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REVIEWED BY

PREPARED BY

CITY ATTORNEYS OFFICE

[Signature]

[Signature]

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF ROCK HILL BY AMENDING CHAPTER 29, UTILITIES, ARTICLE III, WASTEWATER TREATMENT SYSTEM BY ADDING SECTION 29-249 PROVIDING FOR THE REGULATION AND CONTROL OF FATS, OILS AND GREASES

BE IT ORDAINED by the Governing Body of the City of Rock Hill, in Council assembled:

SECTION 1. That this Ordinance is being adopted in order to effect proper compliance with the provisions of the Home Rule Act of 1975, now South Carolina Code of Laws for 1976, Section 5-7-30, Section 5-7-260, 5-31-900, and Sections 2-48 and 2-96 of the Code of the City of Rock Hill.

SECTION 2. That the City of Rock Hill is authorized to enact regulations, resolutions, and ordinances in the municipality related to the operation, protection and use of its sewer system or respecting any subject which appears to it necessary and proper for the security, general welfare, and convenience of the municipality or for preserving health, peace, order, and good government in it.

SECTION 3. That the City Council finds that the introduction and accumulation of fats, oils, and greases into the municipal wastewater system causes or contributes to sanitary sewer blockages and obstructions and should be reduced in order to have a more efficient and reliable system.

SECTION 4. That **Chapter 29, Utilities, Article,** is hereby amended by adding Section 29-249 as follows:

See Exhibit "A" attached hereto

SECTION 5. That the Fats, Oil and Grease Control Policy attached hereto at Exhibit "B" is hereby approved and may be amended by the City of Rock Hill's Public Utilities Director as set forth in Section 29-249.

SECTION 6. That the Proposed Amendment to **Appendix A, Fee Schedule Chapter 29, Article III, Wastewater Treatment System,** be and the same is hereby amended by adding the following:

See Exhibit "C" attached hereto

SECTION 7. That all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION 8. That this Ordinance shall be and become finally binding immediately after the same shall have received first and second readings. Notwithstanding the foregoing, the permitting requirement and process set forth in this Ordinance will not commence until January 1, 2012.

DONE AND RATIFIED in Council assembled on this the ____ day of _____, 2011.

A. Douglas Echols, Jr., Mayor

Susie B. Hinton, Mayor Pro Tempore

John A. Black, III, Councilmember

Kathy S. Pender, Councilmember

James C. Reno, Jr., Councilmember

Osbey Roddey, Councilmember

Kevin H. Sutton, Councilmember

ATTEST:

Anne H. Poag
Municipal Clerk

Exhibit "A"

Sec. 29-249. Fat, oil, and grease control

(A) Scope and purpose. The objective of this ordinance is to aid in preventing the introduction and accumulation of fats, oils, and greases into the municipal wastewater system which will or tend to cause or contribute to sanitary sewer blockages and obstructions. Food Service Establishments and other industrial or commercial establishments generating wastewater containing fats, oils or greases are subject to this ordinance. This ordinance regulates such users by requiring that grease interceptors and other approved strategies be installed, implemented, and maintained in accordance with the provisions hereof and policies adopted by the Director.

(B) Definitions. The definitions contained in Section 29-152 and the following terms, when used in this section, shall apply.

Director means the Public Utilities Director for the City of Rock Hill or his or her designee.

Fats, oils, and greases means organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures established in 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as "grease" or "greases" or "FOG".

Food Service Establishments or "FSE" means those establishments primarily engaged in activities of preparing, serving, or otherwise making available for consumption foodstuffs and that use one or more of the following preparation activities: cooking by frying, baking, grilling, sautéing, rotisserie cooking, broiling, boiling, blanching, roasting, toasting, or poaching, and infrared heating, searing, barbecuing, and any other food preparation or serving activity that produces a hot, non-drinkable food product in or on a receptacle requiring washing to be reused.

FOG Policy means the written plan and procedures by which the Director implements and enforces the FOG control and management program established herein. The Policy applies to FOG program violations and matters of program noncompliance. Penalties for specific and programmatic infractions are addressed in the Policy and set forth in the City's Fee Schedule (Appendix A of the City Code).

Grease Hauler means any third party not in the employment of the User that performs maintenance, repair, and other services on a User's grease interceptor at the User's directive.

Grease trap or interceptor means a device for separating waterborne greases from wastewater and retaining such greases prior to the wastewater exiting the trap and entering the sanitary sewer collection and treatment system. Grease interceptors also serve to collect solids that settle, generated by and from activities that subject Users to this section, prior to the water exiting the trap and entering the sanitary sewer collection and treatment system. Grease traps and interceptors are sometimes referred to herein as "grease interceptors."

Minimum design capability means the design features of a grease interceptor and its ability or volume required to effectively intercept and retain greases and settled solids from grease-laden wastewaters prior to discharge to the public sanitary sewer.

Permit means program confirmation approval documentation issued by the Director. The User is required to keep the Permit on premises and produce it upon request of the Director.

User means the responsible person or entity for the FSE's operations. In the case of individual FSEs, the owner or proprietor of the food service operation. Where the FSE is a franchise operation, the owner of the franchise is the responsible person or entity. Where the FSE operation is owned by a corporation, the corporate representative is the responsible entity. Where two or more FSEs share a common grease interceptor, the User shall be the individual who owns or assumes control of the grease interceptor or the property on which the grease interceptor is located.

(C) Grease interceptor installation, maintenance, record keeping, and grease removal.

(1) Grease interceptors shall be installed and maintained (at the User's expense) when a User operates a FSE. All grease interceptors shall be of a type, design, and capacity approved by the Director in accordance with the FOG Policy and shall be readily and easily accessible for maintenance and repair, including cleaning and for City inspection. All grease interceptors shall be serviced and emptied of accumulated waste content as required in order to maintain minimum design capability or effective volume of the grease interceptor. At a minimum, the FOG Policy shall require:

a. A minimum hydraulic retention time of 24 minutes at actual peak flow between the influent and effluent baffles, with twenty-five percent (25%) of the total volume of the grease interceptor being allowed for any food-derived solids to settle or accumulate and floatable grease derived materials to rise and accumulate.

b. Removal any accumulated grease and solids as required, but at intervals of not longer than thirty (30) days at the user's expense, or in accordance with a valid program modification or other Director's requirements.

c. Operate and maintain the grease interceptor to achieve and consistently maintain fats, oils and grease in the interceptor.

d. External underground grease interceptors shall be used unless a variance is granted.

e. The use of biological or other additives as a grease degradation or conditioning agent is permissible only upon prior written approval of the Director. The use of automatic grease removal systems is permissible only upon prior written approval of the Director.

f. The may make determinations of grease interceptor adequacy need, design, appropriateness, application, location, modification(s), and conditional usage based on review of all relevant information regarding grease interceptor performance, facility site and building plan review by all regulatory reviewing agencies and may require repairs to, or modification or replacement of grease interceptors.

g. All FSEs must have a permit setting forth terms and conditions of compliance with this Ordinance and the FOG Policy. Permit fees are required as set forth in Appendix A to the City Code.

(2) The user shall maintain a written record of grease interceptor maintenance for three years in form and with information required by the FOG Policy. Records will be available for inspection by the Director at all times and shall include but are not limited to:

- a. FSE name and physical location
- b. Date and time of grease interceptor service
- c. Name of grease interceptor service company
- d. Established service frequency and type of service: full pumpout, partial pumpout, on-site treatment (type of nature of

operations)

- e. Number and size of each grease interceptor serviced at FSE location
- f. Approximated amount, per best professional judgement of contract service provider, of grease and solids removed from each grease interceptor
- g. Destination of removed wastes, food solids, and wastewater disposal
- h. Signature and date of FSE and Grease Hauler confirming service completion
- i. Such other information as required by Director

(3) Access manholes shall have an installed diameter of 24 inches, a maximum weight of 50 pounds, and shall be provided over each chamber, interior baffle wall, and each sanitary tee. The access penetrations, commonly referred to as "risers" into the grease interceptor shall also be, at a minimum, 24 inches in diameter. The access manholes shall extend at least to finished grade and be designed and maintained to prevent water inflow or infiltration. The manholes shall also have readily removable covers to facilitate inspection, grease removal, and wastewater sampling activities.

(4) A User may request a modification or variance to the following requirements of this ordinance. Such request for a variance shall be in writing and shall provide the information set forth below along with any other information required by the FOG Policy.

(a) The user's grease interceptor pumping frequency, maintenance or service procedures. The Director may modify the 30 day grease interceptor pump out frequency or other service procedures when the User provides data, and performance criteria relative to the overall effectiveness of a proposed alternate and such can be substantiated by the Director.

(b) External underground interceptor. If conditions exist on the establishment site that limit the ability to locate an external underground grease interceptor, the User may request a variance for interior location for the interceptor. Such request shall explain the facts justifying the interior location and suggested ways to accomplish the goals of this ordinance. The User shall set forth the location of City sewer main and easement in relation to available exterior space outside building along with the existing plumbing layout at or in a site.

(c) Any variance must be approved by the Director in written form before implementation by the User or the user's

designated service provider along with any special terms and conditions. The User shall pay variance fees as set forth in the Ordinance Fee Schedule.

(D) Grease Hauler Permits and Registration. Grease haulers shall be registered and permitted by the City prior to collecting, pumping or hauling grease interceptor wastes from FSEs connected to the City's sewer system. Service vehicles and equipment shall have onboard, at all times, a certificate of approval for the operations and methods used, issued by the Director. Records shall be kept by Grease Haulers related to grease interceptor pumping for each FSE serviced along with documentation for each trip to a grease disposal facility. Grease haulers shall be required to designate the location of grease disposal sites and only dispose grease at approved facilities. The FOG Policy may require financial assurance by the Grease Haulers. Permit fees are required as set forth in Appendix A to the City Code.

(E) Fines and Reinspection Fees. In addition to any fine or penalty authorized by the City Code and applicable law (including but not limited to EPA's Streamlining Rule, SC Reg. 61-9), the Director may impose fines upon violators of this Ordinance and the Fog Policy for amounts set forth in Appendix A to the City Code. Violators are also responsible for all remediation and clean-up costs.

(F) FOG Policy. The FOG Policy is adopted with this Ordinance. The Director is authorized to make amendments to the FOG Policy provided that any major amendments shall be approved by City Council.

(G) Severability. If any provision, paragraph, word, section or Ordinance is invalidated by any court of competent jurisdiction, the remaining provisions, paragraphs, words, sections, and chapters shall not be affected and shall continue in full force and effect.

(H) Conflict. All other ordinances and parts of other ordinances inconsistent or conflicting with any part of this Ordinance are hereby repealed to the extent of such inconsistency or conflict.

Secs. 29-250 - 29-270. Reserved

Exhibit "B"

City of Rock Hill Fats, Oil and Grease Control Policy

Section 1 Purpose and Objectives:

The objective of this Policy is to aid in administration of the City of Rock Hill's Fats, Oils, and Grease Ordinance codified at section 29-249 of the City Code ("FOG Ordinance") designed to reduce the introduction and accumulation of fats, oils, and greases into the municipal wastewater collection system.

This Policy establishes uniform permitting, maintenance and monitoring requirements for controlling the discharge of grease from food service facilities discharging into the wastewater collection system and for regulation of commercial grease haulers operating within the City of Rock Hill's (City's) collection system.

Section 2 Definitions: The following definitions apply to this Policy.

City means the City of Rock Hill Utilities Department

Fats, oils, and greases means organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures established in 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as "grease" or "greases" or "FOG".

Food Service Establishments (FSE): Those establishments primarily engaged in activities of preparing, serving, or otherwise making available for consumption foodstuffs, and that use one or more of the following preparation activities: cooking by frying, baking, grilling, sautéing, rotisserie cooking, broiling (all methods), boiling, blanching, roasting, toasting, or poaching. Also included are infrared heating, searing, barbecuing, and any other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing. Those establishments that engage in the preparation of precooked and frozen food materials and meat cutting preparation and applicable to all

"Food Service Establishments" that discharge wastewater containing grease to the City of Rock Hill Sanitary Sewer System including but not limited to the following: restaurants, grocery stores, meat markets, hotels, factory and office building cafeterias, public and private schools, hospitals, nursing homes, commercial day care centers, churches, and catering services.

Food service establishment owner or owner means in the case of individual FSEs, the owner or proprietor of the food service operation. Where the FSE is a franchise operation, the owner of the franchise is the responsible person or entity. Where the FSE operation is owned by a corporation, the corporate representative is the responsible entity. Where two or more FSEs share a common grease interceptor, the owner shall be the individual who owns or assumes control of the grease interceptor or the property on which the grease interceptor is located.

GMP official means a member of the staff of the City's grease management program, appointed by the Utilities Director to implement a grease management program.

Gray water means all of the liquid contained in a grease interceptor that lies below the floating grease layer and above the food solids layer.

Grease discharge permit (GDP) means a permit issued by the City of Rock Hill authorizing the discharge of wastewater to the wastewater collection system from a FSE.

Grease hauler means a person and/or company who collect the contents of a grease interceptor or trap and transports it to an approved recycling or disposal facility. A grease hauler may also provide other services to a FSE related to grease interceptor maintenance.

Grease hauler permit (GHP) means a permit issued by the City of Rock Hill authorizing a grease hauler to collect grease and to operate a grease hauling business in the City.

Grease interceptor means a device located underground and outside of a FSE designed to collect, contain or remove food wastes and grease from the wastestream while allowing the balance of the liquid waste to discharge to the wastewater collection system by gravity. Interceptors shall be in

conformance with the provisions of the South Carolina Plumbing Code.

Grease removal device (GRD) refers generically to grease traps and grease interceptors.

Grease trap means a device located in a FSE usually under a sink designed to collect, contain or remove food wastes and grease from the wastestream while allowing the balance of the liquid waste to discharge to the wastewater collection system by gravity. Traps shall be in conformance with the provisions of this Policy and the South Carolina Plumbing Code.

Registered hauler means a grease hauler registered and permitted with the GMP official in accordance with this Policy.

Section 3 General Requirements:

3.01 Applicability:

The administrative, operational, and general requirements of this Policy are applicable to ALL FSEs, new or existing. All FSEs shall have grease removal and handling equipment approved by the City. Establishments whose grease removal device (GRD) is not in accordance with this standard shall be given a compliance schedule with a deadline not to exceed six (6) months from initial notification date to bring this equipment into compliance or install adequate equipment approved by the City.

3.02 Grease Traps and Interceptors

(A) Design and Structural Criteria for Exterior Grease Interceptors:

All GRD plans and specifications must be reviewed and approved by the City of Rock Hill Inspection Department and the Industrial Pretreatment Program prior to installation. Grease Interceptors shall conform to the following general criteria when being designed and constructed:

1. A 24 minute retention time under *peak flow conditions*.
2. New in-ground grease interceptors shall be no less than 1,000 gallons total capacity unless otherwise approved by the GMP official.
3. Interior baffles to distribute flows. Will extend six (6) inches above water line but, cannot flood the inlet pipe.

4. Minimum 2:1 length to width ratio.
5. Low velocity flow near outlet.
6. Baffle wall be located a distance from inlet wall of $\frac{2}{3}$ to $\frac{3}{4}$ of the total length of the interceptor
7. Nine (9) inches of freeboard at grease interceptor top.
8. Each grease interceptor shall have inlet and outlet tees. The outlet tee shall extend 50% into the liquid depth. The inlet tee shall extend 25% into the liquid depth. Inlet and outlet tee must be plugged at the top of the sanitary tee and be a minimum of three (3) inches in diameter.
9. Access openings over the inlet, outlet, and each compartment within the grease interceptor.
10. Each opening shall be twenty-four (24) inches in diameter and contain pick holes. All covers shall be constructed of cast iron or equivalent traffic bearing material. Manholes/covers must extend to the finished grade and shall be installed to exclude the entrance of surface or storm water into the interceptor.
11. Full size cleanouts shall be installed on the inlet and outlet sides of the interceptor and extended to grade.
12. Grease interceptors must be vented in accordance with the Plumbing Code with a minimum 2" diameter vent piping. Vent connections may be made through the top of the interceptor, in which case the bottom of the vent shall extend no closer than 6" to the static water level, or may be made through the side of the interceptor's access opening.
13. In-ground grease interceptors shall receive kitchen wastes. Kitchen wastes include: pot sinks, prep sinks, can wash, floor drains, and dishwasher.
14. Minimum concrete compressive strength of 3,500 psi.
15. Joints should be properly sealed to prevent infiltration or exfiltration.
16. ASTM C-890 will be used for establishing Minimum Structural Design Loading. Grease interceptors must meet a minimum

structural design of 150-pounds/square foot for non traffic installations. For vehicular traffic conditions the grease interceptor shall be designed to withstand an AASHTO H-20 wheel load.

17. Grease interceptors shall meet the following standards: ASTM C-1227 for Septic Tanks, C-913 for Pre-cast Concrete Water and Wastewater Structures, ACI-318 for Design and ASTM
18. Grease interceptors made of polyethylene or fiberglass tanks shall be able to withstand the appropriate loading (traffic or non-traffic) or perform under a vacuum test to stimulate loading and include 12,000 psi ultimate tensile strength, 19,000 psi flexural strength, and 800,000 psi flexural modulus of elasticity as per ASTM D790. Tanks shall be listed and labeled.
19. A South Carolina professional engineer will specifically design cast in place or masonry tanks.
20. All grease interceptors shall be installed by a licensed Plumbing Contractor and maintained by the FSE at the FSE's expense so as to be in continuously effective operation.

(B) Interior Grease Traps:

In cases where circumstances will not allow for the installation of an outdoor in ground grease interceptor and only with the approval of the City, the FSE may be allowed to install an indoor GRD through the variance process.

The FSE shall submit an application for a variance on a form provided by the City along with the variance fee. The application shall include unusual circumstances warranting a GRD. The application shall (i) describe the FSE (i.e., hours of operation, type of food sold and average number of customers served on a weekly basis); (ii) describe the food preparation process for the business; (iii) the type of proposed interior grease trap; and (iv) processes and procedures used to ensure FOG does not leave the grease trap into the City's wastewater system. If approved, the GRD variance shall be in force until there is either (i) a change in ownership of the FSE; (ii) evidence demonstrates that a GRD is no longer necessary; (iii) evidence that the GRD is not keeping FOG out of the City's wastewater system; and/or (iv) remodeling of the kitchen or facility.

GRDs shall be designed in general compliance with the following chart.

RECOMMENDED RATINGS FOR COMMERCIAL GREASE TRAPS			
"Under-the-Counter" Package Units Grease Traps			
<u>Type of Fixture</u>	<u>Flow Rate</u> gpm	<u>Grease Retention Capacity Rating</u> lb	<u>Capacity Per Fixture Connected to Trap</u> gal
Restaurant Kitchen Sink	15	30	50
Single-compartment Scullery Sink	20	40	50
Double-compartment Scullery Sink	25	50	62.5
2 Single-compartment Sinks	25	50	62.5
2 Double-compartment Sinks	35	70	87.5
Dishwashers for Restaurant: Up to 30 gallon water capacity	15	30	50
Up to 50 gallon water capacity	25	50	62.5
Up to 100 gallon water capacity	40	80	100

Section 4 Alternative grease removal devices or technologies:

Alternative devices and technologies such as automatic grease removal systems shall be subject to written approval by the GMP official prior to installation. Approval of the device shall be based on demonstrated (proven) removal efficiencies and reliability of operation. The City may approve these types of devices depending on manufacturer's specifications on a case by case basis. The FSE may be required to furnish analytical data demonstrating that grease discharge concentrations to the City's wastewater collection system will not exceed the established limitations.

The use of biological or other additives as a grease degradation or conditioning agent is permissible only upon prior written approval of the GMP official. Any FSE using biological or other additives shall maintain the trap or interceptor in such a manner that attainment of any grease

wastewater, action level, solids blanket or grease cap criteria, goal or directive, as measured from the grease interceptor outlet or interior, is consistently achieved. MSDSs and any other applicable information concerning the composition, frequency of use and mode of action of the proposed additive shall be sent to the City together with a written statement outlining the proposed use of the additive(s). Permission to use any specific additive may be withdrawn by the City at any time.

Flushing an interceptor with hot water, or the use of chemicals or other agents to dissolve or emulsify grease and allow it to flow into the wastewater treatment system, is a violation of this Policy.

Section 5 Inspection, Pumping and Maintenance:

(A) Inspection: All FSEs shall be inspected as follows:

1. Inspections. The GMP official shall inspect FSEs on both an unscheduled and unannounced basis or on a scheduled basis after a GDP has been issued to verify continued compliance with the requirements of this Policy. The GMP official shall also determine if all Best Management Practices agreed upon and noted in the permit issued to the facility have been implemented. Inspections shall include all, equipment, food processing and storage areas and shall include a review of the processes that produce wastewater discharged from the facility through the grease interceptor/trap. The GMP official shall also inspect the interceptor/trap maintenance logbook and file, other pertinent data, the grease interceptor/trap and may check the level of the interceptor/trap contents and/or take samples as necessary. The GMP official shall record all observations in a written report. Any deficiencies shall be noted, including but not be limited to:
 - a) Failure to properly maintain the grease interceptor or trap in accordance with the provisions of the grease discharge permit and this Policy.
 - b) Failure to report changes in operations, or wastewater constituents and characteristics.
 - c) Failure to report pumping activities or keep copies of manifest forms or receipts.
 - d) Failure to maintain logs, files, records or access for inspection or monitoring activities.

- e) Failure to obtain or renew the oil and grease discharge permit in a timely manner.
 - f) Any other inconsistency with the program that requires correction by the FSE concerned.
 - g) Inability of existing grease interceptor or grease traps to prevent discharge of grease into sewer system as evidenced by build-up of grease downstream of the grease interceptor or trap. If any deficiencies are recorded by the GMP official during an inspection, the GMP official shall provide the FSE a written notice to correct the deficiency within 30 calendar days, and a tentative date for a first re-inspection.
2. Re-inspections. The GMP official shall re-inspect FSEs which received deficiency notices after the original inspection and charge a re-inspection fee as set forth and established by City Council on Appendix A to the City Code. The GMP official shall inspect any repairs or other deficiencies and shall provide written notice of compliance or non-compliance as the case may be. In the event of continuing non-compliance, successive re-inspections will be scheduled and fees (as set forth and established by City Council on Appendix A to the City Code) shall be charged to the FSE concerned for all successive re-inspections. A first re-inspection shall be performed after a minimum of 30 calendar days have elapsed (unless an earlier time is requested by the FSE) to allow for corrective action by the FSE to be completed.
3. Grease Traps shall be inspected and maintained by FSE staff on a weekly basis until sufficient data logs of the inspections indicate a lower frequency is warranted.

(B) Pumping/Cleaning and Maintenance:

Interceptor pumping frequency: Each FSE shall have its grease interceptor(s) pumped at a minimum frequency of once every 30 days. In addition to required monthly pumping, each FSE shall determine an additional frequency at which its grease interceptor(s) shall be pumped according to the following criteria:

1. When the floatable grease layer exceeds six inches in depth as measured by an approved dipping method, or;
2. When the settleable solids layer exceeds eight inches in depth as measured by an approved dipping method, or;

3. When the total volume of captured grease and solid material displaces more than 25 percent of the capacity of the interceptor as calculated using an approved dipping method, or;
4. When the interceptor is not retaining/capturing oils and greases.

Each FSE shall be responsible for the costs of installing, inspecting, pumping, cleaning, and maintaining its grease interceptor. Since the FSE is liable for the condition of their pretreatment devices they may want to witness all cleaning/maintenance activities to verify that the grease interceptor is being fully cleaned and properly maintained. All FSEs that have grease interceptors shall utilize a grease hauler who has been permitted by the City for pumping services. Pumping services shall include the initial complete removal of all contents, including floating materials, wastewater, and bottom sludges and solids from the interceptor.

The following are the pumping practices required of registered waste haulers:

- Step 1. Record reading using appropriate dipping method (sludge judge reading, etc.).
- Step 2. Skim the entire grease cap and debris from the top of the Grease Interceptor. The interceptor may need to be agitated slightly to loosen the grease cap.
- Step 3. Place the vacuum tube all the way into the Grease Interceptor to withdraw remaining solids from the bottom.
- Step 4. Vacuum water out of the Grease Interceptor.
- Step 5. Clean the sides and bottom of the Grease Interceptor. This may be done by "back flowing" the water from the pump truck or by using a alternative water source to hose down the interceptor. Make sure the Grease Interceptor is completely clean.
- Step 6. Vacuum the remaining water out of the Grease Interceptor.

- Step 7. Check that the sanitary "Tees" on the inlet and outlet sides of the Grease Interceptor are not clogged, loose, or missing.
- Step 8. Verify that the baffle is secure and in place.
- Step 9. Inspect the Grease Interceptor for any cracks or other defects.
- Step 10. Allow FSE contact to inspect the cleaning for their approval.
- Step 11. Check that lids are securely and properly seated after completion of pumping.
- Step 12. Provide a copy of the waste hauler manifest to the FSE

Decanting Provision:

The return of gray water back into the grease interceptor from which the wastes were removed is allowed provided that (i) the grease and solids are not returned to the interceptor and (ii) the grease hauler has written authorization from the FSE to return the gray water. Grease interceptor cleaning shall include scraping excessive solids from the walls, floors, baffles and all pipe work.

The grease hauler shall wait at least 20 minutes to allow the interceptor waste to separate in the truck tank before attempting to re-introduce the gray water to the interceptor. The volume of gray water returned to the interceptor shall not exceed 75 percent of the volume of the interceptor. It shall be the responsibility of each FSE to inspect its grease interceptor during the pumping procedure to ensure that the interceptor is properly cleaned out and that all fittings and fixtures inside the interceptor are in working condition and functioning properly.

(C) Variance for pumping frequency:

Variance procedure: If a FSE determines that monthly pumping of their grease interceptor is unnecessary in order to remain in compliance with the criteria of paragraph 5(B), the facility may make written application for a variance from the monthly

pumping requirements to the City. The variance procedure shall be as follows:

- A. The FSE shall submit an application for a variance on a form provided by the City along with the appropriate variance fee as set forth and established by City Council on Appendix A to the City Code. The application shall include the next date and time the facility intends to have its interceptor pumped and cleaned and an affidavit from the applicant stating that it shall permit no further pumping or cleaning of the interceptor until the City has completed its evaluation and notified the applicant of the appropriate pumping frequency.
- B. A GMP official shall inspect the interceptor on the specified date and time during or after the pump-out procedure.
- C. If the interceptor is in good working condition during the initial inspection, the GMP official shall re-inspect the interceptor approximately 30 days after the initial inspection.
- D. After the initial re-inspection, the GMP official shall inspect the interceptor at intervals of approximately every 14 working days to determine the grease and solids level using a dipping method approved by the City.
- E. If during re-inspection the level of grease reaches six inches or the level of solids reaches eight inches, the GMP official shall use the number of days from the initial pumping date to the final re-inspection date as the new pumping frequency requirement to be included in the variance granted.
- F. If, at a re-inspection, the level of grease exceeds six inches or the level of solids exceeds eight inches, the GMP official shall use the number of days from the initial pumping date to the previous re-inspection date as the new pumping frequency requirement to be included in the variance granted.
- G. Where two or more interceptors are located at the same facility on different laterals, one variance application process shall apply to both interceptors and different variances may be determined for each interceptor.

- H. Where two or more interceptors are connected in series on the same lateral, one variance application process shall apply to both interceptors. The two or more interceptors shall all be initially pumped on the same day and the variance for the first interceptor shall be determined when the grease or solids criteria are reached. The first interceptor shall not be pumped at this time and the variance procedure shall continue to monitor the second interceptor until either the grease or solids criteria are reached. At this time both interceptors must be pumped and the new variances for the first and second interceptors will be issued.
- I. If there is any evidence that the interceptor has been tampered with or pumped out during the variance procedure, the procedure will be declared null and void and a new application and a first re-inspection fee (for non-compliance) will be required from the FSE to re-start the procedure.
- J. The determined variance shall be in force until there is either (i) a change in ownership of the FSE; (ii) evidence demonstrates that more frequent pumping is necessary; or (iii) extensive remodeling of the kitchen or facility occurs which requires a City plumbing permit to be issued.
- K. In any event, pump-out and cleaning of an interceptor shall be required at least once every 180 days with no return of gray water to the interceptor.
- L. Failure to provide complete pump-out of interceptor at the required intervals may result in a revocation of the approved variance.
- M. In the event any pre-existing data has been approved by the GMP Official, it may be used during the variance process.

(D) Disposal Requirements: Wastes removed from each grease interceptor shall be disposed of at a facility permitted to receive such wastes or at a location designated by the City for such purposes. Neither grease nor solid materials removed from interceptors shall be returned to any grease interceptor, private sewer line or to any portion of the City's wastewater collection system or water reclamation facilities without prior written permission from the GMP official.

Section 6 Right of Entry:

1. The City (or its designee) shall have right-of-entry on or upon the property of any FSE subject to this Policy for the purpose of inspection, determination of compliance, or enforcement action. The City shall be provided ready access to all parts of the premises for the purposes of inspection, monitoring, sampling, ability to establish limits, inventory, records examination and copying, and the performance of any other duties which the City reasonably deems necessary to determine compliance with this Policy.
2. Where security measures are in place which require proper identification and clearance before entry into the premises, the property owner or commercial enterprise shall make necessary arrangements with its security guards so that, upon presentation of proper credentials, the City will be permitted to enter without delay for the purposes of inspecting the site and investigating any complaints or alleged violations of this Policy.
3. The City shall have the right to set up on the property such devices as are necessary to conduct sampling and/or metering and shall have the power to require written statements, certificates, certifications, or the filing of reports relating to complaints or alleged violations of this Policy.
4. All grease removal devices (GRD) shall be easily accessible and shall not be obstructed by landscaping, parked cars, or other obstructions. Any temporary or permanent obstruction to safe and easy access to the areas to be inspected and/or monitored shall be removed promptly by the responsible party at the written or verbal request of the City. The costs of clearing such access shall be borne by the responsible party.

Section 7 Records Maintenance and Retention

(A) Record keeping:

Each FSE shall maintain a logbook in which a record of all interceptor maintenance is entered, including the date and time of the maintenance, details of any repairs required and dates of repair completion and any other records pertaining to the interceptor. This logbook shall be made available for review upon request by the GMP official. Each FSE shall also maintain a file on-site which contains the following information:

1. The (as-built) drawings of the plumbing system, if available. If as-built drawings are not available, other drawings of sufficient detail to depict the plumbing layout of the FSE.
2. A copy of the current grease discharge permit.
3. Copies of quarterly reports.
4. Log of maintenance, pumping or cleaning activities.
5. Receipts from grease haulers.
6. Grease hauler information.

The FSE shall maintain a written record of grease interceptor maintenance for three years. All such records will be available for inspection by the City at all times. These records shall include but not be limited to:

- A. FSE name and physical location
- B. Date and time of grease interceptor service
- C. Name and signature of grease hauler performing said service
- D. Established service frequency and type of service: full pump-out, partial pump-out, on-site treatment (type of nature of operations)
- E. Number and size of each grease interceptor serviced at FSE location
- F. Total volume of waste removed from each grease interceptor
- G. Destination of removed wastes, food solids, and wastewater disposal
- H. Signature and date of FSE personnel confirming service completion
- I. Such other information as required by GMP official.

The file shall be available at all times for inspection and review by the GMP official. The failure to maintain complete records or to provide such records to the GMP official upon request constitutes a violation of this Policy.

(B) Quarterly reporting:

Each FSE shall maintain and /or submit as determined by GMP official a quarterly report to the City on a form provided by the City. Reports shall be submitted on or before the last day of March, June, September and December in each year. Each report shall record the number of times the interceptor has been cleaned since the last report and shall indicate the depth, in inches, and the volume of liquids and solids removed on each occasion and the name and address of the grease hauler. Each report shall include copies of either the grease hauler's receipt or manifest. If a variance has been granted, the

alternate cleaning frequency shall also be reported. Each report shall also note any repairs that have been made to the interceptor or trap including the dates that these repairs were affected. Reports shall be submitted to the address provided in the permit. If they are received by the City more than 30 days after the end of each month, a first re-inspection fee (non-compliance) may be administered by the GMP Official.

C. FSEs May Authorize Registered Haulers Conduct Reporting

A FSE may authorize a grease hauler to act on its behalf regarding the inspection, disposal, records maintenance, and reporting requirements of this section, provided the grease hauler has registered with the City and meets the following conditions:

(1) Grease hauler has a current permit with the City and provides a list of every FSE authorizing grease hauler to perform the inspection, disposal, record keeping, and reporting requirements.

2) Grease hauler agrees to maintain all records regarding all maintenance activities for a period of three years and to make such records available for review by the GMP official.

(3) Grease hauler submits quarterly reports detailing interceptor cleaning for each FSE along with a statement attesting to the accuracy of the information contained in the reports. The report shall include the following information:

- a. Estimated depth of grease and solids removed from interceptor.
- b. Any defects in the grease interceptor.
- c. Date of pump-out and notation of whether or not gray water was returned to the interceptor.
- d. Capacity of interceptor tank.

(4) A FSE that has authorized a registered grease hauler to act on its behalf is not relieved of its responsibilities pursuant to this Policy. However, in the event reports are not timely submitted or are incomplete, the GMP official will attempt to first contact the registered hauler and request that the deficiencies be corrected.

Section 8: FSE Permit Applications:

A. Permitting requirements for FSEs:

All FSEs shall be required to apply for and obtain a "grease discharge permit" (GDP) from the City. The GDP shall be in addition to any other permits, registrations, or occupational licenses which may be required by federal, state, or local law. It shall be a violation of this Policy for any FSE identified by the City to discharge wastewater containing fats, oils, and grease to the City's wastewater collection system without a current GDP.

B. Application form, Fees:

The City shall provide an application form for a GDP. The appropriate form shall be mailed to previously identified FSE owners identified by the City on or before January 1. All FSEs required under the terms of this program to obtain a GDP shall submit a completed application form at the address shown on the form by January 31 for previously identified FSEs and within thirty (30) of receipt of the form for newly identified FSEs. The annual permit fee (as set forth and established by City Council on Appendix A to the City Code) must be sent with the application. A GDP is required prior to a Certificate of Occupancy for new FSEs and these FSEs should submit an application early in the zoning process to allow sufficient time for the City to issue or deny a GDP. Each application shall include the following information:

(1) Name, address, telephone number and location, (if different from the mailing address) of the FSE owner from which fats, oils and grease are discharged, and the name of a representative duly authorized to act on behalf of the FSE.

(2) A description of the activities, facilities, and plant processes on the premises, including a list of all equipment, raw materials and chemicals used or stored at the facility. Material safety data sheets (MSDS) of all such chemicals shall be included.

(3) A drawing in sufficient detail to show the location of all kitchen equipment that produces wastewater, and all sewers, floor drains, sewer connections, grease interceptors and appurtenances in the FSE's premises if known or it may be readily ascertained.

(4) Number of employees, number and times of shifts, and hours and days of facility operation.

(5) Copies of recent water bills.

(6) Details of all grease interceptor or grease trap maintenance within the past year.

(7) A signed statement from the FSE owner that the information provided is accurate, and that the applicant agrees to abide by the regulations contained in this Policy, as well as any other applicable federal, state or local regulations governing the FSE.

(8) Any other information determined by the GMP official to be necessary in order to evaluate the GDP application.

C. Pre-permit inspection procedure:

(1) Individual FSE. Once a completed application form has been received, the FSE will be inspected prior to the issuance of the individual GDP. During the pre-permit inspection, the information contained in the application form will be verified, the average daily potable water use will be calculated and the grease interceptor or trap will be inspected. General GDPs may be issued in accordance with Section 9(2) below prior to pre-permit inspections if there is a back-log of inspections, which is anticipated during the first year of implementation of this Policy.

(2) If all information is verified and the grease interceptor or trap is in proper working condition in accordance with the requirements of this Policy, a GDP will be issued together with a copy of the City's information on Best Management Practices (BMPs) document entitled "Fats, Oil, and Grease Best Management Practices Manual."

(3) If the grease interceptor or trap requires any maintenance or repairs, or incorrect information has been given, the GMP official shall provide a written notice to correct any deficiencies, including a required time schedule for repairs to be effected prior to a second pre-permit inspection. Second pre-permit inspections shall be performed after a minimum of 30 calendar days have elapsed to allow for corrective action by the FSE to occur. If the facility is not in compliance at the second pre-permit inspection, re-inspection charges and fees will be levied for future inspections.

(4) An application for a permit shall be granted with any conditions or denied within 60 days after the date of the last pre-permit inspection in which the applicant's facility is in compliance.

Section 9: Grease discharge permit:

General Provisions. The following criteria apply to all GDPs: Except for General GDPs described in subsection 2 below, each GDP shall be effective for the calendar year in which the GDP is issued.

1. The GDP must be displayed in a conspicuous place where it can be seen by the staff of the FSE and a copy of the GDP must be kept in the records file.
2. General GDPs without facility specific terms and conditions may be issued prior to a pre-permit FSE facility inspection. General GDPs may be revoked or replaced with an individual GDP after inspection of the FSE.
3. The GDP shall be issued to a specific user for a specific operation. GDP's will vary in content and requirements depending on the class of the FSE and the type of grease removal devices(s) installed. A GDP shall not be transferred or sold to a new owner under any circumstances. A new owner is required to apply for a new GDP.
4. An application for renewal of the GDP shall be submitted at least 60 days prior to the expiration date of the existing GDP by each applicant wishing to continue to discharge into the wastewater collection system. Failure to submit applications in a timely manner shall constitute a violation of this Policy.
5. The terms and conditions of the GDP are subject to modification by the City during the term of the permit, if limitations or requirements in this program are modified. The FSE shall be informed of any proposed changes in the issued permit at least 60 days prior to the effective date of the change(s). Any changes or new conditions in the GDP shall include a reasonable schedule for achieving compliance.

Section 10 Grease Hauler Regulation Program

A. Administration and permitting of grease haulers:

Any person, firm, or business interested in collecting, pumping or hauling grease interceptor wastes from FSEs connected to the

City's sewer collection system who does not hold and maintain a current "grease waste hauler permit" shall be required to apply for and obtain a "grease hauler permit (GHP)" from the City and registration for each vehicle used in hauling operations. The GMP official shall approve, deny, or approve with special conditions all applications for GHPs in accordance with the policies and regulations established in this Policy.

It shall be unlawful for any identified grease hauler to clean or pump out grease interceptors on the City's system without a current GHP.

B. Application form:

To obtain a GHP, a grease hauler shall submit a completed GHP application form together with the appropriate fee (as set forth and established by City Council on Appendix A to the City Code) to the City. The grease hauler shall be issued a GHP within 30 working days of the City's receipt of the properly completed application form and appropriate fees for the permit and vehicle registration. The grease hauler shall obtain the GHP prior to providing grease hauling services within the City's wastewater collection system service area. Each application shall include the following information:

- 1) Name of applicant. If the applicant is a partnership, corporation or other business entity, the name of an individual who legally is able to act on behalf of the organization must be provided.
- 2) Applicant address and phone number, including information for person(s) to contact at times other than regular business hours.
- 3) The type, license tag number, and capacity of each vehicle which will be used to pump or haul liquid wastes from grease interceptors. New or replacement equipment acquired subsequent to the application shall be reported to the City prior to use.
- 4) A copy of any other current permits or licenses if the hauler pumps or hauls septic tank waste or portable toilet wastes.
- 5) Financial assurance in the amount of \$10,000.00 in a form acceptable to the City such as a bond or letter of credit. Such assurance shall remain in effect for the life of the permit. This assurance shall be used to guarantee disposal costs, fines, and the costs of any damages that may result from a grease hauler discharging in violation of this Policy.

- 6) A list of the disposal facilities that the applicant intends to use.
- 7) A signed statement that the information provided is accurate, and that the applicant agrees to abide by the regulations contained in this Policy, as well as any other applicable federal, state or local regulations governing their activities.
- 8) Any other information determined by the GMP to be necessary to evaluate the GHP application.

C. Grease Hauler Permits (GHP):

Each GHP approved by the City shall be effective for the calendar year in which it is issued, and may include special conditions as required by the City. The GHP required by the City shall be in addition to any other permits, registrations, or occupational licenses which may be required by federal, state, and local agencies having lawful jurisdiction. The GHP is not transferable.

(1) Permit contents. All approved GHPs shall include a statement of the duration of the permit, including the effective and expiration dates; identification of all approved vehicles and the liquid wastes which may be hauled by each; standard conditions relating to permit renewal and permit revision; and any other applicable special conditions. Special conditions may include, but are not limited to:

- a. A statement that: All grease interceptors shall be pumped completely empty. Excessive solids shall be scraped from the walls and baffles, and inlet, outlet and baffle ports shall be cleared. No grease or solids may be re-introduced into the interceptor.
- b. A statement indicating that no grease or gray water will be accepted at any City-owned facility and that the permittee should contract with other private or public facilities to properly dispose of the grease and food solids.
- c. A statement that the grease hauler is required to comply with all federal, state and local regulations concerning the pumping of grease interceptors and the hauling and disposal of their contents.
- d. Any other statement or requirement that the City believes to be necessary to meet the intent of this Policy.
- e. A statement that the grease hauler agrees to submit information congruent to any business that no longer accepts grease pumping, (i.e., payment issues, etc.)

f. Grease hauler attends a compliance review workshop. Grease hauler shall also agree to attend subsequent workshops regarding the requirements of this Policy on an annual basis and certifies that it has instructed all drivers and other appropriate personnel responsible for cleaning interceptors or submitting reports.

D. Permit Renewal:

An application for GHP renewal shall be submitted on the appropriate renewal form together with the permit and vehicle registration fees at least 60 days prior to the expiration date of the existing GHP by each applicant wishing to provide grease hauling services to permitted FSEs located in the City's wastewater collection service area.

E. Spill Reporting:

Any accident, spill, or other discharge of grease or gray water which occurs within the City shall be reported to the City by the grease hauler as soon as possible but not longer than 24 hours after the incident. The grease hauler shall comply with all procedures contained in federal, state and local regulations. The grease hauler shall be responsible for all clean-up procedures and costs.

F. Record Keeping:

Grease haulers shall retain and make available for inspection and copying, all records related to grease interceptor pumping and grease disposal from businesses located in the wastewater collection service area. Records are required for each trip to a disposal facility to include the vehicle, date, amount of grease and name of disposal facility. These records shall remain available for a period of at least three years. The failure to provide information to the City within ten days of a written request is a violation of this Policy and may result in revocation of a permit. The City may require additional record keeping and reporting, as necessary, to ensure compliance with the terms of this Policy. Repeated failure of a registered hauler to submit required or requested reports in a timely manner or the repeated submission of incomplete reports will result in the removal of that hauler from the registered hauler list.

G Vehicle inspection:

Grease haulers shall submit to inspection of all registered vehicles. All vehicles shall conspicuously place registration confirmation in a form approved by the City.

H. Disposal:

Grease haulers must certify that grease was disposed of in accordance with the provisions of this Policy. Waste removed from each grease interceptor shall be disposed of at a facility permitted to receive such waste or at a location designated by the City for such purposes. Neither grease nor solid materials removed from interceptors shall be returned to any grease interceptor, private sewer line, or to any portion of the City's wastewater collection system or water reclamation facilities without prior written permission from the GMP official. A violation of this section shall result in an immediate revocation of the GHP in addition to any other enforcement action taken.

Section 11 ENFORCEMENT

A. Administrative Enforcement Activities:

The City is authorized, but not limited to taking the following actions in response to noncompliance with the Fats, Oils and Grease Policy:

1. Written Notice of Deficiency [NOD]
2. Written Notice to Correct [NTC]
3. Notice of Violation [NOV]
4. Enforcement Meeting
 - a. Administrative Order [AO]
 - b. Initiation of Self-Monitoring
 - c. Employee Training Requirement
 - d. Consent Order (may contain Schedule of Compliance)
5. Administrative Fines and Re-inspection Fees. Penalties per EPA's Streamlining Rule, SC Reg. 61-9 and as set forth and established by City Council on Appendix A to the City Code
6. Payment of Remediation/Clean-Up Costs and/or Cost Recovery
7. Termination of (Sewer and/or Water) Service [TOS]

B. Recovery of costs:

When a discharge of waste causes an obstruction, damage or any other impairment to the facilities, or any expense of whatever character or nature to the City, the Director may assess the expenses incurred by the City to clear the obstruction, repair damage to the facility, and any other expenses or damage of any kind or nature suffered by the City. The Director shall file a claim with the FSE or any other person or entity causing such damages seeking reimbursement for any and all expenses or damages suffered by the City. If the claim is ignored or denied, the Director shall notify the City Attorney to take such measures as shall be appropriate to recover any expense or to correct other damages suffered by the City.

C. Remedies nonexclusive:

The remedies provided for in this Policy are not exclusive. The City may take any, all, or any combination of these actions against a person violating this Policy. Enforcement of violations will generally be in accordance with this Policy; however, the City may take other action against any person when the circumstances warrant. Further, the City is empowered to take more than one enforcement action against any person in violation of this Policy.

Exhibit "C"

Article III. Wastewater Treatment System

Division 5. Discharge Regulations

Sec. 29-249. Fats, Oils and Grease.

Annual Grease Discharge Permit	\$0.00
Annual Grease Hauler Permit	\$0.00
Variance Fee	\$0.00
First Reinspection (Violation) Fee	\$250.00
Successive Reinspection (Violation) Fee	\$500.00