

**City of Elyria
Industrial Pretreatment Program**

**Fats, Oils & Grease (FOG) Program
Standard Operating Procedure
For Food Service Establishments**

Introduction:

All food service establishments (FSEs) in the City of Elyria, and in areas outside of the City of Elyria that discharge to the City of Elyria sanitary sewer collection systems, shall be required to install and maintain a grease trap or grease interceptor. FSEs include restaurants, bakeries, bars with food service, convenient food stores offering cooked foods, gas stations that offer cooked foods, industrial users with cafeterias, school cafeterias, civic/social clubs. The purpose of the grease traps and interceptors is to prevent fats, oils, and grease from being discharged to the City's sanitary sewer collection systems. Grease traps typically have flow rates less than 50 gallons per minute, and grease interceptors typically have flow rates greater than 50 gallons per minute.

Program Specifics:

1. Whenever a new FSE is looking to establish business in Elyria, or if there will be a change of use in an existing building from a previous use to an FSE, five sets of architectural plans and drawings must be submitted to the Building Department for review and distribution to other pertinent departments for their review. The Wastewater Department is one such department.
2. The Building Department will email the Wastewater Department Industrial Pretreatment Program Supervisor when the plans are ready for pick up and review.
3. The Pretreatment Supervisor will review the plans, paying specific attention to the kitchen equipment, plumbing layout, and proposed type and specifications for grease traps or interceptors.
4. Appropriately sized and flow-rated grease traps and interceptors shall be installed and used for all processes resulting in grease-bearing wastes within the kitchen facility to prevent grease and oils from entering the City sanitary sewer. Processes that do not contain grease-bearing wastes shall not be connected to the inlet of the grease traps and interceptors without the approval of the Industrial Pretreatment Program Supervisor.
5. Wastes flowing to the grease traps and interceptors shall not exceed a temperature of 140⁰ Fahrenheit.

6. All grease traps and interceptors shall be of a type and capacity approved by the Industrial Pretreatment Program Supervisor, and shall be located as to be readily and easily accessible for cleaning and inspection.
7. Grease traps and interceptors shall be constructed of impervious materials capable of withstanding abrupt and extreme changes in temperature. They shall be of substantial construction, water-tight, and equipped with easily removable covers over the inlets and outlets which, when bolted in place, shall be watertight.
8. The FSE shall submit, to the Industrial Pretreatment Program Supervisor, a detailed drawing and manufacturer's specifications for the grease traps and interceptors to be installed for approval. Once submitted and approved, any changes, modifications or substitutions must be approved by the Industrial Pretreatment Program Supervisor prior to making such changes, modifications or substitutions.
9. Where installed, all grease traps and interceptors shall be inspected, cleaned out, and maintained by the owner, at his/her own expense, with a frequency that will prevent fats, oils, and grease from entering the City's sanitary sewer collection systems. All grease and oil traps and interceptors shall be inspected by the City after installation and prior to use to verify proper installation. The FSE Management shall call the City's Industrial Pretreatment Program Supervisor at (440) 366-2211 Extension 5130 to schedule such inspections.
10. Receipts from the cleanout and proper disposal of oil and grease from the traps and interceptors shall be kept on file on the premises and made available to the City upon request for inspection.
11. Where grease and oil traps and interceptors are installed, a sampling manhole *may* be required to be installed, at the owner's expense, on the sanitary lateral between the building and the lateral's connection to the City sanitary sewer to allow for the sampling of the wastewater discharge, *if necessary*.
12. Waste grease bins for fryer and other liquid greases and oils at FSEs shall be kept clean and the lids shall be kept closed. Any spillage of grease and oil shall be cleaned up immediately to prevent these materials from getting access to catch basins, storm sewers, drainage ditches, or the Black River. Such spillage also attracts nuisance animals, such as rats and raccoons, which can create unsanitary conditions around FSEs.
13. Trash dumpster areas at FSEs shall be kept clean and free of litter. Trash dumpster lids shall be kept closed at all times to prevent trash from being blown out by the wind.

14. New sources shall install, have in good operating condition, and shall start up all pollution control equipment required to meet all applicable pretreatment standards and other parts of the Sewer Use Ordinance, Chapter 932 of the codified ordinances of the City of Elyria, Ohio prior to commencing operations.
15. After review of the architectural plans and drawings by the Industrial Pretreatment Program Supervisor is completed, an inter-office memorandum is sent to the Chief Building Official (CBO) with comments from the plan review. The memorandum is attached to the CBO's adjudication order that is sent back to the prospective FSE owner and architect.

For additional information, please contact the City of Elyria's Industrial Pretreatment Program Supervisor at (440) 366-2211 Ext. 5130.

Follow-Up Activities Performed by the Industrial Pretreatment Personnel:

1. Provide educational materials to new FSE management personnel. Discuss the proper operation and maintenance requirements of grease traps/interceptors, including all pertinent federal, state and local regulations.
2. Discuss the proper use/maintenance of the waste grease bins with FSE management, as needed.
3. Provide educational in-service training opportunities to FSE management personnel for their employees, if requested.
4. If grease is found to be flowing out of the trap or interceptor, a Notice of Violation (NOV) will be issued to the FSE facility via Certified Mail. All such NOV's will include a minimal fine of \$100, per the City's Enforcement Response Plan, as required by Ohio EPA. The Public Works Supervisor will be notified of the NOV and the fine will be added to the FSE's next utility bill for payment.
5. As a courtesy, the Industrial Pretreatment Program Supervisor will inform the local health department of any violations that are found at FSEs.
6. Perform weekly follow-up inspections on any known grease-related problem areas/facilities. This list is updated, as needed, to add or remove areas/facilities from the list.

Miscellaneous FOG Program Activities

1. At least annually, include information in the utility bills to Elyria residents concerning the proper disposal of cooking grease. This flyer (see attached) can be sent out additional times per year as conditions warrant.

2. Whenever higher amounts of grease are found in sections of the city sanitary sewer by the sewer maintenance crews, a list of addresses is obtained and the proper grease disposal informational flyer is mailed to those addresses.
3. Whenever a lift station starts to experience issues with grease in the wet well, a list of addresses tributary to the lift station is obtained and the proper grease disposal informational flyer is mailed to those addresses.
4. Provide proper grease disposal information at the annual Apple Festival and at other public outreach venues throughout the year.
5. Maintain and update the proper grease disposal information in the FAQ section on the Wastewater Department page of the City's website:
www.cityofelyria.org/departments/wastewater

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Helping to Prevent Sewer Overflows and Backups is Easy.

Where does the grease come from?

Grease is the byproduct of cooking that comes from meat fats, lard, oil, shortening, butter, margarine, food scraps, baked goods, sauces and dairy products. When washed down the sink, grease sticks to the insides of sewer pipes (both on your property and in the street). Over time, it can build up and block an entire pipe.

Caution: Home garbage disposals do not keep grease out of the plumbing system. Moreover, hot water and products such as detergents that claim to dissolve grease only pass it down the line and cause problems elsewhere.

The results can be:

- Raw sewage overflowing in your home or onto your lawn.
- An expensive and unpleasant cleanup that often must be paid for by you the home or business owner.
- Raw sewage overflowing in yards and streets.
- Potential contact with disease-causing organisms.
- An increase in operation and maintenance costs for local sewer departments, which can lead to higher sewer bills for customers.

YOU CAN HELP!

Help prevent sewer overflows by:

- Never pouring grease down sink drains or into toilets.
- Scraping grease and food scraps into a can or the trash for disposal (or recycling where available).
- Putting baskets/strainers in sink drains to catch food scraps and other solids, and emptying them into the trash.
- Speaking with your friends and neighbors about how to keep grease out of the sewers.

Fats, oils and greases aren't just bad for arteries and waistlines; they're bad for sewers too.

Sewer overflows and backups can cause health hazards, damage home interiors and threaten the environment. A common cause of overflows is sewer pipes blocked by grease. Grease gets into the sewer from household drains as well as from poorly maintained grease traps in restaurants and other businesses.

For more information, visit: www.cityofelyria.org/departments/wastewater

Fat-Free Sewers

Prevent Fats, Oils, and Greases from Damaging Your Home and the Environment

