

# PRESS RELEASE

JUNE LAKE PUBLIC UTILITY DISTRICT

FATS OILS AND GREASE PROGRAM

December 15, 2016

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**JUNE LAKE, CA.** The June Lake Public Utility District has implemented a program to actively control the amount of fat, oil and grease (FOG) that is being discharged into its sanitary sewer system. Fat, oil and grease can have a profound negative impact on wastewater collection and treatment systems, and if not handled properly can significantly degrade our groundwater.

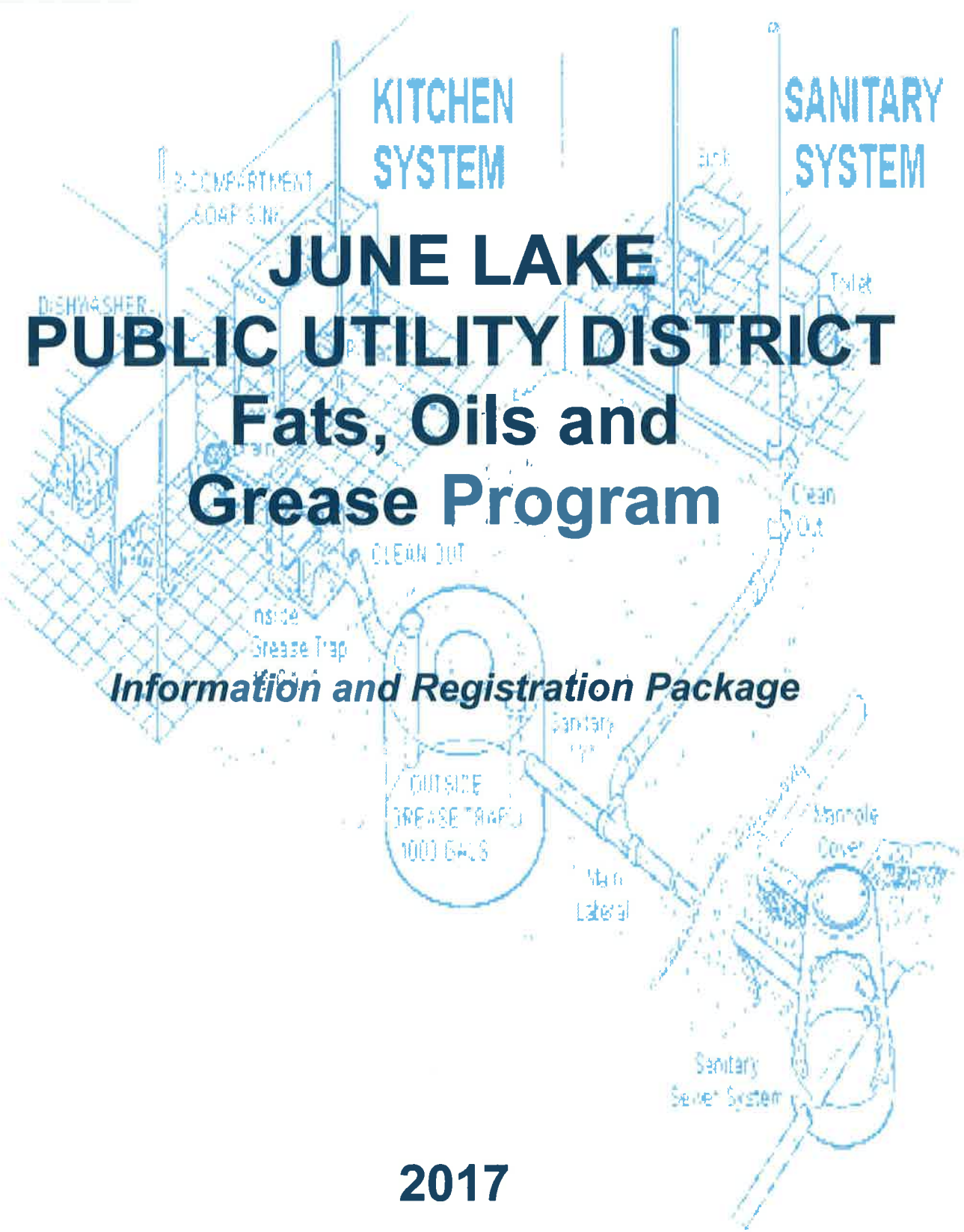
Many national fast-food restaurant chains already participate in FOG recycling programs and ensuring that grease traps and grease interceptors are properly installed and maintained.

The grease trap maintenance is usually performed by employees of the establishment. Grease interceptor (GI) maintenance, however, is usually performed by an outside permitted hauler or recycler who will remove the entire volume (liquid and solid) and dispose of the material in accordance with all federal, state and local laws.

A significant amount of FOG is generated by residential customers. Before washing, scrape or wipe cooled grease and sauces from all dishware including utensils, cookware and plates into the trash or compost. Small amounts of grease, such as meat drippings, can be soaked up with a paper towel and thrown into the trash. If you have a larger amount of grease, let it cool, then pour or scrape the solidifying grease into a sturdy closed-lid container, like a coffee can, and dispose of it in the trash.

In 2017 District enforcement employees will implement the FOG Program to periodically visit food service establishments in the district to inspect the installation of grease traps and grease interceptors, review their methods of grease retention and to check records indicating proper maintenance and disposal.

Please visit the June Lake PUD website at [www.junelakepud.com](http://www.junelakepud.com) for further information on how you can help keep June Lake's sewers free of FOG.



# **JUNE LAKE PUBLIC UTILITY DISTRICT Fats, Oils and Grease Program**

***Information and Registration Package***

## **2017**

**June Lake Public Utility District**

Adopted on 12/14/2016

**JUNE LAKE PUBLIC UTILITY DISTRICT  
FATS, OILS AND GREASE PROGRAM INFORMATION**

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FOG APPLICATION BOOKLET PREPARED BY  
AQUA OPERATIONS, INC.  
BAKERSFIELD, CA, U.S.A  
[www.aquaoperations.com](http://www.aquaoperations.com)

## INSTRUCTIONS

Your facility has been identified as having the potential to discharge a significant volume of animal fat, cooking oil, or food related grease to the JLPUD's sewer system. The State of California Environmental Protection Agency requires that all facilities, within the State that have the potential to discharge fats, oils and grease (FOG), obtain a FOG Discharge Permit. This booklet contains information and forms that direct facilities discharging wastewater to the June Lake Public Utility District's (JLPUD) collection system toward compliance.

The following pages provide answers to the most frequently asked questions as well as important facts about the JLPUD's FOG Program. Review of this material should assist you in determining if your facility currently has appropriate grease equipment installed. If no grease equipment is installed at your facility, or if the currently installed grease equipment is an inappropriate design or size, an engineer who specializes in wastewater treatment should be contacted to recommend modifications and assist with preparation of the discharge permit application. The application, including details of the proposed design, the variance application if applicable, the Conceptual Approval Form with all attachments, and the fee must be submitted to the JLPUD. ***The permit application, with supporting documents must be submitted within 30 days of receipt of this letter.*** The JLPUD will process the application and complying facilities will be issued a FOG Discharge Permit by the JLPUD. ***Do not begin any grease trap installation or modification without prior approval.***

Grease equipment will be inspected by the JLPUD. Facilities found to be in violation will be notified in writing of the violations and the required corrective action. An example inspection form has been included in this booklet to help you understand the inspection process and the grease equipment's ongoing maintenance requirements. **Please note that written records of grease equipment maintenance are required.** The required frequency of maintenance is detailed on the Maintenance Recording forms included in this booklet. Additional recordkeeping forms can be obtained from the JLPUD.

If grease is accidentally discharged into a storm drain or the sewer system you must notify the Sewer Department immediately by phone at **(760) 648-7778** and submit the Accidental Discharge Report included in this booklet. Timely notification will enable the JLPUD to take corrective action to prevent blockages of the system and environmental damage.

**JUNE LAKE PUBLIC UTILITY DISTRICT  
FATS, OILS, AND GREASE (FOG) PROGRAM  
FREQUENTLY ASKED QUESTIONS**

**1. What is FOG (Fats, Oils, and Grease)?**

FOG includes animal fat, cooking oils, and food related grease used or generated by food preparation.

**2. Why does the JLPUD have a FOG Program?**

The JLPUD developed the FOG Program in response to the California State Water Resources Control Board enforcement of the U.S. Clean Water Act. The program is designed to minimize the discharge of animal fat, cooking oil, and food related grease into the sewage collection system. FOG accumulates in the sewage collection system causing blockages and the sewage to backup or overflow the system causing a health hazard.

**3. Who is required to obtain a FOG Discharge Permit?**

All Food Preparation Establishments (FPEs), or other categorical dischargers within the city limits are required to obtain a Permit. FPEs are defined as those facilities that serve food or prepare food by methods that use or generate FOG.

*Exempted Food Service Establishments, residents, and industrial sewage discharges are not regulated by this program.*

Special exemptions are provided for the following facilities. The following facilities *may* be eligible for a program variance. Facilities that:

- Only reheat and serve precooked foods in the original package or disposable packaging,
- Use cooking methods limited to microwave, dry reheating in an oven, use of panini press, or similar methods,
- Cooking limited to pizza without pans and served on disposable dishes,
- Serving of catered foods with no cooking or washing onsite,
- Cooking schools with fewer than 150 servings per week.

**4. Am I still required to register if my facility does not generate FOG?**

Facilities that meet the definition of a FPE (see question 3) but believe that they do not meet the criteria for this program, because they do not cook in a manner that uses or generates FOG may file a request for variance *with* their application. Variances are subject to the approval of the JLPUD.

**5. How long is my FOG Discharge Permit valid?**

Permits are issued based on the equipment installed at a facility. Changes in the installed equipment including: relocation of an existing establishment, significant

modifications to the facility, changes in the menu, or changes in ownership of an existing establishment will require a new permit. FOG Discharge Permits are renewed annually.

**6. What are the Permit requirements?**

Facilities are required to have a properly sized outdoor grease trap or indoor automatic grease recovery unit (AGRU) installed and properly maintained. Indoor passive grease traps are no longer an acceptable means of grease removal.

**Documentation of proper maintenance activities is required. Documentation includes recording cleaning and maintenance activities in a logbook.**

**7. What is the required cleaning frequency?**

The grease collection container and screening basket of AGRUs must be cleaned daily. Monthly cleaning of AGRUs includes removing all water, solids, and grease from the AGRU and replacement of any worn or broken parts. Generally, outdoor grease traps must be pumped every three months by a septage hauler. Exceptions to these frequencies will be indicated on the FOG Discharge Permit.

**8. What happens if my establishment is found to be in violation of the Permit?**

Unscheduled inspections are conducted to verify proper cleaning and maintenance of grease traps, proper storage of grease, and good grease handling practices. Violation notices are provided in writing (mail, fax or email). Re-inspections are scheduled a minimum of 30 days after notification. Conditions that have not been corrected by the second inspection may be subject to re-inspection fee of \$50 and a violation fee up to \$100 daily. Continuing violations may be subject to prosecution as described in the JLPUD's Fats, Oils and Grease Ordinance.

**9. What is the difference in renderable and non-renderable FOG?**

Renderable FOG is any FOG that is collected directly from the cooking process. This FOG should be collected by a company that will render it, recycle it, or use it for other beneficial purposes. Any FOG that has been removed or separated from water or wastewater is considered non-renderable.

**10. How often are grease traps inspected?**

The inspection frequency may depend on the classification of the Food Preparation Establishment. Class III facilities may be inspected up to three times per year and Class IV facilities may be inspected up to four times per year. Inspections may be scheduled or unscheduled.

**Facilities found to be in violation of JLPUD's FOG Program will be subject to a re-inspection a minimum of 30 days after notification that they are in violation.**

**11. What are the fees for the FOG Program?**

<b>Standard Fees</b>	
Initial Application	\$50
Annual Fee (Renewal)	\$50
Late Fee	\$50 per month
Re-Inspection Fee	\$50
<b>Violation Fees</b>	
BMP violation if uncorrected by 30 days after notification	up to \$100/daily
Equipment installation violation if uncorrected by 60 days after notification	up to \$100/daily
Unauthorized equipment modification or use 30 days after violation notification	up to \$100/daily

**JUNE LAKE PUBLIC UTILITY DISTRICT  
FOG PROGRAM  
FEES, FINES, TIMELINE, AND GUIDELINES**

*Fees Shall Not Be Prorated*

**Fees & Fines**

Permit Application Fee	\$50 due with application for permit
Late Fees	\$50 per month
Variance Fee	No additional variance fee required with complete application.
Re-Inspection Fee	\$50 for re-inspection if NOV not corrected by 2 <sup>nd</sup> inspection.
On-Going Violations	Up to \$100 daily if violation not corrected within:  30 days of NOV for BMPs; or 60 days of NOV for equipment installation violations
Third Party Fees	FPE's are responsible for all fees on payments made to the JLPUD through third parties i.e. credit card or electronic check processing.

**Timelines**

Compliance Date	July 1, 2018, or one year after initial inspection - For establishments that have no FOG equipment.
Re-Inspection	(BMP) A minimum of 30 days after previous failed inspection.  (Equipment) A minimum of 60 days after previous failed inspection.
Permits Finalized	Within 14 days of compliance verification.
Accidental Spills	Immediately report by phone to the JLPUD at <b>(760) 648-7778</b> and file written report within 5 days.



Appeal of Permit Revocation	JLPUD to respond in writing within 15 days
City Decision on Appeal	JLPUD to make decision within 60 days of receipt
Normal Cleaning Frequency	Outdoor Grease Traps – Once every three months or upon 25% of the total volume being occupied by FOG and settled solids or as amended by permit.  AGRU – screening basket and grease collection container emptied once each day of facility operation or as amended by permit.
Report Change in Variance	Within 30 days of change Conditions

**Program Variance Guidelines**

Food Service Establishments with the following characteristics shall be exempt from the JLPUD Fats, Oils, and Grease Article of the Sewer Use Ordinance.

- Facilities that reheat and serve precooked foods in the original package or disposable packaging
- Cooking methods limited to: microwave, dry reheating in an oven, use of panini press, or similar methods
- Cooking limited to pizza without pans and serving on disposable dishes
- Serving catered foods with no cooking or washing onsite
- Other facilities with limited potential to discharge FOG to the public collection system.

Variances are granted based on the facility’s menu. Sizing of AGRU’s and outdoor traps is based on the installed cooking equipment.

**Installation and Sizing Criteria - All outdoor grease traps must be located outside the minimum separation distance restriction and sized to the facility as required by the JLPUD, County of Mono and/or State of California building codes.**



**JUNE LAKE PUBLIC UTILITY DISTRICT  
EXISTING ESTABLISHMENTS  
FOG PERMIT APPLICATION**

Name of Business: \_\_\_\_\_

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

Permittee Name: \_\_\_\_\_ Title: \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Company Name: (If different than above) \_\_\_\_\_

Business Mailing Address: (If different than above) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

Hours of operation: MON \_\_\_\_\_ TUE \_\_\_\_\_ WED \_\_\_\_\_ THU \_\_\_\_\_ FRI \_\_\_\_\_ SAT \_\_\_\_\_ SUN \_\_\_\_\_

**GENERAL GREASE TRAP INFORMATION**

All Food Preparation Establishments shall have a properly sized and operational grease interceptor; either a vault outside the building, or an automatic grease recovery unit inside the building.

What type of unit(s) does your business have now? (Choose all that apply)

Exterior: Size \_\_\_\_\_ gallons

Interior: Automatic Grease Recovery Unit (see attached picture)

Company Name \_\_\_\_\_ Model Number \_\_\_\_\_ Flow Capacity \_\_\_\_\_ GPM

Indoor Passive, Box type (see attached picture)

None

Note: If your business has an interior, passive box unit or no grease trap/interceptor, you are required to install a new, interior AGRU or Exterior vault by July 1, 2018, or one year following the initial inspection. Please contact the JUNE LAKE PUBLIC UTILITY DISTRICT at **(760) 648-7778**.

**APPLICATION ATTACHMENTS**

**Instructions:** Submit this form with attachments to the June Lake Public Utility District, P.O. Box 99, June Lake, CA, 93529. Attachments should include: a copy of the most current menu; conceptual approval form; engineer's design report for sizing the AGRU if necessary; and \$50 permit fee. If you have an existing (a) AGRU, sized by a California licensed professional engineer and/or (b) an exterior grease trap, 1000-gallon or larger, you do not have to submit a conceptual approval form and engineer's report.

I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate, and complete to the best of my knowledge, and belief. I understand that a false statement made in the submitted information may be punishable as a criminal offense in accordance with both local and state statute.

Signature: Owner or Local Designee \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

**FOR DISTRICT USE ONLY**

Process Date: \_\_\_\_\_ Permit#: \_\_\_\_\_ Check#: \_\_\_\_\_

Change of Ownership/Business: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

## TYPES OF INDOOR GREASE TRAPS



Automatic Grease-Recovery Unit (AGRU)



Indoor Passive Box Type

**JUNE LAKE PUBLIC UTILITY DISTRICT  
FOG DISCHARGE VARIANCE APPLICATION**

**SUBMIT THIS FORM ONLY IF A VARIANCE IS BEING REQUESTED.  
SUBMIT THIS FORM WITH YOUR FOG DISCHARGE PERMIT APPLICATION AND FEE.**

1. Food Preparation Establishment Name: \_\_\_\_\_  
2. Why is a variance being requested? Check all that apply.

- Unit Variance (Installation of an Automatic Grease Recovery Unit (AGRU) or other indoor grease removal unit is being requested. Indoor passive grease traps are not allowed.)  
 There is insufficient space at the facility to install an outdoor grease trap.  
(Attach a site plan. Distance between property boundaries, water lines, and buildings must be shown.)  
 The facility is rented.  
(Provide contact information for the property owner and attach a copy of the facility lease.)

Property Owner's Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

- Kitchen and sanitary sewers are combined.  
Provide the approximate date of building construction \_\_\_\_\_.

Maintenance Variance (A reduced pumping frequency is requested.)

- Maximum grease accumulation rate \_\_\_\_\_  
Attach maintenance records for one year documenting the grease accumulation rate in the Outdoor Grease Trap  
 Seasonal Operation from \_\_\_\_\_ to \_\_\_\_\_

Low Volume Variance

- Itinerant Vendor (Type) Truck \_\_\_\_\_ Cart \_\_\_\_\_

Program Variance

- No washing of pots, pans, dishes, utensils and no cooking occur at this facility.

Other

- Explain reason for request \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Attach additional information as described above.

I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate and complete to the best of my knowledge and belief. I understand that a false statement made in the submitted information may be punishable as a criminal offense, in accordance with CCR Section 22a-6, pursuant to Section 53a-157b, and in accordance with any other applicable statute.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature: Owner or Local Designee

\_\_\_\_\_  
Date

**JUNE LAKE PUBLIC UTILITY DISTRICT  
CONCEPTUAL APPROVAL FORM**

**TO BE FILLED OUT BY APPLICANT'S CONSULTANT FIRM AND  
RETURNED TO THE JUNE LAKE PUBLIC UTILITY DISTRICT**

Applicants name: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Name of Business: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
Type of Business: \_\_\_\_\_  
Proposed gallonage: Maximum per day: \_\_\_\_\_ Maximum per hour: \_\_\_\_\_  
Type of discharge: Domestic only (toilets, sinks, and showers) \_\_\_\_\_ GPD  
Industrial (Process wastewater)/Commercial (Restaurant/Cafe) \_\_\_\_\_ GPD  
Description of Pre-treatment  
employed/proposed: \_\_\_\_\_

**ALL COMMERCIAL/INDUSTRIAL DISCHARGES REQUIRE THE JLPUD APPROVAL.**

\_\_\_\_\_  
Consultant (P.E.)

\_\_\_\_\_  
Date

**TO BE FILLED OUT BY JUNE LAKE PUBLIC UTILITY DISTRICT**

Location of lateral connection to public sanitary sewer:

Sufficient capacity available to accommodate above stated flows: (YES,NO)

\_\_\_\_\_  
June Lake PUD Engineer

\_\_\_\_\_  
Date

This letter is to confirm that sufficient capacity is available in the JLPUD sanitary sewer line listed above. The applicant must adhere to all applicable regulations and obtain all necessary state and local permits. Please be aware, lateral permits, as issued by the JLPUD, grant approval for the physical connection only. It will be necessary for the applicant to obtain written approval from the JLPUD before effluent may be discharged to the public sanitary sewer. Based on the above, conceptual approval in the proposed amount is hereby granted.

**Any changes, additions, and/or deletions will require a new conceptual approval application.**

\_\_\_\_\_  
June Lake PUD, General manager

\_\_\_\_\_  
Date

# JLPUD FOG Record of Maintenance

## Outdoor Grease Trap Maintenance Record

Contact Name \_\_\_\_\_

Service Company \_\_\_\_\_

Facility Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Telephone \_\_\_\_\_

Outdoor grease traps must be pumped once every three months or as noted on your FOG Discharge Permit.

Date	Cleaned By	Witnessed By	Gallons Pumped	Remarks/Conditions of Trap

**June Lake PUD  
FOG Record of Maintenance  
AGRU Maintenance Record**

Contact Name \_\_\_\_\_ Service Company \_\_\_\_\_  
 Facility Name \_\_\_\_\_ Address \_\_\_\_\_  
 Telephone \_\_\_\_\_ Telephone \_\_\_\_\_

MONTH \_\_\_\_\_ AGRU's screening basket and grease collection container must be emptied every day the facility is in operation.  
 Once every three months the unit must be completely emptied. Any worn parts must be replaced.

	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
DATE:							
CLEANED BY:							
GALLONS REMOVED:							
DATE:							
CLEANED BY:							
GALLONS REMOVED:							
DATE:							
CLEANED BY:							
GALLONS REMOVED:							
DATE:							
CLEANED BY:							
GALLONS REMOVED:							
DATE:							
CLEANED BY:							
GALLONS REMOVED:							

COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_



**JUNE LAKE PUBLIC UTILITY DISTRICT  
FOG INSPECTION REPORT**

- ROUTINE INSPECTION       REINSPECTION  
 PREOPERATIONAL       OTHER

DATE AND TIME: \_\_\_\_\_

NAME OF ESTABLISHMENT: \_\_\_\_\_

STREET ADDRESS: \_\_\_\_\_

OWNER OR LOCAL DESIGNEE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_

EMAIL: \_\_\_\_\_

ESTABLISHMENT TYPE       FOOD     CAT     OTHER

GREASE TRAP OPENED       YES     NO

**Based on today's inspection, the violations in facilities or operation, as marked below, must be corrected prior to the re-inspection date as specified in your follow up letter.**

Grease Disposal		Comments
101	Grease trap maintenance log not available	
102	Grease trap not cleaned	
103	Grease trap needs repairs	
104	Renderable grease container not available	
105	Prohibited chemicals used	
106	Poor grease handling procedures	
107	Unauthorized equipment use/modification	
108	Equipment Installation Violation	
109	Excessive Odors for Grease Equipment	
110	Other	

\_\_\_\_\_  
Signature of Person in Charge

\_\_\_\_\_  
Signature of Inspector

**For additional information call (xxx)xxx-xxxx**

**DISTRIBUTION: White - JLPUD; Yellow - Owner / Operator**

**JUNE LAKE PUBLIC UTILITY DISTRICT  
ACCIDENTAL SPILL REPORT**

**THIS FORM IS TO BE FILLED OUT IN THE EVENT OF A VIOLATION OF THE FOG DISCHARGE PERMIT**

Discharge violations must be reported immediately by phone at **(760) 648-7778** and in writing to the June Lake Public Utility District within 5 days of occurrence. Mail this form to: ATTN ACCIDENTAL SPILL, June Lake Public Utility District, P.O. Box 99 June Lake, CA 93529.

1. Food Preparation Establishment: \_\_\_\_\_

2. Location: \_\_\_\_\_ Bay/Unit#: \_\_\_\_\_

3. Permittee Name: \_\_\_\_\_ Title: \_\_\_\_\_  
(Owner or Local Designee)

**DISCHARGE INFORMATION**

4. Date of Accidental Discharge: \_\_\_\_\_

5. Cause of Accidental Discharge: \_\_\_\_\_

6. Material Discharged \_\_\_\_\_

7. Estimated Volume of the Discharge \_\_\_\_\_

8. Corrective Actions Taken \_\_\_\_\_

9. Date Corrective Actions were Taken \_\_\_\_\_

I have personally examined and am familiar with the information submitted in this document and all attachments thereto, and I certify that, based on reasonable investigation, including my inquiry of those individuals responsible for obtaining the information, the submitted information is true, accurate, and complete to the best of my knowledge and belief. I understand that a false statement made in the submitted information may be punishable as a criminal offense in accordance with both local and state statute.

\_\_\_\_\_  
Signature: Owner or Local Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

**FOR DISTRICT USE  
ONLY**

Date Received: \_\_\_\_\_ Permit #: \_\_\_\_\_

**To report a spill call the June Lake Public Utility District at (760) 648-7778**

