



# POOL DEMOLITION

Updated  
08/2023

**Physical Address:**

Auburn City Hall Annex, 2<sup>nd</sup> Floor  
1 E Main St

**Mailing Address:**

25 W Main St  
Auburn, WA 98001-4998

**Webpage & Application Submittal:**

[www.auburnwa.gov](http://www.auburnwa.gov)  
[applications@auburnwa.gov](mailto:applications@auburnwa.gov)

**Phone and Email:**

Phone: (253) 931-3090  
[permitcenter@auburnwa.gov](mailto:permitcenter@auburnwa.gov)

*A demolition permit is required for the removal/decommission of all pools.*

## STEP 1: POOL DEMOLITION REQUIREMENTS

### POOL DISCHARGE:

- ☐ Swimming pools/spas shall not be drained to the following: A septic system or nearby bodies of water (i.e., creeks, streams, lakes, ponds, or wetlands). **Pool water may be discharged to the public drainage system if the following dechlorination process is followed:**
- ☐ **Dechlorinated Swimming Pool Discharges:** Discharges shall be dechlorinated to a concentration of 0.1 ppm or less, as determined by colorimetric chlorine test kit; pH-adjusted to within the range of 6.5 to 8.5 pH units as determined by use of a calibrated pH meter or narrow range pH indicator paper with a resolution not greater than  $\pm 0.5$  standard units; and volumetrically and velocity controlled to prevent resuspension of sediments in the public storm drainage system, as determined by visual inspection. (ACC 13.48.210.A.2)
- ☐ **Prior to discharge**, please provide the results of the colorimetric test to the Erosion Inspector at the "Erosion Initial" inspection. (See step 4 below)

### POOL DEMOLITION:

- ☐ If the shell of the pool is to remain, a minimum of 4 holes (min. 1' in diameter each) shall be drilled into the bottom of the pool floor. (Note: at the deepest point a 24x24" size hole is required)
- ☐ Pool coping shall be removed to a minimum depth of 18" below the finished grade (not required)

### POOL FILL-IN:

- ☐ Exposed soils that will not be built on shall be permanently stabilized to prevent erosion and complete the erosion control portion of the permit.
- ☐ If the site is to be built on, a certified geotechnical report or letter prepared by a State of Washington Soil Engineer is required.
- ☐ Backfill shall not include debris, including landscaping trimmings, yard waste, etc.... to ensure proper drainage. Clean fill dirt or crushed rock (3/4"-1 1/2" in size) for a min. of 12" deep at the bottom and then clean fill, or other approved material can be added on top to match adjacent grade.

### EQUIPMENT REMOVAL:

- ☐ Removal of all above ground pool plumbing, including pumps and heaters is required. All gas, water and drain lines to the pool shall be securely capped off with an approved fitting.
- ☐ Please note any conversion of the existing electrical system for a different use, will require a separate permit from Labor & Industries to determine that the conversion is electrically safe. All electrical shall be removed.



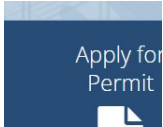
L&I issues all [electrical permits](#) for properties located within Auburn city limits. For more information call **206-835-1000** or [tukwila@lni.wa.gov](mailto:tukwila@lni.wa.gov).

## STEP 2: APPLY FOR A DEMOLITION PERMIT



We now accept applications via [MyBuildingPermit.com](https://mybuildingpermit.com)

To apply for your demolition, permit please visit: [Welcome to MBP | MBP \(mybuildingpermit.com\)](https://mybuildingpermit.com)



Click this link on the homepage. If you are a first-time user you will be prompted to create an account. After account creation log in to the portal will be available.

### Select Jurisdiction

Jurisdiction

Auburn

### Application Information

Application Type

## STEP 3: SUBMIT PLANS & PAY FEES

An option to upload all plans will be available at the end of your application process on MyBuildingPermit.com

Please submit the following:

- ☐ **Site Plan:** [Residential Site Plan Example](#)
- ☐ **Pool Demolition plan, including scope of work.**
- ☐ **Geotechnical reports or supporting criteria (if applicable)**

Once the plans are approved by City Staff, a Permit technician will contact you with the next steps in obtaining your permit.

## STEP 4: SCHEDULE A CITY INSPECTION

1. **EROSION INITIAL:** A pre-construction/erosion control inspection shall be scheduled prior to the start of construction and after all temporary erosion control measures (BMP's) have been installed. Please provide the colorimetric PH test results at this inspection.

For more information on erosion control measures (BMP's), please contact the **Stormwater Management Inspector at: 253-931-3000.**

2. **"OTHER" INSPECTION:** An "in-progress" or "other" inspection type shall be scheduled to verify holes along the pool floor have been drilled (if applicable to the project) and before the pool is filled in.

3. **EROSION FINAL:** An erosion final inspection shall be completed by our Storm Department, after all work is completed, exposed soils have been stabilized, and erosion measures have been completed. (Note: this can be requested concurrently with a "Final" inspection from the Building Department.)

4. **FINAL INSPECTION:** A final inspection shall be scheduled, after all work is completed to verify grade and confirm stabilization measures have been met per the approved plans.

## HOW TO SCHEDULE AN INSPECTION:



Inspection requests should be made via [MyBuildingPermit.com](https://inspection.mybuildingpermit.com/)

Scheduling your inspection online via MyBuildingPermit.com (MBP) is convenient, easy, and available 24-hrs a day. Inspections scheduled through MBP can be made two weeks in advance, up until 6AM, the morning of. Inspections scheduled through MBP are added directly to the schedule and are guaranteed to be accommodated no later than the following day.

### HOW TO REQUEST AN INSPECTION:

1. Simply follow this link: <https://inspection.mybuildingpermit.com/>
2. Select Auburn as the jurisdiction
3. Search by permit number or address
4. Select your permit
5. Select the type of inspection, date, contact information and add any specific instructions for your project.
6. Plans and permit documentation shall be on-site and available for the inspector on the day of inspection.

## QUESTIONS??

**Permit processing questions:** Permit Center Main Line: **253-931-3020 option 1**  
[Permitcenter@auburnwa.gov](mailto:Permitcenter@auburnwa.gov)

**Plan review code questions:** Community Development: **253-931-3020 option 2**  
[building@auburnwa.gov](mailto:building@auburnwa.gov)

**Building inspection questions:** Building Inspectors: **253-931-3020 option 3**  
[inspections@auburnwa.gov](mailto:inspections@auburnwa.gov)

**Stormwater management questions:** **253-931-3000**

For more information on erosion control methods see our [Erosion and Sediment Control for Small Projects](#) handout.