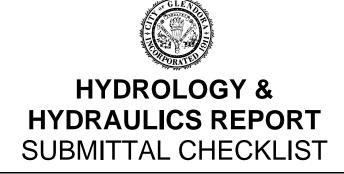


# City of Glendora ENGINEERING DIVISION



# HYDROLOGY & HYDRAULICS REPORT PREPARATION GUIDELINES

For plan checks that do not require Fire Department review:

Three complete reports are required, including but not limited to the following:

#### **HYDROLOGY REPORT:**

- I. COVER SHEET:
  - A. Project description.
  - B. Name and address of person report was prepared for.
  - C. Name and address of firm preparing report.
  - D. Date of report.
  - E. Engineer's seal and signature in blue ink.
- II. TABLE OF CONTENTS:
- III. INTRODUCTION:
  - A. Purpose Briefly explains why this report has been conducted.
  - B. Background Describe the project vicinity and in general terms what the project the project/development consists of.
  - C. Site Describe the project's specific location, size and what borders it. Describe the existing terrain and existing site condition/use. (Include a vicinity map)
- IV. SCOPE Criteria Discuss methodology used:

Glendora follows the Los Angeles County Department of Public Works Hydrology and Hydraulics manuals.

- V. REPORT:
  - A. Existing Conditions Study Area.
    - A1. Describe each sub area/size and the runoff in CFS that each sub area currently generates.
    - A2. Explain where runoff starts in each area and where it leaves either the sub area or site.

- B. Proposed Conditions Study Area.
  - B1. Explain how site was broken up the post developed site into drainage areas by sub area.
  - B2. Then, sub area by sub area discuss starting and leaving point for flow, amount of flow.
  - B3. State the difference in amount of flow (+ or -) and total proposed Q.

## VI. CONCLUSIONS:

- A. Explain what this report means.
- B. State the difference in amount of flow (+ or -) and if any mitigation is proposed/required. Then state/describe why or why not it is needed.

## APPENDIX A:

#### EXISTING CONDITIONS HYDROLOGY MAP:

- 1. Provide as many sheets as necessary of hydrologic maps with sufficient data for the watershed and any sub area boundarys to be verified.
- 2. State pre developed Q and points of concentration for each sub area.

## APPENDIX B:

## DEVELOPED CONDITIONS HYDROLOGY MAP:

- 1. Provide as many sheets as necessary to accurately show the drainage of the project site after project is constructed.
- 2. State post developed Q's and points of concentration for any sub areas.