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

GRETCHEN WHITMER
GOVERNOR

BEVERLY WALKER-GRIFFEA
DIRECTOR

9/17/2026

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

RE: License #: CD280420525
Hickory Hills Day Camp
2000 Randolph Street
Traverse City, MI 49686

Dear Rachel Straughen:

Attached is the Addendum to the Original Licensing Study Report for the above-mentioned facility.

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 Camp Licensing Unit at 833-665-8116 or at MiLEAP-Camps@Michigan.gov.

Sincerely,

James Vanden Heuvel

James Vanden Heuvel, Lead Camp Consultant
Camp Licensing Unit
105 W. Allegan St. 2nd Floor
Lansing, MI 48933
CELL NUMBER

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

I. IDENTIFYING INFORMATION

License #:	CD280420525
Licensee Name:	Grand Traverse Conservation District
Licensee Address:	1450 Cass Road Traverse City, MI 49685
Licensee Telephone #:	231-941-0960
Administrator:	Rachel Straughen
Name of Camp:	Hickory Hills Day Camp
Camp Address:	ADDRESS
Camp Telephone #:	PHONE NUMBER
Capacity:	50
Program Type:	CHILDREN'S DAY CAMP

II. Purpose of Addendum

Licensee requested to modify the capacity of day camp program from 40 to 50 campers.

III. Methodology

09/16/2026	Contact-Document Received
09/17/2026	Licensing File Review

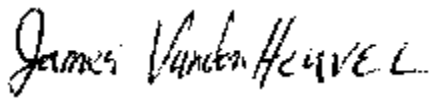
IV. Description of Findings and Conclusions

On 9/16/2026, the department received an email from licensee designee, Rachel Straughen. Ms. Straughen requested an increase in the capacity from 40 campers to a program capacity of 50 campers. She referenced the capacity of the day campsite was approved for 65.

On 9/17/2026, I conducted a review of the Bureau Information Tracking System (BITS) for the Hickory Hills Day Camp license (CD280420525). The original license was issued on 9/8/2026 with a capacity of 40 campers. I reviewed BITS for the day campsite license capacity of Hickory Hills Day Camp (SD280420488). The search revealed the capacity was approved for up to 65 campers. The campsite capacity supports the increase of the program license to 50 campers.

V. Recommendation

I recommend the capacity terms of this license to be modified from 40 to the approved capacity of 50.



9/17/2026

James Vanden Heuvel Date
Lead Licensing Consultant