



70 Harbor Road

Port Washington NY, 11050

Tel: (516) 944-6100

www.pwwpcd.us

**PORT WASHINGTON
WATER POLLUTION CONTROL
DISTRICT**

Conditions of Grease Trap Permit

1. The permittee shall abide by all provisions of the Ordinances, Rules and Regulations of the Port Washington Water Pollution Control District.
2. This permit shall not relieve the permittee or installer from obtaining any additional permits required by law, ordinance or regulation of New York State, Nassau County, Town of North Hempstead or Incorporated Village.
3. The permittee shall maintain the grease trap and building sewer line up to the sewer main including the connection to the sewer main.
4. This permit must be kept on the premises, available for inspection at all times.
5. The permittee shall notify Port Washington Water Pollution Control District immediately in the event of any accident, change of conditions or other occurrence that occasions discharge to the sewer main. Failure to comply with this condition shall void this permit.
6. The permittee shall grant the Port Washington Water Pollution Control District or their authorized representative unfettered access to inspect the plumbing and grease trap system at the above referenced facility without prior notice to confirm conformance with District requirements. Any deficiencies found shall be corrected promptly by the permittee.
7. Any modifications to the grease trap system shall require submission of a new "Application for General Permit" to the Port Washington Water Pollution Control District and subsequent review, approval and inspection of the proposed work and re-issuance of Grease Trap Permit.
8. **GREASE TRAP MAINTENANCE AND PROOF THEREOF IS REQUIRED TO BE PERFORMED EVERY 30 DAYS AND SUBMITTED TO THE DISTRICT VIA EMAIL AT GREASETRAPS@PWWPCD.US.**



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PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT
APPLICATION FOR GENERAL PERMIT

APPLICANT INFORMATION:

Applicant Name: _____ ☐ Owner or ☐ Lessee of _____
Company Name/Affiliation (if applicable): _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Home Phone: _____ Business Phone: _____ Email: _____

SITE INFORMATION:

Name of Facility: _____
Site Address: _____
City: _____ Zip Code: _____ Town/Village: _____
Section: _____ Block: _____ Lots: _____

Estimated Opening Date: _____
Estimated Amount of Discharge: _____ Gallons per Day Hours of Operation: _____

LICENSED PLUMBER INFORMATION:

Company Name: _____
Licensed Plumber's Name: _____
Mailing Address: _____
City: _____ State: _____ Zip Code: _____
Business Phone: _____ Fax: _____ Contact: _____
License Number: _____ Issuing Number: _____

THE APPLICANT AND ANY PERSON OR FIRM EMPLOYED TO PERFORM THE WORK SHALL ABIDE BY ALL PROVISIONS OF THE RULES AND REGULATIONS OF THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT, AND MUST HAVE FILED WITH THE DISTRICT A PROPERLY EXECUTED BOND IN THE AMOUNT OF FIFTY THOUSAND DOLLARS (\$50,000.00), NAMING "PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT", AS INSURED.

TYPE OF WORK TO BE PERFORMED:

- ☐ Grease Trap ☐ Grit Interceptor ☐ Funeral Home
☐ Hair Interceptor ☐ Other

Refer to "Submittal Requirements for New Grease Trap and/or New Facility and
"Conditions of Grease Trap Permit" on District Website, PWWPCD.us

PERMIT APPLICATION "DEPOSIT-FOR-COST": "Deposit-for-Cost" is utilized for any District expenses associated with plan review, inspections, regulatory reporting, and administrative tasks. Any funds not utilized will be returned to the applicant following issuance of the permit. Should additional funds be required beyond the initial "Deposit-for-Cost", all work shall cease until required funds are received from the applicant.

☐ \$ 1,750 General Permit

PAYABLE BY CHECK OR MONEY ORDER TO: PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT

FOR DISTRICT USE ONLY

Application Fee: _____ Check Number: _____ Check Date: _____
Application Received by: _____ Date: _____
Investigated by: _____ Date: _____
Building Permit, from Town or Village of: _____ Date: _____
Inspection ID # _____ Issued by: _____ Date: _____
Work Inspected by: _____ Date: _____

PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT – PORT WASHINGTON, NEW YORK

PERMIT ISSUED UPON ACCEPTANCE OF THIS APPLICATION
WILL BE SUBJECT TO THE FOLLOWING CONDITIONS:

1. SUBMISSION OF AN ACCEPTABLE SKETCH (USE ATTACHED "PROPOSED SANITARY SERVICE CONNECTION SKETCH") OF THE PROPOSED BUILDING LATERAL CONNECTION.
2. THE INSTALLER SHALL ABIDE BY ALL PROVISIONS OF THE ORDINANCES, RULES AND REGULATIONS, AND STANDARD SPECIFICATIONS AND DETAILS OF THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT.
3. THIS PERMIT SHALL NOT RELIEVE THE PERMITTEE OR INSTALLER FROM OBTAINING ANY ADDITIONAL PERMITS REQUIRED BY LAW, ORDINANCE, OR REGULATION OF NEW YORK STATE, NASSAU COUNTY, TOWN OF NORTH HEMPSTEAD OR INCORPORATED VILLAGE.
4. THE PERMITTEE SHALL MAINTAIN THE BUILDINGS SEWER LATERAL TO THE SEWER MAIN INCLUDING THE CONNECTION TO THE SEWER MAIN.
5. ALL WORK MUST BE PERFORMED IN THE PRESENCE OF A PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT REPRESENTATIVE AND NO WORK SHALL BE COVERED PRIOR TO INSPECTION AND ACCEPTANCE BY THE DISTRICT.
6. SHEETING AND SHORING IS REQUIRED ON ALL TRENCHES GREATER THAN 5 FEET IN DEPTH PER OSHA/REGULATORY REQUIREMENTS.
7. POINT OF CONNECTION SHALL BE DETERMINED BY THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT.
8. PERMIT MUST BE KEPT ON THE PREMISES, AVAILABLE FOR EXHIBITION AT ALL TIMES DURING THE CONSTRUCTION OF THE WORK AND SHALL BECOME VOID UNLESS THE CONNECTION IS MADE WITHIN THIRTY (30) DAYS FROM THE DATE OF ISSUANCE. NO REFUND WILL BE MADE FOR PERMITS ISSUED AND NOT USED WITHIN THE GIVEN TIME FRAME.
9. THE PERMITTEE SHALL NOTIFY THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT IMMEDIATELY IN THE EVENT OF ANY ACCIDENT, CHANGE OF CONDITIONS OR OTHER OCCURRENCE THAT OCCASIONS DISCHARGE TO THE STREET SEWER. FAILURE TO COMPLY WITH THIS CONDITION SHALL VOID THIS PERMIT.
10. CESSPOOLS, SEPTIC TANKS OR OVERFLOW POOLS ARE NOT ALLOWED TO BE PUMPED, DRAINED OR DISCHARGED INTO THE STREET SEWERS. ABANDONED CESSPOOLS, SEPTIC TANKS OR OVERFLOW POOLS ARE TO BE PUMPED OUT AND BACKFILLED WITH CLEAN FILL IN ACCORDANCE WITH NASSAU COUNTY HEALTH DEPARTMENT REQUIREMENTS.
11. THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT MAKES NO WARRANTY WITH REGARD TO THE LOCATION OF THE BUILDING LATERAL OR POINT OF CONNECTION. THE LOCATION OF THE AFOREMENTIONED SHALL BE THE SOLE RESPONSIBILITY OF THE PERMITTEE.
12. ALL INSPECTIONS MUST BE REQUESTED IN WRITING AND BE SCHEDULED WITH THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT NO LESS THAN FORTY-EIGHT (48) HOURS IN ADVANCE.
13. THE PERMITTEE WILL BE RESPONSIBLE FOR ANY COSTS INCURRED BY THE DISTRICT RESULTING FROM THE ACTIONS OF THE PERMITTEE OR HIS CONTRACTOR(S) WHILE PERFORMING WORK UNDER THIS PERMIT. SHOULD THE SCOPE OF THE PROPOSED WORK REQUIRE REVIEW OF PLANS AND/OR ON SITE INSPECTION BY THE DISTRICT'S CONSULTING ENGINEER, THE COST OF THIS WORK WILL BE THE RESPONSIBILITY OF THE PERMITTEE. THE DECISION AS TO WHETHER THE CONSULTANT'S SERVICES ARE REQUIRED WILL BE MADE SOLELY AT THE DISCRETION OF THE DISTRICT, AND THE PERMITTEE WILL BE SO ADVISED.
14. **REFER TO THE ATTACHED "CONDITIONS OF GREASE TRAP PERMIT" FOR ADDITIONAL REQUIREMENTS FOR A GREASE TRAP**

THE OWNER OR LESSEE (PERMITTEE) AND THE LICENSED PLUMBER OR APPROVED CONTRACTOR, (INSTALLER) HAVE READ THE ABOVE CONDITIONS AND ALL OF THE RULES AND REGULATIONS OF THE PORT WASHINGTON POLLUTION CONTROL DISTRICT COMPLETELY AND THOROUGHLY. THESE CONDITIONS WILL GOVERN THE INSTALLATION AND OPERATIONS OF THE SANITARY SEWER BY THE PERMITTEE AND APPEAR ON THE FACE OF THE PERMIT WHEN ISSUED. THE PERMITTEE AND LICENSED PLUMBER OR APPROVED CONTRACTOR WILL BE HELD LEGALLY RESPONSIBLE FOR THE ADHERENCE TO ALL OF THESE CONDITIONS, AND ALL ORDINANCES, RULES, AND REGULATIONS OF THE PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT.

OWNER

Name: _____ Date: _____

Signed: _____ (If Not Individual Owner, Give Title) _____

Address of Owner or Lessee _____ City of Owner or Lessee _____ State of Owner or Lessee _____ Zip Code of Owner or Lessee _____ Telephone No. _____

PLUMBER OF CONTRACTOR

Name: _____ Date: _____

Signed: _____
Licensed Plumber

Address of Owner or Lessee _____ City of Owner or Lessee _____ State of Owner or Lessee _____ Zip Code of Owner or Lessee _____ Telephone No. _____

DISCHARGE INTO ANY BUILDING SEWER OR PORTION OF THE WASTEWATER FACILITIES OF THE DISTRICT OF STORMWATER, SURFACE WATER, GROUNDWATER, ROOF RUNOFF, SUBSURFACE DRAINAGE, UNPOLLUTED COOLING WATER OR POLLUTED INDUSTRIAL WASTE IS PROHIBITED.



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PORT WASHINGTON WATER POLLUTION CONTROL DISTRICT

Grease Trap Maintenance:

These methods of cleaning are for guideline purposes only: many traps are designed differently and require specific methods for cleaning. Consult the equipment manufacturer for instructions.

1. Grease traps should be cleaned when 25% of the liquid level of the trap is grease or oil, once a month minimum for point use traps and quarterly for large in-ground interceptors.
2. The cover should be removed carefully to avoid damage to the gasket.
3. Ladle off layer of grease and oil floating on top of the water.
4. Remove any baffles and scrape clean. After cleaning, the baffles can be rinsed off in the sink that flows to the trap.
5. Using a strainer, scrape the bottom of the trap to remove all non-floatable food particles and debris.
6. Clean the bypass vent with a flexible probe or wire.
7. Reinstall baffles and cover.

Note: The grease trap should be completely emptied once a month. Many establishments have an independent contractor that specializes in grease trap cleaning perform the work.

All interior grease trap installations are subject to state and local plumbing codes.