



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
ACTING DIRECTOR

August 14, 2023

Sarah Lindloff
Emanuel First Lutheran Church
1001 N. Capitol Avenue
Lansing, MI 48906

RE: License #: DC330019940
Emanuel Lutheran Daycare Center
1001 N. Capitol Avenue
Lansing, MI 48906

Dear Ms. Lindloff:

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 "Karen Woodman".

Karen Woodman, Licensing Consultant
Child Care Licensing Bureau
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
517-285-9301

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
CHILD CARE LICENSING BUREAU
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	DC330019940
Licensee Name:	Emanuel First Lutheran Church
Licensee Address:	1001 N. Capitol Avenue Lansing, MI 48906
Licensee Telephone #:	(517) 485-4118
Administrator/Licensee Designee:	Sarah Lindloff, Designee
Name of Facility:	Emanuel Lutheran Daycare Center
Facility Address:	1001 N. Capitol Avenue Lansing, MI 48906
Facility Telephone #:	(517) 485-4118
Capacity:	88
Program Type:	CHILD CARE CENTER

II. Purpose of Addendum

On 07/12/2023, licensee Sarah Lindoff requested to change the use space in Room 4 from a toddler classroom to infants to 1 years old.

III. Methodology

07/12/2023 Modification request received

08/14/2023 Inspection completed onsite

IV. Description of Findings and Conclusions

The following rooms are currently approved for use and were used to determine the center's capacity:

- Room 3 measures 21.4 ft. x 9.1 ft., plus 6.8 ft. x 20.9 ft. for a total of 394 square feet. Based on 50 square feet per child, this room can accommodate a capacity of 8 children ages birth to 2.5.
- Room 4 measures 12.75 ft. x 29.25 ft., plus 5.92 ft. x 3.5 ft. for a total of 394 square feet. Based on 50 square feet per child, this room can accommodate a capacity of 8 children ages birth to 2.5. This room has one toilet and one hand washing sink inside the classroom.
- Room 5/6 is the preschool and school age classroom. The room measures 8.6 ft. x 17.3 ft., plus 24.3 ft. x 50.3 ft., plus 5.5 ft. x 18.8 ft. for a total of 1473 square feet. Based on 35 square feet per child and maximum group size, this room can accommodate a capacity of 36 children ages 3 to 12 years. The licensee designee understands that if there is a mixed age group in this room, ratio and group size is determined by the age of the youngest child.
- Room 8 measures 7.8 ft. x 3.3 ft., plus 20 ft. x 20 ft., for a total of 606 square feet. Based on 50 square feet per child, this is enough for a capacity of 12 children ages birth to 2.5 years.
- Room 14 measures 32.5 ft. x 26.5 ft. for a total of 861 square feet. Based on 35 square feet per child, this accommodates a capacity of 24 children ages 2.5 to school age. The licensee designee understands that the ratio and group size is determined by the age of the youngest child.

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

- Room 9 multipurpose room measures 38.7 ft. x 47 ft., for a total of 1819 square feet. When only children aged 30 months or older are present, this is enough space to accommodate a capacity of 36 children, based on 35 square feet per child and maximum group size. When children under 30 months are present, this is enough space to accommodate a capacity of 12 children, based on 50 square feet per child and maximum group size. The

licensee designee is aware that maximum group size and ratio of caregivers to children according to age range must be followed when children under the age of 3 years are present.

- The gymnasium is very large and can accommodate the entire center capacity. The licensee designee is aware that maximum group size and ratio of caregivers to children according to age range must be followed when children under the age of 3 years are present.
- Room 11 measures 26.92 ft. x 29.42 ft., for a total of 792 square feet. This is enough space to accommodate a room capacity of 22 children ages 2.5 to school age.
- Room 15 measures 26.92 ft. x 29.42 ft., for a total of 792 square feet. This is enough space to accommodate a room capacity of 22 children ages 2.5 to school age.

The total space is sufficient for a total center capacity of 88 children, infant through school-age.

There are two handwashing sinks and four toilets in Room 5/6 available for the children's use. There is one handwashing sink and one toilet in Room 8 available for the children's use. There is a boys' and girls' bathroom located near Room 8 that is also available for use. The boys' bathroom contains two handwashing sinks, two toilets, and one urinal. The girls' bathroom contains three handwashing sinks and four toilets. There is also a boy's and girls' bathroom near Room 9 and the gymnasium. The boys' bathroom contains two handwashing sinks, two toilets, and two urinals. The girls' bathroom contains three handwashing sinks and four toilets. There is one sink and one toilet in Room 3. There is a boys' bathroom and a girls' bathroom across the hall from Room 14. The boys' bathroom has three handwashing sinks, two toilets, and two urinals. The girls' bathroom has three handwashing sinks and four toilets.

This equals a total of 21 handwashing sinks, 25 toilets, and 5 urinals available to the children in care.

The classrooms are furnished with a variety of developmentally appropriate equipment. There is an adequate amount of equipment to support the capacity increase.

Terms:

The center is approved for a total capacity of 88 children ages birth through 12 years.

The center offers a hot lunch provided by the school's licensed kitchen and parents can provide a sack lunch for their child. Ready-made snacks are provided.

The center does not offer transportation or swimming.

V. Recommendation

I recommend the change of use space in Room 4 from a toddler classroom to infants to 1 years old which increases capacity from 75 to 88 children.

Karen Woodman

08/14/2023

Karen Woodman
Licensing Consultant

Date