San Miguel Community Services District Utility Will Serve Application Packet & Information for:

Water, Wastewater, Street Lighting and Solid Waste

Last Revision 8-22-2024

Approved by Resolution 2024-34

Application Fees will be provided to applicant after initial review of application. Application Fees must be paid in full to start formal review.

- Application Fees are estimates only, additional plan review/ inspection fees may apply and will be due at time of pickup of the will serve
- All will serve application and review/ inspection fees are non-refundable.
- Preliminary Will Serves are valid for 1 year from date of issuance
- A preliminary will serve may be granted a maximum of one extension for 6 months with proof that the project is actively progressing toward construction.
- Final Will Serves do not expire but if services are not installed within 1 year of issuance then a new application with review fees will be required.
- Final Will Serves are only issued after plans are approved and all associated review and connection fees are paid in full.
- If approved plans change after a final will serve is issued then the District may require a new application and or additional review or connection fees.

Plan review fee schedule Residential

New residential construction plan review and initial inspection

(per subdivision/ development/ tract- more than 15 units) Master site review/ inspection

• New development/ Tract (Water infrastructure)	$1,500	($_____)
• New development/ Tract (Sewer infrastructure)	$1,500	($_____)
• New development/ Tract (Streetlighting infrastructure)	$250	($_____)
TOTAL New development plan review fees		**($_____)**

New residential construction plan review and initial inspection

(per subdivision/ development/ tract- 15 units or less) Master site review/ inspection

• New development/ Tract (Water infrastructure)	$750	($_____)
• New development/ Tract (Sewer infrastructure)	$750	($_____)
• New development/ Tract (Streetlighting infrastructure)	$200	($_____)
TOTAL New development plan review fees		**($_____)**

New residential construction plan review and initial inspection

(per permitted SFR/ building within a subdivision/ development/ tract)

• SFR/ Building Plan review and inspection (Water services)	$200	($_____)
• SFR/ Building Plan review and inspection (Sewer services)	$200	($_____)
• SFR/ Building Plan review and inspection (Lighting – as applicable)	$50	($_____)
TOTAL New individual permitted SFR/ Building, plan review fees		**($_____)**

Residential Remodel or addition plan review and initial inspection (per building)

• Plan review and inspection (Per Water service)	$150	($_____)
• Plan review and inspection (Per sewer service)	$150	($_____)
• Plan review No inspection needed (Per Water service)	$50	($_____)
• Plan review No inspection needed (Per sewer service)	$50	($_____)
TOTAL Remodel/ addition plan review fees		**($_____)**

(Continued on next page)

Plan review fee schedule Commercial/ Mixed use/ Multifamily

New construction plan review (per subdivision/ development/ tract)

Master site review/ initial inspection only

- New subdivision/ development/ Tract (Water infrastructure) $1,000 ($_____)
- New subdivision/ development/ Tract (Sewer infrastructure) $1,000 ($_____)
- New subdivision/ development/ Tract (Lighting infrastructure) $250 ($_____)

TOTAL New development plan review fees ($_____)

New construction individual plan review and initial inspection

(per permitted building)

- Plan review and inspection (Water services) $200 ($_____)
- Backflow review and inspection (per backflow) $50 ($_____)
- Plan review and inspection (Sewer services) $200 ($_____)
- Plan review and inspection (Lighting services) $50 ($_____)

TOTAL New individual permitted building, plan review fees ($_____)

Remodel/ addition plan review

(per existing service)

- Plan review and inspection (Per Water service) $150 ($_____)
- Plan review and inspection (Per Sewer service) $150 ($_____)
- Backflow review and inspection (per backflow) $50 ($_____)
- Plan review No inspection needed (Per Water service) $50 ($_____)
- Plan review No inspection needed (Per sewer service) $50 ($_____)

TOTAL Remodel/ addition plan review fees ($_____)

Plan review fee schedule fire lines and hydrants (individual installations)

New or replacement fire line (per line/ review and initial inspection)

- Dedicated fire line with/ without backflow (per line) $200 ($_____)

New, relocated or replacement fire hydrant (per hydrant/ review and initial inspection)

- Fire hydrant on existing water main (not part of tract plan) $200 ($_____)

TOTAL Fire line/ hydrant review and inspection fees ($_____)

(Continued on next page)

Plan review fee schedule solid waste (commercial/ multifamily)

- Review of solid waste management $50 ($_____)

Plan review fee schedule landscape service (commercial/ multifamily)

- Review of landscaping $50 ($_____)

Additional inspections

- Initial fees include the initial inspection only. If reinspection or additional inspections are needed the will be changed at the rates listed in the fee schedule as adopted by the Board of Directors at the time of service.

Engineering/ Connection fees/ Meter fees/ sampling charges

- Outside engineering costs associated with the District Engineer or other outside consultants or engineers for the proposed project will be billed monthly at actual cost plus 15%.
- Costs associated with sampling (IE water testing) related to this application/ project will be billed monthly at actual cost plus 15%
- Fees listed above are for plan review and inspection only.
- Connection fees will be charged at the current rate in effect at the time connection fees are paid.
- Water Meter fees will be charged at the current rate in effect at the time the water meter fees are paid.

Application check list

Information required for all applications:

Completed ***Water, Wastewater, Street Lighting, Solid Waste Will Serve Application***

Items to attach to application:

1. Plot Plan
2. Construction Plans - 1 Electronic PDF file submitted by email stamped by the registered professional responsible for the plan development.
3. Grant Deed or Lot Book Guarantee
4. Initial application fee based on fees from prior page

Additional information required for all non-residential applications:

Completed ***Wastewater Survey Form***

A survey is required for all non-residential applications. A Wastewater Discharge Permit may be required based on the information provided in the Wastewater Survey.

Items to attach to application:

1. Submit ***Signature of Receipt*** for all non-residential uses.

Completed ***Wastewater Discharge Permit Application***

All food service and/or processing uses are must obtain a wastewater discharge permit and install grease interceptors. A Wastewater Discharge permit may be required for other uses based on the information provided in the Wastewater Survey. (pg. 18-26)

Items to attach to application:

- Specifications of proposed Grease Trap or Interceptor
- Cut Sheets for proposed Grease Trap or Interceptor
- Submit ***Signature of Receipt*** for all non-residential use
- County of San Luis Obispo Environmental Health permit number

NOTICE TO BUILDERS/CONTRACTORS/HOMEOWNERS

Single-family residence builders please note

Your fire sprinkler contractor's design and calculations will determine the size of the water meter required. District standard for new water services is 1" Polyethylene iron pipe size pipe, with a 1" Master Meter brand water meter. Please consult with your fire sprinkler contractor prior to submittal to ensure that this arrangement is adequate.

Multifamily/ commercial builders please note:

Your fire sprinkler contractor's design and calculations will determine the size of the meter(s) and fire line(s) required. Please consult with your fire sprinkler contractor prior to requesting any water services

A backflow prevention device will be required by the District for all commercial buildings, and any multifamily building of 4 or more units, and all services which service landscaping. The device size will be determined by the demand of the building by fixture count and or the size requirement of the fire protection systems.

Landscape meters:

You must provide calculations and plans from a landscaper or other design professional clearly outlining the water demand of the proposed landscaping. The District will determine the meter size based on the demand requirements provided.

Service connection configuration:

All new services must be installed in accordance with the applicable ordinances, standards, and policies in effect at the time of plan approval.

Engineering/ Connection fees/ Meter fees/ sampling charges

- **Outside engineering costs associated with the District Engineer or other outside consultants or engineers for the proposed project will be billed monthly at actual cost plus 15%.**
- **Costs associated with sampling (IE water testing) related to this application/ project will be billed monthly at actual cost plus 15%**
- **Fees listed above are for plan review and inspection only.**
- **Connection fees will be charged at the current rate in effect at the time connection fees are paid.**
- **Water Meter fees will be charged at the current rate in effect at the time the water meter fees are paid.**

_____ _____

SIGNATURE OF OWNER/AGENT DATE

WATER, WASTEWATER AND LIGHTING WILL SERVE APPLICATION

Estimated Application Fees will be provided to applicant after initial review.
Application Fees must be paid in full to start formal review.

APPLICANT INFORMATION (Please fill out completely)

Primary Contact Name: _____ Phone: _____

Title: _____ Email Address: _____

Owner Name: _____

Owner Address: _____

City: _____ State: _____ Zip: _____

Work Phone: (____)_____ Home: (____)_____ Cell: (____)_____

Email Address (Owner): _____

Please note that an agent acting for the owner shall submit written authorization with owner's original signature. (pg. 11)

Agent Name: _____

Agent Address: _____

City: _____ State: _____ Zip: _____

Work Phone: (____)_____ Home: (____)_____ Cell: (____)_____

Email Address (Agent.): _____ Title: _____

PROJECT INFORMATION (Please fill out completely)

PROJECT LOCATION OR ADDRESS:

Business Name/Type of Business (if applicable): _____

Address: _____

City: _____ State: _____ Zip: _____

APN No: _____ Tract No: _____ Lot No: _____

TYPE OF PROJECT: (Check Appropriate Box)

Residential Zoning Code: _____ __ Single Family __ Multi-Family Residential

Is this project projected to be a low income property_____

Please Note: New Construction, remodels and additions may require fire sprinklers or standpipes to be installed which may alter the requirements for the number and size of water services needed. Concurrent application for fire plan review will be necessary to provide final review of your plans/ project.

Commercial/Industrial Zoning code: _____

Please complete a wastewater survey form for all commercial/industrial projects.

__Office __Retail __Medical __Restaurant
__Industrial _____ __Auto Body Shop __Other: _____

PROJECT SIZE: Total square footage (sf). List existing and new sf separately if applicable.

1st Floor: _____

2nd Floor: _____

Garage or Accessory structure: _____

Detailed Project Description:

_____
_____
_____
_____
_____
_____
_____

ESTIMATED WATER UNITS OF USE REQUIRED:

Attach water demand calculations for all projects except single family residential.

_____
_____

CONSTRUCTION INFORMATION: (Check Appropriate Box(es))

__New Construction __Addition and/or Remodel (With added SF) __Remodel (No addition of SF)

If adding or remodeling Bathroom(s), Shower Room(s), Kitchen(s) or Laundry Room(s), or adding any water using fixtures, please specify the information below for any added amenities and fixtures.

#__ **Bathroom(s) or Shower Room(s)**
Remodel or Addition? _____
# of sinks: _____
# of tubs: _____
# of toilets: _____
# of shower/tub combos: _____
# of showers: _____

Will there be multiple shower heads? _____

Laundry Room(s)_____
Remodel or Addition? _____
# of washing machines: _____

#__ Kitchen(s)

Remodel or Addition? _____

# of sinks: _____

# of icemakers: _____

# of dishwashers: _____

Other Water Using Fixture(s)

_____

_____

WATER SUPPLY (FIRE FLOW):
(Commercial and Multifamily projects only)

Nearest Hydrant Location: _____

How far, in feet, is the building from the fire hydrant by the roadway?

_____
_____
_____

COMMENTS:
Please provide any information you feel will be helpful in our evaluation.

_____
_____
_____
_____
_____

A PLOT PLAN, CONSTRUCTION PLANS AND A GRANT DEED IS REQUIRED WITH THIS APPLICATION.
THE PLAN SHALL INCLUDE AN AREA MAP, ACCESS ROAD, DRIVEWAY, TURNOUTS, PROPOSED AND EXISTING BUILDINGS, AND THE LOCATION OF THE NEAREST FIRE HYDRANT.

If you have any questions, please feel free to contact the San Miguel Community Services District between the hours of 8:30 a.m. and 4:30 p.m. Monday through Friday.

_____ _____

SIGNATURE OF OWNER/AGENT DATE

Company Name: _____

SITE PLAN

CONSENT OF LANDOWNER

San Miguel Community Services District APN No: ___ - ___ - ____

I (we) the undersigned owner of record of the fee interest in the parcel of land located at (print address): _____, identified as Assessor Parcel Number (APN) _____, for which a Will Serve Letter and/or Fire Review Letter is being requested for: _____(specify type of project, for example: addition to a single-family residence; or general plan amendment), do hereby certify that:

1. Such application may be filed and processed with my (our) full consent, and that I (we) have authorized the agent named below to act as my (our) agent in all contacts with the county and to sign for all necessary permits in connection with this matter.

2. I (we) hereby grant consent to the San Miguel Community Services District (District), its officers, agents, employees, independent contractors, consultants, sub-consultants and their officers, agents, and employees to enter the property identified above to conduct any and all surveys and inspections that are considered appropriate by the inspecting person or entity to process this application. This consent also extends to governmental entities other than the District, their officers, agencies, employees, independent contractors, consultants, sub-consultants, and their officers' agents or employees if the other governmental entities are providing review, inspections and surveys to assist the county in processing this application. This consent will expire upon completion of the project.

3. If prior notice is required for an entry to survey or inspect the property. Please contact:

   Print Name: _____

   Daytime Telephone Number: _____

4. I (we) hereby give notice of the following concealed or unconcealed dangerous conditions on the property _____

PERSON OR ENTITY GRANTING CONSENT:

Print Name: _____

Print Address: _____

Daytime Telephone Number: _____

Signature of landowner: _____ Date: _____

AUTHORIZED AGENT:

Print Name: _____

Print Address: _____

Daytime Telephone Number: _____

Signature of authorized agent: _____ Date: _____

All Non-Residential applicants please complete the following forms and submit with your application:

1. For all office and non-medical uses that generate only domestic wastewater. (Bathrooms only) provide a completed ***Wastewater Survey Form*** and signed ***Signature of Receipt Form.***

2. For all other commercial and industrial uses, provide a completed ***Wastewater Discharge Permit Application*** and signed ***Signature of Receipt Form.*** For all food service businesses, include:
    a. Specifications of proposed Grease Trap or Interceptor
    b. Cut Sheets for proposed Grease Trap or Interceptor

(go to next page for application form)

Commercial/ Industrial Wastewater Survey for Will Serve Request

Section 1. APPLICANT INFORMATION (Check box for contact person)

☐ Landowner Name _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____

☐ Applicant Name _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____

☐ Agent Name _____ Daytime Phone: _____

Mailing Address: _____

Email Address: _____

Section 2. PROPERTY INFORMATION

Legal Description: _____

Assessor Parcel Number(s) _____ Attached Lot Book Guarantee? yes / no

Number and size of lots to be served: _____

Proposed Zoning: _____

Address (es) if known _____

(Street) (City) (State) (Zip Code)

Section 3. OPERATION(S) Check all that apply

- ☐ Auto Detailing/Wash
- ☐ Auto Service/Repair
- ☐ Bakery
- ☐ Automobile Service /Repair
- ☐ Dry Cleaning/Laundry
- ☐ Food Processing
- ☐ Food Service/Restaurant
- ☐ Hotel/Motel
- ☐ Laboratory
- ☐ Machine Shop
- ☐ Manufacturing/All Types
- ☐ Medical Service
- ☐ Pharmacy
- ☐ Photo Services
- ☐ Printing
- ☐ Professional Services
- ☐ Public Service
- ☐ Retail Sales
- ☐ Tasting Room
- ☐ Wholesale Distribution
- ☐ Winery
- ☐ Other_____

Section 4. WASTEWATER INFORMATION

A. If your facility employs processes in any of the industrial categories or business activities listed below, place a check beside the category or activity.

- ☐ Adhesives
- ☐ Aluminum Forming
- ☐ Anodizing
- ☐ Automobile Maintenance and Repair
- ☐ Battery Manufacturing OR Reclaiming
- ☐ Copper Forming
- ☐ Dairy Products Processing
- ☐ Electric/Electronic Components
- ☐ Electroplating
- ☐ Fruit or Vegetable Processing
- ☐ Hospital
- ☐ Inorganic Chemicals
- ☐ Iron & Steel
- ☐ Laundries
- ☐ Leather Tanning & Finishing
- ☐ Cannabis
- ☐ Soaps & Detergent
- ☐ Winery
- ☐ Mechanical Products
- ☐ Metal Etching/Chemical Milling
- ☐ Metal Coating (Phosphating, Coloring,)
- ☐ Nonferrous Materials
- ☐ Organic Chemicals
- ☐ Paint & Ink
- ☐ Petroleum Refining
- ☐ Pharmaceuticals
- ☐ Photographic Supplies
- ☐ Plastic & Synthetic Materials
- ☐ Plastics Processing
- ☐ Porcelain Enamel
- ☐ Printed Circuit Board Manufacturing
- ☐ Printing & Publishing
- ☐ Pulp & Pape

Section 5. APPLICANTS SIGNATURE:

The information provided will be used to determine whether the District has the capacity to provide wastewater treatment for the proposed project. The District will attempt to identify potential problems that may be associated with making service available to the project or parcel. At the time of request for hook-up and service, each individual business is required to complete an Industrial Wastewater Survey and Discharge Permit Application. The District may require pretreatment, testing and reporting of the industrial wastewater based on the type of operations and processes conducted at the business.
Note: It is the applicant's responsibility to notify the District in writing of any changes in the information provided above within 30 days of such change.

Name (Printed) _____ Title _____

Signature _____ Date _____

San Miguel Community Services District

Signature of Receipt Form

Applicant Information

Owner/Tenant Name: ----------

Address: ----------

Home/Business Phone: _____ Cell Phone: _____

Job Site Address (if different from above): ----------

I have been informed that I will need to fill out a Waste Water Discharge Permit Application if my establishment is one in which Fats, Oils, and/or Greases (which are prohibited in accordance with the District's Sewer Code) are a byproduct of doing business. I understand fully that if, at any time, this establishment changes business operations and begins creating FOG byproducts, I will approach the District willfully and submit a Waste Water Discharge Permit as to remain in compliance with Federal and State laws and District codes and ordinances.

I acknowledge that I have been given a copy of the pamphlet, Your Establishment and FOG (Fats, Oils, and Greases) describing Best Management Practices to help reduce or eliminate FOG waste from entering the communities Sanitary Sewer System. I have also received the Grease Trap and Interceptor Selection and Maintenance Guide.

I understand that all District ordinances and codes are available to the public and that I may view them at any time for more information.

I am aware that the owner of this establishment is responsible for maintaining compliance with this policy. I am also aware that, if the owner of the establishment and the owner of the building are not one in the same, the owner of the building will also be held responsible for the compliance of this policy and informed if compliance has not been upheld.

I have read and understand this notice. A copy of this form will be given to me at my request.

_____ _____

Signature of Owner/Tenant *Date*

_____

Print Name

If you are not the owner of the building, please provide this information below so that we may send them a copy of this form.

Owner: ----------

Address: ----------

Phone number: ----------

San Miguel Community Services District

Fats, Oils and Grease (FOG) Program

Grease Trap and Interceptor Selection and Maintenance Guide

Introduction

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

Questions and Answers

WHY IS FOG A PROBLEM?

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

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

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

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

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

WHO PERFORMS MAINTENANCE ON GREASE TRAPS?

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

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

WHO PERFORMS MAINTENANCE ON GREASE INTERCEPTORS?

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

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

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

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

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

WHAT REQUIREMENTS MUST BE MET?

New facilities and remodels must install a grease interceptor (to be approved by SMCSD) per the 2022 California Plumbing Code.

Existing facilities should install a grease interceptor per the 2022 California Plumbing Code; however, grease traps may be approved by the District due to physical constraints. Multiple units may be used to achieve the intent of the law must be approved by SMCSD.

WHAT IS THE APPROVAL AND INSTALLATION PROCESS REQUIREMENTS*?*

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

- ***Grease Inceptors***

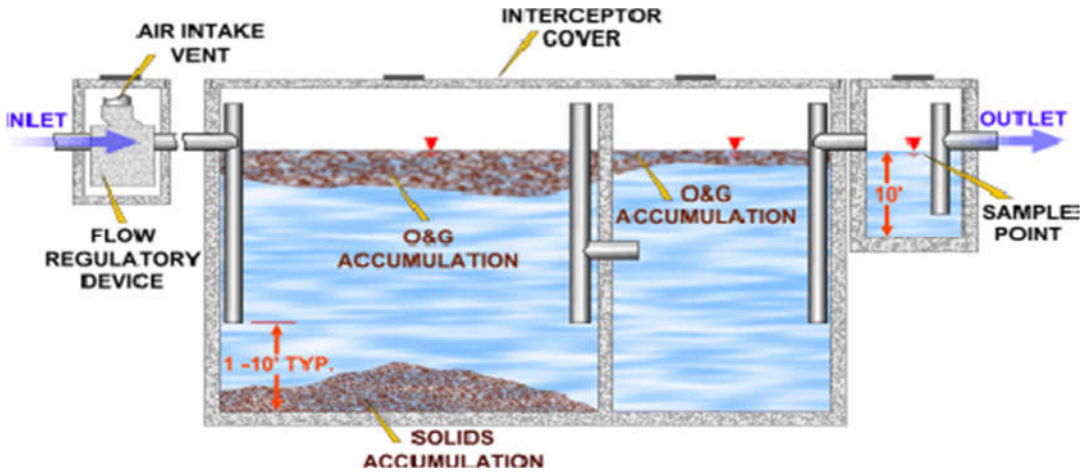
What is a Grease Inceptor? Grease inceptors are usually in-ground devices located outside of the building, made of concrete with a minimum capacity of 750 gallons, and are usually configured with multiple chambers. The capacity of the interceptor allows time for the wastewater to cool, allowing the grease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

Grease Interceptor Maintenance

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

Proper procedure for grease interceptor maintenance:

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



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

Sizing Worksheet

Grease Interceptor Sizing Worksheet

Establishment Name: _____

Address: _____

Contact Name: _____ Phone: _____

Contact Email Address: _____

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

	# of Meals per Peak Hour		Waste Flow Rate		Retention Time		Storage Factor		Calculated Interceptor Size, Gallons		Rated Interceptor Size, Gallons
Enter Results From each Step Here		X		X		X		=			
	Step 1		**Step 2**		**Step 3**		**Step 4**		**Step 5**		**Step 6**

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

Seating Capacity		Meal Factor		Meals per Peak Hour
	X		=	

Establishment Type	Meal Factor
Δ Fast Food (45 minutes)	1.33
Δ Restaurant (60 minutes)	1.00
Δ Leisure Dining (90 minutes)	0.67
Δ Dinner Club (120 minutes)	0.50

Step 2 — **Waste Flow Rate (Add all that apply)**

Condition	Waste Flow Rate
Δ With a dishwashing machine	6 gallons
Δ Without a dishwashing machine	5 gallons
Δ Single service kitchen (Disposable dishes and utensils)	2 gallons
Δ Food waste disposer (Grinder)	1 gallon

Total Waste Flow Rate: _____

Step 3 — **Retention Time**

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

Step 4	**Storage Factor**	
	Fully equipped commercial kitchen	
	Δ 8-hr operation	1
	Δ 16-hr operation	2
	Δ 24-hr operation	3
	Single service kitchen	
	Δ Single Service Kitchen	1.5

Step 5	**Calculate Hydraulic Capacity** Multiply the values obtained from steps 1, 2, 3, and 4. The result is the minimum approximate grease interceptor size for this application.

Step 6	**Select Grease Inceptor Size** Using the approximate required hydraulic capacity from Step 5, select an appropriate size as recommended by the manufacturer. Attach copy of manufacturer specifications. **Minimum size: 750 gallons

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

FACTORS AFFECTING GREASE INTERCEPTOR PERFORMANCE:

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

Grease Traps

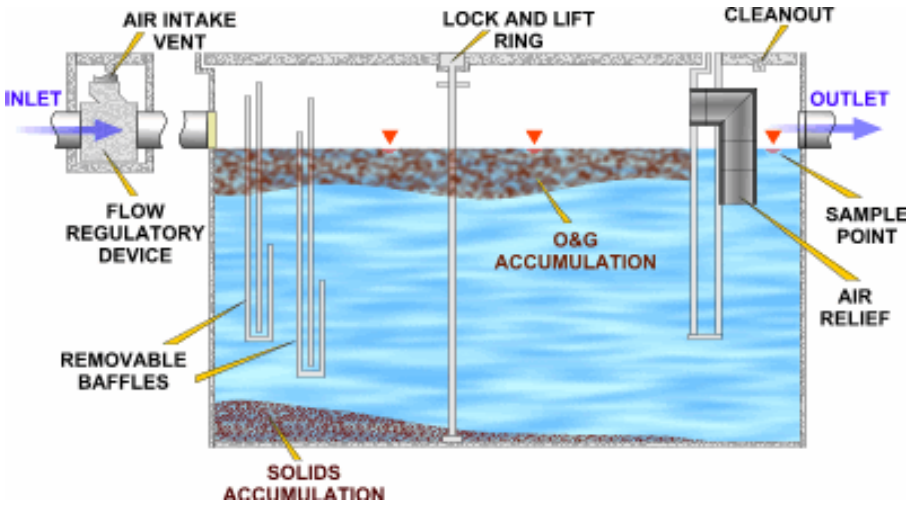
What is a Grease Trap? Grease traps are small units usually found inside the building under a sink or near the fixtures discharging grease. Grease traps are usually single chambered devices with baffles inside designed to slow the flow of wastewater allowing the grease to rise to the surface. Their capacities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

Grease Trap Maintenance

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

Proper procedures for grease trap maintenance:

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



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

Sizing Worksheet

Grease Trap Sizing Worksheet

Establishment Name: _____

Address: _____

Contact Name:_____Phone: _____

Contact Email Address: _____

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

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

Cubic content of each fixture = Length (in) x Width (in) x Depth (in) = Capacity in Gallons
231 (cubic inches per gallon)

[ ] in X [ ] in X [ ] in / 231 = [ ] Gallons

2. **Calculate the flow rate.**

Capacity in Gallons = Flow Rate in gallons per minute (gpm)
Drainage Period in Minutes

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

[ ] gallons / [ ] mins = [ ] gpm

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

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

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

San Miguel Community Services District

Fats, Oils and Grease (FOG) Program

Grease Trap/Interceptor Maintenance Log

Instructions: Please have your grease hauler, recycler, maintenance/cleaning contractor or employee complete this log each time your grease trap and/or interceptor is cleaned. This form must be available upon request for the County Health Inspector or the San Miguel Community Services District Representative. You can find additional copies of this form at WWW.SANMIGUELCSD.ORG

Facility Name: _____

Facility Address: _____

Facility Phone Number: _____

DATE	SERVICED BY (NAME OF EMPLOYEE OR SERVICE COMPANY)	GALLONS PUMPED	GREASE DISPOSAL SITE	PROBLEMS/CONDITIONS NOTED

PLEASE RETAIN THIS COPY FOR YOUR RECORD