



## City of Edmonds Grease Trap & Grease Interceptor Permit Submittal Requirements

The City of Edmonds Municipal Code for Wastewater Pretreatment (Title 7.90 through 7.102) requires all food service businesses to remove fats, oils, and grease (FOG) from their wastewater to protect the City's sewage system. An approved Grease Trap or Grease Interceptor complying with the City's requirements shall be installed in the waste line leading from fixtures or equipment that may discharge FOG from establishments such as: restaurants, cafes, cafeterias, bars, delis, bakeries, butcher shops, grocery stores, donut shops, hotels, hospitals, school kitchens, or other establishments where FOG may be introduced into the sewage system. In most cases, new food service facilities will be required to install a grease interceptor, which is a two-compartment tank of at least 500 gallon capacity located underground outside the facility. Most existing businesses will be permitted to continue to use grease traps, which are much smaller units located on or in the floor near the fixtures they serve. Individual single family dwelling units are specifically exempt from these requirements.

**FEE:** Refer to [fee schedule](#) available on the City website

### **INSTRUCTIONS FOR THE PERMITTEE:**

1. Complete the "Grease Removal Equipment Application" form (attached).
2. Contact the Pretreatment Technician (office: 425-672-5755; mobile: 206-595-3117) to discuss the type, size, and installation of equipment that will be required.
3. Complete the "Grease Interceptor Sizing Worksheet" or the "Grease Trap Sizing Worksheet" (attached), and have it approved and signed by the Pretreatment Technician prior to submitting permit application to the Building Department.
4. Draw a kitchen floor plan showing all plumbing fixtures and drains (sinks, floor drains, soup kettle drains, wok fixture drains, mop sinks, pre-wash station, dishwasher, etc.) that are to be connected to the grease interceptor. If the application is for a grease trap, show the proposed location of the grease trap and the fixtures and piping to be connected to it.
5. Additionally, if the application is for a grease interceptor, provide three (3) site plans showing the location of the building, parking and drive aisles, interceptor, location and depth of existing sewer line and connecting pipes. If landscaping or parking will be disrupted, additional information may be required. If grease interceptor lids are exposed to vehicular traffic, the unit must meet appropriate DOT/APWA load-bearing specifications.
6. Provide a copy of the equipment specifications. Include specific size information for grease traps (e.g. 35gpm/70lb. retention). Include cut sheets and dimensions for grease interceptors.
7. Submit all required information, including sizing worksheet signed by the Pretreatment Technician, to the Building Department on the 2<sup>nd</sup> floor at City Hall at 121 5<sup>th</sup> Ave. N. Grease trap permits are issued over the counter. An interceptor permit must be reviewed and approved and then you will be contacted when it is ready for pick up. Fees are due at permit issuance.
8. Contact the Pretreatment Technician for inspection and final approval when installation is complete. Grease interceptors must also be filled with water for leak testing and then inspected prior to backfilling and covering.

# GREASE TRAP REQUIREMENTS

NOTE: THE PURPOSE OF THIS HANDOUT IS TO ASSIST THE PUBLIC IN COMPLYING WITH DETAILED PERMIT SUBMITTAL REQUIREMENTS. IT IS NOT A COMPLETE LIST OF PERMIT OR CODE REQUIREMENTS AND SHOULD NOT BE USED AS A SUBSTITUTE FOR APPLICABLE LAWS AND REGULATIONS.

## **GENERAL INFORMATION**

Grease traps are plumbing fixtures installed on the interior of the building (above or below the floor line) that collect fats, oils, and grease (FOG) discharged into the waste drainage system (gray water) from sinks and other grease producing fixtures. The purpose of a grease trap is to protect downstream pipes and the City's sewer system by providing enough retention time to allow the FOG to separate from the water and accumulate at the top of the grease trap where it can be periodically removed and discarded along with other solid wastes.

The size of the grease trap is based on the number, type and flow rate of plumbing fixtures to be connected to the trap (see accompanying worksheet).

Individual grease traps may serve up to four fixtures and must be IAPMO approved and listed. Each plumbing fixture connected to a grease trap shall be provided with an approved type flow control or restricting device installed in a readily accessible and visible location in the drain outlet of each such fixture. Grease traps shall be installed for easily accessible inspection, cleaning, and removal of collected grease and settled solids. Grease traps should be placed as close as practical to the fixtures they serve.

***NOTE: Food disposal units are not allowed in a facility served by a grease trap. Food waste must be screened from entering the drainage system and disposed with the solid waste. Dishwashers shall not be connected to a grease trap, therefore practices must be instituted to thoroughly rinse dishware with hot water in a sink that is connected to the grease trap prior to being placed in the dishwasher.***

## **Business Owner Responsibilities for Grease Trap Cleaning and Maintenance**

- 1) Each food service business shall be solely responsible for the cost of grease trap installation, inspection, cleaning and maintenance. A business may contract with a grease hauler for cleaning or the business can perform cleaning and waste removal themselves, provided the maintenance schedule is properly documented. Failure to clean and maintain the grease trap may result in Notices of Violation, fines, penalties, and other civil actions as described in the City Code.
- 2) Cleaning and maintenance shall be performed on a routine schedule such that the total volume of captured grease and settled solid material never displaces more than 25% of the total volume of the unit. The cleaning frequency shall be at least once per week unless an alternate schedule is approved by the Pretreatment Technician.
- 3) Grease and solid materials removed from a grease trap shall be disposed of in the solid waste disposal system.
- 4) Records shall be maintained that include the date and time of all cleaning and maintenance of each grease trap. Such records shall be available for inspection by City personnel on demand.

# GREASE INTERCEPTOR REQUIREMENTS

NOTE: THE PURPOSE OF THIS HANDOUT IS TO ASSIST THE PUBLIC IN COMPLYING WITH DETAILED PERMIT SUBMITTAL REQUIREMENTS. IT IS NOT A COMPLETE LIST OF PERMIT OR CODE REQUIREMENTS AND SHOULD NOT BE USED AS A SUBSTITUTE FOR APPLICABLE LAWS AND REGULATIONS.

## **GENERAL INFORMATION**

Grease Interceptors are installed on the exterior of the building and are designed for the removal of fats, oils and grease (FOG) in order to protect downstream piping and the public sewer system. Interceptors are required for restaurants, commercial kitchens, school kitchens, grocery stores, hospitals, and other facilities where FOG may be introduced into the system and which do not meet criteria to use grease traps in lieu of interceptors. Interceptors are sized according to the accompanying worksheet.

**The minimum sized Grease Interceptor per City Code is 500 gallons.**

*NOTE: A food waste disposal unit may be connected to a grease interceptor, however more frequent cleaning may also be required. Wholesale grinding and disposal of food waste into the interceptor or sewer system is forbidden. All fixtures and drains, except for restroom fixtures, should be connected to the interceptor.*

## **Business Owner Responsibilities for Interceptor Cleaning and Maintenance**

- 1) Each food service business shall be solely responsible for the cost of grease interceptor installation, inspection, cleaning and maintenance.
- 2) Businesses shall contract with an approved grease hauler to perform cleaning. Pumping services shall include the complete removal of all contents, including floating materials, wastewater and bottom solids. Decanting or discharging of liquid waste back into the grease interceptor is strictly prohibited. Grease interceptor cleaning shall include removal of solids from the walls, floors, baffles, and all pipe work.
- 3) Each business shall be responsible for maintaining the grease interceptor in good functioning order. It is recommended that the business inspect the grease interceptor after it has been pumped out to ensure that all fittings, pipes, and baffles are in good operating condition.
- 4) The business shall maintain records of the date and time of all cleaning and maintenance and shall make this record available for inspection on demand. The City's Pretreatment Technician may perform periodic unscheduled inspection of grease interceptors and maintenance records to assure compliance to the code. Failure to clean and maintain the grease interceptor may result in Notices of Violation, fines, penalties, and other civil actions as described in the City Code.
- 5) Cleaning and maintenance shall be performed on a routine schedule such that the total volume of captured grease and settled solid material never displaces more than 25% of the total volume of the unit. The cleaning frequency shall be at least once every three months unless an alternate schedule is approved by the Pretreatment Technician.



# CITY OF EDMONDS

## Grease Removal Equipment Application

Business Name: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

Business Owner: \_\_\_\_\_ Mailing Address: \_\_\_\_\_

Contact Person/Title: \_\_\_\_\_ Phone: \_\_\_\_\_

Days/Hours of Operation: \_\_\_\_\_

Total Number of Meals Served Per Peak Hour (assume all seats filled): \_\_\_\_\_

Number of Seats: Dining: \_\_\_\_\_ Lounge/Bar: \_\_\_\_\_ Banquet Rooms: \_\_\_\_\_ Deck/Patio: \_\_\_\_\_

Building Occupancy Permit Capacity: \_\_\_\_\_ Health Dept. Permit Capacity \_\_\_\_\_

Inventory of Kitchen Equipment and Plumbing Fixtures for this Establishment: (Grills, burners, ovens, hoods, deep fat fryers, wok stations, soup kettles, sinks, pre-wash sinks, dishwashers, disposers, mop sinks, floor drains, etc.) \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

What proportion, if any, of the dishware used is of the disposable type? \_\_\_\_\_

How is waste oil/grease handled, stored, and recycled/disposed? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimate gallons of waste oil/grease produced per month: \_\_\_\_\_

If recycled, by which company? \_\_\_\_\_

How are vent hoods cleaned and where does the cleaning waste go? \_\_\_\_\_

\_\_\_\_\_

*Contact the Pretreatment Technician at 425-672-5755 to discuss the type and size of equipment you must install, and then complete the appropriate accompanying worksheet for either a Grease Interceptor or a Grease Trap.*

# Grease Trap Sizing Worksheet

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

Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

- A Grease Trap plumbing permit is required. Contact the Pretreatment Technician (425-672-5755) if you have any questions and also to get signature approval on this form.
- Dishwashers are not allowed to be connected to a Grease Trap.
- Food disposers are not allowed in a facility served by a Grease Trap and must be disabled or removed. Solids must be screened out and placed in the solid waste container.

	Fixture Capacity in Cubic Inches (L x W x D x no. of sinks)	Fixture Capacity in Gallons (Cu. In. ÷ 231)	Drainage Load (75% of Total Capacity)	Flow Rate for a 2-Minute Drain Period
#1	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
#2	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
#3	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
#4	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
<b>Grease Trap #1 – Total drainage flows from maximum of 4 fixtures</b>				_____ gpm
#1	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
#2	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
#3	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
#4	__ x __ x __ = _____ c.i.	÷ 231 = _____ gal.	x .75 = _____ gal.	÷ 2 = _____ gpm
<b>Grease Trap #2 – Total drainage flows from maximum of 4 fixtures</b>				_____ gpm
<b>MINIMUM SIZE OF GREASE TRAP(S) REQUIRED</b>				_____ gpm

<b>Number of Fixtures Connected to a Grease Trap</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>Grease Trap Size (in gpm)</b>	<b>20</b>	<b>25</b>	<b>35</b>	<b>50</b>

Upsize for factors such as high volume dishwashing, high oil/grease content on menu, etc.

------(For City use only below this line)-----

Remarks: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Size Approved: \_\_\_\_\_ gpm    Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Pretreatment Technician

# Grease Interceptor Sizing Worksheet

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

Address: \_\_\_\_\_ Suite No.: \_\_\_\_\_

- A Grease Interceptor permit is required. Contact the Pretreatment Technician (425-672-5755) if you have any questions and also to get signature approval on this form.
- Per Edmonds City Code the minimum sized Grease Interceptor permitted is 500 gallons. Maximum sized unit is 4,000 gallons.

**NUMBER OF MEALS SERVED AT PEAK HOUR**

A = \_\_\_\_\_

*Based on the total number of seats and average time per meal.*

*Lounge and bar seating is counted at 20%.*

**WASTE FLOW RATE (Choose one)**

B = \_\_\_\_\_

- With Dishwashing Machine ..... 6 gallon flow
- Without Dishwashing Machine ..... 5 gallon flow
- Single Service Kitchen\* ..... 2 gallon flow
- (Food Waste Disposer ..... add 1 gallon flow)

**RETENTION TIMES (Choose one)**

C = \_\_\_\_\_

- Commercial Kitchen Dishwasher ..... 2.5 hours
- Single Service Kitchen\* ..... 1.5 hours

**STORAGE FACTORS (Choose one)**

D = \_\_\_\_\_

- Full Service Kitchen 0-12 hour operation: ..... 1
- Full Service Kitchen 12-20 hour operation: ..... 2
- Full Service Kitchen 24 hour operation: ..... 3
- Single Service Kitchen\*: ..... 1.5
- (Alternate factor for occasional use kitchen..... \_\_\_)

**Minimum Interceptor Size (liquid capacity)**

A x B x C x D = \_\_\_\_\_

\*A *single service kitchen* refers to a restaurant where disposable dishware is used and dishwashing operations are therefore greatly reduced.

------(For City use only below this line)-----

Remarks: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Size Approved: \_\_\_\_\_ gal. Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
Pretreatment Technician

# Permit Coordinator Guidelines for Permit Issuance

## **Grease Interceptor:**

1. Use a Side Sewer application, but write in “Grease Interceptor” and mark out “Side Sewer”.
2. Check completeness of applicant’s submittal packet.
  - Grease Removal Equipment Application form.
  - Kitchen Floor Plan: be sure all plumbing fixtures are called out and piping is shown.
  - Site Plan: be sure the site plan shows the location of the interceptor, manhole covers, depth of sewer line, etc.
  - Grease Interceptor Sizing Worksheet, signed by the Pretreatment Technician.
  - Interceptor specifications: there should be cut sheets showing dimensions.
3. Route site plan to Engineering to check location and manhole cover requirements, etc.
4. Route site plan to Planning if landscaping will be disrupted.
5. After receiving approval from Engineering and Planning (if needed), issue permit, collect fee, and log in book. Send one copy to the Pretreatment Technician at the Treatment Plant and put one copy in the street address file.
6. The Pretreatment Technician sends an email to the Development Services Technician after inspection approval.

## **Grease Trap:**

1. Applicant submits the grease trap sizing worksheet signed by the Pretreatment Technician.
2. Permit issued over the counter.
3. Forward a copy of the grease trap permit to the Pretreatment Technician and put one copy in the street address file.
4. The Pretreatment Technician sends an email to the Development Services Technician after inspection approval.