

MEMORANDUM

County of San Benito
North County Wastewater Treatment Plant



Date: August 20, 2021

To: Kari Wagner, PE

From: Mike Chambless
Interim RMA Director
County of San Benito

Subject: North County Wastewater Treatment Plant Next Steps

The County of San Benito is evaluating opportunities to construct a new wastewater treatment plant to serve a new commercial facility (Hollister Research Campus) as well as potentially tie in homes that are currently on septic systems. The following memorandum provides a step-by-step process with the ultimate goal of constructing a wastewater treatment plant.

1. Feasibility Report – Wallace Group prepared a memo on May 13, 2021 that estimated the flows from the future commercial facility and from the existing septic system conversions. Wallace Group also prepared a subsequent memorandum, dated June 18, 2021 that evaluated the costs to construct a wastewater treatment plant to serve the flows identified previously.
2. How will the project be funded? – The County must determine how the facility and the infrastructure will be funded as this will define some of the requirements for environmental, contracting, additional steps, etc. This memorandum assumes that the funding will be from local sources (ie developer, general fund, assessment district, customers) and not state or federal grant funded. If state or federal grant funding is acquired, additional work/steps may be required.
3. Site Selection – The next step is to identify site(s) that will be suitable for construction of the collection system, treatment, and disposal system. The June 18, 2021 memo provided some basic guidelines on parcel size required for treatment and disposal.
4. Constraints Analysis - Once one or two sites are identified as potential candidates, a constraints analysis is recommended. This analysis will include the following:
 - a. Land Rights – Bring in a land rights specialist if necessary
 - b. First level environmental for biological and archeological and determine what level of environmental review is anticipated
 - c. Pull Title Reports – Determine if there are any easements on the property that would limit or preclude the site from being used
 - d. Geotechnical and hydrogeological investigation to evaluate percolation capacity and depth to groundwater

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- e. High level discussion with Regional Water Quality Control Board to discuss if monitoring wells will be required based on depth to groundwater and intended disposal method
 - f. PG&E coordination – Confirm power capabilities and potential for PG&E upgrades to serve the facility
 - g. Zoning – Evaluate zoning and what steps are required if necessary to change land use if intended used does not match current allowed use
 - h. Permitting - Identify permits required, they may include, but not limited to:
 - i. Regional Water Quality Control Board
 - ii. Department of Drinking Water (Recycled Water Permit)
 - iii. Conditional Use permit
 - iv. Caltrans
 - v. USF&W
 - i. Rate analysis discussion – Determine how the project is being funded, both capital costs and long-term operations and maintenance
 - j. Schematic design (10%) with a preliminary cost estimate
5. Environmental Review – Once a site has been selected, next step is to go through the formal environmental review
 6. Formal Rate Study and Proposition 218 – This can be started towards the end of the environmental review
 7. Land Acquisition – Once rates have been approved, the County can then go through land acquisition, if necessary
 8. RWQCB and DDW Coordination – It is recommended to file a Form 200 with the RWQCB and discuss regulatory requirements with DDW for use of recycled water if that is determined to be the means of disposal
 9. Construction Documents – Prepare construction documents, 50%, 90%, and 100%
 10. Bid Phase
 11. Construction Phase

