

Bureau of Engineering  
**Special Order**

March 5, 2002

Special Order No. 004-0302

To All: Deputy City Engineers  
Senior Managers  
Group Managers

Subject: **REQUIREMENTS FOR OBTAINING A WATERCOURSE PERMIT IN SPECIAL FLOOD RISK AREAS.**

*(Reference: One-Stop Permit Manual Chapter 9)*

General

A watercourse is defined as a natural stream of water flowing in a particular direction in a definite channel having a bed and banks. It need not flow continually, nor is it restricted as to property ownership (G011.3). This Special Order applies only to watercourses in areas designated by the City Engineer as Special Flood Risk Areas.

The purpose of this special order is to provide a uniform approach for issuing watercourse permits that are within the Special Flood Risk Areas. The Bureau of Engineering will be identifying areas within the City that pose a special flood risk. Until a complete list of flood risk areas is available, this Special Order will apply to the only currently designated Special Flood Risk Area, which is Mandeville Canyon. The Mandeville Canyon Special Flood Risk Area includes Mandeville Canyon Creek and all of the water courses tributary to Mandeville Canyon Creek north of Sunset Boulevard and south of Mulholland Drive.

Effective immediately, all Engineering staff is directed to enforce the following requirements and take into account mudflow hazards when reviewing watercourse permit applications in Special Flood Risk Areas.

Requirements

1. Identify whether the watercourse is within a Special Flood Risk Area. As new Special Flood Risk Areas are identified this will be accomplished by contacting the Stormwater Group and having them check to see if the watercourse is within a Special Flood Risk Area. If the watercourse is not in a Special Flood Risk Area, proceed with issuing the watercourse permit in accordance with the "Permit & Procedure Manual For Work in the Public Right-of-Way" and Special Order SO41-1273.
2. A field investigation by the review engineer will be conducted prior to issuance of a watercourse permit.
3. Applicants shall provide hydrology ( $Q_{burned}$  and  $Q_{bulked}$  calculated per Los Angeles County Sedimentation Manual) for the 50-year storm and hydraulics calculations prepared and signed by a Civil Engineer licensed in the state of California. The private engineer's analysis shall include the calculation of the water surface elevation in the natural watercourse based on the calculated  $Q_{burned}$  and  $Q_{bulked}$  flow. This water surface elevation should be a minimum of two (2) feet below the lowest member of any structure allowed within the watercourse. If this criterion cannot be met then a watercourse permit shall not be issued.