



Pool demolition - Permit application and submittal guidelines

All the following documentation and/or information should be uploaded to the Self-Service Portal when applying for a Pool demolition.

The required forms can be downloaded from the [FORMS and RESOURCES](#) area on the Building and Permitting Department webpage.

1. A completed Building Permit Application.
2. A survey or site plan showing the location of the pool.
3. A Notice of Commencement if valuation costs exceed \$5000.00.
4. Provide verification that chlorine chemicals have been removed from the pool water prior to draining the pool.

The following steps must be executed after the review of the permit is approved and before the issuance:

1. Install erosion control/silt fencing around the area of demolition
2. Schedule the Arborist inspection at (407)599-3237 option #0.
3. The pool water must be drained over land slowly to remove any remaining pollutants or chemicals before reaching the City's stormwater system in a manner that will not cause flooding of the roadway or impede traffic between 9 PM to 6 AM only.
4. Remove the upper edges of the pool to a minimum of 18" below the finish grade.
5. Cut a 24" x 24" minimum hole into the bottommost section of the pool.
6. Schedule the Pre-demolition Engineering inspection at (407)599-3237 option #0.

After the permit is issued, the following steps must be executed to complete the permit:

7. Backfill the pool with clean fill dirt, compact and grade the soil to prevent stormwater runoff onto neighboring properties.
8. Install sod or an approved method of stabilization over the compacted fill.
9. Schedule the Engineering Final Inspection.