

STEPS TO FOLLOW

RETROFITTING GREASE REMOVAL EQUIPMENT (GRE)

STEP ONE:

COMPLETE THE PLAN CHECK APPLICATION AND SEND AN EMAIL WITH ATTACHED PLANS TO FEWDPLANCHECKS@SANDIEGO.GOV

- You need to include a drawing of the proposed installation showing the following:
 - Fixture/Equipment List with sink basin sizes shown (length x width x depth, in inches).
 - Facility Floor Plan (numbered fixtures on the Floor Plan shall correspond to numbers on the Fixture Equipment).
 - Proposed underground Plumbing Plan (showing fixtures routed to GRE).
 - Details of Grease Removal Equipment (showing manholes if applicable) and sizing calculations.
- There is no fee for this part of the process.

STEP TWO:

CONTACT THE COUNTY OF SAN DIEGO DEPARTMENT OF ENVIRONMENTAL HEALTH FOR A PLAN REVIEW OR CONSULTATION.

- There will be a fee for this part of the process, for information call (858) 505-6660 or (800) 253-9933.

STEP THREE:

OBTAIN A PLUMBING PERMIT FROM THE DEVELOPMENT SERVICES DEPARTMENT:

- Visit www.sandiego.gov/development-services/permits-inspections to apply
- There will be a fee for this part of the process, for information call (619) 446-5000.
- You will need to bring your FEWD Plan Check with you to obtain a Plumbing Permit.

STEP FOUR:

CALL DEVELOPMENT SERVICES DEPARTMENT AT (858) 581-7111 to request an inspection on your plumbing permit (this should be after the installation has been completed but before any underground plumbing work is covered).

STEP FIVE:

CALL YOUR FEWD INSPECTOR TO LET THEM KNOW THE WORK IS COMPLETED.

Your FEWD Inspector's phone number is on the original requirement paperwork sent to you, or call (858) 654-4188 and ask to speak to the inspector for your establishment.