



# CITY OF WINDER

*City Pride – City Wide*

## Food Service Establishment (FSE) Guidelines

### **1. All FSE owners must fill out FOG Permit Applications:**

The Food Service Establishment (FSE) owner must fill out an application for a FOG permit. Applications can be obtained at the Environmental Services office or the department's website at <http://www.cityofwinder.com>. Existing FSE's are required to present a copy of the business license and/or non-profit documents to process the application.

### **2. Permitting Procedure:**

#### **Existing FSE with business license and/or non-profit organization with existing interceptor MUST:**

1. Meet with Compliance Inspector for scheduled FOG evaluation. There is a \$100.00 fee for evaluations.
2. Compliance Inspector will perform a FOG evaluation and give a copy of the evaluation to the owner. This document will state the proper size of interceptor needed and the required FOG permit fees.
3. FSE will upgrade the size of the interceptor if necessary.
4. FSE will pay a permit fee according to interceptor size.
5. FSE will receive permit.

#### **FSE's that are changing ownership, remodeling, or expanding MUST:**

1. Meet with Compliance Inspector for scheduled FOG evaluation. There is a \$100.00 fee for evaluations.
2. Compliance Inspector will perform a FOG evaluation and give a copy of the evaluation to the owner. This document will state the proper size of interceptor needed and the required FOG permit fees.
3. FSE will upgrade the size of the interceptor if necessary.
4. Compliance Inspector will inspect and approve installed interceptor.
5. FSE will pay a permit fee according to interceptor size.
6. FSE will receive permit.

#### **New Construction of an FSE MUST:**

1. Meet with Compliance Inspector for scheduled FOG evaluation. There is a \$100.00 fee for evaluations.
2. Compliance Inspector will perform a FOG evaluation and give a copy of the evaluation to the owner. This document will state the proper size of interceptor needed and the required FOG permit fees.
3. FSE will install interceptor.
4. Compliance Inspector will inspect and approve installed interceptor.
5. FSE will pay a permit fee according to interceptor size.
6. FSE will receive permit.

### **3. Maintenance Procedures:**

If the grease and solids occupy greater than 25 percent of an interceptor's capacity, the FSE is required to perform a full cleaning of the grease interceptor. **Cleaning must be performed by a licensed waste hauler with an approved license from the Georgia EPD and must be registered with the City of Winder.** Both vaults of a grease interceptor shall be left completely empty upon completion of pumping operation. The grease mat, liquids, sludges, and scrapings from the interior walls must be removed. Under no circumstances, may the waste hauler reintroduce the removed water or materials be re-introduced into the City's sewer system, other than at qualified disposal stations. Flushing an interceptor with hot water, or the use of chemicals or other agents to dissolve or emulsify grease and allow it to flow into the wastewater treatment system, is a violation of the City Code.

<b>Step 1:</b>	Skim the entire grease cap and debris from the top of the interceptor. The interceptor may need to be agitated slightly to loosen the grease cap
<b>Step 2:</b>	Place vacuum tube all the way into the interceptor to suck remaining solids from the bottom.
<b>Step 3:</b>	Vacuum water out of the interceptor.
<b>Step 4:</b>	Clean the sides and bottom of the trap. This may be done by “back flowing” the water from the pump truck or by using a hot water source to hose down the trap. Make sure the trap is completely clean.
<b>Step 5:</b>	Vacuum remaining water out of the trap.
<b>Step 6:</b>	Check that the sanitary “T’s” on the inlet and outlet sides of the interceptor are not clogged or loose.
<b>Step 7:</b>	Make sure that the baffle is secure and in place.
<b>Step 8:</b>	Inspect the interceptor for any cracks or defects.
<b>Step 9:</b>	Check that lids are securely and properly seated after completion of pumping.
<b>Step 10:</b>	Complete log for restaurant.

Since the FSE is the generator of the grease waste, is liable for the condition of their pretreatment devices, and is paying for the cleaning service, the FSE owner or designee may want to witness all cleaning/maintenance activities to verify that the Grease Interceptor is being fully cleaned and properly maintained.

### City of Winder Fats, Oils, and Grease (FOG) Permits FEE SCHEDULE

<b>Interceptor Size</b>	<b>Installation Location</b>	<b>Permit Cost</b>
<b>100-300 Pounds</b>	<b>Inside of building</b>	<b>\$150.00</b>
<b>1000-5000 Gallons</b>	<b>Outside of building</b>	<b>\$250.00</b>

<b>Service</b>	<b>Cost</b>
<b>FOG Evaluation</b> <b>**One time fee unless venue changes</b>	<b>\$100.00</b>
<b>FOG Re-inspections</b>	<b>\$50.00</b>
<b>Registration of Hauler</b>	<b>\$150.00 For first truck</b> <b>\$50.00 each additional truck</b>

**Fees shall be paid by credit card (Visa or MasterCard), money order or check.**