



## Planning Building & Department

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### POOLS & SPAS

#### **Process:**

For demolition and construction of pools and spas, please come in during the City's Planning Counter hours, Monday – Friday, 12-5 PM, to speak with the planner-on-duty.

- **Demolition and new construction of pools and spas on infill properties:**  
If the demolition or new pool/spa construction includes off-haul of dirt and/or debris, the planner-on-duty will review the quantity of off-haul with the City Engineer to determine if an encroachment permit is required (see below). Once the City Engineer approves the plans, the planner-on-duty will provide a permit for the applicant to submit to the Contra Costa County Building Inspection Department ("CCCBID"). GreenHalo Waste Management plans are typically not required.
- **New pools and spas on properties in the Hillside Overlay District:**  
In addition to the process listed above, the planner-on-duty will review manipulation of grade and off-site visibility per [Chapter 6-20](#) (Hillside Regulations) with the Zoning Administrator to determine whether the proposed pool/spa will require further review.
- **New pools and spas on properties with Creek Setbacks:**  
No permanent structures are permitted within [creek setbacks](#), including pools and spas.
- **Encroachment Permits:** May be required for off-haul of dirt and/or debris to ensure that truck traffic does not damage the road, to be determined by the City Engineer.

#### **Submittal Requirements:**

- Site Plans (3 Sets) should include the following:
  - Property address and parcel number,
  - North arrow and scale,
  - Square footage of impervious surfaces, pool dimensions, cut & fill calculations, cubic yards of off-haul, truckloads of dirt/debris, and path of travel/roads.
  - All CCCBID requirements, including building code setbacks.

#### **Fees:**

The City will calculate and charge fees for pools and spas based on net increase of [impervious surfaces](#). If the project is subject to a Hillside Development Permit or Grading Permit, application fees will be required.

Please contact [other agencies](#) directly to determine what fees may apply to your project, as each entity has a separate fee schedule.

#### **Other Agencies:**

##### **Central Contra Costa Sanitary District (CCCSD)**

Please check in with the CCCSD directly to determine what permits are required. Water drained from pools requires a discharge permit from [CCCleanwater.org](http://CCCleanwater.org) or [CentralSan.org](http://CentralSan.org).

##### **Contra Costa County Building Inspection Department (CCCBID)**

Please check in with the CCCBID directly for California Building Code requirements for setbacks, safety features, and submittal requirements.