

Monday, December 1, 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 Innersea Discoveries DBA UnCruise Adventures

Primary Contact Marlie Shelton

Address [REDACTED]
Seattle, WA, 98119

Phone Number [REDACTED]

Email [REDACTED]

DETAILS OF TOUR OR GUIDED ACTIVITY

Season Start Date Sunday, April 12, 2026

Season End Date Saturday, October 3, 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)				
Cross Trail South (8/23)				
Gavan Hill Access (7/19)				
Indian River (7/23)				
Thimbleberry/Heart Lake (14/24)				

	Area of use	Group Size	Groups per week	Total Clients
Herring Cove/Beaver Lake (7/18)				
Herring Cove Beach (6/24)				
Blue Lake Road (12/26)				
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)	✓	12	1	360 (Max)
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.

Takatz Bay (Group size 12, 3 visits per week (maybe), 500 total clients)

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.

Area #1: Baranof Warm Springs

-We would like to be able to hike the boardwalk to the Springs and if possible visit the springs. This would be for our smallest vessel the safari Quest (holds 22 pax max)

Area #2: Takatz Bay

We would like to go hiking in the below, red lines areas. We will also be using this area for kayak and skiff tours -all operated on the water without going on land.

- Safari Quest (SQU) (22 pax)
- Wilderness Legacy (WIL) (86 pax)
- Safari Endeavour (SEN) (84 pax)
- Wilderness Discoverer (WND) (76 pax)
- Wilderness Adventurer (WAV) (60 pax)

(Please see use areas in maps provided in Safety Plans).

We will travel by Master Vessel, and arrive to each location via smaller skiff.

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.

Small Boat List, Operations Letter

File Upload



City of Sitka COI -2025.pdf



City of Sitka -Application Letter 2026.pdf



Emergency Management Plan ver.5.pdf



Small Boat list for permits 2026.xlsx



BWS Etiquette Letter.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

Monday, December 1, 2025

SignatureA handwritten signature in black ink, appearing to read "M. A. Smith".



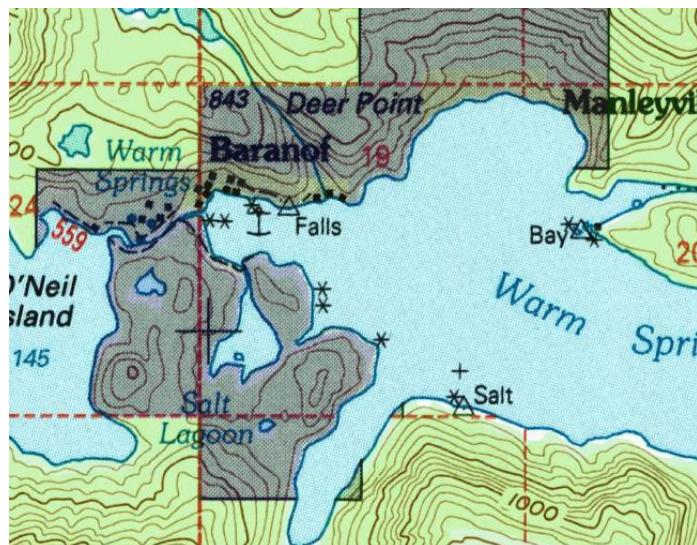
Hello Sitka Burrough District,

I am writing on behalf of UnCruise Adventures, a small, family-run expedition cruise line founded by Dan Blanchard in 1996. Beginning with just one yacht in Alaska, our company has grown to operate eight vessels and two offices—one in Juneau, Alaska, and the other in Seattle, Washington. We offer a variety of itineraries, primarily focused on the stunning regions of Southeast Alaska, as well as routes in Mexico and Hawaii.

We are writing to inquire about permits to visit the Sitka Burrough District. Please see the following answers to your permitting questions:

A. Location and explanation of proposed use, including maps.

- Area #1: Baranof Warm Springs
 - We would like to be able to hike the boardwalk to the Springs and if possible visit the springs for the Safari Quest only (SQU) (22 pax).



• Area #2: Takatz Bay

- We would like to go hiking in the below, red lines areas. We will also be using this area for kayak and skiff tours -all operated on the water without going on land.



- We have several Vessels we would like to ask permission for, for Takatz Bay:
 - Safari Quest (SQU) (22 pax)
 - Wilderness Legacy (WIL) (86 pax)
 - Safari Endeavour (SEN) (84 pax)
 - Wilderness Discoverer (WND) (76 pax)
 - Wilderness Adventurer (WAV) (60 pax)
- B. Description of transportation to site, including mode of transportation and plan for client parking.
 - Our mode of transportation to the site would be via small boat (zodiac, seneca, pontoon) from our Master Vessels that will stay anchored offshore. We will not use any transportation while on land.
- C. Estimate number of participants and/or group size.
 - The number of guests participating in each activity will depend on the permit area restrictions. We also conduct our operations with our standard guide-to-guest ratio of 1 guide:10 passengers. For larger groups, we assign an additional crew member to assist passengers, maintaining a ratio of 2:12. We typically limit the number of groups on land to two groups at any given time and strive to keep the groups at least a quarter mile apart to enhance the wilderness experience.
 - For the season we are estimating a total of 300 maximum participants for Baranof Warm Springs (This is if every passenger from every week went, which is doubtful) and 500 maximum participants for Takatz Bay.



D. Time of desired usage.

- Baranof Warm Springs: We would like to use for our smallest boat (SQU) we would request May-September.
- Takatz Bay: We would like to request April-October for all vessels.

E. Plans for restroom accommodation, litter control, emergency evacuation, & clientele safety briefing.

- Our activities are structured to allow guests to return to the vessel for all mealtimes, and we do not conduct any overnight stays or camping in these areas. Each of our activities are 1-2 hours long so that the guests can come back to the vessel and use the restroom onboard.
- All guides are trained in Leave No Trace (LNT) principles. Guides emphasize LNT standards to guests prior to disembarking. We also provide boot cleaning brushes onboard, and guests are encouraged to use them before participating in any activities. We supply rubber boots for our guests and ensure they are cleaned after each activity to prevent the introduction of invasive species. A hose is available for washing gear as needed as the guests depart and arrive to the master vessel. Our guides and guests make sure to take any litter they may create back to the vessel with them, as well we are always on the lookout for litter in wilderness areas so we can pick up the trash, so future visitors can have a great experience.
- Each of our guides carries a VHF handheld radio and GPS. Every guide onboard our vessels is Wilderness First Responder trained or EMT trained. If any emergency were to happen the WFR training from our guides would be put into place. They would make a call to the Master Vessel who would deploy the medical officer and any help they would need. During this the captain would call medical services, the US Coast guard and the main office to activate our Emergency Management Plan (EMP available to share upon request).
- Each of our guests are presented with a safety briefing by the Captain, Expedition Leader and Chief Mate at the start of every cruise. They are also presented with an orientation on day one of the cruise where they are taught our safety procedures when it comes to kayaking, hiking, bear safety and skiff tours. Before every skiff tour the boat driver and expedition guide discuss the safety procedures for each tour again. Once a week the vessels practice USCG related drills and company related land-based emergency drills.



- F. Training requirements for personnel conducting transport and tour activities.
 - Deckhands: Each of our deckhands holds a Master's License to operate our skiffs. They are then given a test by the Captain or Chief Mate on small boat operations. Once they are checked off on small boat safety and guest drop off safety they are able to operate the small boats.
 - Each guide goes through a series of trainings before the master vessels head to Alaska. These trainings include -bear training, skiff training, kayak safety, orienteering, GPS training, etc. All guides need to pass these trainings to be able to work in Alaska. All guides are Wilderness First Responder trained.

- 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.
 - There is not a schedule of fees or charges for our clients. The guests will put a deposit down on their trip when they first book it (\$500 deposit) and then they need to submit their final payment 90 days before the cruise. Our rates are on a per person basis.
 - We have no commission or similar arrangements with other tour brokers or agencies.

- H. Physical descriptions and license numbers of each vehicle to be used in the proposed commercial activity
 - See attached small boat list 2026



Dear Safari Quest Guest,

Welcome to one of Southeast Alaska's most special spots -Baranof Warm Springs! For today's visit please keep the following in mind:

Before You Go

- Shower first onboard the vessel before you depart for the warm springs.
- The vessel will provide a spa towel for use at the warm springs, please be sure to Bring this towel, your water bottle, and sandals.
- We ask that you do not bring any alcohol or other beverages (besides water bottle) on shore.
- Do not wear lotions, sunscreen, makeup, or strong scents into the springs. These contaminate the water and surrounding ecosystem!

Etiquette while at Baranof Warm Springs:

- Keep noise low. This is a quiet, serene place meant for relaxing.
- Phones on silent and avoid calls.
- No glass containers anywhere near the springs.
- Pack it in, pack it out. Leave absolutely no trash behind!

Safety

- Mind the rocks—they can be slippery.
- Soak slowly. Start with a few minutes and take breaks.
- Stay hydrated and monitor how you feel—heat can sneak up on you!

Thank you for your understanding and compliance,

Your Safari Quest Crew

small ships, BIG adventures

American Owned and Operated – homeported in Seattle, WA and Juneau, AK
Reservations: 888-862-8881 • uncruise.com