



STATE OF MICHIGAN  
DEPARTMENT OF HUMAN SERVICES  
OFFICE OF CHILDREN AND ADULT LICENSING



JENNIFER M. GRANHOLM  
GOVERNOR

MARIANNE UDOW  
DIRECTOR

December 15, 2006

Mylinda Townsend  
3402 Mallery St.  
Flint, MI 48504

RE: Application #: AF250285937  
Civic Manor AFC  
3402 Mallery St.  
Flint, MI 48504

Dear Ms. Townsend:

Attached is the Original Licensing Study Report for the above referenced facility. The study has determined substantial compliance with applicable licensing statutes and administrative rules. Therefore, a temporary license with a maximum capacity of 6 is issued.

Please review the enclosed documentation for accuracy and feel free to contact me with any questions. In the event that I am not available and you need to speak to someone immediately, please feel free to contact the local office at (989) 835-7241.

Sincerely,

James Clark, Licensing Consultant  
Office of Children and Adult Licensing  
2320 W. Pierson Rd.  
Flint, MI 48504  
(810) 787-7034

enclosure

**MICHIGAN DEPARTMENT OF HUMAN SERVICES  
OFFICE OF CHILDREN AND ADULT LICENSING  
LICENSING STUDY REPORT**

**I. IDENTIFYING INFORMATION**

<b>License #:</b>	AF250285937
<b>Applicant Name:</b>	My linda Townsend
<b>Applicant Address:</b>	3402 Mallery St. Flint, MI 48504
<b>Applicant Telephone #:</b>	(810) 424-3348
<b>Administrator/Licensee Designee:</b>	N/A
<b>Name of Facility:</b>	Civic Manor AFC
<b>Facility Address:</b>	3402 Mallery St. Flint, MI 48504
<b>Facility Telephone #:</b>	(810) 424-3348 09/01/2006
<b>Application Date:</b>	
<b>Capacity:</b>	6
<b>Program Type:</b>	MENTALLY ILL DEVELOPMENTALLY DISABLED AGED TRAUMATICALLY BRAIN INJURED

## II. METHODOLOGY

09/01/2006	Enrollment
09/15/2006	Application Complete/On-site Needed
09/26/2006	Application Incomplete Letter Sent
10/18/2006	Contact - Document Received Permission to inspect
11/02/2006	Contact - Telephone call made Scheduled initial inspection for 11-9 @ 1 PM.
11/09/2006	Inspection Completed On-site
12/13/2006	Inspection Completed On-site Follow-up
12/13/2006	Inspection Completed-BFS Full Compliance

## III. DESCRIPTION OF FINDINGS & CONCLUSIONS

### A. Physical Description of Facility

The home is a large ranch styled structure in a residential neighborhood. It is located north of Mallery St. and west of Welch in the City of Flint.

The home has a full basement with the furnace and hot water heater located there. An approved fire door is located at the top of the basement stairs. Smoke detectors are appropriately located in the home. The licensee submitted a written statement indicating that the fireplace will not be used.

The home has the following space available for indoor activities:

<b><u>Room</u></b>	<b><u>Dimensions</u></b>	<b><u>Square footage</u></b>
Dining Room	11.67' X 11.2'	119 sq. ft.
Living Room	21' X 15.67'	329 sq. ft.
<b>Total square footage = 448 sq.ft.</b>		
The home has adequate activity space available for the proposed number of occupants.		

The bedroom space available in the home is as follows:

<u>Location</u>	<u>Dimensions</u>	<u>Square footage</u>	<u>Capacity</u>
Rear center	12.67' X 11'	139 sq. ft.	2
Rear corner	16.3' X 11'	179 sq. ft	2
Front corner	13' X 15'	195	2
Licensee's room	17.3' X 14'	242	0
<b>Total Capacity = 6 residents.</b>			

## **B. Program Description**

The Civic Manor AFC will serve aged, developmentally disabled, traumatic brain injured and/or mentally ill residents. The home will provide all necessary habilitation services and intends to comply with all applicable AFC rules and regulations.

## **C. Qualifications**

The licensee meets all of the qualifications of the Adult Foster Care Family Home Administrative rules. Ms. Townsend lives in the home and will maintain this address as her personal residence

## **IV. RECOMMENDATION**

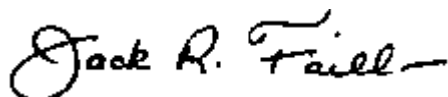
A temporary Adult Foster Care Family Home license with a maximum capacity of 6 is recommended.



James Clark  
Licensing Consultant

12-15-2006  
Date

Approved By:



12/15/06

Jack R. Failla  
Area Manager

Date