



DEPARTMENT OF MOTOR VEHICLES  
DEPARTMENT OF GENERAL SERVICES  
REAL ESTATE SERVICES DIVISION



## NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION

# Department of Motor Vehicles Normal Street Field Office Replacement Project

**Overview:** As lead agency, the Department of Motor Vehicles (DMV), with assistance from the California Department of General Services – Real Estate Services Division (DGS), has prepared a Mitigated Negative Declaration (MND) for the proposed DMV Normal Street Field Office Replacement Project (proposed project). The MND has been prepared to provide the public, responsible agencies, and trustee agencies with information about the potential environmental effects of construction and operation of DMV’s proposed project.

The existing DMV Normal Street field office is not sized appropriately to accommodate the existing staffing and service demand levels needed at this location. For this reason, DMV is proposing to demolish the existing DMV field office and construct a larger facility to accommodate DMV staff and improve customer services.

The MND details the proposed project; evaluates and describes the potential environmental impacts associated with the construction and operation of DMV’s proposed project; identifies those impacts that could be significant; and presents mitigation measures, which, if adopted by the DMV or other responsible agencies, could avoid or minimize these impacts. The MND was released for public review on July 10, 2018.

**Project Location:** 3960 Normal Street, San Diego, California (southwest corner of the Lincoln Avenue/Normal Street intersection).

**Project Description:** The proposed project consists of the demolition of the existing, 14,319-square-foot, partial two-story DMV field office and construction of a new field office on the same site. The proposed maximum 18,540-square-foot, single-story building would be approximately 35 feet high above finish floor elevation as measured at top of roof at its highest point. The west-facing façade of the building would include an attached carport canopy extending from the building over drive test and vehicle verification lanes. The new field office is designed to accommodate the existing daily staff (45) and existing number of daily customers (approximately 931). In addition, a series of plaza spaces linking parking and the main entrance on the building’s north façade are proposed. Solar panels would be constructed on five carport type structures covering the central space. On-site circulation would be optimized with a focus on pedestrian- and transit-oriented travelers through the redevelopment process. The proposed parking lot layout and configuration would accommodate approximately 141 parking spaces, comprised of 136 standard spaces and 5 Americans with Disabilities Act spaces. A 7-foot-high ornamental wrought-iron fence with a painted finish and motorized cantilevered rolling gates at

site driveways off Normal Street and Cleveland Avenue would be installed along the site perimeter. In addition, pedestrian gates would be provided on the east and west sides of the site, along Normal Street and Cleveland Avenue for access to the main entrance of the facility.

Infrastructure improvements include installation of utilities (water, sewer, and power), walkways, curbs and gutters, signage, landscaping and irrigation, trash enclosures, site drainage, site lighting, surface parking, and fencing. Stormwater would be treated on site in below grade MWS-L stormwater treatment structures. Drought-tolerant shrub and groundcover plantings would be installed on site in planters and planting area. Several trees would be installed at site driveways and at select edges of the parking lot. The seven existing trees bordering the site and in the City’s right-of-way along Normal Street would be preserved. Outdoor seating areas for customers would be constructed and would include seat walls and benches and an outdoor public address system would be installed at the facility to notify customers waiting in the plaza or parking lot areas of appointments. Building exterior and site lighting would consist of light emitting diode sources with a mix of building wall packs and pole-mounted luminaires. Lighting design would comply with California Energy Code requirements and consider glare control and light pollution minimization.

The new field office building would be designed to achieve Leadership in Energy and Environmental Design – New Construction (LEED-ND) Silver certification and would target Zero Net Energy (ZNE) consumption. ZNE indicates that the total amount of the energy used by the building on an annual basis would be approximately equal to the amount of renewable energy generated on site.

**Location of Documents Available for Public Review.** The Draft IS/MND may be viewed online at [www.NormalStreetDMV.com](http://www.NormalStreetDMV.com). In addition, copies of the document are available for review at the locations listed in Table 1.

**Table 1  
Public Repository Sites**

Site	Address
California Department of General Services, RESD Environmental Services Station	707 Third Street, Suite 401, West Sacramento, CA 95605
University Heights Branch Library	4193 Park Boulevard, San Diego, CA 92103
Mission Hills Branch Library	925 West Washington Street, San Diego, CA 92103
North Park Library	3795 31 <sup>st</sup> Street, San Diego, CA 92104

**Public Comment Period:** By this notice DMV and DGS are announcing the opening of the 30-day comment period (July 10, 2018 to August 9, 2018). All written comments must be received by August 9, 2018, by 5:00 p.m. (end of the 30-day public review period). Please send all comments via mail to Patricia Kelly, California Department of General Services, RESD, PMDB, c/o Dudek, 605 Third Street, Encinitas, California 92024; OR via email to [normalstreetdmv@dudek.com](mailto:normalstreetdmv@dudek.com) (subject line: “**Normal Street DMV MND Comments**”).

The project is not located on any list of places containing hazardous materials.