



POOL DEMOLITION PROCEDURE

Town of Atherton
Building Department
80 Fair Oaks Ln
Atherton, California 94027
Phone: (650) 752-0560
Inspection requests:
(650) 752-0542

The following items, depending on the actual project, must be provided to the Building Department at the time of plan check submittal. Incomplete plans may be returned as incomplete without review. All documents must be submitted to [The Building Department ePlan Submittal Portal](#).

For Submittal:

- _____ Building Permit Application
- _____ Contractor needs a Town of Atherton [Business License](#) (needed to pick up)
- _____ Provide plot plans indicating the location of the abated area with existing set-backs to property lines and to other adjacent remaining structures (e.g. pools, detached garages, septic tanks, etc) clearly specified.
- _____ Copy of the Sewer District permit to drain the pool or documentation from an accredited lab that the pool has been treated and the total chlorine residual concentration in the discharge shall not exceed 0.019 mg/L.
- _____ [Grading Checklist](#) completed if disturbed area is over 2500 S.F.
- _____ A [Construction and Demolition Diversion Recycling](#) – Complete the Demolition Debris Estimator Sheet to determine the required recycling deposit. A deposit may be assessed based on the square footage and the scope of the project. This deposit is collected at the time of permit issuance.
- _____ [Construction Operation and Parking Plan](#) (See the handout “Construction, Operations and Parking Plans” at <http://www.ci.atherton.ca.us/building.html>)
- _____ [Tree Protection Plan](#) which normally also includes the haul road/path to ensure no root damage will occur on protected trees. (Required tree protection must be installed and inspected by the City Arborist prior to permit issuance.
- _____ Include a demolition, drainage and compaction plan, and a completed [special inspection form](#) designating the supervising engineer or special Inspection agency that will conduct the backfill compaction observation and provide a compaction report to the Building Division declaring “the abated area as a “buildable” area and verify that the in-place dry density of the compacted fill is not less than 90 percent of the maximum dry density at optimum moisture content determined in accordance with ASTM D 1557.”

Prior to Permit Issuance:

1. The Town Arborist must visit the site to determine compliance with the requirements of the COP Plan and Tree Protection Plan – Arborist Inspection Phone number: 650-752-0526.
2. A “pre-demolition” inspection must be scheduled. The Building Inspector will visit the site to determine compliance with Pool demolition requirements and verify that the Construction Fencing has been installed screening the project from the public way and the gas & electric has been cut as close to the meter as is practical.

After Permit Issuance:

3. The final inspection will be when the pool is completely filled. The final special inspection compaction report will need to be provided to the inspector during this inspection.