



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Welltown Oktoberfest Date(s) of Event: October 23-24, 2020  
Location Address: 114 W ARCHER ST N Council District(s): 4  
Event Description: Welltown Oktoberfest is a safe celebration of Beer, Food, and Music! This is a limited occupancy outdoor festival. This will be a safe festival with COVID safety measures in place such as a cloth mask included with every ticket, socially distanced lines, sanitizing stations throughout the festival grounds, temperature checks at the door, and limited festival occupancy. A 21+ Event.  
**Event Category:** Festival/Celebration  
**Event Includes:** Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Open Flame, Live Entertainment, Food Sales, Merchandise Sales, Sidewalk Closure, Street Closure  
Anticipated Attendance: Total: 1900 Per Day: 950  
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: Welltown Brewing Website: https://www.welltownbrewing.com/  
Chief Officer of Host Organization: Jeremy Diamond  
Email and Phone: jeremy@welltownbrewing.com 918-500-2163  
Applicant Name: Allison Anderson  
Email and Phone: allison@welltownbrewing.com 918-221-8893  
Professional Event Organizer: Destiny Green  
Email and Phone: destiny@route66marathon.com 918-210-7504  
On-site Contact: Allison Andersen Mobile: 918-527-0928  
Billing Contact: Welltown Brewing Phone: 918-221-8893  
Billing Address: 114 Archer St  
Tulsa OK 74103

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

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**Event Setup:** Date: 10/23/2020 Time: 8:00 am  
Street Closure for Event Setup: Date: 10/22/2020 Time: 6:30 pm  
Street(s) to be Closed for Event Setup: Cheyenne Ave from 1st St to Archer St

**Event Start:** Date: 10/23/2020 Time: 4:00 pm  
Street Closure for Event Start: Date: 10/22/2020 Time: 6:30 pm  
Street(s) to be Closed for Event Start: Cheyenne Ave from 1st St to Archer St  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 4:00 pm - Midnight

**Event End:** Date: 10/24/2020 Time: Midnight  
Street Reopens after Event End: Date: 10/25/2020 Time: Noon  
**Event Teardown:** Date: 10/25/2020 Time: 12:01 am  
Street Reopens after Event Teardown: Date: 10/25/2020 Time: Noon

## ***Secondary Permits Required***

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Beer Sales, Alcohol Sales: High point beer sales  
Number of Food Vendors: 1  
Number of Food Trucks: 0  
Food Cooked on-site: Yes Fuel(s) to be used: Gas  
Number of Item Vendors: 0 Number of Service Vendors: 0  
Number of Tents/Canopies: 8 Provider and Phone: 7 - 20x20 tents and 1 - 10x10 tent. ABCO Rents (918) 583-6557  
Number of Inflatables: 0 Provider and Phone: NA,  
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: First Strike Solutions, Ron Owens (918) 955-2502, ron@firststrikesecuritysolutions.com

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

Traffic Control Barricade Company: Contact, Email and Phone: RoadSafe Traffic Systems, Brad Holder (918) 425-4550

Equipment Setup: Date: 10/22/2020 Time: 5:00 pm Equipment Pickup: Date: 10/26/2020 Time: 10:00 am

Crowd Management Fencing Company: Contact, Email and Phone: At Your Service (918) 272-0568, aysteam@aysrentals.com

Equipment Setup: Date: 10/22/2020 Time: 4:00 pm Equipment Pickup: Date: 10/26/2020 Time: 10:00 am

Parking Type: Street, 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): Siegi's Sausage Factory

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service (918) 272-0568, aysteam@aysrentals.com

Total Number of Portable Toilets: 6 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/22/2020 Time: 9:00 am

Equipment Pickup: Date: 10/26/2020 Time: 5:00 pm

Other information: NA

**Entertainment and Related Activities**

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Number of Stages: 1

Number of Performers/Bands: 4-5

Performer/Band name and music type: Folk / Rock. TBD - still confirming schedule

Sound Amplification: Yes

Start Time: 4:00 pm

Finish Time: 11:30 pm

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

Approx. 4 speakers and amplifiers typically used in smaller live band performances.

Sound checks conducted prior to the event: Yes

Start Time: 12:00 pm

Finish Time: 3:30 pm

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:

Event banners, signage and stringed lights will be hung outside and around tents

**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: Street cleaning and trash pick up will be on-going during both days of the event as well as a total clean immediately following the end of event each day. All trash and refuse on street and sidewalks in the area will be picked and swept up and placed in receptacles and or dumpster. Tent will remain until the following day.

Number of Trash Receptacles: 11

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Businesses

**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**

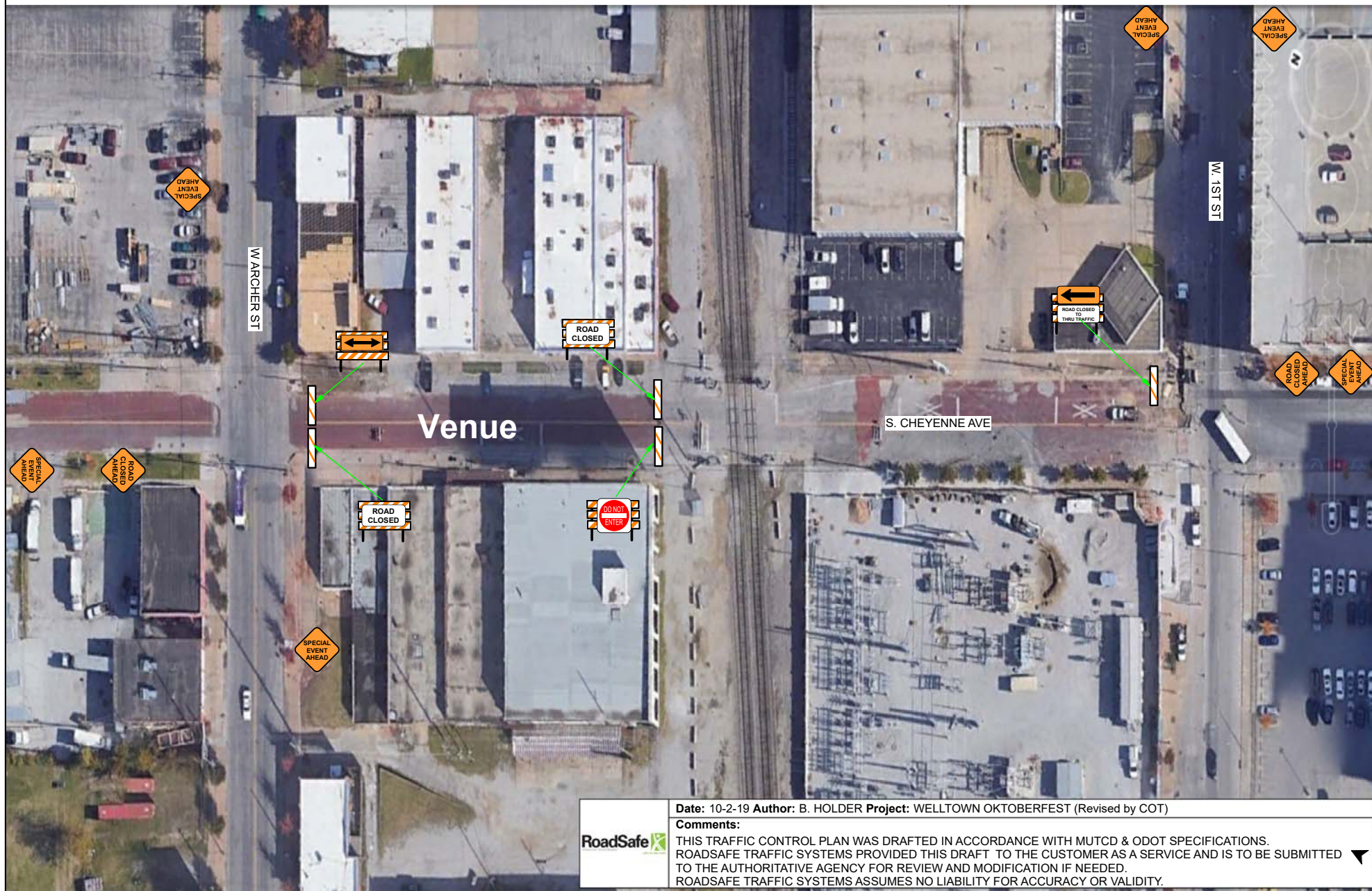
Date received: 09/10/2020      Date routed: 10/05/2020      Date for review: 10/14/2020

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 and placed on website for review  
10/03/2020.



Date: 10-2-19 Author: B. HOLDER Project: WELLTOWN OKTOBERFEST (Revised by COT)

Comments: THIS TRAFFIC CONTROL PLAN WAS DRAFTED IN ACCORDANCE WITH MUTCD & ODOT SPECIFICATIONS. ROADSFAFE TRAFFIC SYSTEMS PROVIDED THIS DRAFT TO THE CUSTOMER AS A SERVICE AND IS TO BE SUBMITTED TO THE AUTHORITATIVE AGENCY FOR REVIEW AND MODIFICATION IF NEEDED. ROADSFAFE TRAFFIC SYSTEMS ASSUMES NO LIABILITY FOR ACCURACY OR VALIDITY.



Road Closure (at 1st St)

barricade

barricade

Event exit

trash

trash

20x20  
beer  
tent

20x20  
beer  
tent

20x20  
beer  
tent

trash

porta pottys

trash

10x10  
sound  
tent

Stage

20x20  
beer  
tent

games  
area

axe  
throwing

20x20  
food  
tent

20x20  
beer  
tent

corn hole

20x20  
tent

Event entry

barricade

barricade

dumpster

Road Closure

S Cheyenne Ave

W Archer St