



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Welltown Brewing Oktoberfest

Date(s) of Event: October 11 - 12, 2024

Location Address: Start: 100 N Cheyenne Ave
End: 100 N Boulder Ave

Council District(s): 1

Event Description: Welltown Brewing's Annual Oktoberfest occurring on October 11th from 4pm-12am and October 12th 2pm-12am

Event Category: Athletic/Recreation

Event Includes: Amplified Sound, Tent/Canopy, Generator/Electricity, Beer/Alcohol Sales, Public Right of Way, Open Flame, Lane Closure, Live Entertainment, Food Sales, Merchandise Sales, Sidewalk Closure, Private Property, Street Closure

Anticipated Attendance: Total: 2000

Per Day: 2000

Anticipated Participants: Total: 2000

Per Day: 2000

Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Welltown Brewing

Website: <https://www.welltownbrewing.com/>

Chief Officer of Host Organization: Jeremy Diamond

Email and Phone: jeremy@welltownbrewing.com 918-500-2163

Applicant Name: Abby Barron

Email and Phone: events@welltownbrewing.com 918-221-8893

Professional Event Organizer:

Email and Phone:

On-site Contact: Abby Barron

Mobile: 940-631-3240

Billing Contact: Welltown Brewing

Phone: 918-221-8893

Billing Address: 114 W ARCHER ST N
Tulsa, OK 74103

Event Timeline and Lane/Street Closure Information

Event Setup: Date: 10/10/2024 Time: 8am
Street Closure for Event Setup: Date: 10/10/2024 Time: 8am
Street(s) to be Closed for Event Setup: Archer Street between Boulder Ave and Cheyenne Ave
Event Start: Date: 10/11/2024 Time: 4pm
Street Closure for Event Start: Date: 10/10/2024 Time: 8am
Street(s) to be Closed for Event Start: Archer Street between Boulder Ave and Cheyenne Ave
Run, Walk, Parade Start Time: N/A
Daily Event Hours: 10/11, 4 p.m. - Midnight | 10/12, 2 p.m. - Midnight
Event End: Date: 10/13/2024 Time: Midnight
Street Reopens after Event End: Date: 10/13/2024 Time: 3am
Event Teardown: Date: 10/13/2024 Time: Midnight
Street Reopens after Event Teardown: Date: 10/13/2024 Time: 3am

Secondary Permits Required

Beer Sales, Alcohol Sales: Beer Sales
Number of Food Vendors: 4
Number of Food Trucks: 3
Food Cooked on-site: Yes Fuel(s) to be used: Gas
Number of Item Vendors: 8 Number of Service Vendors: 0
Number & Sizes of Tents: 5 -20x20, 8-10x10 Provider and Phone: ABCO Party Rentals (918) 583-6557
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: N/A

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

Security and/or Police: Yes Contact, Email and Phone: Ron Owens, First Strike (918) 955-2502

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

Traffic Control Barricade Company: Yes Contact, Email and Phone: Action Safety Supply (918) 234-8222, charlie@actionsafetysupply.com

Equipment Setup: Date: 11/07/2024 Time: 8am Equipment Pickup: Date: 10/14/2024 Time: 8am

Crowd Management Fencing Company: Yes Contact, Email and Phone: On Call Services and Rentals (918) 830-2268, robert@oncallservicesandrentals.com

Equipment Setup: Date: 10/10/2024 Time: 8am Equipment Pickup: Date: 10/14/2024 Time: 8am

Parking Type: Street, Unpaved Lot, 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): N/A

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

Drone: No

Portable Toilets: Yes Provider and Phone: On Call Services and Rentals (918) 830-2268, robert@oncallservicesandrentals.com

Total Number of Portable Toilets: 14 Number of ADA Accessible Portable Toilets: 1

Equipment Setup: Date: 10/11/2024 Time: 2pm

Equipment Pickup: Date: 10/14/2024 Time: 8am

Other Event Information: TCP Map and Site Map pending

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 6

Performer/Band name and music type: Local Artists

Sound Amplification: Yes

Start Time: 4pm

Finish Time: 12am

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

Standard Band Speakers

Sound checks conducted prior to the event: Yes

Start Time: 12pm

Finish Time: 2pm

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:

Entry Signage 21+ Signage Beverage Signage Info Signage VIP Signage Neighboring Bar Signage Entry/Exit Signage "No Alcohol Beyond This Point" Signage

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Welltown Brewing Staff will pick up trash. ABCO will show up at end of night to pick up tents and rentals from them.

Number of Trash Receptacles: 16

Number of Dumpsters: 1

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

Businesses

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: 09/11/2024 Date routed: 09/20/2024 Date for review: 09/25/2024
Special Events Committee Recommendation: *Email Review Yes No 09/20/2024
Date routed to Mayor: 09/20/2024 Mayor's Recommendation: Yes No 09/25/2024
Date routed to Council: 09/20/2024 City Council Approval: Yes No 09/25/2024
Date Permit Issued: Cancelled 10/02/2024 Comments: SEC meeting 10/02/2024. Mayor agenda 09/25/2024. City Council agenda 09/25/2024. TCP and Site maps should be ready by 09/23/2024.
The TCP and Site maps have changed since last year. Closing less streets. Annual event.

CHEYENNE AVE

BOULDER AVE

ARCHER ST.



- 6ft Fencing

- 20' x 20' Tent

- 10' x 10' Tent

- Food Truck

- Stage

- Trash Can

- Porta John