



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

June 2, 2022

Sandra Ludwig  
Manistee Area Public Schools  
550 Maple Street  
Manistee, MI 49660

RE: Application #: DC510411915  
**MAPS Preschool**  
**55 Bryant Ave**  
**Manistee, MI 49660**

Dear Mrs. Ludwig:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and rules. Therefore, an original license with a maximum capacity of 97 is issued.

Please review the attached 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 "Linda Strube".

Linda Strube, Licensing Consultant  
Bureau of Community and Health Systems  
611 W. Ottawa Street  
P.O. Box 30664  
Lansing, MI 48909  
(231) 215-4608

enclosure

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

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	DC510411915
<b>Applicant Name:</b>	Manistee Area Public Schools
<b>Applicant Address:</b>	550 Maple Street Manistee, MI 49660
<b>Applicant Telephone #:</b>	(231) 723-3521
<b>Licensee/Designee:</b>	Sandra Ludwig, Designee
<b>Name of Facility:</b>	MAPS Preschool
<b>Facility Address:</b>	55 Bryant Ave Manistee, MI 49660
<b>Facility Telephone #:</b>	(213) 723-9285 02/28/2022
<b>Application Date:</b>	
<b>Capacity:</b>	97
<b>Program Type:</b>	CHILD CARE CENTER

## II. METHODOLOGY

10/25/2021	Inspection Completed-Heating Approved
02/17/2022	Inspection Completed-Lead Hazard Risk Assessment-Approved
02/28/2022	Enrollment
03/03/2022	Application Incomplete Letter Sent NEEDS TAX ID
03/10/2022	Inspection Completed-Env. Health : A
04/07/2022	Inspection Completed On-site Measured rooms
04/07/2022	Application Complete/On-site Needed
04/12/2022	Inspection Completed: Fire Safety: A School Fire Safety Provisions.
05/31/2022	Inspection Completed On-site Walk through of classrooms
05/31/2022	Inspection Completed-BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Description of Facility

This child care center is located in Jefferson Elementary School in Manistee, MI. The center is currently offering afterschool and summer programming.

#### Approved space

**Classroom #25** was measured in two sections. The first section measures 14 ft. x 44 ft., for a total of 616 square feet. The second section measures 12 ft. x 34 ft., for a total of 408 square feet. The total square footage is 1024 square feet. This is sufficient space for 29 children ages 3 to 12-years-old.

**The Gymnasium** measures 60 ft. x 40 ft. for a total of 2400 square ft. This is sufficient space for 68 children ages 3 to 12-years-old. The licensee designee is aware that group sizes must be maintained. Staff will use cones to divide the gym into well-defined spaces with at least 35 square feet of space per child.

The **Ancillary Services Room** *has not been used to determine the center's capacity.* The room measures 9 ft. x 16 ft. for a total of 144 square feet. This is sufficient space for 4 children ages 3 to 12-years-old.

**Equipment:**

There is an adequate amount and variety of toys, equipment, and learning activities available to meet the center's capacity of 97 children.

**Number of sinks and toilets:**

There are 6 toilets, 2 urinals, and 7 sinks. This supports the center's capacity of 97 children.

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

Jefferson Elementary School playground will be available for use by school age children. There is a large fenced in play area for use by children in care. There are no water hazards.

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

A lead hazard risk assessment was completed on 02/17/2022. There were no lead hazard risks found.

**Documentation of playground safety:**

The center will notify parents that the playground will be available for use by school age children. Preschool children will not use the playground equipment. Parents will be notified that the playground equipment has not been inspected by the department. The fenced in play area does not have any raised equipment and does not require a playground safety inspection.

**B. Program Description**

**Ages of children served:**

This program will serve children ages three through twelve years.

**Proposed days and hours of operation:**

The program will operate Monday through Friday from 7:00 A.M. – 5:30 P.M.

**Full or part time (AM or PM sessions or both):**

The center offers full day programming.

**Other program components - transportation, swimming, food service:**

The program serves breakfast and lunch that is provided from Manistee Area Public Schools. The center serves one read-to-eat snack. The center does not provide transportation or swimming.

**Name of program director and under what rules the program director is qualified:**

The program directors are Ms. Amy Brown and Ms. Sandra Ludwig.  
Ms. Brown is qualified under R 400.8113 (7)(a) and (9).  
Ms. Ludwig is qualified under R 400.8113 (7)(d) and (9).

**Is there a central administrator that meets the administrative requirement?**

Ms. Brown and Ms. Ludwig have the educational qualifications to meet the administrative requirement. No central administrator is necessary for this program.

**Explanation of variance(s), if any:**

There are no variances for this facility.

**C. Rule/Statutory Violations**

There are no rule or statutory violations.

**IV. RECOMMENDATION**

I recommend issuance of an original license to this child care center.

*Linda Strube*

06/02/2022

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Linda Strube  
Licensing Consultant

Date

Approved By:

*Candice Case-French*

06/02/2022

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Candice Case-French  
Area Manager

Date