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

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

December 16, 2024

Rachel Straughen
Grand Traverse Conservation District
1450 Cass Road
Traverse City, MI 49685

RE: License #: CD280376632
GTCD Nature Day Camp
1450 Cass Road
Traverse City, MI 49685

Dear Rachel Straughen:

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 517-384-9730.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 489333
616-901-3730

enclosure

MICHIGAN DEPARTMENT OF
LIFELONG EDUCATION, ADVANCEMENT, AND POTENTIAL
CAMP LICENSING UNIT

I. IDENTIFYING INFORMATION

License #:	CD280376632
Licensee Name:	Grand Traverse Conservation District
Licensee Address:	1450 Cass Road Traverse City, MI 49685
Licensee Telephone #:	231-941-0960
Administrator/Licensee Designee:	Rachel Straughen
Name of Facility:	GTCD Nature Day Camp
Facility Address:	1450 Cass Road Traverse City, MI 49685
Facility Telephone #:	(231) 941-0960
Capacity:	50
Program Type:	CHILD CAMP - DAY

II. Purpose of Addendum

A request to change the age terms of the program license from ages 5-11 years old to 5-13 years old.

III. Methodology

12/13/2024 Contact Document-Received

12/16/2024 File Review

IV. Description of Findings and Conclusions

On 12/13/24, the department received an email from licensee designee Rachel Staughen requesting a change of the age terms of the camp program license. The email read in part “we would like to update our license to include the age: 12 years old. Currently it states 5-11.” Ms. Staughen contemplated moving the license age to 13 years old just in case.

I reviewed the Bureau Information Tracking System (BITS) and found the camp program license age terms were ages 5 to age 11 years old. The record revealed the original license was issued 8/17/2015 with the current age terms.

Ms. Staughen wrote the current capacity of the camp is 50 campers. With the requested age change of the license, the organization would factor the 12 and 13 year olds within the camper capacity.

V. Recommendation

I recommend the change of age terms on the license to be 5-13 years of age.

James Vanden Heuvel 12/16/24

James Vanden Heuvel Date
Lead Licensing Consultant