

**APPENDIX A5:
CORPS POLICY ON SPECIAL EVENTS
AT SEPULVEDA DAM BASIN**

1. Under Corps regulations, special events are subject to the review and approval of the Corps. At Sepulveda Dam Basin (Basin), events less than 1,000 people, subject to the restrictions included in the Master Plan, are within the authority of the City of Los Angeles as stated in paragraph 38(d) of the Lease. Events over 1,000 people are subject to specific review and approval by the District Commander.
2. Pursuant to Title 36, Section 327.21, special events are prohibited unless written permission has been granted by the District Commander. The public shall not be charged any fee by any event sponsor unless the District Commander has approved in writing the proposed schedule of fees. The District Commander shall have authority to revoke permission, require removal of any equipment, and require restoration of an area to pre-event condition, upon failure of the event sponsor to comply with terms and conditions of the permit/permission.
3. The approval of special events over 1,000 people is a “Federal action” requiring compliance with environmental laws including NEPA. Through the Environmental Assessment associated with this Master Plan, the Corps has assessed impacts associated with special events subject to the conditions and limitations below and determined the impacts are less than significant. Generally, no event-specific Environmental Assessment will be required for events that meet these conditions and limitations, after verification by the Corps.
 - a. Events must be held at one of the following locations:
 - i. Woodley Park I, Woodley Park II with parking available at the Woodley Park I and Woodley Park II parking lots or the overflow parking lot, north of the Woodley golf course
 - ii. North of Lake Balboa with parking available at the overflow parking lot, north of the Woodley golf course.
 - b. Events must be assessed on an event-specific basis.
 - c. Events may not obstruct use or access to any other area of the Basin. Recreational users of the adjacent areas may not be impeded.
 - d. Events may not exceed 5,000 people (including vendors, staff and attendees) on any given day.
 - e. Events may not exceed two days of the event plus two days (48 hours) setup and two days (48 hours) cleanup/takedown. Event areas must remain open to the public during setup and cleanup except where safety and/or logistics is/are a concern.
 - f. No stunts, pyrotechnics, weapons, firearms, fires, aircraft including helicopters, animals other than dogs, and/ or water contact is/are permitted.
 - g. Amplified sound shall not exceed 100 dBl 20 feet from the source. This is considered the equivalent of a loud auto horn at 10 feet.
 - h. No amplified sound shall be permitted after 10:00 pm Monday through Saturday, nor after 7:00 pm on Sunday.

- i. No ground disturbance (digging, leveling, etc.) of any area is permitted. No physical alteration (cutting of vegetation, moving rocks, etc.) is permitted. Relocation of placed “landscape boulders” are not included, but shall be returned to their original position at the direction of the lessee. Staking of tents is permitted, but all holes shall be re-filled and compacted at the close of the event as holes left un-treated may cause people to trip and injure themselves.
 - j. All cars shall be parked in designated parking stalls or on dirt shoulder. Cars on shoulder shall be parked parallel to the road. No vehicles may be parked on grass areas. Vehicles may be used at the site for setup and takedown only.
 - k. Cars for demonstration or exhibit shall place an oil pan beneath all vehicles when parked on the grass. All oil and fluid leaks/drips shall be cleaned up by the vehicle’s owner at the close of the event. The event proponent shall be responsible for a final inspection and clean-up of the area.
 - l. The path around Lake Balboa may not be closed off from public use at any time.
 - m. Walk/runs, marathons, races etc. must be assessed on an event-specific basis.
 - n. Car shows must be assessed on an event-specific basis.
4. Requests for events meeting the above limitations must be submitted to the Corps no less than 30 days prior to the proposed event date for review and confirmation that the event complies with applicable requirements.
5. Events not meeting the above limitations are subject to a more detailed event-specific evaluation by the Corps, including an Environmental Assessment for NEPA compliance. Requests for such events must be submitted to the Corps no less than 90 days prior to the proposed event date.
6. All Special Events, including those assessed in the Master Plan EA, must meet the following requirements:
 - a. The right to charge is subject to the event proponent providing parking assistance, adequate policing for crowd control, and other services required for the health, safety, and welfare of event participants.
 - b. The event proponent must meet bonding, insurance, and other requirements under local laws.
 - c. No costs shall accrue to the Government.
 - d. Use of Project/Basin lands will not preempt public use of project recreational resources. All other Basin areas must remain accessible to non-event Basin users.
 - e. The event proponent shall provide a plot plan showing the proposed layout of the event. A Parking Plan (including plan for disabled parking), Traffic Plan, and Evacuation Plan shall be required. No vehicles may be parked on grassy areas outside designated parking. Event proponents shall encourage the use of public transit, carpooling, and bicycling to the event. Parking limitations for the event shall be posted one week prior to the event.
 - f. Event proponents must coordinate security requirements with the City. Generally, events over 1000 people should have 1 security guard/person for each 500 people.
 - g. The site shall be fully restored to prevent conditions by the event proponent within 48 hours of event closure. The City may require a bond from the event proponent.
 - h. Events longer than four days or over holidays are generally disfavored, requiring a special exception by the District Commander.

- i. Either the City or the event proponent must submit a Post-Event Report within 30- days following the event containing the number of attendees, funds received (see collection cost analysis below), any problems encountered, any damage to the property, and any other issues of concern.
 - j. Collection of any funds in connection with the event, including for admission and parking, must be approved by the District Commander prior to the issuance of the City's permit. Collection of entry fees in excess of actual total costs will be paid to the Corps for legal disposal unless surplus proceeds are used for benefit to the project (Sepulveda Dam Basin). A collection cost analysis will be provided by the event proponent within 30 days following the event. The Corps reserves the right to audit the City's records.
 - k. Adequate public restrooms (portable) and first-aid facility (e.g., tent), as applicable, must be provided although publicly available facilities may not be closed to the public during the event.
 - l. Alcohol sales (e.g., beer and wine garden) must be licensed and comply with applicable local laws.
 - m. The event proponent is required to hold the government harmless, accept liability and provision of indemnity and insurance are required.
 - n. The Corps must have access to the special event site at all times.
 - o. At no time may the Universal Access Play Area (south of Lake Balboa) be enclosed as part of any Special Event Area.
7. Events larger than 50 persons may not be held in the Wildlife Area including the area known as Woodley Park III. At no time may the parking lot for the Wildlife Area be closed for other uses, limiting access to the Wildlife Area.
 8. Walk/runs and bicycle rides shall not enter Environmentally Sensitive Areas at any time. Paths and or trails through the Basin for the event may be closed for the time period of the event and one hour before and one hour after the event for clean-up and removal of any and all trash created during the event.
 9. Presence of animals shall be limited to exhibition purposes. All animals shall be enclosed in a secure "pen". Petting zoos shall be continuously monitored and all animal waste and excess feed shall be removed continuously. A final inspection and clean-up of the area shall be the responsibility of the event proponent.