



CITY OF MONTE SERENO

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RESIDENTIAL IN-GROUND POOL/SPA REMOVAL

BUILDING DIVISION REQUIREMENTS

A demolition permit is required for all removal of all in-ground pools and spas. Permits shall be obtained prior to start of installation. The following is a listing of the general requirements for permit applications based on the 2022 California Building Code, 2022 California Residential Code, and the Monte Sereno Municipal Code. This brochure is intended to provide general information, contact the Building Department for any questions or additional information.

- Swimming pools/spas shall be drained to the sanitary sewer clean out. Swimming pools/spas shall not be drained to street, gutter, or storm drain.
- If the shell of the pool/spa remains:
 - A minimum of four holes shall be drilled into the bottom of the pool/spa floor and covered with drain rocks. Each hole shall be a minimum of 3' in diameter, spaced a minimum of 8' apart, and covered with drain rocks. At least one of the holes shall be at the deepest point.
 - The pool/spa shell shall be filled with crushed rock material (3/4" minimum size to 1- 1/2" maximum size) for a minimum of 12" deep at the bottom and then clean fill, or other approved material, can be added on top to match adjacent grade level.
- If a structure is to be constructed above or within 10' of the filled area, a geotechnical report/letter prepared by a soils engineer will be required to determine the required specifications for the fill and compaction – a minimum of 90% compaction is required.
- All gas, water, and sewer lines to the pool/spa shall be securely capped off with an approved fitting (gas line is required to have a screw joint fitting). (CPC 722.1, 1206.3)
- All electrical pool/spa equipment, including the breaker in the electrical panel, shall be removed.

PERMIT PROCESS

Building Permit Review

Permits can be submitted online at <https://epermits.montesereno.org/>.

Inspections

Two inspections are required: an in progress and a final. The in-progress should be scheduled when the holes along the pool/spa floor have been drilled and before they are filled. The final inspection should be scheduled after all work is completed.

**Building Permit Application Requirements
(3 copies of each item)**

- A completed Building Permit Application
- Site plan showing the pool/spa to be removed and noting how the area is to be filled.