



Fats, Oil & Grease Discharge Control - Operating Permit Application

INSTRUCTIONS: Provide the appropriate information for all fields denoted as required in each section of the form. Incomplete applications will NOT be accepted by the department until all required information is provided. Refer to the permit application guidelines sheet for submittal instructions and guidance for the adequate completion of this form.

A. Application Type (select all that apply)

New Business/Operator (includes transfers of ownership or name change of an existing permitted facility)

Modification of Existing Permitted Facility (includes modifications to FOG control devices, modifications to facility size/area and changes)

B. Applicant Information

¹Applicant (corp., LLC, LLP, sole proprietor) ^{**} : _____

Applicant Mailing Address ^{**} : _____

²Authorized Representative Name ^{**} : _____ Title ^{**} : _____

Email ^{**} : _____ Phone No. ^{**} : _____

^{**}Denotes Required Field

- 1) If applicant is a company, corporation, partnership or similar, the name specified in the "applicant" field shall match the name of the corporate entity that is registered with the State of Florida Division of Corporations. If a fictitious name is also used, such name shall be preceded by the name of the entity or individual (if sole proprietor) that owns the fictitious name. For example, "ABC, Inc. d/b/a XYZ Store", where "ABC, Inc." is the name of the registered entity that owns the registered fictitious name "XYZ Store". Please refer to www.sunbiz.org for the listing of corporate entities and fictitious names registered with the State of Florida Division of Corporations
- 2) A separate letter of authorization shall be attached to the application form if the individual specified is not a registered officer of the corporate entity applying for the permit. This requirement is not applicable if applicant is a sole proprietor provided that the sole proprietor is the individual signing the form. Note that names of contractors, expediting services providers, or any other individual providing similar services that is not involved in the management or operation of the facility shall not be listed as an authorized representative.

C. Facility Information

Facility Address (Street, City, Zip, Unit) ^{**} : _____

Facility Phone No. ^{**} : _____ Facility Email: _____ Property Folio No. ^{**} : _____

Days and Hours of Operation ^{**} : _____

^{**}Denotes Required Field

D. Facility Use Information

Select/Describe Use that best describes the Facility^{**}

- | | | | |
|----------------------------|------------------|-------------------------------|----------------------------|
| Apartment/Condo/Club House | Banquet Hall | Child/Adult Day Care | Full Service Restaurant |
| Assisted Living | Cafe/Coffee Shop | Commercial/Industrial Bakery | Processing/Manufacturing |
| Bakery (non-commercial) | Cafeteria | Convenience Store/Gas Station | Supermarket/Market/Grocery |
| Butcher/Fish/Meat Market | Catering | Fast Food Restaurant | Take-Out Restaurant |
| Other _____ | | | |

^{**}Indoor Area: _____ ft² ^{**}Outdoor Area: _____ ft² ^{**}No. of Seats: _____ Drive Thru Lanes: Yes No

^{**}Denotes Required Field

E. Fats, Oils & Grease Control Device Information

List all FOG control devices serving the facility^{**}

No.	Make & Model	Material (Metal, Plastic, Concrete, other)	Capacity (gpm or gallons)	Location (indoor or outdoor)

^{**}Denotes Required Field; an operating permit will not be issued until the facility has a department approved control device.

F. FOG Generator Disclosure by Applicant and Property Owner

*APPLICANT: Section 21-49.2 of the Code of Miami-Dade County requires the seller or lessor to provide the purchaser or lessee with a FOG Generator Disclosure Statement prior to execution of purchase or lease of property, for all sales/leases executed on or after April 14, 2023.

- YES, I received the required FOG Generator Disclosure Statement.
NO, I did not receive the required FOG Generator Disclosure Statement.
Sale/Lease executed before April 14, 2023.

*PROPERTY OWNER: Section 21-49.2 of the Code of Miami-Dade County requires the seller or lessor to provide the purchaser or lessee with a FOG Generator Disclosure Statement.

- YES, the FOG Generator Disclosure Statement has been provided to the purchaser or lessee.
NO, I did not provide the required FOG Generator Disclosure Statement to the purchaser or lessee.
Sale/Lease executed before April 14, 2023.
Applicant is same as the legal property owner.

*Denotes required field

G. Certification by Applicant

****COMPLETION OF THIS SECTION IS REQUIRED****

The undersigned authorized representative of (name of applicant) is fully aware that the statements made in this application for an operating permit are true, correct and complete. The undersigned understands that discharges of Fats, Oils and Grease to the public sanitary sewer that exceed the standards set forth in Chapter 24 of the Code of Miami-Dade County (Code) or in quantities that may affect or hinder the operation of the sewage collection, transmission or treatment facilities is a violation of Chapter 24 of the Code. The undersigned certifies that he/she is fully aware that the submittal of a permit application does not guarantee issuance of a Grease Discharge Control operating permit until it is determined that the permit application is complete and the required Fats, Oils & Grease Control Device(s) is(are) approved by the department. It is further acknowledged that a permit, if granted by the Department, is not transferable and that notification shall be provided to the Department upon sale, change of ownership or relocation of the permitted facility.

Name of Authorized Representative** Signature of Authorized Representative** Date

Subscribed & sworn to and subscribed before me this ___ day of ___ 20___

Personally known ___, or produced identification ___. DL #: _____

Notary Signature: _____ Notary Commission Expires _____

Notary Seal

**As indicated in section B, a notarized letter of authorization shall be attached if the name of the individual does not correspond to a registered officer of the corporate entity applying for the permit. This letter is not required for sole proprietors provided that the "Applicant" and "Authorized Representative" specified on the form match and that the application is signed by the same individual. Names of contractors, expediting services providers, or any other individual providing similar services that is not involved in the management or operation of the facility shall not be listed as an authorized representative.

H. Certification by Property Owner

****COMPLETION OF THIS SECTION IS NOT REQUIRED IF APPLICANT IS SAME AS THE LEGAL PROPERTY OWNER****

The undersigned authorized representative of (property owner name) is fully aware that the discharges of Fats, Oils and Grease to the public sanitary sewer in quantities that exceed the standards set forth in Chapter 24 of the Code of Miami-Dade County (the Code) or in quantities that may affect or hinder the operation of the sewage collection, transmission or treatment facilities is a violation of Chapter 24 of the Code. The undersigned certifies that the operation and maintenance (cleaning) of the Fats, Oils and Grease Control Device(s) serving the facility is (select one of the options below):

- The responsibility of the Legal Property Owner.
The responsibility of the Applicant listed in Sections B and G of this form.

Furthermore, the undersigned is fully aware that the legal property owner is responsible for the operation & maintenance of the Fats, oils, and Grease Control Device(s) if the referenced Applicant fails to properly maintain said device(s).

Name of Authorized Representative*** Signature of Authorized Representative*** Date

Subscribed & sworn to and subscribed before me this ___ day of ___ 20___

Personally known ___, or produced identification ___. DL #: _____

Notary Signature: _____ Notary Commission Expires _____

Notary Seal

***A notarized letter of authorization shall be attached if the name of the individual does not correspond to a registered officer of the corporate entity having legal ownership of the property. This letter is not required for sole proprietors provided that the Authorized Representative specified in this section of the form is that of the legal property owner.



Fats, Oil & Grease Discharge Control Program - Permit Application Completion/Submittal Guidelines

A. Regulatory Basis

Pursuant to the provisions of Sections 24-18 and 24-42.6 of the Code of Miami-Dade County (the Code), an operating permit is required for generators of fats, oils and grease (FOG) that have the potential to introduce food waste or FOG into building sanitary drains, building sewers, onsite sewage treatment and disposal systems, or non-utility or utility sanitary sewer systems.

B. Permit Application Form – Important Terms to Know

The terms listed below are referenced in the permit application form and are hereby defined to assist the reader in understanding the scope of the various sections of the form and to ensure that the correct information is provided.

Fats, Oil and Grease (FOG): means any substance such as vegetable or animal product used in, or a byproduct of, the cooking, food preparation, or cleaning process, that can cause or lead to corrosion, blockages, reduced flow, or interference with the sanitary sewer system when discharged alone or combined with other materials or waste. EPA Method 1664 referenced in Section 24-42.4 of the Code determines extractable materials including relatively non-volatile hydrocarbons, vegetable oils, animal fats, waxes, soaps, greases, and related materials which encompass FOG.

FOG Control Device: means equipment designed to remove, hold and prevent the passage of FOG to onsite sewage treatment and disposal systems and sanitary sewer systems.

FOG Generator: means any non-residential facility including, but not limited to, restaurants, bakeries, hotel and cafeteria kitchens, commercial kitchens, kitchens serving hospitals, nursing homes, daycares, assisted living facilities and other healthcare facilities, food processing plants or such other non-residential facilities that can introduce food waste or FOG into building sanitary drains, building sewers, onsite sewage treatment and disposal systems, or non-utility or utility sanitary sewer systems. A FOG generator also includes those non-residential facilities that produce yellow grease.

Applicant: is the person or entity intended to be permitted by the department that shall be responsible for complying with the conditions of a FOG discharge control operating permit. This includes sole proprietors and entities registered with the State of Florida Division of Corporations such as companies, corporations, partnerships, etc.

Facility: refers to the establishment where the FOG generator is located.

Property Owner: refers to the legal owner of the property where the FOG generator is located.

Authorized Representative: is a registered corporate officer (e.g., managing member, president, vice-president, etc.) of an entity that is duly registered with the State of Florida Division of Corporations (e.g., corporation, etc.), or a sole proprietor. If the individual listed on the "Authorized Representative" fields of the permit application does not meet the aforementioned criteria, a notarized letter of authorization issued by a registered corporate officer or sole proprietor (as applicable) shall be attached to the form.

FOG Generator Disclosure: refers to the disclosure statement requirements established in section 21-49.2, Miami-Dade County Code which became effective on April 14, 2023. This section establishes that a FOG generator disclosure statement must be included in any instrument committing an individual or entity to the purchase or lease of property in Miami-Dade County prior to the execution of said instrument.

C. Permit Application Form - When is the submittal of a permit application required?

The submittal of a permit application is required for:

- Any new business/operator intending to operate within Miami-Dade County.
- Transfers of ownership or name changes of an existing permitted facility.
- Updates to permit or facility information including, but not limited to, modifications to FOG Control Devices, facility size/area and changes of use.

D. Permit Application Completion and Submittal Instructions

General Information

All required sections and fields of the "Fats, Oil and Grease Discharge Control Program Permit Application" form shall be properly completed and certified by all parties responsible for the operation of the regulated facility/establishment, management of the FOG control device(s), and having legal ownership of the facility/establishment. An operating permit will **NOT** be issued until the department has determined that the application is complete and the required FOG control device(s) is(are) approved.

Submittal Instructions

The "Fats, Oil and Grease Discharge Control Program Permit Application" form is to be completed and submitted as part of a Certificate of Use (CU) application review process through the CU application portal referenced below. The fees applicable for the issuance of the operating permit will be invoiced and collected as part of the CU application review process. The new or modified operating permit will not be issued until all applicable fees are paid and the CU application has been approved by Miami-Dade County.

CU Portal: <https://www.miamidade.gov/Apps/RER/EPSPortal/PlanReview/CUApplications/Landing>

Permit Fees

The list of fees pertinent to the issuance of Fats, Oil and Grease Discharge Control operating permits is found under the "operating permit fees" section of the department's fee schedule. Please visit <http://www.miamidade.gov/permits/library/fees/schedule-environmental.pdf> to obtain a copy of the fee schedule. As noted above, the fees applicable for the issuance of a new or modified operating permit will be collected as part of the CU application process.