



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: SUMMERS FIFTH NIGHT Date(s) of Event: August 1-29, 2019
Location Address: 2201 S UTICA AVE E Council District(s): 4
Event Description: MONTHLY EVENT: AUGUST 1, AUGUST 8, AUGUST 15, AUGUST 22, AUGUST 29 - FREE CONCERTS

Event Category: Concert/Performance

Event Includes: Amplified Sound, Live Entertainment, Private Property

Anticipated Attendance: Total: 1000 Per Day: 1000

Anticipated Participants: Total: 10 Per Day: 10

Number of Events for Monthly Event: 5

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: UTICA SQUARE SHOPPING CENTER Website: www.uticasquare.com

Chief Officer of Host Organization: CARA HAIR

Email and Phone: 918-588-5218

Applicant Name: CASSANDRA MONTRAY

Email and Phone: cassandra.montray@hpinc.com 918-588-5212

Professional Event Organizer: Same

Email and Phone:

On-site Contact: CASSANDRA MONTRAY Mobile: 918-588-5212

Billing Contact: UTICA SQUARE SHOPPING CENTER Phone: 918-588-5212

Billing Address: 1709 Utica Square 220
TULSA OK 74136

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 08/01/2019 Time: 4:00 PM
Street Closure for Event Setup: Date: 08/01/2019 Time: N/A
Street(s) to be Closed for Event Setup: NA

Event Start: Date: 08/01/2019 Time: 7:00 PM
Street Closure for Event Start: Date: Time: N/A
Street(s) to be Closed for Event Start: N/A
Run, Walk, Parade Start Time: N/A
Daily Event Hours: EVERY THURSDAY IN THE SUMMER
7-9 PM

Event End: Date: 08/01/2019 Time: 9:00 PM
Street Reopens after Event End: Date: 08/29/2019 Time: N/A
Event Teardown: Date: 08/01/2019 Time: 9:00 PM
Street Reopens after Event Teardown: Date: 08/01/2019 Time: N/A

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
Food Cooked on-site: No Fuel(s) to be used:
Number of Item Vendors: 0 Number of Service Vendors: 0
Number of Tents/Canopies: 0 Provider and Phone: N/A
Number of Inflatables: 0 Provider and Phone: N/A
Number of Amusement Rides: 0 Provider and Phone: N/A
Use of fireworks, rockets, lasers, or other pyrotechnics: No
Provider and Phone: N/A

Security, Medical, Traffic Control, Crowd Management and Parking Plans

Security and/or Police: Contact, Email and Phone: UTICA SQUARE SECURITY 918-361-1071

Medical and/or First Aid Services: Contact, Email and Phone: N/A

Traffic Control Barricade Company: Contact, Email and Phone: N/A

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Crowd Management Fencing Company: Contact, Email and Phone: N/A

Equipment Setup: Date: Time: Equipment Pickup: Date: Time:

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): N/A

Name of Park and Location, if applicable: N/A

Drone: No

Portable Toilets: Provider and Phone: AT YOUR SERVICE 918-272-0568

Total Number of Portable Toilets: 1 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 08/01/2019 Time: 6PM

Equipment Pickup: Date: 08/02/2019 Time: 8AM

Other information: Coordinating with the WIN Special Events Office since 1st part of August.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 5

Performer/Band name and music type: Red Dirt Rangers, Doctors of Replay, Grady Nichols, Hydramatics, Stars

Sound Amplification: Yes

Start Time: 7pm

Finish Time: 9pm

Please describe the sound equipment that will be used for your event:

Standard Band Equipment and Speakers

Sound checks conducted prior to the event: Yes

Start Time: 6pm

Finish Time: 7pm

Describe hot air balloons, fire lanterns or similar devices used at event:

N/A

Describe the use of any signs, banners, decorations, or special lighting used at event:

1 Banner on the stage and approximately 5 yard signs on the property

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Removal of equipment, stage, chairs, trash, etc. is all done within 1-2 hours after the show.

Number of Trash Receptacles: 10

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: N/A

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: News Release, Website

Businesses, Other entities

Avidavit of Applicant

I certify that the information contained in this Application is true and correct to the best of my knowledge and belief. That I have read, understand, and agree to abide by the rules and regulations governing this Event. I agree to comply with all requirements of the City, County and State, and any other regulatory entity related to this Event. I agree to pay and be financially responsible for any costs and fees that may be incurred by the City of Tulsa due to the Event. I further agree to indemnify and hold harmless the City of Tulsa, and all City of Tulsa officers, employees, agents, representatives, from any claims (including cost of defending such claims) or damages that may arise from activities related to the Event. I understand that a Permit does not excuse my failure to comply with orders of law enforcement personnel, firefighters, City Event personnel, or emergency workers, and does not provide immunity from civil claims of third parties that are based upon injuries sustained at, or in conjunction with this Event.

Initials: On File

For City of Tulsa Special Events Committee Use Only

Date received: 08/08/2019 Date routed: 08/08/2019 Date for review: Email/Website

Special Events Committee Recommendation: _____ Yes No

Date routed to Mayor: _____ Mayor's Recommendation: _____ Yes No

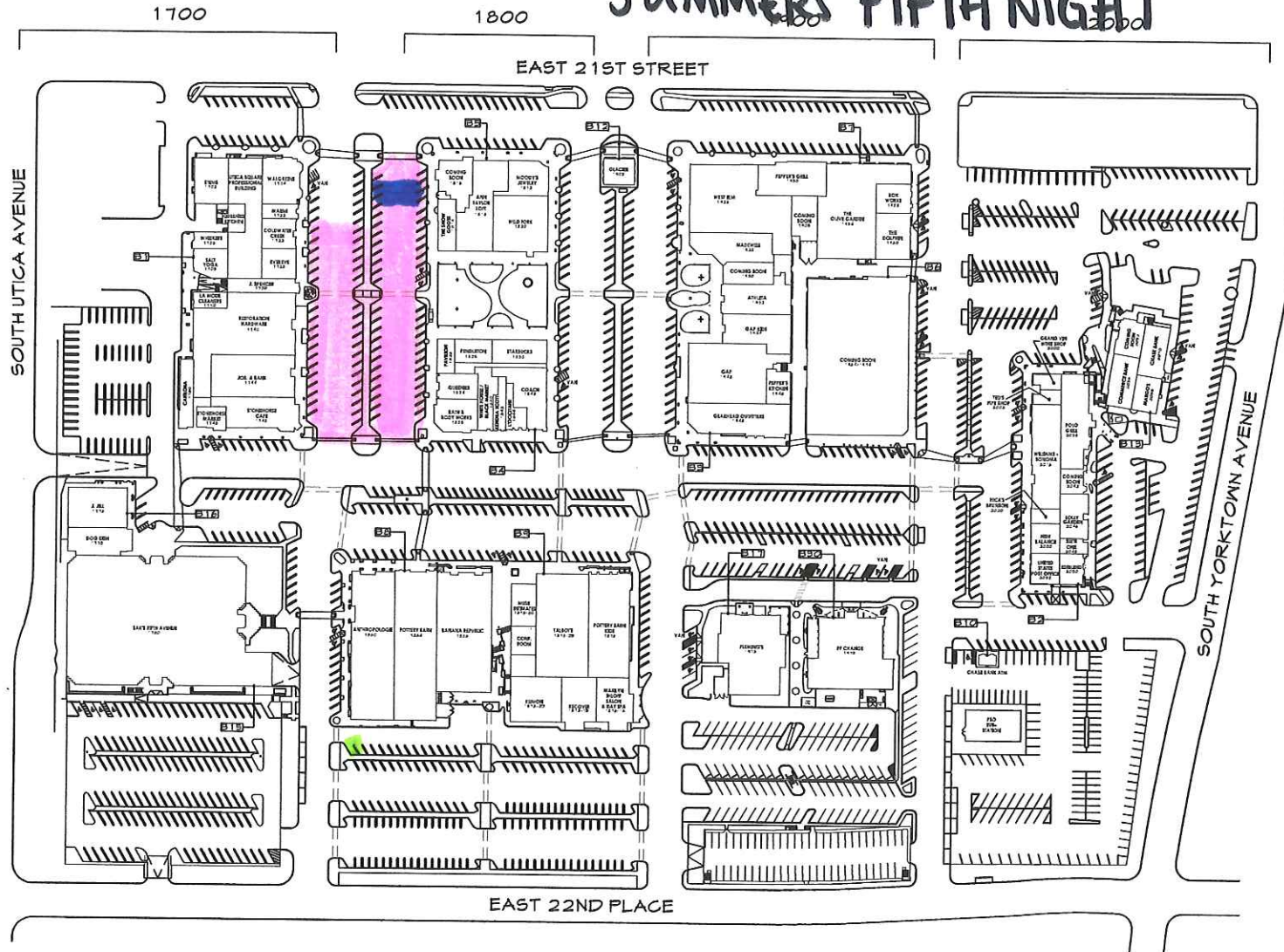
Date routed to Council: _____ City Council Approval: _____ Yes No

Date Permit Issued: _____ Comments: Form revised 08/08/2019.

- Barricaded Concert Area
- Portable Restroom Trailer + ADA Portable Toilet
- Stage

EVENT MAP

SUMMERS FIFTH NIGHT



A SITE PLAN NORTH
SCALE: N.T.S.



KKT ARCHITECTS, INC.
2200 SOUTH UTICA PLACE, SUITE 200
TULSA, OKLAHOMA 74114
[P] 918.744.4270 \ [F] 918.744.7849
WWW.KETARCHITECTS.COM
C OF A #534 EXPIRES 6/30/19

SITE PLAN

UTICA SQUARE SHOPPING CENTER

HELMERICH & PAYNE PROPERTIES

02/04/2019

SITE PLAN

SITE-1