CITY OF SOUTH CHARLESTON SANITARY BOARD
P.O. Box 8336
South Charleston, WV 25303
304-768-4140

Wastewater Discharge Permit Application **Fats, Oils, And Grease Pretreatment**

Permit Holder

Name		Title				
Business Name						
Address						
City State Zip		State		Zip		
Phone						

Alternate Contact And Address

Name		Title				
Business Name						
Address						
City State Zip		State		Zip		
Phone						

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

Designated Signature Of Permit Holder: Printed Name Of Applicant Date

_____ _____ _____

What is the purpose of this application?

☐	New permit
☐	Renewal of existing permit
☐	Modification of existing permit
☐	Change of ownership

What is the status of the grease interceptor as of the date of this application?

☐	Existing
☐	Proposed
☐	Other

What is the category of the establishment?

☐	No food service
☐	Full service restaurant
☐	Fast food restaurant
☐	Take out or delivery food only
☐	Convenience store
☐	Health care
☐	School
☐	Church
☐	Institutional
☐	Meat distributor
☐	Food processing
☐	Grocery delicatessen
☐	Bakery
☐	Caterer
☐	Other

What is the dining room seating capacity?

What is average number of customers served per day?

What types of fats, oils, or grease may be potentially discharged?

☐	No fats, oils, grease used
☐	Low trans fat
☐	Lard
☐	Vegetable oil
☐	Hydrogenated
☐	Animal fat
☐	Other fats, oils, grease

What type of dishware and eating utensils, are used?

☐	disposable dishes
☐	disposable utensils
☐	washable dishes
☐	washable utensils
☐	dish ware not used
☐	eating utensils not used

What types of cooking equipment is to be used?

☐	No cooking equipment used
☐	Deep fryer
☐	Oven broiler
☐	Oven
☐	Stove
☐	Char broiler
☐	Smoker
☐	Wok
☐	Grill
☐	Hot dog roller
☐	Micro wave oven
☐	Steamer
☐	Other

How is cook ware washed?

☐	Three compartment sink
☐	Dish washer machine
☐	Cook ware not used

How is dishware and eating utensils washed?

- ☐ Three compartment sink
- ☐ Dish washer machine
- ☐ Dishware not used
- ☐ Eating utensils not used

Dish Machine Details

☐ Dish machine not used

Manufacturer **Model**

Water discharged per load

Maximum loads per hour

Method of sanitizing

- ☐ chemical (e.g. chlorine)
- ☐ hot water (temperature 180 degrees)

Three compartment sink

☐ three compartment sink not used

Compartment dimensions (inches)

length		width		depth	

Volume of all 3 compartments gallons

Existing Grease Interceptor Details

Materials of construction

- ☐ concrete
- ☐ steel
- ☐ other

Capacity

☐ 25 gallons

Grease Interceptor

☐	50 gallons
☐	75 gallons
☐	100 gallons
☐	150 gallons
☐	300 gallons
☐	500 gallons
☐	750 gallons
☐	1000 gallons
☐	1500 gallons
☐	2000 gallons
☐	25 pounds
☐	50 pounds
☐	100 pounds
☐	other
☐	unknown
☐	no grease interceptor

Cleaning and servicing frequency

☐	daily
☐	weekly
☐	bi weekly
☐	monthly
☐	60 days
☐	90 days
☐	greater than 90 days
☐	other
☐	unknown

Cleaning and servicing vendor

Business Name					
Address					
City State Zip		State		Zip	
Phone					

Information For Applicants

Incomplete or inaccurate applications will not be processed and will be returned to the user for revision.

New applicants are required to pay $25 application fee. There is no application fee for applications for annual permit renewal for existing permit holders.

Permit holder is required to pay $50 annual permit fee to SCSB. Said fee is to accompany application. Fee will be returned to applicant if permit is not approved.

Fat, oil, and grease interceptors shall be provided when necessary for the proper handling of wastewater containing excessive amounts of grease and oil. All interception units shall be of type and capacity approved by SCSB and shall be so located to be easily accessible for cleaning and inspection. Such interceptors shall be inspected, cleaned, and repaired regularly, as needed, by the user at their expense.

Grease interceptor is to be in accordance with The Code of the City of South Charleston Article 930 Pretreatment Regulations and Article 934 Disposal of Oils and Grease to Sewers.

Grease interceptor is to be in accordance with Title 64 Legislative Rule Bureau For Public Health Series 47 Sewage Treatment And Collection System Design Standards, Section 10 Grease Traps.

Grease interceptor to provide pretreatment of fat, oil, or grease laden wastewater so that wastewater discharged to the public sanitary sewer contains not more than 100 mg/l of FOG.

Grease interceptor to be installed in exterior location except as approved by SCSB for interior location when physical barriers or other extenuating circumstances necessitate.

Grease interceptor to provide not less than 24 minutes hydraulic detention time at actual peak flow.

Grease interceptor to provide access openings for inspection and cleaning.

Only plumbing fixtures discharging FOG shall be connected to the grease interceptor.

SCSB may obtain representative samples of the discharge at its discretion. The cost of sampling and testing shall be billed to the permit holder.