



THE STATE  
*of* **ALASKA**  
GOVERNOR BILL WALKER

**Department of Commerce, Community,  
and Economic Development**

ALCOHOL AND MARIJUANA CONTROL OFFICE

550 West 7th Ave, Suite 1600  
Anchorage, AK 99501  
Main: 907.269.0350  
Fax: 907.272.9412

**MEMORANDUM**

TO: Board Chair and  
Members of the ABC Board  
FROM: Erika McConnell, Director

DATE: April 29, 2019  
RE: #5762 Skwentna Services

This is a new license application for an Outdoor Recreation Lodge license in the Matanuska-Susitna Borough.

AS 04.11.225 (c) requires that the establishment must provide overnight accommodations and meals, be primarily involved in offering opportunities for persons to engage in outdoor recreation activities, and have a minimum of two overnight guest rooms.

The applicant offers snow machine rides and tours and accommodations to guests participating in guided hunting and fishing tours. They have six rooms available for rent and provide meals to overnight guests and the public.

**From:** [Cindi Herman](#)  
**To:** [Alcohol Licensing, CED ABC \(CED sponsored\)](#)  
**Subject:** Re: 5762 dba Skwentna Services Liquor License  
**Date:** Tuesday, April 09, 2019 2:05:51 PM

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Carrie

We have 6 rooms

yes we serve meals to our over night customers S well as walk ins

Mostly we provide over night services and meals for walk ins and drop ins to- sno machine enthusiast in the winter and boats and plane customers in the summer !

We provide some sno machine rides /tours

We provide housing for fishing / hunting guides customers !

Thank you

Cindi

Sent from my iPhone

On Apr 9, 2019, at 12:02 PM, Alcohol Licensing, CED ABC (CED sponsored) <[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)> wrote:

Good afternoon,

As our office is preparing for the upcoming board meeting, our management team has determined that clarification is needed regarding your establishment in order to remain in compliance with AS 04.11.225. Please answer the following questions:

<!--[if !supportLists]-->1. <!--[endif]-->Does your establishment provide overnight accommodations and meals?

<!--[if !supportLists]-->a. <!--[endif]-->How many rooms does your establishment have for rent?

<!--[if !supportLists]-->2. <!--[endif]-->What outdoor activities are offered or advertised through your establishment?

Please respond no later than close of business April 12<sup>th</sup>.

Thank you for your cooperation.

**Carrie Craig**

Occupational Licensing Examiner

State of Alaska DCCED

Alcohol & Marijuana Control Office

550 W 7<sup>th</sup> Ave, Ste. 1600

Anchorage, AK 99501



Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

## Form AB-00: New License Application

### What is this form?

This new license application form is required for all individuals or entities seeking to apply for a new liquor license. Applicants should review **Title 04 of Alaska Statutes** and **Chapter 304 of the Alaska Administrative Code**. All fields of this form must be completed, per AS 04.11.260 and 3 AAC 304.105.

This form must be completed and submitted to AMCO's main office, along with all other required forms and documents, before any license application will be considered complete.

### Section 1 – Establishment and Contact Information

Enter information for the business seeking to be licensed.

Licensee:	Skwentna Roadhouse LLC				
License Type:	Outdoor Recreation Lodge	Statutory Reference:	AS 04.11.225		
Doing Business As:	Skwentna Services				
Premises Address:	100 Happiness Lane				
City:	Skwentna	State:	AK	ZIP:	99667
Local Governing Body:	Matanuska-Susitna Borough				
Community Council:	n/a				

Mailing Address:	P.O. Box 110				
City:	Willow	State:	AK	ZIP:	99688

Designated Licensee:	Cindi Herman				
Contact Phone:	907-841-5958	Business Phone:	907-230-0531		
Contact Email:	skwentnaservices@gmail.com				

Seasonal License? ☐ Yes ☒ No ☐ If "Yes", write your six-month operating period: \_\_\_\_\_

OFFICE USE ONLY					
Complete Date:	3/11/19	License Years:	19/20	License #:	5762
Board Meeting Date:	4/29/19	Transaction #:	1020026		
Issue Date:		BRE:	CDC		





Alaska Alcoholic Beverage Control Board

**Form AB-00: New License Application**

**Section 2 – Premises Information**

Premises to be licensed is:



an existing facility



a new building



a proposed building

The next two questions must be completed by beverage dispensary (including tourism) and package store applicants only:

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the outer boundaries of the nearest school grounds? Include the unit of measurement in your answer.

N/A 60 PLUS MILES

What is the distance of the shortest pedestrian route from the public entrance of the building of your proposed premises to the public entrance of the nearest church building? Include the unit of measurement in your answer.

N/A 60 PLUS MILES

**Section 3 – Sole Proprietor Ownership Information**

This section must be completed by any sole proprietor who is applying for a license. Entities should skip to Section 4.

If more space is needed, please attach a separate sheet with the required information.

The following information must be completed for each licensee and each affiliate (spouse).

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	

This individual is an: ☐ applicant ☐ affiliate

Name:					
Address:					
City:		State:		ZIP:	







Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

## Form AB-00: New License Application

### Section 4 – Entity Ownership Information

This section must be completed by any entity, including a corporation, limited liability company (LLC), partnership, or limited partnership, that is applying for a license. Sole proprietors should skip to Section 5.

If more space is needed, please attach a separate sheet with the required information.

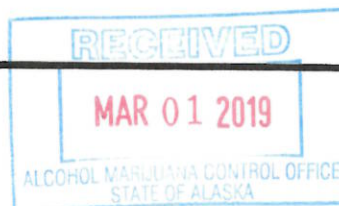
- If the applicant is a corporation, the following information must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, the following information must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, the following information must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

Entity Official:	Cindi Herman				
Title(s):	Member	Phone:	907-841-5958	% Owned:	50%
Address:	P.O. Box 110				
City:	Willow	State:	AK	ZIP:	99688

Entity Official:	GKR Partners, Ltd. LP				
Title(s):	Member	Phone:	817-522-8268	% Owned:	50%
Address:	1410 Silverado Drive				
City:	Weatherford	State:	TX	ZIP:	76087

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	

Entity Official:					
Title(s):		Phone:		% Owned:	
Address:					
City:		State:		ZIP:	





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Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

**Form AB-00: New License Application**

This subsection must be completed by any applicant that is a corporation or LLC. Corporations and LLCs are required to be in good standing with the Alaska Division of Corporations (DOC) and have a registered agent who is an individual resident of the state of Alaska.

DOC Entity #:	10021455	AK Formed Date:	6/4/14	Home State:	AK
Registered Agent:	Cindi Herman	Agent's Phone:	907-841-5958		
Agent's Mailing Address:	P.O. Box 110				
City:	Willow	State:	AK	ZIP:	99688

Residency of Agent:

☒ Yes ☐ No

Is your corporation or LLC's registered agent an individual resident of the state of Alaska?

☒ ☐

**Section 5 – Other Licenses**

Ownership and financial interest in other alcoholic beverage businesses:

Yes ☒ No

Does any representative or owner named in this application have any direct or indirect financial interest in any other alcoholic beverage business that does business in or is licensed in Alaska?

☐ ☒

If "Yes", disclose which individual(s) has the financial interest, what the type of business is, and if licensed in Alaska, which license number(s) and license type(s):

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**Section 6 – Authorization**

Communication with AMCO staff:

Yes ☐ No

Does any person other than a licensee named in this application have authority to discuss this license with AMCO staff?

☐ ☒

If "Yes", disclose the name of the individual and the reason for this authorization:

--





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Alaska Alcoholic Beverage Control Board

Form AB-00: New License Application

Section 7 – Certifications

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

Initials

I certify that all proposed licensees (as defined in AS 04.11.260) and affiliates have been listed on this application.

I certify that all proposed licensees have been listed with the Division of Corporations.

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.

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 3 AAC 304.465.

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

As an applicant for a liquor license, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Cindi Herman

Printed name of licensee

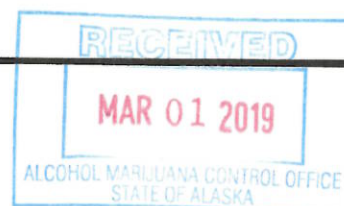


Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 9/18/2022

Subscribed and sworn to before me this 28 day of February, 20 19.







Alcohol and Marijuana Control Office

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Anchorage, AK 99501

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Phone: 907.269.0350

## Alaska Alcoholic Beverage Control Board

# Form AB-02: Premises Diagram

### What is this form?

A detailed diagram of the proposed licensed premises is required for all liquor license applications, per AS 04.11.260 and 3 AAC 304.185. Your diagram must include dimensions and must show all entrances and boundaries of the premises, walls, bars, fixtures, and areas of storage, service, consumption, and manufacturing. If your proposed premises is located within a building or building complex that contains multiple businesses and/or tenants, please provide an additional page that clearly shows the location of your proposed premises within the building or building complex, along with the addresses and/or suite numbers of the other businesses and/or tenants within the building or building complex.

**The second page of this form is not required.** Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the second page of this form. The first page must still be completed, attached to, and submitted with any supplemental diagrams. An AMCO employee may require you to complete the second page of this form if additional documentation for your premises diagram is needed.

**This form must be completed and submitted to AMCO's main office before any license application will be considered complete.**

Yes No

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the second page of this form.

☒ ☐

## Section 1 – Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	Skwentna Roadhouse LLC	License Number:	5762
License Type:	Outdoor Recreation Lodge		
Doing Business As:	Skwentna Services		
Premises Address:	100 Happiness Lane		
City:	Skwentna	State:	AK
		ZIP:	99667







Alcohol and Marijuana Control Office  
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Anchorage, AK 99501  
[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
<https://www.commerce.alaska.gov/web/amco>  
Phone: 907.269.0350

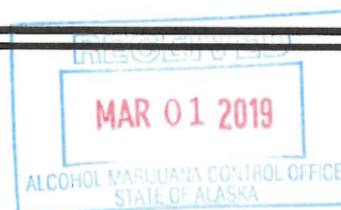
Alaska Alcoholic Beverage Control Board

## Form AB-02: Premises Diagram

### Section 2 – Detailed Premises Diagram

Clearly indicate the boundaries of the premises and the proposed licensed area within that property. Clearly indicate the interior layout of any enclosed areas on the proposed premises. Clearly identify all entrances and exits, walls, bars, and fixtures, and outline in red the perimeter of the areas designated for alcohol storage, service, consumption, and manufacturing. Include dimensions, cross-streets, and points of reference in your drawing. You may attach blueprints or other detailed drawings that meet the requirements of this form.

Please see attached drawing. No service on deck.



PARTITION  
ECTOR

# DES

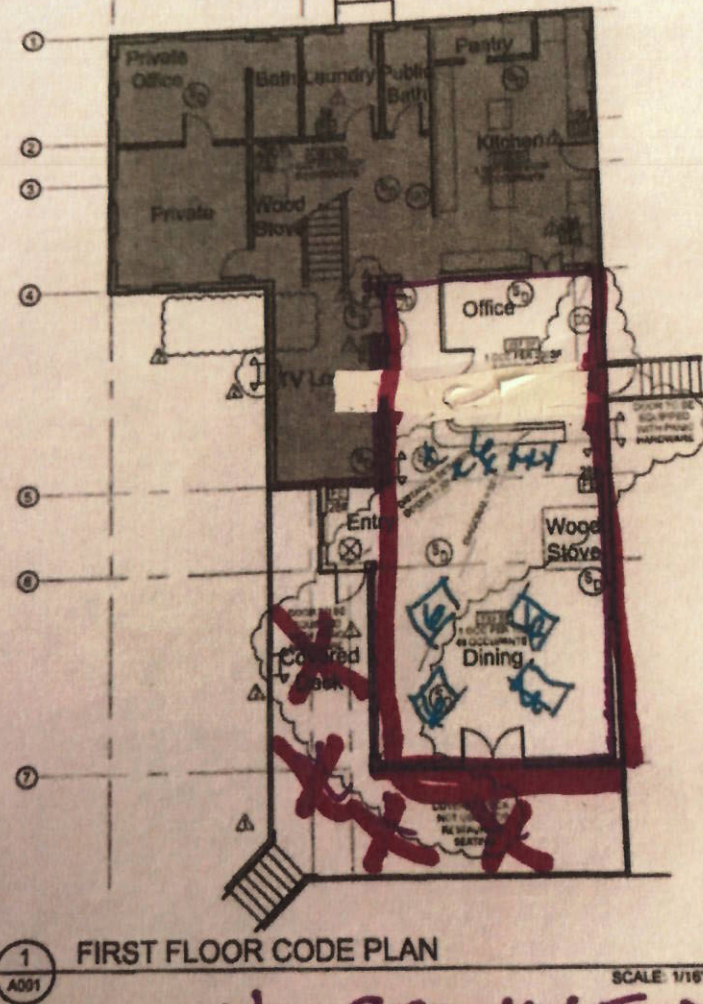
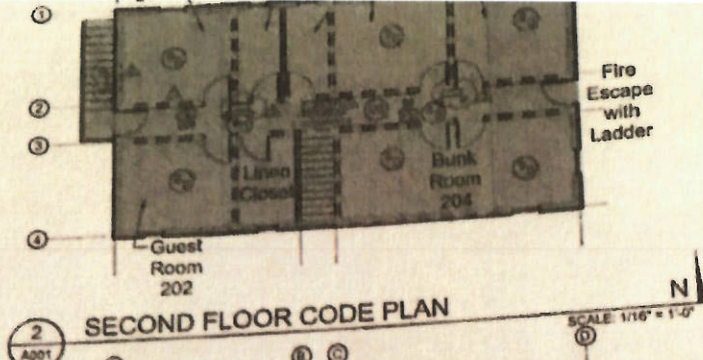
012 EDITION  
012 EDITION  
012 EDITION  
012 EDITION  
012 EDITION  
009 EDITION

8" O.C.  
INSULATION

24" O.C.  
INSULATION

PLYWOOD  
OSB SHEATHING  
16" O.C.

ASSEMBLY  
3/4" = 1'-0"



PROJECT TITLE: SKWENTNA ROADHOUSE  
ADDRESS: SKWENTNA, ALASKA  
OWNER: CINDI HERMAN  
SHEET TITLE: GEN NOTES AND CODE ANALYSIS

REVISIONS:

NO.	DESCRIPTION	DATE
1	PLN RVW RESP	12/15/17
2	PLN RVW RESP	10/18/18

DATE: 11/1/2017  
PROJECT NO: 17091  
DRAWN BY: JMG  
CHECKED BY: JMG  
COPYRIGHT: 2017

DWG NO:  
**A001**

**NO SERVICE ON DECK**

RECEIVED

MAR 11 2019

ALCOHOL MARIJUANA CONTROL OFFICE  
STATE OF ALASKA





Alaska Alcoholic Beverage Control Board

**Form AB-03: Restaurant Designation Permit Application**

**What is this form?**

A restaurant designation permit application is required for a licensee desiring designation under 3 AAC 304.715 – 3 AAC 304.795 as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049. Designation will be granted only to a holder of a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license, and only if the requirements of 3 AAC 304.305, 3 AAC 304.725, and 3 AAC 304.745, as applicable, are met. A **detailed floor plan** of the proposed designated and undesignated areas of the licensed business and a **menu** or expected menu listing the meals to be offered to patrons must accompany this form. Applicants should review AS 04.16.049 – AS 04.16.052 and 3 AAC 304.715 – 3 AAC 304.795. All fields of this form must be completed. The required \$50 permit fee may be made by credit card, check, or money order.

**Section 1 – Establishment Information**

Enter information for licensed establishment.

Licensee:	Skwentna Roadhouse LLC				
License Type:	Outdoor Recreation Lodge	License Number:	5762		
Doing Business As:	Skwentna Services				
Premises Address:	100 Happiness Lane				
City:	Skwentna	State:	AK	ZIP:	99667
Contact Name:	Cindi Herman	Contact Phone:	907-841-5958		

**Section 2 – Type of Designation Requested**

This application is for the request of designation as a bona fide restaurant, hotel, or eating place for purposes of AS 04.16.010(c) or AS 04.16.049, and for the request of the following designation(s) (check all that apply):

- ☒ Dining after standard closing hours: AS 04.16.010(c)
- ☒ Dining by persons 16 – 20 years of age: AS 04.16.049(a)(2)
- ☒ Dining by persons under the age of 16 years, accompanied by a person over the age of 21: AS 04.16.049(a)(3)
- ☐ Employment for persons 16 or 17 years of age: AS 04.16.049(c)
- NOTE: Under AS 04.16.049(d), this permit is not required to employ a person 18 - 20 years of age.

OFFICE USE ONLY					
Issue Date:		Transaction #:	1020026	BRE:	CDC





Alaska Alcoholic Beverage Control Board

**Form AB-03: Restaurant Designation Permit Application**

**Section 3 – Additional Information**

Enter all hours that your establishment intends to be open. Include variances in weekend/weekday hours, and indicate am/pm:

WE ARE CLOSED WED. FROM APRIL 10<sup>TH</sup> - MAY 15<sup>TH</sup> -  
AND OCTOBER 15<sup>TH</sup> TIL RIVER FREEZE UP.  
KITCHEN CLOSING AT 8 PM NIGHTLY OPEN 9-8 DAILY

Are any forms of entertainment offered or available within the licensed business or on the proposed designated portions of the premises?

Yes ☐ No ☒

If "Yes", describe the entertainment offered or available:

Food and beverage service offered or anticipated is:

☒ table service ☒ buffet service ☐ counter service ☐ other

If "other", describe the manner of food and beverage service offered or anticipated:

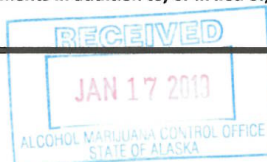
Is an owner, manager, or assistant manager 21 years of age or older always present on the premises during business hours? 24 HRS A DAY

Yes ☒ No ☐

Blueprints, CAD drawings, or other clearly drawn and marked diagrams may be submitted in lieu of the third page of this form.

I have attached blueprints, CAD drawings, or other supporting documents in addition to, or in lieu of, the third page of this form that meet the requirements of this form.

Yes ☒ No ☐







Alcohol and Marijuana Control Office  
550 W 7<sup>th</sup> Avenue, Suite 1600  
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[alcohol.licensing@alaska.gov](mailto:alcohol.licensing@alaska.gov)  
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Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

## Form AB-03: Restaurant Designation Permit Application

### Section 4 – Detailed Floor Plan

Provide a detailed floor plan that meets the requirements listed in Form AB-02 and clearly indicates the proposed designated and undesignated areas of the licensed business for purposes of this permit application.

Please see attached drawing. No service on deck. Dimensions of premises is <sup>CAH</sup>340' X 24'.  
24' X 28' Dining Area  
16' X 12' Bar







Alaska Alcoholic Beverage Control Board

Form AB-03: Restaurant Designation Permit Application

Section 5 – Certifications and Approvals

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

Initials

I have included with this form a detailed floor plan of the proposed designated and undesignated areas of the licensed business for purposes of this application. I understand that this diagram is different than my licensed premises diagram.



I have included with this form a menu, or an expected menu, listing the meals to be offered to patrons.



I certify that the license for which I am requesting designation is either a beverage dispensary, club, recreational site, golf course, or restaurant or eating place license.



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

Signature of licensee

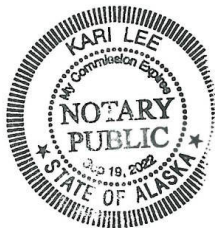
Printed name of licensee

Signature of Notary Public

Notary Public in and for the State of Alaska

My commission expires: 9/19/2022

Subscribed and sworn to before me this 7 day of January, 2019.



Local Government Review (to be completed by an appropriate local government official):

Approved Disapproved

Signature of local government official

Date

Printed name of local government official

Title





Alaska Alcoholic Beverage Control Board

**Form AB-03: Restaurant Designation Permit Application**

**AMCO Enforcement Review:**

\_\_\_\_\_  
Signature of AMCO Enforcement Supervisor

\_\_\_\_\_  
Printed name of AMCO Enforcement Supervisor

**Enforcement Recommendations:**

**AMCO Director Review:**

Approved      Disapproved

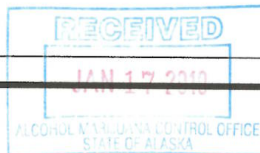
☐☐

\_\_\_\_\_  
Signature of AMCO Director

\_\_\_\_\_  
Printed name of AMCO Director

\_\_\_\_\_  
Date

**Limitations:**





## Sides/ Add-ons

French Fries...\$5  
Bowl Of Soup \$9  
Side of Bacon...\$4  
Onion Ring...\$6  
Salad...Sm/\$9...Lg/\$12



## Beverages

Soda, Bottled Water, Tea ..... \$2.50  
Hot Chocolate, Cider ..... \$2.50  
Energy Drinks... Sm/\$4 ... Lg/\$6.00

## Lunch & Dinner

Hamburger...1/2lb ...\$17  
Cheeseburger...1/2lb ...\$17.50  
Levine Burger ...\$12  
B.L.T. Deluxe...\$16  
Grilled Cheese...\$10  
Big A's Grilled Ham & Cheese...\$15  
Wings...Buffalo/Regular...\$18  
\*all served with fries\*



## Pizza

Cheese...\$17  
Pepperoni...\$19  
Hawaiian... \$19  
Meat Lovers...\$25  
5 Item Combo...\$27



## Desserts

Cinnamon Rolls...\$4  
Banana Roll/ Pumpkin roll...\$4  
Nightly Special (ask server)...\$4-\$10