



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
LANSING

MARLON I. BROWN, DPA
DIRECTOR

October 14, 2025

Sarah Swartz
MSP 2024 LLC
3834 Zaharas Ln
Okemos, MI 48864

RE: Application #:	AL250419299 Sugarbush Manor G-3237 Beecher Rd Ste A Flint, MI 48532
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Dear Sarah Swartz:

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 16 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 (517) 643-7960.

Sincerely,

A handwritten signature in cursive script that reads "Susan Hutchinson".

Susan Hutchinson, Licensing Consultant
Bureau of Community and Health Systems
611 W. Ottawa Street
P.O. Box 30664
Lansing, MI 48909
(989) 293-5222

enclosure

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

I. IDENTIFYING INFORMATION

License #:	AL250419299
Licensee Name:	MSP 2024 LLC
Licensee Address:	3834 Zaharas Ln Okemos, MI 48864
Licensee Telephone #:	(810) 877-0699
Administrator/Licensee Designee:	Sarah Swartz
Name of Facility:	Sugarbush Manor
Facility Address:	G-3237 Beecher Rd Ste A Flint, MI 48532
Facility Telephone #:	(810) 496-0002
Application Date:	03/06/2025
Capacity:	16
Program Type:	PHYSICALLY HANDICAPPED ALZHEIMERS AGED

II. METHODOLOGY

07/17/2024	Inspection Completed-Fire Safety : A
03/06/2025	On-Line Enrollment
03/07/2025	Contact - Telephone call received The licensee is changing from and Indiv to a LLC, Application sent via email.
03/10/2025	Contact - Document Received Application for LLC
03/10/2025	Comment Emailed to verify who the LD will be.
03/10/2025	Comment LD will still be Sarah.
03/10/2025	PSOR on Address Completed
03/10/2025	Contact - Document Sent Forms sent.
04/01/2025	Contact - Document Received 1326/RI030
04/01/2025	Comment Fingerprints sent to Ashley.
04/01/2025	File Transferred To Field Office
04/15/2025	Application Incomplete Letter Sent Via email
06/18/2025	Application Incomplete Letter Sent 2nd application incomplete letter sent
07/01/2025	Application Incomplete Letter Sent
07/15/2025	Application Complete/On-site Needed
07/16/2025	Inspection Completed-Fire Safety : A Inspection completed under AL250276703, Sugarbush Manor
07/29/2025	Inspection Completed On-site

07/29/2025	Inspection Completed-BCAL Sub. Compliance
07/29/2025	Inspection Completed-Env. Health : A
08/29/2025	Contact - Document Received Documentation received
09/29/2025	Inspection Completed-BCAL Full Compliance
10/14/2025	Recommend License Issuance

III. DESCRIPTION OF FINDINGS & CONCLUSIONS

A. Physical Description of Facility

Sugarbush Manor is located at G-3237 Beecher Road in Flint Township, Michigan. It is currently licensed as a large group home under license number AL250376703. The current owner sold the property to Madhav & Sagar, LLC which is a Michigan Limited Liability Company established in Michigan on May 6, 2024. MSP 2024 LLC is a Michigan Limited Liability Company which was also established on May 6, 2024. Madhav & Sagar LLC has given MSP 2024 LLC the right to occupy this home as an adult foster care home and has given AFC Licensing permission to inspect the property.

Sugarbush Manor is located in a commercial building that also houses Happy Elephant Child Care Center. Sugarbush Manor and Happy Elephant Child Care Center have separate entrances and do not share any common areas. Sugarbush Manor has 12 private bedrooms and 2 double-occupancy bedrooms, all of which are all fully furnished and approved for resident use. All bedrooms have half bathrooms attached. There are two full bathrooms off the main hallway in the facility. Both bathrooms are fully equipped with walk-in showers. There are safety bars in all shower areas and near the toilet in all bathrooms.

The home has a large sitting area, great room, and dining room with seating for all residents. The facility has a fully equipped commercial kitchen as well as a pantry. There is an enclosed back patio for residents' use. There are three exits in this facility, two of which are emergency exits. The first emergency exit is off the front door, and the second emergency exit is located off the hallway, near the back of the facility. The third exit is through the back patio but is not considered an emergency exit. This facility is wheelchair accessible and evacuation plans are posted prominently throughout. The home utilizes public water and sewage. I conducted an environmental health inspection on July 29, 2025, and gave the facility an "A" rating.

The furnace, laundry area, and two hot water heaters are located in the mechanical room near the front of the facility. The mechanical room is constructed of materials that provide a 1-hour-fire-resistance rating with a 1 ¾ inch solid core door in a fully stopped

frame, equipped with an automatic self-closing device and positive latching hardware. On 05/05/25, the furnace and hot water heaters were inspected by Badour Heating and Cooling and were deemed to be in safe working conditions. The facility is equipped with an interconnected, hardwire smoke detection system, with battery backup, which was installed by a licensed electrician and is fully operational. This facility is equipped with an approved pull station alarm system and is fully sprinkled. The Bureau of Fire Services inspected this facility on July 16, 2025, and gave it an “A” rating.

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

Bedroom #	Room Dimensions	Total Square Footage	Total Resident Beds
1	9'6" x 12'1"	115	1
2	14 x 8'1"	113	1
3	17'8" x 14	247	1
4	11'9" x 19	223	1
5	13'14" x 9'11"	140	1
6	16'9" x 9'11"	166	1
7	13'8" x 10	137	1
8	13'8" x 10'1"	138	1
9	13'7" x 9'10"	134	1
10	13'7" x 9'9"	132	1
11	19'11" x 11'3"	224	1
12	12'11" x 17'2"	222	1
13	13'5" x 17'3"	231	2
14	17'3" x 13	224	2

The great room, dining room, family room and sitting room areas measure a total of 1,820 square feet of living space. This well exceeds the minimum of 35 square feet per occupant requirement.

Based on the above information, it is concluded that this facility can accommodate **sixteen (16)** 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 the facility were reviewed and accepted as written. The applicant intends to provide 24-hour supervision, protection and personal care to **sixteen (16)** male or female ambulatory adults whose diagnosis is physically handicapped, aged, and/or Alzheimer’s in the least restrictive environment possible. The program will include social interaction skills, personal hygiene, personal adjustment skills, and public safety skills. A personal behavior support plan will be designed and implemented for each resident’s social and behavioral developmental needs. The applicant intends to accept residents from local area agencies on aging, local county

department of health & human services, and private pay individuals as a referral source.

If required, behavioral intervention and crisis intervention programs will be developed as identified in the assessment plan. These programs shall be implemented only by trained staff, and only with the prior approval of the residents, guardian, and the responsible agency.

The licensee will arrange for residents' programming and medical needs by utilizing public transportation, medical transport, and/or family and guardians. The facility will make provision for a variety of leisure and recreational equipment. It is the intent of this facility to utilize local community resources including libraries, local museums, shopping centers, and local parks.

C. Applicant and Administrator Qualifications

The applicant is MSP 2024 LLC, which is a "Domestic Limited Liability Company", was established in Michigan, on May 6, 2024. The applicant submitted a financial statement and established an annual budget projecting expenses and income to demonstrate the financial capability to operate this adult foster care facility.

The members of MSP 2024 LLC have submitted documentation appointing Sarah Swartz as Licensee Designee and Administrator for this facility.

A licensing record clearance request was completed with no LEIN convictions recorded for the licensee designee and administrator. The licensee designee and administrator submitted a medical clearance request with statements from a physician documenting their good health and current TB-tine negative results.

The licensee designee and administrator have provided documentation to satisfy the qualifications and training requirements identified in the administrative group home rules.

The staffing pattern for the original license of this 16-bed facility is adequate and includes a minimum of 2-staff-to-16 residents during waking hours and at least 1-staff-to-16 residents during sleeping hours. The applicant acknowledges that the staff –to-resident ratio will change to reflect any increase in the level of supervision, protection, or personal care required by the residents. The applicant has indicated that direct care staff will be awake during sleeping hours.

The applicant acknowledged that at no time will this facility rely on "roaming" staff or other staff that are on duty and working at another facility to be considered part of this facility's staff –to- resident ratio or expected to assist in providing supervision, protection, or personal care to the resident population.

The applicant acknowledges 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.

The applicant acknowledged an understanding of the responsibility to assess the good moral character of employees and contractors who have regular, ongoing, “direct access” to residents or the resident information or both. The licensing consultant provided technical assistance on the process for obtaining criminal record checks utilizing the Michigan Long Term Care Partnership website (www.miltcpartnership.org) and the related documents required to be maintained in each employee’s record to demonstrate compliance.

The applicant acknowledges an understanding of the administrative rules regarding medication procedures and that only those direct care staff that have received medication training and have been determined competent by the licensee can 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.

The applicant acknowledges their 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, the applicant acknowledges their responsibility to maintain all required documentation in each employee’s record for each licensee or licensee designee, administrator, and direct care staff or volunteer and follow the retention schedule for those documents contained within each employee’s record.

The applicant acknowledges an understanding of the administrative rules regarding the admission criteria and procedural requirements for accepting a resident into the home for adult foster care.

The applicant acknowledges their 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.

The applicant acknowledges their responsibility to maintain a current resident record on file in the home for each resident and follow the retention schedule for all the documents that are required to be maintained within each resident’s file.

The applicant acknowledges an understanding of the administrative rules regarding the handling of resident funds and valuables and intends to comply. The applicant acknowledges that a separate *Resident Funds Part II BCAL-2319* form will be created for each resident 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 the applicant.

The applicant acknowledges an understanding of the administrative rules regarding informing each resident of their resident rights and providing them with a copy of those rights. The applicant indicated that it is their intent to achieve and maintain compliance with these requirements.

The applicant acknowledges an understanding of the administrative rules regarding the written and verbal reporting of incidents and accidents and the responsibility to conduct an immediate investigation of the cause. The applicant has indicated their intention to achieve and maintain compliance with the reporting and investigation of each incident and accident involving a resident, employee, and/or visitor.

The applicant acknowledges their responsibility to provide a written discharge notice to the appropriate parties when a 30-day or less than 30-day discharge is requested.

The applicant acknowledges that residents with mobility impairments may only reside on the main floor of the facility.

D. Rule/Statutory Violations

Compliance with the licensing act and administrative rules related to the physical plant has been determined. Compliance with administrative rules related to quality of care will be assessed during the temporary license period.

VI. RECOMMENDATION

I recommend issuance of a six-month temporary license to this adult foster care large group home (capacity 13 - 16).
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Susan Hutchinson

October 14, 2025

Susan Hutchinson Licensing Consultant	Date
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Approved By:

Mary Holton

October 14, 2025

Mary E. Holton Area Manager	Date
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