



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	Takeena Adventures LLC
Primary Contact	Chris Lillehoff
Address	<div></div> <div>Sitka, AK, 99835</div>
Phone Number	<div></div>
Email	<div></div>

DETAILS OF TOUR OR GUIDED ACTIVITY

Season Start Date	Friday, May 1, 2026
Season End Date	Saturday, September 12, 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)	✓	6	1	6
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.

I am intending to drop off 6 persons at the dock with towels and beverages so that they can walk up to sit in the warm springs. We do not intend to cater a guided outing as it is a well marked trail and typically our guests prefer to share the experience with their family/friends only.
Average time spent on land is 2.5hrs.

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



Takeena Adventures cert.pdf



BWSbathing etiquettepdf.pdf



BWSpringsPlanpdf.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

Signature

Baranof Warm Springs

Bathing & Hot Springs Etiquette Guide

1. Respect the Natural Environment

- Stay on the **boardwalk and established paths** to protect vegetation.
- Do **not move rocks** or alter the natural pools.
- Pack out **all trash, clothing items, and micro-trash**.
- Avoid using **sunscreen, oils, or lotions** immediately before soaking.

2. Keep the Water Clean

- **No soaps, shampoos, or bath products** of any kind—natural or synthetic.
- Rinse briefly before entering if possible.
- Keep **heads above water** to reduce risk of waterborne illness.
- Do not submerge wounds or bandages.
- Avoid stirring up sediment and keep mud out of the pools.

3. Share the Space Considerately

- Baranof Warm Springs is a **public** and often busy site—share pools fairly.
- Limit soak times to **10–15 minutes** when others are waiting.
- Keep voices low—this is a quiet, peaceful environment.
- Ask before taking photos if others might appear in the background.
- Avoid blocking access to pools or trails with gear or towels.

4. Safety First

- Test the water slowly—some pockets can be **very hot**.

- Walk carefully: boardwalks, rocks, and mud can be **extremely slippery**.
- Children must be supervised at **arm's reach** at all times.
- Stay hydrated, take cooling breaks, and exit if you feel light-headed.
- Absolutely **no glass** containers near the water.

5. Respect the Local Community

- Baranof Warm Springs is home to seasonal residents—be courteous.
- Keep noise down near cabins and along the boardwalk.
- Honor privacy around privately owned facilities and properties.
- If using the public bathhouse, leave it **clean and tidy** for the next visitor.

6. Wildlife Awareness

- Store all food securely—Baranof Island is **bear country**.
- Never leave food or scented items unattended.
- Maintain a clean site to avoid attracting animals.
- Do not feed or approach wildlife under any circumstances.

7. Personal Conduct

- Alcohol is discouraged; intoxicated soaking is unsafe.
- Clothing optional use is not standard here—**check the comfort level** of the group and default to modesty.
- Treat other visitors, guides, and residents with respect and consideration.
- If you feel unwell, **exit the water immediately** and notify someone.

8. Leave the Springs Better Than You Found Them

- Before departing, do a quick scan for:

- Trash
 - Forgotten items
 - Towels or clothing
- Help keep this unique Alaskan location pristine for future visitors.

Takeena Adventures LLC

Safety & Operating Plan — Baranof Warm Springs (6 Guests)

1. Purpose

To ensure safe, environmentally responsible, and enjoyable guided use of Baranof Warm Springs for a group of six guests under the supervision of Takeena Adventures LLC staff. This plan establishes operating procedures, hazard mitigation, emergency protocols, and guest-management standards.

2. Scope of Activity

- **Location:** Baranof Warm Springs, Baranof Island, Alaska
- **Group Size:** 6 guests + 1 Takeena Adventures guide
- **Activity:** Guided walk to the springs and recreational soaking in natural hot pools and/or use of public bathhouse
- **Access:** Boat or floatplane to Warm Springs Bay; walk via boardwalk trail to springs
- **Duration:** Approx. 1.5–3 hours (dependent on conditions and group ability)

3. Roles & Responsibilities

Lead Guide (Takeena Adventures LLC)

- Oversees safety, timing, navigation, and guest conduct
- Delivers safety briefings and supervises use of pools
- Maintains communication device (satellite phone/VHF where feasible)
- Leads emergency response and documentation

Guests

- Follow all guide instructions

- Disclose health conditions relevant to soaking
- Stay with group except where explicitly allowed by guides

4. Pre-Trip Preparation

4.1 Health Screening

Prior to departure, guests are asked about:

- Heart conditions, uncontrolled blood pressure, dizziness/fainting history
- Open wounds or contagious skin conditions
- Pregnancy (guide recommends medical clearance)
- Recent alcohol/drug use (not permitted during activity)

4.2 Required Guest Gear

- Non-slip footwear (mandatory — boardwalk and rocks are slick)
- Towel, water bottle, warm layers, rain protection
- Dry bag recommended for electronics
- No glass containers

4.3 Guide Equipment Checklist

- First-aid kit (wilderness-appropriate)
- Communication device (satellite phone or InReach recommended)
- Emergency blanket(s)
- Bear spray (carried only by guides)
- Incident report log
- Small trash bag for packing out waste

4.4 Guest Briefing Prior to Arrival

Lead Guide reviews:

- Hot springs etiquette and environmental rules
- Slippery terrain hazards
- Soak-time limitations (10–15 minute intervals)
- Hydration reminders
- Wildlife awareness and food management
- Staying together on trail and boardwalk

5. On-Site Operating Procedures

5.1 Arrival & Approach

- Disembark at Warm Springs Bay public dock
- Conduct headcount
- Walk group along boardwalk to the hot springs at controlled pace
- Pause at river viewpoints to brief guests on natural hazards (swift water, slippery edges)

5.2 Conduct & Use of Pools

- Guides inspect pool temperature before guests enter
- Maximum safe pool capacity determined by guides; group may split between pools
- Enforce:
 - No glass
 - No soaps, shampoos, lotions, or oils
 - No submerging of heads (reduces exposure to natural waterborne organisms)
 - Keep personal items consolidated to avoid clutter/trip hazards
- Respectful behavior toward residents, other visitors, and the environment

5.3 Soak Management

- Guides enforce **10–15 minute soak intervals**, followed by a cooling break
- Guests may alternate between hot pools and cooler areas
- At least **one guide remains out of the water** to supervise at all times
- Guests monitored for signs of heat exhaustion, dehydration, or discomfort

6. Risk Management

6.1 Terrain & Slip Hazards

- Boardwalk may be wet and slick
- Rocks near pools can be unstable
- Guests instructed to walk, never run
- Footwear remains on until seated at pool edge

6.2 Water & Heat Hazards

- Some pools may be close to scalding
- Guides check for overly hot pockets before entry
- Warning signs for heat exhaustion: dizziness, nausea, rapid heartbeat
- Immediate intervention if symptoms appear

6.3 Wildlife Hazards

- Baranof Island has brown bears; sightings possible
- Guides instruct guests on bear-safe behavior:
 - Stay in group
 - No food left unattended
 - Make noise on trail if needed
- Only guides carry deterrent spray

6.4 Remote Location Risks

- Evacuation requires boat or coordinated floatplane pickup
- Communication may be limited
- Guides maintain a conservative approach to risk and monitor weather conditions constantly

7. Emergency Response Procedures

7.1 General Protocol

1. Lead Guide assesses scene safety
2. Remove group from danger area
3. Conduct primary assessment (airway, breathing, circulation)
4. Treat within training scope
5. Request assistance via satellite communication if needed
6. Document incident post-event

7.2 Medical Emergencies

- **Heat exhaustion/fainting:**
 - Remove guest from pool
 - Provide cool air, hydration, observation
 - If no improvement → initiate evacuation protocol
- **Burns from hot water:**
 - Cool with clean, cool water
 - Cover loosely; assess severity
- **Fall injury:**
 - Stabilize; evaluate for fracture or head injury

- If severe → call for emergency extraction
- **Cardiac/respiratory event:**
 - Begin CPR/AED if equipment available
 - Call emergency services immediately

7.3 Wildlife Emergencies

- If bear is sighted at a distance, guides maintain calm, keep group together, move away slowly
- If bear approaches: guides implement bear-deterrent procedures
- Guests instructed never to run or separate from group

7.4 Evacuation Plan

- Primary extraction point: **Warm Springs Bay public dock**
- Evacuation method depends on tour logistics:
 - Onsite company vessel
 - Pre-arranged vessel transport
 - Floatplane if necessary and available
- Guides notify Takeena Adventures HQ of emergency via sat phone or messaging device

8. Environmental Stewardship

- Follow **Leave No Trace**
- Stay on marked boardwalks and existing paths
- No alteration of natural pools (no rock rearrangement)
- Pack out all trash
- No discharge of chemicals, soaps, or food into springs or river
- Respect local community and their use of the area

9. Post-Trip Procedures

9.1 Departure

- Final headcount
- Confirm no trash or gear left behind
- Walk back safely to dock

9.2 Guide Debrief

- Discuss hazards encountered, guest issues, or near-misses
- Complete incident log if applicable
- Note environmental or facility concerns for reporting

9.3 Guest Feedback

- Invite questions, feedback, and check on guest comfort and condition post-soak