



# City of Costa Mesa

## Inter Office Memorandum

**TO:** CITY COUNCIL AND PLANNING COMMISSION  
**CC:** TOM HATCH, GARY ARMSTRONG, AND CLAIRE FLYNN  
**FROM:** WILLA BOUWENS-KILLEEN, ZONING ADMINISTRATOR  
**DATE:** JANUARY 21, 2016  
**SUBJECT:** ZONING ADMINISTRATOR DECISION(S)

*W Bou*

---

This is to advise you of the following decision(s) made by the Zoning Administrator within the last week. Project descriptions have been kept brief for this notice. Please feel free to contact me by e-mail at [willa.bouwens-killeen@costamesaca.gov](mailto:willa.bouwens-killeen@costamesaca.gov) if you have any questions or would like further details.

**ZA-15-41**                      **3505 CADILLAC AVENUE #O-109**

Master Plan amendment to allow counseling – both individual and groups – in a 2,112 sq. ft. suite with a minor conditional use permit to deviate from shared parking requirements due to offset hours of operation. Group counseling sessions are held on Saturdays and after 6:00 p.m. Mondays and Wednesdays.

Note: counseling is for psychological and couples therapy – no drug or alcohol rehabilitation counseling is proposed at this location.

Approved, subject to conditions of approval.

Comments received: None.



# CITY OF COSTA MESA

P.O. BOX 1200 • 77 FAIR DRIVE • CALIFORNIA 92628-1200

DEVELOPMENT SERVICES DEPARTMENT

January 21, 2016

Debra Jameson  
2945 Maui Place  
Costa Mesa, CA 92626

**RE: ZONING APPLICATION ZA-15-041  
MASTER PLAN AMENDMENT TO ALLOW GROUP COUNSELING AND A  
MINOR CONDITIONAL USE PERMIT FOR DEVIATION FROM SHARED  
PARKING REQUIREMENTS  
3505 CADILLAC AVE, SUITE O109, COSTA MESA**

Dear Ms. Jameson:

City staff's review of your zoning application for the above-referenced project has been completed. The application, as described in the attached project description, has been approved, based on the findings and subject to the conditions of approval and code requirements (attached). The decision will become final at 5:00 p.m. on January 28, 2016, unless appealed by an affected party, including filing of the necessary application and payment of the appropriate fee, or called up for review by a member of the Planning Commission or City Council.

If you have any questions regarding this letter, please feel free to contact the project planner, Justin Arios, at (714) 754-5667, or at [justin.arios@costamesaca.gov](mailto:justin.arios@costamesaca.gov).

Sincerely,

WILLA BOUWENS-KILLEEN, AICP  
Zoning Administrator

Attachments:      Project Description and Analysis  
                         Findings  
                         Conditions of Approval, Code Requirements, and Special District  
                         Requirements  
                         Business Description  
                         Approved Conceptual Plans

cc:                    Engineering  
                         Fire Protection Analyst  
                         Building Safety Division

## **PROJECT DESCRIPTION**

The property is located in the Cambridge Park on Cadillac Avenue, north of the 405 Freeway. The site zoned PDI (Planned Development Industrial), and has a General Plan land use designation of Industrial Park. Physical on-site improvements include 14 multi-tenant buildings with 648 parking spaces, and three points of ingress/egress on Cadillac Avenue. The site was originally developed under Master Plan ZE-80-160. In buildings M, P, and O the PDI zoning of the site allows specific office uses in addition to those permitted in the Manufacturing Park (MP) zone.

The use will occupy a 2,112 square foot tenant space, located in one of the existing multi-tenant buildings. The proposed floor plan consists of seven offices (for counseling), a break room, a conference room, a waiting room, a storage room and two bathrooms.

The applicant requests an amendment to the Master Plan for Cambridge Park to allow group counseling in conjunction with individual counseling and couples therapy in their suite. Based on Zoning Administrator (ZA) determination No. 08-5, group counseling is considered the same as "trade and vocational schools" when considering allowable zones and parking requirements. The same determination considers one-on-one counseling and couple therapy as a general office use. Currently, neither group counseling nor trade and vocation schools are and general offices are not included within the additionally permitted office uses for buildings M, P, and O, as approved under ZE-80-160. Permitted office uses include businesses which provide a service to the surrounding business community, like Rosell Surveying and Mapping, Inc. and United Electrical Workers, both located in Building O. However, since then, other nontraditional uses such as Project Independence and Little Saigon TV Network, Inc. have been approved for the office buildings; both are also located in building O. The one-on-one counseling and couple therapy will occur during normal business hours. The applicant also conducts group counseling sessions, the majority of which occurs outside of normal business hours (see table below). The applicant has stated that counseling is for psychological and couples therapy only – no drug or alcohol rehabilitation counseling is proposed at this location.

The applicant also requests approval of a minor conditional use permit (MCUP) to deviate from the shared parking requirements due to unique operating characteristics. The parking ratio for a counseling office is 10 spaces per 1,000 square feet of floor area or 21 parking spaces for this office (based on ZA Determination No. 08-5, group counseling is classified as "trade and vocational schools"); however, 8 parking spaces are allocated to this suite.

## **ANALYSIS**

### *Master Plan Amendment*

Based on ZA Determination No. 08-5, individual and family counseling is considered a general office use, which can be approved in the MP zone with a minor conditional use permit. Furthermore, group counseling, when considered the same as trade and vocation school, is permitted in the MP zone when adequate parking is provided. Because the Master Plan refers back to permitted uses in the MP zone, and allows conditional uses when they are consistent with the subject development, .

No noise or other impacts – including parking -- are anticipated (see discussion regarding parking below). Additionally, other uses other than the traditional industrial uses originally envisioned for the property have been approved for this development. Therefore approval of the Master Plan Amendment to allow counseling at this location, is consistent with the PDI zone of the site.

### *Parking*

The applicant proposes one-on-one counseling and couple therapy only during normal business hours (before 5 pm). Parking is provided for this building at a 4 per 1,000 sq. ft., ratio, consistent with the general office designation of this type of use. All group counseling will occur either in the weekday evenings after 6 pm or Saturday mornings. With the exception of a church approved in Suites G4 and G5, the remainder of the businesses in the development operate primarily during regular business hours. The church, approved to operate in the evenings, Saturday afternoons, and Sundays, requires 57 parking spaces while the group counseling of this business generates a 21 space requirement; with the provision of approximately 649 spaces in the development, more than adequate parking is available for both uses.

A condition of approval is included, reiterating the group counseling hours. Additionally, if parking shortages or other parking-related problems develop, the business operator will be required to institute appropriate operational measures necessary to minimize or eliminate the problem including, but not limited to, reducing the size of group counseling sessions and/or eliminating the group counseling.

### *General Plan Consistency*

The Industrial Park General Plan land use designation is intended to apply to large districts that contain a variety of industrial and compatible office and support commercial uses. The business is quiet in nature and the offset hours of operation for group counseling, in conjunction with the abundant on-site parking, will minimize parking impacts; therefore, the use is compatible with surrounding uses as well as with the City's Zoning Code and General Plan.

## **FINDINGS**

- A. The information presented complies with Costa Mesa Municipal Code Section 13-29(g)(2) in that:
1. The proposed use is compatible and harmonious with developments in the same general area and would not be materially detrimental to other properties within the area. The proposed use is quiet in nature and will have offset hours of operation that will minimize parking impacts on surrounding uses.
  2. Granting the minor conditional use permit will not be detrimental to the health, safety and general welfare of the public or otherwise injurious to property or improvements within the immediate neighborhood.
  3. Granting the minor conditional use permit will not allow a use, density or intensity that is not in accordance with the General Plan designation and any applicable specific plan for the property. The proposed use does not increase the density or intensity of the use.
- B. The information presented complies with Costa Mesa Municipal Code Section 13-29(g)(5) in that the master plan amendment meets the broader goals of the General Plan and Zoning Code because the proposed use, being quiet in nature and with the off-set hours of operation of the group counseling allows protection of the integrity of neighboring development.
- C. The information presented complies with Costa Mesa Municipal Code Section 13-29(e) in that:
1. There will be a compatible and harmonious relationship between the proposed building and the site development, and use(s), and the building and site developments, and uses that exist or have been approved for the general neighborhood. Parking impacts will be avoided due to the counseling office's quiet nature and offset hours of operation.
  2. Safety and compatibility of the design of buildings, parking area, landscaping, luminaries, and other site features which may include functional aspects of the site development such as automobile and pedestrian circulation have been considered.
  3. The project complies with performance standards described elsewhere in this Zoning Code, and is conditioned to operate as described in this staff report.
  4. The use is consistent with the General Plan in that a counseling office is considered a compatible use in an Industrial Park land use designation.
  5. This zoning application is for a project-specific case and is not to be construed to be setting a precedent for future development.
- D. The project has been reviewed for compliance with the California Environmental

Quality Act (CEQA), the CEQA Guidelines, and the City environmental procedures, and has been found to be exempt under Section 15301, Existing Facilities, of the CEQA Guidelines.

- E. The project, as conditioned, is consistent with Chapter XII, Article 3, Transportation System Management, of Title 13 of the Costa Mesa Municipal Code in that the development project's traffic impacts will be mitigated by the payment of traffic impact fees.

### **CONDITIONS OF APPROVAL**

- Plng. 1. The use shall be limited to the type of operation described in this staff report; specifically one-on-one counseling and group therapy before 5 pm weekdays and group counseling weekday evenings after 6 pm and Saturday mornings. Any change in the operational characteristics including, but not limited to, type of service provided, size of classes, or time of classes will require approval of an amendment to the minor conditional use permit, subject to Zoning Administrator approval.
2. All uses shall be conducted within the tenant space (underroof).
3. If parking shortages or other parking-related problems arise, the business operator shall institute appropriate operational measures necessary to minimize or eliminate the problem, including, but not limited to, reducing class sizes or the days and/or hours of the business.

### **CODE REQUIREMENTS**

The following list of federal, state, and local laws applicable to the project has been compiled by staff for the applicant's reference. Any reference to "City" pertains to the City of Costa Mesa.

- Plng. 1. Approval of the zoning application is valid for one year from the effective date of this approval and will expire at the end of that period unless applicant establishes the use by one of the following actions: 1) obtains building permits for the authorized construction and initiates construction; and/or 2) obtains a business license and/or legally establishes the business. If the applicant is unable to establish the use/obtain building permits within the one-year time period, the applicant may request an extension of time. The Planning Division must receive a written request for the time extension prior to the expiration of the zoning application.
2. Permits shall be obtained for all signs according to the provisions of the Costa Mesa Sign Ordinance.
- Bldg. 3. If construction is proposed, comply with the requirements of the following adopted codes: 2013 California Building Code, 2013 California Electrical code, 2013 California Mechanical code, 2013 California Plumbing code and 2013 California Energy Code (or the applicable adopted, California Building code California Electrical code, California Mechanical code

California Plumbing Code and California Energy Code at the time of plan submittal or permit issuance) and California Code of Regulations also known as the California Building Standards Code, as amended by the City of Costa Mesa. Requirements for accessibility to sites, facilities, buildings and elements by individuals with disability shall comply with chapter 11B of the 2013 California Building Code.

- Bus. Lic. 4. If construction is proposed, all contractors and subcontractors must have valid business licenses to do business in the City of Costa Mesa. Final inspections, final occupancy and utility releases will not be granted until all such licenses have been obtained.
5. Business license shall be obtained prior to the initiation the business.
- Trans. 6. The applicant shall submit a \$1,448 Traffic Impact Fee to the Transportation Division prior to the effective date of the Minor Conditional Use Permit. The traffic impact fee is based upon the average daily trip generation rate of 69.4 net trip ends for the proposed use. The fee is required to fulfill mitigation of off-site traffic impacts pursuant to the prevailing schedule of charges adopted by the City Council. The traffic impact fee is calculated and includes credits for existing uses. NOTE: The Traffic Impact Fee will be recalculated at the time of issuance of the Minor Conditional Use Permit based upon any changes in the prevailing schedule of charges adopted by the City Council and in effect at that time.

### **SPECIAL DISTRICT REQUIREMENTS**

If construction is proposed, the requirements of the following special districts are hereby forwarded to the applicant:

- Sani. 1. It is recommended that the applicant contact the Costa Mesa Sanitary District at (949) 645-8400 for current district requirements.
2. Comply with the requirements of the California Food and Agriculture (CDFA) to determine if red imported fire ants exist on the property prior to any soil movement or excavation. Call CDFA at (714) 708-1910 for information.
- AQMD 3. Applicant shall contact the Air Quality Management District (800) 288-7664 for potential additional conditions of development or for additional permits required by AQMD.

**DEBRA H. JAMESON**  
Attorney at Law  
2945 Maui Place  
Costa Mesa, CA 92626  
714.293.0591

November 18, 2015

City of Costa Mesa  
Development Services Department  
Planning Commission  
77 Fair Drive  
Costa Mesa, CA 92628-1200

Re: 3505 Cadillac Avenue, Bldg. O  
Suite 109, Costa Mesa, CA 92626

To whom it may concern:

I represent Nancy D. Young, Ph.D., dba Pathways to Wellness ("Pathways"), who is submitting a minor Conditional Use Permit to (a) deviate from the shared parking standards<sup>i</sup> and (b) amend the Master Plan to permit counseling services at the above-referenced property.

Pathways' main business during normal business hours consists of 1-to-1 psychological counseling and couples therapy. Pathways is allotted six (6) parking spaces for the square footage of Suite 109 (i.e., 2112). The current clientele is as follows

*Monday: Two therapists, seven clients (three clients after 5:00 PM)*  
*Tuesday: Four therapists, six clients (seven clients after 5:00 PM)*  
*Wednesday: Two therapists, three clients*  
*Thursday: Five therapists, six clients (nine clients after 5:00 PM)*  
*Friday: Three therapists, five clients (four clients after 5:00 PM)*

Other than Dr. Young, the therapists are part-time and see individual clients, mainly after normal business hours. There is also an office manager who works full time.

Some group therapy sessions are held by Dr. Young for a maximum of 10 clients for six Monday nights twice a year from 6:30 to 9:30 PM. Another therapist leads a support group for parents of special needs children and currently has two couples who meet on the second and fourth Wednesdays of the month from 6:00 to 7:45 PM. A third group of



five meet on alternate Wednesdays from 6:30 to 9:30 PM; and a final group (less than ten) meets on the first Saturday of every month from 10:00 to 11:30 AM.

Current tenants of the building are:

Project Independence: Suites 103, 104, 105, 203 & 204

Vantage Foundation: Suite 106

Wamiles Cosmetics International, Inc.: Suite 107-A

Rosell Surveying and Mapping, Inc.: Suite 108

United Electrical Workers: Suite 108B

Campus O: Suite 109B

Pearson Dental O: Suite 110

EBA & M Admin O: Suites 201 & 202

California Educational Interiors O: Suite 205B

Spectrum Design O: Suite 206A

Christensen Irrigation Co., Inc. O: Suite 206B

Little Saigon TV Network, Inc. O: Suite 207A

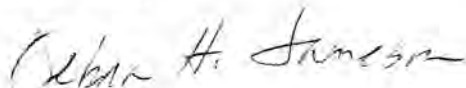
Infinite Denatology, Inc. O: Suite 207B

Rosell and Associates O: Suite 208A

CLS Enterprises, Inc. O: Suites 209A & 209B

Dr. Young's current lease expires December 31, 2015. Your consideration of this Minor Conditional Use Permit is greatly appreciated.

All the best,



---

<sup>1</sup>This deviation is not necessary under current client levels during normal business hours, but is being requested in the event of future business growth.

SAN DIEGO FREEWAY



214  
Spaces



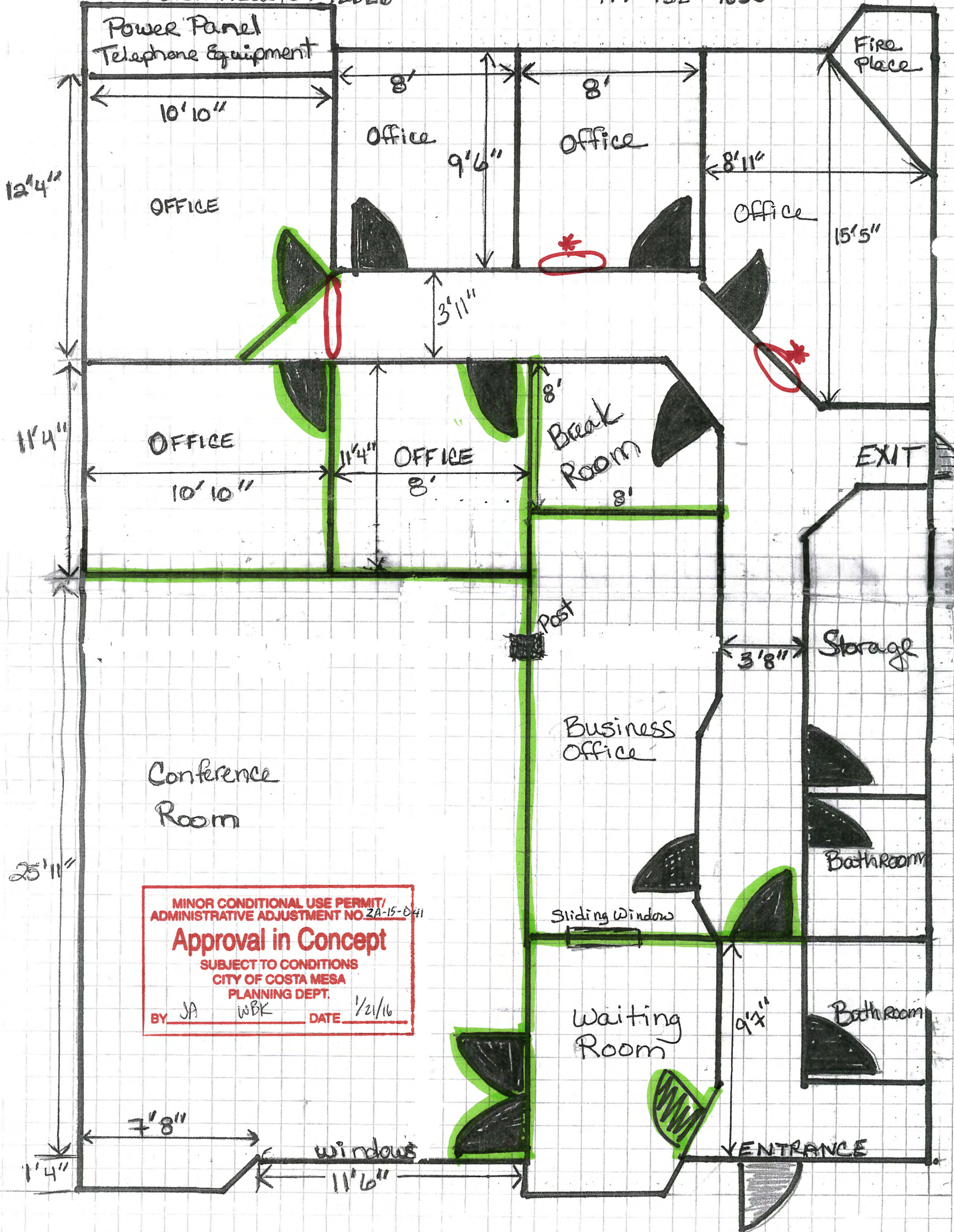
○ = Remove Wall

⊛ = Remove window & wall up

— = Add Wall/Door.

CAMBRIDGE PARK  
Bldg 0 - Suite 109  
3505 CADILLAC AVE  
COSTA MESA, CA 92626

Pathways to Wellness  
Nancy D. Young, PhD  
714-402-7003  
714-432-9856



MINOR CONDITIONAL USE PERMIT/  
ADMINISTRATIVE ADJUSTMENT NO. 2A-15-041  
**Approval in Concept**  
SUBJECT TO CONDITIONS  
CITY OF COSTA MESA  
PLANNING DEPT.  
BY JA WBK DATE 1/21/16