GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

October 16, 2023

Jeff Jacobs
Westminster Presbyterian
47 Jefferson, SE
Grand Rapids, MI 49503

RE: License #: CR620200876 and SR620200177
Camp Henry
5575 Gordon Road
Newaygo, MI 49337

Dear Mr. Jacobs:

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 #:	CR620200876
Licensee Name:	Westminster Presbyterian
Licensee Address:	47 Jefferson, SE Grand Rapids, MI 49503
Licensee Telephone #:	(616) 456-1456
Licensee Designee:	Jeff Jacobs
Name of Facility:	Camp Henry
Facility Address:	5575 Gordon Road Newaygo, MI 49337
Facility Telephone #:	(616) 459-2267
Capacity:	341 (PROGRAM) and 372 (SITE)
Program Type:	CHILD CAMP - RESIDENTIAL

II. Purpose of Addendum

A request was received to modify the camper capacity for the PROGRAM license from 240 to 341 and the SITE license from 240 to 372.

III. Methodology

08/09/2023	Contact -Document Received
09/19/2023	Contact-Face to Face
09/20/2023	Contact-Document Received
10/05/2023	Records Review

IV. Description of Findings and Conclusions

On 8/9/23, the department received a written request to modify the capacity of the terms of the camp PROGRAM license and camp SITE license. The request written by camp administrator Jennifer Robelli read in part " *We are writing to request modification to the capacity for Camp Henry's SITE and Program licenses. As noted on the recent fire safety inspection submitted by Mike Larabel to LARA on August 4, 2023, the total capacity (camper and staff) for Camp Henry was determined to be 407 persons. We respectfully request a modification to the terms of Camp Henry's license capacities to 350 campers*."

On 9/19/23, I conducted an onsite review of the approved sleeping quarters for use with campers and staff. Ms. Robelli provided a map of the facility including an overview of all the different village areas including camper sleeping cabins. The cabin areas are titled: North Village, West Village, and Frontier Village. Ms. Robelli explained the camp has had an listed capacity on the license for many years and not thought about updating it to the approved maximum capacities for the children's camp PROGRAM and camp SITE. She stated there have been many upgrades to the facilities over the years with approvals from the Bureau of Fire Services (BFS) for camper occupied buildings but the licenses didn't reflect the changes. I shared the modification process for updating the licenses is a function of the licensing department and even though cabin's are added and approved by BFS, the camp operator needs to reach out to licensing to modify the capacity of the licenses.

Ms. Robelli stated the Qualified Fire Inspector, Mike Larabel has provided a report to the Department of Licensing and Regulatory Affairs (LARA) with his recommendation that maximum capacity could be 407. I explained that capacity is dependent upon approved spaces by the department and toilet fixtures.

Ms. Robelli provided access to West Village: Chippewa, Kiowa, Mohican, Apache, Ottawa, Shoshone, Cherokee, Shawnee, Commanche. In addition, we toured apartments: Green, Sunshine, Lakeview, and Snipe. The North Village includes: Zuni, Lakota, Mohawk, Kickapoo, Blackfoot, Chumash, Iroquois, and Navaho. In

addition, apartments titled Little Jo and Pioneer. The final area of the inspection included the frontier village: with cabins joy, luck, brave and the bathhouse.

The cabins included bunk beds and mattresses, windows for natural light, screens where necessary, and lighting. The cabins were well-kept and appropriate for camper use.

The apartments were reviewed. The apartments did not have a second means of egress as outlined in R400.11211(3) and would not be approved for camper use. The apartments maybe used for non-licensed group operations but would not be considered in the capacity of the children's camp licenses.

On 9/20/23, Ms. Robelli sent a spreadsheet including all the written measurements of each of the sleeping quarters in North, West, and Frontier Villages including capacities, toilets, urinals, showers, and sinks.

I reviewed the cabin capacities and toilet fixtures. The chart listed the following:

West Village:

Cabin Name	**Approved Capacity**
Chippewa/Kiowa/Mohican/Apache/Ottawa	22 persons/each
Shoshone/Cherokee/Shawnne/Commanche	20 persons/each
Total	190 persons
Toilet fixtures	
Toilets	18
Showers	18
Sinks	32

North Village:

Cabin Name	**Approved Capacity**
Zuni/Mohawk	15 persons/each
Lakota/Kickapoo	16 persons/each
Blackfoot/Chumash/Iroquois/Navajo	21 persons/each
Total	146 persons
Toilet Fixtures	
Toilets	16
Showers	16
Sinks	20

Frontier Village:

Cabin Name	**Approved Capacity**
Joy/Luck/Brave	12 persons/each
Total	36 persons

Toilet Fixtures	
Toilets	8
Showers	8
Sinks	8

I reviewed the renewal qualified fire safety inspection dated 8/4/23 and completed by QFI Mike Larabel. This inspection was completed due to the biannual requirement for QFI inspections. The inspections indicated compliance with all applicable licensing rules.

I reviewed the Environmental Health Inspection report completed by District Health Department #10-Newaygo County sanitarian Alexis Ashcroft on 6/27/23. The EHI inspection included inspections of bathrooms, water supply, private sewer system, and a sample of cabins. The inspection was listed as “A” rated compliance with applicable licensing rules.

On 10/10/23, I contact the District Health Department #10 to regarding septic flow volume. Ms. Ashcroft stated she talked with the camp administration and determined the system is acceptable for the proposed license capacity.

V. Recommendation

I recommend the capacity terms for the PROGRAM license be modified from 240 to 341. I recommend the capacity terms for the SITE license be modified from 240 to 372.

James Vanden Heuvel 10/5/23

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James Vanden Heuvel Date
Lead Licensing Consultant