STATE OF MICHIGAN
DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

October 28, 2025

John Gillingham
City of Novi, Parks and Recreation
45175 W. 10 Mile Rd.
Novi, MI 48375

RE: License #: CD630289772 and SD630289773
Camp Lakeshore
601 S. Lakeshore
Novi, MI 48377

Dear John Gillingham:

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 licensing unit at 517-284-9730.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48933
616-901-3730

enclosure

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

I. IDENTIFYING INFORMATION

License #:	CD630289772 and SD630289773
Licensee Name:	City of Novi; Parks and Recreation
Licensee Address:	45175 W. 10 Mile Rd. Novi, MI 48375
Licensee Telephone #:	248-347-0400
Licensee Designee:	John Gillingham
Name of Facility:	Camp Lakeshore
Facility Address:	601 South Lakeshore Drive Novi, MI 48377
Facility Telephone #:	248-347-0474
Capacity:	87
Program Type:	Children's day camp and campsite

II. Purpose of Addendum

A request was received by licensee designee, John Gillingham to modify the capacity of the children's day camp and campsite from 65 to an increased based on available space.

III. Methodology

09/25/25	Contact-Document Received
10/23/25	Onsite Inspection Completed

IV. Description of Findings and Conclusions

On 9/25/25, the department received a written request from licensee designee and recreation supervisor John Gillingham to modify the capacity terms of the children's camp and campsite licenses. Mr. Gillingham wrote a general request for increasing capacity for the facility at Camp Lakeshore due to strong demand of summer camp programs.

A follow up email was received on 10/08/25 with additional information about the camp facility including description of the outdoors including use of "shelter 2" and nearby fields and playground.

On 10/23/25, I conducted an onsite inspection at the camp facility with Mr. Gillingham. The day campsite includes city owned park building, three pavilions, playgrounds, open fields, hiking and biking trails, volleyball court, lakefront access and area, and bathrooms. I toured the park building. Mr. Gillingham stated during day camp operations, the building is exclusively used by campers with no public access. This indoor space includes two multipurpose rooms and bathrooms. The indoor multipurpose rooms used for shelter of inclement weather were named "Douglas Brothers" measuring 2092 sq/ft and "Room 2" measuring 450sq/ft. The park building included three male and three female stalls along with 2 hand washing sinks per gender. In addition, there was 1 unisex bathroom. The outdoor pavilion identified as "#2" was described as being designated for day camp programs during the hours of operation. The pavilion measured 576 sq/ft. The outdoor space included age specific playground structures, gaga ball, and open fields. The parcel identified as the address of this day camp was 27 acres. The camp facilities, including indoor, outdoor, and bathrooms support the capacity of 87 campers.

V. Recommendation

I recommend the capacity terms be modified from 64 campers to 87 campers.

James Vanden Heuvel 10/28/25

James Vanden Heuvel Date
Lead Licensing Consultant