LOXAHATCHEE RIVER DISTRICT
2500 JUPITER PARK DRIVE, JUPITER, FLORIDA 33458 TEL: (561) 747-5700 FAX: (561) 747-9929
D. Albrey Arrington, Ph.D. EXECUTIVE DIRECTOR loxahatcheeriver.org

CHANGE OF OPERATION PROCEDURES

Engineering Department Contact Information
Phone Number: 561-747-5700 extension 3
Email: engineering@lrecd.org

Change of Operation

1. Please refer to the District's Engineering Plan Review Checklist and submit required Grease Interceptor Questionnaire (see attached) and associated documents to the District's Engineering Department for review/approval.
2. Please contact the District's Engineering Department to schedule mandatory pre-construction meeting a minimum of 48 hours in advance prior to construction start.
3. All interceptors must be constructed in compliance with the District's Manual of Minimum Construction Standards and Technical Specifications posted on the District's website: http://www.lrecd.org/

Interceptor Maintenance / Inspections

1. In accordance with the District's Rule Chapter 31-13 and Industrial Pretreatment Program, all interceptors shall be inspected at a minimum on a semi-annual basis. Additionally, all interceptors will have a structural inspection performed by District staff on a 5-year basis pending no change in ownership or operation. The structural inspection will require the interceptor to be pumped out, pressure washed and cleaned of all contents at the Owner's expense, in advance of the scheduled inspection date.
2. If a restaurant submits for change of operation, then a structural inspection will be required (if not already completed within the past 6 months) as part of the District's review and approval process.
3. The structural inspection will require the interceptor to be pumped out, pressure washed and cleaned of all contents at the Owner's expense, in advance of the scheduled inspection.

Kevin L. Baker CHAIRMAN
Dr. Matt H. Rostock BOARD MEMBER
Stephen B. Rockoff BOARD MEMBER
Gordon M. Boggie BOARD MEMBER

LOXAHATCHEE RIVER ENVIRONMENTAL CONTROL DISTRICT 2500
JUPITER PARK DRIVE, JUPITER, FL 33458-8964
Phone: 561-747-5700, Option 3; Fax: 561-747-9929; www.loxahatcheeriver.org
Email: info@lrecd.org

GREASE INTERCEPTOR APPLICATION QUESTIONNAIRE

1. Food Establishment Name: _____
2. Food Establishment Address: _____
3. Operator's Corporate Name: _____
4. Operator's Corporate Address: _____
5. Authorized Representative Name and Title: _____
6. Property Owner Name (if other than #3): _____
7. Property Owner Address (if other than #4): _____
8. Plaza Mgmt. Name & Contact Name/Number: _____
9. Business hours of operation: _____

   # Restaurant seats: _____ # bar seats: _____ # of toilets: _____ ***attach menu***

Characterization of Planned or Active Business	**Yes**	**No**
Will all food served be prepared and/or cooked off-site, with no on-site preparation of raw food ingredients (i.e., no cooking, mixing, combining, marinating, breading, battering, or otherwise processing raw or uncooked meat, poultry, seafood, eggs, dough, batter, dairy products, oil-based foods, sauces, gravies, dressings, or similar ingredients)?		
Will on-site food activities be limited to unpackaging, reheating, portioning, and serving food prepared and/or cooked off-site?		
Will the facility be free of all of the following equipment, or equivalent devices: food waste disposer, dishwasher, oil-based fryer, soft serve dispenser, and appliances that use liquefied petroleum (LP) or natural gas (NG)?		
Will there be three (3) or fewer food-service appliances on-site (excluding refrigeration)?		
Will all food-service appliances be 120-volt?		
Will each food-service appliance have a maximum rated capacity of 2,000 watts or less?		
Will the total cumulative wattage of all food-service appliances (excluding refrigeration) be less than 6,000 watts?		
Will the applicant agree to limit on-site food-service appliances to only the equipment documented in the District's written Exemption approval?		
Will all food and beverages be served using single-use, disposable service-ware, including disposable utensils when utensils are provided or required for consumption?		
Will all condiments be obtained pre-made, with no bulk preparation, mixing, or on-site production of condiments (including dressings, sauces, dairy-based, and oil-based products)?		

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Characterization of Planned or Active Business	Yes	No
Will all condiments be stored in single-use, disposable containers and pre-packaged in individual, disposable serving containers?		
Best Management Practices		
Will fats, oils, grease, and all food waste be captured and disposed of as solid waste?		
Will all sink drains, except bathroom sinks, be equipped with a removable screen with a maximum screen opening size of 3/16-inch, with all captured solids disposed of as solid waste?		
Will cookware, kitchen utensils, warming pans, trays, serving utensils, and appliance surfaces be scraped and dry-wiped before washing, with used wipes, scrapings, and captured solids disposed of as solid waste?		
Will the facility refrain from using any additives (including hot water, detergents, enzymes, bacteria, surfactants, solvents, and emulsifiers) intended to dissolve, neutralize, or emulsify fats, oils, and grease prior to discharge to the District's POTW?		
Will all buffet serving basins, warming basins, chafing dishes, or similar reusable containers be lined with single-use, disposable liners?		
Will signage be posted and maintained at all sink locations clearly prohibiting the discharge of fats, oils, and grease to the plumbing system, in English, Spanish, and Creole?		
Will all staff be provided appropriate training on these Best Management Practices for preventing fats, oils, and grease from entering the plumbing system?		
Will a training log be maintained on-site and available for inspection at all times?		
Will training be performed at the time of hire and at least annually thereafter?		
Will the applicant agree to notify the District in writing before implementing any change in menu, food service practices, equipment/appliances, seating, plumbing, ownership, tenancy, and/or operations?		
Have you submitted an Application for Service to LRD?		

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Authorized Representative Signature _____ Print: Authorized Rep. Name / Title _____ Date _____

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GREASE INTERCEPTOR EXEMPTION CRITERIA

Grease Interceptor Exemption. An Exemption from the installation and/or use of a grease interceptor will only be given to those facilities that are reasonably expected not to discharge to the District's POTW fats, oils, grease, or food waste in quantities that may cause or contribute to a blockage, obstruction, interference, pass-through, or other adverse impacts to the District's POTW. Upon receipt and review of a complete application, the District may approve a site-specific Exemption from the requirement to install and maintain a grease interceptor for food service establishments that meet the minimum eligibility requirements stipulated herein.

Minimum Eligibility Criteria. To qualify for an Exemption, a food service establishment must meet all of the following conditions:

1. No on-site food preparation of raw food ingredients is permitted. Food preparation includes cooking, mixing, combining, marinating, breading, battering, or otherwise processing raw and/or uncooked food ingredients. This prohibition includes, but is not limited to raw meat, poultry, seafood, eggs, dough, batter, dairy products, oil-based foods, sauces, gravies, dressings, and similar ingredients.

2. Permitted activities are limited to unpackaging, reheating, portioning, and serving food prepared and/or cooked off-site.

3. The following equipment, or equivalent devices, are prohibited from being on-site under any circumstance: food waste disposer, dishwasher, oil-based fryer, soft serve dispenser, appliances which utilize liquified petroleum (LP) or natural gas (NG).

4. Food-service appliances must be limited to the equipment documented in the written Exemption approval. Exempt food service establishments are permitted to have up to three (3), 120-volt food-service appliances, each with a maximum rated capacity of 2,000 watts. The total cumulative wattage rating of all appliances on-site must be less than 6,000-watts. Refrigeration equipment is excluded from the cumulative wattage calculation.

5. All food and beverages must be served using single-use, disposable service-ware, including disposable utensils when utensils are provided or required for consumption.

6. Bulk preparation, mixing, or on-site production of condiments including: dressings, sauces, dairy-based and oil-based products is prohibited. All condiments must be stored in single-use, disposable containers and pre-packaged in individual, disposable serving containers.

Best Management Practices. An Exempt food service establishment must implement and adhere to the following Best Management Practices:

1. Fats, oils, grease and all food waste must be captured and disposed of as solid waste.

2. All sink drains, except bathroom sinks, must be equipped with a removable screen with a maximum screen opening size of 3/16-inch. All captured solids must be disposed of as solid waste.

3. Cookware, kitchen utensils, warming pans, trays, serving utensils, and appliance surfaces must be scraped and dry-wiped before washing. Used wipes, scrapings, and captured solids

must be disposed of as solid waste.

4. The use of additives including hot water, detergents, enzymes, bacteria, surfactants, solvents and emulsifiers which are intended to dissolve, neutralize or emulsify fats, oils and grease prior to discharge to the District's POTW is prohibited.

5. All buffet serving basins, warming basins, chafing dishes, or similar reusable containers must be lined with single use, disposable liners.

6. Signage shall be posted and maintained at all sink locations which clearly prohibit the discharge of fats, oils, and grease to the plumbing system. Signage language shall be in English, Spanish, and Creole.

7. All Staff must be provided appropriate training on these Best Management Practices for preventing fats, oils and grease from entering the plumbing system. A training log must be maintained onsite and must always be available for inspection. Training must be performed at the time of hire and at least annually, thereafter.

Approval, Inspection, and Revocation. Exemptions will be issued only upon written approval by the District and will be site-specific and non-transferable. Exempt food service establishments must notify the District in writing before any change in menu, food service practices, equipment/appliances, seating, plumbing, ownership, tenancy, and/or operations are implemented. The District will periodically, at its discretion, inspect all Exempt establishments to verify continued compliance with the Exemption criteria. In accordance with Section 10, Administrative Enforcement Remedies, the District will modify, suspend, or revoke an Exemption if the establishment no longer meets the Exemption criteria or if the establishment is not adhering to Best Management Practices. Upon revocation of an Exemption, the installation of a grease interceptor will be required within six (6) months.