



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Cohlmia's Spring Fest

Date(s) of Event: April 23, 2022

Location Address: 1502 South Cincinnati Place Cincinnati Place PL Council District(s): 4

Event Description: Cohlmia's is celebrating Spring plant arrivals with a food truck, local vendors, and a musician in their parking lot and street in front of parking lot.

Event Category: Festival/Celebration

Event Includes: Public Right of Way, Live Entertainment, Merchandise Sales, Private Property, Street Closure

Anticipated Attendance: Total: 500

Per Day: 500

Anticipated Participants: Total: 500

Per Day: 500

Number of Events for Monthly Event: NA

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Cohlmia's the Plant Place

Website: www.cohlmia.com

Chief Officer of Host Organization: Victor Goetz

Email and Phone: victor@cohlmiias.com 918-582-5572

Applicant Name: Cohlmia's "The Plant Place" - Kirbi Taussig

Email and Phone: kirbi@cohlmiias.com 918-592-5572

Professional Event Organizer: NA

Email and Phone:

On-site Contact: Kirbi Taussig

Mobile: 918-630-9221

Billing Contact: Cohlmia's "The Plant Place"

Phone: 918-592-5572

Billing Address: 1502 S CINCINNATI PL E Tulsa
Tulsa OK 74119

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 04/23/2022 Time: 7:00 a.m.
Street Closure for Event Setup: Date: 04/23/2022 Time: 7:00 a.m.
Street(s) to be Closed for Event Setup: S Cincinnati Place between 15th St and 16th St

Event Start: Date: 04/23/2022 Time: 10 a.m.
Street Closure for Event Start: Date: 04/23/2022 Time: 7:00 a.m.
Street(s) to be Closed for Event Start: S Cincinnati Place between 15th St and 16th St
Run, Walk, Parade Start Time: NA
Daily Event Hours: 10 a.m. - 4.00 p.m.

Event End: Date: 04/23/2022 Time: 4:00 p.m.
Street Reopens after Event End: Date: 04/23/2022 Time: 6:30 p.m.
Event Teardown: Date: 04/23/2022 Time: 4:30 p.m.
Street Reopens after Event Teardown: Date: 04/23/2022 Time: 6:30 p.m.

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 4
Number of Food Trucks: 1
Food Cooked on-site: Yes Fuel(s) to be used: Electric
Number of Item Vendors: 36 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: NA

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

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

Equipment Setup: Date: 04/22/2022 Time: 2 pm Equipment Pickup: Date: 04/23/2022 Time: 7 pm

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

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

Parking Type: Street, Unpaved Lot, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): Cohlmi's the Plant Place

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: Porta John of Tulsa (918) 836-8657

Total Number of Portable Toilets: 4 Number of ADA Accessible Portable Toilets: 4

Equipment Setup: Date: 04/22/2022 Time: 5:00 p.m.

Equipment Pickup: Date: 04/25/2022 Time: 9:00 a.m.

Other information: There are two toilets located inside Cohlmi's the plant place as well.
There is no other business or residence on this street it is just used for Cohlmi's traffic. There is a house that is on 16th St and we have their signature stating that they support our festival.

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: Single performer with a guitar and their own equipment.

Sound Amplification: No

Start Time:

Finish Time:

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

Singer's own sound equipment for one man band.

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:

We will have flags for directing , signs for entrances and exits, and that's it.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Cohlmia's Employees will be cleaning up the after math with vendors.

Number of Trash Receptacles: 6

Number of Dumpsters: 1

Number of Recycling Containers: 2

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to:

Residents, Businesses

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 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: 02/08/2022 Date routed: 04/11/2022 Date for review: 04/20/2022

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 04/11/2022.

