



STATE OF MICHIGAN  
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS  
LANSING

GRETCHEN WHITMER  
GOVERNOR

ORLENE HAWKS  
DIRECTOR

March 23, 2022

Gretchen Preston  
Gretchen's House Inc.  
4531 Concourse Dr.  
Ann Arbor, MI 48108

RE: License #: DC810411040  
**Gretchen's House - WISD**  
**1735 S. Wagner Road**  
**Ann Arbor, MI 48103**

Dear Mrs. Preston:

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 "Kimberly Brown".

Kimberly Brown, Licensing Consultant  
Childcare Licensing Bureau  
611 W. Ottawa Street  
PO Box 30664  
Lansing, MI 48909  
(734) 417-9703

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>	DC810411040
<b>Licensee Name:</b>	Gretchen's House Inc.
<b>Licensee Address:</b>	4531 Concourse Dr. Ann Arbor, MI 48108
<b>Licensee Telephone #:</b>	(734) 260-9027
<b>Administrator/Licensee Designee:</b>	Gretchen Preston, Designee
<b>Name of Facility:</b>	Gretchen's House - WISD
<b>Facility Address:</b>	1735 S. Wagner Road Ann Arbor, MI 48103
<b>Facility Telephone #:</b>	(734) 994-8100
<b>Capacity:</b>	56
<b>Program Type:</b>	CHILD CARE CENTER

## II. Purpose of Addendum

Change Classroom 12 from a gross motor room to a preschool classroom for children ages 3-5 and increase the capacity from 36 to 56.

## III. Methodology

02/08/2022-Request for Modification Received

02/11/2022 Inspection completed onsite.

## IV. Description of Findings and Conclusions

On February 11, 2022 I made an announced onsite inspection to the child care center. Classroom 12 had been reconfigured and the dividing moving cabinets moved to create a preschool classroom.

The usable classroom space measures 26ft x 27 ft=702 square feet providing enough space for 20 child care children ages 3-5 year old.

The center is adding an additional toileting room with 3 toilets and 1 sink. The center has a total of 6 toilets and 10 sinks available for the child care children's use.

The classroom and the number of sinks and toilets is sufficient to approve the center capacity of 56.

The center is aware that each room must not exceed the maximum group size requirements and proper ratios must be maintained at all times.

**R400.8182(3)** In each room or well-defined space, the maximum group size and ratio of child care staff members to children, including children related to a staff member or the license must be as shown in table 4:

<b>TABLE 4</b>			
<b>Child Care Staff Member to Child Ratios</b>			
	<b>Age</b>	<b>Child Care Staff Member to Child Ratio</b>	<b>Maximum Group Size</b>
(a)	Infants and toddlers, birth until 30 months of age	1 to 4	12
(b)	Preschoolers, 30 months of age until 3 years of age	1 to 8	16
(c)	Preschoolers, 3 years of age until 4 years of age.	1 to 10	<b>30</b>
(d)	Preschoolers, 4 years of age until school-age	1 to 12	<b>36</b>
(e)	School-agers	1 to 18	<b>36</b>

**V. Recommendation**

I recommend the capacity of the center be changed from 36 to 56 and classroom twelve be approved as a preschool classroom for children ages 3-5 years old.



03/23/2022

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Kimberly Brown  
Licensing Consultant

Date