

CITY OF LA MESA FOOD SERVICE ESTABLISHMENT FOG DISCHARGE PERMIT APPLICATION



GENERAL INFORMATION

Business Name: _____

Business Address: _____

Contact: _____ Title or Position: _____

Phone: _____ Fax: _____ Email: _____

After Hours Contact: _____ Phone: _____

TYPE OF ESTABLISHMENT

Fast Food: Yes No Restaurant: Yes No Coffee House: Yes No

Food Processing: Yes No Other (specify): _____

PERMIT INFORMATION

(This application, once completed and approved by the City, will be your permit.)

The terms of this permit cover your existing facility for a period of five (5) years. If the business changes in any of the ways listed below during the permit period, a renewal will be required.

First Permit: Yes No New Construction: Yes No

Change of Ownership: Yes No **If Yes**, Previous Owner: _____

Expansion: Yes No **If Yes**, provide details of expansion: _____

Building Remodel: Yes No **If Yes**, provide details of remodel: _____

Other Changes: _____

FACILITY OPERATIONS

Hours: Weekdays: _____ Drive Thru: _____ Delivery: _____

Weekends: _____ Drive Thru: _____ Delivery: _____

Seating Capacity: Indoor: _____ Outdoor: _____

Type of Dishes/Utensils: Washable: Yes No Disposable: Yes No

Total Number of Kitchen Employees: _____

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MEAL INFORMATION

Type of Cuisine: _____

Type of Products Cooked, Heated or Fried: Meat Poultry Seafood Fruit/Vegetables

Method of Cooking/Heating: _____

Method of Frying: _____

GREASE HANDLING AND DISPOSAL

Garbage Dumpster:

1. Yes No
2. Shared Private

Grease Control Devices:

1. Gravity Grease Interceptor Yes No
2. Hydromechanical Grease Interceptor Yes No
3. Maintenance/Cleaning Schedule: _____

Waste Oil Recycling Container/s:

1. Total Number of Container/s: _____
2. Number of Containers Indoors: _____ Outdoors: _____
3. Provisions Made to Catch Spills around/under Container(s) Yes No
4. Waste Oil Collection Records and Invoices Kept Onsite Yes No
5. Schedule/Frequency of Waste Oil Disposal: _____

KITCHEN BEST MANAGEMENT PRACTICES

Terms of this permit require compliance with kitchen best management practices (BMPs). See Page 4 of this application for a list of kitchen BMPs. The City will provide program materials to assist in employee training and program compliance. Program materials include a copy of the FOG Control Program, BMP signs, and required report forms (employee training log and waste oil collection log). Employee training materials will be available in English and Spanish.

GENERAL PERMIT

By submission of this application, the applicant agrees to wastewater discharge requirements under a Waste Discharge Permit. The FOG Control Program prohibits certain activities and requires that others take place.

The wastewater discharger agrees to the following Permit Conditions:

1. To implement the FOG Control Program and kitchen BMPs as set forth in the City's FOG program information.
2. To allow the City's authorized program representative to inspect food preparation areas and grease handling equipment and facilities.

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3. To keep two (2) logs (a) employee training log, and (b) waste oil collection log, to demonstrate compliance with the FOG Control Program to the City inspector.
4. To pay reasonable costs for the City to respond to a sanitary sewer overflow caused or contributed to by obstructions in your private sewer line.
5. Other Requirements (to be completed by City): _____

TO BE COMPLETED AND SIGNED BY APPLICANT

The applicant: (a) attests that the submitted information is true, accurate, and complete; (b) agrees to comply with the City's FOG Control Program; and (c) understands that the City may notify the applicant of program changes from time to time.

Signature-Facility Authorized Representative

Print Name-Authorized Representative

Representative Title

Date

Send your completed and signed Waste Discharge Application to the City of La Mesa with a check or money order for \$470 to cover the application/permit fee. Mail to: City of La Mesa, Attn: Public Works Director, 8130 Allison Ave., La Mesa, CA 91941. Once approved by the City, your application will become your permit and it will be in effect for five (5) year, subject to renewal. If you have any questions, please call 619-463-6611.

TO BE COMPLETED AND SIGNED BY THE CITY OF LA MESA

\$292 Fee Received for five-year permit (FOGPMT) Acc. No.: _____

\$178 Fee Received for first annual inspection (FOGINSP) Acc. No.: _____

The applicant has received a copy of the City's FOG Control Ordinance and program information/training kit: Yes No

The City's authorized representative has verified the applicant's compliance with the City's FOG Control Ordinance: Yes No

Permit Approval Date: _____ Permit Renewal Date: _____

Signature-Authorized City Representative

Printed Name-Authorized Representative

Representative Title

Date

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KITCHEN BEST MANAGEMENT PRACTICES



Food service establishments shall teach their employees the following kitchen best management practices (BMPs) and conduct training at least twice per year. A written log of employee training must be maintained on site for a minimum of two (2) years. The City's policies require that training records be made available to the City Inspector for review at the time the facility is being inspected. The BMPs include but are not limited to the following:

- ✓ **Trash Disposal:** Dispose of food waste and fatty scraps into the trash or garbage bin. Do not discard into sink. Use plastic trash bags to prevent leaks and odors. Double-bag waste that has the potential to leak in trash bins. Ensure trash bins are covered when not in use and notify trash hauler if bin leaks.
- ✓ **Pre-Wash:** Dry wipe or scrape pots, pans, dishware, floor mats and work areas to remove grease and food scraps before washing and dispose in trash.
- ✓ **Use of Drain Screens:** Install removable screens on all drainage pipes in food preparation areas. Keep screens in sink and floor drains clean and in good repair. Dispose of collected solids in trash, not down the drain.
- ✓ **Yellow Grease Disposal:** Dispose of grease and oil from cooking equipment (pots, pans, and fryers) by pouring waste oil and yellow grease into covered containers (drums, barrels) for storage and recycling. Provide secondary containment to capture any liquid grease or oil that may spill from the primary container. Use a licensed waste hauler or recycling facility to dispose of liquid grease and oil before the container is full. Keep a written log with manifests/invoices of waste oil pick ups to show the City's authorized inspector who inspects the site.
- ✓ **Mat Cleaning:** Clean and wash floor mats in a utility mop sink. Empty mop water into a sink or drain connected to a grease interceptor, if present. Do not empty mop or wash water into storm drains.
- ✓ **Hood Cleaning:** Clean hoods and filters as frequently as necessary to maintain good operating condition. Use a licensed waste hauler to dispose of wastewater collected from cleaning hoods and filters.
- ✓ **Spill Prevention:** Place absorbent materials, such as paper towels or pads, under fryer baskets and other areas where grease may drip or spill during cooking, frying or during the transfer of grease to storage or disposal containers.
- ✓ **Spill Kits:** Maintain a spill kit accessible for use of employees, including absorbent pads, kitty litter or equivalent absorbing material, and paper towels. Require the use of the spill kit to clean up spilled fats, oils and grease.
- ✓ **Super Hot Water:** Do not pump water hotter than 140°F through a grease control device.
- ✓ **Employee Training:** Post signs provided to show kitchen best management practices in food preparation, dishwashing and maintenance areas.
- ✓ **Interceptor Cleaning:** Clean any grease control devices/interceptors using a certified grease hauler as frequently as needed to keep the interceptor free of food residue and hardened fats, oils and grease.