

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 fees are payable to The Water and Sewer Dept./ Commercial Pretreatment

(Payment of fees are 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 TANDARDS 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 Details (701, 702, & 111) to be shown on details 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 if 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. \_\_\_ **Statement for construction documents:**

(a) If a commercial site **WILL NOT** have any food service, operates as a restaurant, has a community clubhouse, is an event space, vehicle maintenance or vehicle washing.

Please notate on plans, a note on the site utility sheet will be sufficient by 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/Grip 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, **“Car maintenance is 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:**

City of East Point- Planning and Community Development

2757 East Point Street, East Point, GA. 30344

**Commercial Pretreatment**

City of East Point

2757 East Point Street, East Point, GA. 30344

Attn Water&Sewer F.O.G



**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 by email (see below).** If the inspection cannot be obtained in 24 hours, the inspector will determine the inspection date based on the contractor's 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 the City of 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 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 as 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.

Tanya Kebe | Environmental Inspector

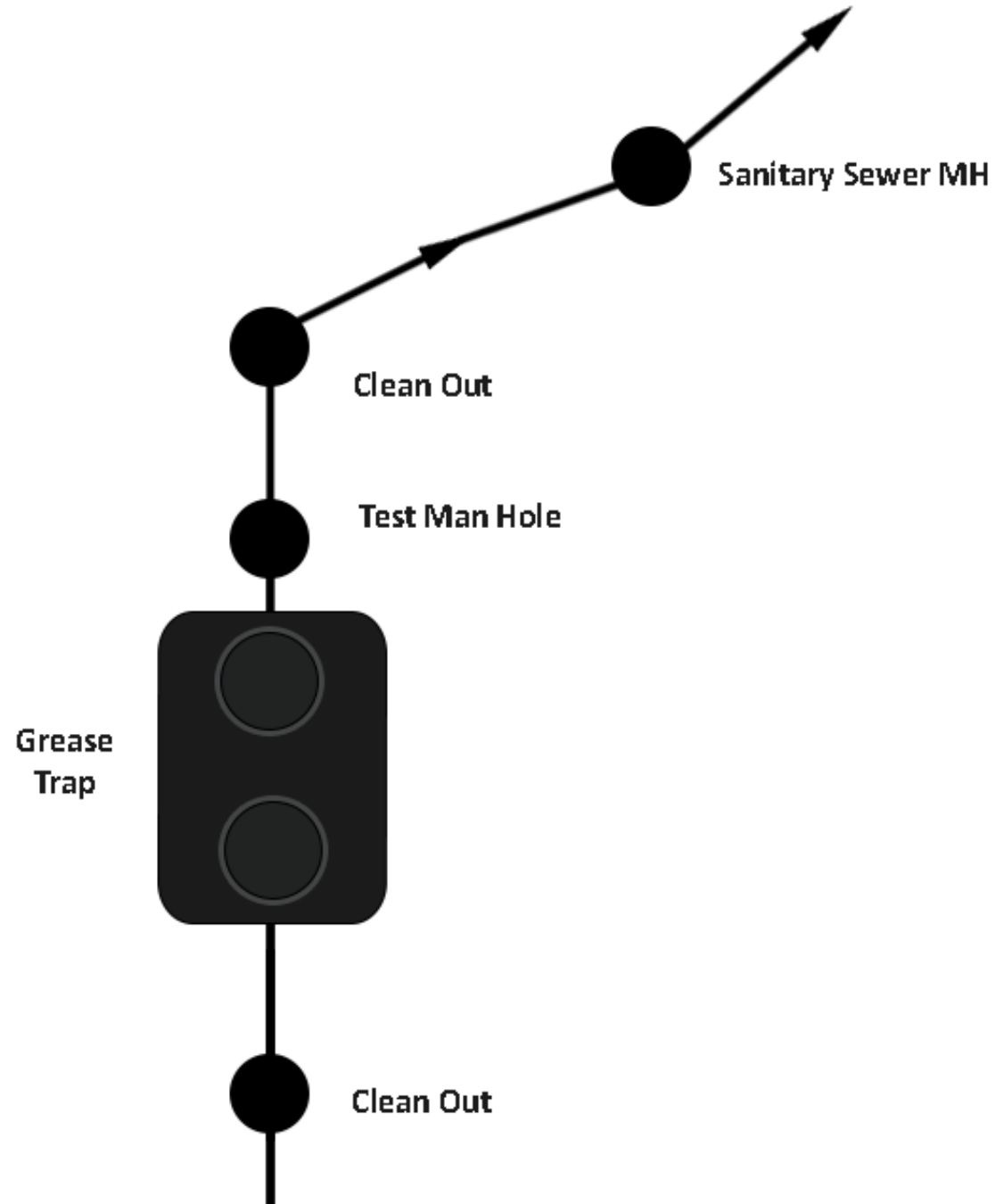
Commercial Pretreatment Program

2757 East Point Street, East Point, GA. 30344

Email: [tkebe@eastpointcity.org](mailto:tkebe@eastpointcity.org) [water\\_sewer@eastpointcity.org](mailto:water_sewer@eastpointcity.org)

Telephone: (404)-669-4313 OR (404)-270-7189

# Exterior Pretreatment System





Please return with Invoice and Payment

### CITY OF EAST POINT WATER AND SEWER

COMMERCIAL PRETREATMENT

2757 East Point Street- City Hall

Telephone: (404) 669-4313 (404) 270-7189

### COMMERCIAL WASTE DISCHARGE PERMIT APPLICATION

New \_\_\_\_\_ Email \_\_\_\_\_ Existing \_\_\_\_\_

#### BUSINESS INFORMATION

Name of Facility:			
Contact Person:		Phone #	
Owner's Name:		Phone #	
Address of the Business:		City\State	
Mailing address:		City\State	

#### PRETREATMENT SYSTEM TYPE

Grease Trap	Oil Separator:	Sand\Grit Trap:	Pumping Frequency:
Tank Capacity	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 Fees: \$ \_\_\_\_\_

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. The fee **WILL NOT** be deducted from the annual permit cost. **Permit fees are due by March 31<sup>st</sup> of each year, with a 25% penalty occurring after March 31<sup>st</sup>.**



Water and Sewer Department

City of East Point
2757 East Point Street
East Point GA. 30344
Attention: F.O.G

Fee Schedule

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

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

Commercial Pretreatment Fees: (Check all that apply)

- 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
Reinspection Fee for New Construction Installation Per Visit.....\$50.00 ( )

Commercial Waste Discharge Permit Fees:

- Exterior Grease Traps/Oil Separator- 1 to 5 Tanks.....\$200.00
Interior Grease Traps, Sand/ Grit Trap 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

Total \$ \_\_\_\_\_

Please make all checks or money order payable to:

City of East Point – Water & Sewer Department (FOG Program)

PLEASE CHARGE TO ACCOUNT: CP 505-4440-341-13-35

Contractor \_\_\_\_\_

Inspector \_\_\_\_\_

# Sample

USE YOUR COMPANY LETTERHEAD

(MUST BE NOTARIZED)

Company Name & Address

Telephone Number

Fax Number

Date:

City of East Point

Water & Sewer Dept.

2757 East Point Street

East Point, Georgia 30344

**Dear Inspector or City of East Point Water & Sewer Dept.**

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/ solids ( ) **Every Month** ( ) **2 Months** ( ) **3 Months** ( ) **4 Months** ( ) **6 Months** ( ) **Annually**. As 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 questions, please do not hesitate to call me. I can be reached at 404-669-4313 or 404-270-7189

**Sincerely,**

\_\_\_\_\_

**Operation Manager: Owner**

Sworn before me this \_\_\_\_\_ Day of \_\_\_\_\_

\_\_\_\_\_

Notary Public

My Commission Expires \_\_\_\_\_

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