



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

October 24, 2022

Shannon Galla  
Grand Traverse Bay YMCA  
3700 Silver Lake Drive  
Traverse City, MI 49684

RE: License #: DC240409049  
Central Elementary School  
410 State Street  
Petoskey, MI 49770

Dear Ms. Galla:

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 cursive script that reads "DeAndre Lawson".

DeAndre Lawson, Licensing Consultant  
Bureau of Community and Health Systems  
Suite 11  
701 S. Elmwood  
Traverse City, MI 49684

enclosure

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

**I. IDENTIFYING INFORMATION**

|   |   |
|---|---|
| <b>License #:</b>                       | DC240409049                                       |
| <b>Licensee Name:</b>                   | Grand Traverse Bay YMCA                           |
| <b>Licensee Address:</b>                | 3700 Silver Lake Drive<br>Traverse City, MI 49684 |
| <b>Licensee Telephone #:</b>            | (231) 933-9622                                    |
| <b>Administrator/Licensee Designee:</b> | Shannon Galla, Designee                           |
| <b>Name of Facility:</b>                | Central Elementary School                         |
| <b>Facility Address:</b>                | 410 State Street<br>Petoskey, MI 49770            |
| <b>Facility Telephone #:</b>            | (231) 348-8393                                    |
| <b>Capacity:</b>                        | 50  |
| <b>Program Type:</b>                    | CHILD CARE CENTER                                 |

## II. Purpose of Addendum

On October 6<sup>th</sup>, 2022, Ms. Larson sent a request to run the program from 8am to 6pm on snow days/in-service days and from 12pm-6pm on half days.

## III. Methodology

10/06/2022 Modification Request Received

## IV. Description of Findings and Conclusions

The terms of the original license have not previously been modified.

The center is in the rural area of Petoskey. The center operates out of Central Elementary School.

### **Approved space (room numbers, sizes, capacity and ages of children for which each room/well-defined space is approved, etc.):**

- Cafeteria: This room is 36.8 ft. x 66 ft., providing a total of 2,428 square feet. Based on the 35 square feet per child requirement, this allows for the requested capacity of 50 children ages five years and above.

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

- Vestibule: This room is 27.6 ft. x 39.2, providing a total of 1,081 square feet. Based on the 35 square feet per child requirement, this allows for 30 children ages five years and above.
- Gymnasium: This room is 67.6 ft. x 100 ft., providing a total 6,760 square feet. Based on the 35 square feet per child requirement, this allows for the requested capacity of 50 children ages five years and above.
- Classroom 214 B: This is room is 40.8 ft. x 31.3 ft., providing a total of 1,277 square feet. Based on 35 square feet per child requirement, this allows 36 children ages five years and above.

The space is sufficient for a total center capacity of 50 children ages 5 years and above.

### **Equipment:**

An inventory list was provided on 08/12/2021 which shows that all classrooms have a variety of developmentally appropriate equipment to support physical, social, emotional, and cognitive development. There is an adequate amount of equipment to support the licensed capacity for each classroom with three play spaces per child.

### **Number of sinks and toilets:**

On the main level, there is a girl's and boy's bathroom adjacent to the school office. The girl's bathroom has five toilets and two handwashing sinks. The boy's bathroom has three toilets, two urinals, and 3 handwashing sinks. Another set of bathrooms are located on each side of the gymnasium. The girl's bathroom consists of one toilet and one handwashing sink. The boy's bathroom consists of one toilet, one urinal, and one handwashing sink. There is a girl's bathroom (room 204) which consists of one toilet and one handwashing sink. There is a boy's bathroom (room 203) which consists of one toilet, one urinal, and one handwashing sink. This provides a total of 12 toilets, 4 urinals, 4 and 9 handwashing sinks for child use throughout the center. This supports the center's capacity of 50 children.

**Outdoor play area - location, fenced or not, water hazards:**

The center utilizes the Central Elementary School playground. The outdoor play area features swings, climbers, and various outdoor equipment.

**Documentation if a lead hazard risk assessment was required and the results:**

A lead hazard risk assessment was not required per R 400.8380(8) since the program operates in a school building serving only school-age children.

**Documentation of playground safety:**

The center utilizes the Central Elementary School playground, and this is provided to parents in writing in the center's parent handbook. Per R 400.8170(12), school-age centers operating in school buildings approved by the Michigan department of education are exempt from having the playground inspected by a certified playground inspector as long the licensee informs parents in writing at the time of enrollment that the center plans to use a public school's outdoor play area and equipment that do not comply with subrule (11).

**V. Recommendation**

I recommend a change in the proposed times of operation for the program from 8am to 6pm on snow days/in-service days and from 12pm-6pm on half days.



10/24/2022

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DeAndre Lawson  
Licensing Consultant

Date