



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Summers Fifth Night Date(s) of Event: July 7, 14, 21, 28, 2022
Location Address: 2201 S UTICA AVE E Council District(s): 4
Event Description: Monthly Event - Free concerts.
Event Category: Concert/Performance
Event Includes: Amplified Sound, Live Entertainment, Private Property
Anticipated Attendance: Total: 4000 Per Day: 1000
Anticipated Participants: Total: 0 Per Day: 0
Number of Events for Monthly Event: 4

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: UTICA SQUARE SHOPPING CENTER Website: https://www.utिकासquare.com/
Chief Officer of Host Organization: CARA HAIR
Email and Phone: 918-588-5218
Applicant Name: UTICA SQUARE SHOPPING CENTER - Cassandra Montray
Email and Phone: cassandra.montray@hpinc.com 918-588-5212
Professional Event Organizer: NA
Email and Phone:
On-site Contact: CASSANDRA MONTRAY Mobile: 918-588-5212
Billing Contact: UTICA SQUARE SHOPPING CENTER Phone: 918-588-5212
Billing Address: 1709 Utica Square 220
TULSA OK 74136

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 07/07/2022 Time: 3 p.m.
Street Closure for Event Setup: Date: Time:
Street(s) to be Closed for Event Setup: NA - Parking Lot

Event Start: Date: 07/07/2022 Time: 7 p.m.
Street Closure for Event Start: Date: Time:
Street(s) to be Closed for Event Start: NA - Parking Lot
Run, Walk, Parade Start Time: NA
Daily Event Hours: 7 to 9 p.m. every Thursday

Event End: Date: 07/28/2022 Time: 9 p.m.
Street Reopens after Event End: Date: Time:
Event Teardown: Date: 07/28/2022 Time: 9 p.m.
Street Reopens after Event Teardown: Date: Time:

Secondary Permits Required

Beer Sales, Alcohol Sales: Not Applicable
Number of Food Vendors: 0
Number of Food Trucks: 0
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: Utica Square Security (918) 361-1071

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

Traffic Control Barricade Company: Contact, Email and Phone: NA

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: ADA parking available, Paved Lot

Transportation Service: No service

Transportation Service: Contact, Email and Phone: NA

Sponsor and Other Event Information

Event Sponsor(s): NA

Name of Park and Location, if applicable: NA

Drone: No

Portable Toilets: Provider and Phone: At Your Service (918) 272-0568

Total Number of Portable Toilets: 6 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 07/07/2022 Time: 5 p.m.

Equipment Pickup: Date: 07/28/2022 Time: 9 p.m.

Other information: Portable Toilet Equipment set up and removal every Thursday.

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: 1 per concert - varies

Sound Amplification: Yes

Start Time: 7pm

Finish Time: 9pm

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

Standard band equipment and speakers

Sound checks conducted prior to the event: Yes

Start Time: 6pm

Finish Time: 7pm

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:

Banner on stage and lights

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: All stage, equipment, sound, chairs/tables, restrooms, and trash will be removed within 2 hours after the eve is over.

Number of Trash Receptacles: 10

Number of Dumpsters: 1

Number of Recycling Containers: 1

Cleanup Service Provider and Phone, if applicable: NA

Equipment Setup: Date:

Time:

Equipment Pickup: Date:

Time:

Presented Event Concept to: No street closure

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 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: 07/27/2022 Date routed: 07/27/2022 Date for review: Email Review

Special Events Committee Recommendation: *07/28/2022 Yes No

Date routed to Mayor: 07/27/2022 Mayor's Recommendation: NA Yes No

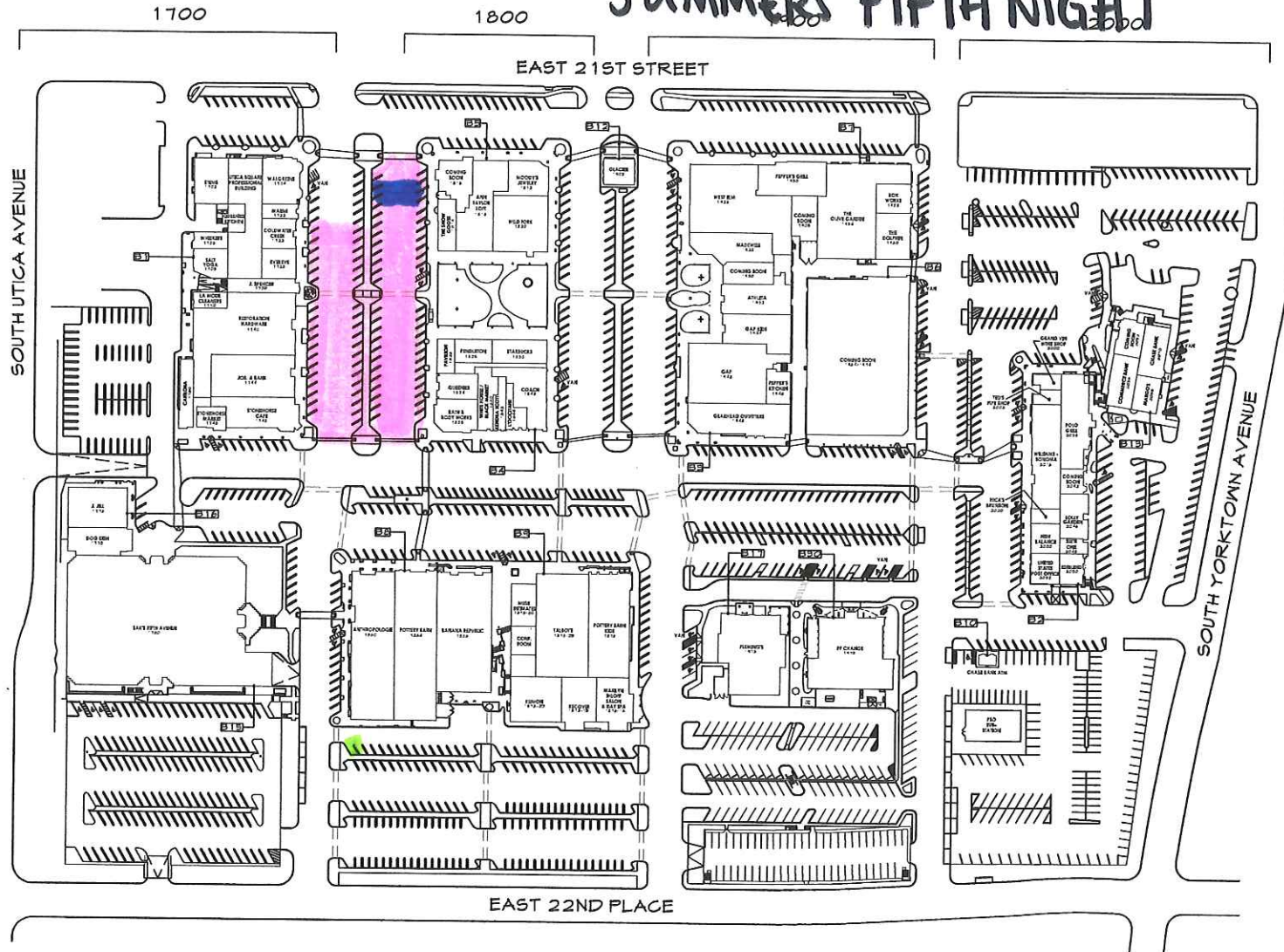
Date routed to Council: 07/28/2022 City Council Approval: NA Yes No

Date Permit Issued: 07/28/2022 Comments: *Email Review. Next SEC meeting 08/10/2022.

- Barricaded Concert Area
- Portable Restroom Trailer + ADA Portable Toilet
- Stage

EVENT MAP

SUMMERS FIFTH NIGHT



A SITE PLAN NORTH
SCALE: N.T.S.



KKT ARCHITECTS, INC.
2200 SOUTH UTICA PLACE, SUITE 200
TULSA, OKLAHOMA 74114
[P] 918.744.4270 \ [F] 918.744.7849
WWW.KETARCHITECTS.COM
C OF A #534 EXPIRES 6/30/19

SITE PLAN

UTICA SQUARE SHOPPING CENTER

HELMERICH & PAYNE PROPERTIES

02/04/2019

SITE PLAN

SITE-1