



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Cabin Boys Brewery Anniversary Party Date(s) of Event: November 23, 2019  
Location Address: 1717 E 7TH ST S Council District(s): 4  
Event Description: Celebration on-site for our One Year Anniversary party. Plan on food trucks serving food, serving beer from licensed employees, and games. Live music and road closure. We will be selling our merchandise on the premise.

**Event Category:** Street/Block Party

**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Open Flame, Live Entertainment, Food Sales, Merchandise Sales, Street Closure

Anticipated Attendance: Total: 1000 Per Day: 1000

Anticipated Participants: Total: 0 Per Day: 0

Number of Events for Monthly Event: NA

### Host Organization, Applicant and Professional Event Organizer Information

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Host Organization: Cabin Boys Brewery Website: https://www.cabinboysbrewery.com/

Chief Officer of Host Organization: Austin McIlroy

Email and Phone: cabinboysbrewery@gmail.com 918-933-4033

Applicant Name: Austin McIlroy

Email and Phone: cabinboysbrewery@gmail.com 918-933-4033

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Austin McIlroy Mobile: 918-636-5518

Billing Contact: Cabin Boys Brewery Phone: 918-933-4033

Billing Address: 1717 E 7th St  
Tulsa OK 74104

## ***Event Timeline and Lane/Street Closure Information***

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**Event Setup:** Date: 11/23/2019 Time: 9:00am  
Street Closure for Event Setup: Date: 11/23/2019 Time: 10:00am  
Street(s) to be Closed for Event Setup: 7th St at Utica Ave one block east

**Event Start:** Date: 11/23/2019 Time: 11:00am  
Street Closure for Event Start: Date: 11/23/2019 Time: 10:00am  
Street(s) to be Closed for Event Start: 7th St at Utica Ave one block east  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 11am to Midnight

**Event End:** Date: 11/23/2019 Time: Midnight  
Street Reopens after Event End: Date: 11/24/2019 Time: 11:00am

**Event Teardown:** Date: 11/24/2019 Time: 10:00am  
Street Reopens after Event Teardown: Date: 11/24/2019 Time: 11:00am

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: High point beer sales  
Number of Food Vendors: 0  
Number of Food Trucks: 2  
Food Cooked on-site: Yes Fuel(s) to be used: Electric, Gas, Wood  
Number of Item Vendors: 0 Number of Service Vendors: 1  
Number of Tents/Canopies: 2 Tents 10'X20' Provider and Phone: ABCO  
918-583-6557  
Number of Inflatables: 1 Provider and Phone: Bounce Pro Inflatables  
918-299-2141,  
Number of Amusement Rides: 0 Provider and Phone: NA  
Use of fireworks, rockets, lasers, or other pyrotechnics: No  
Provider and Phone: NA,

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

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Security and/or Police: Contact, Email and Phone: NA

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

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems  
bholder@roadsafetraffic.com  
918-425-4550

Equipment Setup: Date: 11/23/2019 Time: 9:00am Equipment Pickup: Date: 11/25/2019 Time: 10:00AM

Crowd Management Fencing Company: Contact, Email and Phone: NA

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

Parking Type: Unpaved Lot, ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

## **Sponsor and Other Event Information**

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Event Sponsor(s): NA

Name of Park and Location, if applicable:

Drone: No

Portable Toilets: Provider and Phone: Porta-John of Tulsa  
918-836-2134

Total Number of Portable Toilets: 1 Number of ADA Accessible Portable Toilets: 0

Equipment Setup: Date: 11/22/2019 Time: 10:00am

Equipment Pickup: Date: 11/25/2019 Time: 10:00am

Other information: The inflatable company will be instructing our employees and volunteers on safety and precautions and contingency plans. We are protected under their insurance.  
We have ADA accessible restrooms inside, as well as ADA accessible front entrance doors.  
We will have marked off parking available for ADA parking in our temporary second lot in Toms landscaping.  
ID checks and wristbands for those who are 21+ stopped at entrance tent to receive wristband.

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 3

Performer/Band name and music type: Desi And Cody  
Jake Brake Band  
Velvet Music

Sound Amplification: Yes

Start Time: 1:00pm

Finish Time: 10:00am

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

Standard Band Equipment

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

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

NA

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

NA

**Mitigation of Impact**

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Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Our employees and volunteers will set up our party within premises. We will have games and two 10X20 tents erected for cover outside in our lot. Smaller games will be set up as well. The closed street will be simply for food trucks to park and serve their food there and for people to easily cross the street. There will be no additional set up outside our premises. Breakdown will consist of removing games and throwing trash in our commercial dumpster.

Number of Trash Receptacles: 8

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Other entities

**Avidavit of Applicant**

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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

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**For City of Tulsa Special Events Committee Use Only**

Date received: 11/01/2019      Date routed: 11/14/2019      Date for review: 11/20/2019

Special Events Committee Recommendation: 11/06/2019       Yes  No

Date routed to Mayor: 11/14/2019      Mayor's Recommendation: \_\_\_\_\_  Yes  No

Date routed to Council: 11/14/2019      City Council Approval: \_\_\_\_\_  Yes  No

Date Permit Issued: \_\_\_\_\_      Comments: Map attached and form revised 11/14/2019.

