

## City of Rock Hill Fats, Oil and Grease Ordinance

### 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 operations. In the case of individual FSE, 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 FSE 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 of 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 Director 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 FSE 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 (3) 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 judgment 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**

City of Rock Hill  
Fats, Oil and Grease Control Policy

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**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 FSE, 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 FSE 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 City's Pretreatment Program staff, appointed by the Utilities Director to implement a Grease Management Program (GMP).

*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 collects the contents of a grease removal device 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 removal device waste and to operate a grease hauling business in the City.

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

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

*Grease interceptor* means a device located underground and outside of a FSE designed to collect, contain or remove food wastes and grease from the waste stream 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 trap* means a device located in a FSE usually under a sink designed to collect, contain or remove food wastes and grease from the waste stream 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. SCDHEC Document Number 4424, 61-25, Chapter 5-402.12



### **Section 3: General Requirements:**

#### **Section 3.01: Applicability:**

The administrative, operational, and general requirements of this Policy are applicable to ALL FSE, new or existing. All FSE 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. The GMP official may provide assistance in the facilitation of the FSE FOG training. In addition, educational materials shall be available through the GMP and City's website.

#### **Section 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 Planning & Development Department and the Pretreatment Program Division prior to installation. Prior to placing any GRD into operation, the Rock Hill Planning & Development Department and the Pretreatment Program Division shall inspect the GRD to assess compliance of the approved GRD.

GRD designs represent minimum standards for normal usage. Installations with heavier usage require more stringent measures for which the user is responsible and shall pay the costs to provide additional measures if required by the City. The City reserves the right to evaluate GRD sizing on an individual basis for facilities with special conditions, such as highly variable flows, high levels of grease discharge, or other unusual situations that are not adequately addressed by the criteria.

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, laminar flow near outlet.

6. Baffle wall be located a distance from inlet wall of 2/3 to 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 at least 50% into the liquid depth, but be no less than twelve (12) inches from the GRD floor. The outlet tee should be installed two (2) inches lower than inlet tee to create low velocity, laminar flow. The inlet tee shall extend 25% into the liquid depth, but be no less than twenty-four (24) inches from the GRD floor. Inlet and outlet tees must be a minimum of three (3) inches in diameter.
9. Access openings over the inlet, outlet, and each compartment within the grease interceptor. Baffle walls must be visible.
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. When applicable, grease interceptors shall be equipped with devices to control the rate of wastewater flow so that the rate of wastewater flow does not exceed the rated flow. The flow-control shall be vented and terminate not less than six (6) inches above the flood rim level of the fixtures being served. Vent piping must be a minimum two (2) inches diameter.
13. In-ground grease interceptors shall receive kitchen wastes. Kitchen wastes include: warewashing sinks, pot sinks, prep sinks, can wash/ mop sinks, floor drains, dishwashers, handwashing sinks, greasy laundry washers and any other fixtures that may discharge grease bearing waste streams. Fixtures must not allow introduction of any unpolluted waters such as uncontaminated stormwater, surface drainage, groundwater or uncontaminated cooling water into the sanitary sewer system. *Notable Exceptions: Drains that receive "clear waste" only, such as from ice machines, condensate from coils and drink stations, may be plumbed to the sanitary system without passing through the grease interceptor with the condition that the receiving drain is a "hub" type that is a minimum of two inches above the finished floor.*
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 C-890 for establishing Minimum Structural Design Loading.
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 simulate 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 SC licensed Plumbing Contractor and maintained by the FSE at the FSE expense so as to be in continuously effective operation.

Do not dispose of the concentrated chemicals, solution, wash water, or rinse water from cleaning or degreasing equipment or exhaust hood surfaces into sinks leading to a grease removal device. This wastewater contains degreasers, which tend to emulsify the grease and cause a blockage in your system or pass-through to the wastewater treatment system, which is a violation of this Policy. Used bath solution from soaking exhaust hood filters (both hazardous and non-hazardous) should be taken to an off-site disposal facility. Discharging used cooking or deep fryer oil, rotisserie fat, or solid food waste into kitchen sinks, mop sinks, and floor drains in your kitchen that are connected to the sanitary sewer system is a violation of this Policy.

Grease removal devices must be accessible for cleaning, maintenance, and inspections at all times.

Each FSE shall be responsible for the costs of installing, inspecting, pumping, cleaning, and maintaining its grease interceptor. All FSE that have grease interceptors shall utilize a grease hauler who has been permitted by the City of Rock Hill 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.

*If you wish to use a company that is not registered with our Grease Management Program, please refer the company representative to **Section 10: Grease Hauler Regulation Program.***

#### **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.

When a variance has been granted by the City, grease traps shall be located outside to be easily accessible for cleaning and servicing, except when the building is the property line, a grease trap may be installed inside a food service establishment, provided the grease trap complies as specified:

1. Grease traps shall not be installed in food preparation, food storage areas, equipment and utensil washing areas, food dispensing areas, or in areas where food equipment and single-service articles are stored.
2. Grease trap servicing hoses and pumps shall not run through food preparation, food storage areas, equipment and utensil washing areas, food dispensing areas, or in areas where food equipment and single-service articles are stored.
3. Facilities with existing grease traps that are located in food preparation, food storage areas, equipment and utensil washing areas, or food dispensing areas, prior to the effective date of this regulation, which require inspection, servicing or maintenance, shall:
  - (a) Temporarily close for business and shall cease all food preparation and utensils washing activities during inspection, servicing or maintenance of the grease trap; and
  - (b) Immediately after inspection, servicing or maintenance, clean and sanitize the grease trap area and adjacent surfaces before re-opening for business and resuming food service activities.

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.

The minimum size of grease traps shall be based on the maximum rate of flow of all fixtures discharging into the grease trap multiplied by a retention factor of 1.5 minutes. No grease trap shall be installed with an approved rate of flow less than 20 gallons per minute or a grease retention capacity of less than 40 lbs. No garbage disposal, food waste disposer or dishwasher shall be connected to or discharged into any grease trap. Dirty hood filters must be recycled instead of washed on-site. Wastewater generated by hood, flue and fan cleaning should be taken to an off-site disposal facility. No grease degrading chemicals, enzymes or bacteria may be contained in the wastewater discharged to the grease trap.

The following table provides criteria for sizing grease traps:

| <b>RECOMMENDED RATINGS FOR COMMERCIAL GREASE TRAPS</b> |                         |   |
|--|-------------------------|---|
| "Under-the-Counter" Package Units Grease Traps         |                         |   |
| <u>Type of Fixture</u>                                 | <u>Flow Rate</u><br>gpm | <u>Grease Retention Capacity Rating</u><br>lb |
| Restaurant Kitchen Sink                                | 15                      | 30  |
| Single-compartment Scullery Sink                       | 20                      | 40  |
| Double-compartment Scullery Sink                       | 25                      | 50  |
| 3 compartment Sink                                     | 40                      | 80  |
| 2 Double-compartment Sinks                             | 40                      | 80  |
| Floor Drain  | 15                      | 30  |

Each grease trap shall be installed and connected so that it will be readily accessible for cleaning, maintenance, and inspection at all times. Grease traps shall be constructed of durable materials satisfactory to the GMP Official and shall have a full-size gas tight cover, which can be readily removed. Each grease trap shall have a water seal of not less than 2" in depth or the diameter of its outlet, whichever is greater. No single in-line grease trap shall serve more than two separate fixtures. Grease traps shall be installed and vented in accordance with the South Carolina Plumbing Code.

**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.

Dispensing systems that dispense performance additives to grease removal device shall not be installed except where such systems dispense microbes for the enhancement of aerobic bioremediation of grease and other organic material, or for inhibiting growth of pathogenic organisms by anaerobic methods. Such microbial dispensing systems shall be installed only where the GRD manufacturer's instructions allow such systems, and the systems conform to ASME A112.14.6. Systems that discharge emulsifiers, chemicals or enzymes to grease interceptor shall be prohibited. Any FSE using biological or other additives shall maintain the GRD 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 GRD outlet or interior, is consistently achieved. Safety Data Sheets (SDS) 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 a GRD 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: FSE Permit Applications:**

##### **A. Permitting requirements for FSE:**

All FSE 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 provided to previously identified FSE owners identified by the City. All FSE required under the terms of this program to obtain a GDP shall submit a completed application form at the address shown on the form within thirty (30) days of receipt of the form. 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 FSE and these FSE 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. Safety Data Sheets (SDS) 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 removal device (GRD) and appurtenances in the FSE 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 GRD maintenance for three years.
7. A signed statement from the FSE owner or approved designee 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 GRD will be inspected. General GDP may be issued in accordance with Section 6(2) below prior to pre-permit inspections if there is a back-log of inspections.
2. If all information is verified and the GRD 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 (BMP) document entitled "Fats, Oil, and Grease Best Management Practices Manual."
3. If the GRD requires any maintenance or repairs, or incorrect information has been given, the GMP Official shall provide a 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 fees will be levied for future inspections.

#### **Section 6: Grease discharge permit (GDP):**

General Provisions. The following criteria apply to all GDP: Except for General GDP 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. A copy of the GDP may be kept in the records file.
2. General GDP may be issued prior to a pre-permit FSE facility inspection. General GDP 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 will vary in content and requirements depending on the class of the FSE and the type of grease removal device 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 and are subject to a re-inspection fee (non-compliance).
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 7: Records Maintenance and Retention:**

##### **A. Record keeping:**

Each FSE shall maintain a logbook in which a record of all grease removal device (GRD) 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 GRD. 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 GDP.
3. Log of maintenance, pumping or cleaning activities.
4. Receipts/ manifests from grease haulers.

The FSE shall maintain a written record of GRD maintenance for three (3) years. All such records will be available for inspection by the City at all times. These records shall include but not be limited to:

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

The file shall be available at all times for 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. Maintenance and Pumping Reporting:**

Each FSE shall maintain and /or submit as determined by GMP Official a report to the City. Reports shall be submitted on or before the tenth (10) day of each month. Each report shall record the date the GRD has been cleaned and shall include the name and address of the grease hauler, indicate the depth (in inches), and the volume (in gallons) of liquids and solids removed on each occasion. Each report shall include copies of either the grease hauler's receipt or manifest. Each report shall also note any repairs that have been made to the GRD including the dates that these repairs were effected. Reports shall be submitted to the address provided in the permit. If they are received by the City after the due date, a first re-inspection fee (non-compliance) may be administered by the GMP Official.

### **C. FSE 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 Grease Hauler Permit (GHP) 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 (3) years and to make such records available for review by the GMP Official.

3. Grease hauler submits monthly reports detailing GRD 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:

- Estimated depth and volume of FOG, gray water and solids removed.
- Any defects in the GRD.
- Date of pump-out. Full pump-out is required.
- Capacity of GRD.
- Disposal facility.

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 deficiency be corrected.

**D. City Performance Indicators.** The GMP Official or his designee shall maintain records of blockages to assist in determining the effectiveness of the FOG Ordinance and this Policy.

### **Section 8: Inspection, Pumping and Maintenance:**

**A. Inspection:** All FSE shall be inspected as follows:

1. Inspections. The GMP Official may inspect FSE 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 may 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 removal device (GRD). The GMP Official may also inspect the GRD maintenance logbook and file, other pertinent data, and may check the level of the GRD 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:

- Failure to properly maintain the GRD in accordance with the provisions of the GDP and this Policy.
- Inability of existing GRD to prevent discharge of grease into sewer system as evidence by build-up of grease downstream of the GRD.
- Failure to report changes in operations, or wastewater constituents and characteristics.
- Failure to report pumping activities or keep copies of manifest forms or receipts.
- Failure to maintain logs, files, records or access for inspection or monitoring activities.
- Failure to obtain or renew the GDP in a timely manner.
- Any other inconsistency with the program that requires correction by the FSE.

If any deficiencies are recorded by the GMP Official during an inspection, the GMP Official shall provide the FSE a notice to correct the deficiency.

**2. Re-inspections.** The GMP Official shall re-inspect FSE which received deficiency notice 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). 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. The GMP Official shall inspect any repairs or other deficiencies and shall provide notice of non-compliance for continuing deficiency.

**3.** 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 for all successive re-inspections.

**B. Pumping/Cleaning and Maintenance:**

Interceptor pumping frequency: Each FSE shall have its grease interceptor 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 shall be pumped according to the following criteria:

1. When the floatable grease layer exceeds six (6) inches in depth as measured by an approved dipping method,

2. When the settleable solids layer exceeds eight (8) inches in depth as measured by an approved dipping method,
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 GRD. Since the FSE is liable for the condition of their GRD they may want to witness all cleaning/maintenance activities to verify that the GRD is being fully cleaned and properly maintained. All FSE that have GRD shall utilize a grease hauler who has been permitted by the City for pumping services. Pumping services shall include the complete removal of all contents, including floating materials, wastewater, and bottom sludges and solids from the GRD.

The following are the pumping practices required of registered waste haulers (**Steps 1-12**):

- 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.
- Step 3.** Place the vacuum tube all the way into the GRD to withdraw remaining solids from the bottom. Make a note of any non-food items.\*
- Step 4.** Vacuum water out of the GRD.
- Step 5.** Clean the sides and bottom of the GRD. This may be done by using an alternative water source to hose down the GRD. GRD cleaning shall include scraping excessive solids from the walls, floors, baffles and all pipe work. Make sure the GRD is completely clean.
- Step 6.** Vacuum the remaining water out of the GRD.
- Step 7.** Check that the sanitary "Tees" on the inlet and outlet sides of the GRD are not clogged, loose, or missing.\*
- Step 8.** Verify that the baffle is secure and in place.\*
- Step 9.** Inspect the GRD 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. Non-vented lids are required.\*

**Step 12.** Note any items of concern\* and provide a copy of the waste hauler manifest to the FSE.

**\*May need to be addressed with FSE staff**

**C. Variance for pumping frequency:**

Variance procedure: If a FSE determines that monthly pumping of their GRD is unnecessary in order to remain in compliance with the criteria of Section 8(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:

1. 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 GRD pumped and cleaned and an affidavit from the applicant stating that it shall permit no further pumping or cleaning of the GRD until the City has completed its evaluation and notified the applicant of the appropriate pumping frequency.
2. A GMP Official shall inspect the GRD on the specified date and time during or after the pump-out procedure.
3. If the GRD is in good working condition during the initial inspection, the GMP Official shall re-inspect the GRD intermittently after the initial inspection.
4. After the initial re-inspection, the GMP Official shall inspect the GRD at intervals to determine its working efficiency.
5. If during re-inspection the grease level reaches six inches or solids level 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.
6. If, at a re-inspection, FOG is observed in the port, the grease level exceeds six inches or the solids level 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.
7. Where two or more GRD are located at the same facility on different laterals, one variance application process shall apply to GRD. Different variances may be determined for each GRD.

8. Where two or more GRD are connected in series on the same lateral, one variance application process shall apply to both GRD. The two or more GRD shall all be initially pumped on the same day and the variance for the first GRD shall be determined when the grease or solids criteria are reached. The first GRD shall not be pumped at this time and the variance procedure shall continue to monitor the second GRD until either the grease or solids criteria are reached. At this time both GRD must be pumped and the new variances for the first and second GRD will be issued.
9. If there is any evidence that the GRD 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.
10. 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.
11. In any event, full pump-out and cleaning of a GRD shall be required at least once every 6 months.
12. Failure to provide complete pump-out of GRD at the required intervals may result in a revocation of the approved variance.
13. 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 GRD 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 GRD shall be returned to any GRD, 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.

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.

**Section 9: Right of Entry:**

- A. 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.

- B. 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.
- C. 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.
- D. All grease removal devices 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 10: Grease Hauler Regulation Program:**

**A. Administration and permitting of grease haulers:**

Any person, firm, or business interested in collecting, pumping or hauling grease removal device (GRD) wastes from FSE connected to the City's sewer collection system who does not hold and maintain a current "Grease Hauler Permit (GHP)" 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 GHP 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 GRD 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 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 is legally 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. A list of the disposal facilities that the applicant intends to use.
6. 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.
7. Any other information determined by the GMP Official to be necessary to evaluate the GHP application.
8. The City may require financial assurance in the amount of \$10,000.00 in a form acceptable to the City such as a 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.

**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 GHP 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 removal devices 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 gray water, grease or solids may be re-introduced into the interceptor.
- (b) A statement that the grease hauler is required to comply with all federal, state, and local regulations concerning the pumping of grease removal devices and the hauling and disposal of their contents.
- (c) Any other statement or requirement that the City believes to be necessary to meet the intent of this Policy.
- (d) A statement that the grease hauler agrees to submit information congruent to any business that no longer accepts grease pumping, (i.e., refusal, service cut-off due to payment, etc.)
- (e) 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 FSE 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 fees or revocation of a permit. The City may require additional record keeping and reporting, as necessary, to ensure compliance with the terms of this Policy. For additional required information refer to: **Section 7: Records Maintenance and Retention.**

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 fees and the removal of that hauler from the registered hauler list.

For GRD cleaning instructions refer to: **Section 8: Inspection, Pumping and Maintenance: B. Pumping/Cleaning and Maintenance.**

**G. Vehicle inspection:**

All vehicles must be approved by the State. 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.

## Rock Hill, South Carolina

### Code of Ordinances

MUNICIPAL CODE  
City of ROCK HILL, SOUTH CAROLINA

#### APPENDIX A FEE SCHEDULE

##### **Chapter 29. Utilities**

Article III. Wastewater Treatment System

##### Division 5. Discharge Regulations

§ 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 |