



Thursday, December 18, 2025

# Commercial Recreational Land Use Permit Application

As required by Sitka General Code 14.10 No person may conduct commercial recreational activities on city and borough of Sitka lands subject to this title except as authorized by a permit issued by the municipal staff as designated by the administrator.

## APPLICANT INFORMATION

Business Name

Beyond the Dock Tours LLC

Primary Contact

Kealoha Harmon

Address

Sitka, AK, 99835

Phone Number

Email

## DETAILS OF TOUR OR GUIDED ACTIVITY

Season Start Date

Wednesday, April 1, 2026

Season End Date

Wednesday, September 30, 2026

**Commercial Allocations:** For each area, the commercial carrying capacity is indicated in the far left column next to the area name, denoted as (maximum client group size/maximum groups per week). For each area at which you would like to request commercial recreational use, check the "Area of use" box. Additionally, provide your maximum proposed group size (clients only, not including guides) for each area; may not exceed commercial carrying capacity maximum group size. For groups per week, provide your estimated number of groups per week based on a season average that will use each area. Enter an estimated total client number using each area in the far right column.

	Area of use	Group Size	Groups per week	Total Clients
Cross Trail North (12/26)	✓	6 (max)	1	6
Cross Trail South (8/23)	✓	6 (max)	1	6
Gavan Hill Access (7/19)				
Indian River (7/23)	✓	6 (max)	1	6
Thimbleberry/Heart Lake (14/24)	✓	6 (max)	1	6

	Area of use	Group Size	Groups per week	Total Clients
Herring Cove/Beaver Lake (7/18)	✓	6 (max)	1	6
Herring Cove Beach (6/24)				
Blue Lake Road (12/26)	✓	6 (max)	1	6
Blue Lake (6/20)				
Green Lake Road (8/26)				
Green Lake (6/20)				
Swan Lake (6/16)				
Eagle Beach ("Back Beach") (6/18)				
Sitka Sound Islands (6/18)				
Baranof Warm Springs (6/18)				
Goddard Hot Springs (6/14)				
Other (please list area below)	✓			

**OTHER - Areas of proposed use not listed above. Please list each area, group size, maximum groups per week and total client estimates.**

Whale Park, Group Size 6, 1 Group per week, max total client estimate = 6

Mosquito Cove, Group Size 6, 1 Group per week, max total client estimate = 6

**Details of tour or guided activity: Fully describe tour or activity in each area, including guided activity, outfitting resources provided, typical areas of use, etc.**

Proposed Areas of Use: Hiking is not the primary focus of our tour. Most guests request an itinerary that includes popular local attractions, such as Fortress of the Bear or the Alaska Raptor Center. Approximately 20% of our overall tours request a short hike on a trail within the City of Sitka trail system. If utilizing a trail, that portion will consist of approximately 1 hour of guided hiking on designated trails within the City of Sitka Cross Trail system or may include stops at Herring Cove, Indian River, Thimbleberry Trail to Heart Lake, Whale Park, and Mosquito Cove. We are requesting access to a diverse selection of trails to distribute guests more effectively, minimize crowding, and adjusting routes as needed in response to trail maintenance or bear activity. We successfully maintain commercial use permits with the Sitka National Historic Park, State of Alaska, and the US Forest Service.

The group size maximum is 6 guests. Most tours will consist of 2-4 guests and operate Monday-Friday from 9:00am-3:00pm. Tour guides will prioritize safety while maintaining a respectful and quiet pace to ensure minimal impact on other trail users. This guided tour offers visitors a unique opportunity to explore Sitka's natural beauty and cultural heritage while adhering to responsible tourism practices that minimize environmental impact and respect the local community.

**Please include the following information and attachments with your application.**

Certificate of Insurance (City & Borough of Sitka named as additionally insured)

### Safety & Operating plan

Additional documentation (as needed/if applicable):  
Copy of permit(s) from other agencies for use of joint-jurisdiction areas. If use of Baranof Warm Springs or Goddard Hot Springs is requested, attach copy of bathing instructions/etiquette provided to clients.

## File Upload



Additionally Insured\_City of Sitka.pdf



2026 Safety and Operating Plan\_Beyo... .pdf



Copy of US Forest Service Permit\_202... .pdf

## APPLICANT ACKNOWLEDGEMENT

### Commercial Use Regulations:

- Applications and permits issued under [SGC 14.10](#) COMMERCIAL RECREATIONAL USE OF MUNICIPAL LANDS AND FACILITIES
- Guidance provided by the [2026 Commercial Recreational Land Use Plan](#)
- Permits shall expire on December 31st of each calendar year.
- Permits are valid only for the dates, times, activities, and areas specified.
- Permits are not automatically renewable. Issuance of a permit shall not entitle any priority or preferential consideration for subsequent, new, or additional permits for the same area or for related uses.
- Permit Fees will be invoiced after January 4, 2026 application closure.

Upon acceptance of a permit, all permittees shall execute an instrument under the terms of which the permittee shall agree to indemnify, defend, and hold harmless the City and Borough of Sitka from any and all claims for injury or damage to persons or property suffered in connection with the permittee's activities unless such injury or damage is caused by the gross negligence of the City and Borough of Sitka.

I certify that the business/operator(s) are registered with the CBS Sales Tax Office, unless specifically exempt from collecting and remitting sales taxes for sales outside of City and Borough of Sitka jurisdiction, and have no outstanding judgements to the City and Borough of Sitka.

### Terms and Conditions

Accepted

### Date

Thursday, December 18, 2025

### Signature

## **Beyond the Dock Tours - Safety and Operating Plan**

### **A. Location and explanation of proposed use**

#### **Itinerary and Overview:**

We respectfully acknowledge that we operate on Tlingít Aaní, the ancestral homeland of the Tlingit people. We recognize their enduring stewardship of this land since time immemorial. Beyond The Dock Tours is committed to honoring these traditions as a locally-owned Indigenous business.

**Proposed Areas of Use:** Hiking is not the primary focus of our tour. Most guests request an itinerary that includes popular local attractions, such as Fortress of the Bear or the Alaska Raptor Center. Approximately 20% of our overall tours request a short hike on a trail within the City of Sitka trail system. If utilizing a trail, that portion will consist of approximately 1 hour of guided hiking on designated trails within the City of Sitka Cross Trail system or may include stops at Herring Cove, Indian River, Thimbleberry Trail to Heart Lake, Whale Park, and Mosquito Cove. We are requesting access to a diverse selection of trails to distribute guests more effectively, minimize crowding, and adjusting routes as needed in response to trail maintenance or bear activity. We successfully maintain commercial use permits with the Sitka National Historic Park, State of Alaska, and the US Forest Service.

**The group size maximum is 6 guests.** We are committed to sustainable tourism. Most tours will consist of 2-4 guests and operate Monday-Friday from 9:00am-3:00pm. Tour guides will prioritize safety and maintain a respectful and quiet pace to ensure minimal impact on other trail users. This guided tour offers visitors a unique opportunity to explore Sitka's natural beauty and cultural heritage while adhering to responsible tourism practices that minimize environmental impact and respect the local community.

- **Small Group Focus:** By limiting group size to 6 guests, we strive to ensure minimal disruption and low impact to designated trails within the City of Sitka trail system.
- **Leave No Trace Principles:** Our guides are trained and incorporate Leave No Trace principles to ensure responsible waste management and minimal disturbance to flora and fauna.
- **Educational Focus:** The tour incorporates educational components about Sitka's unique environment and cultural significance, fostering respect and appreciation for the city's resources and maintaining a sense of place.



- **Locally Owned and Operated:** Our company is committed to supporting a healthy local economy by employing local guides and patronizing local businesses throughout the tour.

#### **Guest Safety & Responsible Exploration:**

- Guests will be informed that venturing off designated trails or approaching wildlife for photographs is strictly prohibited.
- Guides will actively manage guest expectations regarding responsible wildlife photography, emphasizing safe and ethical practices.
- Guides will be cognizant and respectful of other trail users and not allow the tour group to block access for other users.

#### **B. Description of transportation to site, including mode of transportation and plan for client parking.**

- Guest Transportation: Pick-up and drop-off locations will be offered at the Sitka Cruise Terminal or Harrigan Centennial Hall or from the guest's accommodation for independent travelers.
- Guides will follow all rules and stipulations of operating on City property, including parking in designated parking areas of trailheads.

#### **C. Estimate number of participants and/or group size.**

- Guided tours will be completed with small groups with a maximum of 6 guests. The typical group size will be 4 guests.

#### **D. Time of desired usage.**

- The guided tour portion will be approximately 1-2 hours, between 9:00 am-3:30 pm and primarily Monday-Friday from April - September 2026.

#### **E. Plans for restroom accommodations, litter control, emergency evacuation, & clientele safety briefing.**

- Guests will be encouraged to use restroom facilities at the Sitka Cruise Terminal or Harrigan Centennial Hall prior to the start of the tour or utilize public restroom facilities downtown designated for cruise ship passengers on days Lincoln St is closed. Whale Park will also be used as a restroom stop if included in the permit.
- **Leave No Trace:** At the start of the tour, participants will be educated on the importance of respecting the environment by following Leave No Trace principles.
- All litter will be carried out and disposed of at the owner's expense.

- Guests will be briefed on the full safety and emergency evacuation plan prior to the start of the tour.

**F. Training requirements for personnel conducting transport and tour activities.**

- All guides have current CPR/First Aid Certifications conducted through Sitka CPR.
- Other training completed: AlaskaHost Certification, Leave No Trace 101, Cultural Sensitivity, Mental Health First Aid, and Maintaining a Sense of Place for Tourism Planning.

**G. Schedule of fees/charges to clients and a description of any collection, disbursement, royalty, commission or similar arrangements with other tour brokers, agents or cruise ship companies.**

- Beyond the Dock Tours is locally owned and operated. We charge a per person rate of [REDACTED] per person + 6% City of Sitka sales tax for the 2.5-hour tour, which is in line with industry averages. This rate covers the cost of operation, insurance, advertising, and safety equipment. We do not disburse royalties, or commissions to brokers, agents, or cruise ship companies.

**H. Physical descriptions and license numbers of each vehicle to be used in proposed commercial activity.**

- 2017 Chevrolet Suburban, AK License # [REDACTED].
- 2024 Ford Expedition, AK License [REDACTED]