

HESPERIA CITY COUNCIL ADVISORY COMMITTEE AGENDA

Regular Meetings

2nd Wednesday

January, April, July & October

Date: January 27, 2009
Special Meeting Date

Time: 6:00 P.M.

COMMITTEE MEMBERS

Craig Sundgren, Chair

Rosemarie Hellmich, Vice Chair

James Bratton

Al Vogler

* - * - * - * - * - * - * - *

Mayor Thurston Smith,
Council Liaison

Mike Podegracz, City Manager



CITY OF HESPERIA
9700 Seventh Avenue
Council Chambers
Hesperia, CA 92345
City Offices: (760) 947-1000

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January 27, 2010
SPECIAL MEETING
AGENDA
HESPERIA CITY COUNCIL ADVISORY COMMITTEE

CALL TO ORDER

6:00 p.m.

- A. Pledge of Allegiance

- B. Roll Call:
 - Chair Craig Sundgren
 - Vice Chair Hellmich
 - Member Bratton
 - Member Vogler

ITEMS FOR CONSIDERATION

1. Approve Minutes from September 16, 2009 meeting.

2. Fat, Oil, and Grease (FOG) Program

Recommended Action: It is recommended that the Committee recommend that the City Council approve Ordinance No. 2010-002, Resolution No. 2010-003, and implement a Fat, Oil, and Grease reduction program in the City of Hesperia.

3. 2010-2011 CDBG First Review of Applications

4. Approve 2010-2011 CDBG Schedule of Events

PUBLIC COMMENTS

Please complete a "Comment Card" and give it to the Secretary. Comments are limited to three (3) minutes per individual. State your name and address for the record before making your presentation. This request is optional, but very helpful for the follow-up process.

Under the provisions of the Brown Act, Members are prohibited from taking action on oral requests. However, Members may respond briefly or refer the communication to staff.

COMMITTEE MEMBER AND STAFF COMMENTS

Committee Members may make comments of general interest and/or direct staff to add specific items to the next agenda.

ADJOURNMENT

The Chair will adjourn the meeting of the Committee.

I, Susie Flores, Hesperia City Council Advisory Committee Secretary for City of Hesperia, California do hereby certify that I caused to be posted the foregoing agenda on Tuesday, January 14, 2010 at 3:00 p.m. pursuant to California Government Code §54954.2.

Susie Flores
Hesperia City Council Advisory Committee Secretary

CITY COUNCIL ADVISORY COMMITTEE

MINUTES September 16, 2009

A special meeting of the Hesperia City Council Advisory Committee was held on Wednesday, September 16, 2009, in the City Council Chambers, 9700 Seventh Avenue, Hesperia, California. The meeting was called to order at 6:03 PM by Chair Sundgren.

A. CALL TO ORDER

1. Pledge of Allegiance
2. Invocation- None
3. Roll Call

| | |
|-------------------|---------|
| Chair Sundgren | Present |
| Vice Chair Vogler | Present |
| Member Robbins | Present |
| Member Bratton | Present |
| Member Hellmich | Present |

In Attendance for Staff: Dave Reno Principal Planner
Daniel Alcayaga, Senior Planner
Lisette Sanchez-Mendoza, Assistant Planner

* * * * *

B. ITEMS FOR CONSIDERATION

1. Approval of Minutes from June 17, 2009 meeting. - Vice Chair Vogler had one correction that the vote was 4-1 to approve the minutes of the March 4, 2009 meeting.

Motion: Member Hellmich
Second: Vice Chair Vogler
Approved- 5-0 as amended

2. Nominations and voting for new Chair and Vice Chair

Nomination for Chair- Craig Sundgren
Voice Vote- 5-0 in favor
Nominations for Vice Chair-Rosemarie Hellmich
Voice Vote- 5-0 in favor

New positions will commence at next meeting.

3. **Consideration of Ordinance No. 2009-11 to amend Chapter 17.12 of the Municipal Code pertaining to street and water improvements required for tentative parcel maps.**

Recommended Action:

It is recommended that the City Council Advisory Committee review the proposed Ordinance to amend the tentative parcel map requirements, take public testimony on the matter, and make a recommendation to Council.

Mrs. Sanchez gave a presentation to the Committee.

Vice Chair Vogler referenced the first page of the staff report and stated that those kinds of issues were sensitive and evenness of application was important. He asked if those had to go to Planning Commission for approval

Mr. Reno responded that if staff approved the map any decision could be appealed. Also, staff could send any item to Planning Commission if they felt it needed their approval.

Vice Chair Vogler pointed out that most people would probably not appeal and he would suggest sending anything the City Engineer was modifying to the Planning Commission.

Chair Sundgren pointed out that the people receiving the exception from the City Engineer probably wouldn't appeal anyway, since it would help them.

Vice Chair Vogler stated that he perceived it as requirements could be added by the City Engineer.

Mr. Reno stated that it could be either way, deleting or adding requirements.

Member Bratton asked if there was a way for people to appeal.

Mr. Reno responded with an explanation of the appeal process to Planning Commission.

Council Member Smith asked if this was housing tracts and if the fees followed the timeline of the map.

Mr. Reno explained the extension process for maps and stated that at the time of development, whatever the current fees were, that was what would be due.

Chair Sundgren asked if after the extension is granted, if the City could revise or add conditions? He stated that the Ordinance states that it can be done before recordation, and that is not true, he asked that this be changed to match the Map Act.

Ms. Sanchez stated that that sentence and the one in the Resolution would be changed.

Chair Sundgren asked about water lines. If a water line is there, a house is there, because no one can build a home and not bring water to it. He stated that paving is different, you can build a home and not pave the road at that time. He asked if the change was to pave the frontage, the whole road, or to the paving line. He stated that this could be very expensive and possibly a 1/5 mile of paving.

Mr. Reno responded that the City needed to get more paving on these projects to produce public safety, access, and air quality measures.

Chair Sundgren talked about the main part of Hesperia and that you won't be able to divide mid-street if you have to pave, and the paving will cost more than the second lot. This will cause all parcel maps to not happen.

Mr. Reno explained that the City has already paved many streets.

Mr. Reno and Chair Sundgren discussed in-lieu fees and how adding another fee could really be a negative thing in this economy. Mr. Reno explained how that would be similar to adding another DIF fee.

Vice Chair Vogler offered the option that the once the developer accomplishes the land division and paves the frontage, if the rest of the street is not paved in 5 years, the City could come in a finish it.

Mr. Reno stated that this would be much like the water line payback and would not have much success.

Chair Sundgren stated that he understands the needs of the City but he cannot support this change as it will kill parcel maps.

Member Robbins asked what Apple Valley and Victorville do in their cities.

Chair Sundgren stated that Victorville has a program much like the one being presented, but they have fewer unpaved streets in their city. Apple Valley just has everyone pave and there are no other options to it.

Mr. Reno suggested that maybe the committee could suggest that there be paving as necessary for the first house developed and then pave as others develop.

Vice Chair Vogler asked that if that option was going to be added that it also be added that when there are unusual circumstances and the City Engineer is to make a determination, that it go to Planning Commission.

Chair Sundgren made a motion to change the Ordinance as recommended by the committee and then recommend to City Council.

Motion: Sundgren

Second: Vogler

Vote- 0-5 (no)

4. Consideration of an amendment to Chapters 1.04 and 5.20 of the Municipal Code pertaining to massage facilities and massage technicians.

Recommended Action:

It is recommended that the City Council Advisory Committee review the proposed Ordinance to regulate massage facilities and massage technicians, take public testimony on the matter, and make a recommendation to the City Council.

Mr. Alcayaga gave a presentation to the committee.

Vice Chair Vogler asked who the CAMTC is, how people get elected to their board, what qualifications they have and what they regulate.

Mr. Alcayaga responded that the Senate Bill outlines all requirements for the board.

Vice Chair Vogler asked if a degree or a high school diploma was one of them.

Mr. Alcayaga responded that it did not say.

Vice Chair Vogler asked if in the definitions portion of the Ordinance if practitioner and therapist were the same since the definitions were the same.

Mr. Alcayaga responded that the definitions were straight from the code, and that the difference was that therapist's have to have 500 hours of training, and practitioners have to have 250.

Vice Chair Vogler stated that the City needs to ensure the requirements are meaningful and that it seems we are lessening the rigidity of the definitions.

Mr. Reno stated that the City must recognize State law. The new law goes into effect this month. He explained the law and the alternate option for the therapists if they cannot certify through the State.

Council Member Smith asked if cities can outlaw massage facilities

Mr. Reno stated that no, that is not possible.

Member Hellmich asked how patrons can identify who is certified and who is not.

Mr. Reno explained that the business will not have a business license unless they are meeting the requirements.

Member Hellmich asked who monitors the facilities.

Mr. Alcayaga stated that all City agencies, including police and fire can inspect any facility on any day, during normal business hours.

Vice Chair Vogler asked how the patron will know if the therapist or practitioner has been certified.

Mr. Alcayaga stated that it would be posted on the wall.

Member Hellmich asked how many people are practicing massage in the City.

Mr. Alcayaga stated about 30.

Vice Chair Vogler asked if they had to identify their business as a massage facility with signage outside and what size it had to be.

Mr. Alcayaga stated that yes they would, but they still have to be within the sign ordinance.

Mr. Alcayaga closed by answering a previous question about who was on the CAMTC board.

Motion: Robbins

Second: Bratton

Vote- 5-0 (yes)

PUBLIC COMMENTS WERE OPENED AT 7:13 P.M. AND CLOSED AT 7:13 P.M.

COMMITTEE/STAFF COMMENTS:

Member Hellmich commented that there was a lot of digging activity on Rancho and it has been going on for months.

Council Member Smith responded that this is because of the sewer work for Krystal School, and until the sewer passes inspection by City inspectors, the contractor will have to keep working on it.

Member Robbins asked about the surveillance at Deep Creek and the river.
Council Member Smith responded that this had to do with an injury that occurred there.

Member Hellmich asked about garage sale signs that are placed on boxes and put at the side of the road. She asked if Code Enforcement could stop and pick these up.

Council Member Smith responded that if they had time they could but they are always on the go to a call, and have to prioritize their time.

Vice Chair Vogler asked about the synchronization of lights on Main and the traffic at Main and Sultana.

G. ADJOURNMENT-

Chair Sundgren adjourned the meeting at 7:35 PM

Submitted By:

Tina Bulgarelli, Recording Secretary

City of Hesperia
STAFF REPORT



DATE: January 27, 2010
TO: Chair and Committee Members
FROM: Scott Priester, Director of Development Services
BY: Tom Harp, Deputy Director of Development Services/Community Development
SUBJECT: Fat, Oil, and Grease (FOG) Program

RECOMMENDED ACTION

It is recommended that the Committee recommend that the City Council approve Ordinance No. 2010-002, Resolution No. 2010-003, implementing a Fat, Oil, and Grease reduction program in the City of Hesperia and adopt new fees for alternative energy equipment.

BACKGROUND

Fat, oil, and grease (FOG) are waste products, generally associated with the production and cooking of food. FOG, when drained into the public sewer, may cause blockages, poor drainage, and spills. Sewer spills, when detected, may subject the City to fines of \$10,000 per day by the Water Quality Control Board.

The State Water Quality Control Board adopted Order 2006-0003 which required each sewer entity in the State to determine whether a FOG program was needed, and if so, to implement a FOG source control program. The Hesperia Water District Board of Directors adopted the Sewer System Management Plan (SSMP) in March 2007. One of the conditions in the SSMP was to meet the State requirement of determining whether a FOG program was needed, and if so, implementing the program.

As of this date, the City has not seen a sanitary sewer overflow (SSO) in the City's public system directly attributed to FOG. There have been several SSO's on private property during which the City responded. In each case, the overflow was determined to be caused by the lack of maintenance of the grease interceptors. In some cases there may be a grease trap or no device to catch the FOG products.

The City Wastewater division cleans approximately 10,000 feet of sewer line each year in order to prevent FOG build up. With the purchase of a closed circuit television, City staff are better able to identify sources of FOG in the City's sewers. It is clear that restaurants are the leading source of FOG in the sewers.

City staff conducted a survey of 13 local food establishments. Of the 13, 11 were corporations or franchise establishments, and two were locally owned businesses. Only four of the 13 serviced their grease traps or interceptors. The four that serviced them varied from every 1 ½ months to every 2 to 4 years. Cooking oils were removed from 11 of 13 businesses with service times ranging from daily to every three months. Most of the 11 were monthly or more often.

ISSUES/ANALYSIS

It is certain that a problem exists. FOG problems currently exist in sewers on Bear Valley Road, Main Street, and Maple Avenue. Many restaurants and food processors do not dispose of their FOG from their traps and interceptors. Because private businesses are not addressing the problem without City regulation, the State mandates that if a FOG problem is present, a program must be developed.

Staff is recommending a two stage program. The first stage would include adoption of the necessary Ordinance to require permits, developing an education program, a requirement that all specified businesses establish a FOG removal program, and monitoring the public sewer mains to check for effectiveness. This stage would likely take 18 months, six months to get the 150 or so sites permitted, and one year to monitor the system after a pumping program was begun.

Stage 2 would be based upon results from Stage 1. Stage 2 could include additional requirements including more frequent servicing of grease traps and interceptors, to requirements to install a grease interceptor. In the mean time, all newly constructed buildings with restaurants and all tenant improvements for restaurants will require grease interceptors be installed.

Grease interceptors are large, underground tanks, similar to a septic tank. The purpose of a grease interceptor is to receive FOG material from the business, allow it to cool and thereby separate the FOG material from the water. The degreased water then can enter the City sewer and minimal FOG are deposited in the sewer.

The requirement to install an interceptor is a significant improvement to the property. Not only does a 750 to 2,500 gallon interceptor have to go in the parking lot outside, but the greasy waste has to be separated from the restroom waste. This requires re-plumbing under the floor in the kitchen of the restaurant. This obviously will cause the business to close for some period of time for the work to be completed. The expected cost for a moderately sized interceptor (1,200 to 1,500 gallons) to be installed would likely be \$15,000 to \$25,000 plus business closure for approximately a week.

Staff contacted the Redevelopment Agency with a request to develop a program to pay all or part of the cost associated with adding an interceptor. Agency staff believe that this is a worthwhile business retention program and will look to develop guidelines that can provide partial, or possibly full funding.

Attached to the staff report are Ordinance No. 2010-002, which gives authority to enforce the FOG program, Resolution No. 2010-003, which establishes fees and bail amounts for the program, Best Management Practices (BMP's), and a tri-fold handout which will be provided to each business owner. Staff believes that most businesses can be brought into compliance with Stage 1 measures and limited difficulty.

Additions to Fee Resolution

With the adoption of the FOG Ordinance and fee schedule, staff is taking this opportunity to add other fees for new services required by State law or for alternative energy equipment.

Effective July 1, 2010, the State of California requires all cities and counties to provide one or more Certified Accessibility Specialists (CAsp) for consultation services to the public. The CAsp specialist may be an employee or a contract consultant. The City of Hesperia has a CAsp certified specialist on staff. The State law that required this (AB1608) also provides that the jurisdiction may charge for the service. Resolution No. 2010-003 includes fees for consultation, plan review, and building permits. The fees are based upon the hourly rate charges from Resolution No 2004-48 and the expected time necessary for CAsp review. Note that the City fees are slightly less than 2/3 the amount being charged by private consultants.

The other fees added were for windmills and photovoltaic (PV) solar installations in residential and non-residential uses. Residential represents our current fees for one hour of plan check (typical) and two inspections (foundation/framing and final). The non-residential includes everything from similar to residential to a wind or solar farm and thus, staff is recommending using costs reasonably borne, or hourly rates.

FISCAL IMPACT

Staff surveyed the City in 2009 and found 167 restaurants. Staff estimates that there are approximately 200 businesses in the City where FOG may be generated. The fees recommended in Resolution No. 2010-003 would likely generate approximately \$80,000 in the first year. Staff would expect this number to decline after the first year to approximately \$40,000 each year thereafter.

The program will be administered through the Building and Safety division using existing staff. Some minor expenses for printing of forms and fliers will come from the current years budget.

ALTERNATIVE(S)

1. Provide alternative direction to staff.

ATTACHMENT(S)

1. Ordinance No. 2010-002
2. Resolution No. 2010-003
3. Commercial Kitchen Best Management Practices
4. Tri-fold handout - Fat, Oil, and Grease (FOG) program

ORDINANCE NO. 2010-002

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HESPERIA, CALIFORNIA, ADDING A NEW CHAPTER 14.53 TO THE HESPERIA MUNICIPAL CODE TO ESTABLISH REGULATIONS TO CONTROL FAT, OIL, AND GREASE WASTE INTO THE CITY SEWER.

WHEREAS, the State Water Resources Control Board adopted the general waste discharge requirements for sanitary sewer systems Order No. 2006-0003 on May 2, 2006; and

WHEREAS, the State Water Resources Control Board adopted Order No. R9-2007-0005 on February 14, 2007 codifying the requirements of the Order and includes additional reporting requirements; and

WHEREAS, The Order requires the City to develop and implement a program to control the quantity of fats, oils, and grease discharged into the City's wastewater collection system; and,

WHEREAS, The City Council of the City of Hesperia adopted a sewer system management plan on March 21, 2007 that stated that the City would adopt a fat, oil, and grease control program; and,

WHEREAS, the City Council desires to adopt this Ordinance in order to comply with the State order.

NOW THEREFORE, BE IT RESOLVED THAT THE HESPERIA CITY COUNCIL DOES ORDAIN AS FOLLOWS:

Section 1. All of the facts set forth in this Ordinance are true, correct and are adopted as findings.

Section 2. Chapter 14.53 of the Hesperia Municipal Code entitled "Discharge of Fats, Oils, and Grease" as set forth in Exhibit "A" attached hereto, is hereby added to Title 14.

Section 3. Section 1.04.050 of the Hesperia Municipal Code entitled "Definitions" as set forth in Exhibit "B" attached hereto, is hereby added to Title 1.

Section 4. This Ordinance shall take effect thirty days after adoption.

Section 5. The City Clerk shall certify to the adoption of the Ordinance and shall cause the same to be posted in three (3) public places within the City of Hesperia pursuant to the provisions of Resolution 93-78.

ADOPTED AND APPROVED this day of 2010.

Thurston Smith, Mayor

ATTEST:

Vicki C. Soderquist, MMC

City Clerk

**CHAPTER 14.53
DISCHARGE OF FATS, OILS, AND GREASE**

SECTIONS:

| | |
|------------------|--|
| 14.53.010 | Purpose and Intent |
| 14.53.020 | Definitions |
| 14.53.030 | Permit Required |
| 14.53.040 | Permit Application |
| 14.53.050 | Term of Permit |
| 14.53.060 | Transfer |
| 14.53.070 | Revocation of Permit |
| 14.53.080 | Fees |
| 14.53.090 | Maintenance Reports |
| 14.53.100 | Enforcement and Penalty for Violation |

14.53.010 Purpose and Intent

The purpose of this Chapter is to reduce or eliminate the adverse affects of fats, oils, and grease (FOG) on the wastewater collection system and thereby protect public health and the environment by minimizing public exposure to unsanitary conditions.

The intent of this Chapter is to use the City's police powers to regulate the direct and indirect discharge of fats, oil, and grease into the City's wastewater collection system in compliance with all applicable laws.

14.53.020 Definitions

Definitions are found in Section 1.04.050 of the Hesperia Municipal Code.

14.53.030 Permit Required

Any food service establishment (FSE) discharging into the public sewer shall obtain a permit from the City which shall be referred to as a FOG Discharge permit (hereafter, permit). The permit may include conditions to pre-treat wastewater prior to discharge, restrict peak flow of discharges, prohibit certain wastewater components, restrict discharges to specific hours of the day, pay additional fees to defray City costs caused by the discharge, or other conditions necessary to meet the purpose and intent of this Chapter. No person shall discharge wastewater in excess of the quantity and quality limitations set by the permit.

14.53.040 Permit Application

Persons seeking a permit shall complete and file with the City an application in the form prescribed by the City and submit the applicable fees as adopted by the City Council/Water Board Resolution.

The applicant shall submit the following information:

1. Name, address, and phone number of applicant
2. Name, address, and phone number of property owner
3. Volume of wastewater to be discharged
4. Time of daily food preparation operations
5. Description of food preparation, type and number of meals served, cleanup procedures, dining room capacity, size of kitchen, and number of employees

6. Other information required by the City

The City shall review the application within five (5) business days and may require additional information and an on-site inspection of the waste discharge system. Once the City has determined that the application is complete, it shall issue a conditional permit or deny the permit application, stating the reason(s) for the denial. Denial of a permit shall be without prejudice.

14.53.050 Term of Permit

A permit issued under this Chapter shall be valid for up to two years. The terms and conditions of the permit may be subject to modification by the City should the conditions of the permit change, if any change in City, State, or Federal law necessitates a change, or if it is found that the purpose and intent of the permit are not being met.

14.53.060 Transfer

Permits are issued for a specific use and operation. Any change occurring on the permit shall require a new permit.

14.53.070 Revocation of Permit

The City may revoke the permit for any business found to be in violation of this Chapter or if any of the following occur:

1. Failure to comply with the conditions of the permit
2. Failure to install required pre-treatment devices
3. Failure to comply with reporting or pre-treatment requirements
4. Knowingly provides false discharge information, either on the permit, or in required reports
5. Refusal by permittee to allow an inspection during regular business hours or after hours if an emergency condition exists
6. Interferes with an inspection or the sampling of discharge
7. Causes or contributes to a sewer blockage or overflow within the public sewer or fails to address the conditions leading to one (1) or more overflow event(s) from a private system in a 24 month period

14.53.080 Fees

Fees for permits and other services necessary to enforce this Chapter shall be established by Resolution of the City Council.

14.53.090 Maintenance Reports

The permittee shall maintain records on the premises, of all grease interceptor cleaning, maintenance of the grease interceptor, and service manifests for removal of the waste. The permittee shall make all maintenance reports available to the City during inspections during regular business hours. City representatives may enter the premises at any time to respond to an emergency related to sewer spill due to grease collection.

14.53.100 Enforcement and Penalty for Violation

- a. Any discharge of wastewater in violation of this Chapter or of any permit issued under this Chapter is declared a public nuisance.
- b. Any person who knowingly makes a false statement, or who falsifies, tampers, or knowingly renders inaccurate, any monitoring device or record, required by this Chapter is guilty of a misdemeanor.
- c. Enforcement of the provisions of this Chapter shall be pursuant to the procedures in Chapter 1.12 of the Hesperia Municipal Code.

- d. **The City may revoke any permit or terminate wastewater service to any permittee when they cause or threaten to cause a condition of contamination, pollution, or nuisance.**
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**CHAPTER 1.04.050
DEFINITIONS**

Fats, Oils and Grease (FOG)

Means any vegetable or animal product that is used in or is a by-product of the cooking of food preparation process, and that turns or may turn viscous or solidifies with a change in temperature or other conditions.

Fats, Oils, and Grease Control Program

Refers to a document adopted by an Ordinance of the City Council providing procedural guidelines to implement the purpose and intent of this Chapter.

Food Service Establishment (FSE)

Means a place where food is prepared and served and/or sold for consumption by the public and includes commercial and non-commercial establishments.

Grease Pre-Treatment Device

Means any device that reduces excessive amounts of fats, oils, and grease prior to discharge into the wastewater collection system.

Sewage

Means any liquid waste or water borne solid waste resulting from residential, commercial, industrial, or institutional activities or uses.

Wastewater

Means any volume of untreated or partially treated sewage ultimately discharged into the public sewer.

Wastewater Collection System

Means any system of pipes, pump stations, sewer lines, or similar devices or appurtenances used to collect and convey sewage to a treatment plant.

RESOLUTION NO. 2010-003

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HESPERIA, CALIFORNIA, AMENDING THE CITY FEE RESOLUTION, ADDING FEES FOR THE FAT, OIL, AND GREASE (FOG) PROGRAM AND ADDING THE PROGRAM AND FINES, TO THE ADMINISTRATIVE FINE SCHEDULE.

WHEREAS, the City of Hesperia adopted Resolution No. 2004-48 in May 2004 that establishes the current City-wide fee schedule; and

WHEREAS, Resolution No. 2004-48, the City Fee Resolution, and the City Administrative Fine schedule contain no reference to the FOG program as the program is currently being implemented for the first time; and

WHEREAS, The City Council wishes that all costs necessary to operate and enforce this program be recovered through permit and inspection fees.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HESPERIA AS FOLLOWS:

- Section 1. In all respects, the facts as set forth in this Resolution are true and correct.
- Section 2. The schedule of fees and charges set forth in Exhibit "A" are hereby adopted and shall be applied to the specified services. The effective date of this Resolution shall be March 15, 2010.
- Section 3. The Administrative Fine schedule set forth in Exhibit "B" are hereby adopted as shall be applied to the specified sections. The effective date of this schedule shall be March 15, 2010.
- Section 4. All fees described are for each identified process and additional fees shall be required for each additional process or service required.
- Section 5. All fees described are for each identified process and additional fees shall be required for each additional process or service required.
- Section 6. If any section, sub-section, sentence, clause, or word in the resolution is held to be invalid by decision of any court of competent jurisdiction or action of State legislation, such decision or legislation shall not affect the validity of the remaining portions of this Resolution.
- Section 7. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

ADOPTED AND APPROVED this day of 2010.

Thurston Smith, Mayor

ATTEST:

Vicki C. Soderquist, CMC
City Clerk

SECTION 60 Building Permits**1. Grading**

- | | |
|--|------------------|
| D. Plan Review- subdivisions for single family residential | |
| 7. CASp review for model home complex | \$192 |
| E. Plan Review - non-residential and multi-family residential | |
| 3. CASp review - up to one acre | \$ 96 |
| 4. CASp review - 1 to 10 acres | \$192 |
| 5. CASp review - over 10 acres | CRB w/ \$288 min |

2. Other Fees

- | | |
|---|----------------------|
| Y. Windmills and Photovoltaic systems (residential) (plan review and inspection) | |
| 1. Residential | \$242 |
| 2. Residential (with stock plan) | \$198 |
| 3. Non-residential (per structure) | \$242 |
| 4. Wind farms or solar energy plants | CRB w/ \$500 deposit |
| Z. CASp consulting | CRB |

3. Non-Residential

- | | |
|--|------------------|
| E. CASp review - Plan Review | |
| 1. New buildings up to 10,000 square feet | \$144 |
| 2. New buildings 10,001 to 25,000 square feet | \$240 |
| 3. New buildings over 25,000 square feet | CRB w/ \$384 min |
| 4. Tenant Improvements - same as new buildings | |
| F. CASp review - Inspections | |
| Same as plan review | |

SECTION 125 Fat, Oil, and Grease (FOG) Program

- | | |
|---|-------|
| 1. FOG Discharge Permit (2 year) | \$125 |
| 2. Annual Inspection | \$275 |
| 3. Re-inspection Fee (each re-inspection per ½ hr) | \$140 |
| 4. Late application | \$ 50 |
| 5. Service overdue (greater than 30 days) | \$200 |

**City of Hesperia
Administrative Fine Schedule**

| Section | Description | Violation | | |
|----------------|-----------------------------------|-----------------------|-----------------------|-----------------------|
| | | 1st | 2nd | 3rd |
| 14.53.030 | Permit Required | \$100 | \$200 | \$500 |
| 14.53.040 | Permit Application/Information | \$100 | \$200 | \$500 |
| 14.53.050 | Term of Permit | \$100 | \$200 | \$500 |
| 14.53.060 | Transfer | \$100 | \$200 | \$500 |
| 14.53.070 | Revocation | \$100 | \$200 | \$500 |
| 14.53.090 | Maintenance Reports | \$100 | \$200 | \$500 |
| 14.53.100 | Enforcement/Penalty for Violation | \$100 | \$200 | \$500 |



City of Hesperia
BUILDING AND SAFETY DIVISION

COMMERCIAL KITCHEN BEST MANAGEMENT PRACTICES

Food service establishments shall teach their employees the following kitchen best management practices (BMPs) and conduct training at least twice per year. A written log of employee training must be maintained on site for a minimum of two (2) years. The City's policies require that training records be made available to the City Inspector for review at the time the facility is being inspected. The BMPs include but are not limited to the following:

- ✓ **Trash Disposal:** Dispose of food waste and fatty scraps into the trash or garbage bin. Do not discard into sink. Use plastic trash bags to prevent leaks and odors. Double-bag waste that has the potential to leak in trash bins. Ensure trash bins are covered when not in use and notify trash hauler if bin leaks.
- ✓ **Pre-Wash:** Dry wipe or scrape pots, pans, dishware, floor mats, and work areas to remove grease and food scraps before washing. Dispose of grease and food scraps in trash.
- ✓ **Use of Drain Screens:** Install removable screens on all drainage pipes in food preparation areas. Keep screens in sink and floor drains clean and in good repair. Dispose of collected solids in trash, not down the drain.
- ✓ **Yellow Grease Disposal:** Dispose of grease and oil from cooking equipment (pots, pans, and fryers) by pouring waste oil and yellow grease into covered containers (drums, barrels) for storage and recycling. Provide secondary containment to capture any liquid grease or oil that may spill from the primary container. Use a licensed waste hauler or recycling facility to dispose of liquid grease and oil before the container is full. Keep a written log with manifests/invoices of waste oil pickups to show the City's authorized inspector who inspects the site.
- ✓ **Mat Cleaning:** Clean and wash floor mats in a utility mop sink. Empty mop water into a sink or drain connected to a grease interceptor, if present. Do not empty mop or wash water into storm drains.
- ✓ **Hood Cleaning:** Clean hoods and filters as frequently as necessary to maintain good operating condition. Use a licensed waste hauler to dispose of wastewater collected from cleaning hoods and filters.
- ✓ **Spill Prevention:** Place absorbent materials, such as paper towels or pads, under fryer baskets and other areas where grease may drip or spill during cooking, frying or during the transfer of grease to storage or disposal containers.
- ✓ **Spill Kits:** Maintain a spill kit accessible for use by employees, including absorbent pads, kitty litter, or equivalent absorbing materials, and paper towels. Require the use of the spill kit to clean up spilled fats, oils, and grease.
- ✓ **Super Hot Water:** Do not pump water hotter than 140°F through a grease control device.
- ✓ **Employee Training:** Post signs provided to show kitchen best management practices in food preparation, dishwashing, and maintenance areas.
- ✓ **Interceptor Cleaning:** Clean any grease control devices/interceptors using a certified grease hauler as frequently as needed to keep the interceptor free of food residue and hardened fats, oils, and grease.

Service Companies

Grease Interceptor Service

| <i>Company</i> | <i>Phone Number</i> |
|--------------------------------|---------------------|
| A&A/Abel's Septic Service | 760-240-6619 |
| Darling International | 800-882-3600 |
| Inland Pumping | 951-734-8816 |
| Wayne's Pumping and Portables | 760-868-6025 |
| Waste Grease Processors | |
| <i>Company</i> | <i>Phone Number</i> |
| JC's Grease Buyers | 951-781-4557 |
| SMC Grease Specialist | 951-788-6042 |
| Baker Commodities | 323-268-2801 |

Please note that this list is only a partial representation of providers. This list is not an endorsement or approval of the above listed businesses by the City of Hesperia.

Questions

This brochure is intended to provide a brief overview of FOG policy requirements. A list of Kitchen Best Management Practices (BMP's) can be found at www.cityofhesperia.us, City Departments - Building and Safety - FOG Program. For questions regarding FOG requirements, please contact the Building and Safety division at (760) 947-1311.

City of Hesperia
9700 Seventh Avenue
Hesperia, CA 92345
760-947-1000
www.cityofhesperia.us



City of Hesperia

Fats, Oils, and Grease (FOG) Program

The purpose of the Fats, Oils, and Grease (FOG) policy is to minimize the loading of animal/vegetable fats, oils, and grease entering the collection system and the wastewater treatment plant at the source. FOG can contribute to sewer blockages, causing sanitary sewer overflows and backups, and can interfere with equipment at the wastewater treatment plant. The FOG policy applies to any facility where preparation, manufacturing, or processing of food occurs.

Requirements

Best Management Practices (BMPs)

FOG facilities must follow the BMPs summarized below:

- Install drain screens.
- Waste cooking oil and grease shall be collected and stored properly in waste grease bins (WGBs) or similar devices. WGBs shall be weather tight and pumped before they are 90% full.
- Scrape food wastes into the trash or garbage.
- All employees shall be trained on BMPs and proper documentation kept on-site.
- Post signs above all sinks prohibiting the discharge of oil, grease, and food wastes down the drain.



Waste grease bin (WGB)



Gravity Grease Interceptor (GGI) Maintenance

Gravity grease interceptors (GGIs) shall be serviced at a minimum of every **90 days** or more frequently as needed to ensure that the total depth of fats, oils, grease, and settled solids does not exceed **25%** of the interceptors total capacity or the capacity of an individual compartment. Most interceptors have two underground compartments; it is in the best interest of your facilities to ensure that pumping companies completely remove the contents of both compartments. All facilities are required to structurally maintain all components of their interceptors including plumbing and manholes.

Hydromechanical Grease Interceptors (HGIs)

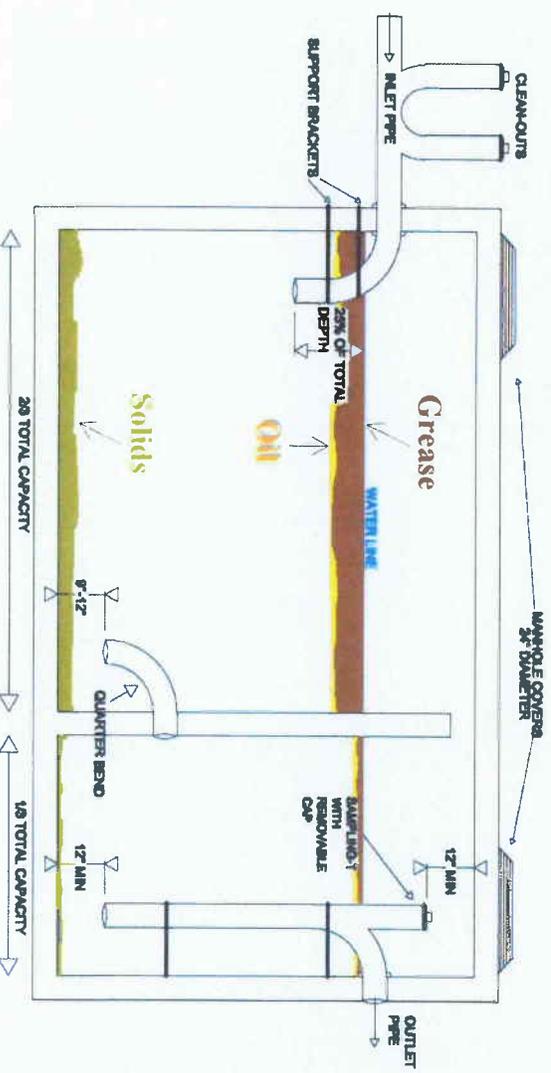
Hydromechanical grease interceptors (HGIs) or interior grease 'traps' are inline devices that serve the same principal function as GGIs but on a significantly smaller scale. Typically, grease 'traps' have a capacity between five and 20 gallons. Because of the small capacity, interior grease 'traps' are less effective than a GGI. Interior grease 'traps' shall not be permitted in lieu of GGIs to comply with the requirements of the FOG policy.

Biological Treatment/

Enzymes

Any type of biological treatment or enzyme additives shall **not** relieve a facility from the required minimum pumping frequency for GGIs of every 90 days. Any emulsification of FOG additives is prohibited. The City of Hesperia does not encourage or endorse the use of any additives in GGIs.

Gravity Grease Interceptor (GGI)



2010-2011 CDBG SCHEDULE – PENDING CCAC APPROVAL

| | | |
|----------|--------|---|
| December | 1 | Applications Available |
| December | 8 & 15 | Public Notices (NOFA) publication – 2x over 2 weeks
(Hesperia Star only) |
| December | 16 | Workshop 3: 00 pm |
| January | 8 | Applications Due 5:00 p.m. |
| January | 27 | CCAC First Review of Applications |
| February | 24 | CCAC Public Hearing Meeting on Applications |
| March | 10 | CCAC Meeting to decide final funding 4 pm
Recommendation to council |
| April | 6 | City Council Review Committee Recommendation & Approval
of 2010-2011 Action Plan

Publish / Start 30-day review period |
| April | 20 | City Council Additional Council Meeting Time |
| May | 14 | Submission deadline for Annual Plan to HUD |