



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,
and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE
550 West 7th Avenue, Suite 1600
Anchorage, AK 99501
Main: 907.269.0350

July 28, 2025

From: Alcohol.licensing@alaska.gov; amco.localgovernmentonly@alaska.gov;

Licensee: **Totem Marina, LLC**

DBA: Marina Pizza & Grill

Via Email: cclement@searhc.org; mdouglas@searhc.org

CC: alexk@lbbllawyers.com

Local Government: City and Borough of Sitka

Via Email: sara.peterson@cityofsitka.org; holley.bayne@cityofsitka.org; brian.schoenfelder@cityofsitka.org

Re: Restaurant or Eating Place License #5510 Combined Renewal Notice for 2025-2026 Renewal Cycle

License Number:	#5510
License Type:	Restaurant or Eating Place
Licensee:	Totem Marina, LLC
Doing Business As:	Marina Pizza & Grill
Physical Address:	201 Katlian St, Sitka, AK 99835
Designated Licensee:	Charles Clement or Michael Douglas
Phone Number:	907-360-2715; 907463-4000
Email Address:	cclement@searhc.org ; mdouglas@searhc.org

☒ **License Renewal Application**

☐ **Endorsement Renewal Application**

Dear Licensee:

Our staff has reviewed your application after receiving your application and the required fees. Your renewal documents appear to be in order, and I have determined that your application is complete for purposes of AS 04.11.510, and AS 04.11.520.

Your application is now considered complete and will be sent electronically to the local governing body(s), your community council, if your proposed premises are in Anchorage or certain locations in the Matanuska-Susitna Borough, and to any non-profit agencies who have requested notification of applications. The local governing body(s) will have 60 days to protest the renewal of your license.

Your application will be scheduled for the **September 16th, 2025** board meeting for Alcoholic Beverage Control Board consideration. The address and call-in number for the meeting will be posted on our home

page. The board will not grant or deny your application at the meeting unless your local government waives its right to protest per AS 04.11.480(a).

Please feel free to contact us through the Alcohol.licensing@alaska.gov email address if you have any questions.

Dear Local Government:

We have received completed renewal applications for the above-listed licenses within your jurisdiction. This is the notice required under AS 04.11.480. A local governing body may protest the issuance, renewal, relocation, or transfer to another person of a license with one or more endorsements, or issuance of an endorsement by sending the director and the applicant a protest and the reasons for the protest in a clear and concise statement within 60 days of the date of the notice of filing of the application. A protest received after the 60-day period may not be accepted by the board, and in no event may a protest cause the board to reconsider an approved renewal, relocation, or transfer.

To protest any application(s) referenced above, please submit your written protest for each within 60 days to AMCO and provide proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before the meeting of the local governing body. If you have any questions, please email amco.localgovernmentonly@alaska.gov.

Sincerely,
Anna White, Licensing Examiner II
For
Kevin Richard, Director



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Alaska Alcoholic Beverage Control Board

Form AB-17: 2025/2026 General Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than December 31, 2024, per AS 04.11.270, 3 AAC 305.050, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal and required fees that have not been postmarked, emailed, or submitted through AK-ACCIS by February 28, 2025, will result in expiration of the alcoholic beverage license per AS 04.11.540.
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the mandatory fees and all documents required, or the application will be returned without being processed, per AS 04.11.270.
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Section 1 - Establishment Contact Information

Doing Business As:	Marina Pizza & Grill	License #:	5510
If your mailing address has changed, write the NEW address below:			
Mailing Address:	3100 Channel Drive Ste 300		
City:	Juneau	State:	AK
		ZIP:	99801

Section 2 - Licensee Contact Information

Contact Licensee: The individual listed below must be part of the ownership structure of the licensee listed in Section 1. This person will be the designated point of contact regarding this license unless the Optional contact is completed.

Contact Licensee:	Charles Clement	Contact Phone:	907-360-2715
Contact Email:	cclement@searhc.org		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee (such as legal counsel) about your license, list their information below:

Name of Contact:	Alex Kubitz	Contact Phone:	907-276-5152
Contact Email:	alexk@lbblawyers.com		

Section 3 - Renewal of Endorsement or Endorsements

Do you have an active endorsement(s) associated to the license you are renewing? If no skip to the next section.
If YES answer ONE of the below questions in the affirmative:

1. I will renew ALL of my active endorsement or endorsements.

YES NO

☒ ☐

2. I will NOT renew ANY of my active endorsement or endorsements.

☒

☐

3. I want to renew one or more of my active endorsement or endorsements and I am listing here the endorsement or endorsements I do NOT want to renew.

☐

Endorsement Not Renewing		Endorsement Not Renewing	
Endorsement Not Renewing		Endorsement Not Renewing	



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Section 4 – for Package Stores ONLY: Written Order Information

Package Stores ONLY: Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2025 and/or 2026? If so, if you have not already done so, you will need to apply for a Shipping Endorsement here: <https://accis.elicense365.com/#>

YES	NO
<input type="checkbox"/>	<input type="checkbox"/>

Section 5 – Ownership Structure Certification

Did the ownership structure of the licensed business change in 2023/2024?

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Transfer of Ownership received
4/1/2024. Not effectuated until
2025. - AMCO Staff

If Yes and you have NOT notified AMCO, you will need to apply for a Change of Officials here: <https://accis.elicense365.com/#>

If No, certify the statement below by initialing the box to the right of the statement:

I certify that the ownership structure of the business who owns this alcohol license did not change in any way during the calendar years 2023 or 2024.



Section 6 – License Operation

Unless you continuously operated (more than 240 hours) in 2023 or 2024, check ONE BOX for EACH CALENDAR YEAR that best describes how this alcoholic beverage license was operated as set forth in AS 04.11.330:

1. The license was only operated during a specified time (seasonal) each year. (Not to exceed 6 months per year)
If your seasonal operation dates have changed, list them below:

2023	2024
<input type="checkbox"/>	<input type="checkbox"/>

_____ to _____

2. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
A complete AB-30: Proof of Minimum Operation Checklist, and all documentation and corresponding fee must be provided with this form, or through AK-ACCIS here: <https://accis.elicense365.com/#>

<input type="checkbox"/>	<input type="checkbox"/>
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3. The license was not operated at all or was operated less than the minimum requirement of 240 total hours each year, during one or both calendar years. A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated. You may submit this through AK-ACCIS here: <https://accis.elicense365.com/#>

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Section 7 - Violations and Convictions

Have any Notices of Violation been issued for this license in 2023 or 2024?

YES	NO
<input type="checkbox"/>	<input checked="" type="checkbox"/>

Has any person or entity in this application been convicted of a violation of Title 04, 3AAC 304, 3 AAC 305 or a local ordinance adopted under AS 04.21.010 in 2023 or 2024?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2). If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

Section 8 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 305, and that this application, including all accompanying schedules and statements, are true, correct, and complete.



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- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and the license being potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that in accordance with AS 04.11.450, no one other than the licensee(s), as defined in AS 04.11.260, has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current, and I have provided AMCO with all required changes of the ownership structure of the business license and have provided all required documents for any new or changes of officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 305.700.
- I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

Michael E. Douglas

Printed name of licensee

[Signature]
Signature of licensee

Restaurant and Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
Sporting Activity/Recreational Site applications must include a completed AB-36: Sporting Activity/Recreational Site Statement
Beverage Dispensary Tourism applications must include a completed AB-37: Beverage Dispensary Tourism Statement
Wholesale applications must include a completed AB-25: Supplier Certification
Common Carrier vessel applications must include a current safety inspection certificate

Manufacturer Direct Shipment Licensees must apply for renewal through the
AK-ACCIS online system here: <https://accis.elicense365.com/#>

New This Renewal- Endorsement Fee(s) and Paper Application Fee:

Endorsement renewals will require the biennial \$200.00 fee per endorsement. Multiple Fixed Counter Endorsements require ONE \$200.00 biennial fee regardless of how many fixed counters are attached to the license.

This paper form requires an additional submission fee of \$150.00 per 3 AAC 305.165(10).
Avoid additional fees and apply through AK-ACCIS here: <https://accis.elicense365.com/#>

All renewal and supplemental forms are available online:
<https://www.commerce.alaska.gov/web/amco/AlcoholLicenseApplication.aspx>

FOR OFFICE USE ONLY

License Fee:	\$ 1,250.00	Application Fee:	\$ 300.00	Misc. Fee:	\$ 500 Late Fee
Endorsement Fee:	\$	Paper Form Fee	\$150.00 Waived - Transfer		\$
Total Fees Due:					\$ 2,050.00



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Form AB-33: 2025/2026 Renewal Restaurant Receipts Affidavit

What is this form?

A restaurant or eating place licensee must file a complete copy of this form along with its 2025/2026 license renewal application, in order to provide evidence to the Alcoholic Beverage Control Board that this licensed restaurant's receipts from the sale of food upon the licensed premises constitute no less than 50% of the gross receipts (food + alcohol sales) of the licensed premises for each calendar year in 2023 and 2024, as currently required by AS 04.09.210(e) and AS 04.09.360(g). This form is confidential.

This form must be completed and submitted with Form AB-17 to AMCO's main office before a license renewal application may be reviewed.

Section 1 – Establishment Information

This form is being submitted for the following license:

Licensee:	Marina Pizza & Grill LLC	License #:	5510
License Type:	Restaurant or Eating Place		
Doing Business As:	Marina Pizza Grill		

Section 2 – Gross Receipts for 2023 and 2024

Please fill out the following information carefully, contact AMCO staff if you have questions regarding this form. Enter the dollar amounts of the food and gross (food + alcohol) receipts on the licensed premises and calculate the percentage of gross revenue that is from food sales on the licensed premises for each calendar year. (Food Revenue ÷ Gross Revenue x 100 = %)

<div>2023 Food Sales</div>	÷	<div>2023 Food + Alcohol Sales</div>	X 100 =	<div>2023 Percent from Food</div>
				90 %

<div>2024 Food Sales</div>	÷	<div>2024 Food + Alcohol Sales</div>	X 100 =	<div>2024 Percent from Food</div>
				0 %

I declare under penalty of perjury that this form, including all accompanying schedules and statements, is true, correct, and complete.

Carrie Daskalos
Printed name of licensee

Carrie Daskalos
Signature of licensee



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Form AB-29: Waiver of Operation Application

Why is this form needed?

This form is the means by which a licensee may request that the Alcoholic Beverage Control (ABC) Board waive the operating requirement of AS 04.11.330(a)(3) or (d). If a recreational site license has not been operated at least once in a calendar year, or if a license of any other type has not been operated for at least 240 hours in each calendar year, then a complete copy of this form and the corresponding fees must be submitted for that calendar year, per 3 AAC 304.170.

This application must be accompanied by a non-refundable waiver application fee of:

- for a 1st request, an amount equal to ½ the applicable biennial license fee; or
- for a 2nd or subsequent request, double the amount of the fee paid for the previous waiver application.

The ABC Board will determine whether, through no fault of the licensee or because the premises are under construction, the licensed premises count not be operated for the required time during the calendar year. The ABC Board may impose conditions along with the approval of an application for waiver, and it may deny a third or subsequent application for waiver. If an application for waiver is denied, an application for license renewal for the succeeding license period will be denied by the Board. In addition to the waiver application fee, the applicant must pay a late fee of \$1,000 for an application that is received too late for Board consideration at its meeting before November 30 of the year for which the waiver is requested. Please check AMCO's website for meeting agenda deadlines.

Please note that a licensee must submit a separate completed copy of this form and pay a separate corresponding fee for each license and for each calendar year during which a license was not operated in compliance with AS 04.11.330.

Section 1 – Establishment Information

Enter information for the license that has not been operated for the time required under AS 04.11.330.

Licensee:	Totem Marina LLC	License Number:	5510		
License Type:	Restaurant/Eating Place				
DBA:	Marina Pizza & Grill				
Premises Address:	201 Katlian Street				
City:	Sitka	State:	Alaska	ZIP:	99835
Local Governing Body:	City and Borough of Sitka				

Section 2 – Request Number and Calendar Year

☒ 1st Request ☐ 2nd Request ☐ 3rd Request ☐ Other _____

Request for Calendar Year 2024



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Form AB-29: Waiver of Operation Application

Section 3 – Reason for Non-operation

Provide an explanation as to why the licensed premises were not operated:

License was in the process of being transferred to Totem Marina LLC.

Section 4 – Certifications

The following must be completed for establishments located within the boundaries of a local governing body:

Read the line below, and then sign your initials in the box to the right of the statement:

Initials

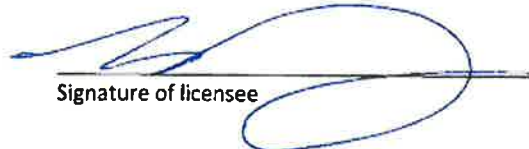
I certify that I will provide a true copy of this application to the local governing body listed on Page 1 of this form prior to ABC Board consideration of this application.

ND

I hereby certify that I am the person herein named and subscribing to this application and that I have read the complete application, and I know the full content thereof. I declare that all of the information contained herein, and evidence or other documents submitted are true and correct. I understand that any falsification or misrepresentation of any item or response in this application, or any attachment, or documents to support this application, is sufficient grounds for denying or revoking a license/permit. I further understand that it is a Class A misdemeanor under Alaska Statute 11.56.210 to falsify an application and commit the crime of unsworn falsification.

ND

Michael E. Douglas
Printed name of licensee


Signature of licensee

Office Use Only					
Waiver Application Fee:	\$625.00	Late Fee:	\$1,000.00	Transaction #:	101048004