























## Appendix C: Alternate Maintenance Approval Request

Applicant Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Company: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_

Establishment Address: \_\_\_\_\_

Self-cleaning by the owner and/or operator of an establishment is not allowed unless approved by the sanitary sewer system owner. Only hydromechanical grease interceptors (HGIs) with a liquid volume of 25 gpm (50 pounds) or less may be considered for self-cleaning unless otherwise approved by the sanitary sewer system owner. When approved, the owner and/or operator of an establishment shall comply with the following requirements for maintenance as required by the sanitary sewer system owner:

- Remove cover(s)
- Remove all fats, oils, and grease (FOG), solids, food debris, and wastewater
- Clean all internal surfaces from the build-up of FOG or other residual materials (chemicals and/or degreasers are prohibited)
- Place all removed materials in garbage bag or other sealable container (not glass) along with an absorbent material, i.e. kitty litter, and dispose of solidified contents in trash receptacle
- Inspect all internal components, replace anything missing or broken and ensure flow control device is installed
- Refill with fresh water
- Replace cover(s)
- Enter the required information on the maintenance log

At least once per quarter or as required by the sanitary sewer system owner, the HGI shall be cleaned by a professional grease hauler, certified through the HR FOG Program administered by the Hampton Roads Planning District Commission, documented by a manifest, reported in the maintenance log, and all records maintained for the previous three (3) years.

Make and model of HGI: \_\_\_\_\_

Flow Rate (GPM): \_\_\_\_\_ Grease Storage Capacity (lbs): \_\_\_\_\_

Grease Factor (Table 3): \_\_\_\_\_ Average Meals per day: \_\_\_\_\_

Grease Produced per day\*: \_\_\_\_\_ Cleaning frequency\*\*: \_\_\_\_\_ days

\*multiply Grease Factor times Average Meals per day

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

**Reason for request:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please submit the completed Grease Control Device Sizing and Selection Worksheet to the sanitary sewer system owner for approval along with any other required documents.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_