

# Relief Opportunity for Charitable Feeding Organizations

## What Relief Is Available?

In May 2021, the Austin City Council voted to provide relief to Charitable Feeding Organizations (CFO). Austin Water Industrial Waste (IW), Austin Public Health (APH) and Development Services Department (DSD) Commercial Plan Review are working together to implement this relief. For IW, the relief includes a coordinated review of plans, waiving of wastewater surcharge and discharge permit fees\* and potentially waiving requirements for a Grease Trap (GT) or Grease Interceptor (GI). *CFOs that have received a GT or GI waiver from Austin Water IW and go on to cause a Sanitary Sewer Overflow or issues within the wastewater collection system will be required to install a GT or GI at a later date.*

## What is a Charitable Feeding Organization?

Per Austin City Code §10-3-100, a CFO is a food establishment that provides food without charge and is operated by a civic or fraternal organization, charity, lodge, association, proprietorship or corporation possessing a 501(C) exemption under the Internal Revenue Code or religious organization meeting the definition of “church” under the Internal Revenue Code, §170(b)(1)(A)(i). These food establishments solicit, warehouse and redistribute edible food to persons who feed needy individuals (within the City of Austin only). Examples of CFOs include (but are not limited to) food pantries, central food banks, soup kitchens, community kitchens and non-profit food delivery services.

The Austin Water IW program staff will work with individual CFOs to determine which category they fit into.

	Category 1	Category 2	Category 3	Category 4
<b>Definition:</b>	<b>A CFO that distributes only shelf-stable food and uncut produce.</b>	<b>A CFO that distributes and may portion commercially prepared and packaged Time-Temperature-Controlled-for-Safety (TCS) foods.</b>	<b>A CFO that heats and/or portions commercially prepared foods that are TCS for same-day service or delivery.</b>	<b>A CFO that cooks, cools or warms TCS foods for same-day or future service or delivery. Includes soup kitchens &amp; community kitchens.</b>
<b>Food Examples:</b>	<ul style="list-style-type: none"> <li>• Pre-packaged non-TCS foods</li> <li>• Whole fruits and vegetables</li> </ul>	<ul style="list-style-type: none"> <li>• All pre-packaged TCS foods</li> </ul>	<ul style="list-style-type: none"> <li>• All TCS foods allowed</li> </ul>	<ul style="list-style-type: none"> <li>• All TCS foods allowed</li> </ul>
<b>Service Type:</b>	<ul style="list-style-type: none"> <li>• Limited - No open food handling. Storage of shelf stable foods and uncut produce only.</li> </ul>	<ul style="list-style-type: none"> <li>• Limited - Can minimally handle open foods. Portions commercially prepared and packaged TCS foods.</li> </ul>	<ul style="list-style-type: none"> <li>• Limited - Heats and/or portions commercially prepared TCS foods for same-day service only.</li> </ul>	<ul style="list-style-type: none"> <li>• Full-Service - Food preparation, cooking, packaging and/or distribution.</li> </ul>
<b>Submittal Requirements for IW:</b>	<ul style="list-style-type: none"> <li>• Proof of 501(C) status or meeting requirements of a church.</li> <li>• Completed Grease Interceptor Installation Variance Request (GIIVR) form.</li> <li>• A written description of food practices on organization letterhead.</li> <li>• Copy of APH CFO Application.</li> </ul>	<ul style="list-style-type: none"> <li>• Proof of 501(C) status or meeting requirements of a church.</li> <li>• Completed Grease Interceptor Installation Variance Request (GIIVR) form.</li> <li>• A written description of food practices on organization letterhead.</li> <li>• Copy of APH CFO Application.</li> </ul>	<p><b>Existing Facilities:</b></p> <ul style="list-style-type: none"> <li>• Proof of 501(C) status or meeting requirements of a church.</li> <li>• Set of Scalable Drawings showing all plumbing fixtures, kitchen equipment and sanitary/grease waste pipes.</li> <li>• A written description of food practices on organization letterhead.</li> </ul> <p><b>New Facility or New Use:</b></p> <ul style="list-style-type: none"> <li>• Follow DSD Commercial Plan Review standards &amp; guidelines.</li> </ul> <p><b>All Facilities:</b></p> <ul style="list-style-type: none"> <li>• Copy of APH CFO Application.</li> </ul>	<p><b>Existing Facilities:</b></p> <ul style="list-style-type: none"> <li>• Proof of 501(C) status or meeting requirements of a church.</li> <li>• Set of Scalable Drawings showing all plumbing fixtures, kitchen equipment and sanitary/grease waste pipes.</li> <li>• A written description of food practices on organization letterhead.</li> </ul> <p><b>New Facility or New Use:</b></p> <ul style="list-style-type: none"> <li>• Follow DSD Commercial Plan Review standards &amp; guidelines.</li> </ul> <p><b>All Facilities:</b></p> <ul style="list-style-type: none"> <li>• Copy of APH CFO Application.</li> </ul>
<b>IW Requirements Waived:</b>	<ul style="list-style-type: none"> <li>• Exempt from wastewater surcharge and discharge permit fees.*</li> <li>• Exempt from the GT or GI installation requirement.</li> </ul>	<ul style="list-style-type: none"> <li>• Exempt from wastewater surcharge and discharge permit fees.*</li> <li>• Exempt from the GT or GI installation requirement.</li> </ul>	<ul style="list-style-type: none"> <li>• Exempt from wastewater surcharge and discharge permit fees.*</li> <li>• IW staff will assess whether a GT or GI will be required or waived on a case-by-case basis.</li> </ul>	<ul style="list-style-type: none"> <li>• Exempt from wastewater surcharge and discharge permit fees.*</li> <li>• GT or GI will be required, along with adherence to Austin City Code Chapter 15-10 requirements.</li> </ul>

Notes: CFO facilities cannot have any commercial business operating on-site. If the use or type of food production changes at a later date, the owner / operator must submit an updated written description of food practices on organizational letterhead. IW staff will reassess whether a GT or GI is needed based on the change in operations.



**For more information visit <https://www.austintexas.gov/page/charitable-feeding-organizations>**  
 Austin Water Industrial Waste • 512-972-1060 • <https://www.austintexas.gov/department/industrial-waste-control-pretreatment>  
 Austin Public Health • 512-972-5000 • <https://www.austintexas.gov/department/health>  
 Development Services Department Commercial Plan Review • 512-974-2000 • <https://www.austintexas.gov/page/commercial-plan-review>



\*Standard monthly water/wastewater charges are still applicable.