 - 08
Fiscal Year 2023

Account Number	Description	End Bal	One Year Prior Actual
232	Joint Planning Board		
	<i>Asset</i>		
232-00000-10100	Cash	160,504.06	258,782.13
232-00000-10151	Cash - Till	150.00	150.00
232-00000-10400	Local Investment	205,969.64	203,000.00
232-00000-10450	Interest Rec.On Investments	1,004.43	809.78
232-00000-11500	Accounts Receivable	0.00	0.00
232-00000-11800	Misc Accounts Receivable	0.00	0.00
232-00000-15500	Prepaid Insurance	447.00	358.00
232-00000-15503	Prepaid Expenses	0.00	0.00
	<i>Asset</i>	368,075.13	463,099.91
	<i>Liability</i>		
232-00000-20200	Accounts Payable	-4.70	-843.33
232-00000-20203	Payroll Payable	0.00	0.00
232-00000-20205	BCBS Payable	2,557.47	2,901.81
232-00000-20207	Long term Dis. Payable	0.00	0.00
232-00000-20208	Life Insurance Payable	0.00	0.00
232-00000-20210	Dental Payable	0.00	0.00
232-00000-20211	Short Term Dis -Regular	0.00	0.00
232-00000-20212	AccCIHop	0.00	0.00
232-00000-21600	Accrued Payroll Payable	0.00	0.00
232-00000-21601	Accrued Vacation Payable	-12,417.08	-10,346.02
232-00000-22801	Escrow Deposits	-190,856.50	-196,520.50
	<i>Liability</i>	-200,720.81	-204,808.04
	<i>Fund Balance</i>		
232-00000-25320	Fund Balance	-190,313.07	-284,587.85
	<i>Fund Balance</i>	-190,313.07	-284,587.85
232	Joint Planning Board	-22,958.75	-26,295.98

General Ledger
 Monthly Dept Budget
 Report



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 Period 08 - 08
 Fiscal Year 2023

Account Number	Description	YTD Budget	YTD June	Balance Remaining	Annual Budget
00000	Department				
232-00000-31850	Admin Fine - Level 1	-666.67	0.00	-666.67	-1,000.00
232-00000-32213	Septic Permit Fee	-11,133.33	-6,950.00	-4,183.33	-16,700.00
232-00000-32214	Site Plan Review- Field Ver	-8,666.67	-4,866.00	-3,800.67	-13,000.00
232-00000-32215	Variance - Commercial	-333.33	-2,500.00	2,166.67	-500.00
232-00000-32216	Variance - Residential	-2,333.33	0.00	-2,333.33	-3,500.00
232-00000-32217	Interim Use Permit	-4,666.67	-5,000.00	333.33	-7,000.00
232-00000-32218	Lot DivRealignComb	-1,200.00	-600.00	-600.00	-1,800.00
232-00000-32219	LU - Commercial	-4,666.67	0.00	-4,666.67	-7,000.00
232-00000-32220	LU - Res	-12,000.00	-16,085.60	4,085.60	-18,000.00
232-00000-32221	LU - Other	0.00	-1,410.00	1,410.00	0.00
232-00000-32222	CICPUDPlats	-333.33	0.00	-333.33	-500.00
232-00000-32223	Short Term Rentals	-5,333.33	-6,000.00	666.67	-8,000.00
232-00000-33636	LGU Contributions	-152,274.00	-171,308.25	19,034.25	-228,411.00
232-00000-34940	Planning & Zoning Fees	-2,666.67	-2,500.00	-166.67	-4,000.00
232-00000-34952	Sign Permits	-4,666.67	-7,280.00	2,613.33	-7,000.00
232-00000-34953	Temp Storage Contain Permits	-3,333.33	-450.00	-2,883.33	-5,000.00
232-00000-34954	Other	-13,333.33	-1,675.00	-11,658.33	-20,000.00
232-00000-36210	Interest Earnings	-1,000.00	-5,369.02	4,369.02	-1,500.00
00000	Department	-228,607.33	-231,993.87	3,386.54	-342,911.00

Account Number	Description	YTD Budget	YTD June	Balance Remaining	Annual Budget
47500	Joint Planning Board				
232-47500-40101	Full Time Employees	173,000.00	145,693.20	27,306.80	259,500.00
232-47500-40102	Overtime	333.33	0.00	333.33	500.00
232-47500-40111	PTO	2,000.00	811.32	1,188.68	3,000.00
232-47500-40112	Clothing Allowance	366.67	593.67	-227.00	550.00
232-47500-40113	Eyecare	200.00	0.00	200.00	300.00
232-47500-40121	PERA	15,333.33	10,926.96	4,406.37	23,000.00
232-47500-40122	FICA	13,333.33	10,986.13	2,347.20	20,000.00
232-47500-40131	Fringe Benefits	40,000.00	29,392.03	10,607.97	60,000.00
232-47500-40151	Workers Compensation	733.33	1,353.00	-619.67	1,100.00
232-47500-40201	Office Supplies	2,000.00	4,832.61	-2,832.61	3,000.00
232-47500-40211	Operating Supplies	6,000.00	3,390.58	2,609.42	9,000.00
232-47500-40212	Motor Fuels	333.33	108.59	224.74	500.00
232-47500-40221	Equipment Repair	333.33	124.44	208.89	500.00
232-47500-40261	Service Charge-Credit Card	0.00	1,361.01	-1,361.01	0.00
232-47500-40301	Professional Services	16,666.67	24,232.81	-7,566.14	25,000.00
232-47500-40321	Telephone	2,000.00	2,640.93	-640.93	3,000.00
232-47500-40322	Postage	1,000.00	410.24	589.76	1,500.00
232-47500-40331	TravelTraining	6,333.33	1,702.81	4,630.52	9,500.00
232-47500-40351	Legal Publishing	1,000.00	1,818.41	-818.41	1,500.00
232-47500-40361	Liability Insurance	2,666.67	4,204.00	-1,537.33	4,000.00
232-47500-40412	Rent	14,666.67	9,400.88	5,265.79	22,000.00
232-47500-40433	Dues & Subscriptions	340.00	969.00	-629.00	510.00
47500	Joint Planning Board	298,640.00	254,952.62	43,687.38	447,960.00