



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Black Wall Street Nation Festival Date(s) of Event: September 25-27, 2026

Location Address: Start: 400 E John Hope Franklin Blvd
End: 400 E John Hope Franklin Blvd Council District(s): 1

Event Description: BWSN takes the spirit of Black Wall Street — bold, industrious, community-owned — and uses music as the front door to an industry being built right now in Tulsa, with pathways that convert culture into careers, not just moments.

Music fest, film summit, and Entrepreneurial programming

Event Category: Street, Lane, or Sidewalk Closure

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, No Parking Signage, Private Property

Anticipated Attendance: Total: 4000 Per Day: 1300

Anticipated Participants: Total: 4000 Per Day: 1300

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: UNIVERSITY OF TULSA Website: <https://utulsa.edu/>

Chief Officer of Host Organization: UNIVERSITY OF TULSA

Email and Phone: 918-625-8431

Applicant Name: Megan Lipps

Email and Phone: megan@blackwallstreetnation.us 570-903-4901

Professional Event Organizer:

Email and Phone:

On-site Contact: Jordan Williams Mobile: 816-912-9862

Billing Contact: Megan Lipps Phone: 570-903-4901

Billing Address: 3052 Edgemont ST
Philadelphia, PA 19134

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>09/24/2026</u>	Time: <u>8am</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>N/A - Parking Lots</u>	
Event Start:	Date: <u>09/25/2026</u>	Time: <u>9am</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>N/A - Parking Lots</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>Friday: 9am-10pm</u> <u>Saturday: 9am-10pm</u> <u>Sunday: 9am-5pm</u>	
Event End:	Date: <u>09/27/2026</u>	Time: <u>5pm</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: <u>09/27/2026</u>	Time: <u>6pm-11pm</u>
Street Reopens after Event Teardown:	Date:	Time:

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Alcohol (Spirits) Sales, Beer Sales</u>	
Number of Food Vendors:	<u>6</u>	
Number of Food Trucks:	<u>6</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>30</u>	Number of Service Vendors: <u>0</u>
Number & Sizes of Tents:	<u>Total of 25 tents (a mix of 10x10 and 20x20)</u>	Provider and Phone: <u>Party Pro Rents, Dana Barnes, 918-622-8102. Note: Tents not spaced according to TFD guidelines (i.e., 12 feet separation between every 400 square feet of tent) require a Tent Permit. For example, 10x10 or 10X20 tents not separated by 12 feet are considered as a group. More than 4-10x10 tents or 2-10x20 tents in a group require a Tent Permit. Each group of tents not separated by 12 feet requires a Tent Permit. 20x20 tents (400 sf) not separated by 12 feet require a Tent Permit. Any tent or group of tents over 400 sf require a Tent Permit. If a Tent Permit is required, upload it to the portal.</u>
Number of Inflatables:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Number of Amusement Rides:	<u>No</u> <u>0</u>	Provider and Phone: <u>NA</u>
Use of fireworks, rockets, lasers, or other pyrotechnics:	<u>Yes</u>	
Provider and Phone:	<u>Any lighting or lasers provided by Omni Lighting, Kevin, 918-639-8052</u>	

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

Security and/or Police: Yes Contact, Email and Phone: GT Security, Gary Thomas, gtsecurity@msn.com

Medical and/or First Aid Services: Yes Contact, Email and Phone: EMSA Medical Standby: 918-596-3100

Traffic Control Barricade Company: No Contact, Email and Phone: N/A

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

Crowd Management Fencing Company: No Contact, Email and Phone: See Omni and GT Security and Tulsa OSU

Equipment Setup: Date: 09/24/2026 Time: 8am Equipment Pickup: Date: 09/27/2026 Time: 8pm

Parking Type: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: N/A

Sponsor and Other Event Information

Event Sponsor(s): American Red Cross, Equity Bank,

Park: No Name of Park and Location: N/A

Drone: No

Portable Toilets: Yes Provider and Phone: See Omni Lighting

Total Number of Portable Toilets: 6 Number of ADA Accessible Portable Toilets: 2

Equipment Setup: Date: 09/24/2026 Time: 8am

Equipment Pickup: Date: 09/27/2026 Time: 8pm

Other Event Information: See attachment(s). Due to weather, road construction or unforeseen circumstances, the timelines for activities and closures (including relocation, if necessary) are subject to change.

Entertainment and Related Activities

Number of Stages: 3

Number of Performers/Bands: 12

Performer/Band name and music type: TBD

Sound Amplification: Yes

Start Time: 6pm Friday Finish Time: 5pm Sunday

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

Professional audio system package

Sound checks conducted prior to the event: Yes

Start Time: 7am day of Finish Time: 9am day of

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

N/A

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

Branding logo vinyl, Way-finding signage on ROW.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Trash and recycling to be collected w internal team of volunteers Sunday at 7pm.

Number of Trash Receptacles: 10

Number of Dumpsters: 2

Number of Recycling Containers: 10

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Schools, Places of Worship

If not presented, please explain:

N/A

Affidavit 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: 08/30/2026 Date routed: 09/05/2026 Date for review: 09/23/2026

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: SEC meeting 09/23/2026.

Application revised 09/05/2026.

Event Operating Model

This is a high level breakdown of the 3 day event.

FRIDAY

9:00 AM – 10:00 PM

9:00 AM – 5:00 PM

Daytime programming: film screenings, Pathways programming, scheduled panel discussions located in the north hall. Food & Beverage, Marketplace, Activations, VIP, supporting event services

5:00 PM

Transition to evening live-music program located on lot c.

5:00 PM – 10:00 PM

Main Stage — outdoor guest experience: Audience Area, Food & Beverage, Marketplace, Activations, VIP, supporting event services

We will have guest that will cross the street from north to south of the campus.

SATURDAY

9:00 AM – 10:00 PM

9:00 AM – 5:00 PM

Daytime programming: film screenings, Pathways, panel discussions located in the north hall. Food & Beverage, Marketplace, Activations, VIP, supporting event services

1:00 PM – 10:00 PM

Main Stage — live entertainment located on lot c.

1:00 – 5:00 PM

Operational overlap: indoor daytime programming runs simultaneously with outdoor Main Stage

We would have guest that will cross the street from north to south campus beginning at 12pm. Everyone else will enter on the north side before then.

SUNDAY

12:00 PM – 5:00 PM

12:00 PM – 5:00 PM

Main Stage — outdoor live music experience located on lot c.

No Pathways programming or screenings scheduled

We will have guest that will cross the street from north to south of the campus.

Purpose, Scope & Site Overview

This Traffic Control Plan (TCP) establishes vehicle circulation, pedestrian circulation, parking access, and emergency/production access procedures for the BWSN Festival on the OSU-Tulsa / Greenwood District campus.

It covers the public street frontage on E John Hope Franklin Blvd and N Greenwood Ave, all on-site vehicle lanes, and the guest/VIP parking lots (Lots B, D, E). Read alongside the Security Staffing Plan (Green Dot / Red Dot posts) and Medical Plan.

Bounding streets	E John Hope Franklin Blvd (north); N Greenwood Ave (east)
Perimeter	~1,152 ft fencing, sandbag-anchored, wind screen
Guest parking	Lot E (VIP), Lot D (GA), Lot B (GA)
Guest checkpoints	North Check-In, South Check-In
Backstage credential	Cred Check-In
Production/E-lane	Side street near in between lot D and Courtyard→ Backstage/Main Stage
Security	30 unarmed (Green Dot) + 16 armed (Red Dot)
Police staging	2 locations (near Lot E, near Lot B)
Medical	Ext: ambulance + fire; Int: EMT + stretcher

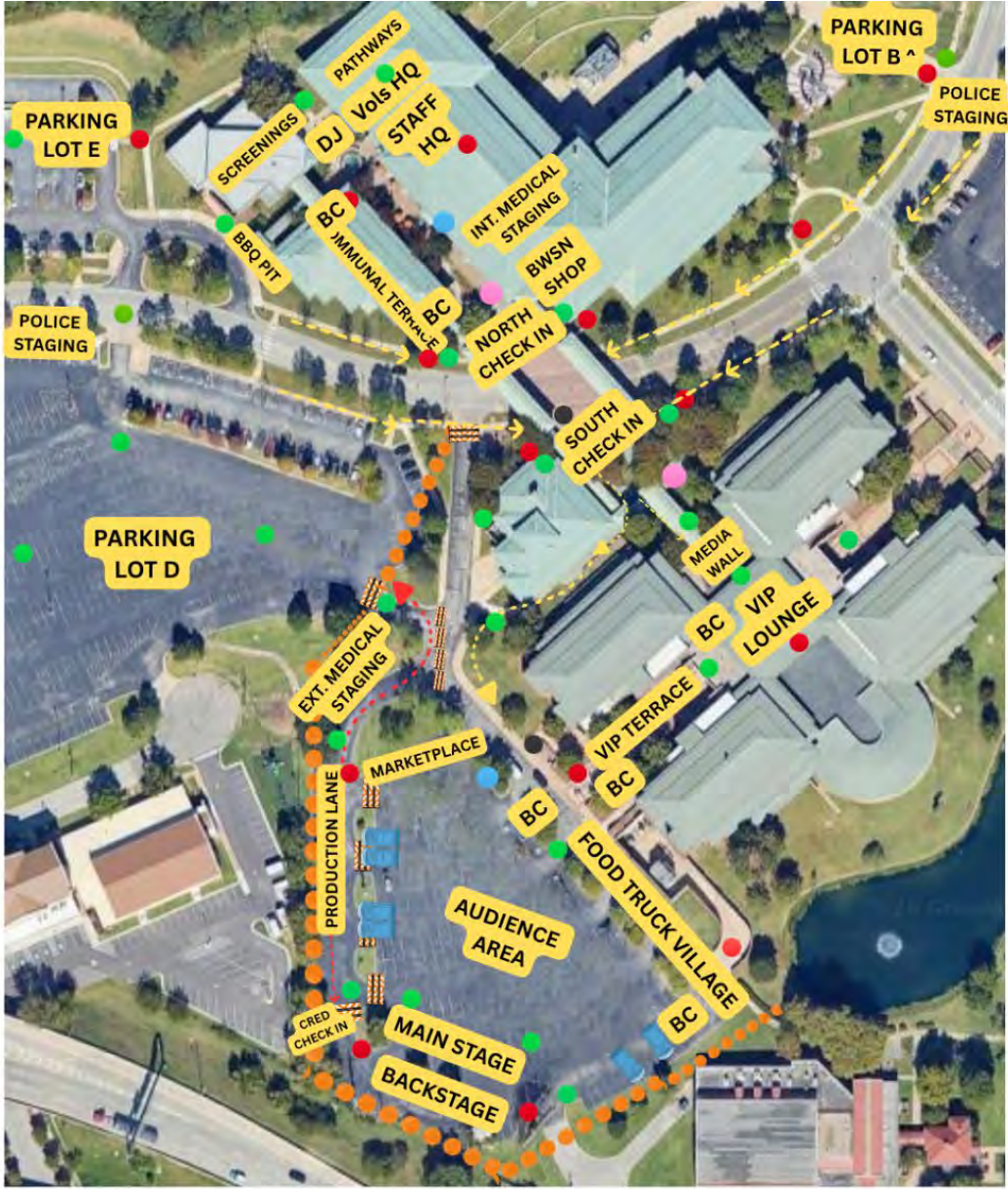
SECTION 3

BWSN FOOTPRINT | LEGEND

- **Audience Area** — General Guest Viewing Area; First Come, First Served. No Reserved VIP Seating.
- **Backstage** - Has two 20 ft trailers includes hvac for production crew + talent holding
- **BBQ Pit** — Only food Vendor located on Communal Terrace
- **BC**- We have 6 beverage carts with umbrella and they serve juice, water, soda with one attendant
- **Black dot**- 2 large photo installations with BWSN branding and will be a photo moment for consumers
- **Blue Box** — 8 Portable Restroom, 6 Hand Wash Stations , 2 ADA Restroom
- **Blue Dot** — Water Station
- **BOH** — Back of House for stage crew, approved staff and talent
- **BWSN Shop** — Merchandise being sold by BWSN for consumers
- **Communal Terrace** — Open to VIP & GA
- **Cred Check-In** — Credential check for Backstage Access
- **North / South Check-In** — Security Screening & Credential pick up and guest will need creds on at all time to access event grounds that follow as welcome desk for people to get any questions answered
- **DJ** — Entertainment for the area
- **Food Truck Village** — Up to 6 Food Trucks
- **Green Dot** — 30 Unarmed Security | Crowd & Parking Control
- **Marketplace** — Up to 10 Vendors
- **Main Stage** - A mobile stage 24x20 SL 100 with sound
- **Media Wall** — Step & Repeat / Red Carpet Experience
- **Medical Staging EXT:** Ambulance + Fire Truck located on the exterior of grounds
- **Medical Staging INT:** EMT + Stretcher Crew located in the interior of grounds
- **Orange Dot** — 1,152 ft of fencing around area anchored by sand bags and covered with wind screen
- **Pathways** — Rooms Being utilized for the film, music, beauty and sports panel discussion both on friday and saturday
- **Parking**- Lot e is VIP, Lot D and Lot B anyone can park
- **Pink Dot** — 2 to 3 Family style game activations such as spades, putt putt
- **Police Staging** — Police Presence & Site Safety
- **Red Arrow Path** — Production Entry / Exit Lane for Talent & Emergency Access, must remain open at all times
- **Red Dot** — 16 Armed Security or Officer
- **Screenings** — Auditorium
- **VIP Terrace**- Dedicated high boy tables with large led screen for viewing and is set up for socializing and mingling
- **VIP Lounge** — Dedicated VIP Communal Spaces, sectioned off by pipe and drape with a lounge furniture, stage and tables and chairs along with key signage and place for people to eat and mingle
- **VOLS HQ** — Volunteer Headquarters
- **Yellow Arrow Path** — Guest Entry / Exit Pathways are all ADA compliant as well

GUEST PARKING DAILY ACCESS

Friday	Saturday	Sunday
• Parking Lot C • Parking Lot E • Parking Lot D available after 5:00 PM	• Parking Lot C • Parking Lot E • Parking Lot B	• Parking Lot C • Parking Lot E • Parking Lot B • Parking Lot D



Vehicle Circulation Plan

4.1 Production / Emergency Lane

- Runs from the side street off John Hope load-in gate through Ext. Medical Staging & Production Lane to Backstage/Main Stage.
- Sole route for talent, production, and emergency vehicles — must stay clear at all times.
- No guest, vendor stock, or general parking traffic permitted.
- Green Dot posted at the Greenwood Ave gate to control entry.
- Confirm lane width for ambulance/fire turning radius with Tulsa Fire Dept.

4.2 Guest Drop-Off / Rideshare

- Outside of parking lot D or lot A
- Lot D is closer to north entrance
- Lot A is closer to south entrance
- Staff with a Green Dot post to manage curb turnover.

4.3 Vendor & Delivery Access

- Food Truck Village (up to 6 trucks), Marketplace (up to 10 vendors), 1 trailer, 1 RV and Portable Restroom load in on Friday between 9a 4p
- Route via E John Hope pre-published window (e.g., before gates open), under escort on the production lane.

Parking & Guest Lot Access

Day	Lots Open to Guests	Notes
Friday	Lot C, Lot E	Lot D available after 5:00 PM
Saturday	Lot C, Lot E, Lot B	—
Sunday	Lot C, Lot E, Lot B, Lot D	All guest lots open

Green Dot security (30 unarmed) directs parking & crowd flow across all open lots.

Lot Reference

Lot E — VIP

Lot D — Open (any guest)

Lot B — Open (any guest)

Lot C — Audience/ Stage

Pedestrian Circulation Plan

Guest entry/exit follows the Yellow Arrow Path from each open parking lot to North or South Check-In, where security screening and credential pickup occur. All guest pathways are ADA compliant.



Lot E & Lot B — Route toward North Check-In via the west pathway.



Lot D — Route toward South Check-In / VIP Terrace via the east pathway.



Fence separation — Guest pathways are kept physically separated from the production/emergency lane by the perimeter fence line at crossing points.



Crossing points — Any point where a pedestrian route crosses the production lane or a street-closure zone is staffed with a Green Dot flagger.

Control Points & Staffing

Control Point	Function	Suggested Coverage
North Check-In	Security screening & credential pickup / guest questions	Green Dot + screening equipment
South Check-In	Security screening & credential pickup / guest questions	Green Dot + screening equipment
Cred Check-In	Credential check for backstage access	Red Dot (armed) recommended
Police Staging (x2)	Police presence & site safety — near Lot E and near Lot B/NE corner	TPD-assigned officers
Ext. Medical Staging	Ambulance + fire truck, exterior perimeter	Coordinate apparatus access via production lane
Int. Medical Staging	EMT + stretcher crew, interior of grounds	Confirm interior travel path to nearest gate
E John Hope BLVD side street Load-In Gate	Production/vendor/emergency vehicle entry	Green Dot + credential/manifest check

Total security per legend: 30 unarmed (Green Dot, crowd & parking) + 16 armed (Red Dot). Confirm post-by-post assignment against the control points above with the security lead.

Signage & Barricade Plan

1

Perimeter: ~1,152 ft fencing, sandbag-anchored with wind screen — the inner security perimeter, not a traffic barricade.

2

Type II or III traffic barricades per City of Tulsa spec, reflective and lit for evening hours. This should be set up on the side street off E John Hope or we have police patrol car. .

3

Advance warning signage (“SPECIAL EVENT AHEAD”) placed per MUTCD guidance at the nearest upstream intersections on both streets.

4

Wayfinding signage at each parking lot directing guests to North or South Check-In. Including yard signs at entrance before parking lots directing guest to lots.

5

“NO ENTRY — PRODUCTION/EMERGENCY LANE ONLY” signage at both ends of the red arrow path.

Emergency Access & Egress

The production/emergency lane (Section 4.1) doubles as the primary emergency vehicle route into the grounds and must remain clear at all times — this is a hard requirement from the site legend.

Ext. Medical Staging (ambulance + fire truck) sits at the E John Hope BLVD side street for fastest exterior response; Int. Medical Staging (EMT + stretcher) covers the interior.



We are using the same function of the lane as it's original intent in legacy mode. The same turning radius and clearance that is used by the campus is what we are following.



The secondary emergency egress route is located within parking lot D, an exit from parking lot C leading to N Elgin Ave. This same egress route can serve as ingress.



Police Staging locations are located at the entrance lots, providing unobstructed path to both check-in points and the audience area.

SECTION 10

Site Diagram

- **Blue Box** — 8 Portable Restroom, 6 Hand Wash Stations , 2 ADA Restroom
- **Blue Dot** — Water Station
- **North / South Check-In** — Security Screening & Credential pick up and guest will need creds on at all time to access event grounds that follow as welcome desk for people to get any questions answered
- **Green Dot** — 30 Unarmed Security | Crowd & Parking Control
- **Medical Staging EXT:** Ambulance + Fire Truck located on the exterior of grounds
- **Orange Dot** — 1,152 ft of fencing around area anchored by sand bags and covered with wind screen
- **Pathways** — Rooms Being utilized for the film, music, beauty and sports panel discussion both on friday and saturday
- **Parking-** Lot e is VIP, Lot D and Lot B anyone can park
- **Police Staging** — Police Presence & Site Safety
- **Production Lane** - Allows for emergencies and talent/ stage crew to gain access via a golf cart
- **Red Arrow Path** — Production Entry / Exit Lane for Talent & Emergency Access, must remain open at all times
- **Red Dot** — 16 Armed Security or Officer
- **Yellow Arrow Path** — Guest Entry / Exit Pathways are all ADA compliant as well
- **Barricades**- Need type 2 or 3 from city to block the entry of cars as this is the production lane

