

ORDINANCE NO. 1819

AN ORDINANCE BY THE COUNCIL OF THE TOWN OF FRIDAY HARBOR ADOPTING THE FATS, OILS, AND GREASE (F.O.G) PROGRAM AND CREATING A NEW CHAPTER OF THE FRIDAY HARBOR MUNICIPAL CODE 13.22 FATS, OILS, AND GREASE PROGRAM.

WHEREAS, to continue providing excellent wastewater treatment, produce clean effluent, and to combat rising treatment and maintenance costs, the Town of Friday Harbor has developed a program to mitigate the impacts of fats, oils, and grease on the Town's sanitary sewer system at the source of production as defined by this Ordinance 1919 amending FHMC 13.22; and

WHEREAS, the Town of Friday Harbor desires to adopt a Fats, Oils, and Grease (F.O.G) Program; and

WHEREAS, it is the recommendation of the Public Works Director, Wastewater Treatment Plant Supervisor, and the Community Development Director that the Town adopt this F.O.G Program.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Town of Friday Harbor;

SECTION 1. A new program to manage fats, oils, and grease generated in the Town of Friday Harbor is adopted and a new chapter titled FATS, OILS, AND GREASE PROGRAM is created in Title 13 Public Utilities.

SECTION 2. Purpose

The purpose of this program is to enhance the beneficial public use of the Town of Friday Harbor's sanitary sewer facilities by preventing blockages of sewer lines and other components of the sanitary sewer system resulting from discharges of fats, oils, and grease (F.O.G).

SECTION 3. Applicability

The following regulations apply to all food service establishments (FSEs) and properties where FSEs are located, whether non-profit, commercial, or industrial, having any type of process providing food or drink for consumption.

SECTION 4. Definitions

1. Best Management Practices (BMP): Schedules of activities, prohibitions of practices, maintenance procedures and other management practices to prevent or reduce the introduction of pollutants, including Fats, Oils and Grease (F.O.G) to the sanitary sewer system.
2. Change in Operations: Changes at an FSE involving any one or combination of the following: (1) a change in ownership, (2) a change in the number of meals served or food type prepared at the FSE, (3) a change in operational procedure, (4) any change in

plumbing; (5) an increase in the net public seating area; (6) any change in the size of the facility or kitchen area; (7) any change in the size or type of food preparation equipment; or (8) changing or replacing any GRD.

3. Fats, Oils and Grease (F.O.G): Any substance such as a vegetable or animal product that is used in or is a byproduct of the cooking or food preparation or cleanup process, and that turns or may turn viscous or solidify with a change in temperature or other conditions.
4. F.O.G Discharge License: A license issued by the Town subject to the requirements and conditions established by the Town authorizing the licensee or FSE to discharge into the Town's sanitary sewer facilities or into a private sanitary sewer facility which ultimately discharge into the Town's sanitary sewer system.
5. F.O.G Servicing License: A license issued by the Town, subject to the requirements and conditions established by the Town, authorizing a service contractor to perform F.O.G servicing activities within the Town's jurisdiction.
6. F.O.G Servicing Contractor: A F.O.G abatement or plumbing contractor who has received a F.O.G. Servicing License from the Town to inspect, remove and dispose of F.O.G from GRDs, or perform activities that may discharge F.O.G to the Town's sanitary sewer system (i.e., FSE line maintenance, or jetting).
7. Food Waste Disposer, Food Grinder or Garbage Grinder (FWD): Any device installed in the plumbing or sewage system for the purpose of grinding food waste or food preparation waste. FWDs are prohibited for Food Service Establishment use within the Town of Friday Harbor.
8. Food Service Establishment (FSE): Facilities maintained, used, or operated for the purpose of storing, preparing, serving, manufacturing, packaging, or otherwise handling food for sale to other entities, or for consumption by the public, its members, residents, students or employees, and which has any process or device that uses or produces F.O.G, or grease vapors, steam, fumes, smoke or odors, including any real property on which the FSE is located.
9. Grease Removal Device (GRD): Any gravity grease interceptor, hydro-mechanical grease interceptor or other mechanism, device, or process, which attaches to, or is applied to, wastewater plumbing fixtures and lines, the purpose of which is to trap or collect F.O.G prior to it being discharged into the sanitary sewer system. Grease removal devices may also include any other proven physical method to reduce F.O.G subject to the approval of the Town.
 - a. Gravity Grease Interceptor (GGI): A multi-compartmental plumbing apparatus or appliance constructed in differing sizes, installed underground or outside the FSE, connected to a sanitary sewer system to intercept F.O.G from a wastewater discharge and identified by volume, thirty-minute retention time, baffle(s), a

minimum of two compartments, a minimum total volume of 1000 gallons, and gravity separation.

- b. Hydro-mechanical Grease Interceptor (HGI): A plumbing apparatus or appliance typically installed inside an FSE in a sanitary sewer system to intercept F.O.G from the wastewater discharge, and is identified by flow rate, separation, and retention efficiency. The design incorporates air entrainment, hydro-mechanical separation, interior baffling, and/or barriers in combination or separately, and one of the following:
 - i. External flow control, with air intake (vent): directly connected;
 - ii. External flow control, without air intake (vent): directly connected;
 - iii. Without external flow control, directly connected;
 - iv. Without external flow control, indirectly connected.
- 10. Licensee: Any individual, partnership, firm, association, corporation or public agency, including the State of Washington and the United States of America, that has received a license to perform F.O.G Service activities or an FSE licensed to discharge wastewater into the Town sanitary sewer system subject to the requirements and conditions established by the Town.
- 11. Stormwater System: A Municipal Separate Storm Sewer System (MS4) which consists of a conveyance, or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels, or storm drains): 1. owned or operated by the Town; 2. designed or used for collecting or conveying stormwater; 3. that is not combined with a sanitary sewer system and 4. that is not part of the Town's sanitary sewer system.
- 12. Person: Any individual, partnership, firm, association, corporation, or public agency, including the State of Washington and the United States of America.
- 13. Sanitary Sewer Facilities or System: Any conveyance, or system of conveyances (including laterals (side sewer lines), sewer mains, manholes, clean outs, and lift/pump stations) used for collecting, conveying, or pumping of wastewater.

SECTION 5. Prohibitions

- A. No person shall discharge, allow to discharge, or cause to be discharged into the sanitary sewer system F.O.G in violation of the F.O.G program.
- B. FWDs are not allowed. Existing FSEs with a FWD must remove or render the device inoperable within six (6) months of the effective date of this ordinance.

- C. No person shall discharge wastewater with temperatures in excess of one hundred forty (140°F) to any GRD. When needed, a cold-water regulator must be installed prior to the GRD in order to achieve temperatures below 140°F.
- D. No person shall use any additives (including but not limited to enzymes, bacteria, solvents, surfactants, caustics, acids or emulsifiers) for the purpose of emulsifying F.O.G or passing F.O.G through a GRD.
- E. No person shall dispose of waste cooking oil into any drainage pipe. All waste cooking oils shall be collected and stored properly in receptacles such as barrels or drums for recycling or other acceptable methods of disposal.
- F. Spillage of waste cooking oil while being transported to, held in, or removed from storage receptacles for disposal, recycling, or bio-fuel manufacturing shall be immediately contained and cleaned up using best management practices.
- G. Waste from toilets, urinals, or any other restroom area fixture or drain containing fecal materials is prohibited from being discharged to a GRD and must be discharged directly to the sanitary sewer system.
- H. Discharge of waste (including F.O.G and solid materials removed from GRDs), passively or actively (also known as "jetting"), to the sanitary sewer system is prohibited. An FSE will be held financially responsible for jetting activities occurring on their premises that discharge F.O.G or cause sewer overflows or other downstream obstructions to the sanitary sewer system.
- I. F.O.G removed from GRDs is prohibited from remaining at the FSE premises. FSEs shall have the collected F.O.G hauled offsite as part of their operation and maintenance requirements.
- J. F.O.G-laden wash-water from any clean-up process at an FSE is prohibited from being discharged to the Town's stormwater system. The wash-water must be discharged to a drain attached to a GRD and then into the sanitary sewer system.
- K. Any FSE who owns or operates a mobile restaurant, food stand, or coffee kiosk is prohibited from discharging any cooking process or clean-up wastewater to the Town's stormwater system. Any wastewater must be discharged to a GRD at the FSE's commercial kitchen or a commercial kitchen for lease or rent by the FSE.

SECTION 6. F.O.G Program Licenses

- A. All FSEs and properties where FSEs are located, whether non-profit, commercial, or industrial, having any type of process providing food or drink for consumption that generates fats, oils, or grease shall have a current F.O.G Discharge License.

- B. All F.O.G. Servicing Contractors (i.e. pump-out contractors) shall have a current F.O.G. Servicing License.
- C. To apply for a F.O.G program license, submit an application, on a form provided by the Town to the department of Community Development and pay the license fee.

SECTION 7. Pretreatment Requirements

- A. All FSEs are required to install, operate and maintain an approved and adequately sized GRD capable of maintaining compliance with the objectives of this program. The GRD shall be adequate to separate and remove F.O.G contained in wastewater discharges from FSE prior to discharge to the sanitary sewer system and enable the FSE to sustain a realistic and manageable site-specific F.O.G maintenance program as defined and set by the Town.
- B. Any GRD used to treat F.O.G shall be approved by the Town and shall be designed, constructed, installed and maintained such that they comply with all applicable Federal, State, and Town discharge limits and with all Town policies and rules, as amended.
- C. All fixtures, equipment, and drain lines located in the food preparation, alcohol service, clean-up and food service areas of an FSE shall be connected to the GRD.
- D. GRDs shall be subject to and sized and selected in accordance with the requirements of the GRD Sizing Form as provided by the Town. The selection of a GRD must meet the following criteria:
 - 1. Unless approved by the Town of Friday Harbor, new construction FSEs shall install external (outside kitchen area) GRDs appropriately sized.
 - 2. Any FSE that produces 275 pounds or less of F.O.G monthly is allowed to install an appropriately sized internal HGI.
 - 3. Any FSE that produces 275 pounds or more of F.O.G. monthly is allowed to install an appropriately sized external GRD.
- E. The Town may require, with written notification, an existing FSE to install, operate, and maintain a new GRD that complies with the requirements of this Chapter or to modify, repair, or replace a non-compliant GRD when any one or more of the following conditions exist:
 - 1. The FSE is found to be contributing F.O.G to the Town sanitary sewer system;
 - 2. The FSE does not have a GRD;
 - 3. The FSE has an undersized, non-repairable or defective GRD;
 - 4. Change in operations of the FSE, which requires a permit or approval to be issued by the Town or County;

5. The existing FSE is sold or undergoes a change of ownership; or
6. The existing FSE does not have plumbing connections to a GRD in compliance with the requirements of current building codes or with this Chapter.
- F. FSEs who own or operate a stationary food cart or other outdoor cooking establishment shall have the cooking and clean-up area of their site covered, bermed and drained to an approved on-site GRD. Installation and maintenance of the on-site GRD shall meet all the requirements of this chapter.
- G. A water source shall be available within 20 feet of an outside GRD for use in maintenance activities.
- H. No landscaping or obstructions are allowed within 8 feet of any access points or manhole covers of any GRD located outside the FSE.
- I. Any GRD located inside the FSE must provide enough space to access the unit for maintenance. A clear work area of 30" wide in front of the GRD and not less than the width of the GRD must be provided. The depth of the clear area shall be 36" and the work area shall extend from the floor to a height of 4 feet or 6" above the height of the GRD, whichever is greater.

SECTION 8. Maintenance Standards

- A. All GRD's shall be maintained in efficient and proper working condition at all times by the FSE at the FSE's expense. Maintenance of a GRD shall include removal of both floatable solids and settleable solids collected in the GRD as well as cleaning the walls and baffles of the device. The maintenance frequency shall be established such that F.O.G or food solids do not leave the GRD and enter the sanitary sewer system.
- B. All maintenance of exterior GRDs shall be performed by licensed F.O.G. Servicing Contractors.
- C. The frequency of cleaning will be determined by the Town at the time of application for a F.O.G Discharge License and may be partially based on appropriate accommodation of the volume of material collected or the capacity of the GRD installed. The FSEs are responsible for applying for a new F.O.G Discharge License prior to any changes or alterations to the cleaning schedule. Such changes or alterations must be approved by the Town before being enacted. If no maintenance frequency is set by the Town, the following minimum service frequencies shall apply:
 1. The minimum cleaning frequency for an HGI is weekly, however the Town recommends daily cleaning whenever possible.
 2. The maximum amount of time between cleaning an HGI with a volume of less than 151 gallons shall be 30 days.

3. The maximum amount of time between cleaning for all other GRDs shall be 90 days.
- D. No F.O.G or food solids that have accumulated in the GRD shall be allowed to pass into any sewer lateral, sanitary sewer system, storm drain, or public right of way during maintenance activities. The FSE shall be responsible for the proper removal and disposal, by appropriate and legal means of the captured material, and shall maintain records of the dates, amounts and means of disposal, all of which are subject to review by the Town at any time.
- E. Spilled oil or grease may be washed to the GRD via a berm and drain (this must be performed within 24 hours of occurrence). In no instance shall spilled grease or oil be washed to the Town's stormwater system or be allowed outside the bermed area.
- F. It is the FSE's responsibility to perform routine self-inspection and repair as needed of GRDs on their premises.
- G. It is the responsibility of the FSE to open and close a GRD for inspection by the Town.
- H. Written documentation of GRD maintenance shall be submitted to the Town via a standardized Maintenance Report form provided by the Town. The frequency for submitting such reports shall be determined by the Town based on the GRD. If no frequency is set by the Town, a Maintenance Report shall be submitted upon the conclusion of each inspection, GRD cleaning, or F.O.G disposal. The Town may implement an electronic or web-based reporting system, at which time all Maintenance Reports shall be submitted using this system.
- I. A written training log documenting training of all kitchen staff shall be available at all times for inspection by the Town. Training logs shall be kept for a period of at least three (3) years.
1. All employees are to be initially trained and then retrained annually thereafter.
 2. New hires are to be trained within 30 days of the initial hire date.
- J. Written (or electronic) pump out invoices shall be kept at the FSE premises and be available for a period of at least three (3) years and be available at all times for inspection by the Town.

SECTION 9. F.O.G. Servicing Contractors

- A. Any person providing maintenance services for GRDs within the Town shall have first obtained a F.O.G. Servicing License from the Town and must follow the Town GRD Cleaning Standards.
- B. A FSE shall use a licensed F.O.G Servicing Contractor for maintenance and cleaning of GRD's with a capacity greater than 90 pounds.

- C. When FSEs use a licensed F.O.G Servicing Contractor, the licensed contractor assumes responsibility for submitting the required and completed Maintenance Report and advance notice of the pump-out schedule to the Town.
- D. Licensed F.O.G. Servicing Contractors shall:
1. Submit a list of facilities pumped out for baseline data collection;
 2. Submit a pump out schedule to the Town at least seven (7) calendar days in advance of such activities;
 3. Adhere to the Town pump-out schedule, performing service within five (5) business days of the FSEs scheduled service date;
 4. Perform F.O.G service activities that meet Town standards;
 5. Accurately complete the F.O.G pump-out Maintenance Report form and submit the form to the Town and the FSE within five (5) business days of service; and
 6. Notify the Town of changes to any facility accounts within five (5) calendar days.
- E. Failure to consistently meet the performance standards outlined in this section shall result in termination of the F.O.G. Servicing Contractor license.
- F. If the Town implements an electronic data submission system, all contractors providing GRD maintenance activities within the Town boundaries shall be required to utilize such system for any required reporting form and data submissions and to adhere to the minimum standards set by the Town.

SECTION 10. Violation and enforcement.

A. A violation of this chapter is both a public nuisance and a Class 1 civil infraction subject to the process and provisions of Chapter 1.18 FHMC. Each day a violation exists may be treated as a separate violation.

B. FSEs shall come into compliance with this Chapter as follows:

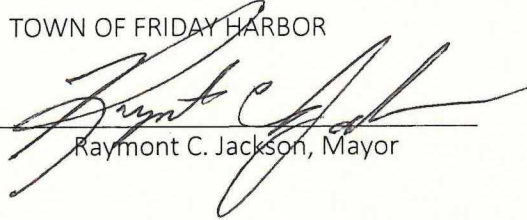
1. 30 days – Implement F.O.G Best Management Practices. For example, increased removal of grease from the GRD.
2. 90 days – Upgrade existing GRDs that do not require plumbing alterations.
3. 180 days – Install new or upgrade existing above ground GRDs that require plumbing alterations.
4. 360 days – Install new external or below ground GRDs or upgrade existing external or below ground GRDs.

5. The Town may approve a different compliance schedule than shown in (1) – (4) of this subsection on a case-by-case basis, based on demonstration of good cause.

C. FSEs that require structural changes to the building foundation, or retrofitting of slab solely to install a GRD may receive a waiver from the Town of Friday Harbor to connect floor drains or floor sinks to a GRD.

DULY PASSED AND ADOPTED this 7th day of August 2025.

TOWN OF FRIDAY HARBOR



Raymont C. Jackson, Mayor

SEAL of the
Town of Friday Harbor
ATTEST:



Jennifer M. Krembs, Town Clerk