



POOL AND SEPTIC TANK REMOVAL

THESE REQUIREMENTS APPLY TO BUILDING PERMITS SUBMITTED ON OR AFTER JANUARY 1, 2023

BUILDING DIVISION REQUIREMENTS

A demolition permit is required for the removal of all pools or underground septic tanks. Permits are required prior to the demolition work. Following is a listing of the general requirements based on the 2022 California Building Code, 2022 California Residential Code, and 2022 California Plumbing Code. This brochure is intended to provide general information, contact the Building Safety Division for any questions or additional information.

- Swimming pools shall be drained to the sanitary sewer clean out. Swimming pools shall not be drained to street, gutter, or storm drain. If the property is on a septic system and there is no sanitary sewer clean out, contact the Environmental Services Department at (408) 730-7270 for guidance.
- If the shell of the pool or septic tank is to remain, a minimum of four holes (each a minimum 1' in diameter) shall be drilled into the bottom of the pool floor or septic tank (one of the holes shall be at the deepest point).
- The pool or septic tank 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.
- All gas, water, and sewer lines to the pool 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 equipment, including the breaker in the electrical panel, shall be removed.
- If a structure is to be constructed above or near the filled area, a geotechnical report/letter prepared by a soils engineer will be required.

PERMIT PROCESS

Building Permit Review

Building permits for most pool removals are available online at [eOne-Stop Portal](#) can also be obtained at the One-Stop Permit Center which is open between the hours of 8 a.m. to 12:30 p.m. and 1 to 5 p.m.

Inspections

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

Building Permit Application Requirements

- A completed Building Permit Worksheet application (available at the One-Stop Permit Center or on-line at [Sunnyvale.ca.gov](#)) - *only one copy of this item needed.*
- An approval letter from the Homeowner's Association (if applicable).
- Site plan showing the location of the pool or septic tank to be removed.
- Fee _____