

COMMERCIAL PRETREATMENT DRAWINGS - **EXTERIOR SYSTEMS**
CONSTRUCTION DOCUMENTS



Commercial Projects that generate grease/oil are required to have an approval for pretreatment by the Water and Sewer Department. **Food Service establishments, Truck/Car washes, Churches, Hospitals, Schools, Hotels, Motels and Grocery stores, Automotive industry** are some of the categories that require a pretreatment system.

**Plan Review fee of \$200.00 payable to Water and Sewer Dept./Commercial Pretreatment
(Fee required once project has been approved)**

1. ___ Sizing based on the City of East Point commercial facilities generator source chart.
2. ___ Site utility drawing showing location of grease/oil interceptor, tie-in to sanitary sewer and a note stating "**CONSTRUCT PER FULTON COUNTY STANDARDS 701,702 &111.**" All grease or oil/water interceptors should be shown closet to the discharge point of grease/oil waste from the facility. The maximum distance of an interceptor from a discharge source will be no more than 50 feet. The location of the grease/oil interceptor must be accessible for maintenance and inspection.
3. ___ Fulton County Standard Detail (701, 702 & 111) to be shown on detail site plans. If multiple grease or oil/water interceptors are required for a facility, they must be shown on the site utility plan in tandem. The test manhole is part of the pretreatment system and should be constructed accordingly as shown on the standard detail 701, 702, & 111. A concrete prefab manhole is acceptable as long as it is sized according to FC standard 111. The test manhole must have an invert in the bottom of the manhole.
4. ___ **No dumpster, trash compactor, or other utility structure lines can discharge through the grease & oil/water interceptor/test manhole.** No sanitary waste lines can discharge through the grease & oil/water interceptor. The test manhole is part of the grease & oil/water interceptor system and is not to be used as a structure for the main sanitary sewer line.
5. ___ Maintenance letter for scheduled pumping of pretreatment systems, should be submitted once plans have been approved. The maintenance letter must be notarized and signed by the company, contractor/developer or individual responsible for daily facility operations. (See sample letter).
6. ___ Construction drawings required for review; cover sheet, site utility plan and detail sheet showing the required details for the pretreatment system used.
7. ___ **Statements for construction documents:**
 - a) If a commercial site will not have any food service, restaurant, or car/maintenance facilities planned, a note on the site utility sheet will be sufficient stating the following:

"No commercial facilities are designed for this site that will require pretreatment systems such as Grease & Oil/Water interceptor(s) or Sand/Grit trap(s)."

8. ___ **Commercial carwash:**

Sizing based on the City of East Point commercial facilities generator source chart. Indicate whether a reclaim system will be used in conjunction with the oil/water interceptor & sand/grit trap. Must submit a Material Safety Data (MSD) list for all soap wash products, manufacturer data on wash system/flow balance to indicate % recycle or backwash to sanitary sewer.

Apartment complexes:

Are required to post signs in the carwash area stating "**No car maintenance prohibited**". Apartment complexes may be required to install an oil/water interceptor if more than (1) carwash bay will be built in a designated area.

Submit plans to the address below:

**Department of Planning and Community Dev.
1526 East Forrest Avenue, Suite 100
East Point, Georgia 30344
Office (404) 270-7030**

Exterior Pretreatment System

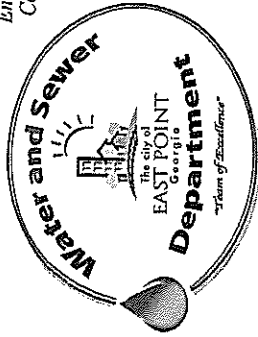
MELISSA ECHEVARRIA
Environmental Compliance Manager
Commercial Pretreatment Program

1526 East Forrest Avenue
Suite 400

East Point, Georgia 30344

Office: 404-270-7117
Fax: 404-559-4437
Cell: 404-825-4846

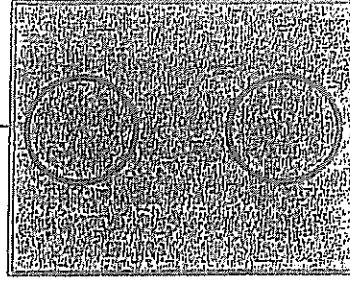
mechevarria@eastpointcity.org
www.eastpointcity.org



Sanitary Sewer MH

Clean Out

Test Man Hole



Grease Trap

Clean Out



Commercial Pretreatment

1526 E. Forrest Avenue, Suite 400
East Point, Georgia 30344
Telephone: (404) 270-7117

Construction Checklist (Exterior)

This list is for you to review to ensure that you have all the required items in place for the Preliminary/Final inspection. No fee is assessed for the preliminary inspection. **Contractor is required to contact the FOG Program Coordinator within 24 hours for a Preliminary inspection at (404) 270-7117.** If the inspection cannot be obtained in 24 hours, the inspector will determine the inspection date based on the contractors site conditions. No re-inspection date shall extend beyond (30) days without documentation submitted by the contractor and approved by the inspector.

Name of Facility: _____ Location: _____

Site Contact: _____ Telephone: _____

Type of system: _____

Preliminary Inspection

___ **Plans stamped and signed by East Point.**

___ **NO BACKFILLING OF TANKS, CRUSH AND RUN MUST BE VISIBLE FOR INSPECTION.**

___ **Location(s) of the pretreatment system must be the same as the stamped as the stamped plans;
Number of tank(s) and size.**

___ **Piping from the building uncovered to show separate waste lines; sanitary waste and kitchen waste line.**

___ **6" PVC Tee's put in grease/oil separator as required; Pipes sealed and grouted required.**

___ **Invoice of tank to verify size installed and crush and run.**

___ **No other waste lines discharge to test manhole designed for grease/oil separator. 1 ft drop invert in test manhole (refer to FC STD 701, 702, 111 & 113 details)**

Final Inspection

___ **Corrective action completed based on preliminary inspection.
(Failure to complete will result in additional \$50.00 inspection fee)**

___ **Notarized Maintenance letter for cleaning grease trap(s).**

___ **Building permit card posted for sign-off.**

___ **Inspection fee at final inspection - \$150.00 (Single ownership)**

___ **Inspection fee for shopping centers or multiple ownership sites is \$150.00 per tenant**



CITY OF EAST POINT WATER AND SEWER
COMMERCIAL PRETREATMENT
 1526 East Forrest Avenue, Suite 400
 East Point, GA 30344
 Telephone: (404) 270 – 7117

COMMERCIAL WASTE DISCHARGE PERMIT APPLICATION

New _____

Existing _____

BUSINESS INFORMATION

Name of Facility:			
Contact Person:		Phone #	
Address:		City/State	

OWNER/CORPORATE INFORMATION
 (If different from above)

Contact Person:		Phone #	
Address:		City/State	

PRETREATMENT SYSTEM TYPE

<input type="checkbox"/> Grease Trap	<input type="checkbox"/> Oil Separator	<input type="checkbox"/> Sand/Grit Trap	Pumping Frequency:	
Tank Capacity (exterior):	Interior trap:	LBS	Number of System(s):	

WASTE HAULER INFORMATION

Company Name:		Contact Person:	
Address:		City/State	

I certify under penalty of law that this document was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel gather and evaluate the information submitted. Based on my inquiry of the person or persons directly responsible for gathering the information, the information 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 citations, fines or imprisonment for known violations.

 Print name Signature Date

OFFICE USE ONLY

PERMIT FEE: \$ _____ DATE: _____

The permit fee is determined by the type and number of pretreatment system(s) the generator has on site as stated in the City records. City records are updated annually. If a commercial waste generator disagrees with their permit fee assessment, they can request a site inspection by the City for a fee of \$50.00. The fee **WILL NOT** be deducted from the annual permit cost. **Permit fees are due by March 31 of each year, with a 25% penalty occurring after March 31.**



Water and Sewer Department
Commercial Pretreatment
1526 E. Forrest Avenue, Suite 400
East Point, Georgia 30344
(404) 270 - 7117

Facility Name: _____ Date: _____

Address: _____ Telephone: _____

Commercial Pretreatment Fees:

- Plan Review..... \$200.00
Permit Fee (New Construction)..... \$200.00
Modification, repair and replacement of existing pretreatment system(s) in violation..... \$100.00
New pretreatment system installation inspection..... \$150.00
Re-inspection fee for new construction installation per visit.....\$50.00 x ()

COMMERCIAL WASTE DISCHARGE PERMIT

- Exterior Grease Traps/Oil separator - 1 to 5 tanks..... \$200.00
Interior (Manual) Grease Traps, Sand/Grit Traps 10 to 100LBS - 1 to 5 units..... \$75.00
Automatic Grease Recovery Unit (AGRU) 20 - 35 GPM..... \$75.00
Revision to a Commercial Waste Permit during a permit year..... \$50.00

Please make all checks or money orders payable to:
City of East Point - Water & Sewer Dept. FOG Program

PLEASE CHARGE TO ACCOUNT: CP 505-4440-341.13-35 Total: _____

Contractor _____ Inspector _____

SAMPLE

**USE YOUR COMPANY LETTERHEAD
(MUST BE NOTARIZED)**

**Company Name & Address
Telephone Number
Fax Number
Email Address**

Date:

**City of East Point
Water & Sewer Dept
1526 E. Forrest Ave, Suite 400
East Point. Georgia 30344**

Dear Melissa Echevarria,

This letter is to serve as our guarantee that the pretreatment system (oil/grease interceptor) required for this location will be pumped of all liquids and/or solids every **3 months** per the City of East Point Commercial Wastewater Pretreatment Ordinance. AN approved contractor of this nature who is permitted in the State of Georgia to remove non-hazardous liquid waste will perform this work. Every time our pretreatment system is pumped a completed copy of the manifest will remain at our facility.

Thank you for your assistance and cooperation on this project. If you have question, please do not hesitate to call me. I can be reached at _____.

Sincerely,

Operation Mgr; Owner;

Sworn before me this _____ day of _____

Notary Public

My Commission Expires: _____

This letter is a sample of the maintenance letter content. The final document must be an original with the required information on your company letterhead.