

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

High Output Tours, LLC

Primary Contact

Bethany Lowrance

Address

Sitka, AK, 99835

Phone Number

Email

DETAILS OF TOUR OR GUIDED ACTIVITY

Season Start Date

Sunday, April 12, 2026

Season End Date

Saturday, October 24, 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)	✓	8	11	1000
Cross Trail South (8/23)	✓	8	11	500
Gavan Hill Access (7/19)	✓	8	6	500
Indian River (7/23)	✓	8	6	500
Thimbleberry/Heart Lake (14/24)	✓	14	17	3500

	Area of use	Group Size	Groups per week	Total Clients
Herring Cove/Beaver Lake (7/18)	✓	8	12	1360
Herring Cove Beach (6/24)				
Blue Lake Road (12/26)	✓	8	10	200
Blue Lake (6/20)				
Green Lake Road (8/26)	✓	8	2	100
Green Lake (6/20)				
Swan Lake (6/16)				
Eagle Beach ("Back Beach") (6/18)	✓	6	10	800
Sitka Sound Islands (6/18)				
Baranof Warm Springs (6/18)				
Goddard Hot Springs (6/14)				
Other (please list area below)				

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.

Eagle Beach - guided jet ski launch site
Green Lake Road - guided biking
Blue Lake Road - guided hiking
Herring Cove/Beaver Lake - guided hiking
Thimbleberry/Heart - guided hiking
Indian River - guided hiking
Gavan Hill - guided hiking
Cross trail north & south - guided hiking and/or biking


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

 HighOutputTours COI_City Borough of... .pdf

 HOT_Safety Management System_02... .pdf

 20250416PreSeasonLtrSigned.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 buiness/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

Date

Signature

Accepted

Wednesday, November 19, 2025

