



**CITY OF COOS BAY**  
Public Works & Community Development Department  
500 Central Avenue, Coos Bay, Oregon 97420  
Phone 541-269-8918 Fax 541-269-8916

Date Received: \_\_\_\_\_

## FOG MANAGEMENT PROGRAM VARIANCE REQUEST FORM

<b>Company Information</b> Name _____ Physical Address _____ Mailing Address _____
<b>Requester's Name:</b> Last _____ First _____ Position/Title _____ Email _____ Phone _____
<b>Facility Owner's Name (if different from Requester)</b> Last _____ First _____ Phone _____ Email _____
<b>Property Owner's Contact Info (if different from Requestor &amp; Facility Owner)</b> Last _____ First _____ Phone _____ Email _____

A user unable to meet the applicable requirements of the FOG Management Program may request a variance. Users may request and be granted a variance by the city to deviate from the minimum or maximum pretreatment device cleaning frequency or minimum private pump station cleaning frequency as specified in the Coos Bay Municipal Code (CBMC) 13.25

Per CBMC 13.25.110 (Pretreatment device maintenance and reporting requirements) all pretreatment devices shall be cleaned by a professional and maintained by the user at the user's expense. Outdoor grease interceptors shall be cleaned and inspected at least once every three months. Indoor grease interceptors shall be cleaned and inspected at least once a month or every 30 days.

Users shall submit the following to have a deemed complete variance request form:

1. Explanation of why the user should not be required to meet the standards or rules, in CBMC 13.25 FOG management program, and why the suggested/proposed cleaning is appropriate for their discharge.
2. A copy of all facility menus or list of all foods prepared and/or cooked and beverages prepared, brewed, or served on the premises, or a list of services performed at the facility.
3. An updated Coos Bay FOG Management Program User Information Survey form.
4. Copies of all waste disposal manifests (where applicable) for all pretreatment devices or private pump stations located on the user's premises (and serving the user) for the last 12-month period.
5. Copies of all user maintenance logs for all grease interceptors or private pump stations located on the user's premises for the last 12-month period.

Please use the area below, or attach additional pages, to describe your current cleaning and maintenance schedule for your pretreatment device(s).

Please use the area below or attach additional pages for your explanation for deviating from the cleaning and maintenance standards set forth in the FOG management program, and why it is appropriate for your discharge.

Please use the area below or attach additional pages for your proposed changes to the cleaning and maintenance of your pretreatment device(s) that differ from the schedule requirements in the FOG management program.

Users who violate the terms of an approved variance will be in violation of those rules and subject to notice of violation and enforcement issuance pursuant to CBMC 13.15.260 13.15.270 and 13.15.280. The user understands that any variance may be revoked at any time if user fails to comply with the Coos Bay FOG management program requirements or changes in the nature of the wastewater discharged to the pretreatment device, or by the pump station facility, that impacts or has the potential to impact wastewater quality in a manner that increases fats, oils and grease discharges from their wastewater system.

By signing below, you have read and understand the FOG management program and are the authorized representative for the above business to apply for this variance request.

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Print Name

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Signature

It is anticipated that the user will receive a variance determination within 30 days from the receipt of the request unless changes pursuant to CBMC 13.25.150.3.e. Submittal of this variance request does not ensure approval.