



FIRE DEPARTMENT - CLASS 1 • FIRE AND ENVIRONMENTAL PROTECTION DIVISION  
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## FOOD SERVICE CHECKLIST

### Grease Control Devices, Stormwater Pollution Prevention, and Waste/Recycling Storage

Building Inspection Division Project No.: \_\_\_\_\_ Submittal Date: \_\_\_\_\_

Project Address: \_\_\_\_\_

Project Name: \_\_\_\_\_

#### **Purpose:**

Applies to any facility conducting commercial cooking operations, including dishwashing activities and equipment cleaning that generate grease-laden wastewater; and including waste and recycling storage for food service facilities. This checklist assists building permit applicants and those responsible for the design and installation of food service establishments to comply with Mountain View City Code (MVCC) Sections 35.32.3 and 35.33.11. *PLEASE NOTE: Plan review and permit inspection services are subject to fees. An invoice will be issued for plan review and inspections, and a receipt verifying fee payment will be required prior to plan approval.*

#### **Plan Submittal Requirements:**

**The plans submitted shall include this checklist completed with all requested information and referencing plan page numbers to obtain approval.** All plan submittals shall be processed by the Building Inspection Division of the Community Services Department, 500 Castro Street, City Hall, First Floor, or call 650-903-6313. The Building Inspection Division will route a plan set to the Fire and Environmental Protection Division for review.

1. Grease Interceptors (MVCC Section 35.33.11(I)(1)(c)), known as grease control devices (GCDs), shall be sized per California Plumbing Code (CPC) 1014 and 1015. All food service establishments must have a GCD size equal to or greater than the minimum size set forth in the following sizing criteria (refer to CPC 1014.3.6, "Sizing Criteria"). A single gravity grease interceptor (GGI) is preferred. A combination of a hydromechanical grease interceptor (HGI) and engineered systems is allowed in order to meet this code and other applicable requirements where space or existing physical constraints or buildings necessitate such installations (CPC 1014.1).
  - a. Plumb all drainage fixtures where fats, oils, and grease (FOG) may be a source shall drain to a GCD. Such fixtures include, but are not limited to:
    - (1) Prerinse (scullery) sinks;
    - (2) Three-compartment sinks (pot sinks) ;
    - (3) Drainage in dishwashing room;

- (4) Floor drains in dishwashing area and kitchens;
- (5) Prep sinks;
- (6) Mop (janitor) sinks;
- (7) Drains in outside areas designated for equipment washing;
- (8) Drains in trash/recycling enclosures;
- (9) Wok stoves, rotisserie ovens/broilers, or other FOG-generating equipment with drip lines; and
- (10) Kettles and tilt/braising pans and associated floor drains/sinks.

b. Confirm the following drainage fixtures and equipment do not plumb to a GCD. No facility is authorized to plumb high-temperature discharge lines or drainage fixtures that are not a source of FOG to a GCD, including, but not be limited to:

- (1) Dishwasher machines;
- (2) Steamers;
- (3) Pasta cookers;
- (4) Handwashing sinks;
- (5) Hot-well discharge lines from buffet counters and kitchens;
- (6) Ice machine drip lines;
- (7) Soda machine drip lines; and
- (8) Bar area discharge lines.

c. Plan Page No.: \_\_\_\_\_ GCD Calculation: Complete a sizing calculation.

**GCD Sizing Calculation:**

Drainage Fixture	DFU*		Quantity		Product	Total DFUs	GCD (gal)
Prerinse Sink	4	x		=		8	500
Three (3) Compartment Sink	3	x		=		21	750
Two (2) Compartment Sink	3	x		=		35	1,000
Mop Basin	3	x		=		90	1,250
Prep Sink	3	x		=		172	1,500
Floor Drain	2	x		=		216	2,000
Floor Drain in Garbage Enclosure	2	x		=		307	2,500
Floor Sink draining	2	x		=			
		x		=			
<b>Total DFUs:</b>							
<b>Sized at:</b>							

\* Drainage fixture unit (DFU).

d. Proposed size: \_\_\_\_\_ gallon(s) GCD for the facility based on the Total DFUs calculated.

- e. Plan Page No.: \_\_\_\_\_ Alternate GCD Design. If one interceptor, calculated using CPC 1014 and 1015 (sizing criteria for GCDs), is not feasible due to site constraints, alternative proposals with multiple GCDs in series may be acceptable. Provide a written explanation of the site constraints that prevent installation of an adequately sized GCD and how the proposed alternative will provide equivalent grease control. Include the explanation with the resubmitted plans for review by the Mountain View Fire Department (MVFD).
  - f. Plan Page No.: \_\_\_\_\_ If proposing a grease-monitoring device, provide the manufacturer's installation and monitoring specifications.
  - g. Plan Page No.: \_\_\_\_\_ Proposed GCD location, manufacturer specifications, and installation details.
  - h. Plan Page No.: \_\_\_\_\_ GCD access: All GCDs installed shall be in a suitable location to allow easy access for inspection, cleaning, and maintenance.
    - (1) All in-ground GCDs greater than 750 gallons shall select the option from a manufacturer with the most manholes or access ports; to allow visibility over inlet piping, baffle (divider) piping, and outlet piping to ensure accessibility for inspection, cleaning, and removal of all contents.
    - (2) If the existing GCD is proposed for future use, contact the Environmental Safety Protection Division for required inspection of the device(s).
  - i. Plan Page No.: \_\_\_\_\_ Sample Boxes: Shall be installed downstream of all in-ground GCDs and proposed device details must be included on the plans.
2. Plan Page No.: \_\_\_\_\_ Plumbing Diagram: Provide grease waste and sanitary sewer pipe locations on the plans.
  3. Plan Page No.: \_\_\_\_\_ Large Equipment Cleaning (MVCC Section 35.33.11(I)(2)): All facilities shall have a sink or other area connected to a GCD for cleaning floor mats, containers, exhaust hood filters and equipment. The sink or cleaning area shall be large enough to clean the largest mat or piece of equipment.
  4. Plan Page No.: \_\_\_\_\_ Garbage Enclosure Cover and Drainage (MVCC Section 35.33.11(I)(3)): Commercial or industrial generators of grease shall have a designed, covered, and enclosed area for all waste storage, recycle, and tallow receptacles:
    - a. Design to prevent:
      - (1) Water run-on or inside the area.
      - (2) Water and spills from escaping the area.

- b. Show on the plans:
    - (1) All proposed food service waste, recycling, and tallow containers.
    - (2) Cover for all containers proposed.
    - (3) Roof and ground surface flows, including inside and outside of the enclosure.
  - c. If there is a drain installed inside the waste/recycling storage enclosure, it shall be connected to a GCD. No water connections will be authorized without a drain.
5. Plan Page No.: \_\_\_\_ Attach a copy of a signed Grease Hauler service agreement for future service. Contents of GCDs shall be removed by a licensed third-party contractor (MVCC Section 35.33.11(I)(1)(d)).
  6. Plan Page No.: \_\_\_\_ Attach a copy of a signed Tallow Hauler service agreement for future service. Tallow shall be removed by a licensed third-party contractor (MVCC Section 35.33.11(I)(5)).

**Prohibitions:**

1. Dishwasher machines plumbed to GCD (MVCC Section 35.33.11(I)(1)(c)).
2. Food service establishments shall not install food grinders (disposers) or food scrap collectors (MVCC Section 35.33.11(I)(4)).
3. Addition of chemicals or products composed of enzymes, solvents, and surfactants into GCDs (MVCC Section 35.33.11(I)(1)(g)).

**Operations and Maintenance:**

Owners/operators are responsible for staff and contractors conducting work at the facility. Stormwater pollution prevention procedures and training shall be provided to all staff to ensure compliance (MVCC Section 35.32.3). Outside areas shall have proper housekeeping and never be the location for cleaning or discharging materials. All GCDs shall be maintained by the time 25% combined solids have been accumulated inside a GCD or by three months (MVCC Section 35.33.11(I)(1)(d)). Sewer lines to and from GCDs shall be kept in good repair and clear of any FOG accumulation. No FOG that has accumulated in a GCD shall be allowed to pass into any sewer lateral, the sanitary sewer system, storm drain system, or public right-of-way during maintenance activities.

**Records:**

Owners/operators are required to keep GCD maintenance and tallow service records on-site for three years and have available for inspections (MVCC Section 35.33.11(I)(1)(f)).