



**City of Millbrae Pretreatment Program
WASTEWATER DISCHARGE PERMIT APPLICATION
Food Service**

400 E. Millbrae Ave.
Millbrae, CA 94030
650.259.2397

Incomplete forms will result in delay of permit approval.

Applicant: _____
Complete Legal Company Name

Business Phone number: _____

Business Address: _____
Street _____ City _____ State _____ Zip Code _____

Mailing address: _____
Street _____ City _____ State _____ Zip Code _____

Check one: Landowner Lessee

If you are lessee, include contact information of the property owner and/or the manager
of the property. Check one: Owner Manager

Name and Title _____ Address _____ Phone _____

Email Address _____

Person to contact regarding application and reporting (Manager, Supervisor, etc.):

Name and Title _____ Address _____ Cell Phone _____

Email Address _____

Person responsible for compliance with this permit (Owner, President, etc.):

Name and Title _____ Address _____ Cell Phone _____

Email Address _____

Hours of operation: _____ Days of operation: s M T w T F s

Number of employees: _____

What is your average monthly water use in gallons? _____ (1 unit = 748 gallons)

Restaurant Food Manufacturing Wholesale Retail

Garbage Grinder/Disposal: Yes No

Roaster: Yes No

Wok Stove: Yes No

What percent of cooking is done with woks? _____

Deep Fat Fryer: Yes No

What percent of cooking is done with fryers? _____

Grease Removal Device(s): Yes No

Location of all grease trap/interceptor(s): _____

If yes, indicate the liquid capacity (size) in gallons: _____

Frequency of cleaning: _____

Name of company performing trap/interceptor cleaning: _____

If, cleaned in house, describe cleaning and disposal procedures:

Dishwasher: Yes No Connected to Grease Removal Device Yes No

Dishwasher: Heat sanitation (Temperature: ____) Chemical sanitation Both

Food waste disposed: Garbage Disposal Trash container Other: _____

Mop Sink: Yes No

Used Oil/Tallow Bin: Yes No Secondary Containment: Yes No

Name of Tallow Company who will pick up used cooking oil? (If not using company, describe disposal procedures.)

Describe any other food preparation or cooking practices which use grease or cooking oil.

Please describe, if any, washing activities outside of facility (i.e. wash down of trash area, washing of floor mats etc.)

Describe any activity that discharges wastewater (i.e. dish washing, food equipment sanitation, mop water etc.)

KITCHEN/FOOD PREPARATION LAYOUT REQUIRED FOR ALL NEW BUILDINGS OR TENANT IMPROVEMENT SUBMITTALS

Attach a kitchen floor plan showing all plumbing fixtures.

Show the location of all sinks (hand, pots & pans, prep), floor sinks, dishwashers and disposals including sewer plumbing diagram. Also indicate location and plumbing plans for all grease removal devices (grease traps/interceptors). Building plumbing blueprints with equipment location indicated are acceptable.

Attach current or planned menu.

This document must be signed by the most responsible person of the organization applying for the discharge permit. This includes the owner, president, corporate officer, or any other representative of the organization in a decision-making capacity. The person signing this document is legally responsible for all information contained herein, and becomes liable for any and all future enforcement actions.

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

SIGNATURE

DATE

PRINT NAME

TITLE

Please retain a copy for your records and submit original application to:

City of Millbrae
Water Pollution Control Plant
Pretreatment Program
400 East Millbrae Avenue
Millbrae, CA 94030

Questions? Please contact:

Cliff Ly
Environmental Compliance Inspector
650.259.2397 or cly@ci.millbrae.ca.us