



January 8, 2026

Robert Pike – via email  
4360 Route 2 South  
Alburgh, VT 05440

**RE: Jurisdictional Determination J2026-0014  
Tax Map Parcel 26.3-3-19.000  
Land Use Area: Moderate Intensity Use  
Town of Wilmington, Essex County**

Dear Robert Pike:

Thank you for your Jurisdictional Inquiry Form, received by the Agency on January 5, 2026.

Agency review indicates that the proposed interior renovations of an existing garage and the establishment of a mom and pop taxidermy business as depicted and described in the materials submitted does not require a permit or variance from the Adirondack Park Agency provided that there are no more than two people who do not live on-site employed by the business and there are no more than two signs, unlit and five square feet in total size, associated with the business. An Agency permit will be required if the business does not meet these criteria. Please note that, in making this determination, the Agency has not reviewed the lawfulness of any other structure on the property or any past subdivisions involving the property.

Based on wetland maps available for Essex County, there do not appear to be any wetlands on the property. However, please remember that all activities within the Adirondack Park must comply with the Freshwater Wetlands Act, and updated field inspection by Agency staff is the only way to confirm the presence of any wetlands. If you have reason to believe that any wetlands could be affected by the proposal, you are encouraged to contact the Agency to arrange a site visit prior to undertaking the project. Additional information can be found on the Agency's website at [www.apa.ny.gov](http://www.apa.ny.gov).

Although your proposal does not require Agency approval, please help to prevent the spread of invasive species by ensuring all excavating tools, fill, and other equipment are thoroughly cleaned and that all fill is free of invasive species prior to use on-site. If any portion of the site contains invasives, all construction equipment and vehicles should be thoroughly cleaned prior to moving to other areas. If the proposal will involve any plantings, care should be taken to avoid the introduction of invasive species. Additional information on how to prevent the spread of invasive species in the Adirondack Park can be found at [www.adkinvasives.com](http://www.adkinvasives.com).

J2026-0014  
January 8, 2026  
Page 2 of 2

This letter does not authorize the impairment of any easement, right, title, or interest in real or personal property, and shall not be construed to satisfy any legal obligations of the permittee to comply with all applicable laws and regulations or to obtain any governmental approval or permit from any entity other than the Agency, whether federal, State, regional, or local. We recommend that you check with Town authorities to obtain all necessary approvals prior to commencing the project.

Please do not hesitate to contact the Agency with any questions.

Sincerely,

/s/ Kyle Hertel

Kyle Hertel  
Project Administrator

cc: Town of Wilmington – via email

6 CRR-NY 189.8

NY-CRR

OFFICIAL COMPILATION OF CODES, RULES AND REGULATIONS OF THE STATE OF NEW YORK  
TITLE 6. DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
CHAPTER I. FISH AND WILDLIFE  
SUBCHAPTER J. MISCELLANEOUS REGULATIONS  
PART 189. CHRONIC WASTING DISEASE

6 CRR-NY 189.8

6 CRR-NY 189.8

189.8 Taxidermy.

(a) No person who engages in the art or operation of preparing, stuffing, and mounting the skins or other parts of CWD susceptible animals shall:

(1) allow live CWD susceptible animals to come in contact with any materials, including taxidermy materials and any waste generated from taxidermy;

(2) dispose of the carcass or carcass parts of CWD susceptible animals in any manner other than by incineration or in a landfill authorized pursuant to Part 360 of this Title.

(b) No person shall engage in the art or operation of preparing, stuffing, and mounting the skins or other parts of CWD susceptible animals imported into New York on the same premises where captive or captive-bred CWD susceptible animals are possessed.

(c) In addition to the requirements of Environmental Conservation Law section 11-1733, any person who engages in the art or operation of preparing, stuffing, and mounting the skins or other parts of CWD susceptible animals shall maintain and keep in their taxidermy shop or place of business a taxidermy log that includes the following information for each specimen of CWD susceptible animal:

(1) common name of the species submitted for mounting and a description of the specimen;

(2) name, address and telephone number of the person who submitted the animal for mounting;

(3) date the animal was received for mounting;

(4) hunting license number used by the person who took the animal or the carcass tag number used by the taker to tag the animal;

(5) state or province in which the animal was taken;

(6) county and town in which the animal was taken; and

(7) date on which the animal was taken.

(d) Taxidermy logs shall be updated within 48 hours of the receipt of each animal or specimen.

(e) Original taxidermy logs for the current year and for previous two years shall be maintained at the taxidermy shop or place of business.

(f) Conservation officers and other persons authorized by the department shall have access to the taxidermy logs at all times and photocopies of such documents must be provided upon request.

6 CRR-NY 189.8

Current through January 15, 2022

END OF DOCUMENT

# Town of Wilmington Planning Board

## Site Plan Review & Special Use Permit Application

7 Community Center Circle

P.O. Box 180

Wilmington, NY 12997 Phone: 518-390-8580 Email: codes@townofwilmington.org



**Instructions:** All information requested must be supplied except where not applicable. Ten (8) copies of the completed application for site plan shall be submitted to the Code Enforcement Officer at least two (2) weeks in advance of a scheduled Planning Board meeting. All plans shall be at a scale of one-inch equals forty (40) feet or larger scale showing the proposed development and immediate environs.

Site plan review application # \_\_\_\_\_ Fee: \$50.00 (Plus \$75.00 if Public Hearing is required.)

Sketch Plan Review Date: \_\_\_\_\_

1. Property Owner's Name: Kayla Hockenberger Phone: 518 - 524 - 8277

Mailing Address: 803 Springfield Rd

City: Wilmington State: NY Zip: 12997

Email: khockenberger11@gmail.com Fax: -

2. Representative's Name: Robert Pike Phone: 802 - 752 - 7528

Mailing Address: 4360 RT 2 South

City: Alburgh State: VT Zip: 05440

Email: pikes taxidermy@comcast.net Fax: -

3. Parcel ID Number: 26.3-3-19.000  
~~155400-026-003-01A-00-0000~~ Zone District(s) \_\_\_\_\_

4. Property location (911 address) 803 Springfield Rd, Wilmington, NY 12997

5. Present use of property (vacant, residential, commercial): Residential

6. Description of site plan proposal: operating a small-scale taxidermy business from the existing residential garage, with all work conducted indoors. The use will generate minimal traffic, and will not impact the residential character of the neighborhood.

7. Easements or other restrictions on property?  Yes  No (If yes, attach copy of deed)

8. Is the subject lot within 500 feet of a County or State right-of-way / road, park, municipal boundary, or watershed draining into any County or State facilities, requiring review of the County Planning Board?  Yes  No

9. Total site area (square footage or acreage): 2.13 acres

**Section I - Site Plan (use page 1, 2 and 3)**

1. Anticipated construction time:  
Start: Summer 2026 Finish: Early Fall 2026 Is the project Phased? N # of Phases:     

2. List any other required permits or approvals associated with proposal and their status (APA, DEC).

See attached APA & DEC

3. Existing condition of site (buildings, brush, open field, forest):

1 2,200 sq ft residential home with 2 sheds & detached 528 sq ft garage with an overhang located on 2.13 acre lot.

4. Character of surrounding lands: Residential properties & wooded areas

5. Please provide the following information (use additional pages if necessary):

a) Project construction cost estimate: unknown at this time

b) Proposed colors of siding, roof and lighting, if applicable:

No change

c) Any additional information pertinent to your site plan request:

We are primarily looking for approval to have taxidermy shop on the property. We have discussed both renovating the interior of the existing garage & possibly expanding the size. If we decide to expand, we will seek approval with the town separately.

6. Ownership intentions, such as purchase options:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. The following are the criteria by which the Planning Board approves any Site Plan Review:

- A) Does the use comply with all other requirements of the zoning ordinance, including the dimensional regulation of the zoning district in which it is proposed to be located?
- B) Is the use in harmony with the general purpose and intent of the zoning ordinance, specifically taking into account the location, character, and size of the proposed use and the description and purpose of the district in which such use is proposed, the nature and intensity of the activities to be involved in or conducted in connection with the proposed use, and the nature and rate of any increase on the burden of supporting public services and facilities which will follow the approval of the proposed use?
- C) Would the establishment, maintenance or operation of the proposed use create public hazards from traffic, traffic congestion, or the parking of automobiles or be otherwise detrimental to the health, safety or general welfare of persons residing or working in the neighborhood of such proposed use, or be detrimental or injurious to the property and improvements in the neighborhood or the general welfare of the Town?
- D) Would the project have an undue adverse impact upon the natural, scenic, aesthetic, ecological, wildlife, historic, recreation or open space to provide supporting facilities and services made necessary by the project — taking into account the commercial, industrial, education, residential, recreational or other benefits that might be derived from the project?

E) Would the project adversely impact the public health, safety and general welfare as well as the comfort and convenience of the public in general and residents of the immediate neighborhood?

Prepared by: Kayla Hockenberger Date: 2-17-26

Check one:  Owner  Representative

Signature: 

Please certify and initial the following:

I have reviewed the Site Plan Review Checklist. I understand that my application will not be deemed complete unless all elements are included, unless specific exceptions are deemed acceptable by the Planning Board. I understand that a signed copy of the checklist, as completed by the Code Enforcement Officer in the course of Sketch Plan Review, must be included for this application to be deemed complete.

I have reviewed the Site Plan Review Instructions. I understand that my Permit will not be final until the Town of Wilmington conducts a final inspection for compliance with Site Plan Approval.

## Section 2 - Special Use Permit (use page 1 and 4)

1. List any other required permits or approvals associated with proposal and their status. (APA, DEC, Waterfront Consistency): See attached info from APA BDEC

2. A short or long Environmental Assessment Form (EAF) or a draft Environmental Impact Statement (EIS), as required by the State Environmental Quality Review (SEQR) is included.  Yes  No

3. Any additional information pertinent to your site plan request: \_\_\_\_\_

### 4. The Planning Board shall consider the following criteria when making a determination for a Special Use Permit: (per Article X of the Zoning Ordinance)

- A. Compatibility of the proposed use with the principles of the district, the purposes set forth in the zoning ordinance, and the goals of the Local Waterfront Revitalization Program (LWRP).
- B. Compatibility of the proposed use with the adjoining properties and with the natural and man-made environment.
- C. Adequacy of parking, vehicular circulation, and infrastructure for the proposed use, and its accessibility to fire, police, and emergency services.

- D. The overall impact on the site and its surroundings considering environmental, social and economic impacts of traffic, noise, dust, odors, release of harmful substances, solid waste disposal, glare, or other nuisances.
- E. Restrictions and/or conditions on design or operation of the use (including hours of operation) necessary either to ensure compatibility with the surrounding uses or to protect the natural or scenic resources of the Town.
- F. Consistency of the location of the proposed use with the goal of creating a healthy mix of uses that enhances the viability of the hamlet and Town.
- G. Compatibility with the historic character and use of the structure or structures and the historic characters of the site and in the surrounding area, if applicable.

Prepared by: Kayla Hockenberger Date: 2-17-26

Check one:  Owner  Representative

Signature: 

Please certify and initial the following:

I have reviewed the Special Use Permit Instructions. I understand that my Permit will not be final until the Notice of Decision of the Town of Wilmington Planning Board is filed in the office of the Planning Board Clerk.