



Alternate Maintenance Approval Request

Self-cleaning by the owner and/or operator of an establishment is not allowed unless approved by the City. Only hydromechanical grease interceptors (HGI) with a liquid volume of less than 100 gallons may be considered for self-cleaning. When approved, the owner and/or operator of an establishment shall comply with the following requirements for maintenance on a weekly basis, at minimum, or more often as necessary as required by the City:

- Remove cover(s)
- Remove all fats, oils, and grease (FOG), solids, food debris, and wastewater
- Scrub and spray off all internal surfaces from the build-up of FOG or other residual materials
- 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 in trash receptacle
- Inspect all internal components, replace anything missing or broken and ensure flow control device is installed
- Refill with fresh water
- Replace cover(s)
- Enter the required information on the maintenance log

At least once per quarter, the grease interceptor(s) shall be cleaned by a scavenger waste hauler, documented by a manifest, reported in the maintenance log, and all records maintained for the previous three (3) years.

Make and model of HGI: _____

Flow Rate: _____ Grease Storage Capacity: _____

Grease Factor (Table 2): _____ Average Meals per day: _____

Grease Produced per day*: _____ Cleaning frequency**: _____ days

*multiply Grease Factor times Average Meals per day

**Divide HGI grease storage capacity by Grease Produced per day

Reason for request: _____

Please submit the completed Alternate Maintenance Approval Request to Water Services for approval along with any other required documents.

Applicant Name: _____ Phone: _____

Company: _____ Email: _____

Name of Establishment: _____

Signature of Applicant: _____ Date: _____