



Irvine Ranch  
WATER DISTRICT

# IRWD FOG Electronic Plan Submittal Checklist

## PROJECT INFORMATION

Project Name: \_\_\_\_\_

Project Address & Suite: \_\_\_\_\_

City: \_\_\_\_\_

Zip Code: \_\_\_\_\_

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

Contact Phone: \_\_\_\_\_

Contact Email: \_\_\_\_\_

Plan Check Fees mailed: \$ 350.12 \$255.00

Project's IRWD Billing Account ID Number\*: \_\_\_\_\_

\*If you are not a direct IRWD customer, please contact the owner/landlord or property management company to obtain the Billing Account ID Number that serves the project address.

Electronic plan sets. All copies shall include:

- |  |  |
|--|--|
| <input type="checkbox"/> North Arrow and scale   | <input type="checkbox"/> Site Plan                         |
| <input type="checkbox"/> Drawing name and drawing number   | <input type="checkbox"/> Facility and equipment floor plan |
| <input type="checkbox"/> Date drawn and revision dates   | <input type="checkbox"/> Plumbing Plan                     |
| <input type="checkbox"/> User/facility owner name, address and phone number                                  | <input type="checkbox"/> Mechanical Plan                   |
| <input type="checkbox"/> Name of qualified professional preparing the plans (i.e. engineer, architect, etc.) |  |

Submitted plans must contain the following details:

- Kitchen equipment schedule
- Exhaust hoods and vents
- Plumbing fixture schedule (including all new and existing fixtures and drains)
- Location and routing of all new and existing sewer and grease waste pipelines
- All new and existing fixtures/drain connections to sewer and/or grease waste pipelines
  - With the exception of dishwasher discharges, all potential FOG baring fixtures and drains in the food preparation, cooking and clean-up areas shall be connected to the grease waste line

Grease interceptor details must include: Sheet #: \_\_\_\_\_

- Physical location and size
- Operational design and access configuration (e.g. device plan and profile)
  - Configuration must provide access to the inlet, outlet and baffle tees (often requires 3 openings)
  - Manufacturing cut sheets may be used, but shall be included within the plan, not as a separate attachment

Interceptor sizing calculations: Sheet #: \_\_\_\_\_

- Use California Plumbing Code (Table 1014.3.6)
- Drainage fixture units (DFU) tabulated for all connections to the interceptor
- Letter of authorization from landlord (if connecting to an existing, shared interceptor)
  - Letter should contain sizing demand for all other connected facilities.

Application letter for Waiver or Variance of Requirement for Grease Interceptor (if applicable)

- See Section 7.11.4.6 of IRWD's Rules and Regulations

Additional information and FOG Program requirements can also be found at: <http://irwd.com/fats-oils-greases-program>. To meet/consult with a FOG representative, please email [foq@irwd.com](mailto:foq@irwd.com) or call (949) 453-5865 to schedule an appointment.

### SUBMITTAL

IRWD FOG is currently accepting and reviewing FOG plans electronically. Please email a PDF version of your plan set and a completed IRWD FOG Plan Checklist/Application to [FOG@IRWD.com](mailto:FOG@IRWD.com). A *Plan Check fee* of **\$350.12** and a separate *Permit Issuance and Initial Inspection fee* of **\$255.00** will need to be submitted as well (checks only at this time). Please mail checks payable to "Irvine Ranch Water District" to: IRWD FOG, 3512 Michelson Drive, Irvine, Ca 92612. Once fees have arrived your plan set will be reviewed in the order in which it was received. Cash and cards are not accepted.



# IRWD FOG Electronic Plan Submittal Checklist

## FOG PLAN PROCESSING FEES OVERVIEW

As specified in section 7.13.6 of IRWD’s Rules and Regulations for Water, Sewer, Recycled Water and Natural Treatment Systems Service (IRWD Rules and Regulations), new Food Service Establishments proposing to discharge wastewater into the District’s sewer system shall submit plans for the facility and obtain a FOG Wastewater Discharge Permit (FOG Permit) from the District. The District has established plan check and FOG permit issuance and initial inspection fees, as detailed in IRWD’s Schedule of Rates and Charges.

Effective January 1, 2022, IRWD will require that all Plan Check Fees including, the Permit Issuance and Initial Inspection Fees are paid prior to issuance of FOG plan approval. Please see below for frequently asked questions regarding fees associated with the FOG plan check process.

### What fees are associated with the FOG Plan Check process?

<i>FOG Plan Check Review Fee</i>	+	<i>FOG Permit Issuance and Initial Inspection Fee</i>	+	<i>*Additional Plan Check Review Fee (If more than one resubmittal is required)*</i>	=	<b><i>Plan Approval and Permit Issuance into FOG Program</i></b>
<i>(Submittal and one (1) resubmittal, if required)</i>						
\$350.12		\$255.00		\$301.92		<b>\$650.12*</b>

\*Additional fees will incur if multiple resubmittals are required for review.

### When are Plan Check Review Fees due?

The FOG Plan Check Review Fee (\$350.12) and FOG Permit Issuance and Initial Inspection Fee (\$255.00) are to be submitted with the FOG plan submittal application. Each fee must be paid with a separate check and the FOG plan check review process will be initiated once both checks have been received. IRWD will hold the FOG Permit Issuance and Initial Inspection Fee until it is determined that the facility is classified as Food Service Establishment. The FOG plan check fee of \$350.12 includes one (1) resubmittal. Additional resubmittals will incur an additional fee of \$301.92 (for each additional resubmittal), payment of which is required prior to final plan approval.

### What are acceptable forms of plan submittal and fee payment?

Due to the Covid-19 pandemic the IRWD offices are temporarily closed to the public and IRWD FOG is currently accepting and reviewing FOG plans electronically. At this time, only checks are accepted for payment of FOG Plan Check Fees and FOG Permit Issuance Fee. Please mail checks payable to “Irvine Ranch Water District” to: IRWD FOG, 3512 Michelson Drive, Irvine, CA 92612. FOG Plan Check Fees and FOG Permit Issuance Fee must be submitted as separate checks.

### When is the additional plan check review fee required?

The FOG plan check review fee submitted at the beginning of the plan check review process covers the review of the initial submittal and one resubmittal. If additional resubmittals are required, an additional plan check review fee of \$301.92 must be submitted for plan review. This fee includes up to two additional resubmittals and must be received prior to final plan approval.

### What fees are required if my facility is determined to be Limited Food Prep (LFP) facility?

If during the FOG Plan Check process, IRWD determines that a facility is a Limited Food Preparation facility, and thereby not required to obtain a FOG Program Permit, IRWD will notify the customer/developer of that determination and return/void the submitted FOG Permit Issuance and Initial Inspection Fee check.

For additional FOG Program information, please visit [IRWD.com](http://IRWD.com) or contact us at: [FOG@IRWD.com](mailto:FOG@IRWD.com).