

## LETTER TO THE INDUSTRY

DATE: July 1, 2009

TO: All Builders, Developers, Engineers and Surveyors doing business with Loudoun Water

SUBJECT: Timing of Record Drawing (As-Built) Fees

On January 27, 2009, Loudoun Water established a fee for creating and processing Record Drawings. The fees are \$1.50 per linear foot of waterline and \$2.00 per linear foot of sanitary sewer with a project minimum of \$1,000. The fees cover the costs of the field survey, Record Drawing preparation, and incorporation of these data into the Loudoun Water GIS.

As of the date of this letter, Loudoun Water has revised the requirement for when these fees must be paid. Fees are now required prior to the sewer or water facilities being put into use ("Beneficial Use"), rather than at the time of construction permit. No bond reductions or releases will be granted without appropriate payment of record drawing fees.

Questions about specific projects should be directed to Loudoun Water's Project Engineer for that project. Questions about the overall program may be directed to me at 571-291-7994 or [mlatham@loudounwater.org](mailto:mlatham@loudounwater.org).

Sincerely,



Michael J. Latham, PE  
Manager, Land Development Programs

cc: Kevin Wood, PE, Director of Engineering  
Michael Beardslee, PMP, GISP, Manager of GIS Programs

