



ADMINISTRATIVE MANUAL
COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
BUILDING AND SAFE DIVISION

AM J103
Article 1
10-26-09
Page 1 of 3

The purpose of this AM is to establish the requirements for the backfilling of existing residential or commercial swimming pools or spas. The method of backfilling approved by Building and Safety depends on the intended future use of the fill by the applicant at the time the application is filed

A pool or spa may be backfilled with engineered fill suitable for the support of footings of a new structure at a future date (Item I) or the pool or spa shell may be left in-place and backfilled with uncertified fill (Item II). In both cases, a permit is required.

I. BACKFILLING WITH STRUCTURAL COMPACTED FILL

Requirements for Placement of Engineered Fill: In accordance with Section J107 of Appendix J of the 2008 Los Angeles County Code, all material used to backfill swimming pools or spas shall be approved compacted fill, and compacted to a minimum of 90 percent relative compaction in accordance with ASTM D 1557. Such fill shall be tested for relative compaction by an accredited soils testing agency recognized and approved by Building and Safety (B&S).

A final compaction report prepared by a licensed civil or geotechnical engineer shall be submitted to B&S for review and approval prior to the Building Inspector granting approval of any fill. The following steps shall be followed when backfilling with structural compacted fill,

1. A site/plot plan showing pool/spa dimensions and setbacks from property lines and other structures on the property
2. A grading permit shall be issued indicating that the pool/spa fill is compacted. The grading permit fee shall be based on the total amount of cubic yards of fill (no plan check fee will be charged). In cases where the fill amount data is not available, the grading permit fee shall be based on 50 cubic yards,
3. A demolition permit must be issued (The demolition permit is in addition to the grading permit outlined above and is necessary for tax assessment purposes).
4. Permit technicians must enter pertinent information in DAPTS, on the job jacket, and on house numbering map.
5. Applicants must clearly indicate on the application the source of the dirt, to ensure that no unpermitted or improper grading operations are being conducted on site for the purpose of obtaining the needed dirt to fill the pool or spa.
6. The pool or spa shell shall be removed from the site upon soils engineer recommendation. The pool or spa may remain, upon review and approval by B&S, if the engineer recommends the location and percentage of the pool's bottom to be broken to allow for drainage.
7. If a bond beam is being demolished, concrete debris must not be placed within the pool's fill material
8. The bottom of the pool or spa shall be inspected and approved by the soils engineer and B&S prior to placing of the compacted fill.
9. Existing gas/plumbing lines shall be properly capped, electrical wiring for pool equipment and pool lighting must be disconnected and removed.

- 10 Note on approved site plans that "Foundation for any newly proposed structure shall not be poured prior to approval of the final compaction report by B&S and issuance of applicable permits"
- 11 B&S shall be notified when the grading operation is ready for each of the following inspections.
 - a. Bottom/excavation inspection
 - b. Final inspection

II. BACKFILLING WITH UNCERTIFIED FILL AND LEAVING THE POOL OR SPA SHELL IN PLACE


Conditions of Approval. Leaving the pool or spa shell in-place and backfilling with uncertified fill may be allowed in self-contained areas where the fills are not to be used to support buildings or structures and no hazard will be created by this activity as determined by B&S.

The following steps shall be followed.

- 1 A site/plot plan showing existing pool/spa dimensions and setbacks from property lines and other structures on the property
2. A grading permit shall be issued indicating that the pool/spa fill is uncertified. The grading permit fee shall be based on the total amount of cubic yards of fill (no plan check fee will be charged), In cases where the fill amount data is not available, the grading permit fee shall be based on 50 cubic yards.
3. A demolition permit must be issued (The demolition permit is in addition to the grading permit outlined above and is necessary for tax assessment purposes).
4. Permit technicians must enter clear information in DAPTS, on the job jacket, and on house numbering map that the pool/spa fill is un-compacted and not suitable for buildings.
5. File the site plan in the job jacket and place a note on the job jacket as well as DAPTS stating "Restricted area on site, not suitable for Building".
- 6 The existing pool or spa shall not be located on ground sloping steeper than 10 percent. In the event that the pool is located on ground sloping steeper than 10 percent, then the backfilling procedures in Item I of this AM (backfilling with structural compacted fill) shall be followed
- 7 Applicants must clearly indicate on the application the source of the dirt, to ensure that no unpermitted or improper grading operations are being conducted on site for the purpose of obtaining the needed dirt to fill the pool or spa
8. The plot plan shall have the following notes:
 - Provide a minimum of three drainage holes, a minimum of 24 inches in diameter, in the bottom of the pool/spa, a maximum of 8 feet apart to facilitate drainage, At least one hole shall be located in the deepest section of the pool shell.
 - Backfill material shall consist of clean soil or gravel.
 - Inspection and approval for all drainage holes by B&S is required prior to placement of any fills.
9. The backfilled area shall be used for landscaping purposes only

- 10 A "Covenant for A Restricted Use Area Regarding Maintenance of Uncertified Pool/Spa Fill" form (Attachment A) as provided by B&S must be completed. Approval of the document must be obtained from B&S prior to filing with the County Recorder After the covenant is recorded; a certified copy of the covenant must be provided to B&S by the applicant prior to the issuance of any demo or grading permits.
- 11 Existing gas/plumbing fines shaft be properly capped; electrical wiring for pool equipment and pool lighting must be disconnected and removed
- 12 If a bond beam is demolished, the concrete debris from the bond beam may be placed in the bottom of the pool to facilitate drainage, provided however, no concrete debris less than 6" in diameter, including coping, are placed within the required drainage holes.
- 13 B&S shaft be notified when the grading operation is ready for each of the following inspections.
 - a. Bottom inspection after required drainage holes have been made and prior to placement of any fill
 - b. Final Inspection.

WRITTEN BY:




 MAZEN DUDAR
 Senior Civil Engineer

APPROVED BY:

REVIEWED/RECOMMENDED BY.



 HAGGAN ALAMEDDINE
 Chief Engineer



 RAJ OATEL
 Superintendent of Building

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Replaces AM J103 dated 04-27-09

Attach.

RECORDING REQUESTED BY AND MAIL TO:

City Clerk
City of La Cañada Flintridge
One Civic Center Dr.
La Cañada Flintridge, California 91011

Space above this line is for Recorder's use

COVENANT FOR A RESTRICTED USE AREA
REGARDING MAINTENANCE OF UNCERTIFIED POOL/SPA FILL

Pursuant to Section 110 of the County of Los Angeles Building Code, Title 26, the defined area as shown on the attached Exhibit is recorded as A RESTRICTED USE AREA. This area shall remain clear of any future construction unless approved by the Building Official. The purpose of which is to identify uncertified pads and grading on the property

The undersigned hereby certify that (I am) (we are) the owner(s) of real property located in the County of Los Angeles, State of California that is hereinafter legally described (as follows, on the attached exhibit(s))

LEGAL DESCRIPTION:

LOT _____ BLOCK _____ TRACT _____ ASSESSOR'S ID# _____
as recorded in BOOK _____ PAGE _____, Records of Los Angeles County

This property is located and known as the following ADDRESS: _____
This covenant and agreement is executed as a condition of approval from the County of Los Angeles, Department of Public Works, Building and Safety Division

I am (We are) fully aware that an existing pool or spa shell was left in-place and backfilled with uncertified fill on this site (SEE ATTACHED PLOT PLAN FOR LOCATION). Furthermore, I am (we are) fully aware that uncertified fills are not to be used to support buildings or structures. As a condition of the approval granted by the County of Los Angeles Building and Safety Division, I (we) agree to use this area only for open space and not for any Building or structural support.

This covenant and agreement shall run with all of the above described land and shall be binding upon ourselves, and future owners, encumbrances, their successors, heirs or assignees and shall continue in effect until released by the authority of the Building Official of the County of Los Angeles upon submittal of request, applicable fees and evidence that this covenant and agreement is no longer required by law

I (we), _____, hereby certify that I (we) am (are) the legal owner(s) of
(Legal Name of Property Owners)

Property indicated above, and as such owners for the mutual benefit of future purchasers, their heirs, successors, and assigns, do hereby fix the following protective conditions to which their property, or portions thereof, shall be held, sold, and/or conveyed.

Owner(s): By _____ Date: _____
By _____ Date: _____

STATE OF CALIFORNIA, COUNTY OF _____ on _____, 20____ before me,
_____, personally appeared _____, who proved to me the
(Name and Title of the Officer) (Name of Signer)

basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signatures(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.
Signature _____
(Signature of Notary Public)

FOR DEPARTMENT USE ONLY:

MUST BE APPROVED BY CITY OF LA CANADA FLINTRIDGE BUILDING & SAFETY DIVISION PRIOR TO RECORDING

APPROVED BY _____ Date _____
(Print Name) (Signature)