



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

August 18, 2026

James Cubr
Courtyard Manor of Howell Inc.
3275 Martin Rd., Ste 127
Walled Lake, MI 48390

RE: License #: AL470405985
Courtyard Manor of Howell
205 Francis Road
Howell, MI 48843

Dear Mr. Cubr:

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) 335-5985.

Sincerely,

A handwritten signature in cursive script that reads "Julie Elkins".

Julie Elkins, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909

enclosure

**MICHIGAN DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF COMMUNITY AND HEALTH SYSTEMS
ADDENDUM TO ORIGINAL LICENSING STUDY REPORT**

I. IDENTIFYING INFORMATION

License #:	AL470405985
Licensee Name:	Courtyard Manor of Howell Inc.
Licensee Address:	205 Franis Road Howell, MI 48843
Licensee Telephone #:	(248) 926-2920
Licensee Designee:	James Cubr
Administrator:	James Cubr
Name of Facility:	Courtyard Manor of Howell
Facility Address:	205 Francis Road Howell, MI 48843
Facility Telephone #:	(517) 545-1275
Capacity:	20
Program Type:	ALZHEIMERS AGED

II. Purpose of Addendum

On 8/7/2026, licensee designee James Cubr submitted a written modification request to change the use of the basement space. On 08/18/2026, Mr. Cubr updated that written request to specify the use of two basement bedrooms to increase the number of private rooms available to residents. This request does not involve a change in the facility's licensed capacity.

The original licensing report completed on 02/18/2021 documented that the facility has a finished walkout basement containing the heat plant and water heater in an enclosed room and noted that this area would not be utilized or accessible to residents. The facility currently has 12 bedrooms on the main level and seeks to use the two basement bedrooms to expand the number of private rooms available to residents.

III. Methodology

On 08/18/2026, I conducted an onsite inspection of the lower level/ basement of the facility. The basement is a walkout at grade and contains multiple means of egress including two additional separate doors which lead directly to the outside and windows throughout. The basement contains two bedrooms that both have multiple windows, one full bathroom, a kitchen/dining area, common area and a staff office. The basement egresses exit onto a paved sidewalk and parking lot, so residents who regularly use wheelchairs to assist with mobility will be able to safely evacuate from the building. The furnaces are in the unfinished basement area in a separate enclosed room with a fire rated door. The three hot water heaters are in the same area of the basement that is also enclosed. Additionally, the basement is sprinkled for additional fire safety.

Resident bedrooms were measured during the on-site inspection and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	21" x 14"	294	2
2	21" x 12"	252	2
Kitchen/Dining	15" x 16"	240	0
Staff Office	23" x 18"	450	0
Bathroom	7" x 7.5"	53	0
Comon Area	16" x 12"	192	0

The basement living areas measures over 1,481 square feet of living space. This exceeds the minimum of 35 square feet per occupant requirement.

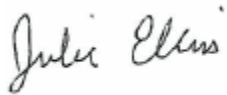
Based on the above information, this facility can accommodate twenty residents. All resident bedrooms, including the two basement bedrooms can accommodate two people and it is the licensee's responsibility not to exceed the facility's licensed capacity of twenty residents.

IV. Description of Findings and Conclusions

Based on the documentation submitted by licensee designee Cubr requesting approval to use the two basement bedrooms, and my on-site inspection conducted on 8/18/2026, I recommend utilizing the basement bedrooms to increase the number of private rooms available to residents, as the basement meets all licensing requirements.

V. Recommendation

I recommend that the two bedrooms in the basement be designated for resident use.



08/18/2026

Julie Elkins
Licensing Consultant

Date

Approved:



08/18/2026

Dawn Timm
Area Manager

Date