



Carmel Area Wastewater District
Wastewater Discharge Permit
Application Instruction
(Class IV – FSE Restaurant Discharge)

The General Information portion of the application is self-explanatory.

The Operational Discharge Information section may require that you refer to the instructions below. If you have any questions which are not answered by the instructions, please call the Carmel Area Wastewater District at (831) 624-1248.

1. Days of Operation – If there are seasonal variations or changes, please indicate this in the space provided on the application.
2. Standard Industrial Classification Number (SIC) – To be completed by Carmel Area Wastewater District (CAWD) personnel.
3. Hours – If the business hours vary according to the days of the week or seasonal changes, please indicate in this space provided.
4. Number of Meals Served – Provide an estimate of the number of meals served during an average day.
5. Disposal method includes tallow recycling, garbage disposal, etc., checkmark which method you will be performing. If you utilize a recycling pump company or hauler, please list the name of the company and phone number. **This will allow CAWD Source Control personnel authorization to receive a pump report from the pump hauler company.**
6. Please indicate the Fume Hood Cleaning Company and frequency that will be cleaned.
7. Grease Trap/ Interceptor Brand installed and size of the grease trap in gallons per minute and pounds.
8. Indicate the number of baffles required by the manufacturer of the grease trap.
9. Please indicate if a flow restrictor has been installed.
10. Please indicate your cleaning schedule frequency as weekly, bi-weekly, or monthly.
11. A One Hundred Fifty-dollar (\$150) application and processing fee will be assessed for a one (1) year period. The business owner can make payment online at www.cawd.org (with a 2.25% nonrefundable fee), in person at the District office located at 3945 Rio Road in Carmel or by mail to P.O. Box 221428, Carmel, CA 93922.



Annual Wastewater Discharge Permit Application

Carmel Area Wastewater District
3945 Rio Road Carmel, CA 93922
831-624-1248

Office Hours: M-F 8:00 am to 5:00 pm

Completion of the permit application alone does not constitute issuance of the permit.

GENERAL INFORMATION

Name of Business: _____

New Business *: Existing (Renewal):

Physical Location: _____

Mailing Address: _____

Assessor Parcel Number (APN): _____

E-mail Address: _____

Phone Number: _____

Owner's Name: _____

Contact's Name/ Title: _____

Emergency Contact: _____

Emergency Number: _____

OPERATIONAL DISCHARGE INFORMATION

Service/ Business Activity: _____

Days of Operation: Mon, Tue, Wed, Thurs, Fri, Sat, Sun

Hours for Breakfast: _____ to _____

Hours for Lunch: _____ to _____

Hours for Dinner: _____ to _____

Seat Count: Indoor _____ Outdoor _____ Bar _____ Banquet _____

Estimated meals served Breakfast _____, Lunch _____, Dinner _____

Grease Trap Material Disposed by: Garbage, _____, Grease Trap Service _____

Fume Hood Steam Cleaning Schedule: _____ times per _____

Fume Hood Cleaning Company _____

Grease Trap / Interceptor Brand _____, Size _____ GPM, _____ Lbs.

Number of baffles required: _____ Flow Restrictor Installed: YES NO

The information contained in this application is familiar to me and to the best of my knowledge and belief; such information is true, complete and accurate. A fee of one hundred fifty dollars (\$150.00) will be paid to Carmel Area Wastewater District for the Discharge Permit valid for a one (1) year period. Please see office hours and location to complete the application.

Signature of Business Owner

Date: _____

* Connection Fee and Building Plans need to be filed with CAWD office

Source Control Program

In April 1991, Carmel Area Wastewater District adopted Pretreatment Ordinance 91-03 (amended by Ordinance No. 2005-01). This ordinance “provides for the regulation of direct and indirect discharges to the wastewater system through issuance of permits to certain non-domestic users and through enforcement of general requirements for the other users.” In other words, what goes down the drain has an effect on the Carmel Area Wastewater District sewer system and treatment plant; therefore, it is necessary to ensure that Carmel Area Wastewater District has some control over what the treatment facility receives. By curtailing any adverse discharges at the “source” Carmel Area Wastewater District is eliminating potential problems. The Source Control Program was developed as a means of implementing and enforcing the provisions in Ordinance 91-03 and Ordinance 2005-01. The Source Control inspectors are responsible for informing you of the provisions, and working with you to achieve and maintain compliance with the Carmel Area Wastewater District’s Pretreatment Ordinance. To increase the program’s effectiveness, business owners/managers must be aware of their responsibilities. The following is an outline of the responsibilities. It is not meant to replace or negate any provisions in the actual ordinance, but rather, summarize some areas and provisions. Copies of the ordinance are available for review upon request. If you have any questions, please do not hesitate to contact Carmel Area Wastewater District.

General Discharge Prohibition Summary

No User shall discharge to a public sewer the following wastes:

Solid or viscous substances which may obstruct the flow in the sewer or cause other interference with the operation of the wastewater treatment facilities, such as, but not limited to: grease, any garbage or waste, other than domestic wastewater, that is not grounded sufficient to pass through a 3/8 inch screen, dead animals, animal guts or tissues, paunch manure, bones, hair, hides or fleshing, entrails, whole blood, feathers, ashes, cinders, sand spent lime, stone or marble dust, metal, glass, straw, industrial process shavings, diatomaceous earth, grass clippings, rags, spent grains, spent hops, wood, plastics, tar, asphalt residues, mud, or glass grinding wastes or polishing wastes or materials which tend to solidify in the sewer and obstruct wastewater flow.

Any waste containing excessive quantities or concentrations of dispersed biodegradable oils, fats, and greases, such as lard, tallow or vegetable oil which result in the clogging or plugging of the collection system or as defined by the General Manager.

Any wastewater having a temperature of 60°C (140°F) or higher or which may cause the temperature of the treatment plant influent to exceed 40°C (104°F).

Any waste containing substances which may precipitate, solidify, gel, polymerize or become viscous under conditions normally found in the sewerage system.

Any wastewater having a pH less than 6.0 or greater than 8.5.

Any wastes containing excessive quantities or concentrations of the following parameters: iron, boron, cyanide, chromium, phenols, plastic, resins, copper, nickel, zinc, lead, mercury, cadmium, selenium, silver, arsenic; or any other materials toxic to humans, animals, the local environment or to the biological wastewater treatment process.

Any waste containing excessive quantities or concentrations of toxic aromatic hydrocarbons, chlorinated hydrocarbons or organic phosphorous-type compounds.

Any hazardous waste discharged to any portion of the publicly owned treatment works (POTW) or treatment plant by truck, rail or dedicated pipe line.

No person shall discharge solid wastes from hospitals, clinics, offices of medical doctors, dentists, mortuaries, morgues, long term health care, medical laboratories or other medical facilities to the POTW.

Again, the above is a summary of the prohibited discharges. For a complete list of prohibited discharges, refer to the Pretreatment Ordinance 91-03.

General Grease Trap Interceptor Requirements Summary

The following is a list of requirements found in Section 4 of the Pretreatment Ordinance concerning grease traps and interceptors.

All restaurants or food service facilities shall install an approved grease interceptor which is of sufficient size so as to prevent excessive discharges of grease into the District's sewerage system. The interceptor size shall be based on the most recent version of the Uniform Plumbing Code (UPC).

The grease interceptor shall be easily accessible for inspection and properly maintained to assure that the accumulations of grease or sand and oil do not impair its efficiency or pass through with the effluent. All users required to use and maintain a grease interceptor or gravity separating device shall maintain a maintenance record (attached). An interceptor shall not be considered properly maintained if material accumulations total more than 25 percent of the operating fluid capacity.

If it is found that it is improperly maintained or adequate records are not being kept, a warning shall be issued to the owner and/or user of the property. If on subsequent inspections it is found that one of the above conditions continues to exist, a fine shall be levied against the owner and/or user of the property.

If the General Manager finds that a grease interceptor or gravity separating device installed prior to the effective date of this Ordinance is incapable of adequately retaining

grease, sand, or oil in the wastewater flow from a service station, restaurant or similar establishment, the General Manager shall give the proprietor a written notice requiring that an adequate interceptor or gravity separating device be installed within a reasonable time period.

The use of chemical, biological, or enzymatic additives to emulsify or digest accumulated grease by-products is prohibited without the consent of the General Manager. All additives will be considered on a case-by-case basis. Approval criteria includes an approved on-site test program to be provided by and at the expense of the user.

Uniform Plumbing Code Summary

The following is a summary of the Uniform Plumbing Code (UPC) regulations on grease trap/interceptor installation.

Each plumbing fixture or piece of equipment connected to a grease trap shall be provided with an approved type of flow control or restricting device installed in a readily accessible and visible location in the drain outlet of each such fixture. Flow control devices shall be so designed that the total flow through such devices shall at no time be greater than the rated capacity of the grease trap.

Interceptors shall be so designed that they will not become air bound if closed covers are used. Each interceptor shall be properly vented.

Each interceptor cover shall be readily accessible for servicing and maintaining the interceptor in working and operating condition. The use of ladders or the removal of bulky equipment in order to service interceptors shall constitute a violation of accessibility.

CARMEL AREA WASTEWATER DISTRICT SOURCE CONTROL

HOUSEKEEPING RULES

1. ALWAYS clean off plates, spoons, forks, knives and cooking utensils in trash before washing.
2. ALWAYS clean off floor screens and sink tray screens daily. Put screens back in place immediately after cleaning.
3. NEVER force food, towels, paper items or mops down floor and sink drains.
4. NEVER pour cooking oil, fryer grease, batter or harsh chemicals down floor and sink drains.

WEEKLY GREASE TRAP CLEANING PROCEDURE

1. Make sure trap is cold before cleaning.
 2. Lift lid, dip accumulated solid grease out of trap with slotted spoon or special slotted implement with square edges. Be sure to scrape the sides and lid of trap or the odor persists on the outside of the trap. Remove any liquid grease with spooning.
 3. DO NOT FLUSH OUT THE TRAP WITH HOT WATER.
 4. DO NOT USE TRAP CLEANERS THESE ARE PROHIBITED BY DISTRICT ORDINANCE.
 5. Deposit grease in a closed container and dispose of properly.
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REGLAS PARA EL ASEO DE LA CASA

1. SIEMPRE sacuda los platos, cucharas, tenedores, cuchillos, y utensilios de cocina en la basura antes de lavarlos.
2. SIEMPRE limpie las rejillas del drenaje del piso y bandeja del fregadero a diario. Vuelva a colocar las rejillas en su lugar inmediatamente despues de limpiarlas.
3. NUNCA force los alimentos, toallas, articulos de papel o trapeadores por los desagües del piso y del fregadero.
4. NUNCA despoje aceite de cocina, grasa de freidora, masa o productos químicos agresivos por los desagües del piso y del fregadero.

PROCEDIMIENTO SEMANAL DE LIMPIEZA

1. Asegúrese de que la trampa de grasa esté fría antes de limpiarla.
2. Levante la tapa, quite la grasa sólida acumulada fuera de la trampa con una cuchara ranurada o un implemento ranurado especial con bordes cuadrados. Asegúrese de raspar los lados y la tapa de la trampa. Si el olor persiste en el exterior de la trampa, quite la grasa líquida con una cuchara.
3. NO LAVE LA TRAMPA CON AGUA CALIENTE.
4. NO UTILICE LIMPIADORES DE TRAMPAS, ESTOS ESTÁ PROHIBIDOS POR ORDENANZA DEL DISTRITO.
5. Deposite la grasa en un recipiente cerrado y deséchelo adecuadamente.

CARMEL AREA WASTEWATER DISTRICT
GREASE TRAP MAINTENANCE SHEET
 POST IN A VISIBLE AREA NEAR TRAP



For _____
 (Name of Establishment)

Date Cleaned Fecha De La Limpieza	Cleaned By Whom (Print Name) Limpiado Por: (Nombre)	Disposal Method (trash/tallow) Metodo de Disposicion (basaura/barril de aceite)	Thickness of Grease Layer (inches) Gruesidad De Grasa (pulgadas)