



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Guthrie Green April Events Date(s) of Event: April 2, 7, 14, 21, 28, 30, 2021

Location Address: 111 E RECONCILIATION WAY N Council District(s): 4

Event Description: Food Truck Wednesday, First Friday, Woody Guthrie Center Anniversary

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Amplified Sound, Generator/Electricity, Private Park, Public Right of Way, Lane Closure, Food Sales, No Parking Signage, Street Closure

Anticipated Attendance: Total: 2700 Per Day: 450

Anticipated Participants: Total: 60 Per Day: 10

Number of Events for Monthly Event: 6

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Guthrie Green Website: https://guthriegreen.com/

Chief Officer of Host Organization: Derek Combs

Email and Phone: derek@guthriegreen.com 918-671-9317

Applicant Name: Derek Combs

Email and Phone: derek@guthriegreen.com 918-671-9317

Professional Event Organizer: Same

Email and Phone:

On-site Contact: Derek Combs Mobile: 918-671-9317

Billing Contact: Guthrie Green Phone: 918-671-9317

Billing Address: 111 E Reconciliation Way
Tulsa OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 04/02/2021 Time: 8 am
Street Closure for Event Setup: Date: 04/02/2021 Time: 3 pm
Street(s) to be Closed for Event Setup: See Schedule

Event Start: Date: 04/02/2021 Time: 6 pm
Street Closure for Event Start: Date: 04/02/2021 Time: 3 pm
Street(s) to be Closed for Event Start: See Schedule
Run, Walk, Parade Start Time: NA
Daily Event Hours: See Schedule

Event End: Date: 04/30/2021 Time: 6 pm
Street Reopens after Event End: Date: 04/30/2021 Time: 6 pm

Event Teardown: Date: 04/30/2021 Time: 6 pm
Street Reopens after Event Teardown: Date: 04/30/2021 Time: 6 pm

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 6
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: NA
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

Security and/or Police: Contact, Email and Phone: Owl Nite (918) 793-7003

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

Traffic Control Barricade Company: Contact, Email and Phone: Owned by Guthrie Green

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

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

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

Parking Type: Parking Garage, Street, ADA parking available

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): GGP Parks

Name of Park and Location, if applicable: Guthrie Green

Drone: No

Portable Toilets: Provider and Phone: NA

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

Equipment Setup: Date: Time:

Equipment Pickup: Date: Time:

Other information: 6 Food Trucks per Wednesday

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 0

Performer/Band name and music type: Playback through phone

Sound Amplification: Yes

Start Time: Varies

Finish Time: Varies

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

Varies

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

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Janitorial/dumpster onsite

Number of Trash Receptacles: 12

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:

Business Association

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: 02/16/2021 Date routed: 03/09/2021 Date for review: 03/24/2021

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: Fees paid 03/08/2021. Form revised 03/09/2021. A permit will not be issued until all requested/required documents are uploaded into the system portal.

W Easton St

N Boulder Ave

N Main St

N Boston Ave

Date: Fridays 2019 **Project:** First Friday
Comments:
 Road Closure | 7 a.m. to Midnight
 First Friday Hours | 5 to 11 p.m.
 Parking Lanes not Shown | Drawing not to Scale
 COT assumes no liability for accuracy or validity



P

Event Field

P

Entrance

Exit

P

Oklahoma's Own™
GRIFFIN COMMUNICATIONS

P

M L King Jr Blvd

P

**Public Parking @ the
Parking Garage located @
1st Street & Main Street.**

P

N Detroit Ave

W Cameron St

CLUB 209
-THE ARTS BAR-

Alley

HUNT CLUB
EST. 1906

VANGUARD
Sutton Weston Shop

CHIMERA

THE TAVERN

Alley

CAZ'S

SPECIAL EVENT AHEAD

Guthrie Green
THE BRUSH LAWN

ROAD CLOSED

SPECIAL EVENT AHEAD

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ROAD CLOSED AHEAD

SPECIAL EVENT AHEAD

ONE WAY

E Cameron St

W Reconciliation Way

N Boulder Ave

N Main St

N Boston Ave

Julio Tomasco's
Mexicali
BORDER CAFE

P

46

Bench Park

SPECIAL EVENT AHEAD

FAIRFIELD
INN & SUITES
Marriott

ROAD CLOSED AHEAD

SPECIAL EVENT AHEAD

ROAD CLOSED

ROAD CLOSED

P

SPECIAL EVENT AHEAD

M L King Jr Blvd

P

N Detroit Ave

E Archer St

E Archer St

W Easton St

N Boulder Ave

N Main St

N Boston Ave

Date: Wednesdays 2019 **Project:** Food Truck Wednesdays

Comments:
 Lane Closure | 7 a.m. to 3 p.m.
 Event Hours | 11 a.m. to 1 p.m.
 Parking Lanes not Shown | Drawing not to Scale
 COT assumes no liability for accuracy or validity



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Event Field

P

Entrance

Exit

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GRIFFIN COMMUNICATIONS

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M L King Jr Blvd

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**Public Parking @ the
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N Detroit Ave

W Cameron St

CLUB 209
-THE ARTS BAR-

Alley

VANGUARD
Butcher, Sausage Shop

Alley

Guthrie Green
THE BENCH LAWN

Reserved Parking

Reserved Parking

P

E Cameron St

W Reconciliation Way

N Boulder Ave

N Main St

N Boston Ave

Mexicali
BORDER CAFE

P

46

Bench Park

SPECIAL EVENT AHEAD

WOODY GUTHRIE
CENTER | TULSA, OK

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M L King Jr Blvd

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E Reconciliation Way

E Archer St

E Archer St

N Detroit Ave

Guthrie Green Events - April 2021							
Separate Permits						Blue	
Road Closure						Green	
Date	Event Time	Name of Event	Estimated Attendance	Street Closed	Street Open	Closure Location	Event Description
4/2/2021	6pm-9pm	First Friday	400	3:00PM	10:00PM	Closing Reconciliation Way between Boston and MLK/ Parking on West side of MLK Jr Blvd / Parking on North side of Reconciliation Way/ 4 spots on East side of Boston Ave./3 parallel spots on Cameron Ave.	Amplified Music and Possible Vendors
4/5/2021	5:30pm-7pm	Fitness on the Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/7/2021	5:30pm-7pm	Fitness on the Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/7/2021	11am-2pm	Food Truck Wednesday	400	7:00AM	3:00PM	Parking on West side of MLK Jr Blvd / Parking on North side of Reconciliation Way/ 4 spots on East side of Boston Ave./3 parallel spots on Cameron Ave.	Food Trucks & Light Amplified Music
4/12/2021	5:30pm-7pm	Fitness On The Green: Yoga	75	n/a	n/a	n/a	Amplified sound

4/14/2021	5:30pm-7pm	Fitness On The Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/14/2021	11am-2pm	Food Truck Wednesday	400	7:00AM	3:00PM	Parking on West side of MLK Jr Blvd / Parking on North side of Reconciliation Way/ 4 spots on East side of Boston Ave./3 parallel spots on Cameron Ave.	Food Trucks & Light Amplified Music
4/19/2021	5:30pm-7pm	Fitness On The Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/21/2021	5:30pm-7pm	Fitness On The Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/21/2021	11am-2pm	Food Truck Wednesday	400	7:00AM	3:00PM	Parking on West side of MLK Jr Blvd / Parking on North side of Reconciliation Way/ 4 spots on East side of Boston Ave./3 parallel spots on Cameron Ave.	Food Trucks & Light Amplified Music

4/26/2021	5:30pm-7pm	Fitness On The Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/28/2021	5:30pm-7pm	Fitness On The Green: Yoga	75	n/a	n/a	n/a	Amplified sound
4/28/2021	11am-2pm	Food Truck Wednesday	400	7:00AM	3:00PM	Parking on west side of MLK Jr Blvd / Parking on North side of Reconciliation Way/ 4 spots on East side of Boston Ave./3 parallel spots on Cameron Ave	Food Trucks & Light Amplified Music
4/30/2021	11am-6pm	Woody Guthrie Center Anniversary	450	n/a	n/a	Parking on North side of Reconciliation Way/ One spot on West MLK Blvd	Amplified Sound and Possible Vendors