



Memorandum

Project: The Meadows @ Acton
263 Great Road
Acton, MA

Plans Submitted: No hardcopies - referred to Docushare site

Proponent: Steve Steinberg

Architect: Peter Conant

Date of Review: 5/2/2012

The DRB will not be submitting review comments at this time as the electronic plans submitted lack understandable detailing of the building elevations, and no site-sections showing the placement of the buildings on the site in relation to topography— design elements that the DRB is charged with commenting on. Rather than submitting three pages of questions requiring answers from the proponent, we recommend the proponent and his design team attend the next DRB meeting to present the project. The DRB has found having proponents/design teams meet with the DRB results in the most productive outcomes for a successful project.

In addition, the DRB did not receive hard copies of the set of drawings and it was very difficult to review the drawings on a small laptop computer screen. We request that, for the next review, a full-sized set of the drawings be provided.

Respectfully Submitted:
The Design Review Board