

MEMORANDUM TO THE INDUSTRY

TO: All Builders, Developers, Engineers, Site Contractors, and Distributors Engaging in the Installation of Loudoun Water’s Systems

FROM: Huy Tran, P.E., Program Manager, Developer Relations

DATE: December 8, 2025

SUBJECT: Reminder of Loudoun Water 2025-2027 Rates, Charges, and other Fees; Other Items

Updated Rates, Availability Charge and other Fees Increases – Effective January 1

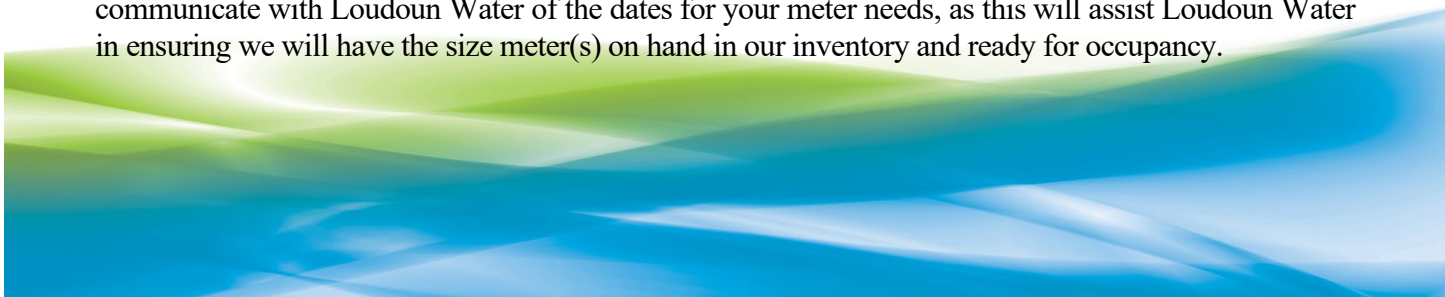
In its December 12th, 2024 meeting, the Loudoun Water Board of Directors adopted certain modifications and increases each year in the calendar years of 2025, **2026**, 2027 to the user rates, availability charges, fixed charges, and other fees and charges effective January 1 for the following:

- User Rates for Water, Sanitary Sewer, and Reclaimed Water
- Availability Charges
- Plan Review (base and per linear foot) fees
- Inspection (minimum replaced with a base charge plus linear feet) fees
- Closed Circuit TV (base and per linear feet) fees
- Record Drawing (base and per linear feet) fees
- Updated percentages applied for plan review and inspections for non-linear projects
- Connection Charge updated to become a Meter Charge
- Other miscellaneous fees and charges

Availability Charge Summary

| | 2025 | 2026 | 2027 |
|---|-------------|-------------|-------------|
| Water Availability Charge Increase | 4.8% | 4.5% | 4.4% |
| Wastewater Availability Charge Increase | 9.7% | 8.8% | 8.1% |

Loudoun Water will have updated meter costs effective January 1. Reminder that Loudoun Water updates its meter costs semi-annually around July and/or January every year. We continue to monitor, communicate, and coordinate with our vendors to ensure proper inventory levels are met. Please communicate with Loudoun Water of the dates for your meter needs, as this will assist Loudoun Water in ensuring we will have the size meter(s) on hand in our inventory and ready for occupancy.



Effective January 1, Loudoun Water's updated rates, charges and fees for **2026** will go into effect. All fees and charges currently quoted will be valid only up to December 31st and all invoices must be paid prior to the end of the year. After January 1, please contact EngineeringAdmin@loudounwater.org to request updated fee amounts which were previously quoted prior to 2026.

Information on Rate Changes can be found on Loudoun Water's website at: <https://www.loudounwater.org/information-rate-changes>. The adopted rates, fees and charges for 2025, 2026 and 2027 can be viewed in Loudoun Water's [Rates, Rules and Regulations](#)* (*denoted link will take you to Diligent Community Board).

Process Improvements - Construction Permit

To streamline Loudoun Water's construction permitting process, effective January 2026, Loudoun Water will dedicate administrative staff to coordinate and assist developers, consultants, and contractors with Loudoun Water's construction permitting process. If you have any questions during the permitting process, email constructionpermit@loudounwater.org (please include the project name and Loudoun Water project ID number) and Loudoun Water's administrative staff will be responsive and provide assistance.

Additional UER form required information

Applicants that desire to obtain water, reclaimed water, and/or sanitary sewer service are required to make application to Loudoun Water by submitting a Utility Extension Request (UER) form to initiate the application. Beginning in January, Loudoun Water will require some additional information on 1st submissions from applicants regarding anticipated construction start dates, meter size and/or estimated flow demands (specifically for data center applications). This additional information will provide Loudoun Water with additional information needed to populate data that will be used for inventory and connection projections/forecasting.

New "Dual Oblige" Financial Guarantee form

If a contractor is posting a Performance, Payment and Maintenance Bond on behalf of the developer for a project, Loudoun Water will require a special "Dual Oblige" form to be completed which was created for situations where the general contractor (as opposed to the developer) is obtaining the bond and is listing the developer and Loudoun Water as dual obligees.

The "Dual Oblige" form is now available on Loudoun Water's website and ready for use. All projects where contractors are posting a bond and which have not been issued a construction permit will be required to utilize this bond form moving forward.

Loudoun Water has also updated its standard bond form. Projects should utilize the most current forms moving forward. Loudoun Water will still accept prior forms for any project approved prior to 2026 and currently in the process of obtaining its financial guarantee, however any project approved after January 1, 2026 will be required to utilize the updated bond forms.

Third Party Metering Connection Capability

Effective January 2026, Loudoun Water will no longer assure 3rd party metering connection capability associated with any of its potable water, sanitary sewer blowdown or reclaimed water meters. While these 3rd party metering connection provisions are currently accessible and compatible based on manufacturers' standards, the 3rd party metering is not supported or guaranteed to be an option by Loudoun Water. In the event that 3rd party metering is unavailable, Loudoun Water will not allow splicing or tampering of the meter and/or radio to accommodate additional connections.

These 3rd party metering connection provisions to monitor consumption are currently available to use as-is but are not supported or maintained by Loudoun Water. Please note these provisions may become inaccessible when a repair or meter replacement is required. It is recommended that provisions for the placement of private, customer-owned 3rd party connections be installed downstream and outside of Loudoun Water assets, including the vault. Please also note, all customer meter readings are available by contacting Loudoun Water Customer Relations.

Engineering Design Manual (EDM) Detail Clarification

The Loudoun Water fire service detail (W-20) states "OPTIONAL TEMPORARY TERMINATION BY TAPPED CAP OR PLUG & BUTTRESS". To clarify, the intent of this option to be used is for a scenario when the building is not present. Moving forward, Loudoun Water will require the fire service line to have this temporary termination when the building is not present. This has been coordinated with and is in line with the Fire Marshal's Office.

Approved Materials List

The Loudoun Water Approved Materials List (AML) is updated periodically throughout the year. The current version is November 2025 and includes the addition and removal of certain manufacturers. Recent changes appear in red. Always access the current AML located on Loudoun Water's website for the latest version.

Construction Cost Estimate Unit Prices and Reimbursement unit costs updated

The Loudoun Water construction cost unit prices on the construction cost estimate forms have been updated and will go into effect January 2026. In addition, Loudoun Water's reimbursement unit costs have been updated and will go into effect January 2026. These unit prices and costs are updated annually considering the past year's locality price adjustments and inflation.

Reminder: Payment Options

This is a reminder to the development industry that Loudoun Water accepts multiple methods of payment for payment of all Land Development associated fees and charges, i.e. plan review, inspections, CCTV, record drawing, connection, hydrant flow tests, utility disconnect permits, and availability fees, etc. Below are the available payment options, in order of recommendation:

1. Online (ACH Payment)
2. Check
3. Credit Card

- The online (ACH payment or funds transfer) is a one-time transfer from a checking or savings account. There is no fee to use this service. In order to use this method of payment, you will need the account number and customer number listed on the invoice.
- Check payments can be sent by mail or delivered in person (during lobby hours or a drop box is available during lunch or after hours). Please include a copy of the invoice along with the check.
- Credit card payments are limited to \$1,000.00 per transaction and can only be made up to a maximum of three (3) payments within a thirty (30) day time period. Credit cards accepted are Visa, MasterCard, American Express, and Discover.

Additional information regarding online payments can be found on Loudoun Water's website at: <https://www.loudounwater.org/development-invoice-payment-options>

Sign up to receive emails like these from Loudoun Water for news and updates relating to the development industry here: (<https://www.loudounwater.org/developers-new-construction/technical-memos-industry>).