



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, Manager Land Development

DATE: June 17, 2016

SUBJECT: Loudoun Water – Pre-design Meeting

As water and sanitary sewer facilities are critical infrastructure for any type of development, we strongly encourage applicants to meet with Loudoun Water as early in the process as possible. Loudoun Water offers applicants a pre-design meeting to discuss their particular development in order to assist in the efficiency of the review and approval of the development plans. A pre-design meeting can be requested by completing the form at <https://www.loudounwater.org/content/pre-design-meeting-form>

For your convenience, we have provided a list of questions below, that should be considered prior to requesting a meeting.

Stages at which a meeting with Loudoun Water is recommended: Feasibility, Preliminary Plan (just prior to submitting), Constructing Plan and Profile (CPAP), Record Plat, Site Plan and Major Site Plan Revisions

Questions to Guide Meeting Request

1. Discuss properties adjoining subject property that may require easements, access or extensions for water and/or sewer connectivity.
2. Discuss where the development will connect into the central water and sewer systems.
3. Discuss the size of the pipes that will be built with the project if known.
4. Discuss if water modeling will be required for submission to Loudoun Water.
5. Discuss when water will be needed for the project as related to the schedule proposed.
6. Other site specific overall questions.
7. Questions on Loudoun Water processes.
8. Are there engineering alternatives that you would like Loudoun Water to consider?
9. What are the requirements for providing service for each phase?
10. Availability charges