



**TOWN PLAN AND ZONING COMMISSION
TOWN OF WOODBRIDGE**
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WOODBRIDGE, CONNECTICUT 06525

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MEMORANDUM

TO: Woodbridge Town Plan and Zoning Commission

FROM: Michael D'Amato, AICP, CZEO, Consulting Staff Planner

Date: November 24, 2025

Subject: Comprehensive Application Review- 804 Fountain Street

Project	Special Exception for construction of 96-unit multi-family dwelling complex
Location	804 Fountain Street (MBL:2604-690-804)
Applicant	Angelo Melisi
Contact	Attorney John Knuff
Owner	Fountain Street Associates, LLC

APPLICATION INFORMATION

This project seeks approval from the Town Plan & Zoning Commission by way of three separate Special Exception applications as outlined below.

Request 1:

Special Exception for 96-unit, 4-story multi-family development in accordance with §495-16.

Request 2:

Special Exception to construct a building with a flat roof in lieu of a gable, hip or gambrel roof per §495-16E(5).

Request 3:

Special Exception for Earth Excavation per §495-15N.

TYPE	PROPOSED
Property	<ul style="list-style-type: none">• 5.59AC• Residence A Zone
Principal Structure	<ul style="list-style-type: none">• 4-story• 116,407 SF
Principal Use	<ul style="list-style-type: none">• Multi-family Dwelling• 96-units

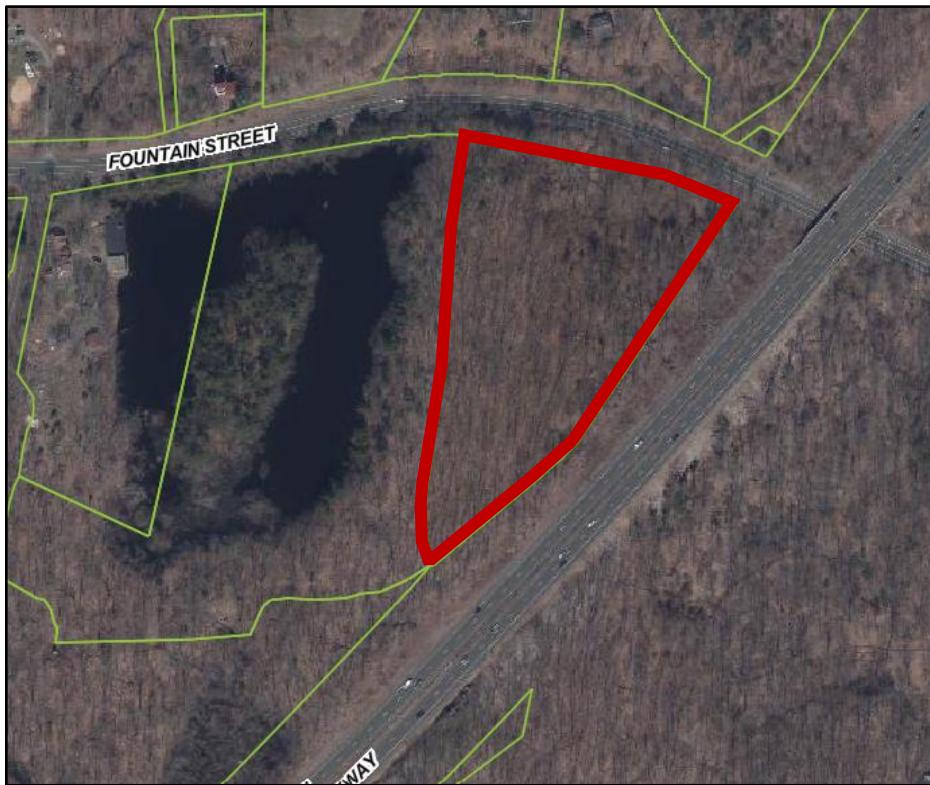


Figure 1: Subject Property Aerial. Woodbridge GIS, 2023

KEY APPLICATION TIMELINES

Application Submission Date	March 28, 2025
Official Date of Receipt	April 7, 2025
Public Hearing Open Date	June 2, 2025



Figure 2: Proposed Front Elevation Detail.

ADOPTED STANDARD FOR APPLICATION REVIEW

The Commission reviews applications for Special Exceptions in accordance with §450-50C of the Woodbridge Zoning Regulations, which establishes the “threshold” for granting a Special Exception. In accordance with that language, the Commission shall consider:

- 1) The health, safety, and welfare of the public in general, and the immediate neighborhood, in particular, compliance with the Plan of Conservation and Development;
- 2) The location and size of the proposed use;
- 3) The nature and intensity of the proposed use and any operations involved in the use;
- 4) The safety and intensity of traffic circulation on the site, and on adjacent streets;
- 5) The scale of the proposed site and structure(s);
- 6) The harmony and appropriateness of the use and site design in relation to the general area and to adjacent properties; and
- 7) Compliance with the Zoning Regulations and the site plan objectives set forth in §495-41C. Any permit granted under this section shall be subject to any and all conditions and safeguards imposed pursuant to § 495-40D.

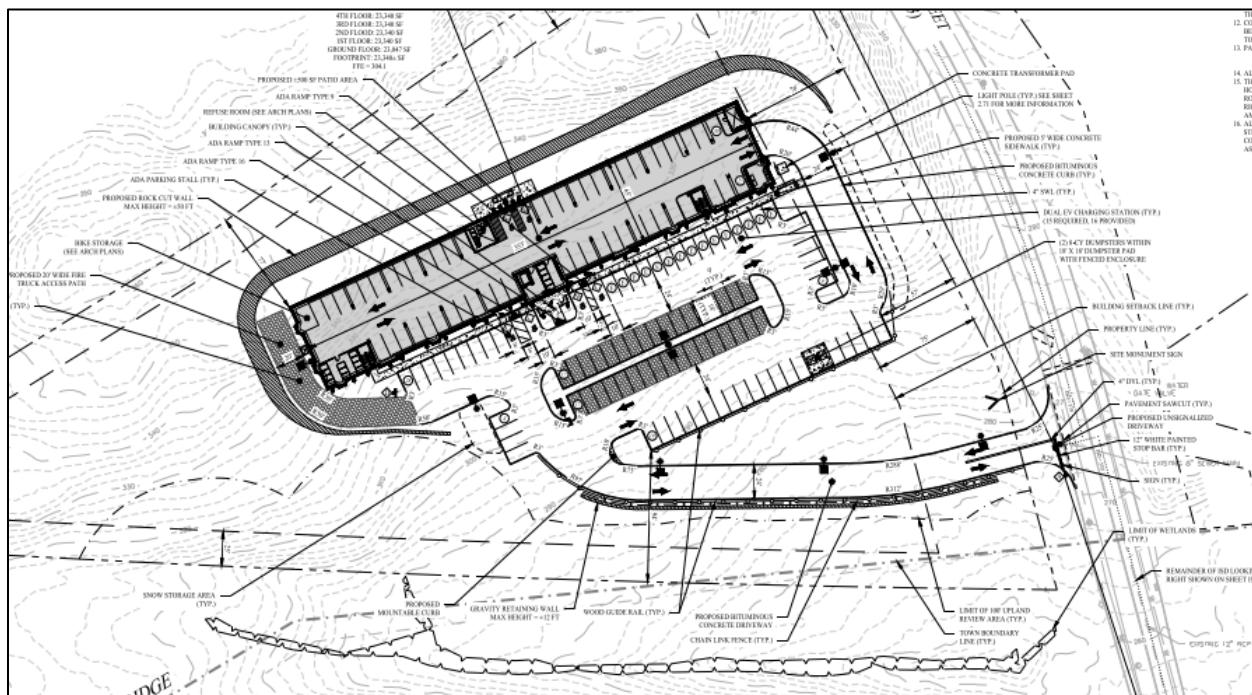


Figure 3: Proposed Site Layout.

LEGAL STANDARD OF REVIEW

When the Commission reviews development applications, it operates in an administrative capacity. This means that the Commission's discretion is limited and the Commission does not have wide authority or latitude with which it may render a decision. If an application satisfies the established standards for issuance of a special exception, the Commission is obligated to issue the permit. The Commission's evaluation is therefore confined to the standards and factors explicitly listed in the Zoning Regulations. In other words, the Commission cannot consider any factors outside those specified by the regulations when making its decision.

The standards applied as part of the review process by the Commission must already exist in the Regulations. These standards provide the legal authority for the Commission to approve, modify, condition, or otherwise deny a special exception application. The Commission's primary responsibility is to determine through a careful review of the application materials and in consideration of evidence (not information) provided during the public hearing:

1. Whether the use proposed by the application is allowable
2. Whether it complies with the relevant criteria contained within the regulations, and
3. Whether there are any specific conditions or modifications that should be imposed to protect the public interest in conjunction with issuing an approval for such application.

Per Connecticut General Statutes (CGS) §8-3c(b), whenever a Commission grants or denies a special exception, it must state upon the record the reason for its decision. The Commission's determination must be reasonably specific and based on existing standards in the regulations. CGS Sec. 8-2(a)(3) states that a decision on a Special Exception must be, "*subject to standards set forth in the regulations and to conditions necessary to protect the public health, safety, convenience and property values.*"

The Commission should take careful consideration of the materials submitted in conjunction with the application as well as evidence provided during the public hearing record. Also of note, per CGS Sec. 8-2(d)(10), a Special Permit cannot be denied on the basis of, "a district's character, unless such character is expressly articulated in such regulations by clear and explicit physical standards for site work and structures", or, "the immutable characteristics, source of income or income level of any applicant or end user..." (other than to permit age-restricted or disability-restricted housing).

STANDARDS SPECIFIC TO THE APPLICATION:

ZONING REGULATIONS

PDF Zoning Regulations	E-Code Zoning Regulations
Section 3.2	<u>§495-16: Opportunity Housing</u>
Section 3.4.E.5	<u>§495-16E(5)(a): Building Site Design</u>
Section 3.1N	<u>§495-15N: Excavation, removal, filling, grading, and processing of earth products</u>
Section 6.3	<u>§495-40: Special Exceptions</u>
Section 6.4C	<u>§495-41C: Site plan objectives</u>

Requirements per §496-16-Opportunity Housing

1. §495-16B: Applicable Districts

Requires opportunity housing to be located in "Residential Districts"

Comment:

Standard/Requirement satisfied

2. §495-16E(1)(b): Utilities

Requires any multi-family opportunity housing development to be served by public water and public sewer.

Comment:

Standard/Requirement satisfied

3. §495-16E(2)(a): Bulk Regulations

Establishes the minimum required bulk and area regulations for multi-family opportunity housing development

Criteria	Requirement A	Provided
Max Density (units/AC)	18	16.8
Max Building Coverage	15%	9%
Max Lot Coverage	30%	28.5%
Min. Building Setback- Front	75ft per Table 4.1	76ft
Min. Building Setback-Side	25ft per Table 4.1	77ft
Min. Building Setback-Rear	25 per Table 4.1	77ft
Parking Area Setback-Front	50	57ft
Parking Area Setback-Rear	15	90ft
Max Number of Stories	n/a	4

Comment:

Standard/Requirement satisfied (see revised site plans)

4. §495-16E(3): Affordability Requirements

Requires at a minimum portion of the total units in a multi-family opportunity housing development to be deed restricted.

Comment:

Standard/Requirement satisfied (see provided Affordability Plan)

5. §495-16E(4): Stormwater Management

Requires any multi-family opportunity housing development to provide stormwater management in accordance with §495-27.

Comment:

Standard/Requirement satisfied. See provided revised Engineering Report (Solli) and Application Review Comment Memo (Criscoulo).

6. §496-16E(5): Building/site design

Establishes minimum building and design standards for multi-family opportunity housing projects unless otherwise modified by the Commission

- a. *Prohibits a flat roof and allows a gable, hip or gambrel roof.*

Comment:

The applicant has submitted a separate Special Exception request to allow for the proposed building to be constructed with a flat roof. Staff would suggest the applicant to consider revisions to the proposed building design that would create the appearance of a gable, hip or gambrel roof while still ultimately allowing for the proposed flat roof and not further increase the size of the building.

- b. *Requires walls on the long side of a multi-family opportunity housing development to have more than one plane.*

Comment:

While the building design as submitted is largely compliant with this provision, the intent appears to have been to require larger buildings to incorporate modulation and articulation to help break up the overall building size and massing. This plan as presented includes four 18" façade extensions and one 5ft extension for the lobby. The applicant should evaluate the feasibility of providing further articulation of the building.

- c. *Requires affordable units to be comparable in quantity, fit and finish to market-rate units*

Comment:

The most recently provided architectural plans do not indicate which units are to be deed restricted. The provided draft affordability plan only indicates that "housing opportunity units will be dispersed throughout the community". Should the Commission be inclined to approve this application, a condition of approval should include that final building plans indicate which units are to be restricted so that quality, fit and finish can be confirmed.

d. Requires refuse areas to be visually screened from the street and adjacent properties.

Comment:

Standard/Requirement satisfied. See revised site plans (Solli) sheet 2.61 and 3.01.

7. §495-16E(6): Project Sequencing

Requires the applicant to provide information pertaining to project sequencing to ensure affordable units will be available continuously and requires the specific location of such units to be provided.

Comment:

Section III of the draft Affordability Plan indicates that affordable units will be offered on a "pro rata" basis. However, information pertaining to the location of these units within the building has not been provided.

8. §495-16F: Affordability Plan

Requires that an Affordability Plan be provided which complies with subsections 1, 2 and 3.

Comment:

- Section I should be revised to reference a separate attachment which designates the specific units that are to be deed restricted.
- Section IV should be revised to reference a separate attachment which indicates the minimum specifications and finished for H.O. units and should also indicate that H.O. units will be of a quality that is equivalent to the market rate units.
- Section VII should reference HUD as establishing the AMI for the area and the specific region Woodbridge is located in.
- Section VIII should reference the Fair Housing Marketing Plan as required by CGS 8-30g(b)(1)(B). Subsections A-F may also be able to be removed if they are per CGS.
- Section XI should be updated to replace 2024 data with 2025.
- Section XII should be updated to include a prohibition on short-term rentals.
- The bedroom counts in the attached "Schedule A" includes 95 units, not 96.
- The end note in the attached "Schedule A" should be revised to include the H.O. units as designated on a provided civil or architectural plan.
- The included "Schedule D" should be updated to reflect the 12% restriction as proposed vs. the stated 15%.

9. §495-16G Fair Housing Plan

Requires all applications to include an "Affirmative Fair Housing Marketing Plan"

Comment:

Standard/Requirement satisfied. See draft Affordability Plan, Section VII.

10. §495-16H: Filing of Documents

Sets for the documents which are required to be provided, reviewed and filed.

Comment:

These provisions apply following a decision by the Commission. An approval condition referencing this subsection should be considered by the Commission.

11. §495-16I: Limitations

Prohibits the issuance of variances to uses permitted by §495-16.

Comment:

Not Applicable. No variance is being sought by the applicant.

Requirements per §496-41C- Site Plan Objectives

1. §495-41C(1) POCD Conformance

Requires the Commission to consider if a proposed site plan is in "general conformance with the intent of the Town Plan".

Comment:

This regulation as drafted requires the Commission to consider if the site plan is in general conformance with the 2015 POCD, not the development itself. Based on a review of the applicable Zoning Regulations above, the site plan submitted in support of this application appears to largely comply with this standard.

2. §495-41C(2) Public Safety

Requires that all buildings be readily accessible for fire and police protection

Comment:

The applicant has provided a Response to Comments letter dated 8-18-25 which seeks to address comments previously provided by the Fire Chief. Concerns have been raised regarding the provision of access for fire apparatus on all four sides of the building. The applicant has included in their response the applicable Fire Safety Code section and updated the site plan to provide "extended truck access". Staging for ladder access to the building has also been provided on site plan sheet SP-1.

3. §495-41C(3) Traffic and Pedestrian Access

Requires that all traffic and pedestrian accessways not create traffic hazards and are designed to be adequate but not excessive in their number, design, location etc.

Comment:

The applicant has provided an assessment prepared by a licensed traffic engineer which states that the proposed development will not have an adverse effect on the existing roadway network. The applicant's engineer concurs with the recommendation of VN Engineer's application review comment that grading within the Right of Way will improve sight lines. Standard/Requirement satisfied.

4. §495-41C(4) Circulation and Parking

Requires adequate parking and loading to be provided and that the site be designed to provide safe and suitable interior circulation.

Comment:

Parking spaces have been provided at a ratio of 1.5 spaces per unit for a total of 145 spaces. Standard/Requirement satisfied.

5. §495-41C(5) Landscaping and Screening

Requires landscaping to comply with the purpose and intent §495-30, to preserve existing trees to the extent possible and that parking, storage and reduce be suitable screened during all seasons.

Comment:

The location of the landscaping buffer along Fountain St and the driveway entrance should be reviewed. Moving the proposed landscaping further from the parking area will provide additional space to accommodate snow storage/plowing operations

6. §495-41C(6) Lighting

Requires lighting to be suitable at ground level and that glare be reduced and shielded from view.

Comment:

Standard/Requirement satisfied. See provided lighting plan (sheet 2.71)

7. §495-41C(7) Public Health

Requires all on site utilities to be suitably located and designed to serve the proposed use and protect the environment.

Comment:

Standard/Requirement satisfied. See provided utility plan (sheet 2.51)

8. §495-41C(8) Environmental Features

Requires site development to preserve "sensitive environmental land features"

Comment:

Wetlands on adjacent land place portions of the Inland Wetlands Upland Review Area on the property, however no activity within the URA is proposed. While the proposed development will include site grading, land clearing, tree cutting etc. there are no specific features on the subject property which appear to be "sensitive" and otherwise unique, particularly given the sites proximity to the Wilbur Cross Parkway.

9. §495-41C(9) Neighborhood

Requires the location, size, nature and intensity of the proposal to be in "general harmony" with the surrounding neighborhood.

Comment:

Per the zoning table provided, the application seeks to develop the subject parcel in a manner which is consistent with the bulk/area requirements of the Res A zone. The use of the property, like adjacent uses will be residential. While the proposed structure is substantially larger than those of the surrounding neighborhood, the overall design seeks to mitigate this by placing approximately 30% of the parking spaces within the building and below grade. The construction of the building with a flat roof (should the request be approved) will further reduce the perceived height of the building.

10. §495-41C(10) Drainage

Requires stormwater design to minimize erosion, maximize absorption and attenuate peak flow.

Comment:

Standard/Requirement satisfied. See provided grading & drainage (sheet 2.21) and Engineering Report (8-27-25)

11. §495-41C(11) Soil Erosion & Sediment Control

Requires E&S measures to be designed to reduce run-off and minimize non-point sediment pollution.

Comment:

Standard/Requirement satisfied. See provided erosion & sediment control plan (sheets 2.31-2.41)

12. §495-41C(12) Conformance to Requirements

Requires conformance with requirements of the relevant zone.

Comment:

Standard/Requirement satisfied.

STAFF COMMENTS

1. The Regulations require site plans to be certified to A-2 and T-2 level of accuracy. Please update the plan to include certifications for both.
2. Please clarify on the most recently submitted architectural plans any windows within a unit which are not to be operable.
3. Staff recommend revising the size/type of windows on the façade to provide better fenestration and to break up the overall building massing.
4. Staff recommend adjusting the location of the landscaping buffer along Fountain St and the site driveway entrance to provide additional space from the parking lot to accommodate snow storage and plowing operations.
5. Please clarify how package delivery for residents will be handled.
6. Staff recommend relocation of the proposed dumpster enclosure to an area of the parking lot which is less visible from Fountain St and more accessible to residents and service vehicles.

STAFF RECOMMENDATION

In conclusion, staff would recommend the Commission request the applicant address or otherwise respond to the outstanding comments and requested clarifications as outlined above during the public hearing.

In conjunction with the preparation of this report, the following documents were reviewed:

Document Name	Type	Prepared By	Document Date
Request for Continuation-Knuff	Correspondence	John Knuff	7/1/2025
Application Review Comments-SCRCOG		South Central Regional Council of Governments	5/9/2025
Comparison of Application Submission Details		John Knuff	
Engineering Review 1-Trinkaus	Intervenor Exhibits	Trinkaus Engineering	5/30/2025
Verified Petition for Intervention-Land Trust		Woodbridge Land Trust	5/30/2025
Verified Petition for Intervention Cover Letter-Land Trust		Jeffrey Hellman	8/25/2025
Request For Continuation		Zangari Cohn	8/27/2025
Letter of Representation-Woodbridge Park		Catherine Wick	8/27/2025
Engineering Review 2-Trinkaus		Trinkaus Engineering	9/27/2025
Supplemental Application Review-Carya		Carya Ecological Services, LLC	9/29/2025
Preliminary Application Review-Rema		Rema Ecological Services, LLC	6/2/2025
Verified Petition for Intervention-Woodbridge Park		Woodbridge Park Association	5/30/2025
Resume-George Logan			
Resume-Trinkaus		Carya Ecological Services, LLC	
Application Cover Letter 1	Misc.	John Knuff	3/28/2025
List of Submitters of Written Public Comments		Kristine Sullivan	6/2/2025
Application Cover Letter 2		John Knuff	7/30/2025
Application Cover Letter		John Knuff	8/19/2025
Supplemental Engineering Report Cover Letter		Solli Engineering	8/27/2025
Letter of Authorization		Fountain Street Associates	
Statement of Use		Fountain Street Associates	
Affordability Plan-Draft	Plans	Fountain Ridge LLC	3/6/2025
Architectural Plans (Revised 3-18-25)		Rose Tiso & Co, LLC	3/18/2025
Grading Plan		Solli Engineering	7/30/2025
Architectural Plans (Revised 8-18-25)		Rose Tiso & Co, LLC	8/18/2025
Civil Plans (Revised 8-18-25)		Solli Engineering	8/18/2025
Civil Plans (Revised 3-27-25)			3/27/2025

Written Public Comments: 6-2-25 Meeting	Public Comments	Rob Rosasco, Cathy Wick	6/2/2025
List of Written Comments Received for Sept 2 Hearing			
List of Written Comments Received for Oct 6 Hearing			
Site Engineering Design Report	Reports	Rose Tiso & Co, LLC	3/21/2024
Traffic Impact Study		Benesch	12/1/2024
Wetland Report-Kenny		William Kenny Associates	2/26/2025
Traffic Impact Study (Revised 5-30-25)		Benesch	5/30/2025
Engineering Report		Solli Engineering	8/18/2025
Traffic Engineering Assessment		Solli Engineering	8/18/2025
Engineering Report (Revised 8-27-25)		Solli Engineering	8/27/2025
Memorandum: Application Review Comments-LaFountain		Goman & York	5/28/2025
Memorandum: Application Review Comments-VNE	Technical Correspondence	VN Engineers, Inc.	5/28/2025
Applicant Response to Comments-VN Engineers, Inc		Benesch	5/30/2025
Memorandum: Application Review Comments 1-Criscuolo		Criscuolo Engineering	6/19/2025
Preliminary Geotechnical Engineering Report		Solli Engineering	8/15/2025
Applicant Response to Comments-Fire		Rose Tiso & Co, LLC	8/18/2025
Applicant Response to Comments-Planning		Solli Engineering	8/18/2025
Applicant Response to Comments-Trinkaus		Solli Engineering	8/18/2025
Applicant Response to Comments-Criscuolo		Solli Engineering	8/18/2025
Memorandum: Woodbridge School Enrollment		John Knuff	8/18/2025
Applicant Response to Comments-Rema		William Kenny Associates	8/20/2025
Memorandum: Application Review Comments 2-Criscuolo		Criscuolo Engineering	8/28/2025