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Susquehanna Township/Susquehanna Township Authority Grease Trap Variance Procedure

If a restaurant or property owner feels they cannot or should not comply with the Susquehanna Township grease trap ordinance, 5-402.12. Grease traps, they may apply for a variance. Below are the steps required to apply for a grease trap variance.

1. Restaurant or property owner must inform the Susquehanna Township Authority Manager, in writing, that they want to apply for a grease trap variance.
2. Restaurant or property owner must provide the following items to the Susquehanna Township Authority Manager in order to be considered for the variance:
 - a. If the restaurant or property owner is able to comply with the Susquehanna Township grease trap ordinance, 5-402.12. Grease traps, but do not feel they should have to comply, they must submit the following:
 - i. Name of proposed restaurant, name of restaurant owner/property owner, mailing address, phone number and email address.
 - ii. The restaurant owner/property owner must provide a detailed outline of why they feel they should not have to comply.
 - iii. Plans showing the building in question and the proposed grease trap, if any, they are proposing to install. Note: Grease traps must be sized on wastewater flow (e.g. gallons per minute) and grease retention capacity; not on total volume of the grease trap.
 - iv. Calculations showing that the proposed grease trap will be sufficient for the proposed establishment.
 - v. Proposed menu and type of food preparation (e.g. baking/ovens, pre-cooked food) along with typical hours the establishment will be opened.
 - vi. Manufacturer's specifications of the proposed grease trap.

- vii. List of other similar establishments using the same size of grease trap. The list is to include the establishment name, location/address, and phone number of the establishment.
 - b. If the restaurant or property owner is not able to comply with the Susquehanna Township grease trap ordinance, 5-402.12. Grease traps, they must submit the following:
 - i. Name of proposed restaurant, name of restaurant owner/property owner, mailing address, phone number and email address.
 - ii. Proof that they are unable to comply with the ordinance.
 - iii. Plans showing the building in question housing the largest possible grease trap that the property can accommodate. Note: Grease traps must be sized on wastewater flow (e.g. gallons per minute) and grease retention capacity; not on total volume of the grease trap.
 - iv. Calculations showing that the proposed grease trap will be sufficient for the proposed establishment.
 - v. Proposed menu and type of food preparation (e.g. baking/ovens, pre-cooked food) along with typical hours the establishment will be opened.
 - vi. Manufacturer's specifications for the largest possible grease trap the restaurant or property owner intends to use.
 - vii. List of other similar establishments using the same size of grease trap. The list is to include the establishment name, location/address, and phone number of the establishment.
- 3. All items, above, submitted to the Susquehanna Township Manager will be reviewed by the Authority's Engineer.
- 4. The Authority's Engineer will make a recommendation, regarding the variance request, to the Authority Board at the next available Authority Board meeting. Based on this recommendation, the Authority Board will make a determination as to the validity of the variance request. The Authority Board will then make a recommendation, as to whether they feel the variance should be approved or denied, to the Susquehanna Township Board of Commissioners.
- 5. The Susquehanna Township Board of Commissioners, at their next available Board of Commissioner's meeting, will review the Authority's recommendation and vote on whether or not to grant the variance.

Please note that all items needed for a variance request must be submitted to the Susquehanna Township Authority Manager at least two weeks prior to the next Authority Board meeting in order to be considered at that Authority Board meeting.