GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

June 12, 2023

Michelle Vannerson
Chesterfield Parks and Recreation
47275 Sugarbush
Chesterfield, MI 48047

RE: Application #: CD500415580 and SD500415582
Chesterfield Parks and Recreation
48400 Sugarbush Road
Chesterfield, MI 48047

Dear Ms. Vannerson

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, original SITE and PROGRAM licenses have been issued.

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 Vanden Heuvel
Bureau of Community and Health Systems
Unit 13, 7th Floor
350 Ottawa, N.W.
Grand Rapids, MI 49503
616-901-3730

CAMP ORIGINAL LICENSING STUDY REPORT
Michigan Department of Licensing and Regulatory Affairs

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD500415580	Chesterfield Parks and Recreation		2/2/23		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
586-649-6450	48400 Sugarbush Road		Chesterfield	MI	48047
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**		**Zip**
SD500415582	Chesterfield Community Center	48400 Sugarbush Road	Chesterfield		48047
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
586-649-6450	Michelle Vannerson		mvannerson@chesterfieldtwp.org		
Is the PROGRAM applicant the same as SITE Applicant/Licensee? ☒ Yes ☐ No			Terms: Gender: Both From Age: 5		Capacity: 75 To Age: 11
PROGRAM Type ☒ Day ☐ Residential ☐ Troop ☐ Travel ☐ Adult Camp			**Camp SITE Type** ☒ Day Site ☐ Residential Site		

METHODOLOGY

2/02/2023	Enrollment
03/14/2023	Inspection Completed On-Site
03/15/2023	PSOR on Address Completed
06/06/2023	Contact Document Received- Policies/Procedures
06/09/2023	Contact Document Sent
6/12/2023	Contact Document Received-updated policies/procedures
6/12/2023	Inspection Completed-BCAL Full Compliance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor	☒ Acreage: 5 acres	☒ Water Supply: Public	☒ Sewage: Public	Bodies of Water: ☐ Lake(s) ☐ Pond(s) ☐ River(s) ☐ Pool(s)		☒ Other: playground, sport fields	
Indoor	Sleeping ☐ Dormitory ☐ Cabins ☐ Tents ☒ None	Dining ☐ Dining Hall ☒ Outdoor	Health Area ☐ Center ☒ Office ☐ Isolation	Activity Area(s) ☐ Classrooms ☒ Craft Rooms ☒ Gym ☒ Multipurpose ☐ Indoor pool(s)	Bathroom(s) ☒ Indoor ☐ Portable ☐ Accessible	Fire Safety: QFI N/A	Env. Health: EHI: N/A
High Adventure	Aquatics ☐ Swimming ☐ Sailing ☐ Canoe/kayak ☐ Waterskiing ☐ Tubing ☐ Waterslide	Target ☐ Archery ☐ Riflery ☐ Other:	Trail Sport ☐ Biking ☐ Horseback ☐ Go Carts ☐ Other:	Adventure ☐ Low Obstacle ☐ High Ropes ☐ Rappelling ☐ Climbing ☐ Zipline ☐ Gymnastics	Travel ☒ Day Trips ☐ Overnight Off-site	Other: ☐ ☐ Winter Sports: ☐ ☐	

Findings: This day camp operated by the Chesterfield Parks and Recreation is located at the Chesterfield Community Center. The campsite is a converted elementary school facility including playground, sport fields, aquatic splashpad, and large open field spaces for activities. The inside of the community center includes multipurpose rooms, gym, and craft rooms. The bathrooms support the proposed capacity with toliets and hand washing sinks. The McLaren Macomb Emergency Department is less than 7 miles away. The campsite meets applicable licensing rules.

B. PROGRAM DESCRIPTION

Operation	Days and Times of Operation: Monday through Friday, 7am to 6pm
Staffing	Adult Staff to Camper Ratio: adult staff to camper ratio is consistent with licensing rules.
Training	Staff Training Content Covers: ☒ proper supervision ☒ program development for age groups ☒ behavior management ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: The day camp operation provides a summer day camp program for children between the ages of five to 11 years of age. The campers are supervised by adult camp staff throughout the day. The activities include music, arts and crafts, sports, team building, and other camp activities. The camp provides weekly off-site excursions to local attractions. The camp program meets the applicable licensing rules for original issuance.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be compliant with statute and administrative rules.

RECOMMENDATION

I recommend issuance of an original SITE and PROGRAM licenses to this day children's camp.

James Vanden Heuvel	James Vanden Heuvel	6/12/2023
Consultant's Signature	Printed Name/Licensing Consultant	Date
Russell Misiak	Russell Misiak	6/12/2023
Approved By:	Printed Name/Area Manager	Date

LARA is an equal opportunity employer/program.