



## **Board of Health Agenda**

Date: March 24, 2021

Time: 2:00 PM

Location: Conducted by Remote Participation

### **1. Administrative**

#### **BOARD OF HEALTH MEETING AGENDA**

Date: Wednesday, March 24, 2021

Time: 2:00pm

Location: Conducted by Remote Participation

In accordance with the Governor's Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20 relating to the COVID-19 emergency, the March 24, 2021 public meeting of the Arlington Board of Health shall be physically closed to the public to avoid group congregation. The meeting shall instead be held virtually using Zoom.

#### ***Public access to this meeting shall be provided in the following manner:***

Real-time public comment can be addressed to the Board of Health utilizing the Zoom virtual meeting software for remote participation. This application will allow attendees to request an opportunity for public comment, and allow the Board Chair to grant attendees the opportunity for public comment. Attendees can use either phone or computer to participate in the meeting. Public comment can also be sent in advance of the meeting by emailing the Board of Health at [boh@town.arlington.ma.us](mailto:boh@town.arlington.ma.us) by no later than 5pm on March 23, 2021. Submitted public comment will be read into the record at the appropriate points in the meeting.

#### ***Zoom Login instructions:***

Instructions and the meeting link for this specific meeting can be found on the Board's agenda and minutes page or on the Town's meeting calendar. The meeting registration information is listed below. When attendees enter the meeting, they will be placed into a virtual waiting room. Attendees will be admitted into the meeting from the waiting room at the start of the meeting.

Please register in advance for this meeting:

<https://town-arlington-ma-us.zoom.us/j/74842181428>

#### **On this agenda:**

2. Acceptance of Meeting Minutes from January 20, 2021
3. COVID-19 Situational Update
4. Public Health Nurse Update
5. HEARING:  
Keeping of Hens - 7 Greenwood Road

6. HEARING:

Keeping of Hens - 103 Columbia Road

7. UPDATES:

Environmental Health

8. UPDATES:

Restaurants

PUBLIC COMMENT

Adjourn



Town of Arlington  
Department of Health and Human Services  
Office of the Board of Health  
27 Maple Street  
Arlington, MA 02476

Tel: (781) 316-3170  
Fax: (781) 316-3175

## BOARD OF HEALTH MEETING MINUTES

Date: Wednesday, January 20, 2021  
Time: 2:00pm  
Location: Conducted by Remote Participation

In accordance with the Governor's [Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20](#) relating to the COVID-19 emergency, the August 19, 2020 public meeting of the Arlington Board of Health shall be physically closed to the public to avoid group congregation. The meeting shall instead be held virtually using Zoom.

### ***Public access to this meeting shall be provided in the following manner:***

Real-time public comment can be addressed to the Board of Health utilizing the Zoom virtual meeting software for remote participation. This application will allow attendees to request an opportunity for public comment, and allow the Board Chair to grant attendees the opportunity for public comment. Attendees can use either phone or computer to participate in the meeting. Public comment can also be sent in advance of the meeting by emailing the Board of Health at [boh@town.arlington.ma.us](mailto:boh@town.arlington.ma.us) by no later than 5pm on January 19, 2021. Submitted public comment will be read into the record at the appropriate points in the meeting.

### ***Zoom Login instructions:***

Instructions and the meeting link for this specific meeting can be found on the [Board's agenda and minutes page](#) or on the [Town's meeting calendar](#). The meeting registration information is listed below. When attendees enter the meeting, they will be placed into a virtual waiting room. Attendees will be admitted into the meeting from the waiting room at the start of the meeting.

Please register in advance for this meeting:

<https://town-arlington-ma-us.zoom.us/meeting/register/tJEucuiqjpotGtC0B-t9K1DEz2y1VVEtlynM>

After registering, you will receive a confirmation email containing information about joining the meeting.

### **On this agenda:**

#### 1. Administrative

Hello, this is Natasha Waden, Arlington's Director of Public Health. Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and allowing us to adhere to social distancing requirements during the COVID-19 crisis, this Town of Arlington Board of Health meeting is being held virtually via Zoom for audio and video participation of Board Members and the public. When you entered this meeting, you were automatically muted. During this meeting you will be unmuted individually as needed. These controls are in place to ensure that today's meeting is safe and effective.

At this time, I would like to confirm that all members and persons anticipated on today's agenda are present and can hear me.

Board Members, when your name is called, please respond in the affirmative.

1. Marie Walsh Condon, Aye
2. Ken Kohlberg, Aye
3. Kevin Fallon, Aye

Health Department staff, please respond in the affirmative when your name is called.

1. Natasha Waden, Aye
2. Kylee Sullivan, Aye
3. Pat Martin, Aye
4. Jessica Kerr, Not Present
5. Ashley Jean, Aye
6. Annette Curbow, Aye

Applicants and Representatives, do we have anyone on the call representing an application?

1. Joshua Nakama, Maruichi Japanese Deli, Sushi Variance Request
2. Christine Chan, Ginger Exchange, Sushi Variance Request

Thank you everyone.

As stated, this Open Meeting of the Arlington Board of Health is being conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020, due to the current State of Emergency in the Commonwealth due to the outbreak of the COVID-19 Virus.

In order to mitigate the transmission of the COVID-19 Virus, the Town of Arlington has been advised and directed by the Commonwealth to suspend public gatherings, and as such, the Governor's Order suspends the requirement of the Open Meeting Law to have all meetings in a publicly accessible physical location. Further, all members of public bodies are allowed and encouraged to participate remotely.

The Order, which you can find posted with agenda materials for this meeting, allows public bodies to meet entirely remotely so long as reasonable public access is afforded so that the public can follow along with the deliberations of the meeting.

Ensuring public access does not ensure public participation unless such participation is required by law. This meeting will have one public comment period, at the end of the meeting. This meeting will have two public comment periods - one at the end for the general public, and during the hearings for the variance applicants. If you would like to comment during one of the public comment periods, please use the "Raise Hand" function if on a computer, or "Dial \*9" if on the phone. When your name or phone number is called, and you are unmuted, please state your name and provide your comment. All attendees will be afforded 3 minutes for any comments.

For this meeting, the Board of Health is convening by telephone and computer conference via Zoom as posted on the Town's Website identifying how the public may join.

Only Health Department staff will be able to share their screen during this meeting. Board Members and Department Staff may be participating by video conference. Accordingly, please be aware that other folks may be able to see you. Anything that you broadcast may be captured by the recording.

All of the materials for this meeting are available on the Novus Agenda dashboard, and I recommend that Board Members and the public follow the agenda as posted on Novus unless otherwise noted. Members of the public are encouraged to provide written public comments.

Before we get to today's agenda, I am going to cover some ground rules for effective and clear conduct of our business and to ensure accurate meeting minutes.

Dr. Marie Walsh Condon, the Board Chair, will introduce each agenda item. After the item is presented, she will go down the list of Board Members, inviting each by name to provide any comment, questions, or motions. Please hold comments or questions until your name is called and you are unmuted. For any response, please wait until the Chair yields the floor to you, and state your name before speaking.

Finally, each vote taken during this meeting will be conducted by roll-call vote.

Dr. Walsh Condon, can you please now review today's agenda. Floor yielded to Dr. Marie Walsh Condon.

Dr. Walsh Condon welcomed everyone to today's Board of Health meeting.

## 2. Acceptance of Meeting Minutes from December 16, 2020

Motion made by Kevin Fallon, which was seconded by Ken Kohlberg to accept the December 16, 2020 meeting minutes as written.

- Dr. Marie Walsh Condon, Aye
- Dr. Kevin Fallon, Aye
- Mr. Ken Kohlberg, Aye

Motion approved 3-0 (unanimously)

## 3. COVID-19 Situational Update

Director Waden reported 1281 confirmed COVID-19 cases, 111 probable cases, 71 deaths, and 788 recovered cases to date in Arlington since the start of the pandemic. Breaking down the cases, there were 411 cases in December, as of January 19, 2021 there have been 232 cases. Director Waden stated that this is in line with the increasing numbers seen across the Commonwealth since July. The Health Department anticipates that this trend will continue.

Two cases of the new COVID-19 variant B.1.1.7, which was first identified in the U.K., have been detected in the Commonwealth. Public Health officials believe there are likely more cases of the variant that have not yet been detected. While current research does not indicate the variant results in more severe cases, it has been found to be more virulent.

The Arlington Health Department continues to handle contact tracing in-house. As a result of the increased number of cases, the Health Department has added additional staff to ensure that positive cases and close contacts are reached in a timely manner. Two contact tracers and one supervisor are assigned Monday through Thursday and one contact tracer and one supervisor are assigned Friday through Sunday.

Last week, the Arlington Health Department held the first local COVID-19 vaccination clinics in partnership with Lexington, Belmont and Watertown. During this first vaccination effort, 600 doses were received from the state and provided to first responders. A total of five clinics were held – three at Arlington High School and two at the Watertown Police Department. These first clinics allowed the Health Department to determine the number of vaccinators and appointment time slots that will maximize through-put while ensure safety.

Arlington plans to continue their partnership with Lexington and Belmont as vaccination efforts continue. Watertown has decided to work internally to vaccinate their populations.

Health and Human Services Director Christine Bongiorno continues to advocate for local public health's role is providing vaccine to our local populations and continued conversations are occurring with the MA Department of Public Health to continue local vaccination efforts. The Department is receiving frequent calls from residents inquiring eligibility for the vaccine. In an effort to keep residents informed, the Department has created a [Vaccine Information Listserv](#). This will allow the Department to reach out to residents as their priority group is eligible for vaccination.

Sarah Lee, RN has been reassigned to the Health Department from Arlington Public Schools to support with vaccination efforts.

#### 4. Public Health Nurse Update

Director Waden reported that vaccination rates through the Department's flu clinics were not as high as expected. There is a large supply of remaining flu vaccines, but there is not a demand for them. The decision was made to focus on school-aged children to help families meet the state vaccination mandate. However, it is believed that many families were vaccinated through their physician or preferred pharmacy, and as a result, the Town clinics were not as busy as anticipated.

Overall, the flu season has been observed to be mild. It is believed that some of this is due to the face covering and distancing measures aimed to slow the spread of COVID-19.

Dr. Walsh Condon confirmed that many people have been seeking flu vaccinations from their providers rather than at local clinics. She has observed a very mild flu season in her own practice as well. Dr. Walsh Condon noted that people are hesitant to get any vaccine to ensure they are able to receive the COVID-19 vaccine when eligible. Dr. Walsh Condon shared her appreciation for all of the work done by the Department. Speaking on behalf of the board, Dr. Walsh Condon recognized the tremendous service the Department has provided to the community.

#### 5. Hearing: 2013 Food Code Variance Request – Ginger Exchange Express (1181 Mass Ave)

Inspector Sullivan provided an overview for the application for a food variance request. Ms. Christine Chan was present as applicant for Ginger Exchange Express. The proposed menu for Ginger Exchange Express includes sushi and as a result Ms. Chan provided a variance request to acidify sushi rice to make it a non-TCF food.

Inspector Sullivan reviewed the application and found it to be complete and thorough. Ms. Chan provided results of a sushi rice sample which was tested by an independent laboratory and yielded a pH of 4.05 – meeting the requirements. Ms. Chan also has experience with acidifying sushi rice at the ginger Exchange Express establishment in Watertown. A sample of sushi rice from this location was tested by an independent lab and yielded a pH of 3.82 – meeting requirements.

Upon review of the provided application and HACCP plan, Inspector Sullivan recommended approval of the variance based upon compliance with the HACCP plan and FDA Food Code requirements.

Dr. Walsh Condon opened the floor to questions from the board.

Dr. Walsh Condon inquired about the number of fish listed in appendix 1, page 5 of the application. Ms. Chan reported that approximately 5 – 6 of the listed fish will be served at one given time. The list provided is just a standard list.

A motion was made by Mr. Kohlberg, which was seconded by Dr. Fallon to grant the variance as recommended.

- Dr. Marie Walsh Condon, Aye
- Dr. Kevin Fallon, Aye
- Mr. Ken Kohlberg, Aye

Approved unanimously (3-0)

Inspector Sullivan will follow up with Ms. Chan regarding next steps.

#### 6. Hearing: 2013 Food Code Variance Request – Maruichi Japanese Food and Deli

Inspector Martin introduced the application. Maruichi retail operations have been approved and are currently in operation. Mr. Jason Nakama submitted a variance request in order to offer prepared sushi on-site. Inspector Martin reviewed the application and found it to be complete and thorough. Mr. Nakama provided results of a sushi rice sample, which was tested by an independent laboratory and produced a pH 4.08, which was below the target pH of 4.2. Inspector Martin recommended the approval of the variance subject to final inspection.

Dr. Walsh Condon inquired as to whether the sushi will prepared in the morning and placed in a display, or if it will be made to order. Mr. Nakama explained that sushi will be made throughout the day and placed in a display. Product will not be kept in the display for more than 2 hours to ensure maximum freshness.

A Motion was made by Mr. Kohlberg, which was seconded by Mr. Fallon to grant the variance as recommended.

- Dr. Marie Walsh Condon, Aye
- Dr. Kevin Fallon, Aye
- Mr. Ken Kohlberg, Aye

Approved unanimously (3-0)

Inspector Martin will follow up with Mr. Nakama regarding next steps.

#### 7. Hearing: Regulation restricting the sale of tobacco products and nicotine delivery products

Inspector Martin shared that per the discussion at the mast meeting, the following edits were made to the proposed regulation:

- a. Violations Section – Written so that suspension for State and Arlington specific violations are consistent with one another.

Dr. Walsh Condon inquired as to what an Arlington specific violation would be. Inspector Martin explained that an example of an Arlington specific requirement that could result in a violation would be if a retailer sold cigars outside the specified number and packaging requirements.

A motion was made by Mr. Kohlberg, which was seconded by Dr. Fallon to approve the Regulation restricting the sale of tobacco products and nicotine delivery products as written.

- Dr. Marie Walsh Condon, Aye
- Dr. Kevin Fallon, Aye
- Mr. Ken Kohlberg, Aye

Approved unanimously (3-0)

Director Waden informed the Board that the regulation will be circulated for their signatures. The signed regulation will be filed with the Health Department and shared with the appropriate agencies.

#### 8. Updates: Environmental Health

Inspector Martin shared that the Health Department continues to conduct emergency inspections as needed. The Department continues to receive noise complaints.

A Westminster Ave demolition project has resulted in a number of complaints. The demolition work is coming to an end and they have maintained compliance with the Town's noise bylaw.

#### 9. Updates: Restaurants

The Department has completed the annual food establishment renewal process. There were a number of locations which reported they would not be re-opening for the first few months of the year. The Department has been informed of 1 change of ownership, and has granted 1 residential kitchen permit and 1 retail permit.

Contracted inspectors continue to complete routine inspections with follow-up from the Department as needed.



## 10. Public Comment

No public comments made.

Dr. Walsh Condon concluded the Board of Health's agenda for the meeting.

A Motion to adjourn was made by Dr. Fallon, seconded by Dr. Walsh Condon.

Roll-call vote to close the Board meeting.

1. Marie Walsh Condon, Aye
2. Kevin Fallon, Aye
3. Ken Kohlberg, Aye

Meeting adjourned at 2:47 pm.

DRAFT



## Town of Arlington, Massachusetts

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**COVID-19 Situational Update**



## Town of Arlington, Massachusetts

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**Public Health Nurse Update**



## Town of Arlington, Massachusetts

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### Keeping of Hens - 7 Greenwood Road

#### ATTACHMENTS:

Type	File Name	Description
Reference Material	MEMO_-_7_Greenwood_Road_Keeping_of_Hens_App.pdf	Memo - 7 Greenwood



Town of Arlington  
Department of Health and Human Services  
Office of the Board of Health  
27 Maple Street  
Arlington, MA 02476

Tel: (781) 316-3170  
Fax: (781) 316-3175

**MEMO**

To: Board of Health Members  
From: Annette Curbow, Health Compliance Officer  
Date: March 11, 2021  
RE: Keeping of Hens Request at 7 Greenwood Road

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Vaden Broaddus and Marcus Walsler submitted a Keeping of Hens Site Plan Review Application for 7 Greenwood Road on February 11, 2021. The property's dwelling is a single-family structure owned by the applicants. The property has five abutters. Abutters were notified by the applicant of their intent to receive a permit for the keeping of hens via e-mail which they responded to in order to confirm receipt. The e-mail notified the abutters of a Board of Health hearing to be held on March 24, 2021 at 2:00 pm.

The attached application provided by the applicant illustrates that all distance requirements set forth in the Town Bylaw are satisfied; the coop's location does not violate the six feet minimum distance from all property lines. A site walk conducted on February 11, 2021 verified the location of the coop and run. As of the time of the site visit, the applicants had not yet purchased the coop or hens, but have marked the planned location, which meets all setback requirements.

Included with this memo please find a site diagram of the coop as well as an inspection report from the February 11th site walk. The application included thoughtful responses an all necessary components. If the application is approved, no final permit will be granted until an inspection of the finished coop confirms the build-out matches the design specifications.



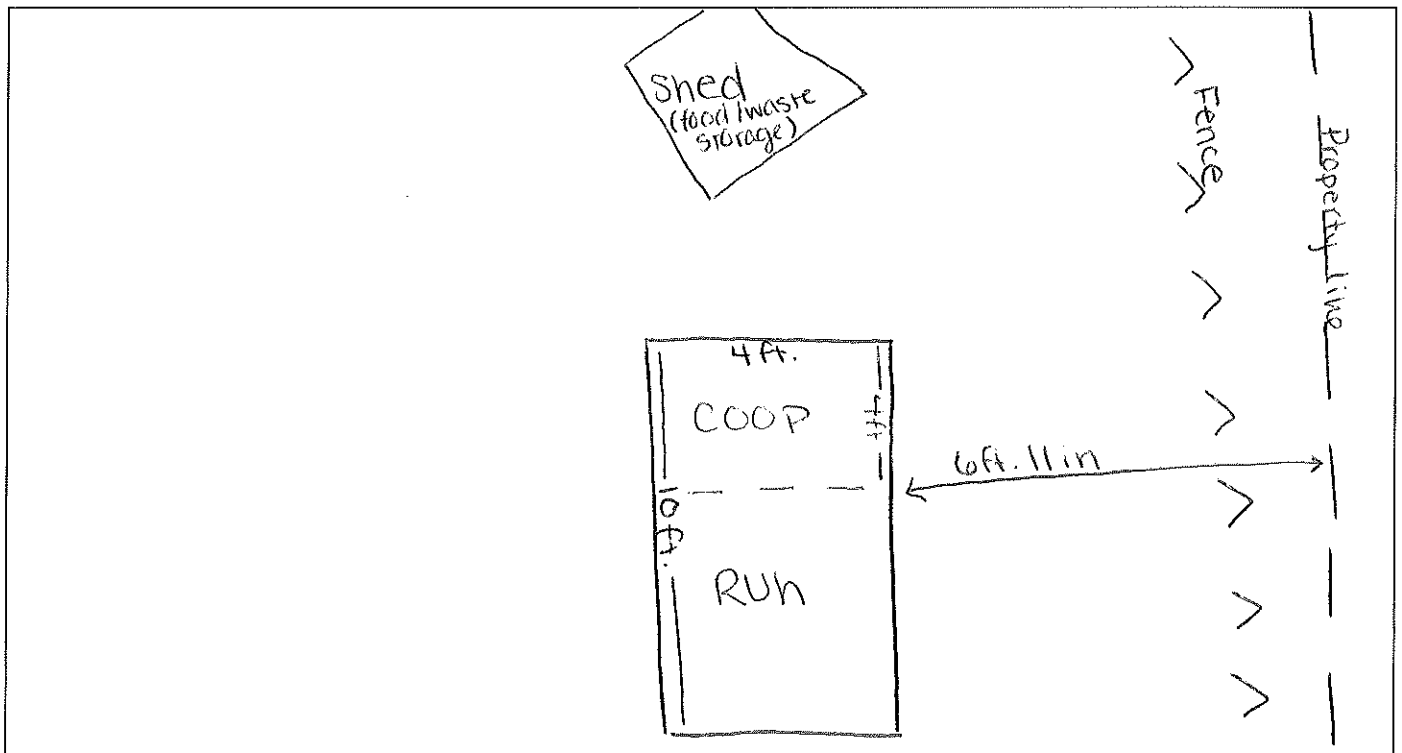
**Henhouse/Pen Enclosure Inspection**

Name of Applicant: Vaden Broddus & Marcus Wasier Tel. #: 704-607-5177

Address: 7 Greenwood Rd, Arlington, MA Email: vadenbroddus@gmail.com  
marcus.wasier@gmail.com

Number of hens to be kept: 4-6

1. Total square feet of henhouse: 16ft<sup>2</sup> (2 Sq. ft./ hen) Square feet of pen enclosure: 40ft<sup>2</sup> (5 Sq. ft./ hen)
2. Protection from elements: Sliding ventilation for adjustable winter/summer; roofed run
3. Protection from predators: Two latches on door, galvanized clothlines on run; run floor
4. Food and waste storage: Latched metal bin for food, compost ~~in~~ in locked plastic bins for waste



Notes: Will have chicks who will stay in garage for a period.  
Chicks will be from Danvers Agway  
coop will be placed toward back of yard and is marked  
in compliance with setbacks.

Inspector: Annette Curbow Date: Feb. 11, 2021 Approved: \_\_\_\_\_



Town of Arlington  
 Department of Health and Human Services  
 Office of the Board of Health  
 27 Maple Street  
 Arlington, MA 02476

Tel: (781) 316-3170  
 Fax: (781) 316-3175

## KEEPING OF HENS SITE PLAN REVIEW APPLICATION

*These guidelines are not final requirements. The Board of Health may require additional information based on the type and location of operation.*

**Plan Review Fee: \$150.00** (checks made payable to: Town of Arlington)

For office use only: Date/time application received: \_\_\_\_\_ Received by: \_\_\_\_\_  
(BOH Staff)

**APPLICANT NAME:** Marcus Walser & Vaden Broaddus

**APPLICANT ADDRESS:** 7 Greenwood Road; Arlington, MA 02474

**CONTACT NUMBER:** 704-607-5177

**CONTACT EMAIL:** vadenbroaddus@gmail.com ; marcus.walser@gmail.com

<b>Keeping of Hens Application Process Summary</b>
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1. Submit this Site Plan Review Application to Health Department with check for \$150.
2. Health Department reviews application and conducts site walk.
3. After plan review and site walk, a meeting date with the Board of Health is set. The applicant will notify all abutters at least 14 days but no more than 30 days prior to the hearing, of their intent to keep hens and the BOH hearing date, time and location. Abutters shall include both owners and tenants. The applicant shall provide verification of notification in the form of a signed letter or USPS receipt that a certified letter has been received.
4. A meeting with the Board of Health is held and a decision made to approve or deny application based upon all requirements set forth in town bylaw.
5. Once approved by the Board of Health, the applicant is required to submit an Application for Annual Permit to Keep Hens to the Health Department with a check for \$100 and the applicant will be permitted to construct coop and pen.
6. A final inspection is conducted once coop and pen have been constructed and final approval to keep hens is granted.
7. An annual permit to keep hens is required through the Health Department expiring April 1st of every year. A renewal permit must be obtained. Permit holders that fail to renew their keeping of hens permit prior to April 1<sup>st</sup> are subject to a \$100 reinstatement fee.
8. An annual inspection will be conducted by the Health Department. Failure to meet requirements set forth in the town bylaws may result in a re-inspection fee of \$100 and a hearing with the Board of Health to determine whether permit should be revoked, suspended, or subject to further conditions.

**CIRCLE/ANSWER THE FOLLOWING QUESTIONS:**

Is the applicant the sole owner of the property where hens will be kept? YES NO  
 If no, please provide signed written statements from all property owners granting permission for the keeping of hens.

What is the size of the property lot in square feet? 10,454

**I. HENHOUSE / PEN:**

**1. Location**

- a. Will the henhouse/pen enclosure be in the rear yard of the property?  YES  NO
- b. Will the henhouse/pen enclosure be at least six (6) feet from all property lines?  YES  NO
- c. Will the henhouse/pen enclosure be at least 25 feet from existing residences on adjacent lots?  YES  NO
- d. Will the henhouse/pen enclosure be located at least 200 feet from the high water mark of any known source of drinking water supply or any tributary thereof, and at least 50 feet from any well?  YES  NO
- e. Will the henhouse/pen enclosure conform to all relevant property setbacks for accessory structures as specified in sections 6.18 and 5.04(8.23) of the zoning bylaws?  YES  NO
- f. Will the henhouse/pen enclosure interfere with any utility or other feature of the property that needs suitable access?  YES  NO
- g. Will the henhouse/pen enclosure be located in a well-drained area that does not discharge to a public way or neighbor's property?  YES  NO
- h. Please provide a plot plan depicting all of the following: all structures on property, all structures on abutting properties, and proposed locations of the henhouse/pen enclosure, composting/manure storage and food storage. *See attached maps*

**2. Construction**

- a. Will the henhouse enclosure provide a minimum interior floor surface of at least two (2) square feet per bird?  YES  NO
- b. Will the pen enclosure provide a minimum ground surface of at least five (5) square feet per bird?  YES  NO
- c. Will the henhouse/pen enclosure be securely constructed in a manner that excludes predators and pests, including those that fly, burrow and reach?  YES  NO
- d. Will the pen enclosure have a predator and pest proof material across the top?  YES  NO
- e. Will the henhouse provide protection from the elements as needed?  YES  NO



f. Will the henhouse be constructed in such a manner and with such materials that allow for effective weekly cleaning?  YES  NO

g. Please provide a separate detailed description of the henhouse/ pen enclosure, including square footages and photographs if possible.

### 3. Maintenance

a. Will the feed be securely stored in a rodent and pest proof container?  YES  NO

b. Will the feed leftover from feeding remain in an area accessible to rodents and pests past dusk?  YES  NO

c. If weather is too cold, or composting is otherwise not possible, will there be a sealable container for waste to be stored until disposal?  YES  NO

d. If composting is possible, how and where will waste be composted with carbonaceous material such as hay, bedding, or leaves? Please identify composting/ manure storage location on required certified plot plan.

We plan to compost in our two existing compost bins (purchased through the city) as well as use our Black Earth Compost service for excess waste. The onsite compost locations are indicated on the map with two green circles. We plan on purchasing a second Black Earth mini trash can which locks and is rodent-proof. We will store this behind the house in the winter and our shed in the warmer months. We tend to save leaves during the fall to mix into our compost throughout the winter/spring.

e. What measures will be taken to prevent the buildup of pests or rodent populations due to the presence of hens on the property?

1) Food: we will make sure that the food is always kept in a rodent-proof container and inside either the shed, garage, or screen porch (winter months). We will also purge any leftover food and replace the water each evening.

2) Waste: The waste will be promptly stored in either a locking mini trash bin or in our compost piles. Our compost is protected with two layers of rodent/chicken wire underneath the hard plastic structure with a locking lid (we've never had a rodent issue with it). If composting onsite is fragrant or looks like it may encourage pests, we'll use just the Black Earth Method.

3) Maintenance: We will clean the waste and replace the bedding at least once a week with a deep clean every month. The area around the coop will be kept free of debris so that food or waste cannot accumulate.

f. Please provide a separate detailed written maintenance plan describing the following: cleaning practices and schedule for the henhouse/pen enclosure and feed and water containers, which anti-bacterial/viral cleaning solution will be used, which bedding material will be used in the henhouse and at which depth it will be provided, how frequently the bedding material will be composted, and any other appropriate nuisance (odor & noise) prevention measures that will be taken.

## II. HENS:

### 1. Hen keeper

a. The hen keeper must take a class in keeping hens. Is a copy of a certificate of completion from a hen-keeping course included in this application?  YES  NO

b. Will there be a knowledgeable person in charge to care for hens during vacations or extended leaves?  YES  NO

### 2. Source

a. What type of hens and how many hens will you be keeping?  
Depending on availability, likely Barred Rocks and/or Rhode Island Reds. We will likely start with 2 and progress up to 4.  
We do not plan on ever having more than 4 hens at a time.

b. Will the hens be acquired from S. pullorum clean sources from National Poultry Improvement Plan (NPIP) participants?  YES  NO

c. Where will the hens be acquired from and what documentation will be provided?  
We are still deciding where we will purchase the hens from. It will depend on availability when/if we receive approval.

### 3. Health & Disease Concerns

a. Will the hens be vaccinated from any communicable diseases?  YES  NO  
If yes, from what? \_\_\_\_\_

b. Will newly acquired hens be isolated from healthy resident birds?  YES  NO  
If yes, where and for how long? n/a - no resident birds


c. Will the hens be separated from wild migratory fowl at all times?  YES  NO

d. What will be done with a hen if it dies? We will dispose of it in a sanitary way, in accordance with Arlington laws.

**To complete this application the following materials must be provided:**

- ✓ Copy of list of property abutters obtained from Town of Arlington Assessors Office.
- ✓ If applicant is not sole property owner, signed written statements from all property owners granting permission for the keeping of hens.
- ✓ Plot plan drawn to scale depicting all of the following: all structures on property, all structures on abutting properties, proposed locations of the henhouse/pen enclosure, composting/manure storage and food storage, and distance of henhouse and pen from property lines and existing adjacent residences. The BOH reserves the right to require the applicant to provide a plot plan certified by a professional engineer or land surveyor to resolve any questions or disputes relating to the conformance of the placement of the henhouse and pen with any and all relevant property setbacks and zoning bylaw requirements.
- ✓ Written maintenance plan and description of henhouse/pen enclosure.
- ✓ Copy of certificate of completion from a hen-keeping course.
- After a BOH hearing date has been set, submit a copy of a signed and dated letter or receipt from USPS that a certified letter has been received by each abutter informing them of your application to keep hens and notifying them of the BOH hearing date, time and location. Abutters include both property owners and tenants.

I have read the town bylaws regarding the keeping of hens and understand the requirements as outlined. I understand failure to comply with the requirements of the town bylaws and failure to prevent a public health nuisance may result in revocation of my Permit to Keep Hens.

Signature:  Date: 1/19/2021  
1/19/2021

-----Office use only-----

Board of Health Meeting Date Assigned: 3/24/2021



Office of the Board of Assessors  
Robbins Memorial Town Hall  
Arlington, MA 02476  
(781) 316-3050  
Assessors@town.arlington.ma.us

## Abutters List

Date: January 19, 2021

Subject Property Address: 7 GREENWOOD RD Arlington, MA  
Subject Property ID: 120-1-2.B

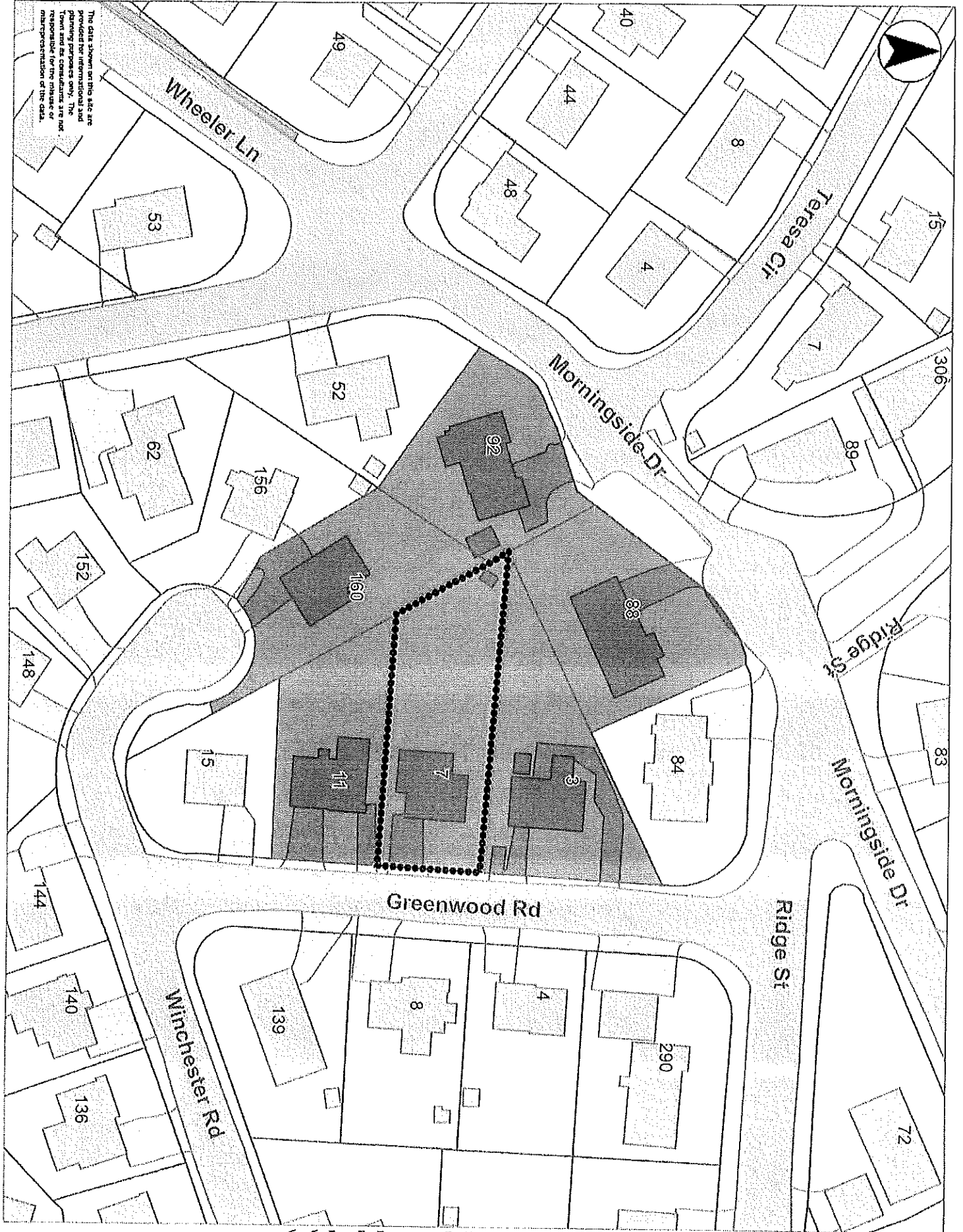
Search Distance: Direct Abutters-Keeping of Hens

The Board of Assessors certifies the names and addresses of requested parties in interest, all abutters to a single parcel who are direct abutters.

*Kenneth L. Feeley*  
*Robert E. Greeley*  
*[Signature]*

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**Board of Assessors**



The data shown on this site are provided for informational and planning purposes only. The Town and its consultants are not responsible for the use or interpretation of the data.



- Places by Category**
- Police Station
  - Fire Station
  - School
  - Library
  - Public Works
  - Recreation - Facilities
  - Recreation - Fields Courts
  - Recreation - Fields Courts
  - Open Space - Conservation
  - Open Space - Manuteman 1
  - Open Space - Labels
  - Open Space
  - Town, State, or Private
  - Other Town Owned
  - MA Highways
  - Interstate
  - US Highway
  - Numbered Routes
  - Adjoining Towns
- Town Boundary**
- Parish
  - Police
  - Buildings
  - Cemetery - Roads
  - Road2
  - Road3
  - Road4
  - Road1
  - Road4
- Pavement Markings**
- Impervious Surface - For S
  - Street
  - Sidewalk
  - Street Island
  - Driveway
  - Driveway Lot
  - Blue Pavement
  - Blue Pavement
- Roads - For Large Scale (ft)**
- Roads - For Small Scale (ft)
  - Major Road
  - Local Road
  - Master Plan Base Map - M
- Water Line**
- Water Line
  - Water Body

**Abutters List**

Date: January 19, 2021

Subject Property Address: 7 GREENWOOD RD Arlington, MA

Subject Property ID: 120-1-2.B

Search Distance: Direct Abutters

-----  
Prop ID: 120-1-2.A

Prop Location: 11 GREENWOOD RD Arlington, MA

Owner: COLLINS CHRISTIAN LOUIS

Co-Owner: COLLINS YOKO

Mailing Address:

11 GREENWOOD RD

ARLINGTON, MA 02474

-----  
**Prop ID: 120-1-2.B**

**Prop Location: 7 GREENWOOD RD Arlington, MA**

Owner: WALSER MARCUS E

Co-Owner: BROADDUS VADEN W

Mailing Address:

7 GREENWOOD RD

ARLINGTON, MA 02474

-----  
Prop ID: 120-13-11

Prop Location: 92 MORNINGSIDE DR Arlington, MA

Owner: KERBLE CHRISTINE

Co-Owner: KERBLE ALYSSA

Mailing Address:

92 MORNINGSIDE DR

ARLINGTON, MA 02474

-----  
Prop ID: 120-13-2.C

Prop Location: 160 WINCHESTER RD Arlington, MA

Owner: POSTALJIAN ARAM & ARAXI

Co-Owner:

Mailing Address:

160 WINCHESTER ROAD

ARLINGTON, MA 02474

-----  
Prop ID: 120-1-3.A

Prop Location: 3 GREENWOOD RD Arlington, MA

Owner: GINDEN MATHEW L

Co-Owner: MORAN VICTORIA M

Mailing Address:

3 GREENWOOD RD

ARLINGTON, MA 02474

-----  
Prop ID: 120-1-5

Prop Location: 88 MORNINGSIDE DR Arlington, MA

Owner: CROWLEY JOHN & MAURA

Co-Owner:

Mailing Address:

88 MORNINGSIDE DRIVE

ARLINGTON, MA 02474

**From:** Vaden Broaddus <vadenbroaddus@gmail.com>  
**To:** ACurbow@town.arlington.ma.us  
**Date:** 03/09/2021 08:44 PM  
**Subject:** Fwd: Chicken Application Dept. Of Health Meeting - Date Change

---

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Confirmation from 88 Morningside

----- Forwarded message -----

**From:** JOHN CROWLEY <jnmeccrowley@verizon.net>  
**Date:** Sat, Mar 6, 2021 at 1:30 PM  
**Subject:** Re: Chicken Application Dept. Of Health Meeting - Date Change  
**To:** Vaden Broaddus <vadenbroaddus@gmail.com>

**John & Maura Crowley**  
**88 Morningside Dr**

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

*Thank you*  
*Maura*

Sent from my iPhone

On Mar 5, 2021, at 11:12 AM, Vaden Broaddus  
<[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)> wrote:

**Name:**

**Address:**

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

**From:** Vaden Broaddus <vadenbroaddus@gmail.com>  
**To:** ACurbow@town.arlington.ma.us  
**Date:** 03/09/2021 08:44 PM  
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---

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Confirmation from 88 Morningside

----- Forwarded message -----

**From:** JOHN CROWLEY <jmncrowley@verizon.net>  
**Date:** Sat, Mar 6, 2021 at 1:30 PM  
**Subject:** Re: Chicken Application Dept. Of Health Meeting - Date Change  
**To:** Vaden Broaddus <vadenbroaddus@gmail.com>

**John & Maura Crowley**  
**88 Morningside Dr**

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

*Thank you*  
*Maura*

Sent from my iPhone

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<vadenbroaddus@gmail.com> wrote:

**Name:**

**Address:**

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*



**From:** Vaden Broaddus <vadenbroaddus@gmail.com>  
**To:** ACurbow@town.arlington.ma.us  
**Date:** 03/09/2021 08:43 PM  
**Subject:** Fwd: Chicken Application Dept. Of Health Meeting - Date Change

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Hi Annette - Going to fill your inbox with confirmations now :) This one is from 11 Greenwood Road.

Thanks!

----- Forwarded message -----

**From:** L Christian Collins <lchristiancollins@gmail.com>  
**Date:** Fri, Mar 5, 2021 at 11:39 AM  
**Subject:** Re: Chicken Application Dept. Of Health Meeting - Date Change  
**To:** Vaden Broaddus <vadenbroaddus@gmail.com>  
**Cc:** Marcus Walser <marcus.walser@gmail.com>

Hello my name is Louis Christian Collins and my wife's name is Yoko Collins  
11 greenwood Rd, Arlington, MA 02474  
I confirm we have been notified of the new department of health meeting on March 24.  
Thank you!

On Fri, Mar 5, 2021, 11:12 AM Vaden Broaddus <vadenbroaddus@gmail.com> wrote:

Hi Neighbors,

The DOH meeting that was scheduled for February to address our hen keeping application had to be canceled. The Department of Health has provided new meeting details for when our application will be addressed (below). If you have any questions about the application, please do join the meeting or feel free to reach out to me directly.

**When:** Mar 24, 2021 02:00 PM Eastern Time (US and Canada)

Register in advance for this meeting:

<https://town-arlington-ma-us.zoom.us/meeting/register/tJcud--orjqGdQYsk9Z8P1fw1afzJrhfWT5>

It's still a requirement that I confirm you have all been notified at least 14 days prior to this new meeting. They are letting us do

that via email instead of another signed letter this time. **Would you mind responding with the items below:**

**Name:**

**Address:**

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

Thank you all for putting up with the continued requests on this :)

Best,  
Vaden

**From:** Vaden Broaddus <vadenbroaddus@gmail.com>  
**To:** ACurbow@town.arlington.ma.us  
**Date:** 03/09/2021 08:44 PM  
**Subject:** Fwd: Chicken Application Dept. Of Health Meeting - Date Change

---

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Confirmation from 3 Greenwood Road

----- Forwarded message -----

**From:** **Victoria Mathew** <[victoria.mathew22517@gmail.com](mailto:victoria.mathew22517@gmail.com)>  
**Date:** Tue, Mar 9, 2021 at 2:09 PM  
**Subject:** Re: Chicken Application Dept. Of Health Meeting - Date Change  
**To:** Vaden Broaddus <[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)>  
**Cc:** Marcus Walser <[marcus.walser@gmail.com](mailto:marcus.walser@gmail.com)>

**Name:** Mathew Ginden and Victoria Moran  
**Address:** 3 Greenwood Rd Arlington Ma  
*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

On Fri, Mar 5, 2021, 11:12 AM Vaden Broaddus <[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)> wrote:

Hi Neighbors,

The DOH meeting that was scheduled for February to address our hen keeping application had to be canceled. The Department of Health has provided new meeting details for when our application will be addressed (below). If you have any questions about the application, please do join the meeting or feel free to reach out to me directly.

When: Mar 24, 2021 02:00 PM Eastern Time (US and Canada)  
Register in advance for this meeting:  
<https://town-arlington-ma-us.zoom.us/meeting/register/tJcud--orjoqGdOYsk9Z8P1fw1afzJrhfWT5>

It's still a requirement that I confirm you have all been notified at least 14 days prior to this new meeting. They are letting us do that via email instead of another signed letter this time. **Would you mind responding with the items below:**

**Name:**  
**Address:**

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

Thank you all for putting up with the continued requests on this :)

Best,  
Vaden

**From:** Vaden Broaddus <[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)>  
**To:** ACurbow@town.arlington.ma.us  
**Date:** 03/09/2021 08:44 PM  
**Subject:** Fwd: Chicken Application Dept. Of Health Meeting - Date Change

---

CAUTION: This email originated from outside of the Town of Arlington's email system. Do not click links or open attachments unless you recognize the REAL sender (whose email address in the From: line in "< >" brackets) and you know the content is safe.

Confirmation from 160 Winchester. She put her details within my original note.

----- Forwarded message -----  
**From:** Roxi Postaljian <[postaljian@hotmail.com](mailto:postaljian@hotmail.com)>  
**Date:** Mon, Mar 8, 2021 at 5:47 PM  
**Subject:** RE: Chicken Application Dept. Of Health Meeting - Date Change  
**To:** Vaden Broaddus <[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)>

Hi Vaden,

I filled the Name & Address lines and I'm replying with my confirmation!

Regards,

Roxi Postaljian

---

**From:** Vaden Broaddus <[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)>  
**Sent:** Friday, March 5, 2021 11:12 AM  
**To:** Vaden Broaddus <[vadenbroaddus@gmail.com](mailto:vadenbroaddus@gmail.com)>; Marcus Walser <[marcus.walser@gmail.com](mailto:marcus.walser@gmail.com)>  
**Subject:** Chicken Application Dept. Of Health Meeting - Date Change

Hi Neighbors,

The DOH meeting that was scheduled for February to address our hen keeping application had to be canceled. The Department of Health has provided new meeting details for when our application will be addressed (below). If you have any questions about the application, please do join the meeting or feel free to reach out to me directly.

When: Mar 24, 2021 02:00 PM Eastern Time (US and Canada)

Register in advance for this meeting:

<https://town-arlington-ma-us.zoom.us/meeting/register/tJcud--orjoqGdQYsk9Z8P1fw1afzJrhfWT5>

It's still a requirement that I confirm you have all been notified at least 14 days prior to this new meeting. They are letting us do that via email instead of another signed letter this time. **Would you mind responding with the items below:**

**Name:** Roxi Postaljian

**Address:** 160 Winchester Road, Arlington, MA 02474

*I confirm that I have been notified of the new Department of Health meeting on March 24th.*

Thank you all for putting up with the continued requests on this :)

Best,  
Vaden

# Certificate of Completion

*This is to certify that Vaden Broaddus  
successfully completed 1.5 total hours of Raising  
Chickens in your Backyard: a sustainable food  
source online course on Jan. 19, 2021*

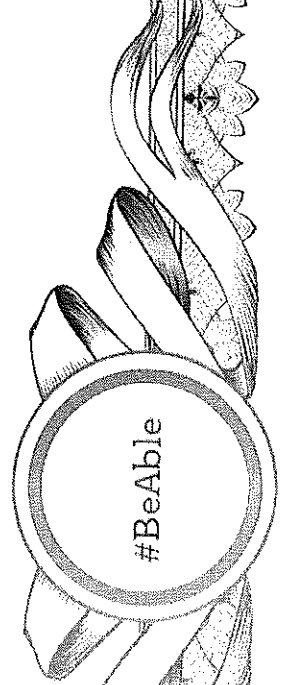
*Criss Stermann*

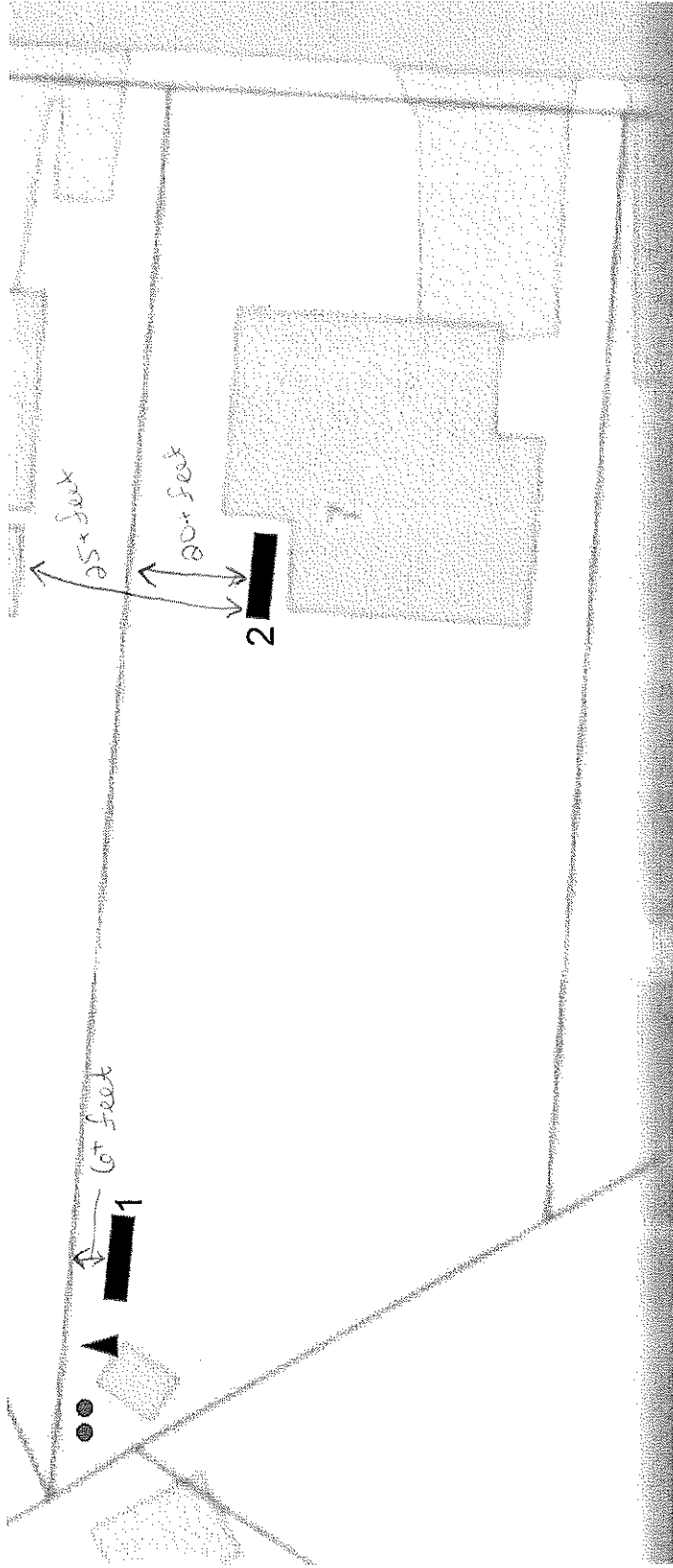
Criss Stermann, Instructor

&

**U** Udemy

Certificate no. UC-72b03940-52ee-47f1-a72a-064666ff5137  
Certificate url: u6a.myUC-72b03940-52ee-47f1-a72a-064666ff5137  
Version 3





● Existing compost bins

▬ Chicken coop locations  
(1 coop, 2 location options)

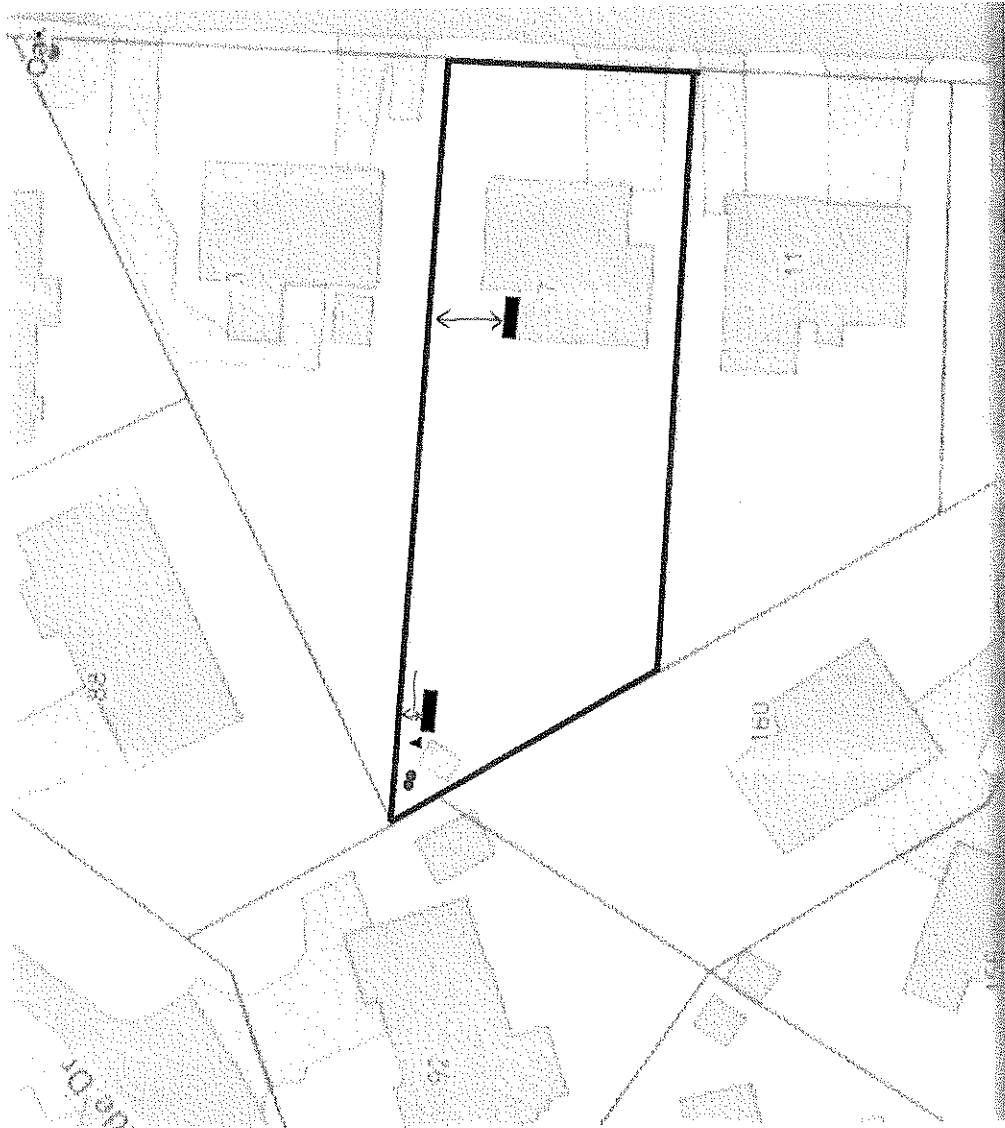
▲ Storage place for bin with  
excess manure

Plan to use a mobile/easily movable coop which we can move closer to our house in winter months.

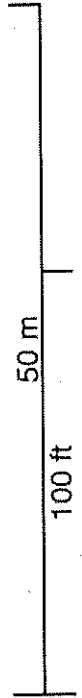
**Location #1:** At far back of property, near shed for non-winter months. 6+ ft from fence/property line. More than 25 feet from any house.

**Location #2:** Winter months. More than 25 feet from any neighbor's house, close to our house to help reduce wind on the chickens.





- Existing compost bins
- ▬ Chicken coop locations  
(1 coop, 2 location options)
- ▲ Storage place for bin with  
excess manure



### Chicken Coop:

Coop will be placed at the back of the property, near our shed during the non-winter months. The coop is easily movable and I anticipate moving it closer to our house for the winter months. See illustration provided.

We anticipate buying the coop shown/detailed below. If for some reason it is unavailable once/if we receive BOH approval to move forward, we will find one similar. We will also purchase additional runs for them for when we can't supervise them in the yard..

### Coop details provided by manufacturer:

#### Extra ventilation

This chicken coop is designed for those of you whose flocks need extra ventilation in summer. Dual ventilation slots on the front and back of the house slide open to 5" x 5" for a nice cross-breeze, and easily close to keep your chickens warmer in the cooler months. The openings are covered with 1/2" hardware cloth to help keep out predators and pests.

#### Predator protection

Two latches on every door provide extra protection. Note the dual latches on the slide-out droppings tray, too, which help keep raccoons from pulling it out and reaching in for your flock's feet. Half-inch galvanized hardware cloth lines the run — and the run floor — to help keep out most determined predators and rodents.

#### Dimensions

Exterior dimensions: 81" wide x 33.5" deep x 50.4" tall, at peak

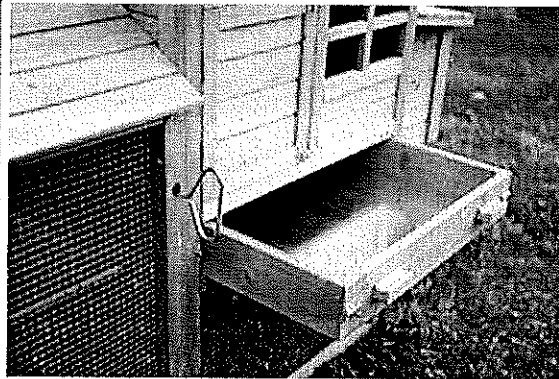
Interior dimensions, house: 25.6" wide x 25.6" deep, excluding nest box

Interior dimensions, nest box: 12" wide x 21.6" deep x 14" at highest (12" high at lowest)

Included run dimensions: 68.5" wide x 27.25" deep x 38.5" high.

Run height under house: 15.75" high

Add-on Run dimensions: 42" wide x 27.25" deep x 38.5" high



### Food Storage

- Food will be stored in a latched metal bin in either the shed or garage (depending on time of year).

### Manure

- Composting in existing compost structures on property. Two compost bins (purchased through town) with hard plastic sides, locking lids, two layers of chicken wire underneath. We have had these working for a few years without any rodent issues.
- Overflow composting via Black Earth Compost; stored in a locking plastic miniature trash bin. The overflow bin will be stored by the shed or behind the house, depending on the time of year.

### Response to #3(f)

Please provide a separate detailed written maintenance plan describing the following: cleaning practices and schedule for the hen house/pen enclosure and feed and water containers, which anti-bacterial/viral cleaning solution will be used, which bedding material will be used in the hen house and at which depth it will be provided, how frequently the bedding material will be composted, and any other appropriate nuisance (odor & noise) prevention measures that will be taken.

#### Cleaning:

- Food will be purged every evening to ensure we never encourage pests/rot
- Water will be replaced/replenished every evening
- Food and water containers will be washed/sanitized at least weekly.
- The coop will be cleaned at least weekly with a deep clean once a month, including using a vinegar solution
- Area around coop will be kept free of debris
- Cleaning solution: We were intending to use a vinegar solution for regular cleanings but may progress to something like Wee Away Chicken Coop Cleaner.

#### Maintenance:

- Bedding: Our process will likely change in winter vs. the other months as the chickens will be spending more time in the coop in the winter.
  - We will likely rotate between a few bedding types until we figure out what works best for our birds and our setup. We will start with either pine or cedar shavings and some hay. We will likely use some sand on the run.
  - We will compost and replace the bedding, and clean the nesting boxes, every week and likely more often in the winter.
  - We will maintain a bedding depth of about 6 inches

# Hen Application – Supplemental Information

*Submitted: February 16, 2021*

## **Section II.2 Source**

We intend to have 4-6 hens on the property. We are hoping to purchase the hens from the Danvers Agway pending availability after approval.

## **Plot Drawing**

We have decided not to move the location of the coop during the winter season. Please see Appendix 1 for an updated property plan of the proposed coop location.

## **Coop Specification**

We have locked down the coop we want! It will be delivered fully assembled. It will measure 4x10 total footprint, the hen house will measure 4x4 (external) and will be 28" off the ground so that the area under the house is accessible to the chickens. We will be buying the coop from King's Berry Farm (<https://www.kingsberryfarm.com/>) If we had 6 chickens, this should give us ~2.5 square feet per bird inside the house and ~6.5 square feet per bird in the run. Please see Appendix 2 for the image of the coop.

## Keeping of Hens Application – Supplemental Information

*Submitted: January 28, 2021*

### **Section II.2: Source**

Part C - We will likely purchase from either MyPetChicken.com or from one of the local Agways. I am not aware of any additional documentation that will be provided with the hens other than their vaccination records.

### **Section II. 3 Health & Disease Concerns**

Part A - We plan to get any vaccines that are offered from MyPetChicken/Agway. I know both will vaccinate for Marek's. Details on their vaccinations:

Details on Agway chicks: <https://www.ashleyschickens.com/danvers-agway-chicks>

Details on MyPetChicken chicks: <https://www.mypetchicken.com/backyard-chickens/chicken-help/Should-I-get-my-birds-vaccinated-H36.aspx>

Part D - We will either place them in the trash, double bagged or place them in our weekly compost pickup (I anticipate will use whichever is the closest pickup to the day the bird dies).

### **Additional Runs**

We have decided not to purchase additional runs after more research. We will have only one run which will be attached to our coop. We are also not moving our coop seasonally. The coop will be placed I went to see a yard where someone moves their coop around and has mobile runs and have decided I don't want to do that. We're going to do a coop/run that is stationary so that we can better protect against pets. The location will be the same as the one that's indicated by my shed on the map. I'm providing pics of the proposed coop run at the bottom of this note. We're going to look at the coop at the Agway in Danvers this weekend so I don't have the exact specs yet. Though, the coop will have a 4'x4' footprint and I plan to add a 4'x4' run onto it. The photo of the white coop is what I intend it to look like once we're done. Total footprint: 4'x8'.

# Hen Application – Supplemental Information

*Submitted: February 16, 2021*

## **Section II.2 Source**

We intend to have 4-6 hens on the property. We are hoping to purchase the hens from the Danvers Agway pending availability after approval.

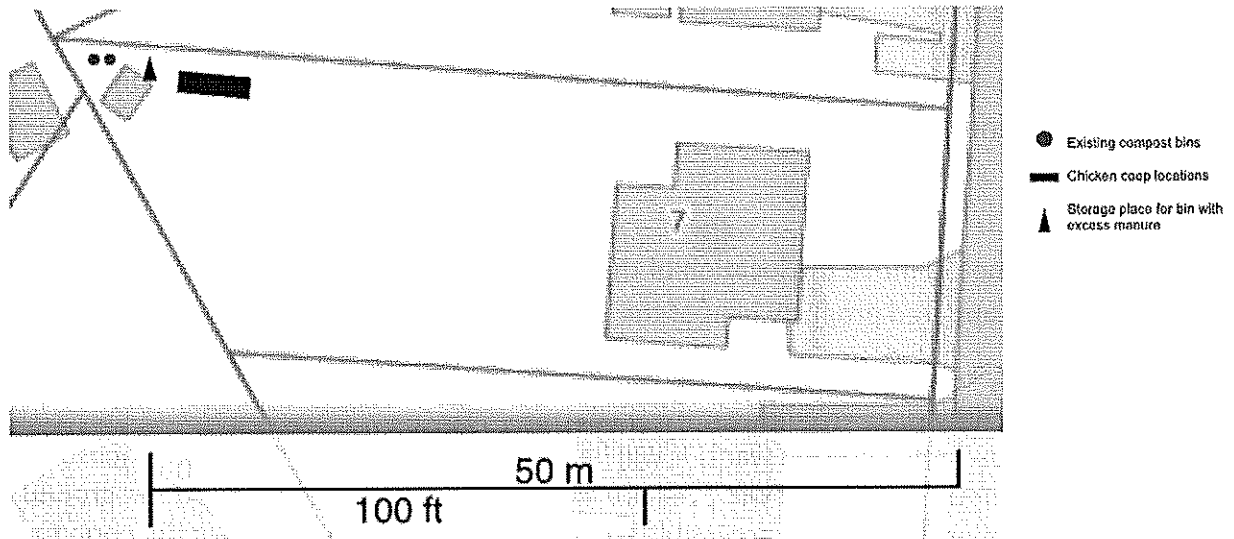
## **Plot Drawing**

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## **Coop Specification**

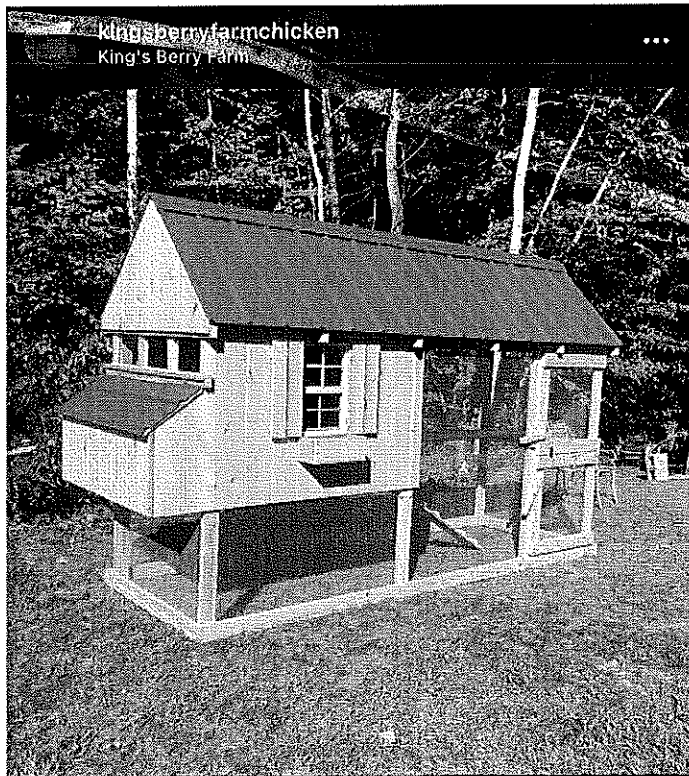
We have locked down the coop we want! It will be delivered fully assembled. It will measure 4x10 total footprint, the hen house will measure 4x4 (external) and will be 28" off the ground so that the area under the house is accessible to the chickens. We will be buying the coop from King's Berry Farm (<https://www.kingsberryfarm.com/>) If we had 6 chickens, this should give us ~2.5 square feet per bird inside the house and ~6.5 square feet per bird in the run. Please see Appendix 2 for the image of the coop.

## Appendix 1: Updated Plot Drawing



Coop installed in back of property, 6+ feet from property line and more than 25 feet from any home. Closest structures are our shed and our neighbor's shed. Shed will measure 4'x10'.

## Appendix 2: Coop Image





## Town of Arlington, Massachusetts

---

### Keeping of Hens - 103 Columbia Road

#### ATTACHMENTS:

	Type	File Name	Description
▢	Reference Material	103_Columbia_keeping_of_hens.pdf	103 Columbia Road





Town of Arlington  
Department of Health and Human Services  
Office of the Board of Health  
27 Maple Street  
Arlington, MA 02476

Tel: (781) 316-3170  
Fax: (781) 316-3175

November 18, 2020

**Sent via Certified Mail, RRR**

**Tracking #: 7011 3500 0001 2540 2322**

Karin Moellering and Tim Kraska  
103 Columbia Road  
Arlington, MA 02474

RE: Report of Keeping of Hens Violation  
103 Columbia Road  
Arlington, MA 02474

Dear Karin Moellering and Tim Kraska,

The Arlington Health Department has been notified that you are keeping hens on your property located at 103 Columbia Road. This is in violation of the **Town of Arlington Bylaw, Title VIII: Public Health and Safety; Article 8: Keeping of Hens/Poultry**. Please be aware, properties must be issued a Keeping of Hens Permit in order to keep hens within the Town of Arlington. Please find the Keeping of Hens Bylaw included in this letter.

This violation is punishable by a fine of \$25.00. Each day this violation exists constitutes a separate violation and is subject to fines.

Please contact this Office immediately to begin the permitting process.

Sincerely,

A handwritten signature in black ink that reads "K Sullivan". The signature is written in a cursive style with a large initial "K".

Kylee Sullivan  
Health Compliance Officer  
(781) 316-3170  
[ksullivan@town.arlington.ma.us](mailto:ksullivan@town.arlington.ma.us)



Town of Arlington  
Department of Health and Human Services  
Office of the Board of Health

27 Maple Street  
Arlington, MA 02476

Tel: (781) 316-3170

Fax: (781) 316-3175

**MEMO**

To: Board of Health  
From: Ashley Jean, Health Compliance Officer  
Date: March 1, 2021  
RE: Keeping of Hens at 103 Columbia Road 9

---

Karin Moellering submitted a Keeping of Hens Site Plan Review Application for 103 Columbia Road on December 22<sup>nd</sup>, 2020. The dwelling is a single family structure owned by the applicant and her husband, Tim. This property is located on a large lot (17,880 Sq Ft) in a neighborhood nestled between Bradley Road and Frost Street. The property has six abutters. The abutters were notified by the applicants of their intent to keep hens via certified mail. The letter notified the abutters of a hearing to be held on March 24<sup>th</sup>, 2021 at 2:00pm. To date, no neighbor has raised concerns regarding this application.

The attached site plan provided by the applicant illustrates that all distance requirements set forth in the Town Bylaws are satisfied. The application included very thoughtful responses and all necessary components. A site walk through was conducted on March 1, 2021 to verify the proposed location of the coop/pen and the structure. The coop's location meets the minimum setback requirements.



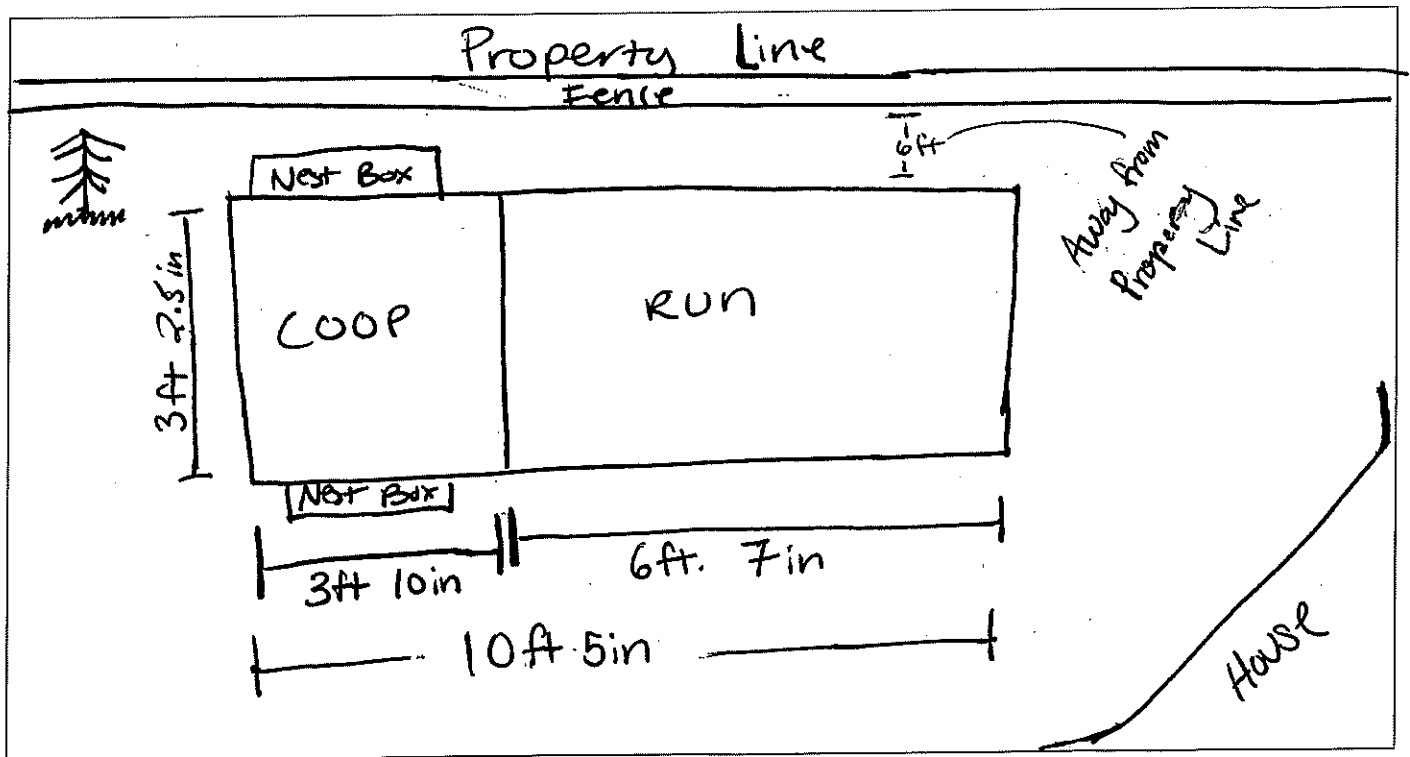
Town of Arlington  
 Department of Health and Human Services  
 Office of the Board of Health  
 27 Maple Street  
 Arlington, MA 02476

Tel: (781) 316-3170  
 Fax: (781) 316-3175

2021 Henhouse/Pen Enclosure Inspection

Name of Applicant: Karin Moellering Tel. #: 510-926-5857  
 Address: 103 Columbia Road Email: Karin.moellering@gmail.com  
 Number of hens to be kept: 2

- Total square feet of henhouse: 6 (2 Sq. ft./ hen) Square feet of pen enclosure: 30 (5 Sq. ft./ hen)
- Protection from elements: Sturdy Roof & Walls
- Protection from predators: COOP is secure
- Food and waste storage: Rodent Proof Bins



Notes: Coop is located in the side yard of the property and is in compliance with all setbacks requirements  
Hens appear healthy

Inspector: Ashley Jean Date: 3-01-21 Approved: \_\_\_\_\_

**103 Columbia Road  
Site Walk Pictures**



**103 Columbia Road  
Site Walk Pictures**





Town of Arlington  
 Department of Health and Human Services  
 Office of the Board of Health  
 27 Maple Street  
 Arlington, MA 02476

Tel: (781) 316-3170  
 Fax: (781) 316-3175

## KEEPING OF HENS SITE PLAN REVIEW APPLICATION

*These guidelines are not final requirements. The Board of Health may require additional information based on the type and location of operation.*

**Plan Review Fee: \$150.00** (checks made payable to: Town of Arlington)

For office use only: Date/time application received: 12/22/20 Received by: Ashley Jean  
 (BOH Staff)

**APPLICANT NAME:** Karin Moellering

**APPLICANT ADDRESS:** 103 Columbia Rd, Arlington, MA 02474

**CONTACT NUMBER:** (510) 926 5857

**CONTACT EMAIL:** karin.moellering@gmail.com

<b>Keeping of Hens Application Process Summary</b>
--

1. Submit this Site Plan Review Application to Health Department with check for \$150.
2. Health Department reviews application and conducts site walk.
3. After plan review and site walk, a meeting date with the Board of Health is set. The applicant will notify all abutters at least 14 days but no more than 30 days prior to the hearing, of their intent to keep hens and the BOH hearing date, time and location. Abutters shall include both owners and tenants. The applicant shall provide verification of notification in the form of a signed letter or USPS receipt that a certified letter has been received.
4. A meeting with the Board of Health is held and a decision made to approve or deny application based upon all requirements set forth in town bylaw.
5. Once approved by the Board of Health, the applicant is required to submit an Application for Annual Permit to Keep Hens to the Health Department with a check for \$100 and the applicant will be permitted to construct coop and pen.
6. A final inspection is conducted once coop and pen have been constructed and final approval to keep hens is granted.
7. An annual permit to keep hens is required through the Health Department expiring April 1st of every year. A renewal permit must be obtained. Permit holders that fail to renew their keeping of hens permit prior to April 1st are subject to a \$100 reinstatement fee.
8. An annual inspection will be conducted by the Health Department. Failure to meet requirements set forth in the town bylaws may result in a re-inspection fee of \$100 and a hearing with the Board of Health to determine whether permit should be revoked, suspended, or subject to further conditions.

Received  
 DEC 22 2020

**CIRCLE/ANSWER THE FOLLOWING QUESTIONS:** Arlington HHS

Is the applicant the sole owner of the property where hens will be kept? YES/NO  
 If no, please provide signed written statements from all property owners granting permission for the keeping of hens.

What is the size of the property lot in square feet? 17880

## I. HENHOUSE / PEN:

### 1. Location

- a. Will the henhouse/pen enclosure be in the rear yard of the property?  YES  NO
- b. Will the henhouse/pen enclosure be at least six (6) feet from all property lines?  YES  NO
- c. Will the henhouse/pen enclosure be at least 25 feet from existing residences on adjacent lots?  YES  NO
- d. Will the henhouse/pen enclosure be located at least 200 feet from the high water mark of any known source of drinking water supply or any tributary thereof, and at least 50 feet from any well?  YES  NO
- e. Will the henhouse/pen enclosure conform to all relevant property setbacks for accessory structures as specified in sections 6.18 and 5.04(8.23) of the zoning bylaws?  YES  NO
- f. Will the henhouse/pen enclosure interfere with any utility or other feature of the property that needs suitable access?  YES  NO
- g. Will the henhouse/pen enclosure be located in a well-drained area that does not discharge to a public way or neighbor's property?  YES  NO
- h. Please provide a plot plan depicting all of the following: all structures on property, all structures on abutting properties, and proposed locations of the henhouse/pen enclosure, composting/manure storage and food storage. ✓

### 2. Construction

- a. Will the henhouse enclosure provide a minimum interior floor surface of at least two (2) square feet per bird?  YES  NO
- b. Will the pen enclosure provide a minimum ground surface of at least five (5) square feet per bird?  YES  NO
- c. Will the henhouse/pen enclosure be securely constructed in a manner that excludes predators and pests, including those that fly, burrow and reach?  YES  NO
- d. Will the pen enclosure have a predator and pest proof material across the top?  YES  NO
- e. Will the henhouse provide protection from the elements as needed?  YES  NO

f. Will the henhouse be constructed in such a manner and with such materials that allow for effective weekly cleaning? YES/NO

g. Please provide a separate detailed description of the henhouse/ pen enclosure, including square footages and photographs if possible. ✓

### 3. Maintenance

a. Will the feed be securely stored in a rodent and pest proof container? YES/NO

b. Will the feed leftover from feeding remain in an area accessible to rodents and pests past dusk? YES/NO

c. If weather is too cold, or composting is otherwise not possible, will there be a sealable container for waste to be stored until disposal? YES/NO

d. If composting is possible, how and where will waste be composted with carbonaceous material such as hay, bedding, or leaves? Please identify composting/ manure storage location on required certified plot plan.

In rodent-proof container in garage until drop-off at Wright-Locke Farm

e. What measures will be taken to prevent the buildup of pests or rodent populations due to the presence of hens on the property?

The henhouse/pen are rodent-proof & ~~no~~  
No food is accessible to rodents at any time.  
Should rodent activity be detected, we will set  
up traps.

No bedding is accessible at any time as it  
could be used for nesting.

f. Please provide a separate detailed written maintenance plan describing the following: cleaning practices and schedule for the henhouse/pen enclosure and feed and water containers, which anti-bacterial/viral cleaning solution will be used, which bedding material will be used in the henhouse and at which depth it will be provided, how frequently the bedding material will be composted, and any other appropriate nuisance (odor & noise) prevention measures that will be taken.



## II. HENS:

### 1. Hen keeper

- a. The hen keeper must take a class in keeping hens. Is a copy of a certificate of completion from a hen-keeping course included in this application?  YES  NO
- b. Will there be a knowledgeable person in charge to care for hens during vacations or extended leaves?  YES  NO

### 2. Source

- a. What type of hens and how many hens will you be keeping?  
1 Australorp  
1 Plymouth Rock  
total of 2
- b. Will the hens be acquired from S. pullorum clean sources from National Poultry Improvement Plan (NPIP) participants?  YES  NO
- c. Where will the hens be acquired from and what documentation will be provided?  
Hens acquired from the rent the chicken program

### 3. Health & Disease Concerns

- a. Will the hens be vaccinated from any communicable diseases?  YES  NO  
If yes, from what? \_\_\_\_\_
- b. Will newly acquired hens be isolated from healthy resident birds?  YES  NO  
If yes, where and for how long? no plans for add'l birds
- c. Will the hens be separated from wild migratory fowl at all times?  YES  NO
- d. What will be done with a hen if it dies? remove chicken from henhouse / enclosure using rubber gloves

**To complete this application the following materials must be provided:**

- Copy of list of property abutters obtained from Town of Arlington Assessors Office.
- If applicant is not sole property owner, signed written statements from all property owners granting permission for the keeping of hens.
- Plot plan drawn to scale depicting all of the following: all structures on property, all structures on abutting properties, proposed locations of the henhouse/pen enclosure, composting/manure storage and food storage, and distance of henhouse and pen from property lines and existing adjacent residences. The BOH reserves the right to require the applicant to provide a plot plan certified by a professional engineer or land surveyor to resolve any questions or disputes relating to the conformance of the placement of the henhouse and pen with any and all relevant property setbacks and zoning bylaw requirements.
- Written maintenance plan and description of henhouse/pen enclosure.
- Copy of certificate of completion from a hen-keeping course.
- After a BOH hearing date has been set, submit a copy of a signed and dated letter or receipt from USPS that a certified letter has been received by each abutter informing them of your application to keep hens and notifying them of the BOH hearing date, time and location. Abutters include both property owners and tenants.

I have read the town bylaws regarding the keeping of hens and understand the requirements as outlined. I understand failure to comply with the requirements of the town bylaws and failure to prevent a public health nuisance may result in revocation of my Permit to Keep Hens.

Signature:  Date: 12/19/2020

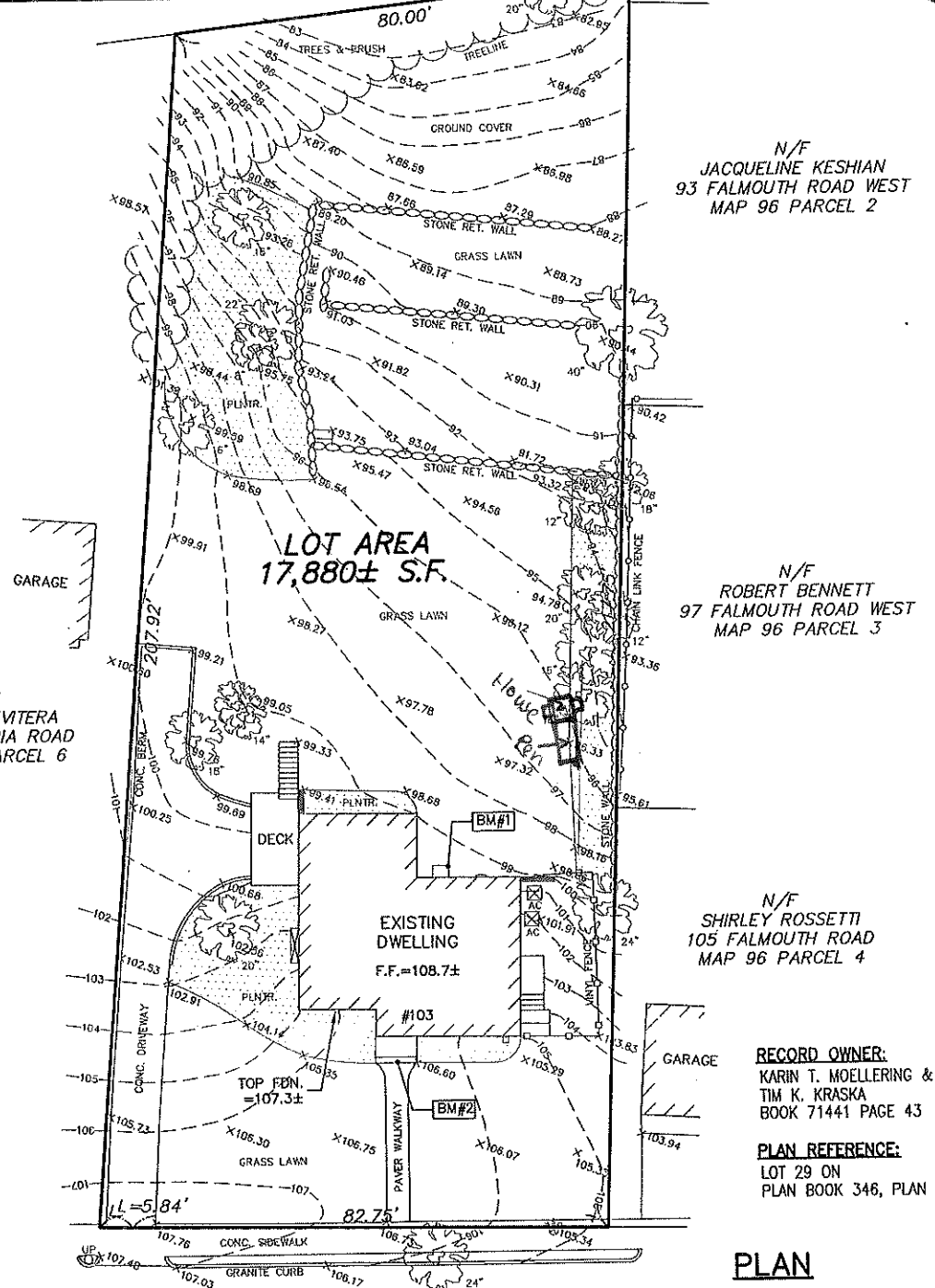
-----Office use only-----

Board of Health Meeting Date Assigned: \_\_\_\_\_

**BENCHMARKS (ASSUMED DATUM)**

NO.	DESCRIPTION	ELEVATION
BM#1	TOP COR. CONC. STEP	100.00
BM#2	TOP CENTER GRANITE STEP	107.43

N/F  
ANDREA FULMER  
206 CROSBY STREET  
MAP 95 PARCEL 2A



N/F  
PHILIP PRIVITERA  
109 COLUMBIA ROAD  
MAP 96 PARCEL 6

N/F  
JACQUELINE KESHIAN  
93 FALMOUTH ROAD WEST  
MAP 96 PARCEL 2

N/F  
ROBERT BENNETT  
97 FALMOUTH ROAD WEST  
MAP 96 PARCEL 3

N/F  
SHIRLEY ROSSETTI  
105 FALMOUTH ROAD  
MAP 96 PARCEL 4

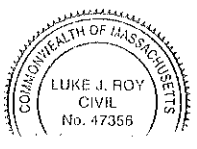
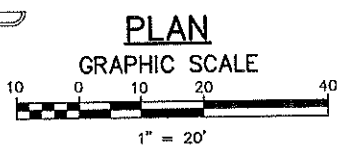
**RECORD OWNER:**  
KARIN T. MOELLERING &  
TIM K. KRASKA  
BOOK 71441 PAGE 43

**PLAN REFERENCE:**  
LOT 29 ON  
PLAN BOOK 346, PLAN 36

**LEGEND**

- EXISTING UTILITY POLE
- EXISTING STONE WALL
- EXISTING FENCE
- EXISTING TREES
- EXISTING CONTOUR
- EXISTING SPOT GRADE
- EXISTING TREE/BRUSH LINE
- EXISTING WATER SERVICE
- BENCH MARK (SEE CHART)

**COLUMBIA ROAD**  
(PUBLIC - 40' WIDE)



**LJR ENGINEERING, INC.**  
Civil Engineers & Land Surveyors

234 Park Street • North Reading, MA 01864 • 978-664-8141

**EXISTING CONDITIONS PLAN**

103 COLUMBIA ROAD  
ARLINGTON, MASSACHUSETTS  
ASSESSORS MAP 96 PARCEL 5

APRIL 30, 2020

Tim Kraska  
103 Columbia Rd  
Arlington, MA 02474

Town of Arlington  
Department of Health and Human Services  
Office of the Board of Health  
27 Maple Street Arlington, MA 02476

December 19th, 2020

**Application for the keeping of hens**

Dear Sir / Madam,

Hereby, as co-owner of the property of 103 Columbia Rd, Arlington, MA 02474, I, Tim Kraska, grant permission to keep hens on our property.

Best regards,

A handwritten signature in black ink, appearing to read 'Tim Kraska', with a long horizontal flourish extending to the right.

(Tim Kraska)

## **Maintenance Plan**

### Cleaning practices and schedule incl cleaning products

#### Daily:

- Ensure hens have access to clean water, so clean out water feeders using water and brushes
- Remove spilled feed

#### Weekly:

- Clean the nest boxes as needed
- Clean the boards under the roosts and remove any accumulated manure
- Remove manure from enclosure

#### As. Needed, at least every month:

- Replace entire content of nest boxes
- Replace entire base layer from hen house floor
- Thoroughly clean out enclosure
- Clean out all feeders

#### Ideally in spring and fall, but at least in spring:

- Thorough deep clean removing all dust, waste, dirt
- Soaking of roosts and base boards
- Wet cleaning of entire structure
- Disinfecting of entire structure with Clorox or generic bleach

#### Bedding:

- Pine shavings in the nest boxes at 2 inches deep
- Straw or pine shavings on the henhouse floor at 2 inches deep in the winter, less in the warmer seasons

#### Noise and odor prevention measures:

- Follow the cleaning plan provided above.
- Close off the henhouse at night. Two hens are not particularly noisy, and the hen house and enclosure are pretty far from any neighbors.

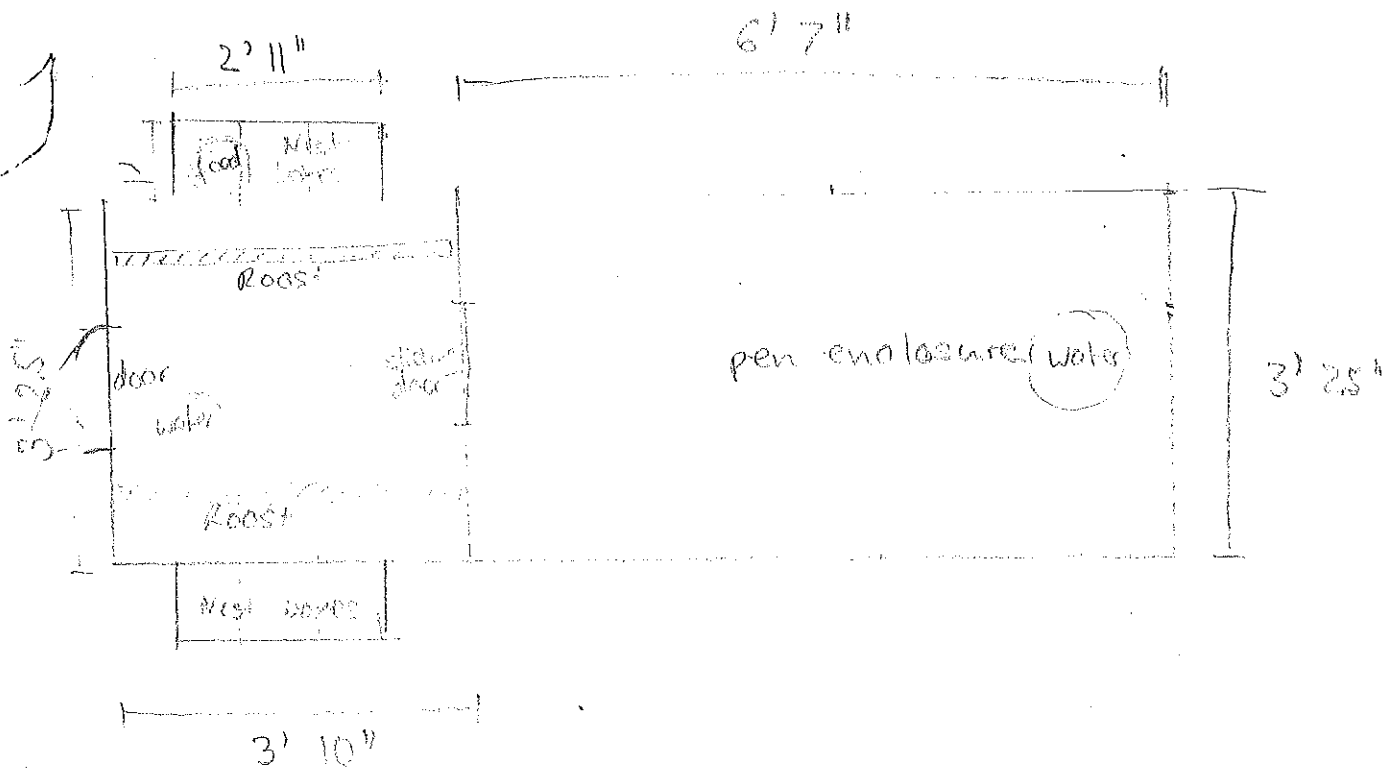
## Detailed Description of the Hen House and Pen Enclosure

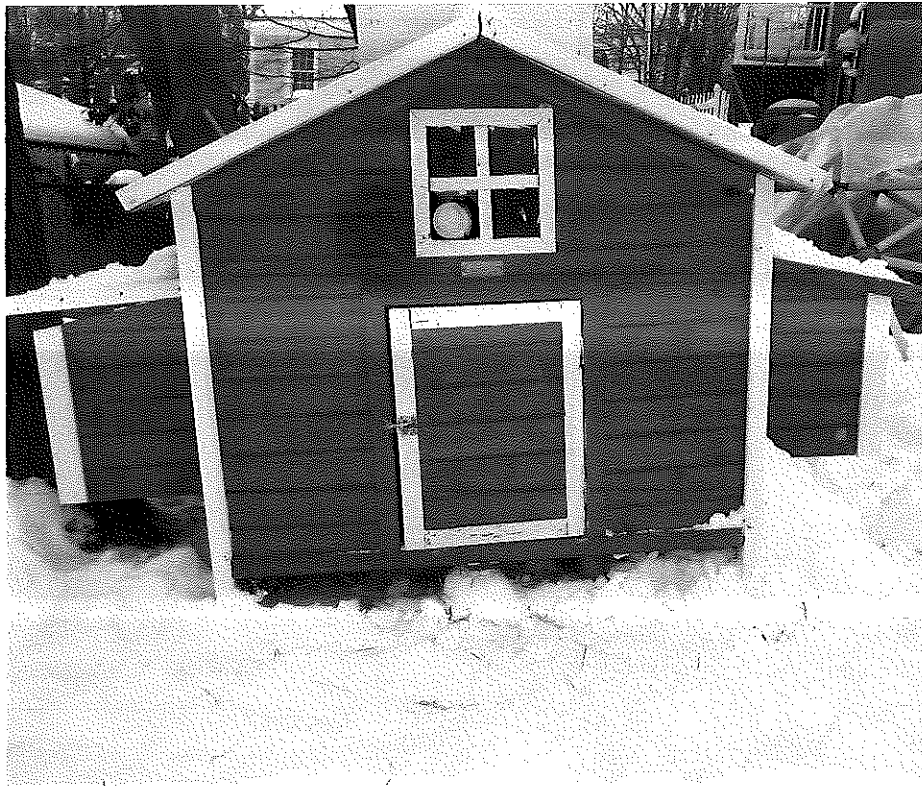
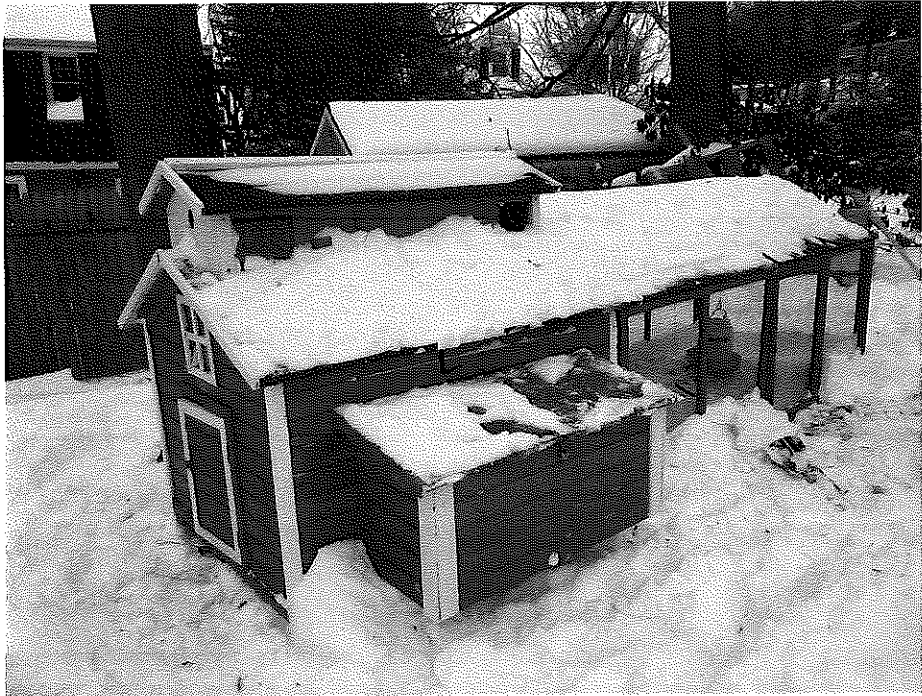
### Hen house:

- The core hen house measures 3' 10" x 3' 2.5" with additional nest boxes measuring 1' x 2'11" sticking out on either side.
- Two roosts are provided inside the hen house.
- The meshed openings at the top can slide shut.
- There is a window over the one door with a battery-operated light attached to one pane.
- The door to the run can slides open by pulling a string on the side.
- All roof segments are wooden with tar paper.

### Pen Enclosure:

- The run consists of two meshed segments with one gate each.
- The run measures 6'7" x 3' 2.5" total.
- All roof segments are wooden with tar paper.





3



**DIVISION OF AGRICULTURE**  
**RESEARCH & EXTENSION**  
*University of Arkansas System*

**Course Completion Certificate**

This is to certify that

*Karin Moellering*

has completed the course

*Backyard Poultry*

on

November 30, 2020





Office of the Board of Assessors  
Robbins Memorial Town Hall  
Arlington, MA 02476  
(781) 316-3050  
Assessors@town.arlington.ma.us

## Abutters List

Date: December, 8 2020

Subject Property Address: 103 COLUMBIA RD Arlington, MA  
Subject Property ID: 96-1-5

Search Distance: Direct Abutters-Keeping of Hens

The Board of Assessors certifies the names and addresses of requested parties in interest, all abutters to a single parcel who are direct abutters.

*Kenneth L. Freely*  
*Robert E. Greeley*  
*[Signature]*

---

**Board of Assessors**

**Abutters List**

Date: December 08, 2020  
Subject Property Address: 103 COLUMBIA RD Arlington, MA  
Subject Property ID: 96-1-5  
Search Distance: 0 Feet, Direct Abutters

-----  
Prop ID: 95-6-2.A  
Prop Location: 206 CROSBY ST Arlington, MA  
Owner: FULMER ANDREA J & SANDRA A  
Co-Owner: TRS/ BOSCHETTI FAMILY IRREVOCA  
Mailing Address:  
206 CROSBY ST  
ARLINGTON, MA 02474

-----  
Prop ID: 96-1-1.A  
Prop Location: 89 FALMOUTH RD W Arlington, MA  
Owner: SCHULDENFREI MARK  
Co-Owner: COHEN ROBIN  
Mailing Address:  
89 FALMOUTH RD W  
ARLINGTON, MA 02474

-----  
Prop ID: 96-1-2  
Prop Location: 93 FALMOUTH RD W Arlington, MA  
Owner: KESHIAN JACQUELINE C & RICHARD  
Co-Owner: TRS/RICHARD KESHIAN REVOCABLE  
Mailing Address:  
93 FALMOUTH RD WEST  
ARLINGTON, MA 02474

-----  
Prop ID: 96-1-3  
Prop Location: 97 FALMOUTH RD W Arlington, MA  
Owner: BENNETT ROBERT A ETAL/ TRS  
Co-Owner: BENNETT AZNAVOURIAN REALTY TR  
Mailing Address:  
97 FALMOUTH ROAD WEST  
ARLINGTON, MA 02474

-----  
Prop ID: 96-1-4  
Prop Location: 105 FALMOUTH RD W Arlington, MA  
Owner: ROSSETTI SHIRLEY A & KURT/TRS  
Co-Owner: PHILIP A ROSSETTI TRUST  
Mailing Address:  
105 FALMOUTH RD W  
ARLINGTON, MA 02474

-----  
**Prop ID: 96-1-5**  
**Prop Location: 103 COLUMBIA RD Arlington, MA**  
Owner: MOELLERING KARIN T  
Co-Owner: KRASKA TIM K  
Mailing Address:  
103 COLUMBIA RD  
ARLINGTON, MA 02474

} Applicant

-----  
Prop ID: 96-1-6  
Prop Location: 109 COLUMBIA RD Arlington, MA  
Owner: PRIVITERA PHILIP J/TRUSTEE  
Co-Owner: 109 COLUMBIA RD TRUST  
Mailing Address:  
59 UNION SQUARE  
SOMERVILLE, MA 02143

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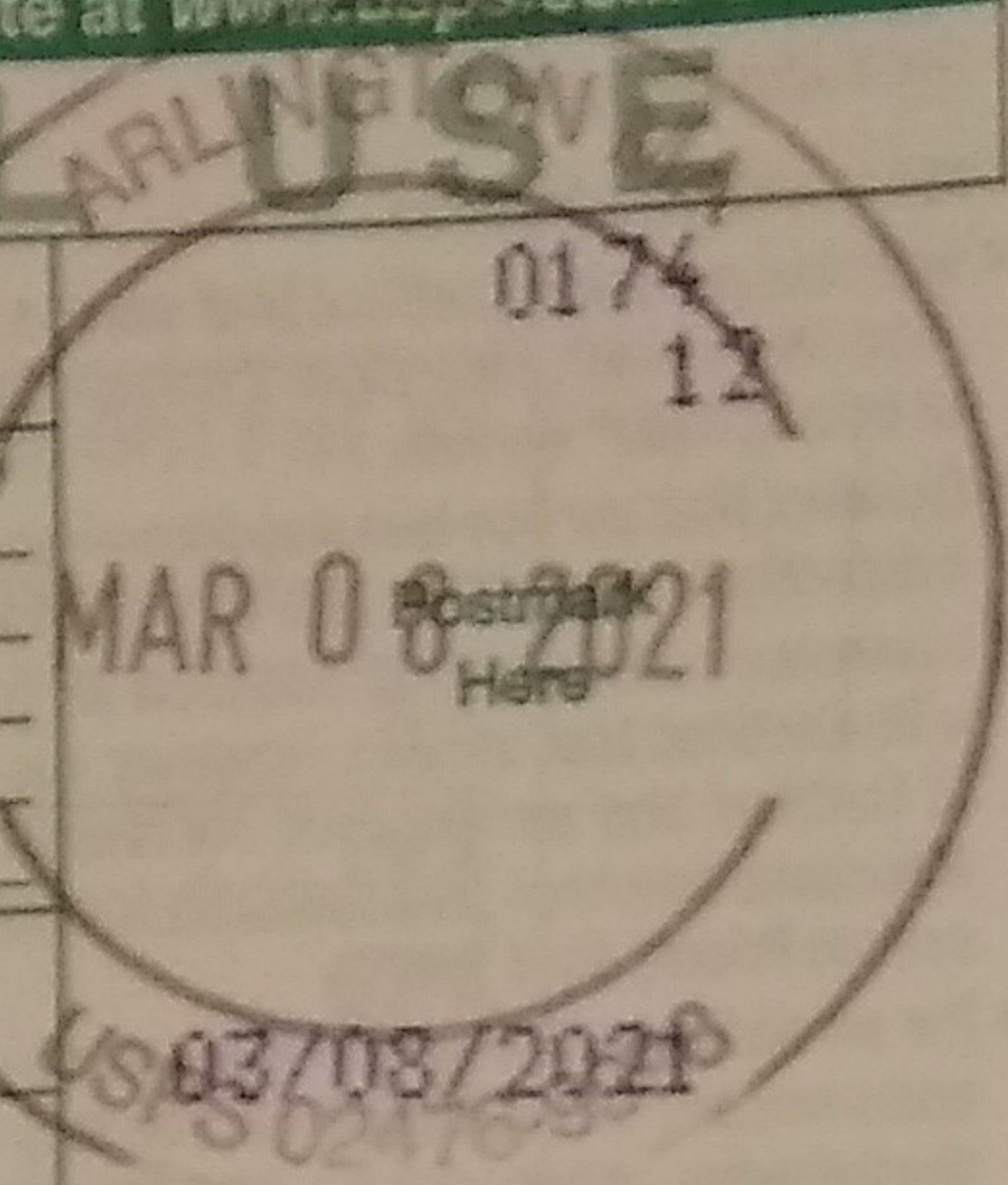
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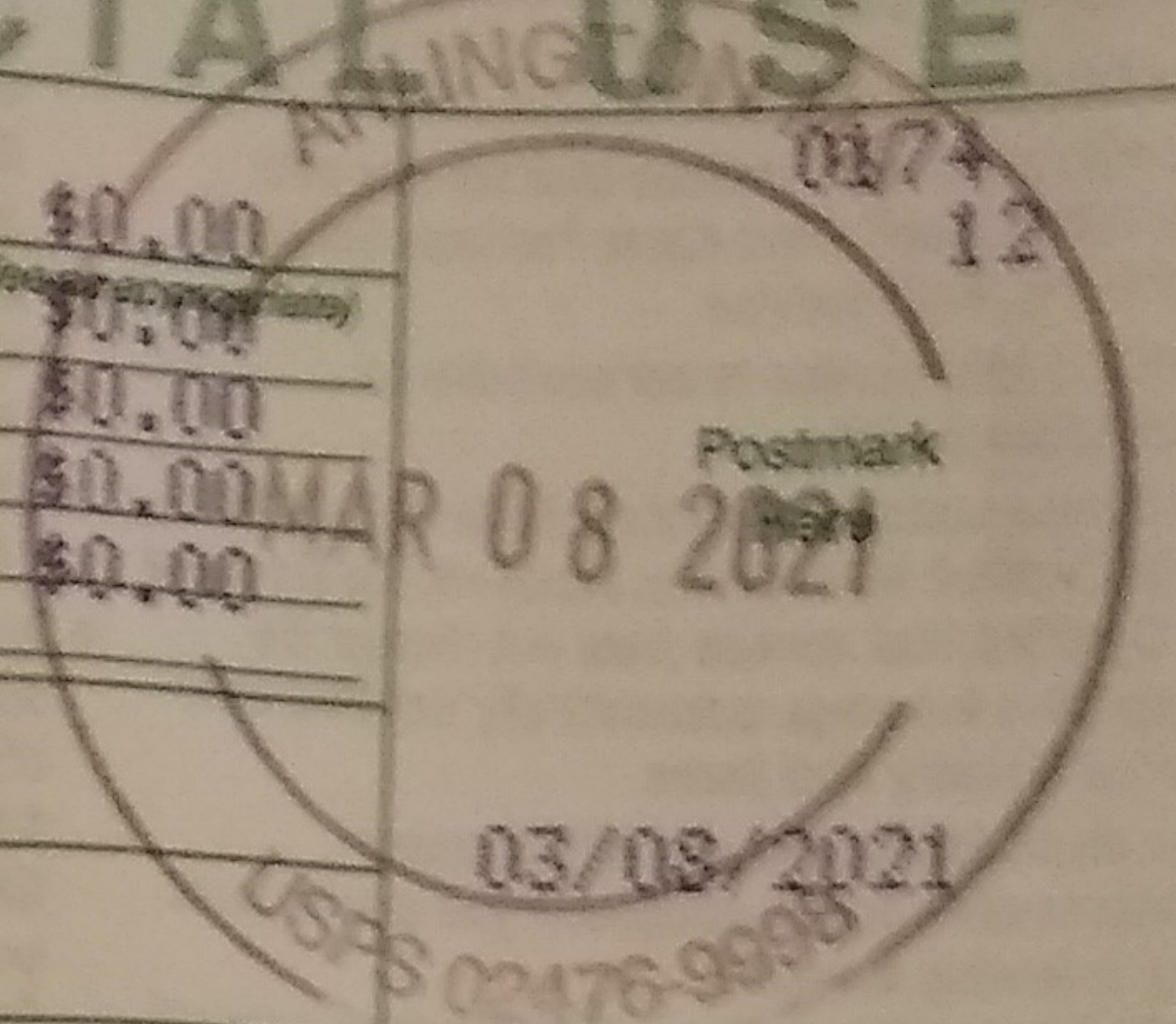
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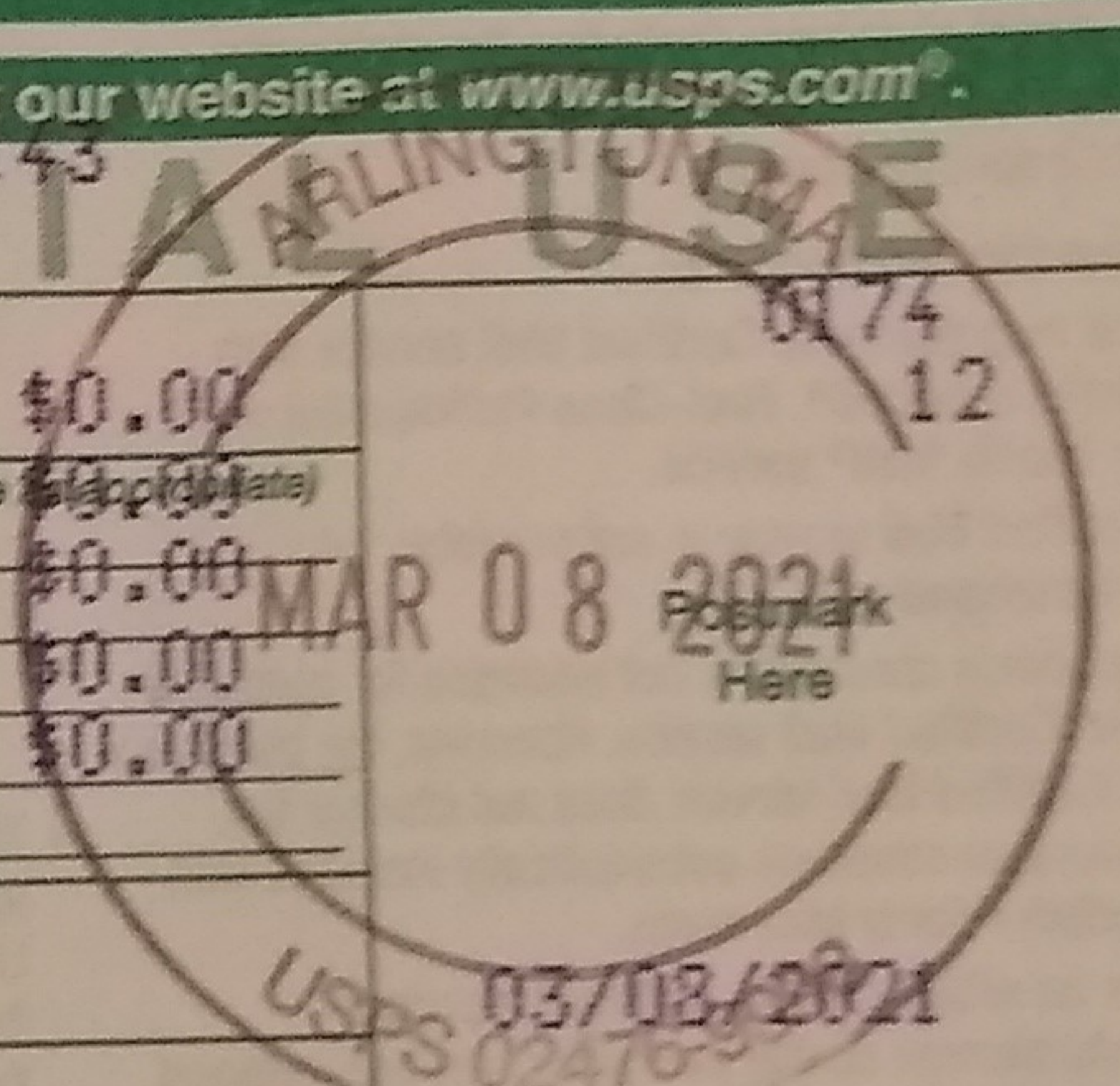
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Somerville, MA 02143

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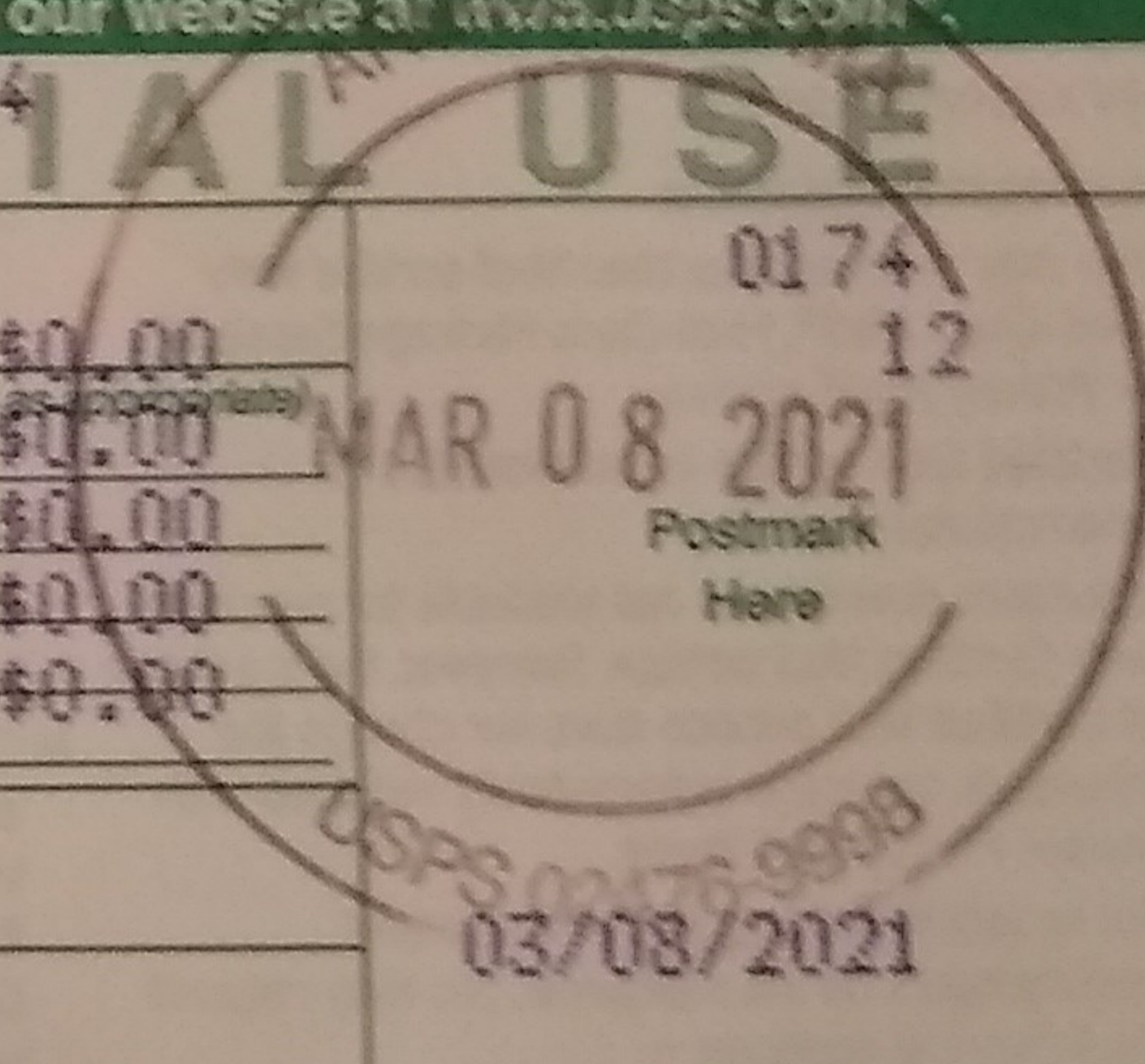
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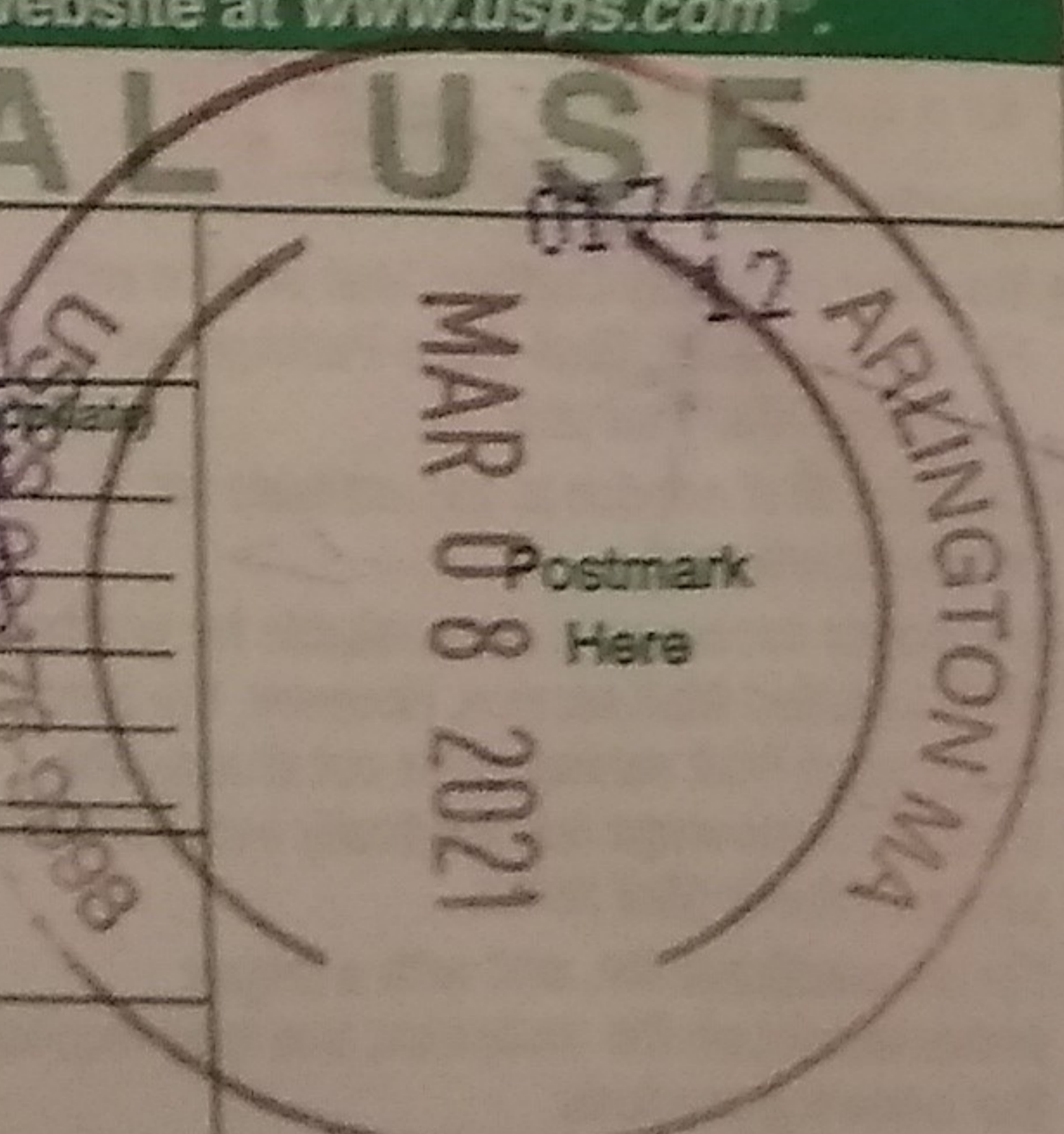
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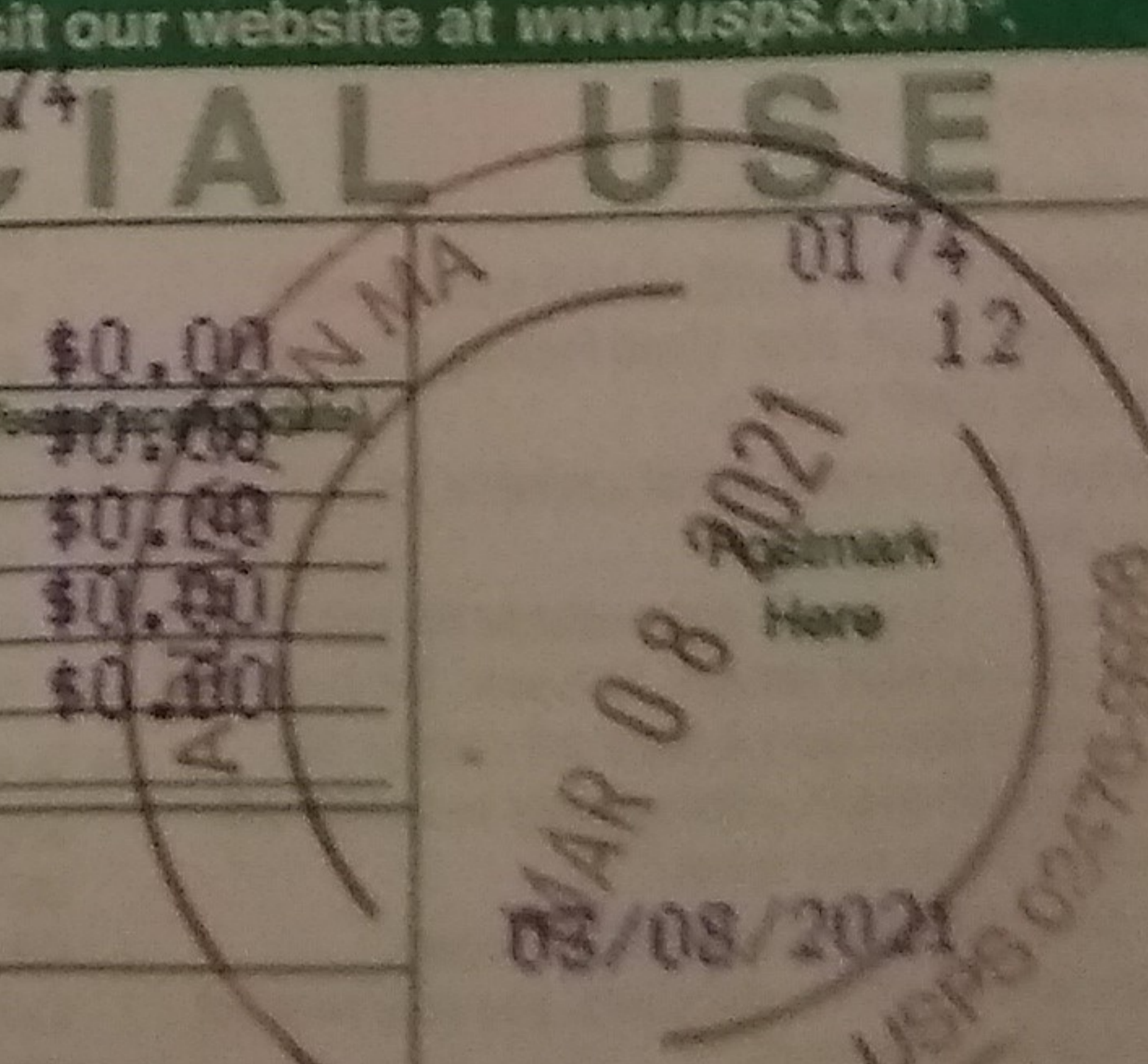
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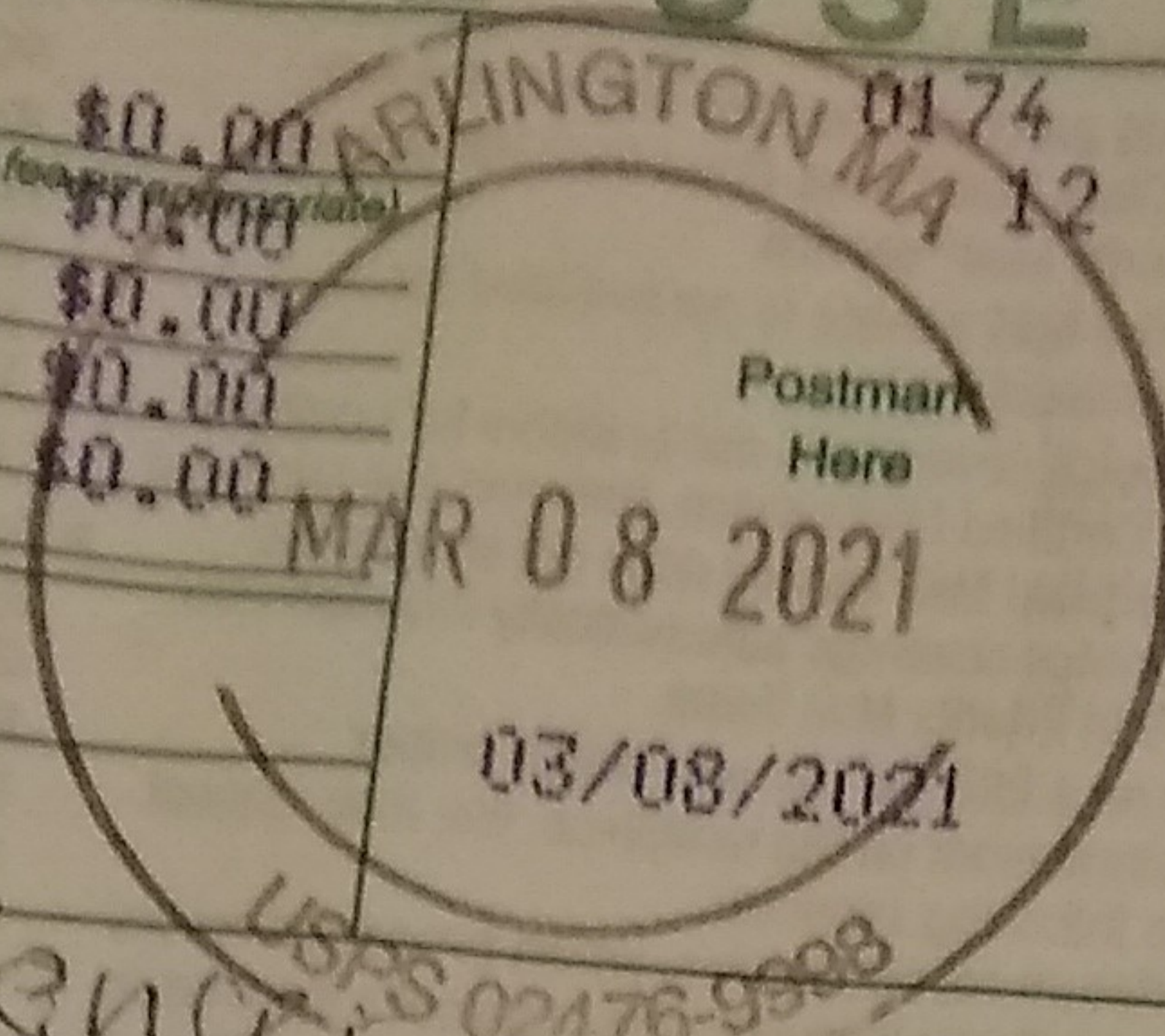


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<input type="checkbox"/> Return Receipt (electronic)	\$0.00
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## Town of Arlington, Massachusetts

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Environmental Health



## Town of Arlington, Massachusetts

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**Restaurants**