

Information and Instructions
for Obtaining a

**Fats, Oils, and Grease
Wastewater Discharge Permit for
Owners of Commercial Properties
with Multiple Food Service
Establishments**



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I. FATS, OILS, AND GREASE WASTEWATER DISCHARGE PERMIT PROGRAM

- The Orange County Sanitation District (OCSD) administers a Fats, Oils, and Grease (FOG) Source Control Program to protect the public and the environment through the regulation of wastewater discharges from Food Service Establishments.
- A permit program is implemented to limit the discharge of FOG from Food Service Establishments by establishing prohibitions, self-monitoring, and reporting requirements.

II. PERMIT REQUIREMENTS FOR DISCHARGING WASTEWATER FROM FOOD SERVICE ESTABLISHMENTS

- OCSD's *Fats, Oils, and Grease Ordinance* (FOG Ordinance) requires Food Service Establishments that desire to discharge wastewater to the sewer system to apply for a FOG Wastewater Discharge Permit (permit).
- All Food Service Establishments requiring a permit to discharge directly into OCSD's sewerage facilities must file an application and pay the applicable fees pursuant to Sections 3.1 and 3.4 of OCSD's FOG Ordinance.

III. ENTITIES THAT REQUIRE A FOG WASTEWATER DISCHARGE PERMIT

- Permits are required for Food Service Establishments within the jurisdictional boundaries of OCSD, operating in a permanently constructed structure that is maintained, used, or operated for the purpose of storing, preparing, serving, or manufacturing, packaging, or otherwise handling food for sale to other entities, or for consumption by the public, its members or employees, and which has any process or device that uses or produces FOG, or grease vapors, steam, fumes, smoke or odors that are required to be removed by a Type I or Type II hood, as defined in the California Uniform Retail Food Service Establishments Law (CURFFL) Section 113785.
- Permits may be required for owners, or their official designee(s), of commercial properties with Food service Establishments who are responsible for the installation and maintenance of the grease interceptor serving multiple Food Service Establishments that are located on a single parcel.

IV. FACILITIES EXEMPT FROM OBTAINING A FOG WASTEWATER DISCHARGE PERMIT

- Establishments engaged in limited food preparation are not considered as Food Service Establishments and are exempt from obtaining a permit. Limited Food Preparation Establishments are typically engaged only in reheating, hot holding or assembly of ready to eat food products and as a result, there is no wastewater discharge containing a significant amount of FOG. A Limited Food Preparation Establishment does not include any operation that changes the form, flavor, or consistency of food.

V. PENALTIES FOR DISCHARGING WITHOUT A VALID FOG WASTEWATER DISCHARGE PERMIT

Facilities discharging without a valid permit are subject to the following penalties:

- **Civil Penalties.** Pursuant to the authority of California Government Code Sections 54739 - 54740, any person who violates any provision of OCSD's FOG Ordinance shall be liable civilly for a sum not to exceed \$25,000 per violation, for each day in which such violation occurs. Pursuant to the authority of the Clean Water Act, 33 U.S.C. Section 1251 et seq., any person who violates any provision of OCSD's FOG Ordinance shall be liable civilly for a sum not to exceed \$25,000 per violation, for each day in which such violation occurs. Pursuant to California Government Code Sections 54740.5 and 54740.6, the OCSD may impose administrative fines up to the greater of \$5,000 per day or \$10 per gallon for discharge violations.
- **Criminal Penalties.** Any person who violates any provision of the OCSD's FOG Ordinance is guilty of a misdemeanor, which upon conviction is punishable by a fine not to exceed \$1,000, or imprisonment for not more than thirty (30) days, or both. Each violation and each day in which a violation occurs may constitute a new and separate violation of OCSD's FOG Ordinance and shall be subject to the penalties contained herein.

VI. MAINTAINING A VALID FOG WASTEWATER DISCHARGE PERMIT

An approved permit is no longer valid if any one of the following occurs:

- The permittee has undergone a change in ownership.
- Permit has expired.

Permits issued under the FOG Ordinance are for a specific user at a specific location. A new permit application must be filed when there is a change in ownership. Permits are not transferable. Upon expiration of the permit, a permit renewal application must be submitted.

VII. PERMIT CONDITIONS AND REQUIREMENTS FOR OWNERS OF COMMERCIAL PROPERTIES WITH FOOD SERVICE ESTABLISHMENTS

A permit contains all of the following conditions or limits:

- Limitations on discharge of FOG that may accumulate and/or cause or contribute blockages in the sewer system or at the lateral which connects the Food Service Establishment to the sewer system.
- Requirements for proper maintenance of grease interceptors based on specified frequency and schedule, keeping maintenance logs and wastehauling records, and periodic submission of Grease Interceptor Wastehauling Reports.
- Additional requirements as otherwise determined to be reasonably appropriate by the FOG Control Program Manager to protect OCSD's sewer system or as specified by other Regulatory Agencies.
- Other terms and conditions, which may be reasonably applicable to ensure compliance with the FOG Ordinance.

A permit contains the following prohibitions:

- Introduction of any additives into a Food Service Establishment's wastewater system for the purpose of emulsifying FOG or biologically/chemically treating FOG for grease remediation or as a supplement to interceptor maintenance, unless a specific written authorization from the FOG Control Program Manager is obtained.
- Discharge of any waste including FOG and solid materials removed from the grease control device to the sewer system. Grease removed from grease interceptors shall be waste hauled periodically as part of the operation and maintenance requirements for grease interceptors.
- Operation of grease interceptors with FOG and solids accumulation exceeding 25% of the design hydraulic depth of the grease interceptor (25% Rule).

VIII. FOG WASTEWATER DISCHARGE PERMIT DURATION AND RENEWALS

- Permits are normally issued for a period of two (2) years. The permittee must apply for renewal of the permit in accordance with the provisions of OCSD's FOG Ordinance, at least 60 days prior to the expiration of the permit, if the permit holder wishes to renew the permit.

IX. FOG WASTEWATER DISCHARGE PERMIT FEE

- The permit fee is \$200 for a 2-year permit duration.
- The permit fee must be paid at the time a permit application is submitted for the issuance of a new permit. No permit application will be processed prior to payment of the permit fee.

X. FACILITIES REQUIREMENTS FOR OWNERS OF COMMERCIAL PROPERTIES

- **Grease Interceptor Requirements** - Permittees are required to pretreat their wastewater using grease interceptors. Permittees required to provide FOG pretreatment shall install, operate, and maintain an approved type and adequately sized grease interceptor necessary to maintain compliance. Grease interceptor sizing and installation shall conform to the current edition of the Uniform Plumbing Code as adopted for use by the local city or county. Refer to Appendix C for more detailed information.
- **Grease Interceptor Maintenance Requirements** - Grease Interceptors shall be maintained in efficient operating condition by periodic removal of the full content of the interceptor which includes wastewater, accumulated FOG, floating materials, sludge and solids. All existing and newly installed grease interceptors shall be maintained in a manner consistent with a maintenance frequency approved by the FOG Control Program Manager.

XI. APPLYING FOR A FOG WASTEWATER DISCHARGE PERMIT

1. Complete the **Application for FOG Wastewater Discharge Permit**. Detailed instructions on how to fill out the permit application are provided in **Appendix A** of the information brochure.
2. Fill out the **FOG Permit Application Package Check List** provided to ensure that all requirements have been completed. This must be submitted with your application.
4. Submit all the above requirements. The permit fee for \$200 must be enclosed. **The complete package must be returned to:**

**Orange County Sanitation District
P.O. Box 8127, Fountain Valley, CA 92728-8127.
Attn: FOG Program Permitting, Div. 640**

NOTE: OCSD will not process the permit application if any of the above requirements are either missing or incomplete. Please make sure that all information required is

complete to avoid any delays in the issuance of the permit. Discharging wastewater from a Grease Interceptor without a valid permit is a violation of OCSD's FOG Ordinance and may be subject to fines and penalties.

XII. WHERE TO GET ADDITIONAL INFORMATION

- Should you have questions on how to fill out the permit application or on how to comply with the permit application requirements, please contact the following:

Tom Gaworski

Principal Environmental Specialist

Phone: (714) 593-7422

E-mail: tgaworski@ocsd.com

or

Merrill Seiler

Principal Environmental Specialist

Phone: (714) 593-7436

E-mail: mseiler@ocsd.com

XIII. PERMIT APPLICATION REVIEW AND EVALUATION PROCESS

- A comprehensive review and evaluation will be conducted to identify any submittal deficiencies.
- If all requirements are satisfied, the Permit will be issued within approximately three weeks after receipt of the application.

APPENDIX A
SPECIFIC INSTRUCTIONS TO FILL OUT A
FOG WASTEWATER DISCHARGE PERMIT APPLICATION

Clearly print or type the information requested and return the signed original to OCSD. All questions must be answered. **DO NOT LEAVE BLANKS.** If the question is not applicable, indicate "N/A" on the form.

LINE A Enter the Applicants official or legal name.

LINE B Provide the address (physical location) of the Food Service Establishment where wastewater is being discharged.

LINE C Enter the Food Service Establishment's contact information for the Owner, General Partner or Chief Executive Officer, including name, title, street address, city, state, zip code, phone number and fax number.

LINE D Enter the name of the Designated Representative and Signatory who has been authorized by the corporate officer, general partner, or proprietor to be responsible for receiving notices and signing all correspondence and reports. Provide the title, address, phone number, and fax number of the owner, partner, or chief executive officer. **Note that all correspondence, permit, and notices from OCSD will be sent to this person.** The Designated Representative and Signatory is defined as follows:

1. A responsible corporate officer, if the business is a corporation. For the purpose of this paragraph, a responsible corporate officer means:
 - A. a president, secretary, treasurer, or vice-president of the corporation in charge of a principal business function, or any other person who performs similar policy- or decision-making functions for the corporation, or
 - b. the manager of one or more manufacturing, production, or operation facilities employing more than 250 persons or having gross annual sales or expenditures exceeding \$25 million (in second-quarter 1980 dollars), if authority to sign documents has been assigned or delegated to the manager in accordance with corporate procedures.
2. A general partner or proprietor if the business is a partnership or sole proprietorship respectively.
3. A duly authorized representative of the individual designated in paragraph (1) or (2) of this section if:
 - a. the authorization is made in writing by the individual described in paragraph (1) or (2);
 - b. the authorization specifies either an individual or a position having responsibility for the overall operation of the facility from which the wastewater discharge originates, such as the position of a manager, or a position of equivalent responsibility for environmental matters for the company; and
 - c. the written authorization is submitted to OCSD.

LINE E Enter the grease interceptor capacity in gallons.

LINE F Enter the names of all food service establishments connected to maintained grease interceptors.

LINE G The permit application must be signed and dated by the Owner, a General Partner, or Chief Executive Officer identified in Line C.

LINE H Provide the name, address, phone number, and e-mail of the person that OCSD can contact if there are questions regarding the permit application.