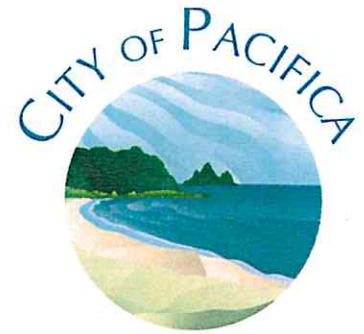


*This information is provided by the City of Pacifica and is applicable to properties within the limits of the City. If you reside in a jurisdiction other than the City of Pacifica, contact your regulatory authority for information. If you believe you received this notice in error, or if you no longer own this property, please contact the City of Pacifica Department of Public Works at (650) 738-3760 or via U.S. Mail at the following address:*

City of Pacifica  
Department of Public Works  
170 Santa Maria Avenue  
Pacifica, CA 94044



## **SANDBAGGING: INSTRUCTIONS AND GUIDELINES**

During each rainy season, sandbags are available to Pacifica residents for flood control purposes only. Sandbags are not furnished to contractors or for business/home construction projects.

Each resident may pick up a maximum of 25 sandbags. Residents may also be required to fill the sandbags with sand provided by the City. Sandbags may be picked up at either the City of Pacifica Corporation Yard, located at 675 Oceana Boulevard, or behind the Linda Mar Fire Station (open 24 hours a day), located at 1100 Linda Mar Boulevard.

### HOW TO FILL A SANDBAG

1. Fill sandbags one-half full. Sand is suggested if readily available; however, sand is not mandatory, and any local soil may be used.
2. Fold the top of the sandbag down and rest bag on its folded top.

### PLACEMENT OF SANDBAGS

Care should be taken to stack sandbags in accordance with the illustrations. Place each sandbag as shown, completing each layer prior to starting the next layer. Limit placement to two layers unless a building is used as a backing or sandbags are stacked in a pyramid fashion.

It is important to place the bags with the tied top of the bag in the upstream or uphill direction to prevent the bags from opening when water runs by them.

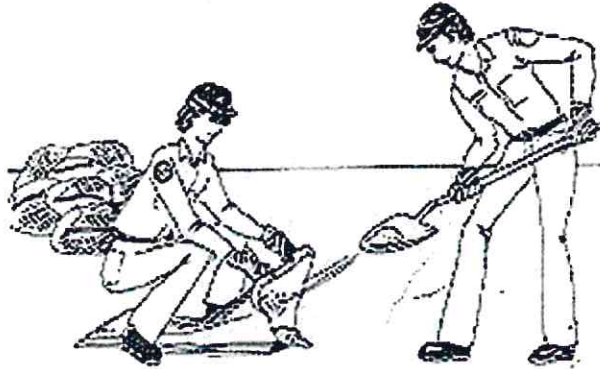
Work with your neighbor(s) so that your combined efforts will effectively address the drainage problems.

### LIMITATIONS

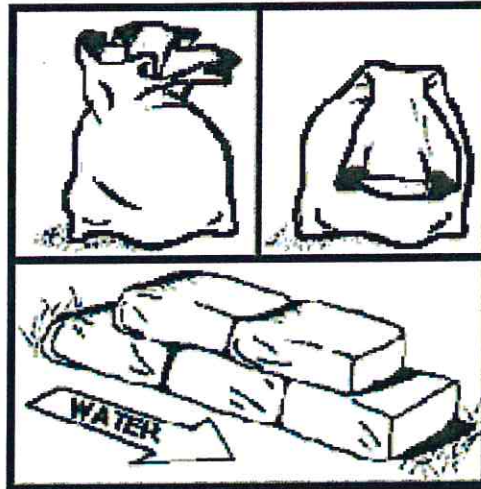
1. Sandbags will not seal out water.
2. Sandbags deteriorate when exposed for several months to continued wetting and drying. If bags are placed too early, they may not be effective when needed. If it is necessary that bags remain durable for a longer time, the addition of cement can increase its effective life.
3. Sandbags are basically for low-flow protection (up to two feet). Protection from larger flows require a more permanent type of structure.
4. If your situation does not resemble an example shown here or you have general questions, consult a licensed engineer.

### INSTRUCTIONS

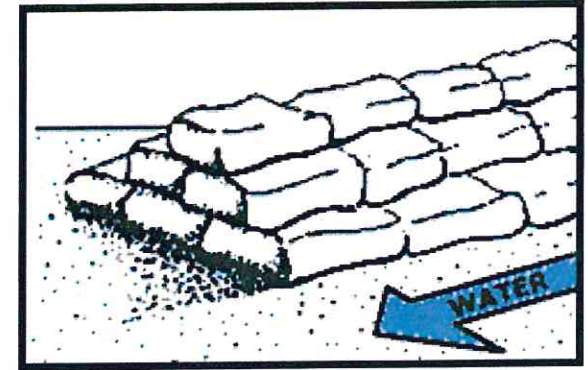
**Figure A.** Work with another person, with one of you holding the bag while the other shovels sand or other material. The first shovel is placed on the edge of the bag to keep the bag open. The bag holder should bend at the waist, with elbows resting on knees. The shoveler gets rounded scoops of sand and fills the bag to **just one-third full**. Avoid injury by not twisting while shoveling.



**Figure B.** Fold the top of the sandbag. Close-knit burlap bags are recommended. Your finished bags will look like this:



**Figure C.** Place a line of bags with the folded side up, with folded edges facing the direction of the water flow. Stomp each bag into place. Like you would with bricks, stagger the next layer of bags over the tied top of the bags underneath. Stomp each layer of bags. To give the structure stability, the base should be 1.5 times wider than the height. (Example: 6 ft. wide by 4 ft. high)



**Figure D.** When you don't have time to build a sandbag barrier, use a temporary levee to raise low areas. Prepare ahead by buying 20-foot wide sheets of plastic (6-10 mil. thickness). Lay out the length you need and place sand, dirt or gravel on the half facing your property. Fold over the other half and place a solid row of sandbags on the edge of the plastic to anchor the top edge of the plastic sheet.

