



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

ORLENE HAWKS
DIRECTOR

March 7, 2023

Kelly Gignilliat
Jessica Anderson
Traverse City Area Public Schools
412 Webster Street
Traverse City, MI 49686

RE: License #: DC280088216
TCAPS Child Care - Silver Lake
5858 Culver Rd
Traverse City, MI 49685

Dear Ms. Anderson:

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 #:	DC280088216
Licensee Name:	Traverse City Area Public Schools
Licensee Address:	412 Webster Street Traverse City, MI 49686
Licensee Telephone #:	(231) 933-1781
Administrator/Licensee Designee:	Kelly Gignilliat, Designee Jessica Anderson, Designee
Name of Facility:	TCAPS Child Care - Silver Lake
Facility Address:	5858 Culver Rd Traverse City, MI 49685
Facility Telephone #:	(231) 933-3660
Capacity:	100
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 02/24/2023, it was determined that a modification was needed to correctly identify the program components, child use space, room measurements, and approved bathrooms.

III. Methodology

03/07/2023 Modification Request Received

02/24/2023 Inspection Completed Onsite

01/10/2023 Inspection Completed- Env. Health: A

12/22/2022 Fire Safety Provision's form signed by superintendent

IV. Description of Findings and Conclusions

The terms of the original approval have been modified on 09/27/2000, 09/02/2003, 11/03/2005, 10/31/2006, 09/21/2009, 09/27/2011, 09/16/2013, 08/25/2017, 01/08/2018, and 03/07/2023.

The center is located inside TCAPS Silver Lake Elementary School.

The following rooms have been approved as child use space:

- **Classroom 121:** This classroom is 31.9 ft. x 38.6 ft., providing a total of 1149 square feet. Based on 35 square feet per child, this allows for a total requested capacity of 25 children aged 3 years and above.
- **Cafeteria:** This room is 49 ft. x 37 ft., providing a total of 1813 square feet. Based on the 35 square feet per child requirement, this is enough space for the requested capacity of 52 children aged 3 years and above. The cafeteria can be divided in half to allow for 26 children ages 3 years and above on each side.
- **Gymnasium:** This room is 79 ft. x 56 ft., providing a total of 4424 square feet. Based on the 35 square feet requirement, this is enough space for the requested capacity of 72 children aged 3 years and above. The gymnasium is divided into two sections using the half-court basketball line to allow 36 children ages 4 years above to be on each side. This allows for 30 children ages 3 to 4 years of age on each side.

Equipment and materials for the gymnasium are stored in the cafeteria (storage closets) and are brought to the gymnasium during child care hours to meet

the minimum play space requirements of rule R 400.8173 (5) and (6).

The center's total capacity at one time is 100 children. Even though all of the approved classrooms may have a total capacity higher than 100, the licensee designee understands that the total number of children in care at any one time cannot exceed 100.

The Licensee Designee understands that if there is a mixed age group in the room, the ratio of child care staff members to children and maximum group size is based on the youngest child.

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

- **Room 105 (Located in the office):** This room measured to be 8.6 ft. x 6.9 ft., providing a total of 59 square feet. This allows for the requested capacity of 1 child ages 3 years and above.
- **Room 106 (Located in the office):** This room measured to be 8.6 ft. x 6.9 ft., providing a total of 59 square feet. This allows for the requested capacity of 1 child ages 3 years and above.
- **Classroom 109:** This room measured to be 27.7 ft. x 29.2 ft., providing a total of 809 square feet. Based on 35 square feet per child, this allows for a room capacity of 23 children ages 3 years and above.
- **Classroom 110:** This room measured to be 27.7 ft. x 29.2 ft., providing a total of 809 square feet. Based on 35 square feet per child, this allows for a room capacity of 23 children ages 3 years and above.
- **Classroom 111:** This room measured to be 28.3 ft x 29.3 ft, providing a total of 829 square feet. Based on 35 square feet per child, this allows for a room capacity of 24 children ages 3 years and above.
- **Classroom 117:** This room measured to be 29.3 ft. x 30.3 ft. plus 18.6 ft. x 7.4 ft, providing a total of 1025. Based on 35 square feet per child, this allows for 29 children ages 3 years and above.
- **Classroom 120:** This room measured to be 38.6 ft. x 30 ft., providing a total of 1156 square feet. Based on 35 square feet, this allows for 33 children ages 4 years and above. This would allow 30 children ages 3 to 4 years of age.
- **Classroom 402 (art/music room):** This room is 30.7 ft. x 33.3 ft., providing a total of 1022 square feet. Based on 35 square feet per child, this allows for a room capacity of 20 children ages 3 years and above.

- **Library:** This room is 48 ft. x 27 ft. plus 39 ft. x 16 ft., providing a total of 1920 square feet. Based on the 35 square feet per child requirement, this allows for a room capacity of 54 children aged 3 years and above. This room can be divided in half to allow 27 children ages 3 years and above on each side of the library.

The total space is sufficient for a total center capacity of 100 children aged 3 years through 12 years of age.

There are a set of bathrooms located outside of the art room. The boys' bathroom has 1 toilet, 1 urinal, and 1 handwashing sink. The girls' bathroom has 2 toilets and 1 handwashing sink. There is another set of bathrooms located across from classroom 117. The boys' bathroom has 1 toilet and 1 handwashing sink. The girls' bathroom has 1 toilet and 1 handwashing sink. In classrooms 110, 109, 111, and 121, there is 1 toilet and 1 handwashing sink. Classroom 117 and 120 have a shared bathroom which has 1 toilet and 1 handwashing sink. Classroom 117 and 120 each have an additional handwashing sink. There is a total of 10 toilets, 11 handwashing sinks, and 1 urinal.

An "A" rated environmental health inspection was completed on 01/10/2023. A Certification of School Building Fire Safety Provisions form (BCAL-5043) was signed by the superintendent of TCAPS on 12/15/2022. The building was built in 1987; therefore, a lead hazard risk assessment is not required.

Terms:

The total center capacity is 100 children aged 3 through 12 years of age. The center offers a full day preschool program and before and after school care for children aged 3 years through 12 years of age.

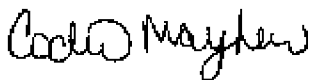
The center will provide breakfast, lunch, and snacks for those children in attendance during service times. Parents can also send snacks and lunch for their children.

Transportation will be provided by Traverse City Area Public Schools. Swimming and transportation are not program components offered at this time.

**** TCAPS rotates their summer programs between schools so some years this center will not operate during the summer.***

V. Recommendation

I recommend the child use space, child use bathrooms, and program components listed above.



03/07/2023

Codie Mayhew
Licensing Consultant

Date