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

LANSING

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

June 10, 2025

Sarah Vanderlugt
Camp Fort Hill
21710 N. Everson Dr.
Sturgis, MI 49091

RE: Application #: CD750419359 & SD750419218
Camp Fort Hill Day Camp
21710 N. Everson Dr.
Sturgis, MI 49091

Dear Sarah VanderLugt:

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. If I am not available, and you need to speak to someone immediately, please contact the licensing unit at 517-284-9730.

Sincerely,

James VandenHeuvel

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

CAMP ORIGINAL LICENSING STUDY REPORT

Michigan Department of Lifelong Education, Advancement, and Potential

IDENTIFYING INFORMATION

PROGRAM License Number	PROGRAM (Camp) Name		Application Date		
CD750419359	Camp Fort Hill Day Camp		1/16/2025		
PROGRAM Phone Number	**PROGRAM Applicant Address**		**City**	**State**	**Zip**
(269) 503-2601	21710 N. Everson Dr.		Sturgis	MI	49091
SITE License Number	**SITE Name**	**Camp SITE Address**	**City**	**State**	**Zip**
SD750419218	Camp Fort Hill	21710 N. Everson Dr.	Sturgis	MI	49091
Camp SITE Telephone	**Applicant/Licensee Designee Name**		**E-Mail**		
(269) 569-5507	Mary Franks and Sarah Vanderlugt		maryfranks1230@gmail.com & svanderlugt09@gmail.com		

Is the PROGRAM applicant the same as SITE Applicant/Licensee?
☒ Yes ☐ No

Terms: Gender: Both Capacity: 70
From Age: 7 To Age: 13

PROGRAM Type
☒ Day ☐ Residential ☐ Troop ☐ Travel

SITE Type
☒ New Day Site ☐ New Residential Site
☐ Existing Day Site ☐ Existing Residential Site

METHODOLOGY

01/16/2025	Enrollment
03/25/2025	File Transferred to Field Office
03/25/2025	Written Policies Received for Review
03/26/2025	PSOR on Address Completed No Findings
03/27/2025	Inspection Completed On-site
05/27/2025	Written Policies Accepted
05/27/2025	Recommend License Issuance

DESCRIPTION OF FINDINGS

A. SITE DESCRIPTION

Outdoor
- ☒ Acreage: 228
- ☒ Water Supply: Private
- ☒ Sewage: Private Sewer
- Bodies of Water: ☒ Lake(s) ☐ Pond(s) ☐ River(s) ☐ Pool(s)
- ☐ Other:

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 approved

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: ☒ boulder wall ☐
- Winter Sports: ☐ ☐

Findings: Camp Fort Hill, located at 21710 N Everson Drive in Sturgis, Michigan, offers an outdoor experience on 228 acres of wooded hills in St. Joseph County. Established in 1928, the camp features seven spacious cabins, a lodge with cooking and dining facilities, and a separate building housing restrooms and showers. Campers can enjoy miles of forest trails, swim and canoe on Lake Tamarack, and participate in activities like climbing, archery, and nature studies. The day campsite meets applicable camp administrative rules.

B. PROGRAM DESCRIPTION

Operation Schedule Period (days, times, season)	Summer only, 9:00 AM - 3:00 PM, five weeks of camp.
Staffing (Adult Staff to Camper Ratio)	1 Adult to 10 Campers maximum.

Training (Staff Training Content and Time)	☒ proper supervision ☒ behavior management ☒ program development for age groups ☒ child protection ☒ plans for emergencies, rain, and regular camp operations. Proposed Staff Training Hours (3 hours per week of service): ☒Yes ☐No

Findings: Camp Fort Hill provides educational and recreational opportunities that foster community engagement and appreciation for the natural environment. The camp offers a variety of activities, including hiking, swimming, canoeing, climbing, and nature studies, designed to promote environmental stewardship and personal growth.

To ensure a safe and enriching experience, Camp Fort Hill trains it's staff in policies and procedures consistent with Michigan's licensing rules for children's camps. This includes comprehensive training in camper behavior management, health services, emergency response, and supervision practices. The camp program meets applicable camp statute and rules.

C. RULE/STATUTORY VIOLATIONS

The camp PROGRAM and SITE were found to be in substantial compliance 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	6/6/2025
Consultant's Signature	Printed Name/Licensing Consultant	Date
	Deondra S. Ramsey	6/10/2025
Approved By:	Printed Name/ Manager	Date

MiLEAP is an equal opportunity employer/program.

Commented [JV1]: @Ramsey, Deondra (MiLEAP) please review/sign

Commented [DR2R2]: signed