1. Obtain a Demolition permit from the Building and Safety Department. **NOTE:** You will need a site/plot plan showing pool/spa dimensions and setbacks from property lines and other structures on the property.

2. Break out and remove a 3ft square section of the bottom at each end of the pool.

3. Remove the coping and the bond beam around the perimeter of the pool to 12” below grade.

4. Remove and cap all electrical, gas and water line to main service.

5. Call for an inspection of the work performed to this point. **DO NOT BACK-FILL** with any materials until the Building Inspector has authorized you to proceed.

6. Re-establish proper drainage: (2% from building or 1% to an approved disposal area)

7. A soil compaction report, certifying a compaction of 90/95% will be required at the time of final inspection **ONLY** if future building or structure is to be built directly above the abandoned swimming pool location.

8. **NOTE:** Back fill material shall consist of clean soil or gravel.