



FAIRFAX COUNTY WATER AUTHORITY  
8570 Executive Park Avenue  
Fairfax, Virginia 22031-2218  
[www.fairfaxwater.org](http://www.fairfaxwater.org)

## Notice for New Tap Requests: Well Abandonment Procedure

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You have inquired about connecting to the Fairfax Water distribution system. Please note, all work for a new tap must be permitted by the appropriate Building Authority.

To connect a new tap to the Fairfax Water distribution system and obtain a water meter, permit applicants are required to follow the steps below in order:

1. Request a new tap from Fairfax Water and pay any applicable fees.
2. Apply for a plumbing permit from the proper jurisdiction.  
**Fairfax County** - 703-222-0801, TTY 711,  
<https://plus.fairfaxcounty.gov/CitizenAccess/Welcome.aspx>  
**City of Fairfax** - 703-385-7830, TTY 711,  
<https://www.fairfaxva.gov/government/code-administration/construction-permits>  
**City of Falls Church** - 703-248-5004, TTY 711,  
[www.fallschurchva.gov/370/Licenses-Permits](http://www.fallschurchva.gov/370/Licenses-Permits)
3. List on the Plumbing Permit "Project Description" – *Well Abandonment - Install New Service Lateral Connection*.
4. Next, select "Water Service" under the "Sewer and Water" section on the equipment page.
5. Apply for a Fairfax County Health Department Well Abandonment Permit  
**Health Department** - 703-246-2201, TTY 711,  
<https://www.fairfaxcounty.gov/health/sewage-and-water>
6. Pass final plumbing inspection.
7. Provide a copy of the plumbing permit highlighting that you have "passed" the final inspection as well as the Health Department permit.  
**Email:** [newservices@fairfaxwater.org](mailto:newservices@fairfaxwater.org)      **Mail or drop off:**  
Fairfax Water  
8570 Executive Park Avenue  
Fairfax, VA 22031
8. Request a water meter from Fairfax Water
9. Fairfax Water installs a new water meter

Thank you,

New Services Department  
703-698-2080, TTY 711  
[newservices@fairfaxwater.org](mailto:newservices@fairfaxwater.org)