

Tuesday, December 2, 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** Sitka Tundra Tours

**Primary Contact** Ruger Parker

**Address** [REDACTED]  
Sitka, Alaska, 99835

**Phone Number** [REDACTED]

**Email** [REDACTED]

### DETAILS OF TOUR OR GUIDED ACTIVITY

**Season Start Date** Wednesday, April 1, 2026

**Season End Date** Tuesday, October 20, 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)	✓	4	2	8
Cross Trail South (8/23)	✓	4	2	8
Gavan Hill Access (7/19)				
Indian River (7/23)	✓	4	2	8
Thimbleberry/Heart Lake (14/24)	✓	13	7	91

	Area of use	Group Size	Groups per week	Total Clients
Herring Cove/Beaver Lake (7/18)	✓	4	2	8
Herring Cove Beach (6/24)				
Blue Lake Road (12/26)	✓	4	2	8
Blue Lake (6/20)				
Green Lake Road (8/26)				
Green Lake (6/20)				
Swan Lake (6/16)				
Eagle Beach ("Back Beach") (6/18)	✓	4	2	8
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.**

n/a

**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.**

Offering private tours, we have a group up to 4 clients who can customize their own guided tour in our private tour vehicle which is a F150 truck. Blue Lake Road would be one of the options where a guide would drive the clients for the scenic view. They will drive all the way to Blue Lake and then turn around to head back to the main road.

Cross trail, Indian River, Herring Cove/Beaver Lake and Eagle Beach would be for private tours (clients of 4 or less) that would like to go on a hike. Our private tour vehicle will get them to the trail head along with the guide driving them. The hike will be guided and the guide will give a safety brief prior to the hike.

For large groups that would like to walk in nature away from large crowds, Thimbleberry/ Heart Lake is where we would arrange to go. Our company van, driven by our guide, will take the group to the Thimbleberry Lake parking lot. The group of 13 or less will be with a guide who will go over a safety briefing prior to the walk and then walk with group discussing the vegetation/answering questions to Thimbleberry Lake. Once at the Lake, they will head back to the van from the way they came.

**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



Liability ins and Safety operation plan.pdf



USFS PERMIT.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**

Tuesday, December 2, 2025

**Signature**



Sitka Tundra Tours  
[REDACTED]

Sitka, Alaska 99835  
[REDACTED]  
[REDACTED]

[www.sitkatundratours.com](http://www.sitkatundratours.com)

December 02, 2025

City and Borough of Sitka  
100 Lincoln Street  
Sitka, Alaska 99835

Dear COS,

For the upcoming tourist season of 2026, we will discuss below what our plan of operation and safety plan consist of for tour use on City land.

**OPERATING PLAN:**

**Thimbleberry/Heart Lake :** Our vans that hold up to 14 clients max will occasionally stop to walk the portion of this trail from the Thimbleberry parking lot to Thimbleberry Lake and back. Our tours are typically 2.5 hours with our Ford transit vans. Every so often, we will take clients to this location if a large group traveling together requests a trail walk and/or if we have clients who would like to go on a nature walk away from large crowds. Due to the tour being only 2.5 hours with other stops on this tour, we will not be on the trail for a long period of time. Once arriving at the parking lot at the Thimbleberry Lake trailhead, the guide/driver assigned to the group will give a safety speech about watching for others on the trail and moving aside if someone is walking past, to not take trash on the trail or litter, to leave the vegetation as is, and what to do if we run into a bear. The guide will be with the group of clients at all times while being cautious for traffic on the trail by locals/other tours. From personal experience, we understand how attempting to pass large groups of tourists on a trail can be difficult, so we will do our best to be courteous to others passing by us.

**Cross Trail/Indian River/Herring Cove/Beaver Lake/Eagle Beach:** Clients of up to a group of 4 can book a private customizable tour with us which would result in using these locations. The private tours are used in our company's F150 truck with a guide/driver. The group of 4 customize the locations and the duration which can be up to 2-4 hrs. These trails allow us to take clients in areas where they can get away from crowds/experience scenic views. Any hike/walk on this trail will be guided and only used if requested by a client. The guide will give a safety



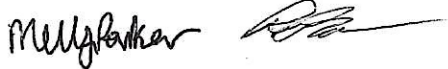
briefing prior to the start of the hike to step aside for hikers passing by, no littering, staying on the trail, preserving the vegetation and what to do if we encounter a bear. Once done with the trail, the guide/driver will bring the clients back to port/Harrigan in the company F150 truck.

**Blue Lake Road:** Only will be used by our private tour vehicle which is an F150 truck with max clients of 4. This road will be used in only private customizable tours to view the waterfalls and scenic views, and to see Blue Lake Dam. The clients will stay inside the truck unless we are at a pull off to take photos of the waterfalls or in the parking lot at Blue Lake. The duration of being on Blue Lake Road would be around 30 min or less. The tour is with a guide/driver.

**SAFETY PLAN:**

All guides will give a safety brief prior to stepping foot on the trails containing information as what to do if we encounter a bear, and watching for other people on the trail. A guide will be with the clients at all times. All guides are CPR/First Aid Certified and would carry a cell phone and/or VHF radio. If needed, bear spray will be carried. If there have been recent bear sightings or bear activity on the trail, we will bypass the stop all together to guarantee everyone's safety. The Whale Park bathroom will be used if necessary by clients. First aid kits are in each van located in the driver door if needed.

Sincerely,

A handwritten signature in black ink, appearing to read "Melissa Parker", followed by a horizontal line.

Sitka Tundra Tours