



Fats, Oil and Grease (FOG) Program and Policy

A. Purpose and applicability

1. The purpose of this section is to aid in preventing the introduction and accumulation of fats, oil and grease into the sanitary sewer system that may contribute to sanitary sewer blockages and obstructions. Food service establishments, grease haulers, and other industrial or commercial establishments generating or collecting wastewater containing fats, oils, and grease are subject to this section. This section regulates such users by requiring that grease control devices and other approved strategies be installed, implemented and maintained in accordance with the provisions of this section and other applicable requirements of the James City Service Authority (JCSA).
2. The provisions of this section shall apply to all food service establishments within the JCSA service area and to all grease haulers providing service to any such food service establishment.

B. Definitions

Automatic Grease Removal Device (AGRD): an active, automatic device that separates and removes FOG from effluent discharge and cleans itself of accumulated FOG at least once every twenty-four (24) hours utilizing electromechanical apparatus.

Brown Grease: floatable fats, oils, grease and settled solids produced during food preparation that is recovered from grease control devices.

Commissary: a catering establishment, food service establishment, or any other place in which food, food containers, or supplies are kept, handled, prepared, packaged, or stored for distribution to satellite operations.

Core Sampler: a sampling tool, i.e. Sludge Judge, Dipstick Pro or equivalent, designed to take accurate readings of settleable solids, in a variety of liquids, to any depth.

Decanting: discharging of removed wastewater back into the grease control device, for the purpose of reducing the volume to be hauled or for recharging the grease control device.

Fats, Oils, and Grease (FOG): material, either liquid or solid, composed of fats, oils or grease from animal or vegetable sources. Examples of FOG include, but are not limited to, kitchen cooking grease, vegetable oil, bacon grease and organic polar compounds derived from animal and/or plant sources that contain multiple carbon triglyceride molecules. These substances are detectable and measurable using analytical test procedures established in the United States Code of Federal Regulations at 40 CFR Part 136, as may be amended from time to time. FOG may be referred to herein as “grease” or “greases.”

Food Service Establishment (FSE): any commercial, industrial, institutional, or food processing facility discharging kitchen or food preparation wastewaters including, but not limited to, restaurants, commercial kitchens, caterers, motels, hotels, cafeterias, correctional facilities, prisons or jails, care institutions, hospitals, schools, bars, and churches. Any establishment engaged in preparing, serving, or otherwise making food available for consumption by the public shall be included. Such establishments use one or more of the following preparation activities: cooking by frying (all methods), baking (all methods), grilling, sautéing, rotisserie cooking, broiling, boiling, blanching, roasting, toasting, or poaching. Also included are infrared heating, searing, barbecuing, and other preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing.

General Manager: the General Manager of the James City Service Authority (JCSA).

Grease Control Device (GCD): a device used to collect, contain, or remove food waste and grease from the wastewater while allowing the remaining wastewater to be discharged to the JCSA's sanitary sewer system by gravity. Devices include grease interceptors, grease traps, AGRDs (if approved in writing by the General Manager), or other devices approved by the General Manager.

Gravity Grease Interceptor: a plumbing appurtenance of not less than 250 gallons (946 L) capacity that is installed in the sanitary sewer system to intercept free-floating fats, oils and grease from waste water discharge. Separation is accomplished by gravity during a retention time of not less than 30 minutes. Unless otherwise approved, GGIs shall not be installed for new or retrofitted installations.

Grease Hauler: a contractor who collects the contents of a grease interceptor or trap and transports it to an approved recycling or disposal facility. A grease hauler may also provide other services related to grease interceptor maintenance for a FSE.

Grease Removal Device: an active, automatic device that separates and removes FOG from effluent discharge and that cleans itself of accumulated FOG at least once every twenty-four hours utilizing electromechanical apparatus.

Grease Trap: a device typically located indoors and under the sink or in the floor designed for separating and containing grease prior to the wastewater exiting the trap and entering the sanitary sewer system. Such devices are typically passive (gravity fed) and compact with removable baffles.

Hampton Roads Regional Technical Standards for Grease Control Devices: shall mean a set of regionally-approved standards required to properly size grease control devices.

HR FOG Program: the regionally-approved Hampton Roads FOG training and certification programs for FSE employees and grease haulers administered by the Hampton Roads Planning District Commission (HRPDC).

Hydromechanical Grease Interceptor (HGI): a plumbing appurtenance that is installed in the sanitary sewer system to intercept free-floating fats, oils and grease from waste water discharge. Continuous separation is accomplished by air entrainment, buoyancy, interior baffling in combination or separately, and one of the following:

- 1) Units directly connected, with an external flow control, with an air intake (vent)
- 2) Units directly connected, with an external flow control, without an air intake (vent)
- 3) Units directly connected, without an external flow control, with or without internal flow control

- 4) Units indirectly connected, without an external flow control, with or without internal flow control

Mobile Food Unit: a food service establishment that is readily moveable from place to place at all times during operation and shall include but not limited to pushcarts, trailers, trucks, vans, or boats. May be subject to the requirements of this section.

Renderable Yellow Grease Container: a closed, leak-proof container for the collection and storage of yellow grease.

Sanitary Sewer System: a system of underground pipes that carries wastewater from bathrooms, sinks, kitchens, and other plumbing components to a wastewater treatment plant where it is filtered, treated and discharged.

Stormwater System: a network of structures, channels and underground pipes designed to carry stormwater (rain water) to ponds, lakes, streams, rivers and other surface waters.

Yellow Grease: FOG used in food preparation that have been in contact or contaminated with other sources such as water, wastewater or solid waste. An example of yellow grease is fryer oil, which can be recycled into products such as animal feed, cosmetics and alternative fuel. Yellow grease is also referred to as renderable FOG.

C. Registration Requirements

All FSEs shall register their GCDs with JCSA. Registration shall be on forms provided by the JCSA and utilized to ensure that such devices are maintained, as well as to facilitate inspection in accordance with the requirements established by the JCSA.

1. Existing FSEs shall register all GCDs within one (1) year of the adoption of this regulation. New FSEs shall register when setting up sewer service or prior to obtaining a Certificate of Occupancy.
2. In order to register a GCD, the FSE shall document that a current employee has successfully completed the HR FOG Program. This is an ongoing requirement and is necessary to maintain a valid registration in compliance with this regulation.

D. Discharge Limits

No person shall discharge or cause to be discharged from any FSE any wastewater with FOG in concentrations or quantities that will damage the sewers or sanitary sewer system, as determined by Section 301(D) of the HRSD Industrial Wastewater Discharge Regulations.

E. Grease Control Devices

1. Requirements. FSEs shall have a GCD(s) meeting all applicable requirements of the Virginia Uniform Statewide Building Code and the International Plumbing Code, or successor codes. GCDs shall be designed in accordance with and meet the Hampton Roads Regional Technical Standards for Grease Control Devices. AGRDs shall not be used unless otherwise approved in writing by the General Manager.
 - a. Except as provided in subsection 1.b. below, FSEs shall be required to install, operate, and maintain a GCD in compliance with the requirements contained in this section. GCDs shall be installed and registered prior to the initiation of sewer service or issuance of a Certificate of Occupancy.

- b. FSEs with existing GCDs in operation as of the effective date of this regulation shall be allowed to operate and maintain those GCDs provided they are in proper operating condition and not found to be contributing FOG quantities sufficient to cause line stoppages or to necessitate increased maintenance of the sanitary sewer system. If a GCD is determined to be contributing FOG in quantities sufficient to cause line stoppages, or to necessitate increased maintenance of the sanitary sewer system, an existing FSE shall comply with the requirements of this section.
- c. Existing FSEs that are renovated or expanded shall install a GCD meeting the requirements of this section. GCDs shall be installed, inspected, and registered as a condition of final approval of such renovation or expansion, or issuance of a Certificate of Occupancy.
- d. Any existing FSE may be required to install or upgrade a GCD if such FSE is contributing FOG to the sanitary sewer system, as determined by the General Manager and/or HRSD. Such devices shall be installed within sixty (60) days and registered with the JCSA within thirty (30) days of installation.
- e. All grease haulers, owners, or employees servicing GCDs for FSEs within the JCSA service area shall be required to obtain a certification to service GCDs from the HR FOG Program.

2. Installation of Grease Control Devices.

- a. GCDs shall be installed by a plumber licensed in the Commonwealth of Virginia. Every GCD shall be installed and connected so that it may be readily accessible for inspection, cleaning, and removal of the intercepted food waste and grease at any time. Installation shall be in compliance with the Virginia Plumbing Code and the manufacturer's instructions. AGRDs shall not be installed unless approved in writing by the General Manager.
- b. GCD covers shall meet the following load rating requirements:
 - 1) Indoor, foot traffic only: minimum of 300 pounds
 - 2) Indoor, pallet jack or fork lift traffic: minimum of 2,000 pounds
 - 3) Outdoor, non-vehicular traffic: minimum of 2,000 pounds
 - 4) Outdoor, vehicular traffic: minimum of American Association of State Highway and Transportation Officials M306 H20/HS20 Traffic Rating, or equivalent successor standard.
- c. GCDs shall have their manhole covers secured at all times by one or more of the following methods:
 - 1) with bolts, or locking mechanisms;
 - 2) with a manhole cover of sufficient weight to prevent unauthorized access;
or
 - 3) with a safety apparatus secured in place under the cover to prevent accidental entry if the cover is not secured in place.

3. Maintenance of Grease Control Devices

- a. All GCDs shall be maintained at the owner's expense. Maintenance shall include the complete removal of all contents, including floating material, wastewater, and settled solids. Decanting or discharging of removed waste back into the grease interceptor or private line or into any portion of the JCSA or HRSD sanitary sewer system is prohibited. FSE's may perform self-cleaning of grease traps as described in paragraph 3.f. GCDs shall be serviced and maintained by a grease hauler that is certified by the HR FOG Program, unless otherwise approved in writing by the General Manager.
- b. Gravity Grease Interceptors shall be pumped out completely when the total accumulation of FOG, including floating solids and settled solids, reaches twenty-five percent (25%) of the overall liquid volume. At a minimum, Gravity Grease Interceptors or other GCDs shall be cleaned once every three (3) months unless approved in writing by the General Manager for good cause shown. Approval will be granted on a case-by-case basis upon submittal of a request by the FSE, documenting reasons for the proposed frequency variance.
- c. AGRDs shall be opened daily to clean out the solids basket and the external grease container shall be emptied at a minimum of once daily. AGRDs shall be inspected and completely cleaned of food solids and FOG a minimum of once per week unless otherwise approved in writing by the General Manager. In no event shall the content of food solids and FOG exceed twenty-five percent (25%) of the overall liquid depth of the AGRD.
- d. Existing older types of grease traps and grease removal devices shall be opened, inspected, and completely cleaned of food solids and FOG a minimum of once per week, unless otherwise approved in writing by the General Manager for good cause shown. Approval will be granted on a case-by-case basis upon submittal of a request by the FSE documenting reasons for the proposed frequency variance. In no event shall the content of food solids and FOG exceed twenty-five percent (25%) of the overall liquid depth of the device.
- e. Hydromechanical Grease Interceptors shall be cleaned before their maximum capacity is reached as established by the manufacturer in accordance with test reports validated by a third party. The maintenance frequency shall be determined in accordance with the sizing and selection requirements for HGIs in the Hampton Roads Regional Technical Standards for Grease Control Devices. At no time shall an HGI be cleaned less frequently than once every three (3) months, or as otherwise approved in writing by the General Manager.
- f. FSEs may perform self-cleaning of GCD's that have a liquid capacity of 55 gallons or less, and are specified for under sink installation by the manufacturer. Self-cleaning procedures shall comply with the following maintenance requirements:
 - 1) Remove cover(s).
 - 2) Remove all FOG, solids, food debris, and wastewater.
 - 3) Clean all internal surfaces from the build-up of FOG or other residual materials (chemicals and/or degreasers are prohibited).
 - 4) Place all removed materials in garbage bag or other sealable container (not glass) along with an absorbent material, *i.e.* kitty litter, and dispose of solidified contents in trash receptacle.

- 5) Inspect all internal components, replace anything missing or broken and ensure flow control device is installed.
 - 6) Refill with fresh water.
 - 7) Replace cover(s).
 - 8) Enter the required information on the maintenance log.
 - 9) At least once per year, or more frequently as required by the General Manager, the HGI or older style existing grease trap shall be cleaned by a certified grease hauler, documented by a manifest, reported in the maintenance log.
 - g. The General Manager may establish a more frequent cleaning schedule if the FSE is found to be contributing FOG in quantities sufficient to cause line stoppages or to necessitate increased maintenance of the sanitary sewer system.
4. Use of Additives. The use of additives by FSEs, including, but not limited to, products that contain solvents, emulsifiers, caustics, acids, enzymes or bacteria, are prohibited for use as grease management control; provided, however, that additives may be used to clean the FSE drain lines so long as the usage of such additives will not cause FOG to be discharged from the GCD to the sanitary sewer system. The use of additives shall not be substituted for the maintenance procedures required by this section.
5. Waste Disposal
- a. Waste removed from GCDs shall be disposed of at a facility permitted to receive such wastes. Waste material removed from GCDs shall not be discharged directly or indirectly into any portion of the sanitary sewerage system, private sewer line, stormwater system, or returned to any GCD.
 - b. FSEs shall dispose of yellow grease in a renderable FOG container where contents will not be discharged to the environment. Yellow grease shall not be poured or discharged into the JCSA or HRSD sanitary sewer system.
6. Inspection of Grease Control Devices. The General Manager or their designee shall have the right of entry into any FSE, during reasonable hours, for the purpose of making inspections, observations, measurements, sampling, testing, or records review of the of the sanitary sewer system and GCDs installed to serve such FSE to ensure compliance with this regulation. The owner or occupant may accompany the General Manager or their designee. Operational changes, maintenance, and repairs required by the General Manager or their designee shall be implemented as noted in the written notice issued to the FSE.
7. Record Keeping
- a. FSEs shall retain and make available for inspection and copying records of all cleaning and maintenance for the previous three (3) years for all GCDs. FSEs utilizing professional grease hauling services should provide cleaning and maintenance records meeting the requirements as outlined in Section F. Where approved, FSEs performing GCD cleaning and waste disposal shall provide cleaning and maintenance records as required by the General Manager or their designee. Such records shall be kept on site and shall be made immediately available to any employee of the JCSA or HRSD upon request.
 - b. FSEs shall retain and make available for inspection and copying records of yellow grease disposal for the previous three (3) years. FSEs utilizing professional yellow

grease rendering services should provide service records meeting the requirements as outlined in Section F. Such records shall be kept on site and shall be made immediately available to any employee of the JCSA or HRSD upon request.

F. Grease Hauler Requirements

1. Any person collecting, pumping, or hauling waste from GCDs or yellow grease containers located within the JCSA service area shall be certified by HR FOG Program and hold all required waste hauling permits. All grease haulers shall obtain the required permits, certifications, and/or approvals from the facility in which waste will be disposed. Grease haulers discharging to a HRSD treatment plant shall be approved through the HRSD Indirect Wastewater Discharge Permit.
2. Grease haulers shall notify the JCSA at (757) 229-7421 within twenty-four (24) hours of any incident required to be reported to the Virginia Department of Environmental Quality.
3. Grease haulers shall retain and make available for inspection and copying, all records related to grease interceptor pumping and waste disposal from businesses located in the JCSA's wastewater service area. Records shall include, at a minimum, the dates of cleaning/maintenance, the name and business address of the company providing the service, the name of the technician(s) performing the service and their associated HR FOG Program certification number(s), the condition of the GCD, the volume of waste removed in the cleaning, and the following sludge judge measurements (in inches): total depth, depth of solids, and depth of grease, and anticipated destination of waste disposal. Photos of the GCD before and after cleaning are recommended. These records shall remain available for a period of at least three (3) years. The General Manager may require additional record keeping and reporting, as necessary, to ensure compliance with the terms of this section.
4. Yellow grease rendering companies shall retain and make available for inspection and copying, all records related to yellow grease collected from businesses located in the JCSA's wastewater service area. Yellow grease disposal logs shall include, at a minimum, the dates of pickup, name and business address of the company and person performing the pickup, the volume of yellow grease removed, and anticipated destination of the yellow grease.
5. Submission of all reporting shall include the name of the form and may be submitted via mail or electronically via email.
6. Renderable yellow grease containers shall be labeled with the following information:
 - a. Name of company supplying the container(s).
 - b. Phone number of company supplying the container(s).
 - c. Name and/or address (including unit number) of the FSE where the container has been placed.

G. Fees

Fees provided for in this subsection are separate and distinct from all other fees chargeable by the JCSA. Fees applicable to this subsection are as follows:

There shall be no initial inspection fee. Re-inspection fees shall be in the amount of fifty dollars (\$50.00) per inspection, and shall be due upon invoice by the JCSA. Re-inspection fees will not be charged when the FSE has corrected, or in the opinion of the inspector made a reasonable effort to

correct, items of non-compliance or violation noted in the initial inspection. Such fees may be added to the FSE's JCSA Utility Charges via the Hampton Roads Utility Billing Service (HRUBS). Failure to correct deficiencies by the third inspection may resort in penalties per paragraph I. of this section.

H. Compliance

The General Manager may require existing FSEs to modify or repair any noncompliant GCD and appurtenances as noted in the written notice received by the FSE.

I. Violations and Penalties

1. Any person who commits any of the acts prohibited by this regulation shall be liable to the JCSA for all costs of containment, cleanup, abatement, removal and disposal of any substance unlawfully discharged into the sanitary sewer system, as well as the costs of any damages or regulatory fines resulting from such violations.
2. Any person who commits any of the acts prohibited by this section, or fails to properly install and or maintain a GCD shall be subject to a civil penalty in an amount not to exceed one hundred dollars (\$100.00) for the initial violation, and not more than one hundred fifty dollars (\$150.00) for each additional violation. Each day during which the violation is found to have existed shall constitute a separate offense; however, specified violations arising from the same operative set of facts shall not be charged more frequently than once in any ten-day period, and a series of specified violations arising from the same operative set of facts shall not result in fines that exceed a total of three thousand dollars (\$3,000.00). JCSA may issue a civil summons or ticket for a violation. Any person summoned or issued a ticket for a violation may make an appearance in person or in writing by mail to the JCSA prior to the date fixed for trial in court. Any person so appearing may enter a waiver of trial, admit liability and pay the civil penalty. If a person charged with a scheduled violation does not elect to enter a waiver of trial and admit liability, the violation shall be tried in the general district court in the same manner and with the same right of appeal as provided for by law.
3. Enforcement will be in accordance with the associated JCSA FOG Enforcement Response Plan. Continuing violations of this regulation may result in revocation of the FSE's business license, a delay or hold on the reissuance of the business license, a delay or hold on the issuance of building permits, revocation of Certificates of Occupancy, or termination of water and/or sewer services.
4. In addition to any other remedy, the JCSA may bring legal action to enjoin the continuing violation of this regulation, and the existence of any other remedy, at law or in equity, shall be no defense to any such action.
5. The remedies set forth in this section are cumulative, not exclusive, and it shall not be a defense to any action, civil or criminal, that one (1) or more of the remedies set forth herein has been sought or granted; however, no civil action authorized by this section shall proceed while a criminal action related to the same violation is pending.