Use the text below to notify state review agencies and others of the intent to update the plan and to request input on the priority concerns. Fill in the fields, make edits to the text if needed, then copy and paste the text onto letterhead or insert into an email.

**Date**: **Date**

**To**: **To**

**From**: **From**

**Re**:Invitation to Submit Priority Concerns for the Update to the **County Name** County Comprehensive Local Water Management Plan

The **County Name** County Board of Commissioners adopted a resolution on **Date** requiring the update and revision of the Comprehensive Local Water Management Plan (Plan), as authorized under the Comprehensive Local Water Management Act, Minnesota Statutes, §103B.301. The Plan will focus on priority water management concerns.

The county invites all recipients of this notice to submit water management issues they feel the Plan should address. For each issue submitted, please consider including the following information:

1. Why is it important the plan focus on this issue or concern (include or cite relevant data)?
2. What actions are needed to address the concern?
3. What resources may be available to accomplish the actions (include contact names, funding sources, partnerships, citizen volunteers, etc.)?
4. What specific areas of the county are highest priority in regards to this issue?

Also, please submit any water and related land resources plans and official controls so that these items can be reviewed to ensure consistency with the Comprehensive Local Water Management Plan. These items may be submitted as a website link.

Please submit the requested information or direct inquiries by **Date**, to:

**Name**

**Title**

**Street Address**

**City, STATE Zip**

**Phone Number**

**Email Address**