

Sample Letter to Cities/Counties when sending Survey (remove)

City  
Address

Hello Solid Waste Planning Area Member!

Cities and Counties are, according to Iowa Code 455B.302, required to “provide for the establishment and operation of a comprehensive solid waste reduction program consistent with the waste management hierarchy under Iowa Code section 455B.301A.” The hierarchy is: a. Volume reduction at the source. b. Recycling and reuse. c. Waste conversion technologies. d. Combustion with energy recovery. and e. Other approved techniques.

To do that, Iowa Code allows for Cities and Counties to group together into Planning Areas.

Periodically, (every five years) Planning Areas (Cities and Counties) are required (IAC 567-101) to formally gather information and compile a Plan Update to be provided to the DNR. Information gathered from Cities and Counties provides the basis for what is reported in the Plan Update. Information on what programs are in place, what has been accomplished and what we plan to do in the future.

Please fill out the attached Round 8 survey to the best of your ability. Return it to (Insert Planning Area name/contact) and method by (insert date). If your survey is not returned by that date (*Insert what will happen –we will contact you*) or *consider ways to achieve participation*.

Thank you for your participation in this Solid Waste Planning Area. Working together we can provide safe, convenient and environmentally sound disposal options for area residents and businesses. For more about our services see this website: (insert website or sites).

Sincerely,

Insert:  
Contact information