



CITY OF PETALUMA



City of Petaluma	Department of Water Resources and Conservation	
Grease Removal Device Inspection Fine Policy	Approved By: <i>[Signature]</i>	Effective Date: 6-30-2011

1. PURPOSE

The purpose of this document is to set forth food service establishment fines for the violation of section 15.48.130 of the City of Petaluma's Municipal Code.

2. AUTHORITY

The City of Petaluma Municipal Code Title 15 – Water and Sewer subsection 15.48.130 Removal Devices Required

The City of Petaluma Enforcement Response Plan - Resolution No. 2007-140 N.C.S.

3. POLICY

Food service establishments are required to maintain a Gravity Grease Interceptor (GGI) at twelve (12) inches of total loading or a Hydro-mechanical Grease Interceptor (HGI) at three (3) inches of total loading. Food service establishments are also required to keep records of grease removal device maintenance and cleaning for three years. This information must be available for all on-site inspections. In keeping with the City of Petaluma's Enforcement Response Plan (ERP), any facility that has violated a limit or requirements outlined in Title 15 will receive escalation of penalties.

4. PROCEDURES

A representative of the City of Petaluma will inspect food service establishments annually to verify compliance with Title 15. During the inspection the City representative may open the grease removal device to verify loading levels and review hauling and maintenance records for the last three years. Violations will be addressed in accordance to Table A of this document. As a part of the inspection form, the warning notice will be issued to the food service establishment at the time of the inspection. The City's representative will verbally communicate the warning notice to the food service establishment's staff. Fines will be addressed in writing and mailed to the food service establishment's address.

Table A

Violations of Title 15.45.130		
Violation Number	Loading Violation	Record Violation
1	Warning Notice and Reinspection	Warning Notice and Reinspection
2	\$500.00 fine and Reinspection	\$200.00 fine and Reinspection
3	\$750.00 fine and Reinspection	\$500.00 fine and Reinspection
4 or More	\$1000.00 fine and Reinspection	\$750.00 fine and Reinspection

Food service establishments that have received a violation during the previous calendar year will not receive a warning notice and will be issued a fine equivalent to violation number 2 in Table A. All food service establishments must allow entry to City staff in a timely manner for the purpose of inspections. Failure to comply with Title 15 regulations can result up to and including the disconnection of utility services at the discretion of the City of Petaluma.



City of Petaluma
Food Service Grease Trap Inspection Form

PASS

FAIL

<i>Inspector's Name:</i>	<i>Date:</i>
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<i>Business Name:</i>	<i>Contact's Name:</i>
<i>Business Location:</i>	<i>Business Phone #:</i>

Please circle the correct response for all "Yes" or "No" questions.

1. Business Facility sewer is connected to Petaluma Sewer System?	Yes	No
2. Grease Removal Device installed?	Yes	No
3. Type of Grease Removal Device installed:		
4. Estimated volume of Grease Removal Device:	gallons	
5. Estimated level of grease inside trap/interceptor:	inches	
6. On what date was trap/interceptor last cleaned?		
7. Are 3 years of cleaning and maintenance records available onsite?	Yes	No
8. Do you include additives to the trap? If yes, what kind?	Yes	No
9. Is there a food grinder?	Yes	No
10. Does the food grinder discharge to the trap/interceptor?	Yes	No
11. Is there an automatic dishwasher?	Yes	No
12. Does the automatic dishwasher discharge into the trap/interceptor?	Yes	No
13. Where does wash water from floor mat cleaning go? <input type="checkbox"/> Mats are sent to outside service for cleaning. <input type="checkbox"/> No mats used	Sanitary Sewer	Storm Drain
14. Where does wash water from floor cleaning and equipment go?	Sanitary Sewer	Storm Drain
15. Are outdoor dumpsters and recycling containers covered?	Yes	No
16. Is there evidence of leaks or missing drain plugs from dumpsters?	Yes	No
17. Are grease rendering bins utilized for recycling of grease waste?	Yes	No
18. Are there absorbents or other spill cleanup materials readily available?	Yes	No
19. Is there unaccounted for flow, staining or discoloration near or leading to a storm drain?	Yes	No

Recommendations Made/Comments:

Follow-up Inspection Required

BMP Fact Sheet provided

Inspector's Signature:

Contact Signature:

Date Signed:

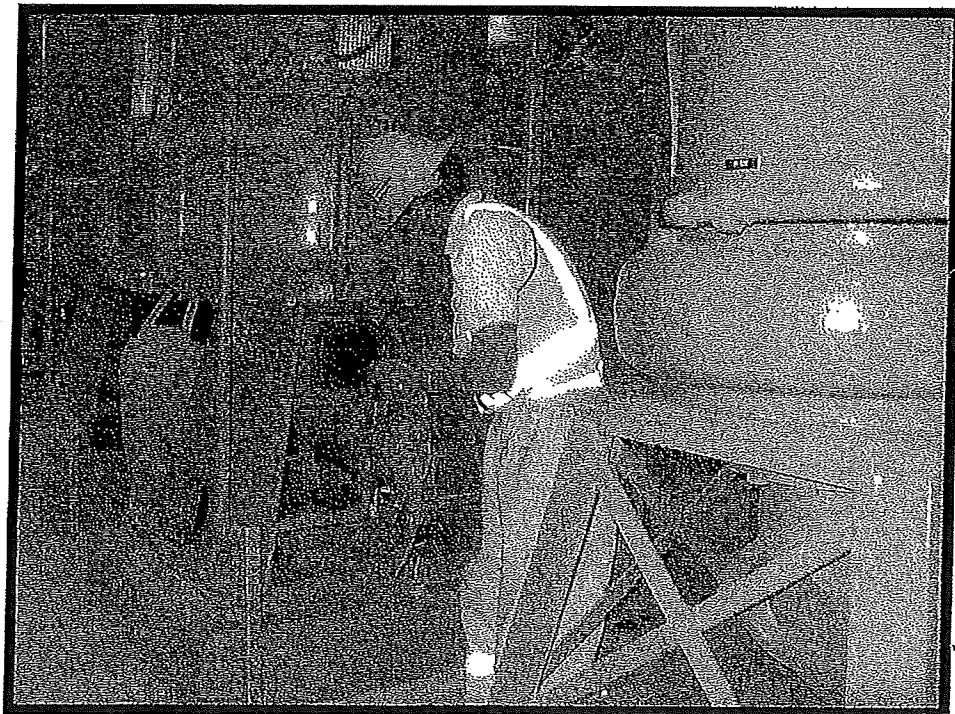
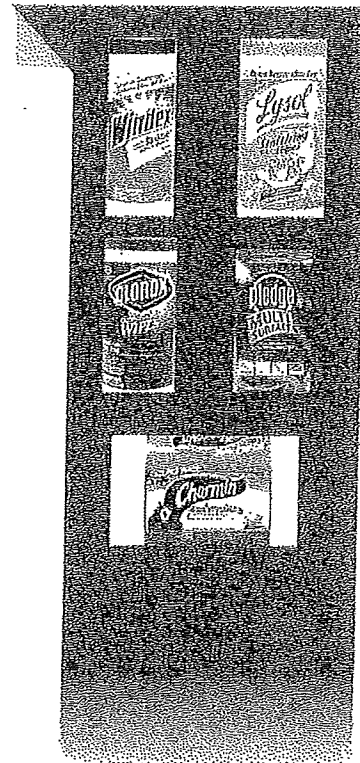
Note: Hydromechanical grease interceptors (HGI) with 3 inches or more of grease and/or solids is a violation.
Gravity grease interceptors (GGI) with 12 inches or more of grease and/or solids is a violation.
Missing or incomplete records of cleaning for 3 consecutive years is a violation.

Toilets Are Not Trashcans!



Did you know that flushing wipes down the toilet can cause problems in the City's sewer system?

All wipes, (such as sanitary wipes, household cleaning wipes, adult wipes, toddler wipes, baby wipes, etc.), that are labeled "flushable" clog the sewer system contributing to costly clean-ups. The City of Petaluma's Water Resources Department asks everyone to flush only human waste and toilet paper down the toilet. Please throw all waste including wipes in the trash can.



Ellis Creek Water Recycling Facility
Environmental Compliance Department
3880 Cypress Drive,
Petaluma, CA 94854
Phone: 707-776-3777
Fax: 707-776-3746

Keeping Wipes Out of the Sewers!

Did you know that sanitary wipes can cause problems in the City's sewer system? The only items that should go down the toilet are, human waste, and toilet paper. Wipes like baby wipes, adult wipes, sanitary wipe, and household cleaning wipes can cause problems for our City's sewer systems.



Even the wipes labeled "Flushable" are not truly flushable and cause problems in the collection system.

Flushing wipes down the toilet can potentially affect the maintenance cost of the City's collection system and possibly cause spills into our environment. Daily one of the operators from the Ellis Creek Water Recycling Facility is assigned to clean rags from the screens at one of the City's pump stations, and weekly they need to open pumps to clean rags from within.

Not only could it affect the City's budget but it could also affect your own budget. Wipes can potentially plug your own sewer lateral, and this would be a costly repair that would require the services of a plumber. It is common for tree roots to infiltrate sewer lines and the wipes you are flushing can easily create a clog in your pipes.

The City of Petaluma would like to remind its residents that only human waste and toilet paper can be flushed in your toilet and toilets are not trashcans.

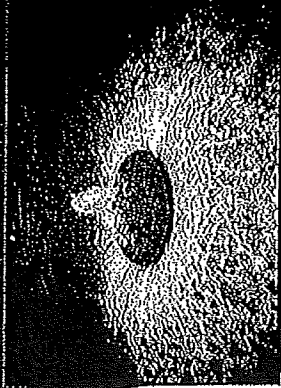


City of Petaluma

3890 Oprass Dr.
Petaluma, CA 94954

Phone: (707) 778-4546
Fax: (707) 778-4508

**Toilets are not
Trashcans**



**Sanitary
Wipes
Should
Never be
Flushed**



*Petaluma's
Pollution
Prevention
Program*

Department of Public Works and Utilities



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**Flushing Wipes
Clogs Pipes**