



1135 South Lake Street • Montgomery, Illinois 60538  
Engineering Inquiries (630) 301-6882  
Inspections (630) 301-6811 • FAX (630) 897-6094

Rev: 11/15/18

## Fox Metro Water Reclamation District Engineering Department Submittal Requirements

### Commercial Projects (new building)

All submittal information shall be made via email in electronic format (PDF). No paper/hard copies shall be accepted for review.

Contact us to determine whether or not the area to be served by the proposed public sewer has been formally annexed into the limits of Fox Metro Water Reclamation District.

### Plans:

- Submit civil plans complete with all required specifications, notes, details and pre-review checklist items incorporated into the plans. For complete access of all required information, please visit our web site at: [www.foxmetro.org](http://www.foxmetro.org).
- Submit architectural cover sheet, kitchen equipment (if applicable) and all plumbing drawings. HVAC, mechanical, electrical, and structural sheets are not required.
- Please forward plans to BOTH of the following email addresses:  
[smedrano@foxmetro.org](mailto:smedrano@foxmetro.org)  
[mfrankino@foxmetro.org](mailto:mfrankino@foxmetro.org)

### I.E.P.A.

- If the proposal includes a sanitary discharge of 15 p.e. or greater, or any amount of non-domestic waste, an I.E.P.A. permit from the Division of Wastewater Pollution Control (Schedules WPC-PS-1 or F.T.P. & A/B) is required. *The District signs these applications last.* To avoid delays in starting construction of building sewers, please begin processing these applications as soon as possible.

### FOOD SERVICE ESTABLISHMENTS:

- All kitchen plumbing fixtures, including the mop sink shall be routed to the underfloor grease line.
- All multi-tenant retail buildings shall have a separate under-floor grease line that extends the length of the building to all leasable areas to within ten feet (10') of the exterior wall.

- An appropriately sized (to be determined by Fox Metro) exterior grease removal system (G.R.S.) and inspection manhole shall also be required for all new Non-Residential buildings where food will be prepared, served, or packaged for sale.
- Unless a G.R.S. is required that is 1,000 gallon in liquid capacity or larger, dishwashers shall not flow to said G.R.S. Dishwashers that utilize chemical disinfection shall not discharge to any G.R.S.
- Submit plans to the applicable Health Department. Before our permit can be issued, we will require a copy of their review and approval letters.
- For our review, a kitchen equipment plan will be required.

### **PERMITTING**

- A \$25,000 License and Permit Bond is required for the sanitary contractor. This bond will need to be received and approved before we can issue our permit. Please call 630-301-6811 for more information.
- To receive the permit, all review comments need to be completed and fees paid.
- For the convenience of our customers, the connection fee may be paid online at: <https://smartpay.profitstars.com/express/Fox%20Metro>  
After confirmation of the payment is received, the permit form will be emailed to the applicant for completion. After that time, the yellow card will be emailed to the city/village.

If you have any questions about any of the above information, please call the District's Engineering Department at 630-301-6882. You may also email any questions to the previously listed email addresses.