



# City of Tulsa

## SPECIAL EVENT PERMIT APPLICATION

### Summary of Event

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Name of Event: Cohlmia's Spring FestDate(s) of Event: April 29, 2023Location Address: Start: E 15th St and S Cincinnati Pl  
End: E 15th St and S Cincinnati PlCouncil District(s): 4Event Description: Celebrating spring arrivals with local vendors, music and food.**Event Category:** Festival/Celebration**Event Includes:** Food Sales, Merchandise Sales, No Parking Signage, Private PropertyAnticipated Attendance: Total: 700Per Day: 700Anticipated Participants: Total: 700Per Day: 700Number of Events for Monthly Event: No

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

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Host Organization: Cohlmia's "The Plant Place"Website: https://www.cohlmia.com/Chief Officer of Host Organization: Victor GoetzEmail and Phone: victor@calverts.com 918-582-5572Applicant Name: Kirbi TaussigEmail and Phone: kirbi@cohlmiias.com 918-592-5572

Professional Event Organizer:

Email and Phone:

On-site Contact: Kirbi TaussigMobile: 918-630-9221Billing Contact: Cohlmia's "The Plant Place"Phone: 918-592-5572Billing Address: 1502 S CINCINNATI PL E  
Tulsa, OK 74119

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

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**Event Setup:** Date: 04/29/2023 Time: 7:00 a.m.  
Street Closure for Event Setup: Date: Time:  
Street(s) to be Closed for Event Setup: NA

**Event Start:** Date: 04/29/2023 Time: 10:00 a.m.  
Street Closure for Event Start: Date: Time:  
Street(s) to be Closed for Event Start: NA  
Run, Walk, Parade Start Time: NA  
Daily Event Hours: 10:00 a.m. - 4:00 p.m.

**Event End:** Date: 04/29/2023 Time: 4:00 p.m.  
Street Reopens after Event End: Date: Time:

**Event Teardown:** Date: 04/29/2023 Time: 4:30 p.m.  
Street Reopens after Event Teardown: Date: Time:

## ***Secondary Permits Required***

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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: 35 Number of Service Vendors: 0  
Number & Sizes of Tents: 0 Provider and Phone: NA  
Number of Inflatables: No 0 Provider and Phone: NA  
Number of Amusement Rides: No 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: No Contact, Email and Phone: NA

Medical and/or First Aid Services: No Contact, Email and Phone: NA

Traffic Control Barricade Company: No Contact, Email and Phone: NA

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Crowd Management Fencing Company: No Contact, Email and Phone: NA

Equipment Setup: Date: \_\_\_\_\_ Time: \_\_\_\_\_ Equipment Pickup: Date: \_\_\_\_\_ Time: \_\_\_\_\_

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): No sponsors

Park: No Name of Park and Location: NA

Drone: No

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

Total Number of Portable Toilets: 2 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 04/28/2023 Time: 5:00 p.m.

Equipment Pickup: Date: 05/01/2023 Time: 9:00 a.m.

Other Event Information: NA

**Entertainment and Related Activities**

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Number of Stages: 0

Number of Performers/Bands: 1

Performer/Band name and music type: Liz Zotta

Sound Amplification: No

Start Time:

Finish Time:

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

One speaker, guitar, and microphone inside shop

Sound checks conducted prior to the event: No

Start Time:

Finish Time:

Hot air balloons, fire lanterns or similar devices used at event: No Describe:

NA

Use of any signs, banners, decorations, or special lighting used at event: Yes Describe:

Flags tied to fence and parking signs

**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: Cohlmia's crew will clean up festival.

Number of Trash Receptacles: 6

Number of Dumpsters: 1

Number of Recycling Containers: 2

Cleanup Service: No Provider and Phone: NA

Presented Event Concept to:

Businesses

**Affidavit 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: 04/13/2023      Date routed: 04/19/2023      Date for review: 04/26/2023

Special Events Committee Recommendation: Meeting Review      Yes  No  04/19/2023

Date routed to Mayor: \_\_\_\_\_      Mayor's Recommendation: Yes  No  \_\_\_\_\_

Date routed to Council: \_\_\_\_\_      City Council Approval: Yes  No  \_\_\_\_\_

Date Permit Issued: \_\_\_\_\_      Comments: Application revised and complete 04/19/2023.

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S Cincinnati Pl

Customer parking

S Cincinnati Pl

10 vendors in parking lot

Tables

7 vendors

Food truck

Porta- johns x2

19 vendors in store



ahoma  
Electrical Supply

a's the Plant Place  
Recently viewed

Vendor parking