



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

December 18, 2025

Michael Mack
Safe Refuge LLC
669 Lookout St.
Pontiac, MI 48342

RE: Application #: **AS630419949**
Safe Refuge LLC
669 Lookout St
Pontiac, MI 48342

Dear Michael Mack:

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 4 is issued.

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 (248) 972-9136.

Sincerely,

A handwritten signature in cursive script that reads "Kristen Donnay".

Kristen Donnay, Licensing Consultant
Bureau of Community and Health Systems
Cadillac Place
3026 W. Grand Blvd. Ste 9-100
Detroit, MI 48202
(248) 296-2783

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AS630419949
Licensee Name:	Safe Refuge LLC
Licensee Address:	669 Lookout St. Pontiac, MI 48342
Licensee Telephone #:	(248) 251-2557
Administrator/Licensee Designee:	Michael Mack
Name of Facility:	Safe Refuge LLC
Facility Address:	669 Lookout St Pontiac, MI 48342
Facility Telephone #:	(248) 292-9976
Application Date:	09/28/2025
Capacity:	4
Program Type:	DEVELOPMENTALLY DISABLED MENTALLY ILL AGED

II. METHODOLOGY

09/28/2025	On-Line Enrollment
09/30/2025	PSOR on Address Completed
09/30/2025	Contact - Document Sent Forms sent.
10/15/2025	Contact - Document Received 1326/RI030
10/15/2025	Comment FP sent to Ashley.
10/15/2025	Comment FP back from Ashley.
10/15/2025	File Transferred to Field Office
10/27/2025	Application Incomplete Letter Sent
10/30/2025	Contact - Document Received Proof of ownership, policies, program statement, floor plan
11/07/2025	Contact - Document Received Medical clearance
11/17/2025	Contact - Document Received Budget
11/24/2025	Inspection Completed On-site
11/24/2025	Contact - Document Received Special cert application
11/24/2025	SC-Application Received – Original
12/15/2025	Application Complete

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

This evaluation is based upon the requirements of P.A. 218 of the Michigan Public Acts of 1979, as amended, and the Administrative Rules and Regulations applicable to the licensure of small group facilities (1-6), licensed or proposed to be licensed after 05/24/1994.

A. Physical Description of Facility

Safe Refuge LLC is located in a suburban residential area at 669 Lookout St, Pontiac, MI 48342. The home is a split-level style home with a single car garage attached. From the main entrance, there are seven stairs leading up to the main floor of the home. The main floor consists of the kitchen, living room, and dining room. There are seven stairs leading to the second floor of the home, which has two single occupancy bedrooms, one double occupancy bedroom, and one full bathroom.

Safe Refuge LLC is located less than three miles away from Trinity Health Oakland Hospital, which includes a 24/7 emergency department. The facility is a short distance from many restaurants, recreational facilities, shopping centers, medical facilities, and places of worship. The Oakland County Sheriff's Department responds to emergency calls from the home.

The furnace, hot water heater, and laundry room are located in the basement, which is equipped with a 1¾ inch solid core door equipped with an automatic self-closing device and positive latching hardware. The facility is equipped with an interconnected smoke detection system, which is fully operational. The home has public water and sewer.

The bedroom and bathroom doors are equipped with positive latching, non-locking against egress hardware. All of the bedrooms have adequate space, bedding, and storage. All of the bedrooms have a chair and mirror. During the onsite inspection, I observed that the home was in substantial compliance with rules pertaining to maintenance and sanitation.

The home has two primary means of egress equipped with non-locking against egress hardware. The home is not qualified for admission of residents who use a wheelchair or have impaired mobility, as there are stairs throughout the home, and it is not equipped with ramps at the means of egress.

Resident bedrooms were measured and have the following dimensions:

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	13.2 x 12.75	168.3	2
2	11.3 x 10.7	120.9	1
3	11.9 x 10.2	121.4	1

Total capacity: 4

The living room and dining room areas offer over 308 square feet of living space, which exceeds the required 35 square feet of living space per resident.

Based on the above information, it is concluded that this facility can accommodate four residents. It is the licensee's responsibility not to exceed the facility's licensed capacity.

B. Program Description

Admission and discharge policies, program statement, refund policy, personnel policies, and standard procedures for Safe Refuge LLC were reviewed and accepted as written. Safe Refuge LLC will provide personal care, supervision, and protection, in addition to room and board, on a 24-hour/day schedule, seven days per week. Safe Refuge LLC will provide long term care to male individuals, aged 18 and over, with developmental disabilities and/or mental illness. Safe Refuge LLC will provide assistance with activities of daily living including bathing, grooming, dressing, and medication management. They will provide support with meal preparation and dietary needs, including special diets. Safe Refuge intends to enhance the growth and development, quality of life and independence of residents through assisting residents with activities of daily living, community activities, and optional devotion. Safe Refuge LLC will help residents maintain their highest possible level of functioning by implementing their individualized plan of service and helping residents work towards achieving their goals. Safe Refuge LLC intends to have an on-call nurse consultant available to address health concerns. Transportation services will be provided for health appointments, community activities, and events. Activity programming will include appropriate and engaging activities tailored to the specific needs of residents, such as arts and crafts, games, self-esteem building activities, YMCA visits, movies, bowling, team meetings, vision boards, health and nutrition, cultural awareness, community service, and devotional opportunities.

Safe Refuge LLC plans to obtain a contract with the local community mental health agency to provide services to adults diagnosed with mental illness and/or developmental disabilities. The program will meet the unique programmatic needs of each resident through a written person-centered individual plan of service (IPOS), behavioral/crisis plan, and goal-oriented treatment. They will work in partnership with the resident supports coordinator and psych team.

The proposed staffing pattern for the original license of this four-bed facility is adequate and includes a minimum of one staff to four residents per shift. The applicant acknowledged that the staff to resident ratio may need to be adjusted in order to provide the level of supervision or personal care required by the residents due to changes in their behavioral, physical, or medical needs.

C. Applicant and Administrator Qualifications

The applicant is Safe Refuge LLC, which is a “Domestic Limited Liability Company”, established in Michigan on 12/27/24. Michael Mack is listed as the resident agent. The applicant provided an annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility.

Safe Refuge LLC appointed Michael Mack as the licensee designee and administrator of the facility. Michael Mack has provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules.

The licensee designee/administrator, Michael Mack, has a Bachelor of Science degree in business administration from Wayne State University. Michael Mack has over four years of experience working with the developmentally disabled and mentally ill populations as a home manager and direct care worker in a licensed adult foster care facility.

A licensing record clearance request was completed for Michael Mack. Michael Mack submitted a current medical clearance with a statement from a physician documenting good health and tuberculosis negative results.

Michael Mack acknowledged an understanding of the qualifications, suitability, and training requirements for direct care staff prior to each person working in the facility in that capacity or being considered as part of the staff to resident ratio.

Michael Mack acknowledged an understanding of the responsibility to assess the good moral character of employees and acknowledges the requirement for obtaining criminal record checks of employees and contractors who have regular, ongoing "direct access" to residents or resident information or both utilizing the Michigan Long Term Care Partnership website (www.miltcpartnership.org) and the related documents required to demonstrate compliance.

Michael Mack acknowledged an understanding of the administrative rules regarding medication procedures and assured that only those direct care staff who have received medication training and have been determined competent by the licensee or licensee designee will administer medication to residents. In addition, the applicant has indicated that resident medication will be stored in a locked cabinet and that daily medication logs will be maintained on each resident receiving medication.

Michael Mack acknowledged the responsibility to obtain all required good moral character, medical, and training documentation and signatures that are to be completed prior to each direct care staff or volunteer working directly with residents. In addition, Michael Mack acknowledged the responsibility to maintain a current employee record on file in the home for the licensee, administrator, and direct care staff or volunteers and to follow the retention schedule for all of the documents contained within the employee file.

Michael Mack acknowledged an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the adult foster care home.

Michael Mack acknowledged the responsibility to obtain the required written assessment plan, resident care agreement, and health care appraisal forms and signatures that are to be completed prior to, or at the time of, each resident's admission to the home as well as updating and completing those forms and obtaining new signatures for each resident on an annual basis.

Michael Mack acknowledged the responsibility to maintain a current resident record on file in the home for each resident and follow the retention schedule for all of the documents that are required to be maintained within each resident's file.

Michael Mack acknowledged an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. Michael Mack acknowledged that a separate resident funds transaction form will be completed for each resident in order to document the date and amount of the adult foster care service fee paid each month and all of the residents' personal money transactions that have been agreed to be managed by Safe Refuge LLC.

Michael Mack acknowledged an understanding of the administrative rules requiring that each resident be informed of their resident rights and provided with a copy of those rights and indicated the intent to respect and safeguard these resident rights.

Michael Mack acknowledged an understanding of the administrative rules regarding the requirements for written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause.

Michael Mack acknowledged the responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

D. Rule/Statutory Violations

The facility has been determined to be in compliance with the applicable administrative rules and the licensing statute, based upon the onsite inspection conducted and the licensee's intent to comply with all administrative rules for a small group home as well as the licensing act, Public Act 218 of 1979, as amended.

IV. RECOMMENDATION

I recommend issuance of a temporary license to this AFC adult small group home, Safe Refuge LLC, with a capacity of four (4) residents.

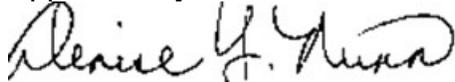


12/15/2025

Kristen Donnay
Licensing Consultant

Date

Approved By:



12/18/2025

Denise Y. Nunn
Area Manager

Date