



GRETCHEN WHITMER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

ORLENE HAWKS  
DIRECTOR

May 6, 2022

Kimberly Steig  
Clubhouse Childcare Services LLC  
7751 Northland Drive  
Stanwood, MI 49346

RE: Application #: DC670411314  
**Huntesy's Clubhouse Reed City**  
**4150 225th Ave**  
**Reed City, MI 49677**

Dear Ms. Steig:

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 100 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 (989) 732-8062.

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**

**License #:** DC670411314

**Applicant Name:** Clubhouse Childcare Services LLC

**Applicant Address:** 7751 Northland Drive  
Stanwood, MI 49346

**Applicant Telephone #:**

**Licensee/Designee:** Kimberly Steig, Designee

**Name of Facility:** Huntley's Clubhouse Reed City

**Facility Address:** 4150 225th Ave  
Reed City, MI 49677

**Facility Telephone #:** (231) 307-3037  
11/30/2021

**Application Date:**

**Capacity:** 100

**Program Type:** CHILD CARE CENTER

## II. METHODOLOGY

11/30/2021	Enrollment
4/20/2022	Contact – Document Received Playground Inspection
05/02/2022	Inspection Completed-Fire Safety :A
05/02/2022	Application Complete/On-Site Needed
05/04/2022	Inspection Completed On-site
05/05/2022	Inspection Completed-Env. Health : A
05/06/2022	Inspection Completed-BCAL Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Description of Facility

This child care center is located in Reed City, MI.

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

**Infant Room #1** was measured in two sections. The first section measures 27 ft. X 20 ft., for a total of 540 square feet. The second section measures 5 ft. x 5 ft. for a total of 25 square feet. The total square footage is 565 square feet. This is sufficient space for the requested capacity of 8 children ages birth to 30 months.

**Infant Room # 2** measures 38 ft. x 11 ft., for a total of 418 square feet. This is sufficient space for the requested capacity of 8 children ages birth to 30 months.

**The Waddler Room** measures 19 ft. x 16 ft., for a total of 304 square feet. A section measuring 4 ft. x 10 ft. equaling 40 square feet was subtracted for a total of 264 square feet of child use space. This is sufficient space for the requested capacity of 4 children ages birth to 30 months.

**Toddler Room #1** was measured in two sections. The first section measures 15 ft. x 19 ft., for a total of 285 square feet. The second section measures 18 ft. x 12 ft., for a total of 216 square feet. This is sufficient space for the requested capacity of 8 children ages birth to 30 months.

**Toddler Room #2** measures 17 ft. x 25 ft. for 425 square feet, minus 11.5 ft. x 2 ft. for 23 square ft. for a total of 402 square feet. This is sufficient space for the requested capacity of 8 children ages birth through 30 months.

**The Young Preschool Room** was measured in two sections. The first section measures 35 ft. x 10 ft., for a total of 350 square ft. The second section measures 20 ft. x 2 ft., for a total of 40 square feet. The total square footage is 390 square feet. This is sufficient space for the requested capacity of 8 children ages 30 months to 12 years of age.

**Preschool Room #1** was measured in two sections. The first section measures 35 ft. x 14 ft., for a total of 490 square feet. The second section measures 14 ft. x 9 ft., for a total of 126 square ft. A section measuring 10 ft. x 10 ft. was subtracted for a total of 100 square feet. The total square footage of child use space is 516 square feet. This is sufficient space for the requested capacity of 12 children ages 30 months to 12 years of age.

**Preschool Room #2** measures 57 x 12 ft., for a total of 684 square feet. This is sufficient space for 19 preschool children ages 30 months and above.

**The School Age Room** was measured in two sections. The first section measures 9 ft. x 7 ft., for a total of 63 square feet. The second section measures 36 ft. x 34 ft., for a total of 1,224 square feet. A section measuring 7 ft. x 22 ft., for a square footage of 154 square feet was subtracted from the total. There is a total of 1,133 square feet of child use space. This is sufficient space for the requested number of 25 children ages 30 months and above.

**The following room is for child use space but is not included in capacity:**

**The Library** measures 12 ft. x 9 ft. for a total of 108 square ft. This is sufficient space for two children ages birth to 30 months or 3 children ages 30 months to 12 years of age.

**Equipment:** The child care center has an adequate amount of developmentally appropriate indoor and outdoor equipment to care for children ages birth to 12 years of age.

**Number of sinks and toilets:** There are 6 toilets, 1 urinal, and 8 handwashing sinks. This is sufficient for the requested capacity of 100 child care children.

**Outdoor play area - location, fenced or not, water hazards:** There is a fenced in outdoor play area on the side of the building for use by preschoolers and school age children. There is a fenced in play area in the back of the building for infants and toddlers.

**Documentation if a lead hazard risk assessment was required and the results:** The building was built after 1978, and a lead hazard risk assessment was not required.

**Documentation of playground safety:** A playground safety inspection was completed on 04/20/2022.

**B. Program Description**

**Ages of children served:** The center will care for children ages birth to 12 years.

**Proposed days and hours of operation:** The center will operate Monday through Friday from 5:30 am to 6:00 pm.

**Full or part time (AM or PM sessions or both):** The center offers full or part time care.

**Other program components - transportation, swimming, food service:** The center offers food service. They do not offer transportation or swimming.

**Name of program director and under what rules the program director is qualified:**  
The approved program director is Kimberly Steig. Ms. Steig is approved under R 400.8113(7)(d) and (9)

**Is there a central administrator that meets the administrative requirement?**  
There is not a central administrator. Ms. Steig meets this requirement.

**Explanation of variance(s), if any:**  
There are no variances.

**C. Rule/Statutory Violations**  
There are no rule or statutory violations at this time.

**IV. RECOMMENDATION**

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

*Linda Strube*

05/06/2022

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Linda Strube  
Licensing Consultant

Date

Approved By:

*Candice Case-French*

05/06/2022

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Candice Case-French  
Area Manager

Date