



City of Glendora ENGINEERING DIVISION



HYDROLOGY & HYDRAULICS REPORT SUBMITTAL CHECKLIST

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 boundaries 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.