



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: ONPN Native Plant FestDate(s) of Event: Saturday, October 3, 2026Location Address: Start: 2113 E Admiral Blvd
End: 2113 E Admiral BlvdCouncil District(s): 1

Event Description: ONPN is hosting a festival exhibiting native plant nurseries, landscapers, designers, conservation and education non-profits and organizations, and local artists at Heirloom Rustic Ales. The purpose to provide a one-stop shop for purchasing native plants as well as provide education and public engagement regarding conservation and sustainable practices.

Event Category: Farmers/Outdoor MarketEvent Includes: Tent/Canopy, Private PropertyAnticipated Attendance: Total: 300Per Day: 300Anticipated Participants: Total: 300Per Day: 300Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Apex Companies, LLCWebsite: <https://apexcos.com/>Chief Officer of Host Organization: Gianna SpearEmail and Phone: Giannabarolin@gmail.com 918-264-4220Applicant Name: Gianna SpearEmail and Phone: Giannabarolin@gmail.com 918-264-4220

Professional Event Organizer:

Email and Phone:

On-site Contact: Gianna SpearMobile: 918-232-8867Billing Contact: Apex Companies, LLCPhone: 918-264-4220Billing Address: 4429 E 13TH PL S
Tulsa, OK 74112

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>10/03/2026</u>	Time: <u>9:30am</u>
Street Closure for Event Setup:	Date:	Time:
Street(s) to be Closed for Event Setup:	<u>N/A - Private Property</u>	
Event Start:	Date: <u>10/03/2026</u>	Time: <u>11:00am</u>
Street Closure for Event Start:	Date:	Time:
Street(s) to be Closed for Event Start:	<u>N/A - Private Property</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>11am to 5pm</u>	
Event End:	Date: <u>10/03/2026</u>	Time: <u>5:00 pm</u>
Street Reopens after Event End:	Date:	Time:
Event Teardown:	Date: <u>10/03/2026</u>	Time: <u>5:00 pm</u>
Street Reopens after Event Teardown:	Date:	Time:

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>	
Number of Food Vendors:	<u>0</u>	
Number of Food Trucks:	<u>0</u>	
Food Cooked on-site:	<u>No</u>	Fuel(s) to be used:
Number of Item Vendors:	<u>24</u>	Number of Service Vendors: <u>24</u>
Number & Sizes of Tents:	<u>~19 - 10'x10'</u> <u>and ~5 -</u> <u>10'x20'</u> <u>maximum</u>	Provider and Phone: <u>Not all vendors will have a canopy tent. We expect the 10'x20' slots will not have tents. The number provided above is a maximum expected number of tents. 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>No</u>	
Provider and Phone:	<u>N/A</u>	

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

Security and/or Police: No Contact, Email and Phone: N/A

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

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: N/A

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

Parking Type: Street, Paved Lot

Transportation Service: No service

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

Sponsor and Other Event Information

Event Sponsor(s): Oklahoma Native Plant Network

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

Drone: No

Portable Toilets: No Provider and Phone: N/A

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

Equipment Setup: Date: _____ Time: _____

Equipment Pickup: Date: _____ Time: _____

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

Entertainment and Related Activities

Number of Stages: 0

Number of Performers/Bands: N/A

Performer/Band name and music type: N/A

Sound Amplification: No

Start Time: N/A

Finish Time: N/A

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

N/A

Sound checks conducted prior to the event: No

Start Time: N/A

Finish Time: N/A

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:

Temporary signage will be placed to indicate location of the event. Signage will be placed in accordance with City of Tulsa regulations.

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Each vendor is responsible for cleaning up and removing the equipment and items they brought. ONPN volunteers will be on-site until the last vendor leaves to ensure clean-up is successful. Heirloom Rustic Ales staff will provide their dumpster for refuse disposal. No additional trash is expected as a result of the event.

Number of Trash Receptacles: 5

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Neighborhood Assn, Businesses, Kendall-Whittier Neighborhood Association, Tulsa Farmer's Market, Moonbeam Conservatory, Heirloom Rustic Ales, Circle Cinema, and more will be notified in the coming two weeks.

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: 09/15/2026 Date routed: 09/29/2026 Date for review: Email Review

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.



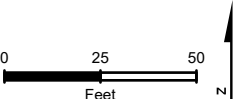
Figure 1
Draft Vendor Placement Map

ONPN Native Plant Fest 2026
Oklahoma Native Plant Network
Tulsa, Oklahoma

Heirloom Rustic Ales
2113 E Admiral Blvd
Tulsa, OK 74110

Legend

- Event Location
- Artist Vendor Location
- Native Plant Vendor Location
- Non-Profit/Org Location
- Plant Corral
- Reserved for ADA Parking
- 20-ft-wide Emergency Route



Feature symbols are not shown to scale