



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 20, 2023

Molly Vargas
Charlevoix Childrens House
08700 Mercer Blvd
Charlevoix, MI 49720

RE: License #: DC150018032
Charlevoix Childrens House
08700 Mercer Boulevard
Charlevoix, MI 49720

Dear Ms. Vargas:

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 local office at (517) 284-9730.

Per MCL 722.113g, this report must be filed in your licensing notebook.

Sincerely,

A handwritten signature in black ink that reads "Codie Mayhew".

Codie Mayhew, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(231) 342-5006 – Cell
(517) 284-9730- Main
(517)-763-0217- Fax
MayhewC@michigan.gov

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC150018032
Licensee Name:	Charlevoix Childrens House
Licensee Address:	08700 Mercer Blvd Charlevoix, MI 49720
Licensee Telephone #:	(231) 547-5599
Administrator/Licensee Designee:	Molly Vargas, Designee
Name of Facility:	Charlevoix Childrens House
Facility Address:	08700 Mercer Boulevard Charlevoix, MI 49720
Facility Telephone #:	(231) 547-5599
Capacity:	30
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 03/07/2023, it was determined that a modification was needed to accurately identify square footage, capacity, program components, and bathrooms. Since there are only two toilets and two handwashing sinks for children, the capacity needs to be reduced from 31 to 30. We are also changing the age range from 30 months to 7 years to 3 years to 7 years.

III. Methodology

03/20/2023 Modification Request Received
03/07/2023 Inspection Completed Onsite
01/14/2021 Inspection Completed- Fire Safety: A rating
01/24/1990 Inspection Completed- Env. Health: A rating.

IV. Description of Findings and Conclusions

The terms of the original license were modified on 03/20/2023.

The center is located in the rural area of Charlevoix. The center consists of one preschool classroom.

The following rooms have been approved as child-use space and meet the 35 square feet per child requirement:

- **Preschool classroom:** This room measured to be 29 ft. x 43.2 ft. plus 6.6 ft x 7.5 ft., minus 10.8 ft x 6.3 ft (coat room), providing a total of 1234 square feet. Based on 35 square feet per child requirement, this allows for requested capacity 30 children ages 3 years and above.

Note: If the room divider is used, it cannot be entirely closed. It must be open at least three feet.

The Licensee Designee understands that if there is a mixed age group in the room, the ratio of child care staff members to children is based on the youngest child. The Licensee Designee understands that the center must be compliant with maximum group sizes for each age group in well-defined spaces.

The following rooms are approved for as additional child use space and were not used to determine the center's total capacity:

- **The office:** This room measured to be 11.8 ft x 9.9 ft, providing a total of 117 square feet. Based on the 35 square feet per child requirement, this allows for 3 children ages 3 years and above.

There are two bathrooms in the preschool classroom. Each bathroom has one toilet and one handwashing sink.

A playground inspection was completed on 01/19/2010. The outdoor play area is entirely fenced in, and it is located behind the center.

A Qualified fire Inspection with an A rating occurred on 01/14/2021. On 01/24/1990, an "A" rated Environmental Health Inspection was completed. A Lead Inspection was not needed since the school was built after 1978.

Terms:

The center operates Monday through Friday 7:30 AM to 5:30 PM. The center operates during the school year September through June. The center serves preschool and school age children.

Parents provide a morning snack, lunch, and an afternoon snack. The center does not have food service as a program component.

The center does not offer transportation or swimming as program components.

V. Recommendation

I recommend the changes identified above, the reduction of capacity from 31 to 30 children, and a change in age range: 3 to 7 years.



03/20/2023

Codie Mayhew
Licensing Consultant

Date