GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

May 11, 2023

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

RE: License #: CD500411688 and SD500411689
Summer Recreation Day Camp
14975 21 Mile Road
Shelby Twp, MI 48315

Dear Ms. Thomas:

Attached is the Addendum to the Original Licensing Study Report for the above referenced facility.

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 VandenHeuvel, Lead Camp 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
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT

I. IDENTIFYING INFORMATION

License #:	CD500411688
Licensee Name:	Charter Township of Shelby
Licensee Address:	14975 21 Mile Rd Shelby Twp, MI 48315
Licensee Telephone #:	(586) 731-0300
Administrator:	Jessica Thomas
Name of Facility:	Summer Recreation Day Camp
Facility Address:	14975 21 Mile Road Shelby Twp, MI 48315
Facility Telephone #:	(586) 803-2085
Capacity:	75
Program Type:	CHILD CAMP - DAY

II. Purpose of Addendum

The camp director requested a modification of the capacity of the camp PROGRAM and camp SITE license from 50 to 75 campers.

III. Methodology

04/27/23 Contact-Document Received

05/03/23 Contact- Face to Face

IV. Description of Findings and Conclusions

On 4/27/23, the department received a request for capacity modification from 50 to 70 campers from camp director, Jessica Thomas.

On 5/3/23, I conducted an onsite inspection of the facility. Ms. Thomas provided access to the indoor spaces used for day camp. The camp operates at the Shelby Township Community Center. The indoor spaces include large multi-purpose room and pavilion space outside. The bathrooms with toilet facilities support the increase in capacity. The available outside space also supports the desired capacity. During the interview, Ms. Thomas discussed the possibility of being approved for 75 campers. The indoor, outdoor, and bathroom spaces supports the increased capacity.

V. Recommendation

I recommend the increase of capacity for the camp PROGRAM and camp SITE licenses from 50 to 75 campers.

James VandenHeuvel 5/11/23

James VandenHeuvel Date
Licensing Consultant