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## POOL DEMOLITION REQUIREMENTS

A permit is required to fill or remove an existing swimming pool. Permits for demolition of swimming pools and spas can be processed through our OTC program or through our regular review process. Pool and spa demolition plans submittals are typically reviewed within approximately one week for first-round review, depending on completeness of the plans submitted. Application, plans and supporting documents shall be uploaded to our ACA system (Accela Citizen Portal) online at: [Accela Portal](#)

### General Plan submittal requirements:

1. Written Scope of Work  
Describe the extent of demolition, partial removal, abandonment, backfilling, utility termination, and any future use of the area.
2. Property Information  
Include property owner's name, site address, phone number and Assessor's Parcel Number (APN).
3. Applicable Codes and Standards  
Indicate the governing codes and regulations in effect at the time of application (e.g., 2025 California Building Code, California Residential Code, California Electrical Code, California Plumbing Code, and City of Pleasanton Municipal Code).
4. Existing Plot Plan  
Provide an existing plot plan showing adjacent Structures and identify any existing electrical, plumbing, mechanical, and gas components associated with the pool/spa. Dimension as needed for review. Demonstrate access route for demolition of pool and equipment.
5. Construction Best Management Practices (BMPs)  
Provide BMPs sheets as part of your plan submittal. Best Management Practice sheets can be found Here: [BMPs](#)
6. Identify on the plans whether the scope involves a partial removal or a complete removal of the pool. Based on the selected method, provide the corresponding requirements on plans. (see below for options)

### SPECIFIC REQUIREMENTS:

#### Option #1: Swimming Pool Abandonment:

1. Drain water to the sanitary sewer only. Discharging to the street gutters or storm drain systems is prohibited.
2. Remove all pumps, filters, heaters, associated piping, and pool/spa hardware from the site.
3. Terminate Utilities:
  - Gas line shall be disconnected and capped at the meter and at the equipment location.
  - Water and drain lines shall be capped per CPC.
  - Electrical conductors serving pumps and/or lighting shall be removed from conduits/raceways and the breaker removed from the service panel.
4. Break or remove the pool/spa floor at the lowest point to expose soil and prevent water accumulation. A minimum 24-inch diameter opening to natural soil is required. The bond beam shall be demolished and removed around the full perimeter of the pool. Place drain rock around the opening to prevent it from being closed by backfill material.
5. Fill the pool/spa cavity with clean fill material and/or broken pool deck/coping material (6"–8" maximum size). Backfill to finish grade. No compaction testing is required under this method, as the area is intended for non-structural use (yard, landscape, open space, etc.).

## **Option #2: Demotion/Complete Removal of Swimming Pool:**

6. Drain water to the sanitary sewer only. Discharging to the street gutters or storm drain systems is prohibited.
7. Remove all pumps, filters, heaters, associated piping, and pool/spa hardware from the site.
8. Terminate Utilities:
  - Gas line shall be disconnected and capped at the meter and at the equipment location.
  - Water and drain lines shall be capped per CPC.
  - Electrical conductors serving pumps and/or lighting shall be removed from conduits/raceways and the breaker removed from the service panel.
9. Demolish and completely remove the pool/spa shell, bond beam, walls, and concrete pool deck, and remove all associated debris from the job site. Broken concrete shall not be used as backfill material.
10. The excavation shall be backfilled with clean, structural, non-expansive engineered fill placed in lifts not exceeding 6" to 12" and compacted to a minimum 90% relative compaction (ASTM D1557), suitable for future structural use.

## **Inspection Procedure (Two required inspections): in progress and final)**

### **In progress inspection (Inspection Code 702)**

#### Option #1

- Verify bond beam is completely removed and 24" holes are created at the bottom of pool

#### Option #2

- Verify pool shell is completely removed, and all material has been removed from site.

### **Final Inspection (Inspection code 999)**

#### Option #1

- Finish grade will be verified for positive drainage away from structures.
- Job site and adjacent street shall be clean and free of debris at final inspection.

#### Option #2

- Final grade will be verified for positive drainage away from structures.
- Job site and adjacent street shall be clean and free of debris at final inspection.
- A compaction report prepared by a California-licensed Geotechnical/Soils Engineer verifying complete removal of the pool shell and required compaction shall be submitted to inspector at final inspection.

The above guidelines are requirements for the building department. Please consult the following Departments for their respective requirements.

Engineering Department: 925-931-5650  
Planning Department: 925-931-5600  
Landscaping Department: 925-931- 5672

Note: All department requirements must be addressed on plans to ensure a fast turnaround.