GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 24, 2022

Jessica Thomas
Charter Township of Shelby
14975 21 Mile Rd
Shelby Twp, MI 48315

RE: Application #: CD500411688 and SD500411688
Summer Recreation Day Camp
14975 21 Mile Road
Shelby Twp, MI 48315

Dear Ms. Thomas:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original licenses are issued.

Please review the enclosed documentation for accuracy and contact me with any questions. In the event that I am not available, and you need to speak to someone immediately, please contact the Grand Rapids licensing unit at (616) 356-0100.

Sincerely,

James VandenHeuvel

James P. VandenHeuvel, Licensing Consultant
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
(616) 901-3730

enclosure

MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
LICENSING STUDY REPORT

I. IDENTIFYING INFORMATION

License Number:	CD500411688
Applicant Name:	Charter Township of Shelby
Applicant Address:	14975 21 Mile Rd Shelby Twp, MI 48315
Applicant Telephone #:	(586) 731-0300
Administrator:	Jessica Thomas
Name of Camp:	Summer Recreation Day Camp
Name of Site:	Shelby Township Activities Center
Site Number:	SD500411689
Site Address:	14975 21 Mile Road Shelby Twp, MI 48315
Telephone #:	(586) 731-0300
Application Date:	02/09/2022

Program Type	Gender	Capacity	From Age	Thru Age
Child Camp - Day	BOTH	50	4	12

II. METHODOLOGY

02/09/2022	Enrollment
02/09/2022	Application Incomplete Letter Sent
02/10/2022	Contact - Document Received
02/16/2022	Application Complete/On-site Needed
02/16/2022	File Transferred To Field Office
04/24/2022	Inspection Completed On-site
05/24/2022	Inspection Completed-BCAL Full Compliance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Site Description

The day camp is held at Shelby Township Activities Center in Macomb County. The facility is a municipal activity center including classroom space, large indoor meeting room, gymnasium, bathrooms, outdoor pavilion, sports fields, and green space for activities. The camp utilizes the outdoor pavilion and green space for outdoor program activities more than 50% of the day. The Site meets compliance to host the day camp program.

B. Program Description

The camp provides care and supervision for children ages of four and 12 years of age during the hours of 9am-4pm Monday thru Friday. The activities include arts/crafts, dance, field games, music, nature, and traveling groups. The campers are supervised by adult staff. The staff are trained in proper supervision, behavior management, child protection, and program development for age groups. Plans for emergencies, rain, and regular camp operations meet licensing rule compliance.

C. Rule/Statutory Violations

The camp SITE and PROGRAM are in substantial compliance with the applicable statutes and administrative rules.

IV. RECOMMENDATION

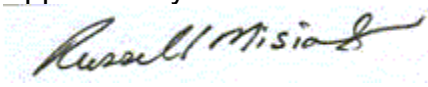
I recommend issuance of original license to this children’s day camp and campsite



5/24/22

James P. VandenHeuvel Date
Licensing Consultant

Approved By:



5/26/22

Russell B. Misiak Date
Area Manager