STATE OF MICHIGAN

DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

September 23, 2025

Morgan Betters
YMCA Timbers
3269 Horseshoe Lake Rd.
West Branch, MI 48661

RE: License #: SR650200201 and CR650200904
YMCA Timbers
3269 Horseshoe Lake Rd.
West Branch, MI 48661

Dear Morgan Betters:

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 camp licensing unit at 517-284-0146.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Licensing Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48933

enclosure

MICHIGAN DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT

I. IDENTIFYING INFORMATION

License #:	SR650200201
Licensee Name:	YMCA of Saginaw
Licensee Address:	1915 Fordney Saginaw, MI 48601
Licensee Telephone #:	(989) 753-7721
Administrator/Licensee Designee:	Stephen Meyer, Administrator
Name of Facility:	YMCA Timbers
Facility Address:	3269 Horseshoe Lake Rd. West Branch, MI 48661
Facility Telephone #:	(989) 345-2630
Capacity:	210
Program Type:	CAMP SITE - RESIDENTIAL

II. Purpose of Addendum

On 4/2/25, The department received a written request submitted by then Executive Director, Brian Miller requesting a change of capacity on both the children's camp program and campsite license from 190 to 210 campers.

III. Methodology

04/02/2025 Contact-Document Received

05/30/2025 Inspection Completed-Onsite

09/23/2025 Contact- Document Received

IV. Description of Findings and Conclusions

On 4/2/25, the department received a request for the modification of the capacity of both the children's camp program and campsite license capacities. The letter read in part the capacity request from 190 to 210. The request is based on a recent addition of a new building to the camp facility which provided an additional 24 beds and four bathrooms. In addition, the request included a spreadsheet of the YMCA Camp Timbers cabin/accommodations with numbers of total bed, camper bed, staff bed, toilet, and showers. The chart included the following:

Cabins/ Accommodations	Total Bed Count	Camper Bed Count	Staff Bed Count	Toilet Count	Shower Count
Aspen 1	12	10	2	1	1
Aspen 2	12	10	2	1	1
Birch	14	12	2	0	0
Cedar	14	12	2	0	0
Chestnut	14	12	2	0	0
Cypress	14	12	2	0	0
Elm	14	12	2	0	0
Hickory	14	12	2	0	0
Maple	14	12	2	0	0
Oak	14	12	2	0	0
Pine	14	12	2	0	0
Poplar	14	12	2	0	0
Sequoia	14	12	2	0	0
Spruce	14	12	2	0	0
Walnut	14	12	2	0	0
Willow	14	12	2	0	0
Leadership Center (New)	24	20	4	4	4
Mill Bath house	0	0	0	11	12
Stump Bath house	0	0	0	10	12
Total	244	208	36	27	30

On 5/30/25, I conducted an onsite inspection. I observed the new leadership building in final construction phase with final occupancy not yet granted. The building included sleeping quarters as well as bathrooms with toilet and shower areas. I requested a

copy of the plan review documentation of the recent construction. The plan review number was PR2024BFS-003203.

I reviewed the plan review documentation within the licensing file. The Bureau of Fire Services plan review letter dated 09/19/24 identified the project type as a “new building” with project description as “New 4,065 SF camp leadership building to accommodate sleeping for 24 campers and site improvements.” The plan review identified “approved contingent upon compliance with the following field verified items.”

On 9/23/25, I received the Bureau of Fire Services field services inspection of the project PR2024BFS-003203 with the final inspection date of 6/10/25.

I reviewed the Environmental Health Inspection (EHI) dated 7/23/25. The EHI revealed the camp was in substantial compliance with environmental health and safety rules including plumbing fixtures (toliets and showers).

I reviewed the Qualified Fire Inspection (QFI) dated 5/3/24 with an “A” rating. The QFI inspection report identified the existing camp capacity at 190 and included 14-one story wood frame cabins with a capacity of 14, 1 cabin with a capacity of 24 (12 each side), two bath houses, dining hall, two outdoor pavilions, and one craft building. With the addition of the new leadership building sleeping 24. The camp site capacity request is supported by the available sleeping quarters.

V. Recommendation

I recommend the capacity of the children’s camp and campsite licenses be modified from 190 to 210 campers.

James Vanden Heuvel 9/23/2025

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James Vanden Heuvel Date
Lead Licensing Consultant