

TOWN OF NORTH HAVEN
 TOWN HALL ANNEX / 5 LINSLEY STREET
 NORTH HAVEN, CONNECTICUT 06473



North Haven, CT WPCA – FOG Fats, Oils, and Grease Program

The Town of North Haven needs your help in keeping our waterways and streets clean. Fats, oil and grease build-up in our Town’s sewer system and cause blockages. These blockages can result in sanitary sewer overflows that pollute the environment and damage properties. Your efforts will greatly help to reduce sewer maintenance and operational expenses, as well as reduce the public health risks associated with sanitary sewer overflows. Remember that every establishment plays an important role in preventing sewer blockages.

In the following packet you will find the below documents of the Permit Packet Checklist. Please complete the necessary documents and return them to the Town Engineering Office located in the Town’s Annex building at 18 Church Street no later than **NOVEMBER 2, 2012**.

Permit Packet Checklist

Program Announcement	Example Best Management Practices (BMP)
Regulation and Program Summary	Example Maintenance Log
Permit Application	Example Spill Prevention and Reaction Plan
Fats, Oil, and Grease (FOG) Permit	Example Notice of Violation

For any applicants that fail to complete and return the required documentation by **NOVEMBER 2, 2012**, please refer to section 11, Violations and section 12, Fees of the Town of North Haven, CT, FATS, OILS, AND GREASE PRETREATMENT REGULATIONS.

If units are currently not in place, the owner of the establishment must first apply for a permit through the Town’s Engineering Department. Upon approval from the Engineering Department the owner must then apply for a plumbing permit through the Town’s Building Department.

All initial Food Service Establishment FOG inspections will be scheduled in advance through the Town of North Haven’s authorized contractor Veolia Water North America 24 hours prior to inspection. Approved FOG Inspector s will schedule and conduct all FOG inspections. However should any Food Service Establishment receive a notice of violation; they will be subject to an unscheduled follow up inspection abiding the time line outlined in Section 11. Violations, of the Town of North Haven, CT, FATS, OILS, AND GREASE PRETREATMENT REGULATIONS.

SECTION V

RULES AND REGULATIONS OF THE TOWN OF NORTH HAVEN WATER POLLUTION CONTROL AUTHORITY

FATS, OILS, AND GREASE PRETREATMENT REGULATION [Adopted: October 8, 2012]

Section 1. Purpose

The purpose of this Regulation is to outline the wastewater pretreatment requirements for the Food Preparation Establishments and other commercial facilities that discharge fats, oils, and grease in their wastewater flow. All new and existing facilities that generate and discharge fats, oils, and grease in their wastewater flow shall install, operate, and maintain a FOG pretreatment system. The requirements of this Regulation shall supplement and be in addition to the requirements of the Town of North Haven WPCA Sewer Use Regulations.

The Department of Environmental Protection's General Permit for the discharge of wastewater associated with Food Preparation Establishments requires that all Food Preparation Establishments meet the wastewater discharge specification as follows:

- All new Food Preparation Establishments must be in compliance with the General Permit prior to the beginning of operation.
- Those facilities undergoing renovations in the food preparation area, food service area, and/or dining area, with a total cost in excess of \$20,000 in any calendar year, or having a combined cost of multiple renovation projects to the above areas in excess of \$40,000 between September 30, 2005 and July 1, 2011, must install the necessary FOG pretreatment equipment as part of the qualifying renovation.
- Changing ownership requires compliance within 60 days of resuming operation.
- All Food Preparation Establishments must be in compliance by July 1, 2011.

Section 2. Definitions

WPCA (Water Pollution Control Authority) – Authorized representative of the Town of North Haven.

AGRU (Automatic Grease Recovery Unit) – An interior grease interceptor that separates grease from the wastewater by active mechanical or electrical means.

AUTHORIZED ACTIVITY – Means any activity authorized by this general permit.

AUTHORIZED DISCHARGE – A discharge authorized under this general permit.

BMP (Best Management Practices) - A practice, procedure, structure or facility designed to prevent or minimize environmental damage, or to maintain or enhance environmental quality. BMP's include without limitation, treatment requirements, operating procedures, practices to control spillage, sludge or waste disposal, or provide drainage from raw material storage.

CHANGE OF OWNERSHIP – A change in warranty deed or lease agreement.

CONTACT PERSON – The Contact Person shall mean the individual responsible for overseeing daily operation of the Food Preparation Establishment and who is responsible for overseeing the Food Preparation Establishment's compliance with the FOG Pretreatment Program.

FACILITY – Any food preparation establishment at which an authorized discharge originates.

FOG (Fats, Oils, and Grease) – Animal and plant derived substances that solidify or become viscous between the temperatures of 32°F and 150°F (0°C to 65°C), and that separate from wastewater by gravity. Any edible substance identified as grease per the most current EPA method as listed in 40-CFR 136.3.

FOG INTERCEPTOR – A passive tank installed outside a building and designed to remove fats, oils, and grease, from flowing wastewater while allowing wastewater to flow through it, and as further defined herein.

FOG PRETREATMENT SYSTEM – Refers to properly installed and operated FOG Interceptors and AGRU's as approved by the WPCA.

FOOD PREPARATION ESTABLISHMENT – Means Class III and Class IV food service establishments and any other facility determined by the WPCA to discharge FOG above the set limits in Section 5(c)(2) of the Department of Environmental Protection's *General Permit for the Discharge of Wastewater Associated with Food Preparation Establishments*. (see section four (4) of these regulations.) These facilities shall include but are not to be limited to restaurants, hotel kitchens, hospital kitchens, school kitchens, bars, factory cafeterias, and clubs. Class III and Class IV food service establishments shall be as defined under Section 19-13-B42 of the State of Connecticut Public Health Code.

GREASE TRAP/INTERCEPTOR – Means any device or equipment designed to separate fats, oils, and grease from wastewater while allowing water to flow through.

GREASE TRAP/INTERCEPTOR CLEANER – Means any person regularly offering to the general public services of cleaning or servicing of grease trap/interceptors including the removal and hauling of fats, oils, grease, and food wastes which are components of sewage.

MAXIMUM DAILY FLOW – Means the greatest volume of wastewater that is discharged during a 24-hour period.

NON-RENDERABLE FATS, OILS, AND GREASE – Non-renderable fats, oils, and grease are food grade grease that has become contaminated with sewage, detergents, or other constituents that make is unacceptable for rendering.

PERMITEE – Means a person who or municipality which is authorized by this general permit to initiate, create, originate, or maintain a wastewater discharge containing fats, oils, and grease at a food preparation establishment.

REGIONAL COLLECTION/TRANSFER/DISPOSAL FACILITY – Means a facility approved in accordance with law for the collection, transfer or disposal of fats, oils, grease and food waste which in Connecticut means POTW or privately owned treatment works that is approved by the commissioner for the transfer, separation or disposal by incineration or other methods of fats, oils, grease and food waste from the wastewater of a facility. Pursuant to Section 22a-174-33 of the Regulations of Connecticut State Agencies related to Title V Sources, an in-state regional incinerator must have an operating permit that lists FOG as a source of fuel.

RENDERABLE FATS, OILS, AND GREASE – Renderable fats, oils and grease are food grade grease that can be recovered and sent to renderers for recycling into various usable products. Renderable grease is created from spent products collected at the source, such as frying oils and grease from restaurants. This material is also called “yellow grease”.

RENDERABLE FATS, OILS, AND GREASE CONTAINER – Refers to a closed, leak – proof container for the collection and storage of food grade fats, oils, and grease.

Section 3. Application to Install a FOG Pretreatment System

An application for the design and installation of a FOG Pretreatment System shall be subject to review and approval by the WPCA, and to the requirements of all other applicable codes, regulations, and laws.

Section 4. Registration

If a Food Preparation Establishment as limited potential for FOG discharge, an establishment may request a variance for required equipment by submitting an Application for Variance on a form provided by the Town of North Haven’s WPCA. The variance registration, if approved, is valid for a period of three (3) years. If there is a change of ownership during this time period then the Food Preparation Establishment’s new owner must submit a new Application for Variance and pay the associated and applicable fees. (see Section 7. For further review)

Section 5. Discharge Limits

At no time shall the concentration of fats, oils, and grease in wastewater from the grease trap/interceptor, AGRU, or other approved unit and prior to mixing with any other wastewater from the facility exceed one hundred (100) milligrams per liter. All analyses shall be conducted according to the current method as listed in Title 40 CFR 136 or in concentration or in quantities which will harm either sewers, or the Water Pollution Control Facility, as determined by the WPCA. The current method, as of 2005, is EPA 1664.

Section 6. Pretreatment System Requirements

All new and existing Food Preparation Establishments, including restaurants, cafeterias, diners, and similar non-industrial facilities using food preparation processes that have the potential to generate FOG in wastewater at the concentrations in excess of the limits defined in the State of Connecticut DEP regulations.

New and existing facilities which, in the opinion of the WPCA, require FOG Pretreatment Systems for the proper handling of wastewater containing fats, oils, or grease, except that such FOG Pretreatment Systems shall not be required for private living quarters or dwelling units.

All Food Preparation Establishments which generate and discharge wastewater containing fats, oils, and grease and which require a FOG Pretreatment System, as determined by these regulations shall include the design and specifications for the FOG Pretreatment System as part of the permit application.

The wastewater generated from Food Preparation Establishments shall be treated to remove FOG using a FOG pretreatment system.

Every structure at the subject facility shall be constructed, operated, and maintained, in a manner to ensure that the discharge of food preparation wastewater is directed solely to the FOG Pretreatment System. No valve or bypass piping that could prevent the discharge of food preparation wastewater from entering appropriate pretreatment equipment shall be present.

The Contact Person at each Food Preparation Establishment shall notify the WPCA when the FOG Pretreatment System is ready for inspection and connection to the public sewer system. The connection and testing shall be witnessed by the WPCA's representative.

All applicable local plumbing/building codes, to include acquiring the proper permits, shall be followed during the installation of the FOG Pretreatment System.

FOG Interceptor Requirements

The FOG Interceptor shall be installed on a separate building sewer servicing kitchen flows and shall only be connected to those fixtures or drains which can allow fats, oils, and grease to be discharged into the sewer system. This shall include:

- Pot sinks;
- Pre-rinse sinks or dishwashers without pre-rinse sinks,
- Any sink into which fats, oils, or grease may be introduced,
- Soup kettles or similar devices,
- Wok stations,
- Floor drains or sinks into which kettles may be drained,
- Automatic hood wash units,
- Dishwashers without pre-rinse sinks, and
- Any fixture or drains that can allow fats, oils, and grease to be discharged into the sewer system.

No piping carrying any wastewater other than from those listed in the paragraph above shall be connected to the FOG Interceptor.

No food grinder shall discharge to the FOG Interceptor

The FOG Interceptor shall be located so as to maintain the separating distances from well water supplies set forth in Section 19-13-B51d of the Public Health Code.

The following minimum-separating distance shall be maintained between the FOG Interceptor and the items below.

Property line	10 ft
Building served (no footing drains)	15 ft
Ground water intercepting drains, footing drains and storm drains	25 ft
Open watercourse	50 ft

The FOG Interceptor shall have a retention time of at least twenty-four (24) hours at the maximum daily flow based on the water meter records or other calculation methods as approved by the WPCA. The FOG Interceptor minimum capacity shall be 1,000 gallons. FOG Interceptors shall have a minimum of two compartments. The two compartments shall be separated by a baffle that extends from the bottom of the FOG Interceptor to a minimum of five (5) inches above the static water level. An opening in the baffle shall be located at the mid-water level. The size of the opening shall be at least eight (8) inches in diameter but not have an area exceeding 180 square inches.

FOG Interceptor shall be watertight and constructed of precast concrete or other durable material.

Fog Interceptors constructed of precast concrete, shall meet the following requirements:

- The exterior of the FOG Interceptor, including the exterior top and bottom and extension to grade manholes, shall be coated with waterproof sealant.
- All concrete FOG Interceptors shall be fabricated using minimum 4,000-psi concrete per ASTM standards with 4-7 percent air entrainment.
- All structure seams shall be grouted with non-shrinking cement or similar material and coated with a waterproof sealant.
- Voids between the FOG Interceptors walls and inlet and outlet piping shall be grouted with non-shrinking cement and coated with a waterproof sealant.

All non-concrete tanks must be approved for use by the WPCA.

The FOG Interceptor shall be accessible for convenient inspection and maintenance. No structures shall be placed directly upon or over the FOG Interceptor.

The FOG Interceptor shall be installed on a level stable base that has been mechanically compacted with a minimum of six (6) inches of crushed stone to prevent uneven settling.

Select backfill shall be placed and compacted around the FOG Interceptor in a manner to prevent damage to the tank and prevent movement caused by frost action.

The outlet discharge line from the FOG Interceptor shall be directly connected to the municipal sanitary sewer system.

The FOG Interceptor shall have minimum liquid depth of thirty-six (36) inches.

Separate clean-outs shall be provided on the inlet and outlet piping.

~~The FOG Interceptor shall have separate manholes with extensions to grade, above the inlet and outlet piping.~~ FOG Interceptors installed in areas subject to traffic shall have manhole extensions to grade with

ductile iron frames and round manhole covers. The word "SEWER" shall be cast into the manhole covers. FOG Interceptors installed outside areas subject to traffic may have concrete risers with lids either having a minimum weight of 59 lbs or shall be provided with a lock system to prevent unauthorized entrance. All manholes and extensions to grade providing access to the FOG Interceptor shall be at least seventeen (17) inches in diameter.

Inlet and outlet piping shall have a minimum of four (4) inches and be constructed of schedule 40 PVC meeting ASTM 1785 with solvent weld couplings.

The inlet and outlet shall each utilize a tee-pipe on the interior of the FOG Interceptor. No caps or plugs shall be installed on the tee-pipes. The inlet and outlet shall be located at the centerline of the FOG Interceptor and at least twelve (12) inches above the maximum ground water elevation. The inlet tee shall extend to within 12 inches of the bottom of the FOG Interceptor. The inlet invert elevation shall be at least three (3) inches above the invert elevation of the outlet but not greater than four (4) inches. The outlet tee-pipe shall extend no closer than twelve (12) inches from the bottom of the FOG Interceptor and the diameter of this tee-pipe shall be a minimum of four (4) inches.

The diameter of the outlet discharge line shall be at least the size of the inlet pipe and in no event less than four (4) inches.

When necessary due to installation concerns, testing for leakage will be performed using either a vacuum test or water-pressure test.

Vacuum Test – Seal the empty tank and apply vacuum to two (2) inches of mercury. The tank is approved if 90% of the vacuum is held for two (2) minutes.

Water-Pressure Test – Seal the tank, fill with water and let stand for twenty-four (24) hours. Refill the tank. The tank is approved if the water level is held for one (1) hour.

FOG Interceptor Maintenance Procedure Requirements

- Interceptors must be cleaned on a quarterly basis, unless modified under specific requirements and approved by the WPCA.
- At no time can any of the contents of the interceptor be decanted back into the interceptor during pumping and cleaning.
- All interceptor baffles must be removed, cleaned, and rinsed and placed back into the interceptor on a monthly basis.
- **THE USE OF EMULSIFIERS IS PROHIBITED**

Section 7. Alternate FOG Pretreatment System (AGRU)

When it is not practical for the Food Preparation Establishment to install an outdoor in-ground FOG Interceptor, a FOG Recovery Unit – Automatic Grease Recovery Unit (AGRU) may be utilized upon approval by the WPCA. Approval of the system shall be based on demonstrated (proven) removal efficiencies and reliability of operation. The WPCA will approve these systems on a case-by-case basis. The Contact Person will be required to show the manufacturer's analytical data demonstrating that FOG discharge concentrations do not exceed the limits established in this Regulation.

The AGRU shall be installed immediately downstream of each of the fixtures and drains as required by these regulations.

AGRU's shall be sized to properly pre-treat the measured or calculated flows using methods approved by the WPCA.

AGRU's shall be constructed of corrosion-resistant material such as stainless steel or plastic.

Solids shall be intercepted and separated from the effluent flow using a strainer mechanism that is integral to the unit.

AGRU's shall operate using a skimming device, automatic draw-off, or other mechanical means to automatically remove separated FOG. This skimming device shall be controlled using a timer, FOG sensor, or other means of automatic operation.

AGRU's operated by timer shall be set to operate no less than once per day.

AGRU's shall be included with an internal or external flow control device.

AGRU's shall be located to permit frequent access for maintenance, and inspection.

Alternate FOG Pretreatment Systems may be considered for approval by the WPCA on a case-by-case basis. The application shall include:

- Documentation evidence that the Alternate FOG Pretreatment System will not discharge FOG concentrations that exceed the allowable discharge limits.
- Plans and specifications for the proposed system including plans and profile of system installation, manufacturer's literature, documentation of performance and any other information detailing the alternate system..
- A written Operations and Maintenance Plan, which shall include the schedule for cleaning and maintenance, copies of maintenance log forms, a list of spare parts to be maintained at the subject facility, and a list of contacts for the manufacturer and supplier. Following receipt of written Notification of Approved Alternate FOG Pretreatment System from the WPCA, the Operation and Maintenance Plan shall be maintained on the premises. The plan shall be made available for inspection by the WPCA.
- A written FOG Minimization Plan, which shall include procedures for all Food Preparation Establishment employees to minimize FOG entering the wastewater collection system.
- Description of a FOG Pretreatment Training Program for the Food Preparation Establishment employees in minimizing procedures.

A Notification of Approved Alternate FOG Pretreatment System may be granted for a duration not to exceed three (3) years, with extensions, when demonstrated to the satisfaction of the WPCA that the Alternate FOG Pretreatment System, Operation and Maintenance Plan, FOG Minimization Plan, and FOG Pretreatment Training Program are adequate to maintain the FOG concentration in the wastewater discharge below the allowable limits.

AGRU or Grease Trap Maintenance Procedure Requirements

- AGRU's or grease traps must be fully emptied weekly, unless modified under specific requirements and approved by the WPCA.
- Pumping and/or hand removal must remove contents of the separation chamber without returning the pumped contents back into the unit.
- Flow control valves must be closed while emptying and cleaning.
- If removed by hand and stored on-site for later disposal, all contents must be stored in an approved waterproof containers.
- **THE USE OF EMULSIFIERS IS PROHIBITED**

Section 8. Pretreatment Equipment Maintenance

The FOG Pretreatment System shall be maintained continuously in satisfactory and effective operation, at the Food Preparation Establishment's expense.

The Contact Person shall be responsible for the proper removal and disposal, by appropriate means, of the collected material removed from the FOG Pretreatment System.

A record of all FOG Pretreatment System maintenance activities shall be maintained on the premises for a minimum of five (5) years.

The Contact Person shall ensure that the FOG Interceptor is inspected when pumped to ensure that all fittings and fixtures inside the interceptor are in good condition and functioning properly. The depth of grease inside the tank shall be measured and recorded in the maintenance log during every inspection along with any deficiencies, and the identity of the inspector.

The Contact Person shall determine the frequency at which its FOG Interceptor(s) shall be pumped accordance to the following criteria:

- The FOG Interceptor shall be completely pumped out and cleaned when 25% of the operating depth of the FOG Interceptor is occupied by grease and settleable solids, or a minimum of once every three (3) months, whichever is more frequent.
- If the Contact Person can provide data demonstrating that less frequent cleaning of the FOG Interceptor will not result in a grease level in excess of 25% of the operating depth of the FOG Interceptor, the WPCA may allow less frequent cleaning. The Contact Person shall provide data including pumping receipts for four (4) consecutive cleanings of the FOG Interceptor, complete with a report from the FOG hauler indicating the grease level at each cleaning, location of disposal, copy of receipt from the Regional Collection/Transfer/Disposal Facility providing specific gallons disposed, and the FOG Interceptor maintenance log.

A maintenance log shall be maintained on the premises, and shall include the following information:

- Dates of all activities
- Volume pumped
- Grease depth
- Hauler's name

- Location of waste disposal
- Means of disposal for all material removed from the FOG Interceptor
- Copy of receipt from the Regional Collection/Transfer/Disposal Facility providing specific gallons disposed
- Name of the individual reporting the information

The maintenance log, waste hauler's receipts, and receipts from the Regional Collection/Transfer/Disposal Facility shall be made available to the WPCA for inspection on demand. Interceptor cleaning and inspection records shall be maintained on file a minimum of five (5) years.

All removal and hauling of the collected materials must be performed by State approved waste disposal firms. Pumped material shall be disposed of at a Regional FOG Disposal Facility. (Regional Collection/Transfer/Disposal Facility)

- Pumping shall include the complete removal of all contents, including floating materials, wastewater and settled sludge.
- Decanting back into the FOG Interceptor shall not be permitted.
- FOG interceptor cleaning shall include scrapping excessive solids from the walls, floors, baffles and all piping.

The Contact Person shall be responsible for the cost and scheduling of all installation and maintenance of the FOG Pretreatment System components.

Section 9. FOG Minimization

The Contact Person shall make every practical effort to reduce the amount of FOG contributed to the sanitary sewer system.

Renderable fats, oils, and grease shall not be disposed of, in any sewer or FOG Interceptor. All renderable fats, oils and grease shall be stored in a separate, covered, leak-proof, Renderable FOG Container, stored out of reach of vermin, and collected by a render.

Small quantities of FOG scraped or removed from pots, pans, dishes and utensils shall be directed to the municipal solid waste stream for disposal.

Section 10. Inspections

Food Preparation Establishments shall be subject to inspections by the Town of North Haven WPCA or WPCA approve representative on an annual basis to determine whether the requirement set forth in this Regulation and the General Permit are being met. Inspections may include but are not limited to:

- Review of updated maintenance logs
- Hauler receipts
- Receipts from Regional Collection/Transfer/Disposal Facility providing specific gallons disposed
- Permit is up to date and valid
- Spill prevention plan
- Equipment conditions and temperature settings
- AGRU or Grease Interceptor legibly marked and access conditions

- AGRU or Grease Interceptor physical condition
- Up to date Operation and Maintenance manual for Pretreatment Equipment
- Quantity of grease and settable solids in the grease interceptor

Section 11. Violations

In the event that a Food Preparation Establishment fails to meet the recordkeeping requirements, equipment standards, or discharge limit, the Town of North Haven WPCA or its representatives may issue a written notice of violation for the non-compliant condition. The Food Preparation Establishment shall take immediate steps to bring the establishment into compliance. Any violation of the Town of North Haven’s WPCA FOG Management Program will be subject to monetary penalties as follows:

First offense	Notice of Violation
Second offense	\$250.00
Third offense	\$500.00

- **Three or more violations or non-payment of any violation will be subject to permit revocation and possible food service license revocation.**

The Contact Person shall be responsible for the cost and scheduling of all installation and maintenance of FOG Pretreatment System components. Installation and maintenance required by the WPCA or its approved representative shall be completed within the time limits as given below:

Violation	Days from inspection to correct violation
Permit Violation	15 days
Equipment not registered	30 days
Operational violations	30 days
Installation violations (outdoor & indoor)	90 days

Section 12. Fees

The WPCA Board may establish and revise fees for the Town of North Haven’s WPCA FOG Management Program required by this Regulation. The fees may include, but will not be limited to registration, inspection, and violation fees.

The fees associated with the Town of North Haven’s WPCA FOG Management Program will be billed to the Contact Person on record for the Food Preparation Establishment.

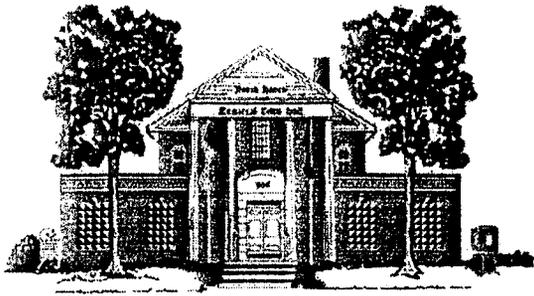
The fees associated with the Town of North Haven's WPCA FOG Management Program, shall be due and payable within sixty (60) days of the date of issuance and the WPCA or its representatives are empowered to permit an extension of time of the fee due date up to seven (7) days after the end of said billing period.

Applicable Fee Table

Initial Application Fee	\$350.00
Permit Fee – Annual	\$200.00
First offense	Notice of Violation
Second offense	\$250.00
Third offense	\$500.00

Section 13. For WPCA use if required

This section is intentionally left blank for WPCA use if required



TOWN OF NORTH HAVEN
MEMORIAL TOWN HALL / 18 CHURCH STREET
NORTH HAVEN, CONNECTICUT 06473



Fats, Oils and Grease (FOG) Permit Application for FOG Generators

Refer to page four (4) of this application for descriptions, definitions and instructions.

1. REASON FOR APPLYING

A. Existing/Un-permitted Facility _____

Previous Permit # _____

C. Change of Ownership _____

Previous Company/Owner Name _____

B. Construction _____ New

____ Renovations _____ Change of Use

D. Other _____ (please describe below)

2. COMPANY INFORMATION

A. Company Name

B. Facility Location and Contact Information

Street Address _____ Unit# _____ City _____ State _____ Zip _____

Contact Person Name _____ Title _____

Business Phone # _____ Cell Phone # _____ Fax # _____

E-Mail _____

C. Billing Address and Contact Information _____ check here if same as above

Street Address _____ Unit# _____ City _____ State _____ Zip _____

Contact Person Name _____ Title _____

Business Phone # _____ Cell Phone # _____ Fax # _____

E-Mail _____

D. Ownership Type _____ Sole Proprietor _____ Partnership _____ Corporation

E. Names and Titles of Business Owner(s), Partners or Corporate Officers:

Names

F. Authorized Representative (definitions on back page) _____ check here if same as above

H. Number of Grease Interceptors and/or Traps _____ **Fill in required information below**

Location	Size (in gallons)	Service Frequency	Type (circle one)
			interceptor/trap
			interceptor/trap
			interceptor/trap

5. Grease Hauler Information

Name of Hauler

Address

City _____ State _____ ZIP _____

Phone Number _____ Fax Number _____ E-Mail _____

Describe how grease is disposed of (i.e.: landfilled by waste hauler, recycled, pumped etc.). If you dispose of the grease yourself, indicate location and procedure for disposal.

6. Construction Contact Information (For businesses under construction only)

Name _____ Job Title _____ Phone # _____

Signature _____

7. Signatory Requirement – This must be signed by a company/business authorized representative. Signatures of designers, architects or contractors are only accepted as a construction contact in item 1 above.

I certify under penalty of law that I have personally examined and am familiar with the information in this application form and all attachments and that, based on my inquiry of those persons immediately responsible for obtaining the information contained in the application, I believe that the information is true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and/or imprisonment.

Name –Authorized Representative (print)

Signature

Title

Date

Food-serving Establishment – Any facility that prepares, serves, or processes food on a regular basis for commercial use or sale including but not limited to restaurants, cafeterias, hotels, hospitals, institutional facilities, factories, clubs, bars where food is prepared and served, and all commercial kitchens; food and meat packing and processing establishments; super markets, bakeries and others that generate FOG that may be introduced into the City collection system in quantities that can cause sewer blockages.

Grease Trap – A small reservoir built into the wastewater piping a short distance from the grease producing area. Baffles in the reservoir retain the wastewater long enough for the grease to congeal and rise to the surface so that it can be removed.

Grease Interceptor – A large, partitioned collection chamber usually outside a building that captures FOG by trapping floatable and settle able solids prior to being discharged to the City collection system, and whose rated flow exceeds 50 gallons per minute (GPM).

Newly constructed or renovated food-serving establishment or business – Any newly constructed or existing food-serving establishment that has undergone significant improvements or expansion planning to begin operation after the adoption of the FOG Control Program Regulations.

Change Of Use – Any Construction or remodeling that changes an existing non-FSE or business into a facility which can be classified as a Food Serving Establishment or FOG Generator (example: Print shop is changed into a restaurant).

FOG generator – Any commercial establishment, industry, or resident that creates FOG that can be discharged with wastewater into the sewer collection system or into septic or storage tanks whose contents are delivered to the Water Pollution Control Facility

Authorized Representative/Signatory Requirement – Business authorized representative is a business officer legally responsible for operation of the company discharging wastewater or a company employee (manager, supervisor) authorized in writing to sign documents for the business officer. Business officer titles include but are not limited to: owner, partner, managing partner, president, vice-president, secretary, treasurer, and CEO. The following do not qualify as a business authorized representative: contractors, designers, architects, employees who are not titled managers or supervisors.

Instructions. Use extra sheets if need or when applicable on any section of the FOG permit.

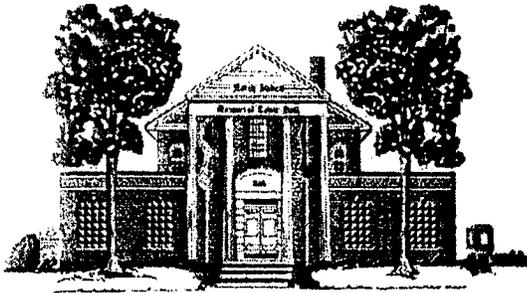
1.A-D Indicate reason for applying for a FOG permit. Give supporting documents if necessary. If application is being filed due to change in ownership, please provide former FOG permit number and authorized representative.

2.A-F Location address describes the business location that is to be permitted. **C.** Ownership Types: sole proprietor indicates only one individual and no partners owning said business. Partnership indicates more than one owner but is not incorporated. Corporation indicates a company formed by more than two individuals and often has a group of shareholders. **D.** Names and Title: cannot be employees such as managers or general laborers. **E.** This section is for purposes of billing, fines and notifications of violation. **F.** Authorized Representative: refer to definition above.

3. If building/facility/lot is rented/leased give landlord information.

4.A-H Give business description either by checking appropriate selection or describing under the other category. Refer to definitions given above. **B.** Size of facility – should be given in square feet and give total available seating. Include any seasonal (outdoors, decks, anything external from hardened building). **F.** Shift information: list days business is in operation including days which may not be open to the public and approximate number of employees working each shift. **G.** Equipment Information – Any major equipment used in the production or business process which comes into contact with Fats Oil and Grease. **H.** Interceptor information – refer to definition given above. You may have your plumber fill this section in.

5. Give Information on how grease is disposed of. If it is to be removed from interceptor by grease hauler give information on how they dispose of it. If it is removed by you or identified employee, give receptacle information and party or parties responsible.



TOWN OF NORTH HAVEN
MEMORIAL TOWN HALL / 18 CHURCH STREET
NORTH HAVEN, CONNECTICUT 06473



Fats, Oils and Grease (FOG) Permit

In accordance with the provisions of the Town of North Haven, CT WPCA, Fats, Oils, and Grease Pretreatment Regulation

Name of Business:

Facility Address:

Mailing Address:

Authorized Representative:

Telephone:

Fax:

Email:

is hereby authorized to discharge wastewater from the above identified facility into the sanitary sewer collection system of the North Haven WPCF in accordance with the fats, oils and grease effluent limitations, monitoring requirements and other conditions set forth in the Regulation.

Failure to comply with any of the terms and conditions of this permit shall constitute a violation of this permit. This includes the premises being available for inspection.

This permit is effective on _____ and will expire on _____

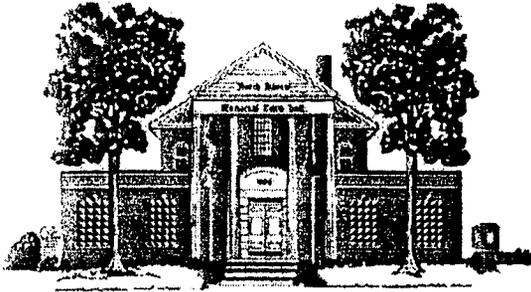
This permittee will not discharge after the expiration date of the permit. If the permittee wishes to continue to discharge, an application for permit re-issuance must be filed a minimum of 30 days prior to the expiration date.

Signature

Jonathan Bodwell, P.E.

Title

Town of North Haven, CT, Town Engineer



TOWN OF NORTH HAVEN
 MEMORIAL TOWN HALL/ 18 CHURCH STREET
 NORTH HAVEN, CONNECTICUT 06473



FATS, OILS AND GREASE BEST MANAGEMENT PRACTICES (BMP's)

Use this checklist to train employees, prepare for inspections and ensure compliance. Inspections will include but not be limited to all items on this checklist (refer to your general requirements and modified/specific requirements if applicable). Laminate and put in accessible location for employees.

PREVENT BLOCKAGES IN THE SANITARY SEWER SYSTEM		
BMP	REASON FOR	BENEFITS TO BUSINESS
Train kitchen staff and other employees about how they can practice BMP's.	People are more willing to support an effort if they understand the basis for it.	All of the subsequent benefits of BMPs will have a better chance.
Post "No Grease" signs above sinks and on the front of dishwashers.	Signs serve as a constant reminder for staff working in kitchens.	These reminders will help minimize grease discharge to the traps and interceptors and reduce the cost of cleaning and disposal.
Reduce dishwashing water temperature to 140° F for a mechanical dishwasher or use a three sink system, which utilizes a chemical sanitizer.	Temperatures in excess of 140° F will dissolve grease, but the grease can re-congeal or solidify in the sanitary sewer collection system as the water cools.	The food service establishment will reduce its costs for energy – gas or electric – for heating water.
Recycle waste cooking oil. There are many waste oil recyclers throughout Connecticut.	This is a cost recovery opportunity, depending on the market price of oil and grease-based products.	The food service establishment can be paid for the waste material and will reduce the cost of garbage collection.
"Dry wipe" pots, pans, and dishware prior to dishwashing.	Grease and food that remains in pots, pans, and dishware will likely go to the landfill. "Dry wiping" and disposing in garbage receptacles will reduce the volume that has to be sent to the grease traps and interceptors.	Reducing the amount of material going to grease traps and interceptors means less frequent cleaning and reduced maintenance costs.
Dispose of food waste by recycling and/or solid waste removal. Capture accumulated oil during the cleaning of the work stoves and ventilation/exhaust fumes.	Some recyclers will take food waste for animal feed. In the absence of such recyclers, food waste can be disposed as solid waste in landfills by licensed solid waste haulers.	Recycling of food wastes reduces the cost of solid waste disposal. Solid waste disposal of food waste will reduce the frequency and cost of grease trap and interceptor cleaning.
PROPERLY MAINTAIN FATS, OIL AND GREASE INTERCEPTORS TO PREVENT IT FROM ENTERING THE SANITARY SEWER SYSTEM		
BMP	REASON FOR	BENEFITS TO BUSINESS
Witness all grease or interceptor cleaning/maintenance activities to ensure the device is properly operating.	Grease interceptor pumpers may take shortcuts. If the establishment manager inspects the cleaning operation they are more assured of getting full value for	The establishment is assured of getting value for the cost of cleaning the grease trap or interceptor.

	their money.	
Clean undersink grease traps weekly.	Undersink grease traps have less volume than interceptors. Weekly cleaning of undersink grease traps will reduce the cost of cleaning the grease interceptor. If the establishment does not have a grease interceptor, the undersink grease trap is the only means of preventing grease from entering the sewer system.	This will significantly extend the lifespan and maintenance/repair /cleaning costs of your equipment.
Clean interceptors routinely.	Routine cleaning ensures that grease accumulation does not cause the interceptor to operate poorly. The cleaning frequency is a function of the type of establishment, the size of the interceptor, and the volume of flow discharged.	Routine cleaning will prevent plugging of the sewer line between the food service establishment and the sanitary sewer system. If the line plugs, the sewer line may back up into the establishment, and the business will need to hire someone to unplug it.
Maintain a FOG control system maintenance log.	The maintenance log records the trap/interceptor's frequency and volume of cleaning. It is required by the pretreatment program to ensure that FOG cleaning is performed on a regular basis.	Documenting maintenance establishes consistent sanitary behavior from your staff. Consistency in their actions protects your equipment and reduces cost.

notes:

PREVENT FATS, OIL, AND GREASE FROM ENTERING CREEKS, STREAMS and WATERWAYS THROUGH THE STORM DRAIN SYSTEM

BMP	REASON FOR	BENEFITS TO BUSINESS
Cover outdoor grease and oil storage containers.	Uncovered grease and oil storage containers can collect rainwater. Since grease and oil float, the rainwater can cause an overflow onto the ground. Grease overflows will inevitably reach the stormwater system and contaminate our water bodies.	Discharging grease and oil to storm drains will degrade the quality of our waterways by adding biological and chemical oxygen demand to the stream. Reduce businesses liability for incurring cleanup costs and fines.
Locate grease dumpsters and storage containers <u>away</u> from storm drain catch basins.	The farther away from the catch basin, the greater the time window for cleanup before it enters a drain. Be aware of oil and grease dripped on the ground while carrying waste to the dumpster, as well as oil and grease that may "ooze" from the dumpster.	same as above
Use absorbent pads or other material around the storm drain catch basin if grease dumpsters and containers must be located nearby.	Absorbent pads and other materials can serve as an effective barrier to grease and oil entering the storm drain system.	same as above

Routinely clean kitchen exhaust system filters.	If grease and oil escape through the kitchen exhaust system, it can accumulate on the roof of the establishment and eventually enter the storm drain system when it rains.	same as above
Notes:		

Facility Name: _____
 Facility Address: _____

**Cleaning & Maintenance Log
 Grease Interceptor**

The facility must maintain a written log of grease interceptor cleaning and maintenance activities. Copies of the cleaning receipts and logs must be kept for a period of at least 5 years.

Name of Cleaning/Maintenance Company	Date of Cleaning/Maintenance	Describe Work Being Performed	Gallons Removed	Destination Removed to	Copy of Receipt for File (Y/N)	Signature of Cleaning Company and/or Waste Hauler ⁽²⁾	Signature of Facility Owner ⁽³⁾

- (1) Grease interceptors must be maintained in accordance with Section 5(d) of the General Permit. See the quarterly inspection form for more details.
- (2) By signing in the space provided you are taking full responsibility for the shipment of FOG containing wastes and ensure the contents will be disposed of at an approved collection transfer and disposal facility in Connecticut, or in an environmentally accepted manner outside of Connecticut and in accordance with all federal and state requirements.
- (3) By signing in the space provided you are certifying that the information above has been completed to the best of you knowledge and is correct.

Facility Name: _____

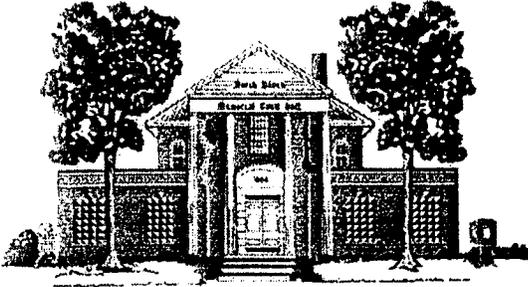
Facility Address: _____

**Cleaning & Maintenance Log
Automatic Grease Recovery Unit**

The facility should maintain a written log of AGRU cleaning and maintenance activities. Copies of the cleaning receipts and logs must be kept for a period of at least 5 years.

Name of Cleaning/Maintenance Company	Date of Cleaning/Maintenance	Describe Work Being Performed	Gallons Removed	Location Stored/Removed to	Copy of Receipt for File (Y/N)	Signature of Cleaning Company and/or Waste Hauler ⁽²⁾	Signature of Facility Owner ⁽³⁾

- (1) AGRUs must be maintained in accordance with manufacturer's recommendations.
- (2) By signing in the space provided you are taking full responsibility for the shipment of FOG containing waste and ensure the contents will be disposed of at an approved collection transfer and disposal facility in Connecticut, or in an environmentally accepted manner outside of Connecticut and in accordance with all federal and state requirements.
- (3) By signing in the space provided you are certifying that the information above has been completed to the best of you knowledge and is correct.



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TEMPLATE FOR CREATING SPILL PREVENTION AND REACTION PLAN

Note: This TEMPLATE can be used "as is" or as a guide for developing a written spill prevention and reaction plan. Post the plan and educate staff on its content. Your plan should include the following:

Company Name: _____

Address: _____

Phone Number: _____

Describe primary facility activities:

List types of chemical used at the facility:

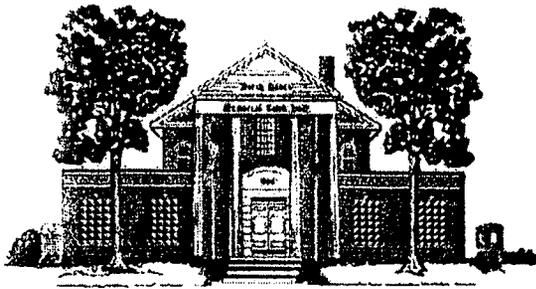
Provide contact names and phone numbers for the following:

	Contact Names	Contact Phone Numbers
Owner		
Individual(s) responsible for spill cleanup and reporting		
Agencies to contact in the event of a spill		

Provide a small facility map that includes the following information:

- Location of spill kits or cleanup tools/materials
- Waste storage areas
- Chemical storage areas
- Locations of catch basins in the facility property

Provide a short description of emergency cleanup and disposal procedures



TOWN OF NORTH HAVEN
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NORTH HAVEN, CONNECTICUT 06473



**Town of North Haven, CT WPCA
Fats, Oils, and Grease Program**

Notice of Violation

{DATE}

{NAME}
{ADDRESS}

COPY

Dear {CONTACT}:

On {DATE} {INSPECTOR} of the Town of North Haven, CT WPCA conducted an inspection of the grease handling and disposal methods at your facility located at {LOCATION} for compliance with the Town of North Haven's FOG Pretreatment Program. At that time violations as shown on the attached Inspection Summary were noted.

Failure to properly maintain fats, oils, and grease pretreatment equipment in accordance with the permitting requirements of the Town of North Haven can result in fines, loss of your food service license, or enforcement action from the Connecticut Department of Environmental Protection. The deficiencies noted in the Inspection Summary must be corrected within the following timetable.

Violation	Days from Inspection to Correct Violation
Equipment not Registered	30 days
Equipment not Properly Installed	90 days
Major Violations (Outdoor and Indoor)	30 days
Minor Violations	90 days

If additional information is needed on the Town of North Haven WPCA Fats, Oils, and Grease Pretreatment Regulation requirements, an information package titled Fats, Oils, and Grease Pretreatment Regulations is available at the Town of North Haven Annex, Engineering Office.

Sincerely,