



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

September 9, 2025

City and Borough of Sitka

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

License Type:	Beverage Dispensary	License Number:	606
Licensee:	Sitka Golf Association, Inc.		
Doing Business As:	Sea Mountain Restaurant & 19 th Hole		
Premises Address	301 Granite Creek Road, Sitka, AK 99835		
Endorsement Type(s):	New Golf Course Endorsement #60355		

We have received a completed application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director **and** the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 305.085(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable. To protest the application referenced above, please submit your protest within 60 days and show proof of service upon the applicant.

AS 04.11.491 – AS 04.11.509 provide that the board will deny a license application if the board finds that the license is prohibited under as a result of an election conducted under AS 04.11.507.

AS 04.11.420 provides that the board will not issue a license when a local governing body protests an application on the grounds that the applicant's proposed licensed premises are located in a place within the local government where a local zoning ordinance prohibits the alcohol establishment, unless the local government has approved a variance from the local ordinance.

Sincerely,
Anna White, Licensing Examiner II
For
Kevin Richard, Director
amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501

alcohol.licensing@alaska.gov

<https://www.commerce.alaska.gov/web/amco>

Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Beverage Dispensary Endorsement(s) Application

The new endorsement application form is required to apply for an endorsement to support your underlying license or pending license application. Applicants should review and become familiar with AS 04.09.400, 3 AAC 305.330, **Title 04 of Alaska Statutes and Chapter 305 of the Alaska Administrative Code**. This form must be completed and submitted along with all other required r required forms and documents before any endorsement application will be considered complete and placed in the queue for our licensing examiners review. **In addition to the biennial fees, a \$25 Endorsement Application fee is required.**

Section 1 – Establishment and Contact Information

Enter information for the **current** licensee and licensed establish.

Licensee:	Sitka Golf Association, Inc.	License #:	606
License Type:	Beverage Dispensary	Doing Business As:	Sea Mountain Golf and 19th Hole
Licensee Mailing Address:	301 Granite Creek Road, Sitka, AK 99835		
Full Premises Address:	301 Granite Creek Road		
City:	Sitka	State:	AK
		ZIP:	99835
Local Governing Body:	City & Borough of Sitka	Email:	seamountaingolf@gmail.com

Section 2 – Endorsement(s) Requested

Check Here

Multiple Fixed Counter Endorsement	AS 04.09.420. A multiple fixed counter endorsement authorizes the holder of a beverage dispensary license or a beverage dispensary tourism license to sell or serve alcoholic beverages on the licensed premises from multiple fixed counters. For each new multiple fixed counter endorsement, the fee is \$1,250. The biennial fee for a multiple fixed counter endorsement is \$200.	☐
Hotel or Motel Endorsement:	AS 04.09.430. A hotel or motel endorsement authorizes the holder of a beverage dispensary license or a beverage dispensary tourism license that is a hotel, motel, resort, or similar business premises that caters to the traveling public as a substantial part of its business to sell or serve alcoholic beverages on the licensed premises, including in a dining room, banquet room, and other public areas approved by the board, and in guest rooms. The biennial fee for a hotel or motel endorsement is \$200.	☐
Large Resort Endorsement:	AS 04.09.440. A large resort endorsement authorizes the holder of a beverage dispensary license or a beverage dispensary tourism license that is a large resort to sell or serve alcoholic beverages from multiple locations on the resort property to guests for consumption in areas on the site of the large resort, including a dining room, banquet room, guest room, open air venue, and ingress or egress route between those areas. The biennial fee for a large resort endorsement is \$200.	☐
Bowling Alley Endorsement:	AS 04.09.500. A bowling alley endorsement authorizes the holder of a beverage dispensary license or a beverage dispensary tourism license to sell or serve alcoholic beverages in the concourse or lane areas of the bowling alley adjacent to the main bar area. The biennial fee for a bowling alley endorsement is \$200.	☐
Golf Course Endorsement:	AS 04.09.510. A golf course endorsement authorizes the owner of a golf course who has obtained a beverage dispensary license or a beverage dispensary tourism license to sell or serve alcoholic beverages on the golf course, driving range, club house and other buildings located on the course, and a vending cart carrying beverages or food to, from, or on the course, excluding the parking lot. The biennial fee for a golf course endorsement is \$200.	☒

RECEIVED

APR 03 2024



Alaska Alcoholic Beverage Control Board

Beverage Dispensary Endorsement(s) Application

The below touches on a few of the many requirements, etc. within the different endorsements. Please familiarize yourself with each of the endorsements outlined within this form.

AS 04.09.420. In addition to the fee under (b) of this section, the initial application fee for each fixed counter covered under the endorsement is \$1,250. An initial application for a **multiple fixed counter endorsement** must include an annotated drawing of the location of each fixed counter in the licensed premises.

AS 04.09.430. The holder of a beverage dispensary license or a beverage dispensary tourism license that is a **hotel, motel, resort, or similar business** premises that caters to the traveling public as a substantial part of its business may serve alcoholic beverages at a secondary location located in a building different than the licensed premises for the beverage dispensary license or a beverage dispensary tourism license if the different building. The holder of a hotel or motel endorsement shall exercise control over conduct of the business in all areas of the licensed premises.

AS 04.09.440. The holder of a **large resort endorsement** shall apply for a multiple fixed counter endorsement under AS 04.09.420 to sell or serve alcoholic beverages from multiple locations within the large resort's proper. For federal income tax purposes, the profit and loss from the licensed business conducted at locations on the resort under a large resort endorsement, other than guest rooms, must be combined or consolidated with the profit and loss from the licensed business conducted under the multiple fixed counter endorsement.

AS 04.09.500. The board may issue a **bowling alley endorsement** only if the concourse or lane areas of the bowling alley or both are (1) designated as part of the licensed premises for the beverage dispensary license or a beverage dispensary tourism license; and (2) adjacent to the main bar area.

AS 04.09.510. An application for a **golf course endorsement** must include a drawing of the golf course with an annotated illustration and a description of the portions of the course that are licensed premises and that are intended to be covered by the endorsement.

Section 3 – Areas Covered by Endorsement

Does the endorsement apply to your entire licensed premises as approved by the ABC Board?

Yes

☐

No

☒

Does the requested endorsement expand your currently licensed premises?

Yes

☒

No

☐

- If No, attach the approved diagram, no larger than 8 1/2" x 11" of the layout, and identify the portions of the premises covered by various requested endorsements. You must use a solid, contiguous **colored** line in any color other than red to outline the outer perimeter of the area of the premises covered by the requested endorsement(s).
- If endorsements are overlapping, provide a conspicuous means to distinguish each endorsement from the other (e.g., keyed map with varying colors for each requested endorsement).
- Your drawing **MUST** include:
 - Dimensions in feet **not** square feet of all exterior walls and major interior walls (we do not accept diagrams drawn to scale)
 - Include cross-streets
 - A north arrow, and any significant geographical features. Points of reference, such as a compass showing North.
 - All entrances, exits, walls, bars, and fixtures
- If your premises includes multiple floors, please include a separate diagram of each floor. You must identify the stairs between each floor, and each hallway/corridor that leads to each set of stairs.
- **Any endorsement applications that include outdoor space** are required to submit a security plan that includes information about the barriers, practices, and personnel that are to be used to ensure that alcohol is not introduced or removed from the permitted premises and to prevent the access of alcohol by a minor during the permitted event. A security plan may be requested for other proposed locations on a case-by-case basis.



Alcohol and Marijuana Control Office

550 W 7th Avenue, Suite 1600

Anchorage, AK 99501

alcohol.licensing@alaska.gov

<https://www.commerce.alaska.gov/web/amco>

Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Beverage Dispensary Endorsement(s) Application

Section 4 – Attestations

I certify that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Initial

KS

I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check the identification of a patron will complete an approved alcohol server education course, if required by AS 04.21.025, and while selling or serving alcoholic beverages, will carry or have available to show a current course card or a photocopy of the card certifying completion of approved alcohol server education course, if required by 3AAC 305.340.

KS

I agree to provide all information required by the Alcoholic Beverage Control Board in support of this application.

KS

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 of 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, and or endorsement. I further understand that this is a Class A misdemeanor under AS 11.56.210 to falsify an application and commit the crime of unsworn falsification.

KS

Karl Stedman

Printed name of licensee


Signature of licensee

04/02/2024

Date

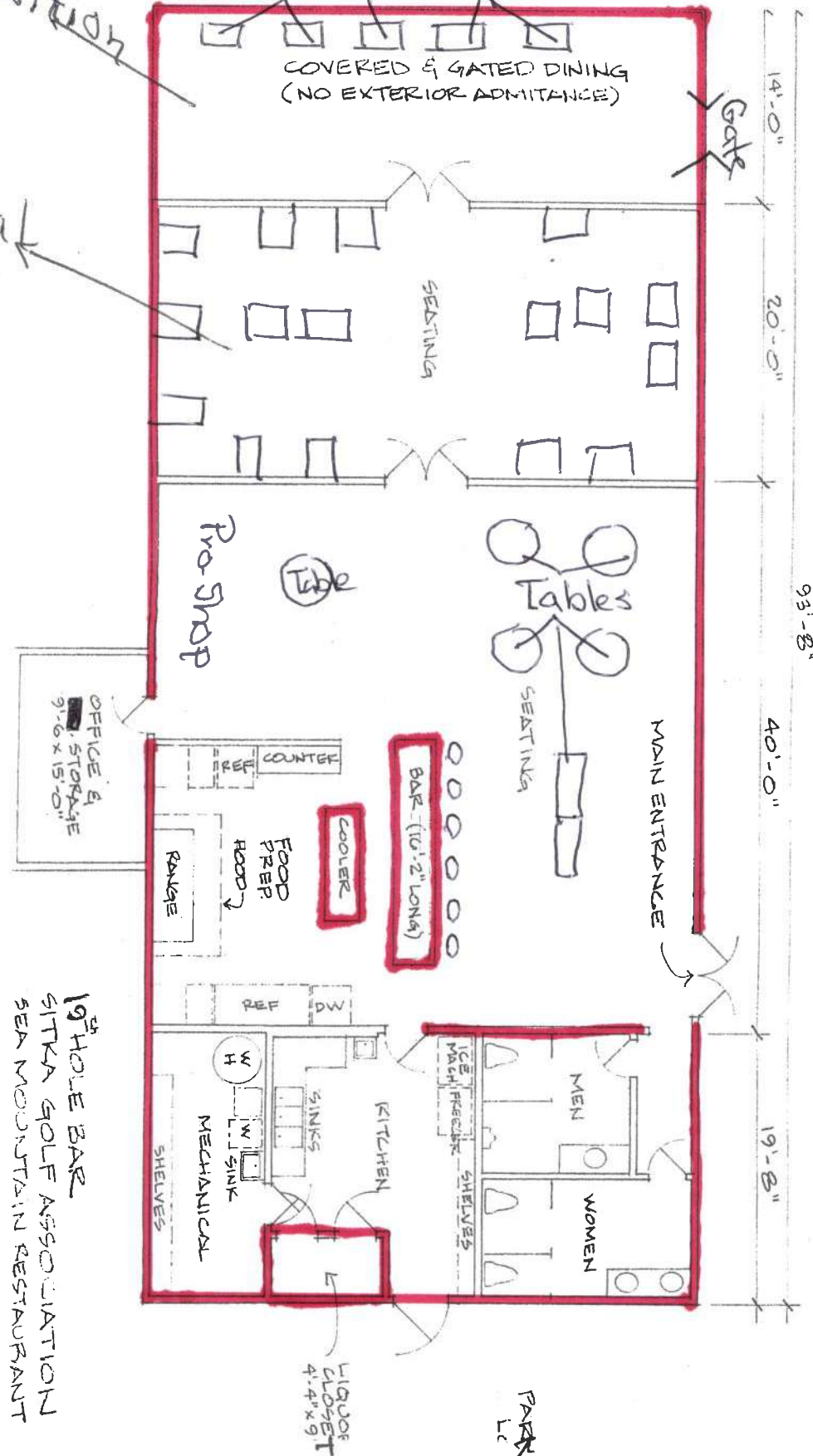
RECEIVED
APR 09 2024

Tall Tables/stools

COVERED & GATED DINING
(NO EXTERIOR ADMITTANCE)

Addition

Original
Patio



19" HOLE BAR
SITKA GOLF ASSOCIATION
SEA MOUNTAIN RESTAURANT

Parking





AMCO Recieved 7/22/2025



WARNING:
An unaccompanied
person under 21
years of age who
enters these premises
in violation of law
must, under
the civilly liable for
damages of \$1,000.

Open
Come in

PLEASE USE
THE WINDOW
FOR SERVICE
AND INFORMATION
→

THIS DOOR MUST
REMAIN UNLOCKED
DURING BUSINESS HOURS

AMCO Received 7/22/2025

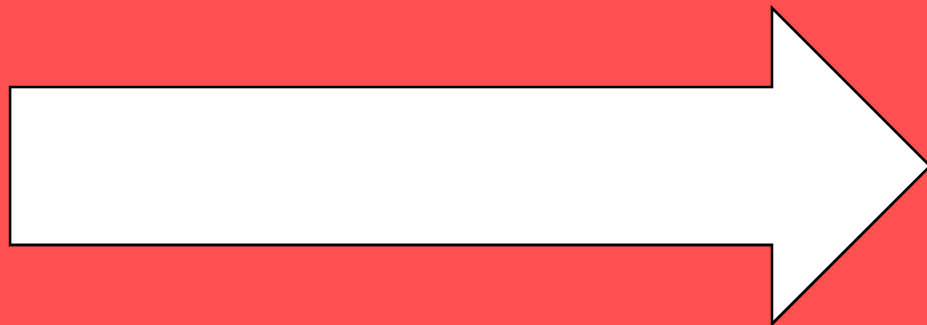


AMCO Received 7/22/2025

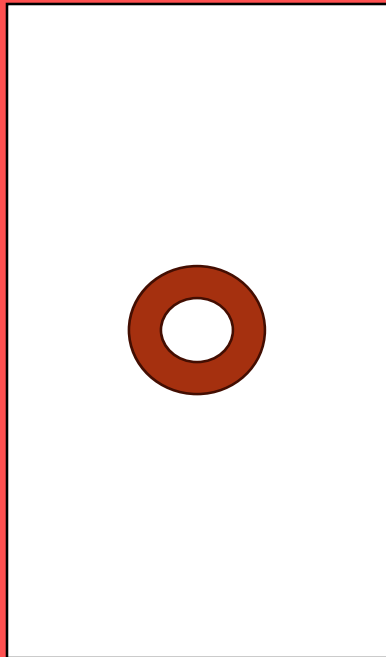
ANYONE

UNDER 21

PLEASE USE
THE WINDOW
TO YOUR RIGHT
FOR PURCHASES



RING THE
DOOR BELL
FOR SERVICE



Sitka Golf Association
Dba Sea Mountain Restaurant & 19th Hole
301 Granite Creek Rd
Sitka, AK 99835

Subject: Security Plan: Prevention of Alcohol Transfer and Access control

The primary goal of this security plan is to prevent the unauthorized transfer of alcohol across the premises boundary and, more specifically, to restrict access to alcohol by minors. This plan encompasses personnel, practices, and physical barriers to ensure compliance with legal regulations and maintaining a safe environment for all patrons

Personnel and Training:

All Employee's 21 and over will receive Training in Alcohol access control and Identification verification.

All Employees involved in the sale of service of alcohol will undergo mandatory training on responsible alcohol service, including identifying and preventing sales to minors. They will complete the TAP class.

Identification Verification:

All clients will be required to provide a valid government-issued identification if required by staff for entering inside the golf course building.

Staff members are empowered to refuse access to individuals who fail to produce valid identification or display signs of intoxication.

All clients over 21 who are golfing will sign the golfing release statement at the pro-shop desk, inside the building.

All minors, not accompanied by a parent or legal guardian will ring a door bell outside the building and all business will be conducted through the window. The daily release statement will indicate all minors.

The Alcohol cart will be driven by a trained staff member who meets all requirements to serve alcohol. Prior to taking the cart out on the golf course, the staff member, will review the release statement looking for how many minors we have on the course and who they are golfing with. All golfing members 21 and over who have a government ID can be served alcohol on the course. The staff member will keep a written record of who they served.

Physical Barriers

The Parking area is fenced off from Granite Creek road. The golf course has natural barriers Cliffs, wooded area.

All alcohol is stored in the bar area building and stock room. Stock room is locked at all times.

Monitoring and Enforcement:

Monthly meetings will be held with all employees to review our security plan operations. Goal is to make sure everyone has a clear understanding of the plan; also do we need to make any changes to the plan.

Our CCTV cameras covering all key areas where alcohol is stored and served.

Exercise clear protocols for handling incidents related to alcohol access violations. Train staff on appropriate responses and escalation procedures.

Maintain effective communications with local law enforcement to report any incidents promptly.

This comprehensive security plan aims to create a framework that combines personnel training, strict access controls, physical barriers, and effective monitoring to prevent the transfer of alcohol across the premises boundary and access by minors. Regular updates and ongoing training will be conducted to adapt to changing regulations and enhance overall security measures.

CART RENTAL AGREEMENT

WARNING!!!! Cart paths are extremely steep. All golf cart drivers shall maintain control of the golf cart while driving inclines and declines. All passengers shall keep their bodies within the seat of the cart while it's in motion. The golfer assumes all health risk associated with, but not limited to, the use of stairs, walkways, cart paths, and walking up or down any sloping areas, regardless of any pre-existing health conditions. The golfer acknowledges receipt of and responsibility for the proper use of cart for any damages or injuries to cart, driver, passenger, all property on the course. The operator of cart hereby waive, release, discharge and covenant not to sue the owners and operators, agents, employees and contractors of Sea Mountain Golf Course. Driver must be 18 years old or older with valid driver's license. The driver of this golf cart will be responsible for adhering to golf course rules and regulations. Sea Mountain golf has the right to withdraw your privileges at any time.

DATE: _____

PRINT NAME	SIGNATURE	PHONE #	NUMBER OF MINORS IN GROUP