



CARSON PLANNING DIVISION STAFF REPORT

DATE: May 13, 2025
FROM: Christopher Palmer, AICP - Planning Manager
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SUBJECT: Minor Conditional Use Permit (mCUP 4-25) – Small Social Service Center

PROJECT/APPLICANT INFORMATION

Project Summary: A request to utilize 1,629 square feet of existing office space as a social service center.
Project Location: 20630 Leapwood Ave. (APN # 7381-025-061)
Zoning: Downtown Mixed-Use (DMX)
Project Applicant: A Better Tomorrow Services
Project Owner: B9 SEQUOIA CARSON CENTER OWNER

I. OVERVIEW

A. Introduction

Table 9212.2 of the Carson Municipal Code (CMC) requires new ‘small’ social service centers in the Downtown Mixed-Use (DMX) zone to acquire a Minor Conditional Use Permit (mCUP). Section 9416.2 states that the Community Development Director shall review, approve, conditionally approve, or deny mCUP applications based on consideration of the requirements of the Zoning Code, but may refer any mCUP application to the Planning Commission at his discretion. This application has been forwarded to the Planning Commission for a decision by the Community Development Director as described in this section.

B. Project Description

A Better Tomorrow offers a variety of services for adults with disabilities, including one-on-one training on how to become independent. The use will be located in Unit F, which consists of 1,629 square feet and was formerly occupied by an electrical equipment consulting firm. The social service center currently has 16 employees and will operate from 9:00 a.m. to 5:00 p.m, Monday through Friday. The proposed office plan can be seen in Figure 1 on the following page.

C. Existing Conditions

Site Conditions

The project site is currently developed with five flex office/light industrial buildings totaling 64,818 square feet. The subject building is 14,314 square feet and contains 7 units. Neighboring tenants include a trucking office, a printing service, a maintenance contractor's office, and a fitness gym.

Land Use Information

The project site is surrounded by Downtown Mixed-Use properties in all directions. The site is bordered by residential to the north, light manufacturing to the east, office/light industrial uses to the south, and the SouthBay Pavilion Mall property to the west.

The following table summarizes the surrounding land uses, zoning, and general plan designations.

Table 1 - Land Use Summary Table

	Existing Use	Zoning	General Plan
Subject Site	Flex Office/Light Industrial	Downtown Mixed-Use (DMX)	Downtown Mixed-Use (DMX)
North of Subject Site (across Dovlen St.)	Multi-family residential	Downtown Mixed-Use (DMX)	Downtown Mixed-Use (DMX)
South of Subject Site	Flex Office/Light Industrial	Downtown Mixed-Use (DMX)	Downtown Mixed-Use (DMX)
West of Subject Site (across Leapwood Ave.)	SouthBay Pavilion	Downtown Mixed-Use (DMX)	Downtown Mixed-Use (DMX)
East of Subject Site	Flex Office/Light Industrial	Downtown Mixed-Use (DMX)	Downtown Mixed-Use (DMX)

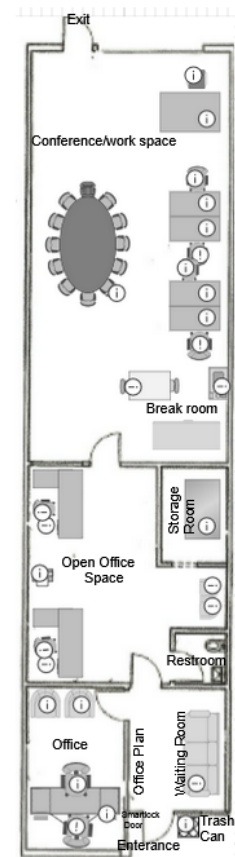


Figure 1 - Office Plan

II. ANALYSIS

A. General Plan Consistency

The proposed social service center is consistent with the General Plan and General Plan designation (Downtown Mixed-Use) of the site for the following reasons:

- The Downtown Mixed-Use land use designation allows office uses.
- Policy CCD-P-26 for the SouthBay Pavilion area of the Community Character and Design Element calls for the implementation of a “walkable and engaging streetscape that supports a variety of users”. The incorporation of a security plan and other mCUP requirements will ensure the immediate area will remain pedestrian-friendly.
- This center will also help meet various goals found in the Community Health and Environmental Justice and Community Services, Education, and Safety elements:
 - CHE-G-10: Strengthen community capacity to actively participate in civic life and in development and implementation of solutions for neighborhood priorities, particularly historically underrepresented groups.
 - CSES-G-7: Provide a safe environment to live, work, and play for Carson residents and visitors.

B. Zoning Ordinance Compliance

Mixed-Use Zone Use Regulations

Staff has determined that the proposed use is consistent with the definition of a social service center as defined in Section 9511.6 of the CMC:

“[a] Facility providing a variety of supportive services for disabled and homeless individuals and other targeted groups on a less-than-24-hour basis. Examples of services provided are counseling, meal programs, personal storage lockers, showers, instructional programs, television rooms, and meeting spaces. This classification is distinguished from licensed day care centers (See Adult Day Care and Early Education Facility), clinics (see Clinic), and emergency shelters providing 24-hour or overnight care (See Emergency Shelter).”

Table 9212.2 of the CMC requires new ‘small’ social services centers in the DMX zone to acquire a mCUP. Table 9212.2 defines small as a tenant space that is less than 5,000 square feet.

Table 9316.4 requires that three parking spaces be provided per 1,000 square feet for social service centers. Based on this requirement, a tenant space consisting of 1,629 square feet is required to provide five off-street parking spaces. The prior use located in this space was required to provide off-street parking at a ratio of 1 space per 300 square feet upon moving

in. This ratio also resulted in a requirement of five parking spaces. Therefore, parking is adequate according to CMC requirements.

C. Minor Conditional Use Permit Application

CMC Section 93154 - Approval of a small social services center in the DMX zone

The following requirements must be met for a mCUP to be granted to a social service center to ensure that the facility is established and operated in a manner that does not adversely impact adjacent parcels or the surrounding neighborhood while assisting Carson's most vulnerable residents:

- Each center shall provide an indoor waiting/intake area
- The center may only operate between 8am and 6pm
- A security plan (attachment 2) shall be submitted that includes provision for staffing, alarms, and emergency contact information. Emergency contact information will be provided prior to commencement of operation.
- An outdoor trash receptacle shall be provided for litter prevention
- Signage shall be posted advising clients of all requirements.

The applicant has agreed to meet these requirements and has submitted the necessary details.

In addition to the site requirements for social service centers, CMC section 9416 requires that the following general findings be made for all MCUP and CUP applications:

- The proposed use is conditionally allowed within the applicable zoning district and complies with all other applicable provisions of the Zoning Code and all other titles of the Municipal Code.
- The proposed use is consistent with the General Plan and any applicable Specific Plan or Planned Development Plan and any other applicable plans.
- The subject parcel is physically suitable for the type of land use being proposed.
- The proposed use is compatible with any of the land uses presently on the subject parcel if the land uses are to remain and other surrounding lands uses in the area.
- The proposed use is compatible with existing and permissible land uses within the zoning district and the general area in which the proposed use is to be located which may include but not be limited to size, intensity, hours of operation, number of employees, or the nature of the operation.
- The physical location or placement of the use on the site is compatible with and will not adversely affect the livability or appropriate development of abutting properties and the surrounding neighborhood.
- The proposed use and related project features will not create any nuisances arising from the emission of odor, dust, gas, noise, vibration, smoke, heat, or glare at a level

exceeding ambient conditions and would not otherwise be detrimental to the public interest, health, safety, or general welfare.

- That the project has been reviewed in compliance with CEQA, if applicable, and the requirements of this part.

Staff makes all of the above findings in the affirmative.

D. Notice of Public Hearing

A Notice of Public Hearing (Attachment 3) was given in accordance with Section 9173.22 of the CMC. Notice of Public Hearing was posted in at least three public places within the City, including at the property, and was mailed to all property owners and occupants within a 750-foot radius by April 22, 2025. The agenda was posted at City Hall no less than 72 hours prior to the Planning Commission meeting.

E. Environmental Analysis

Pursuant to State CEQA Guidelines Section 15301, this review is covered by the Class 1 CEQA Categorical Exemption for existing facilities. The proposal is therefore exempt from the provisions of CEQA. Upon the Planning Commission's action, a Notice of Exemption will be filed by the applicant with the Los Angeles County Clerk's office in compliance with CEQA.

III. CONCLUSION AND RECOMMENDATION

The proposed project to utilize existing office space for a 1,629-square-foot social service center meets the findings required for approval of a Minor Conditional Use Permit. The applicant's commitment to adhere to the conditions of approval and the requirements listed in CMC section 93154 serves to ensure that the business will not adversely impact surrounding properties and will comply with policies found in the Carson 2040 General Plan and Carson's Zoning Code. Accordingly, Staff recommends that the Planning Commission:

"ADOPT Resolution No. 25-____, A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF CARSON FINDING A CEQA EXEMPTION AND CONDITIONALLY APPROVING MINOR CONDITIONAL USE PERMIT NO. 4-25 FOR OPERATION OF A SMALL SOCIAL SERVICE CENTER LOCATED AT 20630 LEAPWOOD AVENUE, UNIT F".

ATTACHMENTS

- 1) Draft Resolution No 25-____.
 - a) Legal Description
 - b) Conditions of Approval
- 2) Security Plan
- 3) Notice of Public Hearing