

Jurisdictional Urban Runoff Management Plan

Appendix A

City BMPs Pretreatment Program



CITY OF ESCONDIDO

INDUSTRIAL WASTE PRETREATMENT PROGRAM

PUBLIC WORKS DIVISION

FOOD SERVICE ESTABLISHMENT INSPECTION AND PERMIT PROGRAM

**IWPP Permit Program
475 North Spruce Street
Escondido, CA 92025**

SECTION I: HISTORICAL BACKGROUND

As of January 1, 1992, the City of Escondido requires the installation of grease interceptors on all wastewater sources from restaurants and commercial kitchens, which discharge into the sanitary sewer. Existing facilities that do not have interceptors must retrofit in order to be in compliance with the citywide grease control program. This policy is authorized under Section 22-38 of the Escondido Municipal code.

Class II Industrial User permits will be issued to all food service establishments. The fee for the permit, \$160, was set by City Council following a public hearing. The cost of the program for over 300 food service establishments was considered in the decision.

The Program will select the establishments that require more frequent inspections by identifying sewer mains that have an incidence of grease related spills and blockages or have been placed on an accelerated preventive maintenance program.

In the seven years since its inception, the Pretreatment Program has undergone many changes and has evolved into an increasingly effective source control program. The primary objective of the program is its ability to keep food establishment grease out of the sewer system, thereby reducing sewer spill occurrences related to that grease.

- Criteria for the installation of grease removal equipment both in new and existing establishments have been refined.
- The requirement that grease removal equipment be adequately maintained has been more strictly enforced.
- A database was developed to track the data collected from both food service establishments and the automotive service establishments within the City of Escondido.

INTRODUCTION

1. The Food Service Establishment Wastewater Ordinance

The ordinance that authorizes the Industrial Waste Discharge Permit Program is Article 8 — Section 22-38 of the City of Escondido Municipal Code. The ordinance provides that:

- Facilities engaged in preparing food for consumption by the public obtain a Class II Industrial User Permit. The permits are issued for a specified time period, not to exceed five years.
- Permittees are required to install an approved grease removal equipment in the wastewater line leading from the food preparation area, or from sinks, drains, appliances and other fixtures or equipment used in food preparation or cleanup where grease is introduced into the sanitary sewer system.
- Grease removal equipment shall be maintained in efficient operating condition by periodic removal of the accumulated grease. Collected grease shall be disposed of properly and not be reintroduced into the sewer system.
- Permittees will be required to keep records of grease removal equipment device cleaning and maintenance on site.
- Permittees shall allow Pretreatment Inspectors ready access at all reasonable times to all parts of the premises for the purposes of inspections and sampling.
- The City of Escondido may revoke the permit of any permittee who is found to be in violation of the ordinance or who: a) fails to install required grease removal equipment, b) fails to keep records of grease removal equipment maintenance, c) refuses reasonable access to the permittee's premise for the purpose of inspection, d) violates conditions of the permit.
- The City of Escondido may terminate the sewer connection to any premise if a violation of this ordinance is found to exist.

2. Plan Checks

The City's Building Inspection Department requires the installation of grease removal equipment on all new restaurant construction. The Pretreatment Program must be involved in the plan check process for both new construction and the remodeling of existing food service establishments.

SECTION II: PRETREATMENT PROGRAM PERMITTING PROCESS

All food service establishments within the City of Escondido are required to have a Class II Industrial User Permit to be able to discharge wastewater into the city sewer system. The Pretreatment Program issues these permits after an establishment starts operations. At this time there is a \$160 fee charged for those permits.

Food service establishments are defined as establishments where food is prepared or served for consumption by the public. This includes commercial as well as non-commercial (not for profit, governmental) establishments. Bars (that serve no food) and markets that sell exclusively pre-packaged food and unprocessed fruit and vegetables are excluded.

Permits are issued to the owner for a specifically named establishment at a particular location and are not transferable. As a condition of their permit, all permittees are required to notify the Pretreatment Program upon ownership or Management transfer. They are also required to notify the Pretreatment Program of any change in name, operations, equipment, or menu if a variance has been issued.

All permits include a set of general conditions imposed on all permit holders. In addition, they may also contain specific conditions applicable to a particular permittee. Generally all outstanding requirements are the objects of a permit condition.

The Pretreatment Program has the responsibility of initiating the permit issuance or renewal process. Normally, permits are issued following a site inspection. After the completion of the site inspection report and updating the Pretreatment Program database, requirements are issued if needed. A Program Supervisor reviews the establishment file. The Program Compliance Supervisor signs permits.

SECTION III: PRETREATMENT PROGRAM INSPECTION PROCESS

Pretreatment Program Inspectors are provided with monthly reports from the Business License Department listing the establishments that have renewed their business licenses, and by identifying the Land Use/S.I.C. Codes the businesses are identified within the database and scheduled for inspection process.

- Establishments that have recently changed name or ownership.
- Establishments that have been plan checked by Pretreatment Program and are now in business.

These inspections are done without notice and typically, during normal business operating hours. Every effort is made not to disrupt business activities during peak serving hours. This is a courtesy to businesses and is particularly appreciated by them due to the odor created when grease removal equipment is opened for inspection. A typical inspection consists of four to six stages:

1. The Interview

The interview is used primarily to obtain the administrative information required to issue a permit and for future communication with the establishment:

- Establishment name and address
- Precise ownership
- Mailing information
- Telephone information
- Name(s) of responsible contact(s)

The interview is also used to elicit general information regarding the establishments operations and procedures:

- Grease disposal procedures.
- Grease removal equipment maintenance procedure.
- Examination of grease removal equipment maintenance records.
- Hoods, floor and mat cleaning procedures.

2. Inspection and Evaluation

A. Establishments Without Grease Removal Equipment.

This stage of the inspection is used to determine whether or not grease removal equipment may in fact be required. Factors taken into consideration are:

- Whether or not any cooking (particularly the cooking of meat and/or chicken) takes place at the establishment.
- The presence of a deep fryer.
- Whether or not the establishment is 100% single service.

And for those establishments that had a plan check:

- Whether or not the establishment conforms to the description that was provided in the permit application.
- Whether or not grease removal equipment was required during the plan check.

If it is determined that grease removal equipment is not required, it will typically be under the condition that those (few) greasy/oily items that need cleaning, be thoroughly wiped prior to washing. Determination of “no grease removal equipment required” will be changed if the establishment changes its operation, or undergoes extensive remodeling, or discharges into a sewer main that experiences sewer spills.

If an Inspector determines that grease removal equipment is required, the onsite owner or owners representative is notified. An explanation of the requirement is given and they are advised that formal requirements will be issued in writing.

The inspection is concluded by making an inventory and a diagram of all plumbed fixtures used in food preparation and the clean-up process.

B. Establishments with Grease Removal Equipment.

The focus of this inspection stage is to insure that all plumbed fixtures are connected to grease removal equipment. The Inspector asks as to the use

of all the fixtures and their specific use. Applicable Pretreatment Program standards are used to determine which fixtures need to be intercepted.

The installation of grease removal equipment may be waived if it is only infrequently or secondarily used in a way that produces grease/oil in its wastewater and if the establishment commits to stop using the fixture for such a use. An example would be a vegetable prep sink, occasionally used to handle overflows from the pot sink. The commitment will be reflected in a form of a specific permit condition on the establishment's permit.

Other fixtures such as kettles and/or tilt skillets may also be allowed to operate without grease removal equipment, provided the management commits to manually discharge the wastewater into a fixer that is connected to grease removal equipment. This too is the object of a specific permit condition.

The next step is to determine whether or not the fixtures identified above are actually connected to the grease removal equipment. This can be done by visually inspecting the piping, examining "as built" drawings or by performing dye tests.

If an establishment is found not to be in compliance with Pretreatment Program standards, the inspection contact is informed as in A above. This stage of the inspection concludes with an inventory of the cooking equipment.

C. Storm Water Pollution Prevention

The food service establishment inspections are a good opportunity to remind management of their obligations and responsibilities with respect to storm water pollution. In particular, they are reminded of their obligation to discharge their wastewater from floor and/or matwashing, exclusively to the sewer system. Establishment representatives are asked to state explicitly how they ensure that all their wastewater is confined to the sewer system and their answers are noted on the inspection report.

D. Grease Disposal

Every establishment is required to state how they dispose of waste grease. The Pretreatment Program requires that any establishment that uses frying oil have a practicable method of disposing of such oil (typically a grease recycling barrel) to ensure that grease is not disposed of into the sewer or storm drain.

Every establishment that has a deep fryer is required to subscribe to an approved cleaning method in the event of a grease/oil spill.

3. Grease Removal Equipment Inspection

All outside grease removal devices are opened at time of inspection to evaluate their functional integrity and the adequacy of the maintenance methods and frequency.

A. Integrity

Factors taken into consideration are:

i. For interceptors:

- Integrity of Tee's, crossover pipes and standpipes.
- Proper venting.
- Integrity of the concrete structure.
- Integrity of the lids and seals.

ii. For Grease Traps

- Proper installation of a vented flow control device.
- Presence and proper installation of internal baffle(s).
- Internal vents are free of grease and debris.
- Integrity of lids and seals.

Any deficiency in the integrity of an interceptor or trap (unless fixed during the inspection) is made the object of a written requirement with a due date.

B. Adequacy of Maintenance

i. For Interceptors:

The approximate depth of the grease/oil layer in each of the interceptor's chambers is measured. All internal pipes are inspected for grease build up and the baffle(s) are examined for signs of past overflows. In the typical 2-chamber interceptor, the maximum grease build up in the last chamber is 1 foot. If maintenance records indicate that this figure will be reached prior to the next scheduled cleaning, a higher cleaning frequency is recommended or mandated. Other evidence of improper maintenance, such as grease build up at the outlet Tee is also grounds for more frequent pumping.

ii. For Grease Traps:

The approximate depth of the grease/oil build up at the top of the trap is measured. Given the date of the last cleaning and the cleaning frequency as provided by the maintenance records, it is possible to determine whether or not the grease retention capacity of the unit will be reached prior to the next scheduled cleaning. Where the cleaning frequency is found to be inadequate, a better frequency is recommended (and in some circumstances mandated) by the Inspector. If a Grease trap is found to have already exceeded its stated grease retention capacity, immediate cleaning is required. Immediate and/or more frequent cleaning may also be required if a trap is found to contain an unacceptable amount of food debris.

Table 1

TRAP CAPACITY	MAXIMUM DEPTH OF GREASE/OIL ALLOWED
20GPM/40LBS	Between 2" and 2 1/2"
25GPM/50LBS	Between 2" and 2 1/2"
35GPM/70LBS	Between 2 1/2" and 3"
50GPM/100LBS	Between 3" and 3 1/2"

Table 1 shows the correlation between trap capacity and allowable depth of grease/oil for some of the most current traps. However, it is important to note:

- The table figures are not applicable to all styles and makes of traps.
- Accumulation of debris is assumed to be minimal. If this is not the case, the actual thickness of the debris layer must be added to that of the grease layer to determine whether or not a trap has reached 100% of its capacity.

4. Inspection Reports

Every inspection results in a written report. This report reflects every inspection element mentioned above as well as any other fact or event that may be relevant to the evaluation of the establishment or may otherwise need to be officially noted. If applicable, this report will contain an explanation of actions taken and requirements issued. If a re-inspection is required, a due date will be assigned.

Following each inspection, all necessary information is entered in the computerized Pretreatment Program database and each establishment is assigned a descriptive code, i.e., Automotive-Residential-Food Service.

5. Re-inspection

Food establishments are subject to a re-inspection under the following conditions:

- The establishment was found not to be in compliance with Pretreatment Program standards (most typically because of poor grease removal equipment maintenance).
- Special procedures or limitations were imposed during a previous inspection.
- Requirements were issued.
- Grease trap/interceptor could not be opened.
- Maintenance could not be usefully evaluated because the units were not functioning properly or were almost completely filled with grease.
- A flow/dye test could not be performed because of the condition of the grease removal unit.

6. Additional Inspection

Any establishment may be subjected to an additional inspection if:

- It is the object of a complaint to the Pretreatment Program
- It discharges to a sewer main that has experienced a spill or blockage caused by grease.

The purpose of these inspections is multifaceted:

- To investigate and resolve the complaint (if applicable).
- To attempt to determine the cause(s) of the spill or blockage.
- To ensure that all establishments on an affected main remain in full compliance with Pretreatment Program requirements.
- To notify business operators of the fact that their establishment discharges to a problem main.
- To determine what remedial action(s) might be taken to prevent a recurrence of the problem. It is to be noted that establishments that discharge to a “problem” main will be subjected to more stringent retrofit standards than others.

These inspections will include every step of a regular inspection and, in addition:

- The interview stage will try to elicit information relating to many unusual event that may have taken place prior to the spill/blockage (i.e., fryer oil spill, jetting of internal lines or of the lateral, a sudden upsurge in business volume, problems related to the grease removal equipment, etc.)
- Each plumbed fixture is re-evaluated to determine its potential as a discharge point for grease.
- All business procedures (particularly: hood filter cleaning, floor and mat cleaning, fryer oil changing, used oil storage and disposal) are re-evaluated to determine their potential for causing grease to be introduced into the system.

SECTION IV: PRETREATMENT PROGRAM SPECIAL INVESTIGATIONS

Special investigations are initiated:

- Any time that a sewer blockage or spill is determined to have a contributing cause or when substantial amounts of grease are found in a sewer line during preventive maintenance cleaning.
- When a complaint of grease related problem involving a food service establishment is brought to the attention of the Pretreatment Program Inspectors.

I. SEWER SPILLS/BLOCKAGES

A Pretreatment Program investigation of a sewer spill/blockage consists of four stages:

1. Preliminary Stage

Special investigations are typically initiated when a spill, blockage or the finding of excess grease in the sewer. This is reported to the Pretreatment Program inspection team. The first stage of the investigation consists of determining whether any establishment in the Pretreatment Program database discharges to the effected main.

If a food establishment is found to discharge to a blocked main, a special investigation is formally initiated and logged into the Pretreatment Program database and the inspection process begins.

2. Initial Stage

The first step in any investigation is to draw a list of all food service establishments that discharge into the effected main. The file for each of these contributors is reviewed prior to the next stage.

3. Field Investigation Stage

Every contributor identified in the previous stage is the object of an additional inspection as outlined in Section III of this report.

- Discharge points that have previously been considered to have minimal potential for grease/oil discharge.
- Grease removal equipment maintenance. If an establishment's maintenance procedures are found to be inadequate, the inspector may

immediately mandate an increased cleaning frequency rather than seek voluntary compliance.

- Other investigative tools such as effluent sampling and/or the televising of the main or lateral may also be used to determine the cause of a spill/blockage.

The field investigation stage is also used to:

- Ascertain whether any unusual events have occurred in or around the establishment, such as accidental or deliberate dumping of grease or oil.
- Determine whether or not there are any food service establishments discharging into the main that were not previously on the Pretreatment Program database. Such establishments are inspected and entered into the Pretreatment Program database.

4. Final Stage

Following the field investigation stage, a report on each investigation is written and entered into the Pretreatment Program database. Whenever possible responsible establishments are identified and all necessary remedial actions are taken. A Pretreatment Program Supervisor reviews the results of any special investigation before being made final. All necessary requirements are promptly issued if applicable.

II. COMPLAINTS

All complaints brought to Pretreatment Program's attention are reviewed and, if appropriate, they are logged into the database and scheduled for an inspection. The inspector will perform an additional inspection of the relevant facility(ies) to determine the validity of the complaint and what remedial action, if any, needs to be taken. Requirements are issued if applicable.

SECTION V: PRETREATMENT PROGRAM PLAN CHECKS

As stated previously, the Pretreatment Permit Program should be involved in the plan check process on new or remodeling food service establishments. Business License Department should include the Pretreatment Program in the plan check process so as to insure that all plumbed fixtures are identified. Their potential for

discharging grease/oils into the sanitary sewer will be evaluated, and any remedial changes necessary will be noted. Plans are only approved when all required fixtures are shown to be connected to grease removal equipment of adequate size.

I. NEW CONSTRUCTIONS AND NEW TENANT IMPROVEMENTS

There are three different types of plan checks performed.

1. The Process

During this plan check Pretreatment Program Inspectors will:

- Check the establishment's address to verify that the proposed facility was not previously a food service establishment.
- Transfer all plumbed fixtures from the equipment schedule to the plan check form.
- Check the equipment plan and the need for grease removal equipment.

The criteria for this are as follows:

- New construction requires the installation of a grease interceptor (minimum capacity 1,500 gallons).
- Tenant improvements in existing buildings require the installation of grease traps (minimum size 50GPM/100LBS).
- Check plumbing drawings to ensure that:
 - All required fixtures are connected to grease removal equipment.
 - Location, correct size and approved detail of grease removal equipment is shown.

Satisfactory plans are approved and stamped "GRE REQUIRED". Unsatisfactory plans are stamped "CORRECTIONS REQUIRED" and the customer is given a list of corrections. These plans must be resubmitted to the Pretreatment Program.

2. Fixtures Requiring Grease Removal Equipment

The Pretreatment Program determines which plumbed fixtures are required to be connected to grease removal equipment because of their potential for grease discharge. Typical fixtures are:

- Pot Sinks
- Cook Sinks
- Utility Sinks
- Utensil Sinks
- Soak Sinks
- Pre-rinse Stations
- Chinese Wok Ranges
- Meat/Poultry Preparation Sinks
- Dishwashers (only if they can be connected to a grease interceptor 750 gallons or larger)
- Water Wash Hood Systems
- Soup/Steam Kettles and Tilt Skillets
- Chicken Rotisseries (plumbed)
- Mop Sinks
- Floor Sinks/Floor Drains (on cook line and scullery)

3. Grease Removal Equipment Sizing

Grease interceptors are sized based upon the Uniform Plumbing Code (UPC) formula:

1. Number of meals per peak hour x Waste flow rate x Retention time x Storage factor x Interceptor size

1. Meals served at peak hour

2. Waste flow rate:

with dishwashing machine	6 gallon flow
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without dishwashing machine	5 gallon flow
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single service kitchen	2 gallon flow
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food waste disposer	1 gallon flow
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3. Retention time:

Commercial kitchen waste	2.5 hours
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w/dishwasher single service kitchen	1.5 hours
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4. Storage factor:

Fully equipped commercial kitchen	8 hour operation: 1
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	16 hour operation: 2
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II. REMODEL OF AN EXISTING FOOD ESTABLISHMENT

When checking plans for remodeling of an existing food service establishment Pretreatment Program Inspectors will:

- Verify address and reference the establishment's file so that all existing conditions at the facility are known during the plan check.
- Verify the equipment schedule and document all new and existing kitchen fixtures on the Pretreatment Program plan check form.
- Verify the equipment plan against the equipment schedule.
- Determine if any additional grease removal equipment is required.

The criteria are as follows:

- A major remodeling of an existing facility requires the installation of a grease interceptor (minimum capacity 750 gallons). It is considered to be a major remodeling if the remodeling includes rebuilding a major portion of the establishment kitchen area.
- An existing establishment with existing grease removal unit(s) which is adding new fixtures that require grease removal equipment (see previous section) will either be required to connect these fixtures to an existing unit, or install additional units(s).

Check plumbing drawing to ensure that:

- All required new and existing fixtures are connected to grease removal equipment.
- Location and size and approved details are shown for all new grease removal equipment.

Approve plans or require corrections to be made. See Section I above.

III. RETROFITS

Retrofit requirements are made in the field during site inspections. These requirements are typically made on:

- Fixtures installed without the benefit of a plan check.

- Fixtures being used for a purpose other than originally intended (i.e., prep sink being used to wash dishes).
- Fixtures that were identified at a plan check as requiring grease removal equipment but were installed without it.

During a retrofit plan check Pretreatment Program checks plans or drawings to ensure that:

- Grease removal equipment is being connected to the proper fixture as required on the retrofit requirement form.
- Grease removal equipment is the proper size as required on the retrofit requirement form.

Section VI: PRETREATMENT PROGRAM REQUIREMENT PROCESS

As a result of a site inspection, requirements may be issued for an establishment. There are three main requirement categories:

1. Connection to Grease Removal Equipment

When an establishment is found not to have adequate sewer protection in place, it may be required to:

- Install a new grease removal unit to serve additional fixtures.
- Install a new grease removal unit of greater capacity.
- Connect additional fixtures to an existing grease removal unit.

Requirements are issued in writing and sent to the establishment owner. The requirement form also states the capacity of the unit required and lists the fixtures that need to be intercepted.

All installation requirements carry a due date. The due date is established taking into consideration a number of criteria:

- The urgency of correcting the problem (i.e., the degree of the likelihood that the unprotected fixture(s) will contribute to a sewer spill in the coming month if left unprotected).
- The cost and complexity of the installation.
- The means available to the establishment.

- Whether or not this requirement is the result of an unauthorized action by the establishment operator (i.e., removal of an existing grease trap).

If an establishment is unable to meet its due date, it will be allowed to negotiate a new due date with the inspector who issued the requirement. In assigning a new due date, the inspector will take into consideration all factors listed above plus any evidence of cooperation on the establishment side. The number and length of extensions granted are, within program guidelines, at the discretion of the Inspector and are subject to review by the Program Manager.

- Under normal circumstances due dates are not extended more than a year past the date the requirement was issued.
- In circumstance of extreme urgency, the Program Manager will restrict allowable extensions.
- Requirement due dates are not to be extended in the absence of any evidence of cooperation on the establishment side.

2. Correction of a Deficiency

Deficiencies in grease removal equipment fall into two categories:

- Installation deficiencies, the most common being the absence of an approved, vented flow control device on the inlet side of the unit (for grease traps).
- Loss of functional integrity, the most common being the loss of the internal flow diffusing baffle (for traps) and broken or missing internal piping (for interceptors).

These requirements also carry a due date and are handled in the same fashion as installation requirements above.

3. Maintenance Requirements

In the matter of grease removal equipment maintenance the Pretreatment Permit Program stresses voluntary compliance and cooperation over formal requirements and compliance action.

When an establishment's grease removal units are found not to be satisfactorily maintained, the Pretreatment Program Inspector will discuss available alternatives with the establishment operator and recommend a course of action. In most cases this will be the only action needed.

If maintenance is still unsatisfactory at the next inspection, the Pretreatment Inspector may try to gain voluntary compliance provided that it is satisfied of management's willingness to cooperate. Only when there is clear evidence that proper maintenance cannot be ensured by any other means will the Pretreatment Inspector issue formal maintenance requirements.

Grease removal equipment maintenance requirements fall into two categories:

- Mandated cleaning frequency.
- Periodic reporting of all maintenance activities during the covered period.

These requirements are communicated in writing to the establishment owner and are effective immediately and for an indeterminate time span. They may be canceled at the discretion of the Inspector who issued them if the establishment shows evidence of being committed to an on-going effective maintenance program.

SECTION VII: PRETREATMENT PROGRAM COMPLIANCE ACTIONS

When an establishment fails to meet a requirement due date or otherwise fails to comply with a Program requirement, compliance action may be initiated. It is the Pretreatment Program's policy to initiate compliance action only as a last resort when it has proved impossible to obtain an acceptable level of cooperation from an establishment. There are five levels of compliance action.

1. Notice of Correction

The primary reasons for the issuance of a Notice of Correction are:

- Failure to install grease removal equipment on a particular fixture or set of fixtures by an assigned due date.
- Failure to repair grease removal equipment by an assigned due date.
- Failure to properly maintain grease removal equipment.
- Failure to provide grease removal equipment maintenance records.

Correction Notices are issued to owners for a specific establishment and are normally hand delivered. A Notice of Correction requires that corrective action be taken by a specific date. Failure to comply will result in the issuance of a Notice of Violation.

2. Notice of Violation

Notices of Violation are issued to owners for a specific establishment and are sent by registered mail. A Notice of Violation requires that a corrective action be taken by a given date. Failure to comply will result in the issuance of a further Notice of Violation. Notices of Violation may require attendance at an administrative hearing in lieu of corrective action.

3. Administrative Hearings

There are two types of administrative hearings: preliminary and show cause. The Pretreatment Program Manager serves as hearing officer at all hearings. An establishment owner (or the owner's representative) is required to attend any scheduled hearing. Failure to attend a scheduled hearing may result in the issuance of an additional Notice of Correction.

A. PRELIMINARY HEARINGS

The goal of a preliminary hearing is to provide a formal setting wherein an establishment and the Pretreatment Program can negotiate a compliance schedule for the establishment. Typically, the Pretreatment Program will state then particulars of an establishment's non-compliance and state the legal and technical rationales for its requirements. The establishment is expected to explain the reasons for its non-compliance and submit its plan to achieve compliance.

As a result of the hearing, a detailed compliance schedule will be drawn, normally not to exceed three months. The establishment owner is notified in writing of the results of the hearing.

B. SHOW CAUSE HEARINGS

At a show cause hearing, an establishment is expected to show why, in the view of protracted non-compliance with its Pretreatment Program Permit and/or requirements, its permit should not be revoked. If, in the opinion of the hearing officer, an establishment has shown sufficient cause, a new compliance schedule is issued with a final due date no more than three months in the future.

Note that due dates issued at a hearing can no longer be extended or otherwise re-negotiated. Also, while show cause hearings typically arise from non-compliance with a due date issued at a preliminary hearing, the Pretreatment Program may, in exceptional cases, move directly to a show cause hearing.

If an establishment fails to meet its show cause hearing, no further Notice of Violation is issued and no further hearing is scheduled. Instead the establishment is moved to the permit revocation stage.

4. Permit Revocation

When an establishment fails to meet a due date imposed at its show cause hearing, the Pretreatment Program Manager issues a letter notifying its owner of Pending Permit Revocation. This letter will advise the owner that unless compliance is achieved by a specific date (no more than 15 days in the future) its Wastewater Discharge Permit will be revoked. It is the Pretreatment Programs policy to make every effort to hand deliver these letters to the owner or a designated representative.

If compliance has not been achieved by the date specified in the letter of Pending Permit Revocation, the establishment's permit is revoked and a notification of the fact addressed to the owner. Notice is thereby served that the establishment is operating without a valid Wastewater Discharge Permit and is ordered to cease any wastewater discharge related to any food preparation and/or service within seven days. The owner is also notified of the fact that the case may be referred to the City Attorney's office for prosecution.

5. Termination of Service

Disconnection of any industrial sewer connection shall be made within thirty (30) days of a determination that disconnection is the appropriate response.