



**CITY OF MARLBOROUGH**  
**BOARD OF HEALTH**  
140 Main Street, Lower Level  
Marlborough, Massachusetts 01752  
Facsimile (508) 460-3625 TDD (508) 460-3610

James Griffin, Chairman  
John Curran, MD, Vice Chairman  
Robin Williams, Member  
Tel (508) 460-3751

## City of Marlborough Residential Kitchen Plan Review

**Fee: \$75.00**

Date \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address of Applicant \_\_\_\_\_

Telephone # \_\_\_\_\_ Email \_\_\_\_\_

Will the applicant be selling directly to the consumer?      Yes      No

Will the applicant be providing wholesale operations  
to retail stores, restaurants, etc.?      Yes      No

What kind of foods will be prepared? \_\_\_\_\_

Will there be others working in your residential kitchen?      Yes      No

If yes, who? \_\_\_\_\_

Do you have any pets?      Yes      No

If yes, how will the pets be restricted from the food service area? \_\_\_\_\_

Have you read and signed a copy of requirements  
pertaining to residential kitchens?      Yes      No

**Please provide the Board of Health with a copy of the following:**

- **Your Certified Food Protection Manager certificate.**
- **Your Allergy Awareness certificate**



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### **What kinds of foods may be prepared in a residential kitchen?**

Residential kitchens are strictly limited to the preparation of non-potentially hazardous foods (non-PHF), such as baked goods, confectioneries, jams and jellies. Non-PHF, such as cakes and cookies, which have PHF ingredients are acceptable.

### **What kinds of foods may not be prepared in a residential kitchen?**

The preparation and sale of potentially hazardous foods (PHF) such as cream-filled pastries, cheesecake, custard and other foods which can support the growth of diseasecausing bacteria are strictly prohibited. In addition, perishable foods that require refrigeration, such as cut fruit and vegetables, tomato and barbeque sauce, pickled products, relishes and salad dressings are not permitted in residential kitchens. In addition, all foods that are manufactured or packaged using processes that require state federal control (e.g., acidification, hot fill, vacuum-packaging, etc) are prohibited. Garlic-in-oil products are not permitted.

### **What types of processing operations are prohibited in a residential kitchen?**

Processing operations that are prohibited include: acidification, hot fill, thermal processing in hermetically-sealed containers, vacuum packaging, and curing/smoking. The only exception is jams and jellies that are thermal-processed in hermetically-sealed containers.

### **Must a residential kitchen operator use a standard recipe for each batch of product?**

Yes. Persons preparing food products must maintain a standardized recipe of the products used in the preparation of the food: listing all ingredients in order of weight. Any change in the recipe constitutes a recipe deviation, and new analysis may be required.

### **Are there any personnel, marketing or volume restrictions for residential kitchens?**

Yes. First, only household members may be employed in the operation. Second, the use of brokers, wholesalers, and warehouses by residential kitchen operators to store, sell, and distribute foods prepared in residential kitchens is prohibited. Food products manufactured in Massachusetts residential kitchens may not be sold out-ofstate (in interstate commerce), because the U.S. Food and Drug Administration does not recognize these foods as originating from an approved source.

Signature of Residential Kitchen Operator \_\_\_\_\_

*For any food product, the board of health or the Massachusetts Department of Public Health may require laboratory documentation that the food has a final pH of 4.6 or below or a water activity of 0.85 or below.*