

Lancaster County Water & Sewer District

Oil & Grease Policy

Adopted May 13, 2003



Lancaster County Water & Sewer District
P.O. Box 1009
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SECTION 1 – GENERAL PROVISIONS

1.1 Purpose and Policy

THIS OIL AND GREASE POLICY IS INTENDED TO BE CONSISTENT WITH ALL OF THE RULES, REGULATIONS, POLICIES AND OTHER APPLICABLE GOVERNMENTAL ACTIONS OF THE DISTRICT. THE POLICY IS NOT INTENDED TO CONTRADICT OR REPEAL ANY RULE, REGULATION, POLICY OR OTHER GOVERNMENTAL ACTION OF THE DISTRICT. THIS POLICY SUPPLEMENTS THE DISTRICT'S EXISTING RULES REGULATIONS, POLICIES AND OTHER GOVERNMENTAL ACTIONS, AND ADDRESSES SPECIFICALLY DISCHARGES OF OIL AND GREASE INTO THE WASTEWATER SYSTEM OF THE DISTRICT. ANY USER SUBJECT TO THIS OIL AND GREASE POLICY IS HEREBY ADVISED TO REVIEW AND STRICTLY COMPLY WITH ALL OTHER RULES, REGULATIONS, POLICIES AND OTHER GOVERNMENTAL ACTIONS OF THE DISTRICT WHICH MAY BE CONSTRUED AS APPLICABLE TO OIL AND GREASE DISCHARGES INTO THE WASTEWATER SYSTEM OF THE DISTRICT. IN PARTICULAR, ANY USER SUBJECT TO THIS OIL AND GREASE POLICY IS STILL REQUIRED TO MEET AND SATISFY ALL OF THE PROVISIONS OF THE DISTRICT'S PRETREATMENT ORDINANCE, INCLUDING THE GENERAL SEWER USE REQUIREMENTS SET FORTH THEREIN.

This Policy sets forth uniform requirements for oil and grease discharges to the District's sanitary sewer system and enables the District to comply with all applicable State and Federal laws, including, but not limited to, the Clean Water Act.

The objectives of this Policy are:

- A. To aid in the prevention of sanitary sewer blockages and obstructions from contribution and accumulation of fats, oils, and greases into such sewer system from industrial and commercial establishments, particularly food preparation and serving facilities.
- B. To prevent the introduction into the District's Sanitary Sewer System that will interfere with the operation of the system which includes, but is not limited to, any gravity type sanitary sewer system, force main system, or the POTW.
- C. To protect both the District's Sanitary Sewer System, its personnel, and members of the general public who may be affected by the sewer blockages and obstructions.
- D. To improve the opportunity to reclaim and recycle all fats, oils, and grease from the User owned grease trap.
- E. To provide for fees which equitably distribute the cost of testing for fats, oils, and grease at the User owned grease trap.

- F. To enable the District to comply with its NPDES permit and non-discharge requirement conditions, sludge use and disposal requirements, and any other Federal or State laws to which the District is subject.

This Policy provides for the regulation of all fats, oils, and grease discharges to the District's Sanitary Sewer System. This Policy establishes administrative review procedures; requires testing and regulation of the amount of the User's fats, oils, and grease discharge; and provides for the setting of fees for the equitable distribution of costs resulting from the program established herein.

1.2 Administration

Except as otherwise provided herein, the District shall administer, implement, and enforce the provisions of this Policy. Any powers granted to or duties imposed upon the District may be delegated by the Manager to other District personnel.

1.3 Abbreviations

- CFR – Code of Federal Regulations
- Gpd - gallons per day
- Mg/l - milligrams per liter
- NPDES – National Pollutant Discharge Elimination System
- POTW – Publicly Owned Treatment Works (District's)

1.4 Definitions

Unless a provision explicitly states otherwise, the following terms and phrases, as used in this Policy, shall have the meanings hereinafter designated.

- A. Act or "the Act". The Federal Water Pollution Control Act, also known as the Clean Water Act, as amended, 33 U.S.C. & 1251 *et. seq.*
- B. Approval Authority. The Director of the South Carolina Department of Health and Environmental Control, or his designee.
- C. Authorized Representative of the User. The manager or person in charge of day to day operation of the establishment or any other person who performs similar policy or decision-making functions for the establishment.
- D. Building Sewer. A sewer conveying Wastewater from the premises of a User to the District's sanitary sewer system.
- E. Cooking Establishments. Those establishments primarily engaged in activities

of preparing, serving, or otherwise making available for consumption foodstuffs and that use one or more of the following preparation activities: cooking by frying (all methods), baking (all methods), grilling, sautéing, rotisserie cooking, broiling (all methods), boiling, blanching, roasting, toasting, or poaching. Also included are infrared heating, searing, barbecuing, and other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing. Examples of some cooking establishments are, but are not limited to, full service restaurants, fast food establishments, delis, cafeterias (including church and school facilities where commercial equipment is installed and the frequency of use indicates more than occasional use), meat distributors, food processing facilities, grocery stores with food preparation/ service areas, bakeries, caterers, and/or similar types of operations.

- F. Director. The person designated by the District to supervise the operation of the District's sanitary sewer system or his designee, and who is charged with certain duties and responsibility by this Policy.
- G. District. The Lancaster County Water & Sewer District, its Manager, or his designee.
- H. Domestic Sewage/Wastewater. The liquid waste generated from bathrooms, toilets rooms, kitchens and home laundries, and other similar facilities.
- I. Effective Date. The 13th day of May, 2003.
- J. Environmental Protection Agency or EPA. The U.S. Environmental Protection Agency or, where appropriate, the Regional Water Management Division Director, or other duly authorized official of said agency.
- K. Fats, Oils, and Greases. Organic polar compounds derived from animal and/or plant sources that contain multiple carbon chain triglyceride molecules. These substances are detectable and measurable using analytical test procedures established in 40 CFR 136, as may be amended from time to time. All are sometimes referred to herein as "Grease" or "Greases".
- L. Grab Sample. A sample which is taken from a waste stream without regard to the flow in the waste stream and over a period of time not to exceed fifteen (15) minutes.
- M. Grease Trap or Interceptor. A device for separating and retaining waterborne Greases and Grease complexes prior to the wastewater exiting the trap and entering the District's sanitary sewer collection system. These devices also serve to collect settleable solids, generated by and from food preparation activities, prior to the water exiting the trap and entering the District's sanitary sewer collection system. Grease Traps and Interceptors are sometimes referred to herein as "Grease Interceptors".

- N. Interference. A discharge, which alone or in conjunction with a discharge or discharges from other sources, inhibits or disrupts the POTW, its Treatment processes or operations or its sludge processes, use or disposal; and therefore, is a cause of a violation of the District's NPDES permit or of the prevention of Sewage sludge use or disposal in compliance with any of the following statutory/regulatory provisions or permits issued thereunder, or any more stringent State or local regulations: Section 405 of the Act; the Solid Waste Disposal Act, including Title II commonly referred to as the Resource Conservation and Recovery Act (RCRA); and State regulations contained in any State sludge management plan prepared pursuant to Subtitle D of the Solid Waste Disposal Act; the Clean Air Act; the Toxic Substances Control Act; and the Marine Protection, Research, and Sanctuaries Act.
- O. Minimum Design Capability. The design features of a Grease Interceptor and its ability or volume required to effectively intercept and retain Greases from grease-laden wastewaters discharged to the District's sanitary sewer collection system.
- P. Pass Through. A Discharge which exists the POTW into Waters of the State in quantities concentrations which, alone or in conjunction with a Discharge or Discharges from other sources, is a cause of a violation of any requirement and/or limit established in the District's NPDES permit(s), including an increase in the magnitude or duration of a violation.
- Q. Policy. This Lancaster County Water & Sewer District Oil & Grease Policy (May 13, 2003).
- R. SCDHEC. South Carolina Department of Health and Environmental Control, or any duly authorized representative thereof.
- S. Significant Non-Compliance. A status of a User's non-compliance is defined as follows:
- (1) Chronic violations of this Policy's Oil & Grease Discharge Limit of 100 mg/L (milligrams per liter), defined here as those users that discharge more than this limit for 3 consecutive months of testing performed by the District at the user's expense;
 - (2) Any other violation of a discharge that the District determines has caused, alone or in combination with other discharges the endangering of health of District personnel or the general public;
 - (3) Any discharge that has caused imminent endangerment to human health, welfare, to the environment, or has resulted in the District's exercise of its emergency authority to halt or prevent such a discharge;
- T. State. The State of South Carolina, or any duly authorized representative thereof.

- U. User. Any person or company that contributes, causes or permits the contribution of wastewater into the District's sanitary sewer collection system or proposes such a contribution.
- V. Wastewater. The liquid and water-carried from residential dwellings, commercial buildings, industrial and manufacturing facilities, and institutions, together which contributes to the District's sanitary sewer collection system.

SECTION 2 – POLICY INFORMATION

2.1 Policy Explanation

Oil and grease from local food service and preparation facilities, oil/water separators from facilities, and other potential discharges are a major problem for the District's sanitary sewer collection system. Lancaster County Water & Sewer District devotes many pieces of equipment and man hours to unstopping and cleaning the District's sanitary sewer collection system which includes, but not limited to, manholes, lift stations, gravity lines, and service lines clogged with oil and grease.

This Policy maintains the discharge limitation from users of the District's sanitary sewer system for oil and grease at 100 mg/L (milligrams per liter). Additionally the Policy requires the user to install and keep maintained at his own expense a grease interceptor at his establishment. Initial testing by the District at the user's expense will signify if that establishment will be required to become a part of this Policy (see Section 2.2E.) All establishments required to become a part of this Policy will be subdued to periodic inspections and sampling to ensure they stay within the guidelines set out in the Policy. Once a user is identified as to be become a part of this Policy, the user will also be required to follow all other aspects of this Policy. The exclusive use of enzymes, grease solvents, emulsifiers, etc. is not considered Grease Interceptor maintenance practice.

2.2 Grease and Oil Interceptors when required.

- A. Grease and oil interceptors shall be provided at the user's expense as stipulated in Section (D) below or when liquid wastes contain an excess of one hundred (100) mg/L of grease or contain substances which may solidify or become viscous at temperatures between thirty-two degrees Fahrenheit (32° F) or zero degrees Centigrade (0° C) and one hundred fifty degrees Fahrenheit (150° F) or sixty-five degrees Centigrade (65° C), except that such interceptors shall not be required for single family homes or multifamily dwelling units unless problems occur at the particular location more than twice in a 12 month period. No establishment shall discharge at any time an excess of 325 mg/L, as identified by EPA Method 1664A (if hexane is used for testing), or 275 mg/L, as identified by EPA Method 413.1 (if freon is used for testing). In the event of a testing result from a user discharging more than this limit, the user will immediately be classified in Significant Non-Compliance and will be required to install a correctly sized grease interceptor at his own expense if one is not present. If a trap is present and in use, the user shall have installed at his own expense another correctly sized grease interceptor adjacent to the existing grease interceptor so that the two interceptors work in parallel with each other. The existing grease interceptor shall be cleaned and the contents disposed of immediately by a licensed interceptor cleaning company. Increased maintenance and pumping frequency may also be required by the District (see Section 2.5). When testing indicates a facility is not in compliance with the established discharge limits for grease and oil, testing will occur monthly until such time as the facility returns to compliance.

- B. Grease interceptors are to be installed in conformance with the International Building Code as adopted by Lancaster County Water & Sewer District with this Policy. The required interceptor shall be sized and designed by others according to requirements of the applicable codes and manufacturer's recommendations with review and approval by District personnel. The interceptor shall be located so as to be readily and easily accessible to inspection and cleaning. Grease and oil interceptors, oil/water separators, and other protective devices shall be cleaned on a regular basis as specified by the District with cleaning intervals based on the size of the facility, size of the interceptor, type of food served, etc. but in no case less frequent than described in Section 2.4.
- C. All grease and oil interceptors shall be sized to provide a minimum of 12 minutes retention time at theoretical peak flow rate. Grease and oil interceptors shall be constructed of imperious materials capable of withstanding abrupt and extreme changes in temperatures. They shall be of substantial construction, watertight and equipped with easily removable covers which, when bolted in place shall be gas tight and water tight. Where food-waste grinders are installed, the waste from those units shall discharge directly into the building drainage system without passing through an Interceptor. All other fixtures and drains receiving kitchen or food preparation wastewater shall pass through an Interceptor. Each user shall provide protection against accidental discharge of grease and oil. Features which prevent accidental discharge of these materials shall be provided by others and maintained at the user's expense. Facilities and operating procedures to provide this protection shall be submitted to the District for review and approval prior to construction of the facility. Review and approval of such plans and operating procedures by the District shall not relieve the user of the responsibility to modify its facility as necessary to meet the requirements of this Policy.

- D. Grease and oil interceptors shall be required, at all new and existing facilities which exceed or potentially will exceed the discharge limit of 100 mg/L for oil and grease and/or provide food service and/or preparation activities, including, but not limited to, restaurants, fast food establishments, delis, cafeterias (including church and school facilities where commercial equipment is installed, square footage of eating area, and/or frequency of use indicates more than occasional use), meat distributors, food processing facilities, grocery stores with food preparation/service areas, bakeries, caterers, and/or other similar types of operations (see Sections 3.3 & 3.4).
- E. A food service and/or preparation facility which demonstrates that the discharge from its food service and/or preparation activities contains less than the discharge limit of 100 mg/L (milligrams per liter) of grease and oil, may receive an exemption from minimum sizing requirements or installation and maintenance requirements. The sampling and testing to demonstrate the concentration of grease in the discharge must be conducted unannounced, by the District at the user's expense, by a state approved independent laboratory and measured in accordance with the analytical test procedures established in 40 CFR 136 as amended from time to time. The cost for such testing will be included on the facility's utility bill. Any establishment, especially the users that test from 90mg/L to 100mg/L, shall be tested unannounced twice each calendar year to ensure that they stay within the required discharge limit of 100 mg/L of oil and grease with the testing to be done by the District at the user's expense. Following three consecutive years of semi-annual testing with no violations, frequency of testing will decrease to once per year.

2.3 Approval of Grease Interceptors

All grease interceptors; below ground, under-the-counter, or the automatic grease removal system type must be approved by the District prior to installation. This is to ensure that the interceptor meets the correct needs, sizing requirements, construction standards and conforms to plumbing codes. The following information must be submitted to obtain approval and to be issued a Grease Interceptor Permit:

1. Proposed interceptor and building locations;
2. Proposed size of grease interceptor;
3. Detailed drawing of interceptor, building, and piping; and
4. Number, location, and type of fixtures proposed to be attached.

Interior under-the-counter and/or automatic interceptors will be approved only if one or more of the following circumstances is present as determined by District personnel:

1. If an existing structure's plumbing does not allow for the installation of the below ground type which is always preferred over all other types of interceptors;
2. If bona fide space constraints exists outside of the building for the installation of the below ground type which is always preferred over all other types of interceptors;
3. If bona fide elevation constraints exists outside of the building for the installation of the below ground type which is always preferred over all other types of interceptors;

After approval of the interceptor, the user will be issued a Grease Interceptor Permit and then the Grease Interceptor can be installed by the user at the user's expense. The District shall inspect the Grease Interceptor and all associated piping to ensure proper materials and workmanship. The Grease Interceptor Permit must be kept on file at the establishment at all times. Inspection procedures by the District's personnel does not guarantee proper operation of the interceptor.

2.4 Proper Sizing of Grease Interceptors

In order to perform correctly, grease interceptors must be adequately sized. It is required that all grease interceptors provide a minimum of 12 minutes of retention time at the theoretical peak flow rate. The following charts can be used to calculate the theoretical peak flow rate based on fixtures connected to:

1. Typical Below Ground Concrete Interceptor

Peak Flow Rate Values By Fixture Type

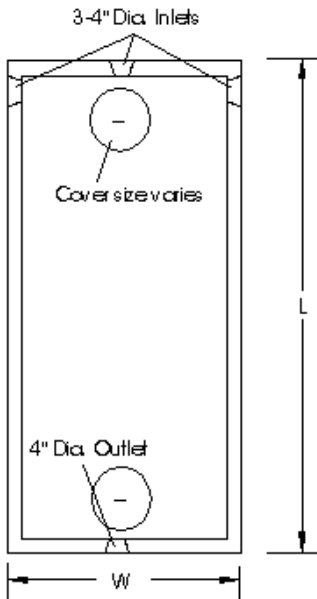
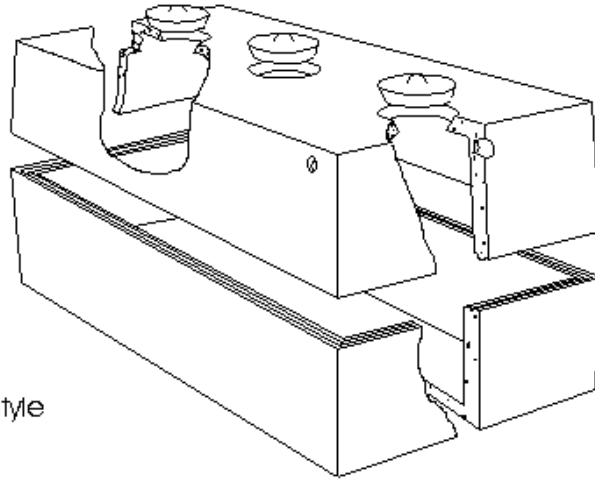
Fixture Unit	Peak Flow Rate (Gallons Per Minute)
Hand Sink	7.5
Restaurant Kitchen Sink	15
Single Compartment Scullery Sink	20
Double Compartment Scullery Sink	25
Triple Compartment Sink	30
Two Single Compartment Sinks	25
Two Double Compartment Sinks	30
Floor Drain	5
Dishwasher	Manufacturer's Peak Discharge Rate

This drawing is only intended to show a visual image of a District approved grease interceptor. Unlike the one shown, a District approved interceptor (1000 Gallon Minimum) shall have baffle walls installed inside of the interceptor.

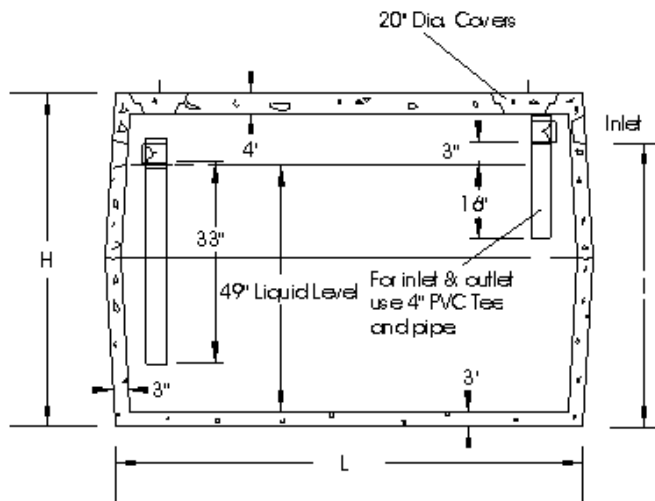
Dimensions:

SIZE	CAT.#	L	W	H	I
750 Gallon	GT-750	8' 0"	4' 0"	5' 5"	4' 7"
1000 Gallon	GT-1000	8' 6"	4' 10"	5' 5"	4' 7"
1250 Gallon	GT-1250	10' 0"	5' 0"	5' 5"	4' 7"
1500 Gallon	GT-1500	10' 6"	5' 8"	5' 5"	4' 7"
2000 Gallon	GT-2000	12' 0"	6' 6"	5' 8"	4' 8"

*1000 & 1250 tanks are seamless style



Top View



Side View

SPECIFICATIONS	
Concrete Min. Strength: 4,000 psi at 28 days	PRECAST GREASE TRAPS 750 TO 2000 GALLONS
Reinf.: 6"x6"x10ga. Wire Mesh, #3 Rebar	
Air Entrainment: 5%	Woodard's Concrete Products, Inc. 629 Lybolt Road, Bullville, NY 10915 (845) 361-3471 / Fax 361-1050
Construction Joint: Butyl Rubber Sealant	
Pipe Connection: Polylok Seal (patented)	
Load Rating: 300 psf	
Page 3C	

EPA Grease Interceptor Sizing Formula (concrete below ground interceptors)

Use A 1000 Gallon Interceptor As A Minimum.

The following equation is recommended by the United States Environmental Protection Agency (EPA) for oil and grease interceptor sizing of establishments of any size.

$$\text{Size (Gallons)} = D \times GL \times \frac{HR}{2} \times LF$$

where D = number of seats in dining room, GL = 5 gallons of waste per meal, HR = number of hours establishment is open, LF = loading factor: 0.8(average)

EXAMPLE:

A small restaurant open for lunch and dinner has 35 seats. It is open from 10:30AM to 9:30 PM: A total of 11 hours.

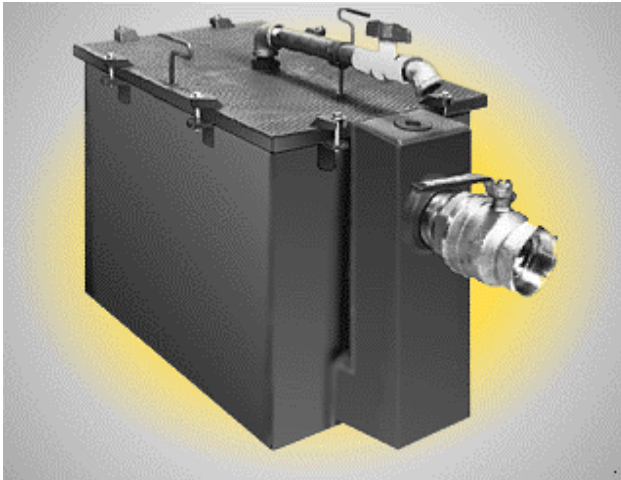
$$(D) (GL) (HR) (LF) \\ 35 \times 5 \times \frac{11}{2} \times 0.8 = 770 \text{ gallon grease interceptor}$$

Note: Select larger size grease interceptor when selection falls between two sizes.

= A 1000 Gallon Grease Interceptor should be selected for this case.

Note: If restaurant is carryout service only, use Manufacturer's requirements.

2. Typical Under-The-Counter Interceptor



A. Procedure For Sizing Single Fixture Under-The-Counter Interceptors

Step	Procedure	Example
1	Determine the cubic content of the fixture by multiplying length x width x depth	A sink 48" long by 24" wide by 12" deep $48 \times 24 \times 12 = 13,824$ cubic inches
2	Determine the capacity in gallons	Contents in gallons $\frac{13,824}{231} = 59.8$ gallons
3	Determine actual drainage load. The fixture is filled to 75% of capacity with wastewater. The items being washed displace about 25% of the fixture content. Actual drainage load = 75% of fixture capacity.	Actual Drainage Load 0.75×59.8 gallons = 44.9 gallons
4	Determine the flow rate and the drainage period. In general, good practices dictate a one minute drainage period; however, where conditions permit, a 2 minute period is desired. Drainage period is the actual time required to completely empty the fixture.	Calculate flow rate for 1 minute period. Flow Rate = $\frac{44.9 \text{ gallons}}{1 \text{ Min.}} = 44.9$ GPM For a 2 minute period. Flow Rate = $\frac{44.9 \text{ gallons}}{2 \text{ Min.}} = 22.5$ GPM
5	Select the Interceptor which corresponds to the flow rate calculated for a 2 minute drainage period. Note: Select larger size when flow rate falls between two sizes.	

Flow control fittings must be provided to the inlet side of all under-the-counter units to prevent overloading of the Grease Interceptor and to allow for proper operation.

B. Procedure for Sizing Multiple Fixtures to an Under-The-Counter Interceptor

1. Using the table in Section 2A, determine the total capacity of all sinks.
2. Using the table in Section 2A, establish the maximum simultaneous discharge of the sinks and fixtures.
3. Using the maximum simultaneous load capacity, determine the interceptor required.

3. Typical Automatic Grease Removal System



How to determine which Big Dipper is right for you:

Using the tables below:

1. Calculate the TOTAL GPM for your kitchen as figured in the Single Fixture Sizing Suggestions table below.
2. Use this figure to match your needs with the appropriate Big Dipper system on the **GPM Cross Reference** chart below.
3. We Recommend using the next size model Big Dipper.

GPM Cross Reference Chart

TOTAL KITCHEN GPM Fixtures & Appliances	RECOMMENDED BIG-DIPPER MODEL	GREASE REMOVAL RATE Pounds Per Hour
13.5	W-135-IS	30
20	W-200-IS	30
25	W-250-IS	30
30	W-300-AST	52
35	W-350-IS	52

50	W-500-AST	52
75	W-750-AST	138.6
100	W-1000-AST	138
150	W-1500-AST	275

****Specifications subject to change without notice**

Single Fixture Sizing Suggestions

Device	Description	Compartment Size	Pipe Size	GPM Rating	Suggested System
Sink	1-3 Compartments	18"x18"x12"D	2"	20	W-200-IS

Sink	1-4 Compartments	18"x24"x15"D	2"	25	W-250-IS
Sink	1-4 Compartments	24"x24"x15"D	2"	35	W-350-IS

2.5 Interceptor Maintenance

All Oil and Grease Interceptors shall be cleaned on a regular basis at the user's expense to ensure efficient operation of the interceptor. This Policy requires that all Interceptors be cleaned no less than once every one hundred and eighty (180) days. The necessary frequency of cleaning will vary greatly depending on the nature of the establishment. Factors, including but not limited to, types of food, cooking methods, volume of food prepared, cleaning techniques, carry-out versus dine-in, etc. will determine volume of grease discharged. Users with high grease discharges may have to clean their below ground interceptors as often as monthly to ensure efficient operation. If monthly cleaning does not bring the user into compliance, the user shall, at his own expense, be required to install another interceptor adjacent to the existing below ground grease interceptor to work parallel with the existing interceptor. Users with under-sized interceptors, especially under-the-counter units, shall have to clean weekly or even daily.

To properly clean a grease interceptor, the entire contents (liquids and solids) must be removed completely and disposed of properly. All sides and the bottom of the grease interceptor shall be scraped clean and all contents removed from the interceptor and disposed of only at a District approved site. Leaving accumulated solids in the bottom of grease interceptors can lead to short circuiting and reduced retention times, more frequent maintenance, and very unpleasant odors. Authorized District personnel shall be allowed access to grease interceptors and establishments for the purpose of inspection and/or to verify compliance with this Policy.

Maintenance of below ground grease interceptors shall be performed only by a District approved licensed Grease Interceptor cleaning service. A list of such approved services can be obtained upon request by contacting the District. These services typically will empty the entire contents with a specially manufactured vacuum truck and haul the grease and all contents to a District approved disposal site. Smaller under-the-counter grease interceptors can be cleaned by a District approved licensed grease interceptor cleaning service or by in-house staff of the user. Refer to manufacturer's cleaning procedures as cleaning methods may vary with each unit. Users shall be responsible for ensuring that no waste or wastewater pumped from the Interceptor is reintroduced back into the Interceptor. This is a violation of the Oil & Grease Policy and can result in enforcement action.

It is required that a maintenance log be recorded and maintained for a period of three (3) years at all times at the establishment (see Exhibit C). Many techniques for better maintenance can be found in Exhibit E below to describe best management practices to minimize the discharge of oil and grease to the District's sanitary sewer system and to reduce the required maintenance of the user's grease interceptor.

2.6 Record Keeping

Maintenance and cleaning events must be recorded in written form on the maintenance log (see Exhibit C) and maintained for a period of three (3) years on site at the establishment for review at any time during normal business hours by District personnel. Receipts from grease interceptor cleaning services should indicate destination of hauled waste. All records of any type shall be made available to District personnel at any time during normal business hours upon request. Maintenance records shall contain the following information:

- Date of Maintenance
- Company performing maintenance and driver's initials
- Establishment's Witness
- Gallons Pumped
- Disposal site
- Remarks or Repairs Made

SECTION 3 – OIL AND GREASE DISCHARGE PERMIT APPLICATION

3.1 Oil and Grease Dischargers.

- A. All connections and Discharges made to the District’s sanitary sewer collection system are subject to approval by the District. Any User proposing to Discharge any Oil and Grease to the District’s sanitary sewer collection system or who is doing so as of the Effective Date of this Policy must make application to the District for an Oil and Grease Discharge Permit.
- B. Any Oil and Grease Discharger proposing to change the volume or characteristics of an existing Discharge shall request a determination from the District as to whether or not a new application should be filed and shall provide sufficient information on the proposed change to enable the District to determine whether a new application is needed. If the proposed change requires a revision in a current local permit or requires that a different type of permit be issued, the User shall apply to the District for an appropriate Oil and Grease Discharge Permit within forty-five (45) days of receiving notification of such requirement.

3.2 Oil and Grease Discharge Permit Requirement

- A. No User shall discharge any amount of oil and grease into the District’s sanitary sewer collection system without first obtaining an Oil and Grease Discharge Permit from the District. The District may require the User to demonstrate compliance by performing monthly or more frequent sampling of the Discharge and analyzing for the Oil and Grease Limit.
- B. The District may require other Users to obtain Oil and Grease Discharge Permits as necessary to carry out the purposes of this Policy.
- C. Any violation of the terms and conditions of an Oil and Grease Discharge Permit shall be deemed a violation of this Policy and shall be subject to the sanctions set out in Enforcement Response Guide of this Policy. Obtaining an Oil and Grease Discharge Permit does not relieve a permittee of its obligation to comply with all Federal and State Standards and Requirements or with any other requirements of Federal, State, and local law.

3.3 Oil and Grease Discharge Permitting: Existing Connections

Any User required to participate in the District’s Oil and Grease Program who was Discharging Oil and Grease into the District’s sanitary sewer system prior to the Effective Date of this Policy and who wishes to continue such Discharges in the future, shall, within thirty (30) days after said date, apply to the District for an

Oil and Grease Discharge Permit, and shall not cause or allow Discharges to the District's sanitary sewer system to continue after sixty (60) days of the Effective Date of this Policy, except in accordance with an Oil and Grease Discharge Permit issued by the District. In the event an existing establishment's Interceptor(s) are either under-designed or substandard in accordance with this Policy, the User will be notified in writing of the deficiencies and required improvements, and given a compliance deadline not to exceed twelve (12) months to conform with the requirements of this Oil & Grease Policy.

3.4 Oil and Grease Discharge Permitting: New Connections

Any User required to obtain an Oil and Grease Discharge Permit that proposes to begin discharging into the District's sanitary sewer collection system must obtain such permit prior to the beginning of such Discharge. A permit must be filed at least thirty (30) days prior to the date upon which any Discharge will begin or continue. The District suggests that all new establishments which will be preparing any type of food shall become a part of this Policy as stated in Section 3.2. No new Establishment will be allowed to initiate operations until grease-handling facilities are installed and approved by the District.

3.5 Oil and Grease Discharge Permitting: New Establishments in Existing Buildings

New food service establishments locating in existing buildings will be required to comply with the Oil & Grease Policy Standards applicable to new facilities. Where physically impossible to install a below ground Interceptor as determined by District personnel, under the counter units or the automatic grease removal systems may be allowed as with existing establishments provided prior approval of unit type, size, location, etc. is approved by the District.

SECTION 4 – OIL AND GREASE DISCHARGE PERMIT ISSUANCE PROCESS

4.1 Oil and Grease discharge permit issuance process conditions

1. Prior to the issuance of an Oil and Grease Discharge Permit, the District shall:
 - A. Conduct an on-site inspection of the facility including all of the cooking and/or preparation areas and Discharge point(s) to the District.
 - B. Determine:
 1. Discharge amount by being tested at the User's expense by the District using a state licensed private laboratory.
 2. Where applicable, a proposed schedule of compliance, including interim dates and requirements, for meeting the proposed limitation to include, without limitation, installation of another oil and grease interceptor; and

3. Other proposed special conditions which will have an impact on the Discharge.
- C. Organize information from the permit inspection report into a permit synopsis to include, without limitation, a sketch and detailed description of the facility including the location of all points of discharge to the District's sanitary sewer collection system.

4.2 Oil and Grease Discharge Permit Duration

An Oil and Grease Discharge Permit shall be issued for a specified time period, not to exceed five (5) years from the effective date of the permit. An Oil and Grease Permit may be issued for a period less than five (5) years, at the discretion of the District. Each Oil and Grease Discharge Permit will indicate a specific date upon which it will expire.

4.3 Oil and Grease Discharge Permit Contents

All Users required to obtain an Oil & Grease Permit shall keep at all times at the establishment the following information on the Permit:

- A. Customer Name;
- B. Customer Physical Address;
- C. Date of Permit Issuance;
- D. Date of Expiration (5 years);
- E. Sampling Location(s);
- F. Note To Permittee;
- G. Customer Signature;
- H. District Personnel Signature.

4.4 Form Signatures

All Oil & Grease Ordinance forms or reports must be signed by an Authorized Representative of the User.

SECTION 5 – COMPLIANCE MONITORING

5.1 Right of Entry: Inspection and Sampling

The District personnel and/or other authorized representatives of the District shall have the right to enter the premises of any User to determine whether the User is complying with all requirements of this Policy or order issued hereunder. Users shall allow the District ready access to all parts of the premises for the purposes of inspection, sampling, records examination and copying, and the performance of any additional duties.

- A. Where a User has security measures in force which require proper identification and clearance before entry into its premises, the User shall make necessary arrangements with its security guards so that, upon presentation of suitable identification, the District will be permitted to enter without delay for the purposes of performing specific responsibilities as set forth above.
- B. The District shall have the right to set up on the User's property, or require installation of, such devices as are necessary to conduct sampling and/or metering of the User's operations.
- C. Any temporary or permanent obstruction to safe and easy access to the facility to be inspected and/or sampled shall be promptly removed by the User at the written or verbal request of the District and shall not be replaced. The costs of clearing such access shall be borne by the User.
- D. Unreasonable delays in allowing the District access to the User's premises shall be a violation of this Ordinance.

5.2 Right to Enforcement Activity

If the District has been refused access to a building, structure, or property, or any part thereof, and is able to demonstrate probable cause to believe that there may be a violation of this Policy, or that there is a need to inspect and/or sample as part of a routine inspection and sampling program of the District designed to verify compliance with this Policy or any permit or order issued hereunder, or to protect the overall public health, safety and welfare of the community, then the District may undertake judicial enforcement activity, including, but not limited to, the issuance of a subpoena *deces tecum*, in the Court of Common Pleas in Lancaster County or any other tribunal with jurisdiction.

SECTION 6 - CONFIDENTIAL INFORMATION

To the extent permitted by applicable law and except as otherwise provided herein, information and data about a User obtained from reports, surveys, Oil & Grease Ordinance Permit Forms, monitoring programs, and from the District's inspection and sampling activities, shall be available to the public without restriction, unless the User specifically requests, and is able to demonstrate to the satisfaction of the District, that the release of such information would divulge information, processes, or methods of production entitled to protection as Trade Secrets under applicable State law. Any such request must be asserted at the time of submission of the information or data. To the extent permitted by applicable law, when requested and demonstrated by the User furnishing a report that such information should be held confidential, the portions of a report which might disclose trade secrets or secret processes shall not be made available for inspection by the public, but shall be made available immediately upon request to governmental agencies for uses related to the NPDES program or Oil & Grease Policy, and in enforcement proceedings involving the Person furnishing the report. Wastewater constituents and characteristics and other "effluent data" as defined by 40 CFR 2.302 will not be recognized as confidential information and will be available to the public without restriction.

Documents which are not public records and the information set forth therein may be withheld and released only as required by applicable law.

SECTION 7 - PUBLICATION OF USERS IN SIGNIFICANT NONCOMPLIANCE

The District shall publish annually, in the largest daily newspaper published in the area where the POTW is located, a list of the Users which, during the previous twelve (12) months, were in Significant Noncompliance with applicable Oil & Grease Policy Standards and Requirements.

SECTION 8 - ADMINISTRATIVE ENFORCEMENT REMEDIES

8.1 Notification of Violation

When the District finds that a User has violated, or continues to violate, any provision of this Policy, or order issued hereunder, any other Oil & Grease Policy Standard or Requirement, the District may serve upon that User a written Notice of Violation. Within thirty (30) days of the receipt of this Notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted by the User to the District. Submission of this plan in no way relieves the User of liability for any violations occurring before or after receipt of the Notice of Violation. Nothing in this Section shall limit the authority of the District to take emergency action without first issuing a Notice of Violation.

8.2 Consent Orders

The District may enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with any User responsible for noncompliance. Such documents will include specific action to be taken by the User to correct the noncompliance within a time period specified by the document. Such documents shall have the same force and effect as the administrative orders issued pursuant to Sections 8.4 and 8.5 of this Policy and shall be judicially enforceable.

8.3 Show Cause Hearing

Prior to imposing an administrative fine, as set forth in Section 8.6, or a civil fine as set forth in Section 9.2, the District shall order a User which has violated, or continues to violate, any provision of this Policy, order issued hereunder, or any other Oil & Grease Policy Standard or Requirement, to appear before the District and show cause why the proposed enforcement action should not be taken. Notice shall be served on the User specifying the time and place for the meeting, the proposed enforcement action, the reasons for such action, and a request that the User show cause why the proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least five (5) days prior to the hearing. Such notice may be served on any Authorized Representative of the User. The show cause

hearing shall be conducted in accordance with South Carolina Regulation 61-72, Procedures for DHEC Administrative Hearing. A show cause hearing shall not bar the District from taking other appropriate action against the User. The decision of the District is appealable to the Court of Common Pleas in Lancaster County.

8.4 Compliance Orders

When the District finds that a User has violated, or continues to violate, any provision of this Policy, order issued hereunder, or any other Oil & Grease Policy Standard or Requirement, the District may issue an order to the User responsible for the Discharge directing that the User come into compliance within a specified time. If the User does not come into compliance within the time provided, sewer service may be discontinued unless adequate interceptor facilities, devices, or other related appurtenances are installed and properly operated. Compliance orders also may contain other requirements to address the noncompliance, including additional monitoring, sampling, and management practices designed to minimize the amount of oil and grease discharged to the sewer. A compliance order may not extend the deadline for compliance established for an Oil & Grease Policy Standard or Requirement, nor does a compliance order relieve the User of liability for any violation, including any continuing violation. Issuance of a compliance order shall not be a bar against, or a prerequisite for, taking any other action against the User. Compliance orders also may contain a civil penalty for violating any provision of this Policy, compliance agreement, Oil & Grease Policy Standard, or Requirement, or order issued pursuant to this Policy.

8.5 Cease and Desist Orders

1. When the District finds that a User has violated, or continues to violate, any provision of this Policy, order issued hereunder, or any other Oil & Grease Policy Standard or Requirement, or that the User's past violations are likely to recur, the District may issue an order to the User directing it to cease and desist all such violations and directing the User to:

- A. Immediately comply with all requirements of this Policy or an order issued pursuant to this Policy or other applicable law;

- B. Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and/or terminating the Discharge;
 - C. Discontinue all or any portion of such User's contribution or introduction of Wastewater into the POTW unless adequate interceptor facilities, devices or other related appurtenances are installed and operated properly within a specified time period; or
2. In addition to or in lieu of the matters set forth in the above Section 8-5(1), the District may include in such order one or more of the following provisions:
- A. The removal of all or any portion of any service connection by which such User introduces or contributes wastewater into the POTW;
 - B. The removal of all or any portion of any service connection by which such User receives water services from the District;
 - C. The termination of any Oil & Grease Policy Permit Form issued to such User pursuant to this Policy;
 - D. The payment of a civil penalty for violating any provision of this Policy, Oil & Grease Policy Requirement or Standard, compliance agreement or order issued pursuant to this Policy.

Issuance of a cease and desist order shall not be a bar against, or a prerequisite for, taking any other action against the User.

8.6 Administrative Fines

- A. When the District finds following a Show Cause Hearing as set forth in Section 8.3 that a User has violated, or continues to violate, any provision of this Policy, any Oil & Grease Policy Standard or Requirement, the District may fine such User an amount not to exceed \$2,000. Such fine(s) shall be assessed on a per violation, per day basis. In the case of monthly or other long-term average discharge limits, fines shall be assessed for each day during the period of violation.
- B. Unpaid charges, fines, and penalties shall, after thirty (30) calendar days, be assessed an additional penalty of ten (10) percent 10% of the unpaid balance, and interest shall accrue thereafter at a rate of one (1) percent 1% per month. A lien against the user's property will be sought for unpaid charges, fines, and penalties.

- C. Users desiring to dispute such fine(s) must file a written request for the District to reconsider the fine(s) along with full payment of the fine amount within ten (10) days of being notified of the fine(s). Where a request has merit, the District may convene a hearing on the matter. In the event the User's appeal is successful, the payment, together with any interest accruing thereto, shall be returned to the User. The District may add the costs of preparing administrative enforcement actions, such as notices and orders, to the fine(s).
- D. Issuance of an administrative fine shall not be a bar against, or a prerequisite for, taking any other action against the User.

8.7 Emergency Suspensions

The District may immediately suspend a User's Discharge, after informal notice to the User, whenever such suspension is necessary to stop an actual or threatened Discharge which reasonably appears to present or cause an imminent or substantial endangerment to the health or welfare of Persons. The District may also immediately suspend a User's Discharge, after notice and opportunity to respond, that threatens to interfere with the operation of the POTW, or which presents, or may present, an endangerment to the environment.

- A. Any User notified of a suspension of its Discharge shall immediately stop or eliminate its contribution. In the event of a User's failure to immediately comply voluntarily with the suspension order, the District may take such steps as deemed necessary, including immediate severance of the sewer connection, to prevent or minimize damage to the POTW, its Receiving Waters, or endangerment to any Persons. The District may allow the User to recommence its Discharge when the User has demonstrated to the satisfaction of the District that the period of endangerment has passed, unless the termination proceedings in Section 8.8 of this Policy are initiated against the User.
- B. A User that is responsible, in whole or in part, for any Discharge presenting imminent endangerment shall submit a detailed written statement describing the causes of the harmful contribution and the measures taken to prevent any future occurrence, to the District prior to the date of any show cause or termination hearing under Sections 8.3 or 8.8 of this Policy.

Nothing in this section shall be interpreted as requiring a hearing prior to any emergency suspension under this Section.

8.8 Termination of Discharge

Any User that violates the following conditions is subject to Discharge termination:

- A. Violation of Oil & Grease Policy Permit conditions;
- D. Refusal of reasonable access to the User's premises for the purpose of inspection, monitoring, or sampling;
- E. Violation of the General Sewer Use Requirements in Section 2 of the District's Pretreatment Ordinance; or
- F. Failure to submit any required report.

Such User will be notified of the proposed termination of its Discharge and be offered an opportunity to show cause under Section 8.3 of this Policy why the proposed action should not be taken. Exercise of this option by the District shall not be a bar to, or a prerequisite for, taking any other action against the User.

SECTION 9 - JUDICIAL ENFORCEMENT REMEDIES

9.1 Injunctive Relief

When the District finds that a User has violated, or continues to violate, any provision of this Policy, an order issued hereunder, or any other Oil & Grease Policy Standard or Requirement, the District may petition the Court of Common Pleas of Lancaster County for the issuance of a temporary or permanent injunction, as appropriate, which restrains or compels the specific performance order, or other requirement imposed by this Policy on activities of the User. The District may also seek such other action as is appropriate for legal and/or equitable relief, including a requirement for the User to conduct environmental re-mediation. A petition for injunctive relief shall not be a bar against, or a prerequisite for, taking any other action against a User.

9.2 Civil Penalties

- A. When the District finds following a Show Cause Hearing as set forth in Section 8.3 that a User who has violated, or continues to violate, any provision of this Policy, any Oil & Grease Policy Standard or Requirement, the District may fine such User an amount not to exceed \$2,000 per violation per day. In the case of a monthly or other long-term average discharge limit, penalties shall accrue for each day during the period of the violation.
- B. The District may recover reasonable attorneys' fees, court costs, and other expenses associated with enforcement activities, including sampling and monitoring expenses, and the cost of any actual damages incurred by the District such as, but not limited to, any cost of repairing any damage to the POTW resulting from the User's violation.
- C. In determining the amount of civil liability, the Court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration of the violation, any economic benefit gained through the User's violation, corrective actions by the User, the compliance history of the User, and any other factor as justice requires.
- D. Filing a suit for civil penalties shall not be a bar against, or a prerequisite for, taking any other action against a User.
- E. Such assessments may be added to the User's next scheduled sewer service charges, and the District shall have such remedies for collection of such assessments as it has for collection of other charges.

9.3 Criminal Prosecution

DHEC has the right to impose criminal penalties as set forth in S.C. Code Ann. 48-1-320

against any User who willfully or negligently violates any provisions of this Policy.

9.4 Remedies Nonexclusive

The remedies contained in this Policy are not exclusive. The District may take any, all, or any combination of these actions against a Non-compliant User. Enforcement of Oil & Grease Policy violations will generally be in accordance with the District's enforcement response plan. However, the District may take other action against any User when the circumstances warrant. Further, the District is empowered to take more than one enforcement action against any Non-compliant User.

9.5 Reconnection of Utility Service After Termination

1. Any User applying for water or sewer service after the termination of water or sewer service pursuant to any provision of this Policy shall not receive such service without the written approval of the District.

2. The District shall approve such application under the following conditions:

- A. Such User is not delinquent in paying any water or sewer bill;
- B. Full payment has been made for all costs incurred by the District in removing, severing, or otherwise discontinuing water or sewer service to such User;
- C. Full payment has been made by the User for all fees and costs associated with providing the requested service and installing the necessary facilities;
- D. Full payment has been made for all civil penalties assessed against such User pursuant to this Policy and for all damages to the POTW which such User is required to pay pursuant to the provisions of this Policy.
- E. Any User applying for a connection to provide water or sewer service(s) to all or any portion of the property served by a connection removed pursuant to any provision of this Policy shall be required to pay all fees and charges for securing a new connection(s), without exception. Any fee or charge paid prior to the

removal of the service connection(s) shall be forfeited in its entirety and shall have no continued effect.

SECTION 10 - AFFIRMATIVE DEFENSES TO DISCHARGE VIOLATIONS

10.1 Upset

- A. For the purposes of this section, “Upset” means an exceptional incident in which there is unintentional and temporary noncompliance with Categorical Standards because of factors beyond the reasonable control of the User. An Upset does not include noncompliance to the extent caused by operational error, improperly designed interceptor facilities, inadequate interceptor facilities, lack of preventive maintenance, or careless or improper operation.
- B. An Upset shall constitute an affirmative defense to an action brought for noncompliance with Categorical Standards if the requirements of paragraph (C) below are met.
- C. A User who wishes to establish the affirmative defense of Upset shall demonstrate, through properly signed, contemporaneous operating logs, or other relevant evidence that:
 - (1) An Upset occurred and the User can identify the cause(s) of the Upset;
 - (2) The facility was at the time being operated in a prudent and workman-like manner and in compliance with applicable operation and maintenance procedures; and
 - (3) The User has submitted the following information to the District within twenty-four (24) hours of becoming aware of the Upset [if this information is provided orally, a written submission must be provided within five (5) days]:
 - (a) A description of the Discharge and cause of noncompliance;
 - (b) The period of noncompliance, including exact dates and times or, if not corrected, the anticipated time the noncompliance is expected to continue; and
 - (c) Steps being taken and/or planned to reduce, eliminate, and prevent recurrence of the noncompliance.
- D. In any enforcement proceeding, the User seeking to establish the occurrence of an Upset shall have the burden of proof.
- E. Users will have the opportunity for a judicial determination on any claim of Upset only in an enforcement action brought for noncompliance with Categorical Standards.

- F. Users shall control production of all Discharges to the extent necessary to maintain compliance with Categorical Standards upon reduction, loss, or failure of its interceptor until the facility is restored or an alternative interceptor is provided.

10.2 Prohibited Discharge Standards

A User shall have an affirmative defense to an enforcement action brought against it for noncompliance with the general prohibitions in Section 2 of the District's Pretreatment Ordinance or the specific prohibitions in this Policy if it can prove that it did not know, or have reason to know, that its discharge, alone or in conjunction with discharges from other sources, would cause Pass Through or Interference and that:

- A. A local limit exists for each Pollutant Discharged and the User was in compliance with each limit directly prior to, during and after the Pass Through or Interference.

10.3 Bypass

- A. Bypass is prohibited, and the District may take an enforcement action against a User for a Bypass, unless authorized by the District or unless:
 - 1. Bypass was unavoidable to prevent loss of life, serious personal injury, or Severe Property Damage;
 - 2. There were no feasible alternatives to the Bypass, such as the use of auxiliary interceptor facilities, retention of untreated wastes, or maintenance during normal periods of equipment downtime. This condition is not satisfied if adequate back-up equipment should have been installed in the exercise of reasonable engineering to prevent a Bypass which occurred during normal periods of equipment downtime or preventative maintenance;
 - 3. The User submitted notices as required under subsection (c)(1) below.
- B. A User may allow any Bypass to occur which does not cause Oil & Grease Policy Standards or Requirements to be violated, but only if it is also for essential maintenance to assure efficient operation. These Bypasses are not subject to the provision of paragraph (C) of this Section.
- C. (1) If a User knows in advance of the need for a Bypass, it shall submit prior notice to the District, at least ten (10) days before the date of the Bypass, if possible.

- (2) A User shall submit oral notice to the District of an unanticipated Bypass that exceeds applicable Oil & Grease Policy Standards within twenty-four (24) hours from the time it becomes aware of the Bypass. A written submission shall also be provided within five (5) days of the time the User becomes aware of the Bypass. The written submission shall contain a description of the Bypass and its cause; the duration of the Bypass, including exact dates and times, and, if the Bypass has not been corrected, the anticipated time it is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the Bypass. The District may waive the written report on a case-by-case basis if the oral report has been received within twenty-four (24) hours.

SECTION 11 - MISCELLANEOUS PROVISIONS

11.1 Policy Charges and Fees

The District may adopt reasonable fees for reimbursement of costs of setting up and operating the District's Oil & Grease Policy, which may include:

- A. Fees for Oil & Grease Policy Permit Forms including the cost of processing such forms;
- B. Fees for monitoring, inspection, and surveillance procedures including the cost of collection and analyzing a User's Discharge, and reviewing monitoring reports submitted by Users;
- C. Fees for reviewing and responding to accidental Discharge procedures and construction;
- D. Fees for filing appeals; and
- E. Other fees as the District may deem necessary to carry out the requirements contained herein. These fees shall relate solely to the matters covered by this Policy and are separate from all other fees, fines, and penalties chargeable by the District.

11.2 Severability

If any provision of this Policy is invalidated by any court of competent jurisdiction, the remaining provisions shall not be effected and shall continue in full force and effect.

SECTION 12 – PROTECTION FROM DAMAGE

No person shall maliciously or negligently damage, destroy, or tamper with any equipment or materials belonging to the District or sampling sub-contractor, including that left upon the premises of a User Discharging Wastewater into the Lancaster County Water & Sewer District sewer collection system. The User shall be responsible for the safety of such equipment and may be held liable in the event of any damage to such equipment.

SECTION 13 – FALSIFYING INFORMATION; DAMAGES TO MONITORING EQUIPMENT

Any Person who knowingly makes any false statements, representation or certification in any application, record, report, plan, or other document filed or required to be maintained pursuant to this Policy, or who falsifies, tampers with or knowingly renders inaccurate any monitoring device or method required under this Policy, shall, upon conviction, be punished in accordance with S.C. Code Ann. 16-1-20.

SECTION 14 - EFFECTIVE DATE

This Policy shall be in full force and effect immediately following its passage, approval, and publication, as provided by law.

“EXHIBIT A”

LANCASTER COUNTY WATER & SEWER DISTRICT

OIL & GREASE POLICY

ON-SITE INSPECTION REPORT

(Note: For District personnel use only)

Date: _____

Customer Name: _____

Customer Mailing Address: _____

Customer Physical Address: _____

Average Monthly Discharge (Based on 3 prior months of water usage): _____

Will there be sampling requirements for Oil and Grease that are suspected to be present?

If yes, give location of sampling: _____

Will a schedule of compliance be needed for customer to adhere to? _____

If yes, include dates and requirements for all limitations and installation of any additional interceptors or other equipment: _____

Customer Signature

Date

Its _____

Signature of District Personnel

Date

Draw a sketch with detailed descriptions of the facility including all locations of points of discharge to the District and all established compliance sampling points:

“ Exhibit B”

LANCASTER COUNTY WATER & SEWER DISTRICT
Oil and Grease Permit Form

Lancaster County Water & Sewer District requires that this Oil and Grease Permit shall not exceed five (5) years, at which time the District shall re-evaluate each permittee with new sampling for oil and grease.

This Oil and Grease Permit is nontransferable without prior notification and approval the District, and provisions for furnishing the new owner or operator with a copy of the existing Oil and Grease Permit.

Compliance with the Oil and Grease Permit does not relieve the permittee of responsibility for compliance with all applicable Federal and State Pretreatment Standards, including those which become effective during the term of the Oil and Grease Permit and other conditions as deemed appropriate by the District to ensure compliance with this Policy, State, Federal, and local laws, rules, and regulations.

This Permit shall include such conditions as are deemed reasonably necessary by the District, to prevent pass through or interference, protect the quality of the water body receiving the treatment plant’s effluent, protect worker health and safety, facilitate sludge management and disposal, and protect against damage to the POTW. The District shall have the authority to grant a permit with such conditions attached as are necessary to achieve the purpose of the Policy.

Customer Name: _____

Customer Physical Address: _____

Date of Permit Issuance: _____ Date of Expiration (5 years): _____

Sampling Location(s): _____

Notice To Permittee: Any violation of Oil and Grease Standards or Requirements and any applicable compliance schedule by the customer shall result in civil and/or criminal penalties. Such compliance schedule may not extend the time for compliance beyond that required by applicable Federal, State, or local law.

Customer Signature

Date

Its _____

Signature of District Personnel

Date

“Exhibit D”

LANCASTER COUNTY WATER & SEWER DISTRICT

Oil & Grease Policy

Compliance Schedule Progress Report

The following conditions shall apply to all customers required by the District or any other governmental agency to submit compliance schedules:

No increment referred to below shall exceed nine (9) months and in no event shall more than nine (9) months elapse between such progress reports to the District.

Scheduled Date For Commencement of Event: _____

Scheduled Date For Completion of Event: _____

Actual Date of Completing Preliminary Plans: _____

Actual Date of Hiring Plumbing Contractor for Work: _____

Actual Date of Commencement of Work: _____

Actual Date for Completion of Work: _____

Beginning and Conducting Routine Operation: _____

The customer shall submit a progress report to the District no later than fourteen (14) days following each date in the schedule and the final date of compliance including, as a minimum, whether or not it complied with the increment of progress, the reason for any delay, and, if appropriate, the steps being taken by the user to return to the established schedule.

By: _____

Date: _____

Its: _____

“Exhibit E”

Lancaster County Water & Sewer District Oil & Grease Policy Best Management Practices

Fats, oils, and grease can be managed effectively in the food service industry to minimize the discharge to the District’s sanitary sewer system and decrease the required maintenance of grease interceptors by the users. By preventing the introduction of grease into the waste system you reduce the burden on the grease interceptor and thus reduce maintenance time, costs, and disposal fees for the user. The Best Management Practices introduced here are techniques used throughout the industry, and should prove to be effective when implemented properly and consistently.

Train Kitchen Staff:

Train kitchen staff in management practices and methods to reduce the volume of grease discharged to the District’s sanitary sewer system. Train them to be aware of problems created by grease in the District’s sanitary sewer system, possible violations and fines, and the cost of cleaning clogged pipes within the establishment. Even a small amount of grease on each pot, pan, or plate can be substantial when you serve a lot of meals per day.

Post “NO GREASE” Signs:

By posting “NO GREASE” signs above sinks, on dishwashers and near other grease discharge points, it serves as a constant reminder to keep grease out of the system.

Dry Wipe Pots, Pans, and Dishware Prior To Dishwashing:

Food, fats, cooking oil and grease remaining in pots and pans should be dry wiped or scraped out into the trash prior to wet washing. In some establishments this can substantially reduce oil and grease discharged to your grease interceptors. Disposing of grease by recycling or garbage is less expensive than pumping out and hauling away oil and grease from a grease interceptor.

Do Not Dispose Of Waste Food Through A Garbage Disposal:

Ground up food scrapes will settle in the grease interceptor and take up valuable space. This will lower the detention time in the grease interceptor and result in reduced efficiency. Instead, dispose of food waste as solid waste in dumpster. This will also help in reducing the frequency of grease interceptor cleaning.

Clean Grease Interceptor Routinely and Keep Records:

Routine cleanings and inspections will ensure proper operation of the interceptor. Make note of the grease level and record it in the maintenance log. If the grease level is at its maximum level, the cleaning frequency should be increased. Conversely, if Best Management Practices are being implemented effectively and the grease in the unit is minimal, then the cleaning frequency may be reduced. Grease interceptors not cleaned regularly can produce very unpleasant odors.

Witness Cleaning and Maintenance Events:

The on duty Manager should witness all cleaning events to ensure they are performed completely and properly. This will ensure that the cleaning service does not take any shortcuts. To properly clean the interceptor, the entire contents must be removed, including grease cap (floating grease) and sludge pocket (settled solids). Failure to remove the slug pocket (settled solids) in the bottom will result in lowered total capacity and reduced detention time. The Manager should also be sure removable baffles and access covers are reinstalled properly after cleaning.

Inspect The Grease Interceptor During Maintenance:

The design of most grease interceptors is very simple, but each part serves an essential function. The baffles must be in place and properly positioned to be effective. Covers must fit properly so they do not leak and allow unwanted water to enter the interceptor. Below ground interceptors should be examined for cracks, which could allow wastewater to leak out or ground water to leak in.

“Exhibit F”
Lancaster County Water & Sewer District
Oil & Grease Policy
Frequently Asked Questions

Q. “What is a grease interceptor and how does it work?”

A. A grease interceptor is a device connected to your plumbing system, designed to remove oil and grease from the wastewater before it enters the District’s sanitary sewer system. It works by slowing the flow of water to allow the oil and grease to float to the top where it is contained within the baffle system. There are different types of grease interceptors including, large 500 to 1500 gallon below ground units, smaller under-the-counter units, and automatic self-cleaning grease interceptors.

Q. “How often should I pump out my grease interceptor?”

A. The proper pumping and cleaning frequently is dependent upon the many variables, including but not limited to, type of food prepared, cooking and cleaning methods, volume of food or meals prepared, and the size of your grease interceptor. The District requires that all grease interceptors be pumped and cleaned out at least every 90 days. This required frequency may be fine for facilities such as coffee and sandwich shops who serve their food on paper plates or baskets. However, high volume eat-in establishments and cafeterias most likely will need to be pumped and cleaned out much more frequently.

Q. “What size grease trap should I have?”

A. To effectively remove oil and grease, a grease interceptor must retain the water long enough for the oil and grease to separate and float or rise to the baffle chamber. The period of time the water is detained in the unit is called the detention time. It is required that grease interceptors provide a minimum of 12 minutes hydraulic detention time at peak flow rate. See this Policy for sizing information.

Q. “What kinds of problems do oil and grease cause?”

A. Oil and Grease in the sanitary sewer system builds up on the walls of the sewer lines, accumulates in pump station wet wells and clogs pumping and control equipment. When oil and grease build up on the walls of the sewer line it reduces the system’s capacity and can result in complete blockage. This blockage results in sewer backups and overflows, greatly increased man hours and maintenance costs, and equipment downtime.

Q. “Isn’t my business grand-fathered in under the old rules?”

A. No, any establishment that does not have a properly sized and properly maintained grease interceptor is in violation of this Policy. This new Policy is designed to correct a long- standing problem with the District’s sanitary sewer system.

Q. “My business doesn’t produce grease. Do I still have to install a large grease interceptor?”

A. Provisions were made in this Policy to allow users with levels of grease below 100mg/L to be exempt from the requirements. The User may petition the District to reconsider the terms of the Oil & Grease Policy within 30 days of the initial assessment and inspection date and the District will have a state licensed independent lab sample the establishment at the user’s expense to verify the discharge concentration of the establishment. Food preparation establishment, delis, cafeterias, and other types of establishments may only be exempt from the Policy requirements if the independent lab results conclude that the grease levels in its discharge is below the 100 mg/L limit. Other facilities could request a variance from the sizing requirements and be allowed to install smaller under-the counter units. But certain criteria must be present before any smaller under-the-counter units are allowed. (See Section 2.3)

Q. “Will a garbage disposal affect a grease interceptor?”

A. Absolutely, the ground up solids that go through the disposal will settle to the bottom of the grease interceptor and take up valuable space. The reduced volume will lower the detention time of the devise and will reduce its efficiency. The increase loading will also lead to increased maintenance frequency and cost.

Q. “My restaurant doesn’t have space to install an exterior in-ground grease interceptor. Are their other options?”

A. It is possible to permit the installation of interior under-the-counter interceptors instead of exterior in-ground interceptors in instances of space limitations. However, this installation will require increased maintenance and implementation of best management practices to offset trap inefficiency. The automatic grease removal systems are another possible alternative.

Q. “How do I have an Interceptor installed?”

A. Most plumbers and plumbing contractors install grease interceptors. All Grease interceptors must be approved by the District prior to installation.

“Exhibit G”
Lancaster County Water & Sewer District
Oil & Grease Policy
Enforcement Response Guide

This guide is a matrix which describes violations of the Oil and Grease Policy and indicates a range of appropriate enforcement options for the District. The guide defines the range of appropriate enforcement actions based on the nature and severity of the violation as well as other relevant factors and promotes the consistent and timely use of enforcement remedies. This guide is for the use of District staff and is not considered to be an absolute requirement. This guide is not binding on the District. The District reserves the right to vary or make exceptions to these general enforcement responses at its sole discretion, in order to serve the best interest of the District.

Description of Terms

- | | |
|---------------------|--|
| Administrative Fine | - Monetary penalty assessed by the District officials against a user. |
| AO | - Administrative Order; a form of the enforcement process in which the District issues an order concerning compliance with which the user doesn't necessarily agree with and/or which contains a fine and/or a compliance order. |
| CO | - Consent Order; a form of the formal enforcement process in which the District and user come to agreement concerning voluntary compliance regarding an issue in which the user was |

previously in noncompliance.

- Cease & Desist Order - An order in which the District directs the User to cease and desist all violations.
- Civil Litigation - Civil litigation by the District against the User through the Lancaster County Court System or by another authority seeking injunctive relief.
- Criminal Prosecution - Pursuing punitive measures against an User through a court of law.
- Interference or Pass Through - Environmental harm is presumed when a User discharges a Pollutant into the District's collection system which:
- a. Passes through the POTW
 - b. Causes a violation of the POTW's NPDES permit (including water quality standards)
 - c. Has a toxic effect on the Receiving Waters (i.e. fish kill); or
 - d. Poses a threat to human life
- NOSN - Notice of Significant Non-compliance, issued to an User when it has violated, or continues to violate any provision of this Policy. The NOSN also serves as notification for a Show Cause Hearing.
- NOV - Notice of Violation; see Section 2.2A of this Policy.
- REF - Referral to EPA and/or SCDHEC for Federal and/or State enforcement action.

- SNC - Significant Non-Compliance; see Section 2.2A of this Policy.
- Show Cause Hearing - See Section 8.3 of this Policy.
- Termination of Discharge - See Section 8.8 of this Policy.

Lancaster County Water & Sewer District Enforcement Response Guide Matrix

Unauthorized Discharges

(No Permit)

Noncompliance	Nature of the Violation	Enforcement Responses	SNC
1. Unpermitted Discharge (failure to apply)	User unaware of requirement;	Phone call; NOV with copy of Policy	No
	User unaware of requirement;	a. NOSN b. Show cause hearing c. AO d. Cease & desist order e. Civil litigation f. Emergency suspension	Yes
	Failure to apply continues after notice by the District	a. NOSN b. Show cause hearing c. AO d. Cease & desist order e. Civil litigation f. Emergency suspension g. Termination of discharge	Yes
2. Non-permitted Discharge (failure to renew)	User has not submitted application within 30 days of due date	Phone call; NOV	No

Discharge Limit**Violation**

1. Exceedence of local limit (permit limit)	Isolated; User not in SNC	Phone call; NOV	No
	Isolated; User in SNC	a. NOSN b. Show cause hearing c. AO d. Cease & desist order e. Civil litigation f. Emergency suspension	Yes
	Recurring; User in SNC	a. NOSN b. Show cause hearing c. AO d. Cease & desist order e. Civil litigation f. Emergency suspension g. Termination of discharge	Yes

Monitoring and**Reporting Violation**

1. Failure to install interceptor equipment	Delay of less than 30 days	NOV	No
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	Delay of 30 days or more	a. NOSN b. Show cause hearing c. AO	Yes
	Recurring violation of AO	a. NOSN b. Show cause hearing c. AO d. Civil litigation e. Emergency suspension f. Termination of discharge	Yes
2. Compliance schedules (in permit)	Missed milestone by less than 30 days, or will not affect final milestone	NOV	No
	Missed milestone by more than 30 days, or will affect final milestone (good cause for delay)	NOV	No
	Missed milestone by more than 30 days, or will affect final milestone (no good cause for delay)	a. NOSN b. Show cause hearing c. AO	Yes
	Missed final milestone by more than 30 days due to force majeure	NOV	No

Missed final milestone by more than 30 days (good cause for delay)	a. NOSN b. Show cause hearing c. CO	No
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Missed final milestone by more than 30 days (no good cause for delay)	a. NOSN b. Show cause hearing c. AO	Yes
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**Other Permit
Violations**

1. Failure to mitigate noncompliance or halt production	Does not result in Interference or Pass Through	NOV	No
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	Does result in Interference or Pass Through	a. NOSN b. Show cause hearing c. AO d. Civil litigation	Yes
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3. Failure to properly operate and maintain interceptor	Does not result in Interference or Pass Through	NOV	No
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	Does result in Interference or Pass Through	a. NOSN b. Show cause hearing c. AO d. Civil litigation	Yes
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Violations Detected**During Site Visit**

1. Entry denial	Entry denied or consent withdrawn copies of records denied	a. NOSN b. Obtain search warrant c. Show cause hearing d. AO	Yes
2. Illegal Discharge	No Interference or Pass Through	NOV	No
	Interference or Pass Through	a. NOSN b. Show cause hearing c. AO d. Civil litigation	Yes
	Interference or Pass Through; evidence of intent/negligence	a. NOSN b. Show cause hearing c. AO d. Cease & desist order e. Civil litigation f. REF g. Criminal prosecution h. Emergency suspension i. Termination of discharge	Yes

4. Inadequate recordkeeping	Inspector find files incomplete to missing (no evidence of intent)	NOV	No
	Recurring	a. NOSN b. Show cause hearing c. AO	Yes

**Timeframes, Responses,
and Other Information**

- A. All violations will be identified and documented within ten days of receiving compliance information.
- B. Initial enforcement responses [involving contact with the User and requesting information on corrective or preventative action(s)] will occur within 15 days of violation detection.
- C. Follow up actions for continuing or reoccurring violations will take 60 days from the initial enforcement response. For all continuing violations, the response will include a compliance schedule.
- D. Violations which threaten health, property or environmental quality are considered emergencies and will receive immediate responses such as halting the Discharge or terminating services.
- E. All violations meeting the criteria for Significant Noncompliance will be addressed with an enforceable order within 30 days of the identification of Significant Noncompliance.
- F. Administrative or civil fines levied by the District may be up to \$2000 per violation, per day.

Unpaid charges, fines, and penalties shall, after thirty (30) days, be assessed an additional penalty of ten (10) percent of the unpaid balance, and interest shall accrue thereafter at a rate of one (1) percent per month.

- G. Personnel involved in enforcement responses may include the Oil and Grease Program Inspector, the Oil and Grease Program Coordinator, the District Assistant Manager, the District Manager, Counsel, and/or any other persons the District deems necessary.