



**Department of Water Resources (DWR)**  
**Division of Wastewater Treatment**  
**Hanover Borough, York County, PA**  
*An Equal Opportunity Borough*

**GREASE TRAP / INTERCEPTOR WAIVER REQUEST FORM**

The Borough of Hanover requires that all businesses properly clean and maintain their grease trap / interceptors on a regular basis. This is regulated per the Hanover Borough Sewer Use Regulations (Section 290-14.C). In some instances, a specific entity may be in the PA Dept. of Agriculture database as a food processor, retailer, eatery, etc. but not actually produce fats, oils or greases (FOG) as part of their operations.

In these instances, the Borough must document the change to the database and perform proper due diligence to confirm the absence of FOG. A grease trap or interceptor may not be required for establishments that only sell/serve/provide clear drinks and/or prepackaged foods.

The Director of Water Resources or his/her agent may approve a waiver from filing a Grease Trap Pump Record if specific requirements are met. Grease trap pump record waivers are evaluated on an individual basis and may be rescinded or modified if the menu, kitchen equipment, seating capacity or other factors are changed in a way resulting in the discharge of fats, oils and/or grease to the sanitary sewer system.

**Please print all information and send to: HANOVER BOROUGH, Department of Planning & Engineering, 44 Frederick Street, Hanover, PA 17331** (Please attach additional pages if needed)

Establishment Name: \_\_\_\_\_

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

Contact Address: \_\_\_\_\_  
(Street) (City) (Zip)

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

Property for Waiver Request (list address): \_\_\_\_\_

**Food Service Activity:**

Days / Hours of Operation: \_\_\_\_\_

Number of Meals Served Daily: \_\_\_\_\_

Maximum Seating Capacity: \_\_\_\_\_

The following checklist will help Borough staff determine if your facility may be eligible to qualify for a variance or exemption from the pump records requirement. Please mark all activities that apply to your food service facility:

**LEVEL 1 (Check all that apply)**

- The FSE facility will sell/serve/ provide only prepackaged foods
- The FSE will warm prepackaged foods in their original packages, utilizing a microwave oven.
- The FSE does not require a 3-compartment sink
- The FSE will only sell/serve/ provide ready-to-eat foods, with no preparation other than warming.
- The FSE will sell/serve/provide only clear drinks. Clear drinks are those which do not include ingredients that coagulate and/or precipitate from solution (i.e. milk products, fruit, vegetable, or protein/energy powders)

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**LEVEL 2 (check all that apply)**

- The FSE will sell/serve/provide cold sandwiches only
- The FSE will sell/serve/provide scoop– only ice cream
- The FSE will sell/serve/provide popcorn
- The food service facility will have a hot dog roller
- The FSE will prepare uncooked or unbaked food or meals that will be taken from the facility to be cooked and/or baked elsewhere.

**LEVEL 3 (check all that apply)**

The FSE will utilize the following kitchen equipment:

- 3-Compartment Sink
- Oven
- Garbage Disposal
- Dishwasher
- Griddle
- Flat Top Grill
- Wok Stove
- Deep Fryer
- Mixers / Blenders

Describe the types of food being cooked or prepared:

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Describe the method of food preparation and cooking (e.g., microwave, baking, slow cooker, heating trays, etc.):

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Describe the food containers used for meal prep, food service, and dish washing requirements (e.g., pots, pans, plates, disposable plates, plastic, etc.):

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Application must be completed in its entirety to be considered for exception. Please e-mail the completed application to Alan Redding, Pretreatment Officer, at [aredding@hanoverboroughpa.gov](mailto:aredding@hanoverboroughpa.gov). For questions please call 717-633-6673. During review of the request for waiver, the Borough may elect to inspect the FSE and it's sewer lateral during normal business hours. The final decision on granting an exemption will be provided in writing within twenty-one (21) business days after the completed application is received. No waiver will be granted except by the Director of Water Resources, or by his/her agent.

**OWNER/AGENT CERTIFICATION STATEMENT**

I certify that this document and all of it's attachments were prepared by myself or under my supervision. The information submitted is true, accurate, and complete. I understand if the information provided is incorrect or changes in the future, an approved exemption may be rescinded or modified if the menu, kitchen equipment, seating capacity or other factors are changed in a way that affects the discharge of fats, oils and/or grease to the sanitary sewer system.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

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

**OFFICE USE ONLY**

Date Application Received: \_\_\_\_\_ Received By: \_\_\_\_\_

Date Request Reviewed: \_\_\_\_\_ Reviewed By: \_\_\_\_\_

Date Decision provided to Applicant: \_\_\_\_\_