

Town of Sheboygan  
Sanitary District No. 2 Sewer

Fat, Oil and Grease (FOG) Control Program (v4)

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Town of Sheboygan  
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Sheboygan, WI  
920-451-2320

**Town of Sheboygan Sanitary District No. 2 Sewer  
FOG Control Program**

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- Attachment B      Sanitary 2 FOG Trap and Grease Interceptor Guidance Plans
- Attachment C      List of Commercial and Industrial Dischargers

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**Section 1    Town of Sheboygan Sanitary District 2 Grease Trap Plan Purpose and Objectives**

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(a) The purpose of this program is to establish the Sanitary District 2 Fats, Oils & Grease Program (Ordinance 4.14 Prohibited Discharge and 4.21 Grease and Sand Interceptors), that provides standards for the design, capacity, installation, maintenance and administrative procedures required for grease interceptors, oil/water separators and sand/grit separators required by Wisconsin Administrative Code SPS 382.34 Wastewater Treatment and Holding Devices. This program also establishes inspections, enforcement procedures and fees associated with the Sanitary District 2 Fats, Oils & Grease Program as required by the agreement with the Sheboygan WWTF (Wastewater Treatment Facility).

All grease interceptors, oil/water separators and sand/grit separators and associated facilities shall be designed and constructed in accordance with the Wisconsin Administrative Code SPS 382.34.

(b) The objectives of the FOG (Fats, Oils & Grease) Program are to:

1. Limit the amount of fats, oils and grease discharged to the Sanitary District 2 sewer system and Sheboygan WWTF that may interfere with normal operation of pumps, conveyance systems and controls.
2. Improve operation of the wastewater collection and treatment system.
3. Reduce operation and maintenance costs.
4. Enable Sanitary District 2 to comply with the Wisconsin Department of Natural Resources environmental regulations, the Department of Safety and Professional Service Codes (DSPS) and with the agreement to meet the Sheboygan WWTF discharge requirements.

(c) Authority for implementation of the FOG is based on the agreement between The Sheboygan WWTF to treat wastewater as presented in the City of Sheboygan Code Section 122 and the Sanitary 2 Sewer Use and Sewer Service Ordinance. The Sheboygan WWTF has agreed treat District No. 2 sewage and Sanitary District No. 2 has agreed to establish and adopt necessary rules and regulations or ordinances at least in conformity with WWTF ordinances.

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**Section 2    Town of Sheboygan Grease Trap Plan - Definitions**

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The following words and phrases, when used in this Plan, have the meanings indicated below, except when the context clearly indicates a different meaning. Additional definitions that may apply are presented in the Town of Sheboygan Sanitary District Ordinances:

**Approved:** Describing a method or design acceptable to the Town of Sheboygan.

**CMOM:** Capacity, Management, Operation and Maintenance Plan.

**District 2:** The Town of Sheboygan Sanitary District 2 or any Authorized Designated Representative of the Town of Sheboygan Sanitary District 2.

**DPW:** The **Director of Public Works** for the Town of Sheboygan, acting directly or through an authorized designee.

**Floatable Oil:** Floatable oil is oil, fat, or grease in a physical state such that it will separate by gravity from wastewater by treatment in an approved pretreatment facility. Wastewater shall be considered free of floatable oil if it is properly pretreated, and the wastewater does not interfere with the collection system.

**FOG:** Fats, Oils and Grease (FOG) is the term used to describe materials that when disposed of in the sanitary sewer system, create a hard layer of material that can clog service laterals and main lines. The presence of FOG in the sewer system affects everyone in the community. These materials enter sewer pipes through restaurants and commercial and residential sinks. It can build up and stick to pipe walls, creating problems.

**Food Grinder:** Interchangeable term for garbage disposal.

**Food Service Establishment:** Any non-residential establishment primarily engaged in preparing, serving or otherwise making available for consumption foodstuffs and that use one of the following preparation activities: cooking by frying, baking, grilling, sautéing, rotisserie cooking, broiling, blanching, roasting or poaching. Also included are infrared heating, searing, barbecuing, and other food preparation activity that produces a hot, non-drinkable food product in or on a receptacle that requires washing. The facilities may include but are not limited to restaurants, bakeries, bars, fish markets, cafeterias, hotels, ice cream shops, motels, hospitals, nursing homes, grocery stores, churches, caterers, convenience stores, movie theaters, or other users as determined by Sanitary District 2.

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**Grease**: Material composed primarily of fats, oils, and grease (FOG) from animal or vegetable sources. Oil and grease includes but is not limited to petroleum oil, non-biodegradable cutting oils or products of mineral oil origin.

**Grease Interceptor**: A device designed to separate and retain fats, oils, grease and solids including food wastes and grease complexes prior to the wastewater exiting the interceptor and entering the sanitary sewer collection system. These devices also serve to collect settleable solids, generated by and from regulated activities, prior to the water exiting the interceptor and entering the sanitary sewer collection and treatment system.

**Oil/Water Separator**: A device designed to separate and retain petroleum based and other oils and grease from the waste stream, while allowing the remaining wastewater to discharge to the Town of Sheboygan Sanitary District 2 wastewater collection system.

**POTW**: Publicly Operated Treatment Works. This definition includes any devices or systems used in the collection, storage, treatment, recycling and reclamation of sewage or industrial wastes of a liquid nature and any conveyances which convey wastewater to a treatment plant. This definition includes public sewers, gravity sewers, manholes, pump stations, force mains, laterals and all other related appurtenances.

**Sheboygan WWTF**: The Sheboygan Regional Wastewater Treatment Facility 3333 Lakeshore Drive, Sheboygan WI 53081 serves residents in seven local communities. The facility is operated and maintained by the City of Sheboygan.

**Town**: The Town of Sheboygan or any Authorized Designated Representative of the Town of Sheboygan.

**User**: Any person or establishment who contributes, causes, or permits the contribution of wastewater into the Town of Sheboygan Sanitary District 2 wastewater collection system.

**Wastewater**: The spent water of a community. From the standpoint of source, it may be a combination of the liquid and water carried wastes from residences, commercial buildings, industrial plants and institutions, together with any inflow and infiltration from groundwater, surface water and/or storm water that may be present.

**Wisconsin Plumbing Code**: The Plumbing section of the most current adopted edition of the Wisconsin Administrative Code (SPS 382).

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**Section 3 Town of Sheboygan Sanitary District 2 Grease Control Plan and Oil Water Separator General Requirements**

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- (a) Food preparation and service establishments shall direct wastes containing fats, oils and grease to an approved grease trap or interceptor prior to discharging to the Sanitary District 2 wastewater collection system.
- (b) Non-residential customers who have the potential to discharge wastes containing petroleum or other oil and grease including, but not limited to, car washes and automotive related facilities, shall direct such wastes to an approved oil/water separator prior to discharging to the Public Wastewater Collection and Treatment System. Other users may be required by the DPW to install an approved grease interceptor or oil/water separator, as appropriate, for the proper handling of wastes containing fats, oils and grease exceeding the numeric local limit established in the Sanitary District 2 Ordinances and by the Sheboygan WWTF.

Sinks, traps and floor drains that discharge or have the potential to discharge oil and grease shall be connected to a grease and sand/grit interceptor according to City of Sheboygan Code Sec 122.305. All interceptors shall be of a type and capacity approved by the Sheboygan WWTF or Sanitary District 2/DPW and located as to be readily accessible for cleaning and inspection.

Solid food waste products need to be disposed through normal solid waste/garbage disposal. The use of garbage disposals is discouraged since it decreases the operational capacity of grease. If used, garbage disposals shall comply Sanitary District 2 Ordinance 2.22 Ground Garbage and shredders, Sheboygan WWTF 122.298 b 4, and SPS 382.34 (4) AND (5).

All sewer flows from toilets, urinals, lavatories or non regulated processes etc. shall not be discharged into the grease interceptor. These flows shall be conveyed separately to the sanitary sewer service lateral.

- (c) New food service establishments, automotive or other related facilities with the potential to discharge fats, oils or grease to Sanitary District 2 Wastewater Collection System shall install an approved grease interceptor or oil/water separator in accordance with the State Administrative Code SPS 382 and local ordinances.
- (d) Existing food service establishments or automotive related facilities with the potential to discharge fats, oils or grease to Sanitary District 2 Wastewater Collection System, without an existing grease interceptor or oil/water separator currently in use, shall install an approved device by a compliance date determined by the DPW and the Sheboygan WWTF.
- (e) Existing food service establishments, automotive or other related facilities with

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an existing grease interceptor or oil/water separator shall be permitted to continue using their current device, provided regular inspections determine the facility is in compliance with the conditions of the State Administrative Code and local ordinances as well as being regularly cleaned and properly maintained. If the grease interceptor or oil/water separator is found by the DPW to be out of compliance or if the facility is renovated, expanded, sold or undergoes change of ownership, replacement or addition shall be required with a device meeting the requirements of this manual. If general use of a facility changes and warrants the need for a grease interceptor or oil/water separator to meet the new demand, a replacement or addition shall be required with a device meeting the requirements of this manual.

- (f) Grease interceptors and oil/water separators shall be installed, cleaned, maintained and repaired by the user in accordance with the requirements of the State Administrative Code and local ordinances and solely at the user's expense.

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**Section 4    Town of Sheboygan Sanitary District 2 Grease Trap Plan Design, and Capacity**

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Adequate legal authority is the foundation of a successful CMOM Program. Design, location, and capacity of oil and grease traps and associated facilities need to comply with Wisconsin SPS 382.34 in addition to the City and Town of Sheboygan Ordinances. They include but are not limited to the following:

Grease interceptors and oil/water separators and associated facilities shall be designed and constructed in accordance with the Wisconsin Administrative Code SPS 382.34. They shall be located upstream from the sanitary sewer service connection for easy access for maintenance, repair, inspection and service (SPS 382.34 (g). (See also section 5).

Wastewater treatment and holding devices regulated under SPS 382.34 include but are not limited to:

- Wastewater holding devices, interceptors, catch basins and similar devices.
- Garage and vehicle service areas, car washes, pressure washes, catch basins and floor drains.
- Sand and Grit Traps
- Grease and oil treatment from food processing.
- Under sink grease traps

Commercial dishwashers, pressure washers, and garbage grinders/disposals must be connected to the grease interceptor. Interceptors must be sized to allow enough detention time to allow water to cool and grease to solidify and float to the top of the interceptor.

Interior and under the sink or grease traps may be installed at a location approved by the Sheboygan WWTF and Sanitary District 2 with approval by the DPW.

Grease Trap capacity can be estimated based on SPS 382 or professional resources for sizing commercial interceptors and can be used to provide capacity of grease traps.

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**Section 5    Town of Sheboygan Sanitary District 2 Grease Trap Plan Installation  
and Location**

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Grease interceptors and oil/water separators shall be installed in accordance with the manufacturer's instructions, the Sheboygan WWTF, Sanitary District 2 Ordinances, and the Wisconsin Administrative Code SPS 382.34(g).

- (a) Grease interceptors and oil/water separators shall be installed by a properly licensed plumbing contractor at the sole cost of the user. All new or replacement units shall be inspected by Sanitary District 2 or an authorized representative during the installation process.
- (b) Grease interceptors and oil/water separators shall be installed in a location as close as possible to the source of grease and which provides immediate access at all times for cleaning, maintenance and inspections. Sanitary District 2 or district authorized designee shall approve the location prior to installation.
- (c) Grease interceptors and oil/water separators shall be installed in the facility's lateral sewer line between all fixtures (sinks, dishwashers, etc.), which may introduce grease into the sewer system and the connection to the Sanitary District 2 wastewater collection system.
- (d) Any requests for extensions to the required installation or compliance dates established by the DPW shall be made in writing to the DPW. The written request shall include the reasons for the user's failure or inability to comply with the compliance date set forth, and the additional time needed to complete the installation.

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**Section 6 Town of Sheboygan Sanitary District 2 Grease Trap Plan Cleaning and Maintenance**

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Cleaning and maintenance of the grease interceptor, grease trap or oil/water separator shall be the responsibility of the user and provided at the user's expense.

- (a) Cleaning shall include the complete removal of all contents, including floatable materials, wastewater, bottom sludge, solids and debris.
- (b) Maintenance shall include all activities, including repairs, required to ensure the grease interceptor or oil/water interceptor is in proper working condition and functioning as intended by the device manufacturer. Maintenance includes ensuring inlet and outlet tees are in place and unobstructed, vents are unobstructed, baffles are in place and lid seals are tight. Maintenance records should include:
  - Facility name, address, contact person, and phone number
  - Date condition of interceptor after pumping including repairs needed.
  - Name, license number and phone number of the hauler
  - Dates maintenance was performed
- (c) Grease interceptors and oil/water separators shall be inspected and pumped or cleaned out completely at a minimum frequency of once per year or at a frequency determined by the DPW. Routine cleaning and pumping shall be performed by a qualified licensed hauler at a frequency required by the occupant's use or as directed by DPW. To maintain operation, documentation of inspections and cleaning must include information outlined in Section 7.
- (d) Repairs required by the DPW shall be completed within a time frame approved, in writing, by the DPW. The user shall be responsible for the scheduling and cost of all repairs.
- (e) Wastes removed from each grease interceptor or oil/water separator shall be disposed at a facility or location permitted to receive such wastes. In no way shall the wastes be returned to any portion of the Public Wastewater Collection and Treatment System without prior written approval from the DPW.

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**Section 7    Town of Sheboygan Sanitary District 2 Grease Trap Plan  
Administrative Procedures**

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- (a) The user shall maintain a record log of cleaning and maintenance activities for each grease interceptor and oil/water separator that includes the following information:
  - 1) Generator information: facility name, contact person, address and phone number
  - 2) Date condition of interceptor after pumping including repairs needed.
  - 3) Transporter information: company name, license number contact person, address and phone number.
  - 4) Waste disposal site information including: company name, permit number, contact person, address and phone number.
  - 5) Pumping information: date, time, volume pumped, transporter name, transporter signature, witness name and witness signature.
  - 6) A copy of the shipping manifest from the waste hauler. Documentation must be retained for no less than 3 years and be available for inspection upon request.
  - 7) Maintenance Information: date, description of maintenance, name and signature
- (b) The current cleaning and maintenance logs, including all activities for the previous 12 months, shall be available in a conspicuous location, easily visible and accessible to DPW. Upon request the logs need to be submitted to the DPW. Example logs are presented in Attachment A.
- (c) The user shall maintain a file of records and other documents pertaining to the facility's grease interceptor or oil/water separator. This file shall include, but is not limited to, the as-built drawings, record of inspections, log of cleaning and maintenance activities and receipts, pumping company information, disposal information, and monitoring data. Records shall be kept on-site for a minimum of three years (Section 14.03) and be available for inspection and review by DPW upon request.

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**Section 8 Town of Sheboygan Sanitary District 2 Grease Trap Routine Inspections**

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The user shall permit the DPW to enter and conduct facility inspections at any time without notice as a condition of being served by Sanitary District 2. Any plumbing or equipment installations or repairs shall be inspected by licensed inspectors as specified in SPS 382.21 and City and District ordinances.

Routine inspections may be conducted by DPW on all facilities containing grease interceptors or oil/water separators on a schedule established by the DPW.

Inspections are conducted to ensure compliance with the requirements of this policy and to ensure adherence to proper cleaning and maintenance schedules. If a problem arises, such as line stoppages or increased maintenance of the Public Wastewater Collection and Treatment System, or if a violation is noted during the routine inspection, inspections may be conducted more frequently as determined by the DPW.

**Section 9 Town of Sheboygan Sanitary District 2 Grease Trap Plan Enforcement**

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The Sanitary District 2 shall enforce the provisions of this Fats, Oils & Grease Program Manual, in accordance with the provisions of Sections 12 Violations, Abatement Procedures and Penalties of the Sanitary District 2 ordinances.

Enforcement and fines are designated in the Sanitary District 2 Ordinance Section 12

**Section 10 Town of Sheboygan Sanitary District 2 Grease Trap Plan Program Fees**

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Fees for permitting and installation of General Plumbing apply to traps and separators covered by this plan. See Appendix A to Section 10 of Sanitary District No. 2 Ordinances.

The operator is subject to standard operation, maintenance, replacement and user charges specified in the Sanitary District 2 Sewer Use and Service Ordinance.

In addition, Sanitary District 2 may adopt, by resolution, other reasonable fees as deemed necessary to carry out the requirements set forth in this article. These fees relate solely to the matters covered by this article and are separate from all other fees, fines and penalties assessed by the Sanitary District 2. These fees are charged to recover the costs incurred by the Sanitary District 2 to implement and enforce the Fats, Oils & Grease Program.

## Town of Sheboygan Sanitary District 2

## Attachment A

## Grease/Grit/Sand Trap Maintenance and Cleaning Log

Establishment Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

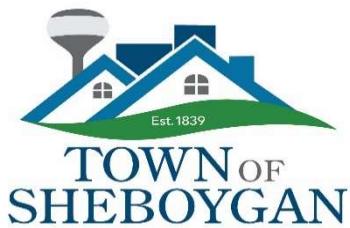
Address: \_\_\_\_\_

Contact Phone:

Report Period \_\_\_\_\_ to \_\_\_\_\_

Per Town Ordinance upon request a copy of this form shall be completed and mailed, faxed or delivered to:

Town of Sheboygan Sanitary District 2  
4020 Technology Parkway  
Sheboygan, WI 53083  
Fax: 920-451-2323



## Town of Sheboygan Sanitary District 2 Grease Trap/Interceptor Guidance

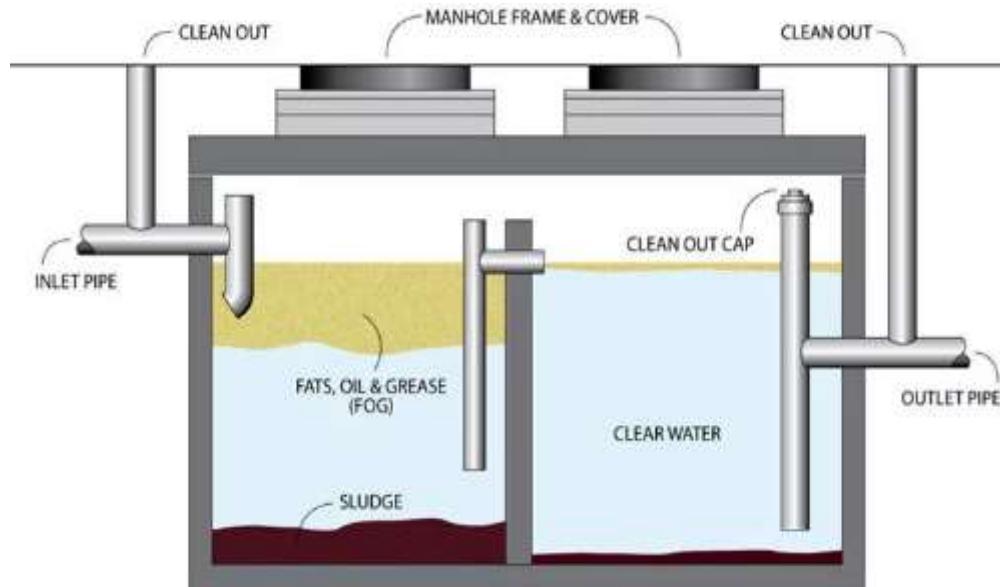
The Town of Sheboygan Sanitary District 2 has implemented a grease trap and interceptor monitoring program to control discharge fats, oil, grease and solids that may cause sewer lines to block up resulting in backups and overflows to your basement and the environment. The program covers all forms of oil, grease and solids traps such as Under Sink Kitchen Grease and Solids Traps, Garage Floor Sand and Grease Traps and Drains and Grease Interceptors. The program applies to all establishments serving or processing food including but not limited to bars, restaurants, schools, stores, automotive and small engine service stations.

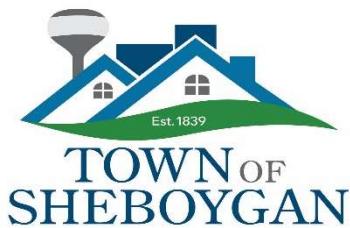
The interceptor and grease trap program is established to ensure compliance with Sanitary District 2 Ordinance 4.21 and SPS 382 of the Wisconsin Administrative Code. This program establishes permitting, design, installation, cleaning, maintenance, inspections, recordkeeping, and reporting to effectively limit the amount of oil, grease and solids discharged to the sanitary sewer system.

Compliance with this Grease Trap/Interceptor Program is demonstrated by completion of periodic maintenance and inspections. Compliance Logs to be used to demonstrate proper installation, maintenance and compliance are provided on the Town of Sheboygan Website or can be picked up at the Town Hall Office. An annual inspection, cleaning and maintenance is required, at a minimum; however, may be more frequent based on usage. Inspection Logs must be available for Inspection by Sanitary District Staff upon request. For more information contact Sanitary District 2 at the Town of Sheboygan Town Hall.

Failure to comply with installation, maintenance and inspections of Grease Traps and Interceptors can result in fines and enforcement by Town of Sheboygan Sanitary District 2.

Example Grease Trap/Interceptor:





# GREASE ALERT!!!

## NO F.O.G. DOWN THE SINK!

KITCHEN GREASE IS A MENANCE TO SEWER PIPES. Liquified animal fats, grease and vegetable oils poured into drains solidify and clog pipes. This may block sewer lines resulting in backups and overflows into your basement and environment.

### COMMERCIAL CUSTOMERS SHOULD:

- Dispose of all fats, oils and grease in an approved recycling bin.
- Clean and inspect existing grease traps as sufficient.
- If needed, install a grease trap or interceptor with commercial food grinder and separator.



### RESIDENTIAL CUSTOMERS SHOULD:

- Do not dispose grease and oil down the drain.
- Mix fats, oils or grease with sorbent materials such as cat litter in a covered container and dispose of trash.
- Keep drains clear using commercial products. Do not let food scraps or solids go down the drain!
- Take larger amounts of cooking oils or grease to a recycling center.

