

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 805 Massachusetts Ave, Arlington, MA 02476

Name of Applicant Jason Montano

Corporate Name (if applicable) Alta Coffee Roasters, Inc.


D/B/A _____

Date 2/13/2023

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.

Print Name Jason Montano

Signature Name 

Phone (Home) _____

_____(Business)_____

Email altacoffeeroasters@gmail.com

INFORMATION RELATIVE TO APPLICATION

Breakfast

Yes ☒ No ☐

Lunch

Yes ☐ No ☒

Dinner

Yes ☐ No ☒

The business will provide whole bean coffee for sale, roasted on premises, as well as coffee drinks for consumption off-site. The re-sale of baked goods produced by local, 3rd party locations and consumed off-site will accompany drink sales.

Do you own the property?

Yes ☐ No ☒ Tenant at Will ☒ Lease ☐ 3 to 6 (years)

Hours of Operation:

Day Monday - Sunday

Hours 8am-3pm

Day

Hours

Day

Hours

Floor Space 600 Sq. Ft.

Seating Capacity (if any) 0

Parking Capacity (if any) 0 spaces

Number of Employees 3

List Cooking Facilities (and implements)

1 x Whole Bean Coffee Roaster (12kilo)

1 x Espresso Machine

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 <u></u> |
| 2. Site Plan (obtained at Bldg. Dept., 51 Grove St.) | Date Received <u></u> |
| 3. Outside Facade and Sign Plan (dimensions, color) | Date Received <u></u> |
| 4. Menu | Date Received <u></u> |
| 5. Maintenance Program | Date Received <u></u> |

If the facilities are not yet completed, provide estimated cost of work to be done \$ 15,000.00

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	10/2018	to	12/2018
Employee	Jason Montano	D/B/A	
Sole Owner	Specialty Coffee College	Location	Medellin, Colombia
Partnership		Type Food	Coffee
Corporation		Number of Employees	N/A

From	9/2018	to	10/2018
Employee	Jason Montano	D/B/A	
Sole Owner	Lucambamba Coffee Farm	Location	Lucambamba, Peru
Partnership		Type Food	Coffee Farming
Corporation		Number of Employees	N/A

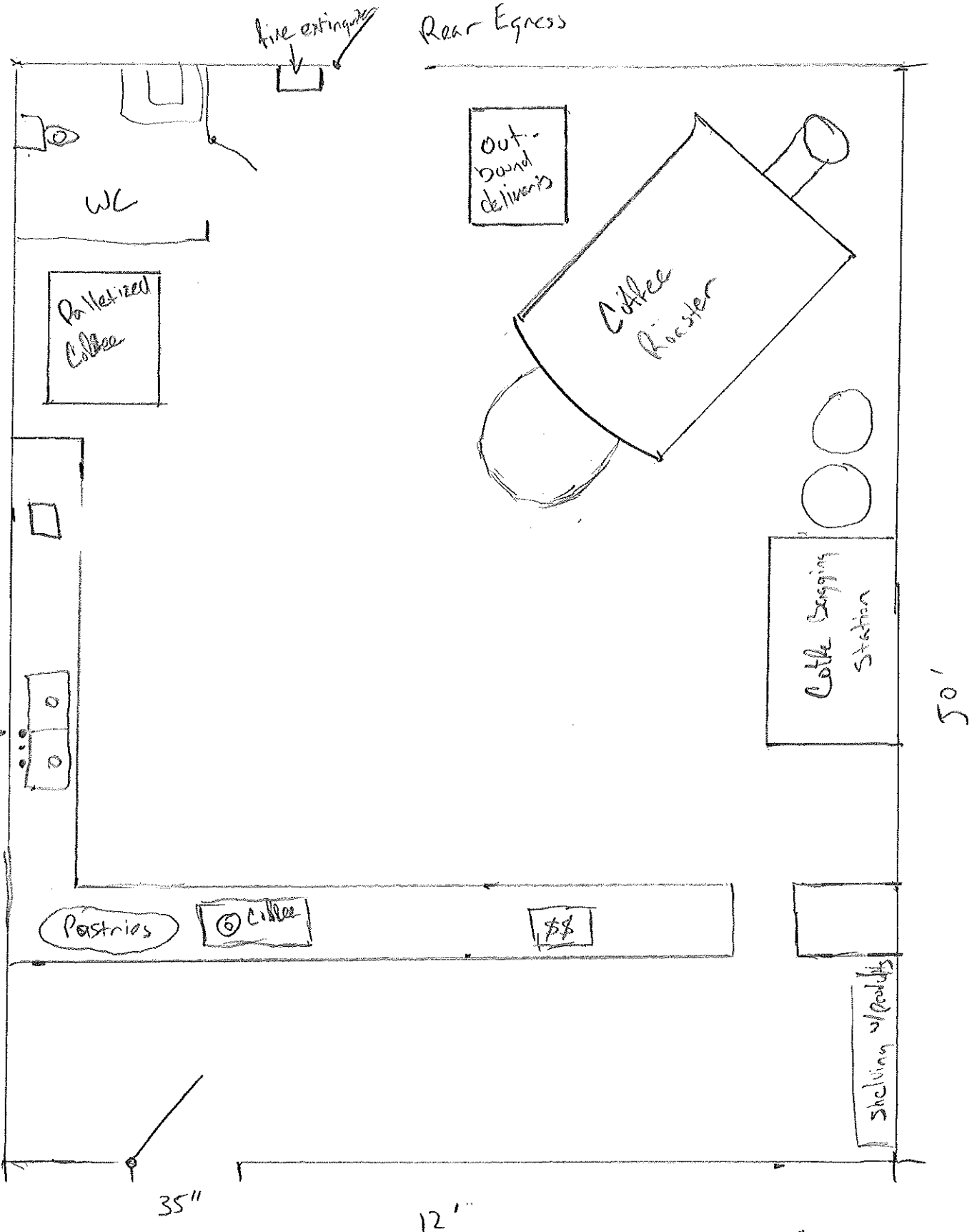
List any other information that you feel will assist in the review of this application.

Completed Specialty Coffee Association coffee roasters and cafe fundamentals training in 2023.

ALTA COFFEE ROASTERS, Inc.

LAYOUT Plan for 805 MASS Ave.

*not to scale



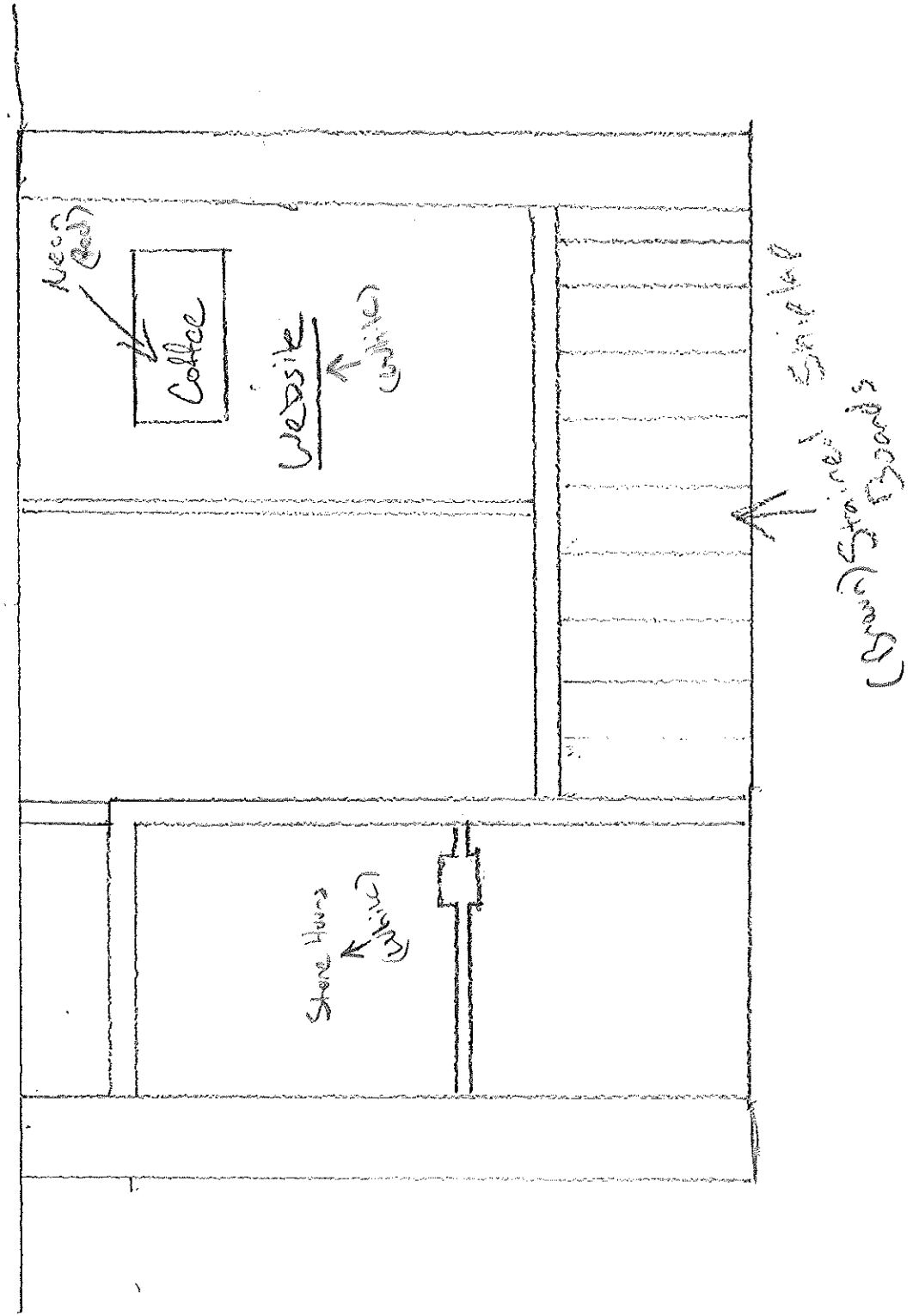
805 MASS AVE

ALTA Coffee Roasters Facade & Sign Plan

* Not to scale



Color: Black & white
(lettering) (background)



Alta Coffee Roasters Menu

Filter Coffee

Drip Coffee.....

Pour Over.....

Iced Coffee.....

Cold Brew Coffee.....

Espresso Coffee

Espresso.....

Americano.....

Cortado.....

Macchiato.....

Cappuccino.....

Latte.....

Bags Whole Bean Coffee

Momotombo - Single Origin (Nicaragua).....

Huascaran - Single Origin (Peru).....

Tajumulco - Single Origin (Guatemala).....

Nosh

Special daily selection of yummy bites from
local bakeries.

Swag

T-Shirt.....

Hoodie.....

Hat.....

Beanie.....

Mug.....

Alta Coffee Roasters Maintenance Schedule

Daily:

- Diedrich Roaster Daily Schedule
- Clean table surfaces
- Sweep floor
- Take out compost/recycling
- Clean and calibrate espresso machine
- Clean grinder

Weekly:

- Diedrich Roaster Weekly Schedule
- Clean bathroom
- Mop floor
- Flush espresso machine
- Calibrate scales

Monthly:

- Diedrich Roaster Monthly Schedule
- Clean windows
- Check safety equipment

Annually:

- Diedrich Roaster Annual Schedule

Diedrich Roaster IR Series Cleaning & Maintenance Schedule

Daily	Date	✓when complete	Initials
Vacuum all chaff from the cyclone chaff collection compartment.			
Vacuum any chaff and/or bean debris from the infrared burner compartment.			
Inspect perforated cooling bin screen for clogging. Clean as necessary with a screen roller, wire brush or by utilizing a pointed object to clean out the perforated holes.			
Vacuum all debris under the perforated cooling bin screen.			
Weekly or every 40 hours of roasting	Date	✓when complete	Initials
Lubricate roasting drum bearing(s).			
Check the vacuum tube for evidence of residue blockage. Clean all residues from the tube or port.			
Wipe down all exterior surfaces of the roasting system.			
Inspect the blower fan and clean accordingly.			
Check residue build-up in the air box and piping. If accumulation is greater than 1/8th inch (3mm), then scrape/clean all effected interior surfaces and clean the impeller with a liquid cleaner and brush.			
Check the residue build-up in the cyclone chaff collection compartment. If accumulation is greater than 1/8th inch (3mm), then scrape/clean all affected interior surfaces.			
Check the residue build-up at the roaster's exhaust outlet & intermediate ducting. If the accumulation is greater than 1/8th inch (3mm), then clean thoroughly.			
Check the clean out port on the exhaust ducting. If the residue accumulations is greater than 1/8th inch (3mm), then ensure a professional chimney sweep cleans all the exhaust ducting.			
Semi Annually (Every 6 months)	Date	✓when complete	Initials
Lubricate air flow control mechanism.			
Lubricate drum drive chain. (IR-2.5 & IR-5 only)			
Check drum drive chain for proper tension. (IR-2.5 & IR-5 only)			
Do a cursory check of all bolts and screws and ensure they are tight.			
Annually	Date	✓when complete	Initials
Have a professional chimney sweep clean the exhaust ducting at least once a year regardless of the buildup.			