

OFFICE OF THE SELECT BOARD

730 Massachusetts Avenue
Town of Arlington
Massachusetts 02476-4908

(781) 316-3020
(781) 316-3029 fax

\$60.00 Filing Fee

Inspections Dept. at 51 Grove St. must review completed application before returning to this office.

APPLICATION

To the Licensing Authorities of the Town of Arlington

The Undersigned hereby makes application for a

- ☒ **COMMON VICTUALLER LICENSE (Eat In)**
☐ **FOOD VENDOR LICENSE (Take Out Only)**

Location 787-789 Massachusetts Ave., Arlington MA 02476

Name of Applicant Suzana Samad

Corporate Name (if applicable) Butternut Bakehouse LLC

D/B/A Butternut Bakehouse

Date 10/16/2018

I/We hereby agree to conform in all respects to the conditions governing such License as printed in the By-Laws of the Town, and such other rules and regulations as the Selectmen may establish. With the signing of this application, the applicant acknowledges that:

- A. It is understood that the Board is not required to grant the license.
- B. no work is to commence at the premises of the proposed location which is the subject matter of this application until the license is approved by the Select Board, and, furthermore, any work done is done at the applicant's risk, and
- C. in the event of a proposed sale of a business requiring a Common Victualler License, an application for a transfer of said license will be deemed to be an application for a new license (subject to the rules and regulations herein contained), and the owner of such business shall be required to file with the Select Board a thirty day notice of his intention to sell same before such application will be acted upon by the Select Board.
- D. That the license is subject to revocation if the holder of the license does not comply with Town By-Laws or the Rules and Regulations of the Board.

Signature Name 

Signature Name Suzana Samad

Phone (Home) _____ (Business) 617-230-2138

Note: (A) If a corporation, state full names and addresses of principal officers.

(B) If a co-partnership, information must be provided on each partner; if a corporation, information must be provided on corporate officer making application.

Name Suzana Samad Name _____
Address _____ Address _____
City Arlington Zip 02474 City _____ Zip _____

DESCRIPTION OF APPLICANT

DESCRIPTION OF APPLICANT

Born in the U.S., Yes _____ No ☒ Born in the U.S., Yes _____ No _____
Born Where Malaysia Born Where _____
Date of Naturalization _____ Date of Naturalization _____
Male or Female Female Male or Female _____
Date of birth _____ Date of birth _____
Photo *1 inch by 1 inch*



The Establishment shall operate as:

Sole Ownership / ~~Partnership~~ / ~~Total Number of Partners~~ LLC

Corporation Based in Massachusetts

(Once approved, please go to Clerk's Office for Business Certificate)

Corporate Information Required:

President _____

Secretary _____

Treasurer _____

Name

Address

Zip

=====

INFORMATION RELATIVE TO APPLICATION

Breakfast See menu attached

Yes ☒ No ☐

Lunch _____

Yes ☒ No ☐

Dinner _____

Yes___No ☒

Do you own the property? Yes ___ No ✓ Tenant at Will ✓ Lease 5 (years)

Hours of Operation:

Day Tuesday-Friday Hours 7am-4pm

Day Saturday-Sunday Hours 8 am - 3 pm

Day _____ Hours _____

Floor Space 852 Sq. Ft. Seating Capacity (if any) 14

Parking Capacity (if any) 2 spaces Number of Employees 6

List Cooking Facilities (and implements)

Double Stack Convection Ovens, Induction Burner, Microwave

Will a food scale be in use for sale of items to the public? Yes ☒ No ☐

Will catering services be provided by you? Yes ☒ No ☐

The following items must be submitted with the application:

- | | | |
|----|---------------------------------------------------|---------------------|
| 1. | Layout Plan of Facility & Fixtures | Date Received _____ |
| 2. | Site Plan (obtained at Bldg. Dept., 51 Grove St.) | Date Received _____ |
| 3. | Outside Facade and Sign Plan (dimensions, color) | Date Received _____ |
| 4. | Menu | Date Received _____ |
| 5. | Maintenance Program | Date Received _____ |

If the facilities are not yet completed, provide estimated cost of work to be done \$ 50,000

FOR OFFICE USE ONLY

Scheduled Hearing when Application will be presented to Select Board for approval:

Date _____ Time _____

Board Action: Approved Yes No

APPLICANT'S RESUME

Food Business Experience of Applicant

| | | | |
|-------------|-------------------|---------------------|----------------------------------------------------------|
| From | <u>April 2016</u> | to | <u>Present</u> |
| Employee | <u>0</u> | D/B/A | <u>Butternut</u> |
| Sole Owner | <u>Butternut</u> | Location | <u>Farmers Markets - Winchester, Wayland, Somerville</u> |
| Partnership | | Type Food | <u>Pastries/Baked Goods</u> |
| Corporation | | Number of Employees | <u>0</u> |

| | | | |
|-------------|--|---------------------|--|
| From | | to | |
| Employee | | D/B/A | |
| Sole Owner | | Location | |
| Partnership | | Type Food | |
| Corporation | | Number of Employees | |

List any other information that you feel will assist in the review of this application.

See attached resume

SUZANA SAMAD

EDUCATION

- **Institute of Culinary Education**, New York City. CGPA 3.80
Career Pastry Arts Diploma, March 2001. 610 hours of intensive training in classic pastry arts
- **Cornell University**, Ithaca, NY.
Bachelor of Arts, Economics, May 1997. CGPA 3.52

HONORS

- The James Beard Foundation Scholarship Award
- Government of Malaysia *American Top University Program* five year scholarship award
- Dean's List at Cornell University

RELEVANT **Business Owner**

EXPERIENCE **Butternut Bakehouse, Arlington, MA** *April 2016 - present*
Inception of brand and product focusing on handcrafted artisanal baked delights. Created website, curated photos and promoted company through social media. Menu planning, recipe costing, product testing to cater for farmer's markets in the Boston area. Interact with customers to establish relationship and brand loyalty.

Manager

Celicates Bakery Café, Kuala Lumpur *Jan 2004-Jan 2006*
Managed front-of-house for cafe. Organized kitchen production with custom orders. Interacted with suppliers and managed inventory purchase.

Assistant Pastry Chef

Rialto, Cambridge, MA *Jan '02 – June '03*
Pastry production: prepared, baked and assembled dessert items (e.g. ice cream & sorbet bases, sabayon and custards, coulis, meringues, tarts, cookies, truffles). Plating of individually crafted, multi-component, intricate desserts. Weekend bread production: mixing, bench, oven duties. Train staff in bread production and plating service.

Pastry Cook

Clear Flour Bakery, Brookline, MA *Sep '03 – Nov '03*
Pastry production and baking of rustic pastries (e.g. pie dough, cookies, and tarts). Retail experience and customer interaction.

Pastry Extern

No. 9 Park, Boston, MA *Oct '03 – Dec '03*
Pastry production of delicate desserts under Pastry Chef Kirstin Murray

Pastry Extern

Café Boulud, New York, NY *Feb - March '01*
Completed 220 hours of production under Executive Pastry Chef Remy Funfrock

Volunteer

Rosie's Place (Support Organization for Poor Women), Boston *Oct '99 – May '00*
Assist in food preparation, serving and cleaning. Build trust and provide support for disadvantaged women. Strengthen teamwork skills to ensure smooth operation of soup kitchen.

MANAGEMENT
EXPERIENCE

Quality Administrator

Citibank Malaysia, Funds Transfer Department *Oct '97- Aug '99*
Identified procedural bottlenecks & implemented streamlined processes. Managed clerical staff responsible for audit and risk controls for payment processing department. Coordinated training programs and provided end-user support, training and troubleshooting in computer applications. Experience in multimedia presentation.

Description of façade changes for Butternut Bakehouse

1. Exterior Sign: Butternut Bakehouse

(see exhibit A)

Type: 3D Lettering

Color: White

Material: Outdoor Hard Plastic

Method of mounting: Glue

--- ¾ inch thickness for Butternut

--- ½ inch thickness for Bakehouse

2. Awning:

Color: Black Cherry

Material: Sunbrella

Location: Above two doors

Awning A: 173" length x 55.38" in height

Awning B: 128" length x 55.38" in height

3. Three black gooseneck light fixture above Butternut Bakehouse sign (see exhibit B)

4. Door Vinyl Sticker (see exhibit C)

Size: Diameter of 12 inches

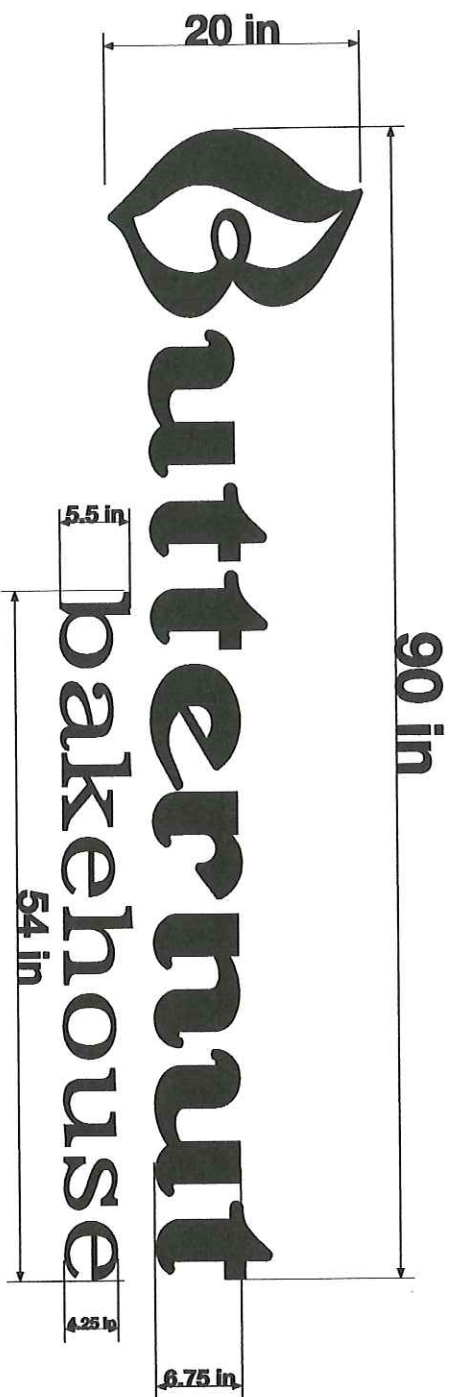
Door Size: 36 inches wide x 85 inches height

5. Glass Wall Vinyl Sticker (see exhibit D)

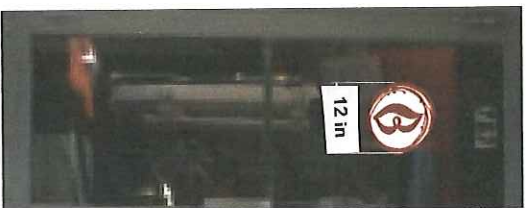
Size: 37 inches wide x 40 inches height

Window Size: 70 inches wide x 96 inches height

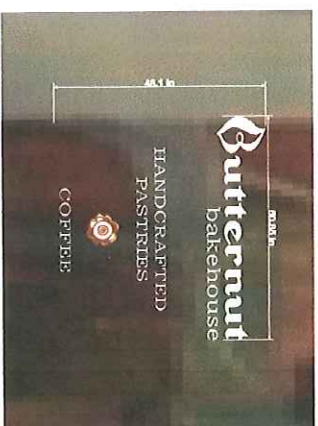
Wall Sign



door logo



window letters



350 in

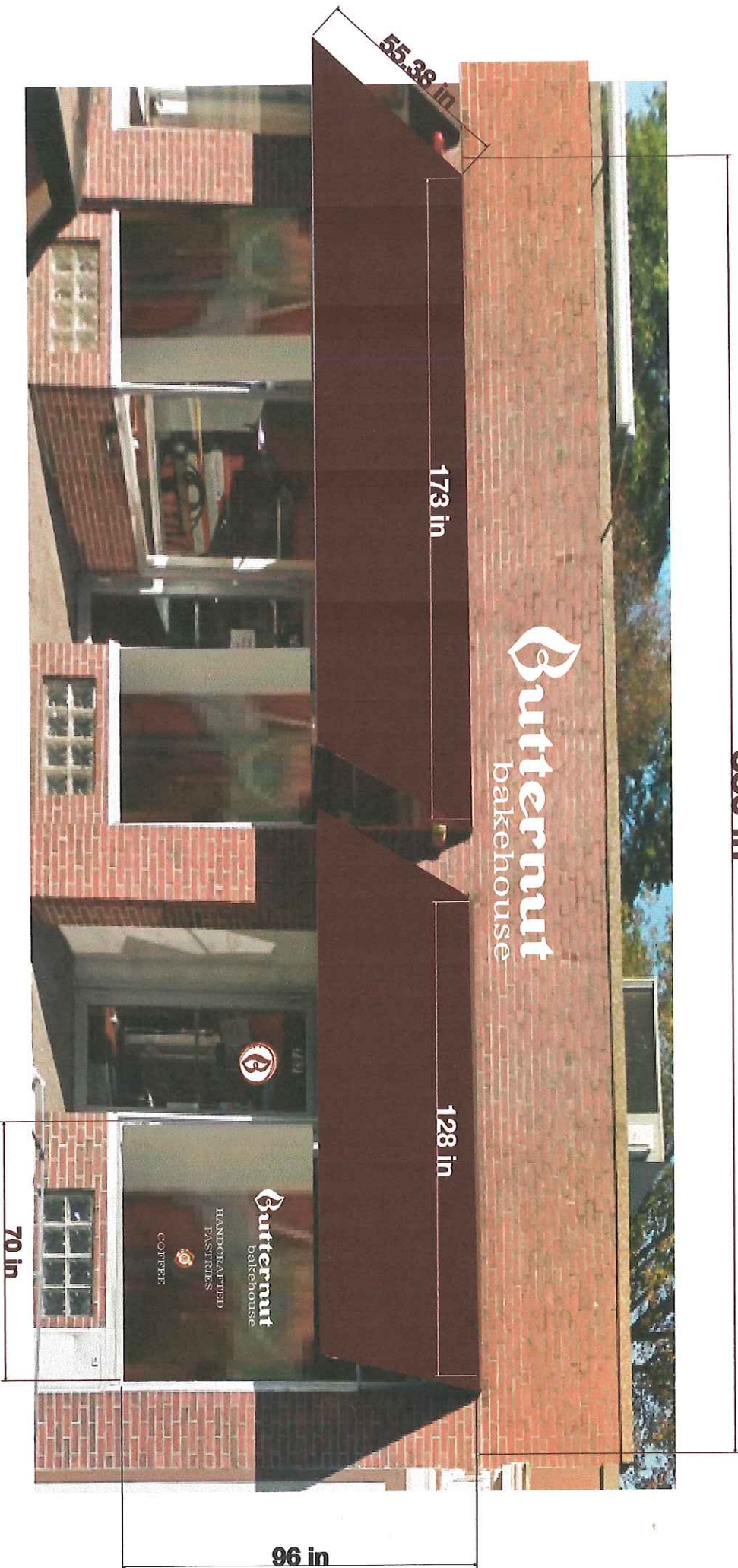


EXHIBIT A



What are you shopping for?



Log In

My Account ▾

Cart

[Shop All Departments](#) [Bathroom](#) [Kitchen](#) [Lighting](#) [Fans](#) [Hardware](#) [Appliances](#) [Decor](#) [Outdoor](#) [HVAC](#) [Flooring](#) [Commercial](#) [Clearance](#)

Fall Bathroom Sale - Save up to 75%

Build.com Credit Card

FREE Standard Ground Shipping on Orders over \$49

[Home](#) > [Brands](#) > [Millennium Lighting](#) > [Wall Lights](#) > [Millennium Lighting RAS10-RGN15](#)

Item # bci2256684

Millennium Lighting RAS10-RGN15

Satin Black R Series 1 Light Outdoor Wall Sconce with 10" Wide Angle Shade and 14.5" Gooseneck Stem

R Series Collection

★★★★★ 5.0 (1) [Write a review](#)

EXHIBIT B

[Click to Zoom](#)

Millennium Lighting October Lighting Sales Event

Save 10% on all Millennium Lighting during the Fall Lighting Sale. Use coupon LIGHTING at checkout.

Offer Ends 10-31-2018

\$99.80

Originally \$150.00, You Save 33%

Finish: Satin Black

207

Compare



Architectural Bronze

\$99.80

681 In Stock

Leaves the Warehouse in 1 to 3 business days

Select

Galvanized

Chat with an E...



RAS10
\$59.90

No Image
Available

RGN15
\$39.90

We Also Recommend These Similar Products

| | | | | | |
|-------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------------|
| Progress Lighting P5623 (0) Starting at \$54.93 | Park Harbor PHEL1000 (16) Starting at \$70.44 | Hinkley Lighting 15450 (0) Starting at \$177.86 | Progress Lighting P5721 (10) Starting at \$108.00 | ANP Lighting A810-41-E6-41 (0) Starting at \$235.80 | Millennium Lighting RAS10-RGN22 (0) Starting at \$104.37 |
|-------------------------------------------------------|-----------------------------------------------------|-------------------------------------------------------|---------------------------------------------------------|-----------------------------------------------------------|----------------------------------------------------------------|

Overview

Specifications

Reviews 1

Product Q&A 3

Matching Products

Product Overview

Specifications:

- Number of Bulbs: 1
- Bulb Base: Medium (E26)
- Bulb Shape: A21
- Bulb Included: No
- Watts Per Bulb: 200
- Wattage: 200
- Height: 15"
- Shade Height: 9"
- Shade Width: 10"
- Backplate Diameter: 4.5"
- Wire Length: 100"
- Energy Star: No
- Swing Arm: No
- UL Listed: Yes
- UL Rating: Wet Location

Additional Millennium Lighting Links

- View the Manufacturer Warranty
- Browse All Millennium Lighting Products
- Millennium Lighting R Series Collection

This product is listed under the following manufacturer number(s):

Millennium Lighting
Architectural Bronze
Millennium Lighting
Satin Black

Millennium Lighting
Galvanized
Millennium Lighting
Satin Green

Installation Resources

Find ideas for your bathroom, kitchen, installation tips, and many more ideas to help you on your next project in the DIY & How To Articles section.

Related Millennium Lighting Categories

Browse by Brand

Millennium Lighting R Series Collection
Millennium Lighting Neo-Industrial Products
Customer Projects
Millennium Lighting Ceiling Lights
Millennium Lighting Bathroom Lights
Millennium Lighting Chandeliers
Millennium Lighting Pendants

door logo

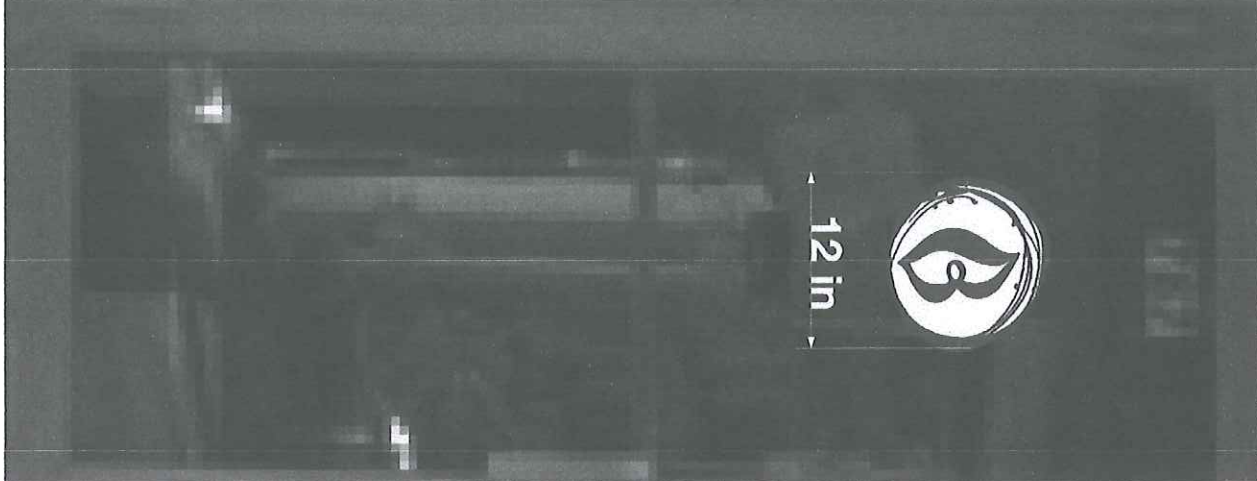


EXHIBIT C

window letters



EXHIBIT D

BUTTERNUT BAKEHOUSE MENU

CONSUMER ADVISORY:

BEFORE PLACING AN ORDER, PLEASE INFORM YOUR SERVER OF ANY ALLERGIES IN YOUR PARTY

*THESE ITEMS MAY BE SERVED RAW OR UNDERCOOKED:

*EGG

PASTRIES:

- Berry Scones \$3
- Vegan Scone \$3
- Cheesy Drop Biscuit \$3
- Feta Chive Scones \$3.50
- Savory Hand Pies -\$4.75
- Granola Bars *gf *vegan \$3.25

VIENOISSERIE:

- Morning Buns \$4
- Almond Croissant \$4.50
- Cruffin, seasonal cream \$4.50
- Pain Au Chocolate \$3.75
- Glazed Croissant \$3.75
- Nutella-Almond Croissant \$4.50
- Croissant, Buerre \$3.50
- Ham & Cheese Croissant \$4.75
- Jalapeno & Cheese \$4.50
- Honeyed Apple & Goat Cheese Croissant \$5
- Smoked Gouda & Roasted Peppers Croissant \$5
- Cheesy croissant Braids \$4

TARTS:

- Rustic Fruit-Almond Galette 6" \$7, 9" \$32
- Maple Pecan Tart
- Pistachio Bakewell Tart
- Salted Caramel Nut Tart 3.5" \$6, 9" \$32

TEACAKES & MINI CAKES

- Chocolate Bouchon \$2.50
- Pecan Financier \$2.50
- Banana Date Teacake \$3.25
- Citrus Poppy Seed Cake \$3.00
- Almond Cornmeal Cake \$3.00
- Chocolate Rye Brownie \$3
- Buttermilk Plum Cake \$3
- Carrot Cake with Vanilla Bean Buttercream \$3.50

COOKIES

- Lovely Choc Chip \$2.50
- Almond Rocher \$2.50
- Oatmeal Raisin \$2.50
- Choc Walnut Oatmeal \$2.50
- Earl Grey Sable \$1
- Choc Hazelnut Sable \$1

CHILLED DESSERTS

- 3.5" \$6, 9" 30
- Lemon Cream Tart
- Chocolate Tart
- Banana Cream Tart
- Fruit Tart & Crème Patissiere
- Roulade 6" \$20, 12" \$38
- Trifle – Vanilla cake, white choc mouse, berries \$7 or 10" \$36
- Breakfast Bread Pudding \$6

WEEKNIGHT DESSERTS

6 inch, single layer cake, iced or fruit topping. Perfect for a family of 4: **\$20**

Chocolate Coconut Cake- GF
Buttermilk Apple or Plum Cake
Carrot Walnut Cake

CELEBRATION CAKES

Round: 6" (6-8 pc) \$28
9" (12-16 pc) \$40
Rectangle: 8x12" (24-30 pc) \$50
16x12 (48-60 pc) \$90

Devil Choc Cake
with Salted Caramel Icing

Vanilla Cake with Berry Preserves
and Vanilla Buttercream

BREAKFAST/BRUNCH

Muesli Toast \$5.50
Seeded bread, mascarpone/greek yogurt with toasted hazelnuts, honey

Loaded Biscuit \$5.50
Buttermilk Biscuit with Cream & Seasonal Jam/Fruit

Avocado on Biscuit \$6
Avocado, cucumber, chili flakes, sea salt on buttermilk biscuit

Egg-on-Galette
Rye crust, roasted tomatoes

Bread Pudding \$6
Croissant Bread Pudding with seasonal fruit compote

LUNCH

SALADS/BOWLS:

Add ons:

* Jammy free range egg \$1

Curried Tofu \$1

Green Goddess Salad Baby spinach, asparagus/ green beans, snap peas, mint, balsamic herb vinaigrette **\$8**

The Lovely Salad Tuscan kale, quinoa, cucumber, beets, avocado dressing, omega rich seeds **\$8 (vegan)**

Butternut Bowl Roasted butternut squash, feta, red quinoa, savoy cabbage, sunflower seeds, mustard vinaigrette **\$8.95**

Daily Savory Galette or Quiche \$7.95

Flavor Combo:

Roasted tomato & caramelized onions

Potato, rosemary & mozzarella

LUNCH

KIDS:

Classic cheese melt with Vermont Cheddar on potato bread **\$5.50**

PACKAGED COOKIES:

Lemon Ginger Cookies \$7.50
Rocher/Meringue Cookies \$7.50
Chocolate Hazelnut \$7.50
Earl Grey Tea Cookies \$7.50
Biscotti – Pistachio Cranberry \$7.50

BEVERAGE

Coffee

| | | |
|------------|--------|--------|
| Hot | 12 oz | 16 oz |
| | \$2.50 | \$3 |
| Iced | | \$2.75 |
| Cold Brew | \$3.25 | \$3.75 |
| Vietnamese | \$3.25 | \$3.75 |

Espresso

| | |
|------------|----------------|
| Espresso | \$2.50 |
| Cortado | \$3.25 (4 oz) |
| Cappuccino | \$3.50 (8 oz) |
| Latte | \$4 (12 oz) |
| Iced Latte | \$4.25 (16 oz) |

Sweet

| | | |
|------------|--------|--------|
| | 12 oz | 16 oz |
| Mocha | \$4.25 | |
| Hot Cocoa | \$3.25 | \$3.75 |
| Chai Latte | \$3.50 | \$4 |

Tea

| | | |
|-----------|--------|--------|
| | 12 oz | 16 oz |
| Hot Tea | \$2.25 | \$2.75 |
| Pot | \$4.25 | |
| Iced Tea | | \$3 |
| Thai Iced | | \$3.50 |

JUICE

| | |
|----------------|--------|
| Fresh OJ | \$3 |
| Fresh Lemonade | \$2.75 |

CATERING

Box of Coffee – includes milk, cream,

sugar - \$20 serves 10

Box of Tea - includes milk, cream,

sugar- \$20, serves 10

Box of Hot Chocolate \$30, serves 10

Platter of Viennoiserie:

Croissant, Pain Au Chocolat, Cheese
Croissant, Matcha Glazed, Morning
Bun, Raspberry Glazed. (average of

\$3.75 each)

Small (12 pc, 2 of each) \$44.50

Medium (18 pc, 3 of each) \$ 67

Large (24 pc, 4 of each) \$88

Combo Breakfast: Coffee + Pastries:

Petit: One box of coffee + 12 Pastries

= \$64.50 (serves 8-12)

Small: One box of Coffee + 18

Pastries = \$87

Medium: Two boxes of coffee + 18

pastries = \$107 (serves 12-18)

Large: Three boxes of coffee + 24

pastries = \$148 (serves 18-24)

Cookie Platter:

Chocolate Chip, Milky Way, Oatmeal

Raisin, Choc Walnut Oatmeal,

Small (12 pc, 2 of each) \$29.5

Medium (18 pc, 3 of each) \$44.25

Large (24 pc, 4 of each) \$59

Assorted Teacakes and Cookies:

(ave \$2.60)

Small (12 - \$31.2)

Medium (18 - \$ 46.80)

Large (24 - \$62.40)

Assorted Mini Butter Cookies:

Earl Grey, Choc Hazelnut, Lemon

Ginger (\$0.66 each)

Small, serves 10 (3 each x 10 = 30 pc)

\$19.80

Medium, serves 15 (3 of each x 15 =

45pc) \$29.70

Large, serves 20 (6 each x10= 60 pc)

\$39.60

Quiche, Whole (8 servings) \$40

Buttermilk Plum/Apple Cake (9

servings) \$24.75. (16 Servings) \$47

Banana Date Teacake with choc chips
and walnut, Whole, (8 Servings) \$ 26

Catering target for weekday office
crowd:

Medium Size platter of Pastries \$67

Weekend Catering:

Combo Small Breakfast

1 box of coffee + 18 Pastries = \$87

Maintenance Program

Butternut Bakehouse

1. Bathroom – daily.
2. Floor cleaning – daily.
3. Counter cleaning – daily, throughout the day.
4. Kitchen sinks – cleaning, daily.
5. Refrigeration temperature checks – daily.
6. Thermometer calibration – weekly.
7. Window cleaning – twice a week.
8. Pest control management – monthly.
9. Grease trap cleaning – four times a year.
10. Hood cleaning – twice a year.