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 #: CD630378026 and SD630378027
Camp Powerplay at Novi Civic Center
45175 10 Mile Rd.
Novi, MI 48375

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 #:	CD630378026 and SD630378027
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 Powerplay
Facility Address:	45175 10 Mile Rd. Novi, MI 48375
Facility Telephone #:	248-347-0474
Capacity:	50
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 60 to a more realistic capacity 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 capacity determination for the facility at Novi Civic Center due to the space available for summer camp programs.

On 10/23/25, I conducted an onsite inspection at the camp facility with Mr. Gillingham. The day campsite includes city building titled "Civic Center". The building includes city offices, multipurpose rooms, and bathrooms. Across the parking lot, the city park includes baseball diamonds, fields, small pavilion, and playground. Mr. Gillingham provided access to the "activities room" within the civic center measuring 883 sq/ft and the "studios" room measuring 1550 sq/ft. He stated those this spaces are available for day camps for shelter, there are other groups that may use the spaces. The facility is used for other summer programs and special focused activities for community members through the summer. Mr. Gillingham stated the program typically operates with 45 campers but he was wondering what a maximum capacity could be for the day camp. The "activities room" is always designated for the children's camp program but based on availability other rooms may be available but not always guaranteed. There were sufficient ratio's of bathroom stalls and sinks available both indoors and outdoors.

V. Recommendation

I recommend the capacity terms be modified from 60 campers to 50 campers.

James Vanden Heuvel 10/28/25

James Vanden Heuvel Date
Lead Licensing Consultant