

CITY OF TRACY

DEVELOPMENT SERVICES DEPARTMENT
BUILDING SAFETY DIVISION
333 CIVIC CENTER PLAZA, TRACY, CA 95376
P: (209) 831-6400 • F: (209) 831-6439
www.cityoftracy.org



Private Pool Demolition Requirements

A private swimming pool is defined as, “any constructed pool, permanent or portable, that is intended for noncommercial use as a swimming pool by not more than three owner families and their guests.” A private swimming pool is typically located on the grounds of a single-family home.

A **demolition permit** is required by the City of Tracy prior to the removal of swimming pool/spa. In general, a swimming pool that required a permit to build, will require a permit to demolish. To obtain a demolition permit from the Building Safety Division, a permit application and associated documents shall be submitted for review and approval.

Generally, the review will be completed the same day, but please allow a maximum of one business day for the processing and review of the permit. Below are instructions and general information for demolition of private swimming pools.

In addition to a building permit, an encroachment permit may be necessary. Contact **Kat Balogh** (209-831-6458) in the Engineering Division for encroachment permit requirements.

Plan Submittal Requirements:

Plans and supporting documents will need to be submitted electronically with plan sheets contained in one file and supporting documents as a separate file. The submittal shall include:

1. Permit Application for in-ground demolition of pool/spa
2. Dimensioned site plan showing all site improvements, the address/ parcel number(s) and the swimming pool to be demolished – **Required for all permits.**
3. Identify on the demolition site plan the minimum storm water prevention controls to be utilized throughout demolition process. [CalGreen 4.106.2]
4. Fill out and submit a Construction Waste Management Plan. The Construction Waste Management Plan can be obtained in the link that follows: <https://www.ci.tracy.ca.us/?navid=9638>
5. Special inspector agreement form (if applicable) for compaction (Please see Demolition and Backfill item #4 options A and B below for more information). Please follow the link for a list of approved special inspection agencies: <https://www.cityoftracy.org/?navid=10956>

Inspection Processes for Demolition Permits:

There shall be a minimum of **two** inspections required for residential pool demolitions. The first inspection will be performed when work from *items 1-3* under the “**Demolition and Backfill**” and *items 1-4* from the “**Pool Equipment and Utilities**” sections (below) are completed. The second inspection (final inspection) shall be performed when *items 1-3* of the “**Final Inspection**” section is completed, and only after the first inspection has been completed and approved by a City building inspector.

Note: Inspections can be scheduled online through the City’s online portal at <https://etrakit.cityoftracy.org/etrakit/> or, by calling 209-831-6400

Demolition and Backfill:

1. Provide a minimum of 3 holes located in the deep end of the pool; sized 24”x 24” minimum, spaced a minimum of 4’ apart. Such holes shall be excavated 2’ below the level of the pool bottom and filled with maximum ¾” river rock. Holes shall be patterned so they provide adequate drainage across the entire pool bottom. Rock shall be in a pile(s) within the pool but not placed in holes until building inspector has approved the demolition.
2. Remove coping around all walls at top edges down a minimum of 24” below the adjacent grade level. Dispose of all concrete coping and tile offsite.
3. Steel exposed during wall removal must be cut off and disposed offsite.
4. Once the above demolition has been inspected and approved by the Building Safety Division the pool shall be backfilled in accordance with one of the following:
 - **Option A-** If there is no future intention for construction over the area of the pool, the pool can be backfilled without a compaction report. In this case an affidavit signed by the owner of the property will be placed in the record for the property, stating a soils report will be required in the case that construction does occur over the area previously occupied by the pool.
 - **Option B-** If it is intended for construction to occur over the pool area, the pool shall be filled and a compaction report written by an approved City of Tracy special inspection agency shall be submitted demonstrating proper compaction of the backfilled area.

If a footing or foundation serving a structure or retaining wall is located closer to the pool than the pool is deep, a compaction report from an approved City of Tracy special inspection agency shall be obtained and submitted to the City for the permanent record of the property. The special inspection report shall be obtained prior to final inspection.

Pool Equipment and Utilities:

1. Remove all pool equipment to grade level and appropriately disconnect/terminate services.
2. Disconnect all electrical components associated with the pool and pool equipment. All abandoned electrical conductors shall be removed completely. Remove pool panel and all junction boxes. Underground conduit may be abandoned in place.
3. Plug all holes left open to active electrical equipment/panelboards with UL listed plugs.

4. Disconnect plumbing pipes and cap abandoned underground gas and circulation piping. Gas piping shall be disconnected and capped at the gas meter/supply. All capped piping must be exposed for inspection.

Final Inspection:

A final inspection shall be requested when the demolition is complete for a full review of the site and approved documents by a Building Inspector. The final inspection should be scheduled after the pool has been appropriately backfilled and graded.

The following documents will be collected at final inspection:

1. Permit with all prior inspections approved
 2. Special inspection daily reports and final report (if applicable)
 3. Construction waste management recycling/diversion results/receipts
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Information and Contacts for Demolition Permitting:

See permit card for all information specific to Development Services and inspection scheduling.

Engineering Division – (209) 831-6460

Contact Development Services for an approved list of special inspection agencies if needed for compaction.

For any questions regarding Demolition permits and inspections, please contact:

Development Services Department – (209) 831-6400 or buildsafe@cityoftracy.org