

[INSERT LETTERHEAD HERE]

[insert date]

Mr. Dick Mikula
Soil Erosion and Sedimentation Control
Department of Environmental Quality, Water Bureau
P.O. Box 30273
Lansing, MI 48909-7773

Dear Mr. Mikula:

This letter is being sent as notice that I, as the _____ Drain Commissioner am proposing to adopt the Michigan Association of County Drain Commissioner's (MACDC's) *Soil Erosion and Sedimentation Control (SESC) Authorized Public Agency Procedures Manual (manual)*, dated February, 2006, as amended in April and June, 2006, for the use in the Drain Commissioner's SESC Authorized Public Agency Program. This manual will replace the SESC procedures previously approved by the Department of Environmental Quality for use by the Drain Commissioner pursuant to Section 9110 of Part 91, SESC, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

As the _____ Drain Commissioner, I am proposing to adopt the above referenced manual in its entirety as presented on the MACDC's website. The following supplemental information will be provided in the manual at the appropriate locations prior to formal adoption:

1. Cover page(s): County name.
2. Page 1.2: Agency notification information.
3. Page 1.3: Position training information.
4. Page 1.4: Revisions were _____ were not _____ made (*check appropriate blank*) to the "Contract Document" Section.
5. Page 1.6: Revisions were _____ were not _____ made (*check appropriate blank*) to the "Corrective Actions" Section.
6. Page 1.7: Revisions were made _____ or forms were added _____ to the forms (*check appropriate blank*).

Note: *If additional revisions (other than the above 7) are made to the manual, please insert the following sentence and detail the revisions by page number.*

In addition to the above supplemental information, the following revisions were made to the manual:

1. Page _____:
2. Page _____:
- Etc.

Please find enclosed the revisions, Section 1 of the manual, the inspection log and the plan checklist. If you have any questions, please contact me.

Sincerely,

Enclosures