



Company Name: \_\_\_\_\_

G. Billing Address  Same as above

Name: \_\_\_\_\_

Address: \_\_\_\_\_

(Street)

(City)

(State)

(Zip Code)

Attention Name \_\_\_\_\_ Phone \_\_\_\_\_

H. Landlord/ Property Owner/ Management Company  N/A

Property Manager/Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

(Street)

(City)

(State)

(Zip Code)

Attention Name \_\_\_\_\_ Phone \_\_\_\_\_

---

### 3. OPERATIONS

A. Give a brief detailed description of the type of business conducted at this location including type of food served and/or processed:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

B. Intended Use of Operations

Bakery  Retail Sales  Other: \_\_\_\_\_

Food Processing  Wholesale Distribution

Food Service/Restaurant  Winery

C. Date operation began/or will begin? (mm/dd/yyyy) \_\_\_\_\_

D. Number of employees Full time \_\_\_\_\_ Part time \_\_\_\_\_

E. Hours of operation \_\_\_\_\_ am/pm to \_\_\_\_\_ am/pm Days per week: S M T W Th F S

F. Is food prepared on site?  Yes  No

If yes, complete 1-3

1. Seating capacity: \_\_\_\_\_ Total number of meals served per day: \_\_\_\_\_

2. Percentage of meals served with washable tableware: \_\_\_\_\_ %

3. Percentage of meals served with **disposable** tableware: \_\_\_\_\_ %

**4. EQUIPMENT**

- A. Number of dishwashers: \_\_\_\_\_
- B. Number of scullery sinks: \_\_\_\_\_
- C. Number of garbage disposals: \_\_\_\_\_
- D. Number of deep fryers : \_\_\_\_\_ Interior tank dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_ Depth \_\_\_\_\_
- E. Number of hot grills: \_\_\_\_\_ Give surface area dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_  
 Broilers:     Yes     No  
 Rotisseries:  Yes     No
- F. Other cooking equipment used: \_\_\_\_\_

**5. GREASE DISPOSAL EQUIPMENT**

*A grease interceptor is a device that is placed in the ground outside of the building. A grease interceptor has two chambers, and typically has a 750 gallon capacity or larger. The device separates and collects oils, grease and solids from the kitchen wastewater and discharges the clarified water to the District’s sewer system. A grease trap is a device that is installed in the facility’s kitchen for the purpose of holding waste grease in the wastewater. YOU ARE REQUIRED TO HAVE EITHER A GREASE INTERCEPTOR OR A GREASE TRAP.*

- A. Grease interceptor:  Yes     No If yes, what size: \_\_\_\_\_ Location: \_\_\_\_\_  
 Grease trap:  Yes     No If yes, what size: \_\_\_\_\_ Location: \_\_\_\_\_

**B. Interceptor Service Information**

*Provide name and address of pumping service:*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**C. How often is grease interceptor pumped or grease trap cleaned:**

- Daily     Monthly     Quarterly     Semi-annually     Annually

**D. A grease/oil rendering service is a service provided by a company to pick up and recycle fats, oils and greases that are usually stored in a rendering barrel provided by the rendering company.**

*Provide name and address of grease/oil rendering service:*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**If you have any questions about this survey, please contact the Utilities Conservation Coordinator at 434-4900.**

Company Name: \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE STATEMENT:** I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based upon my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and/or imprisonment for knowing violations.

\_\_\_\_\_  
NAME – AUTHORIZED REPRESENTATIVE

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
OFFICIAL TITLE

\_\_\_\_\_  
SIGNATURE



# Templeton Community Services District

## Fats, Oils and Grease (FOG) Program

### Grease Trap and Interceptor Selection and Maintenance Guide

#### *Introduction*

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Templeton Community Services District (TCSD) has a mandated Sewer Ordinance that requires establishments engaging in the preparation of food to install approved grease removal devices and conduct regular maintenance of these devices. Appropriate and frequent grease interceptor maintenance can significantly reduce the discharge of fats, oils, and grease (FOG) into the district's wastewater system.

#### *Questions and Answers*

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##### *WHY IS FOG A PROBLEM?*

When FOG enters the sewer system, they coat sewer pipes and cause blockage. This can lead to sanitary sewer overflows (SSOs) which can require costly repairs, temporary closures of your establishment, not to mention certain health hazards. Properly maintained grease removal devices prevent excess FOG and solids from entering the district's sewer system by routing wastewater from fixtures and equipment that may contain FOG through a trap or inceptor to slow the flow of wastewater. This allows the FOG to solidify and float at the top of the device instead of being washed down into the sewer laterals.

##### *WHAT DETERMINES WHETHER I NEED A GREASE TRAP OR GREASE INTERCEPTOR?*

The type of grease removal device required is determined by the number of fixtures or equipment in the facility that discharge grease to the sewer system and the flow from these fixtures. Refer to the "Sizing Worksheets" section of this guide.

##### *WHAT ARE THE REQUIREMENTS AFTER THE GREASE TRAP/INTERCEPTOR IS INSTALLED?*

Food establishments are asked to implement *best management practices (BMPs)* for FOG. Refer to the "Your Restaurant and FOG" brochure to see recommended BMPs. Templeton will require *regular maintenance* of grease trap/inceptors in order to properly protect the District's sewer collection system. A grease trap/inceptor *maintenance log* will be required to be kept to document cleaning intervals. *Receipts* for cleaning interceptors should be maintained and available for review.

##### *WHO PERFORMS MAINTENANCE ON GREASE TRAPS?*

Generally, grease trap maintenance is performed by the maintenance staff, or other employees of a food establishment. Refer to your particular grease trap manufacturer's recommended maintenance procedures. Remember, as the owner, you are ultimately responsible for the

functionality and maintenance of your grease trap, so you may wish to oversee all maintenance procedures.

#### *WHO PERFORMS MAINTENANCE ON GREASE INTERCEPTORS?*

Grease interceptor maintenance and service is usually performed by permitted haulers or recyclers. This maintenance consists of removing all solids and liquids from the grease interceptor and properly disposing of the material in accordance with federal, state, and/or local laws. Remember, as the owner, you are ultimately responsible for the functionality and maintenance of your grease interceptor, so you may wish to oversee all maintenance procedures.

#### *HOW OFTEN DO I NEED TO PERFORM MAINTENANCE ON MY GREASE TRAP OR INTERCEPTOR?*

The required frequency for grease trap and interceptor maintenance depends greatly on the amount of FOG a facility generates as well as any best management practices (BMPs) that your establishment implements to reduce the FOG discharged into the sewer system. A good rule of thumb is to clean out grease traps on a weekly basis and grease interceptors on a monthly basis. Refer to the "Your Restaurant and FOG" brochure to see recommended BMPs.

#### *WHAT FIXTURES OR EQUIPMENT CANNOT BE PLUMBED TO A GREASE INTERCEPTOR?*

Food grinders, dishwashers, and wastes from toilets, urinals, wash basins, and other fixtures containing fecal matter should not be plumbed through the grease inceptor.

#### *WHAT REQUIREMENTS MUST BE MET?*

**New facilities and remodels** must install a grease interceptor (to be approved by TCSD) per the 2007 California Plumbing Code.

**Existing facilities** should install a grease interceptor per the 2007 California Plumbing Code; however, grease traps may be approved by the District due to physical constraints. Multiple units may be used to achieve the intent of the law must be approved by TCSD.

#### *WHAT IS THE APPROVAL AND INSTALLATION PROCESS REQUIREMENTS?*

- **Contact a licensed contractor** to help determine the proper sizing of the grease removal device.
- **Submit your completed Grease Trap/Interceptor Sizing Worksheet with all plan sets**, showing location and size of grease trap to TCSD District Engineer for approval.
- **Apply for a building permit** from the County of San Luis Obispo and provide a copy of the application and receipt for permit fees to TCSD.
- **Install the grease removal device** and obtain inspections from the County per the permit requirements and inspection approval by TCSD representative.
- **Provide a copy of the Building Permit completion (sign-off card)** obtained from the County of San Luis Obispo to verify compliance with grease trap/interceptor installation requirements.

- **Grease Inceptors**

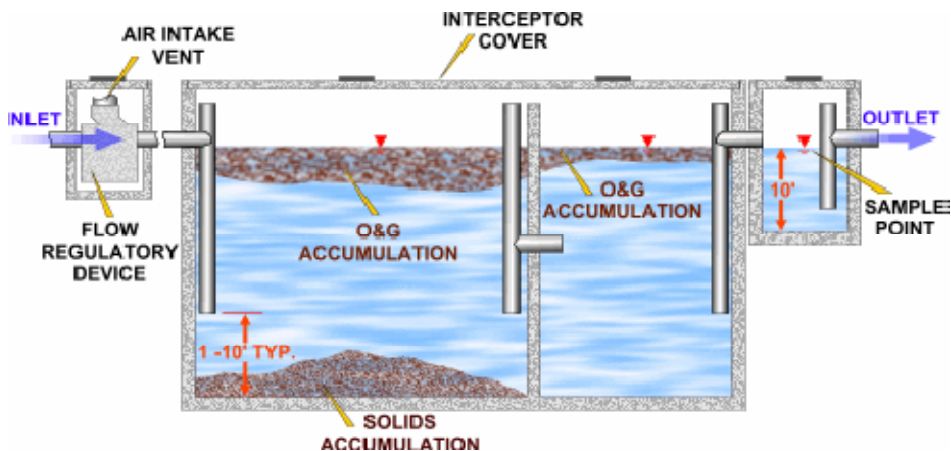
**What is a Grease Inceptor?** Grease inceptors are usually in-ground devices located outside of the building, made of concrete with a minimum capacity of 750 gallons, and are usually configured with multiple chambers. The capacity of the interceptor allows time for the wastewater to cool, allowing the grease time to congeal and rise to the surface. Interceptors are the most efficient method for removing grease.

### Grease Interceptor Maintenance

Grease interceptors will usually be cleaned by a state licensed septic hauler, grease hauler, or recycler. It is recommended that you clean your grease interceptor once a month but is ultimately dependent on the type of establishment, the size of the interceptor, and the volume of flow discharged to the interceptor.

**Proper procedure for grease interceptor maintenance:**

Step 1	Schedule your grease hauler or recycler for cleaning service.
Step 2	Shut of the isolation valve to stop flow to the grease interceptor.
Step 3	Remove lid and dip out any water in the interceptor. Dispose of this water into the sewer system.
Step 4	Remove baffles, if possible.
Step 5	Scoop out the accumulated grease from the interceptor and contain in a watertight container (ex: a 55 gallon drum with lid)
Step 6	Pump out the settled solids and any remaining liquids.
Step 7	Using a putty knife or other applicable tool, scrape sides, lid, and baffles to remove as much grease residue as possible. Dispose of into a watertight container.
Step 8	Replace the baffle and lid.
Step 9	Document your maintenance on your <i>Maintenance Log</i> .



**REMINDER:** DEGREASERS, DETERGENTS, AND WATER EXCEEDING 140 DEGREES SHOULD NOT BE PASSED THROUGH THE GREASE REMOVAL DEVICES.

## Sizing Worksheet

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### Grease Interceptor Sizing Worksheet

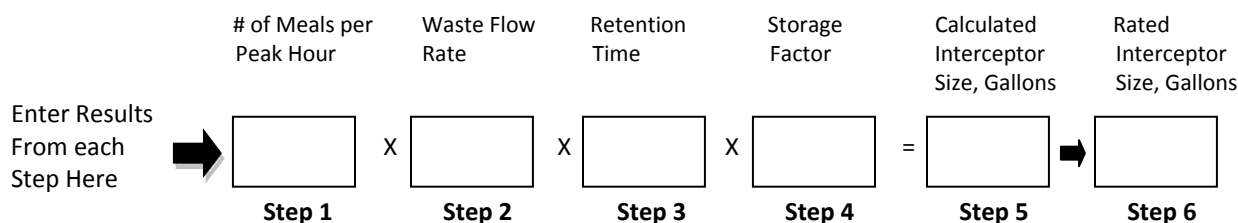
Establishment Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

**Follow these six simple steps to determine the size of your grease interceptor:**



#### Step 1 Number of Meals per Peak Hour (Recommended Formula)

**1**

Seating Capacity		Meal Factor		Meals per Peak Hour
<div style="border: 1px solid black; width: 60px; height: 40px; margin: 0 auto;"></div>	X	<div style="border: 1px solid black; width: 60px; height: 40px; margin: 0 auto;"></div>	=	<div style="border: 1px solid black; width: 60px; height: 40px; margin: 0 auto;"></div>

**Establishment Type**

- |  |      |
|--|------|
| <input type="checkbox"/> Fast Food (45 minutes)      | 1.33 |
| <input type="checkbox"/> Restaurant (60 minutes)     | 1.00 |
| <input type="checkbox"/> Leisure Dining (90 minutes) | 0.67 |
| <input type="checkbox"/> Dinner Club (120 minutes)   | 0.50 |

#### Step 2 Waste Flow Rate (Add all that apply)

**2**

Condition	Waste Flow Rate
<input type="checkbox"/> With a dishwashing machine	6 gallons
<input type="checkbox"/> Without a dishwashing machine	5 gallons
<input type="checkbox"/> Single service kitchen	2 gallons
<input type="checkbox"/> (Disposable dishes and utensils)	
<input type="checkbox"/> Food waste disposer (Grinder)	1 gallon

Total Waste Flow Rate ➔

#### Step 3 Retention Time

**3**

- |                          |           |
|--------------------------|-----------|
| Commercial kitchen waste |           |
| ○ Dishwasher             | 2.5 hours |
| Single service kitchen   |           |
| ○ Single serving         | 1.5 hours |

*(cont'd on next page)*

<b>Step 4</b>	<b>Storage Factor</b>	
	<b>Fully equipped commercial kitchen</b>	
	<input type="checkbox"/> 8-hr operation	1
	<input type="checkbox"/> 16-hr operation	2
	<input type="checkbox"/> 24-hr operation	3
	<b>Single service kitchen</b>	
	<input type="checkbox"/> Single Service Kitchen	1.5

**Step  
5**      **Calculate Hydraulic Capacity**

Multiply the values obtained from steps 1, 2, 3, and 4. The result is the minimum approximate grease interceptor size for this application.

**Step  
6**      **Select Grease Inceptor Size**

Using the approximate required hydraulic capacity from Step 5, select an appropriate size as recommended by the manufacturer. Attach copy of manufacturer specifications.

\*\*Minimum size: 750 gallons

The Sewer Ordinance adopted by Templeton Community Services District requires grease interceptors to be designed sized and designed in accordance with the Uniform Plumbing Code. This Grease Interceptor Sizing Worksheet follows the formula taken from Appendix H of the Uniform Plumbing Code.

**FACTORS AFFECTING GREASE INTERCEPTOR PERFORMANCE:**

- **Velocity of Incoming Water.** The higher the velocity of water coming into the system, the more turbulence there is created. This disrupts the FOG separation process, therefore reducing the efficiency of the grease interceptor.
- **FOG to Water Ratio.** The higher the ration of FOG particles to the water, the lower the efficiency of the grease interceptor.
- **Specific Gravity (Density) of FOG.** The specific gravity of FOG is lower than that of water allowing the FOG to rise to the surface quickly. Food particles having a higher specific gravity that water will accumulate on the bottom of the system and will ultimately pass through the interceptor to the sewer system.
- **Detergents in the System.** Grease-cutting and cleaning detergents will break the liquid grease into very small particles which will allow these undesirable FOGs to pass through the interceptor into the sewer system.
- **Hot Water.** Water exceeding 140 degrees should not be sent through the grease interceptor as it will dissolve grease and pass it through into the sewer system.

## Grease Traps

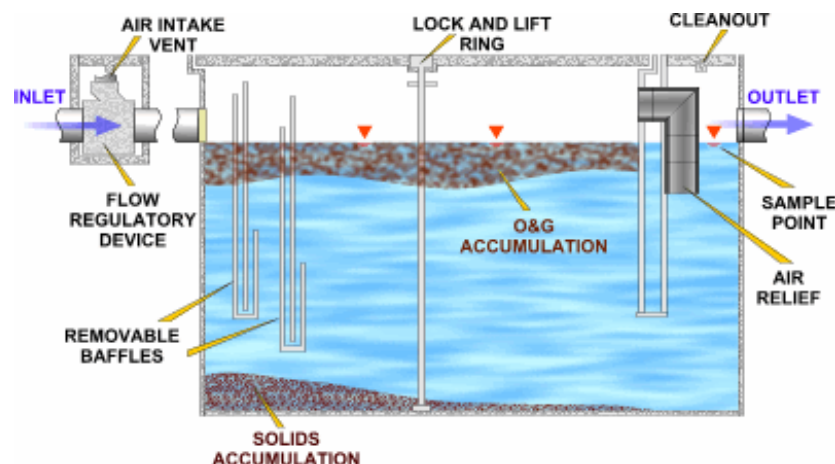
**What is a Grease Trap?** Grease traps are small units usually found inside the building under a sink or near the fixtures discharging grease. Grease traps are usually single chambered devices with baffles inside designed to slow the flow of wastewater allowing the grease to rise to the surface. Their capacities are rated in gallons of flow and pounds of grease they hold. Grease traps are not as efficient at removing grease as an interceptor and require more frequent cleaning in order to properly maintain them and to prevent odors.

### Grease Trap Maintenance

Grease traps are usually maintained by maintenance staff or other employees of the food establishment. Since these units are much smaller than its larger interceptor counterpart, it is recommended that they be cleaned out on a weekly basis.

#### **Proper procedures for grease trap maintenance:**

Step 1	Dip out any water in the trap. Dispose of this water into the sewer system.
Step 2	Remove baffles, if possible.
Step 3	Scoop out the accumulated grease from the interceptor and contain in a watertight container (ex: a 55 gallon drum with lid)
Step 4	Using a putty knife or other applicable tool, scrape sides, lid, and baffles to remove as much grease residue as possible. Dispose of into a watertight container.
Step 5	Contact a hauler or recycler for grease pick-up as your disposal container gets close to being full.
Step 6	Replace the baffle and lid.
Step 7	Document your maintenance on your <i>Maintenance Log</i> .



**REMINDER:** DEGREASERS, DETERGENTS, AND WATER EXCEEDING 140 DEGREES SHOULD NOT BE PASSED THROUGH THE GREASE REMOVAL DEVICES.

## Sizing Worksheet

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### Grease Trap Sizing Worksheet

Establishment Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Email Address: \_\_\_\_\_

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**For a multi-fixture grease trap, the following method may be used for grease trap sizing:**

**1. Calculate the capacity of each fixture.**

Cubic content of each fixture =  $\frac{\text{Length (in)} \times \text{Width (in)} \times \text{Depth (in)}}{231}$  = Capacity in Gallons  
(231 (cubic inches per gallon))

$$\boxed{\phantom{000}} \text{ in} \times \boxed{\phantom{000}} \text{ in} \times \boxed{\phantom{000}} \text{ in} / 231 = \boxed{\phantom{000}} \text{ Gallons}$$

**2. Calculate the flow rate.**

$\frac{\text{Capacity in Gallons}}{\text{Drainage Period in Minutes}}$  = Flow Rate in gallons per minute (gpm)

*Note: The most generally accepted drainage period is one minute. The maximum drainage period allowed is 2 minutes.*

$$\frac{\boxed{\phantom{000}} \text{ gallons}}{\boxed{\phantom{000}} \text{ mins}} = \boxed{\phantom{000}} \text{ gpm}$$

**3. Total flow rate.** Add the gpm requirement for each fixture to arrive at a total flow rate. For fixtures that do not have a calculable volume, ie. water wash hoods, wok ranges (with or without curtain) and pre-rinse stations, allow 10 gpm or the actual flow rate, whichever is greater.

**4. Grease trap capacity.** Use the grease trap table to approximate grease trap capacity. If the maximum flow rate is exceeded from the number of fixtures, the grease trap is to be sized by selecting a device with an appropriate flow rate.

Number of Fixtures	Maximum Rate of Flow (gpm)	Grease Capacity (lbs)
1	20	40
2	25	50
3	35	70
4	50	100



This brochure contains a list of common BMPs that should be reviewed with all current employees on a regular basis and any new hires. The BMPs are easy to implement and will help to reduce the amount of FOG passing through the grease removal device to the sewer lateral and Templeton mains and will also prevent non-storm water discharges.

### BENEFITS:

Both restaurant owners and Templeton will benefit from the BMPs and proper maintenance of grease removal devices. Owners will reduce the possibility of sewer blockages and SSOs frequently caused by FOG that can require costly repairs and possible temporary closures of your establishment. Additionally, less preventative maintenance and fewer SSOs caused by FOG will allow the TCSD Utilities Department to perform other required infrastructure work.

**REMEMBER:** Although you may think the impact of one business is insignificant, the combined pollution of an entire community is monumental!



# Your Establishment and FOG (Fats, Oils, & Grease)



## FOG = Fats, Oil, and Grease



A sewer main coated with grease.

**The Problem:** Excessive fats, oil and grease (FOG) are a serious problem for our sewer system. When

disposed of improperly, they coat sewer pipes and cause blockage in private sewer laterals and in Templeton's sewer mains causing Sanitary Sewer Overflows (SSOs). When an overflow occurs, this untreated and potentially harmful waste flows into our storm drains and waterways.

FOG can also enter storm drains by washing off outdoor surfaces and cleaning grease laden equipment outside. It is important to *contain and recover all water used in washing outdoor surfaces and wash equipment inside.*

Templeton is asking food establishments to implement a training program for all employees that include Best Management Practices (BMPs) to reduce FOG from entering the city's collection system and storm drains.

**Compliance Requirements:** In October 2009, Templeton, in compliance with the state of California, mandated a Sewer Ordinance. Effective November 2009, all establishments engaging in the preparation of food are to install approved grease removal devices and conduct regular maintenance of these devices.

**Templeton Community Services District**  
420 Crocker St.  
PO Box 780  
Templeton, CA 93465  
(805) 434-4900  
Fax: (805) 434-4820

BMPs	Reason	Benefits
<b>General Best Management Practices (BMPs) for FOG</b>		
Train all staff on BMPs	Staff will be more willing to support an effort if they understand its basis.	Trained staff will be more likely to implement BMPs and work to reduce grease discharges to the sewer.
“Dry wipe” pots, pans and kitchen equipment before cleaning.	“Dry wiping” will reduce the amount of grease going into the grease removal devices and the sewer.	This will reduce the cleaning frequency and maintenance costs for grease removal devices and reduce the amount of grease entering the drain.
Use absorbents such as paper towels to pick up oil and grease spills prior to mopping	Decreases the amount of grease that will be put down the drain.	This reduces the amount of grease entering the drain and protects sewers from grease blockages and overflows.
Dispose of food waste as solid waste.	Dispose of food waste into the trash.	Solid waste disposal of food waste will reduce the frequency and cost of grease removal device cleaning.
Use screens in sinks and floor drains to capture food waste and dispose of properly in to trash.	Food waste can cause sewer lateral blockages.	Proper disposal of food waste will protect laterals and sewer mains from blockages and overflows.
Collect and recycle waste cooking oil.	Excess oil is prevented from entering the grease removal device and the sewer.	Reduction in the cleaning frequency of grease removal device and less grease being passed to the sewer.
<b>Grease Trap/Interceptor Maintenance BMPs</b>		
Complete grease trap or inceptor maintenance log to document cleaning intervals.	Maintenance log can help your facility determine if cleaning frequency of the grease removal device is sufficient.	A proper cleaning frequency will result in less grease accumulating in the lateral, fewer blockages and less pass through to the sewer lines.
Clean grease traps at a frequency that will prevent the accumulation of grease or pass through to the sewer.	Routine cleaning of the grease removal device ensures efficient operations.	Routine cleaning will prevent grease from passing through to the sewer lateral and accumulating in the sewer mains.
Use water temperatures less than 140° F in all sinks, especially in the pre-rinse sink.	Temperatures above 140°F will dissolve grease, which will re-solidify in the sewer lines.	Reduces costs for the energy to heat the water. Sewer lateral remains free of grease.
Have a manager present during grease trap/interceptor cleaning to ensure the unit is properly serviced.	The manager can ensure that the grease removal device is properly cleaned and no shortcuts are taken.	Proper cleaning ensures that the grease removal device will function properly and efficiently.
Do not store anything on or around the grease removal device that will block access.	Proper maintenance is easier to complete if access to the grease removal device is not blocked.	Routine maintenance is more likely to be performed if the grease removal device is easily accessible.
<b>Outdoor Housekeeping/Storm Water BMPs</b>		
Clean floor mats, exhaust filters, & equipment inside.	Cleaning greasy equipment outside is one of the most common sources of FOG in our storm drains.	Grease and food waste will be properly disposed of and will not enter the storm drain where it will cause storm water pollution.
Sweep or mop outdoor surfaces.	Sweeping and mopping outdoor surfaces will reduce non-storm water runoff and will save water.	Elimination of non-storm water discharges that degrade water quality.
Any water used to clean outside surfaces by contractors must be vacuumed up and properly disposed of to the sewer.	SLO County prohibits discharging or dumping any sewage, garbage, rubbish or otherwise polluted water to any storm drain or natural outlet	Eliminates non-storm water discharges and compliance with Code.
Keep the area around the dumpster/trash storage clear of trash and grease.	Debris, trash and grease can be washed into the storm drain during the rainy season.	Loose debris and trash will not enter the storm drain causing blockages and will not enter the waterways.