



City of Bloomington Utilities Guidelines for Grease Interceptor/Trap Installation

Step 1: Plan Submission

- Prior to starting **ANY** construction work, plans **MUST** be submitted to City of Bloomington Utilities for approval. Plans should be submitted to: utilitiesplanreview@bloomington.in.gov
- At a **MINIMUM** plans must show commercial space layout including all kitchen fixtures, sanitary waste lines, grease waste lines, and a specification sheet of an approved grease interceptor.
- Plans typically take 2-3 weeks for a complete review by all CBU groups. Please submit them as early as possible. When review is complete you will either receive an acceptance email, or an email stating the revisions needed.
- Starting work prior to plan approval can result in administrative action including, but not limited to: Notice of Violation, Administrative Fines, and/or Removal of Unauthorized Work.

Step 2: Monroe County Building Department

- Reach out to the Monroe County Building Department prior to starting **ANY** construction work.
- Some grease interceptor installations require a Building Permit. The MCBBD has different criteria than CBU; you will want to contact them for their requirements.
- Phone Number: 812-349-2580
- Email: BuildingInspector@co.monroe.in.us

Step 3: Construction

- Once all approvals and permits have been received the work can be completed.
- All construction work **MUST** be completed to the specifications of the approved plans.
- For all grease interceptor installations, call CBU Pretreatment Inspector at 812-369-6928 for an inspection. In-ground interceptors must be inspected when all plumbing is complete, but prior to backfilling the grease interceptor. Above-ground interceptors can be inspected after all work is complete.

If there are any questions please contact CBU's Pretreatment Inspector Carson Swofford at 812-369-6928 or carson.swofford@bloomington.in.gov

