



City of Tulsa

SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Rock the BlockDate(s) of Event: Sunday, September 7, 2025Location Address: Start: 3500 S Indianapolis Ave
End: 3600 S Indianapolis AveCouncil District(s): 9Event Description: Annual neighborhood block party with games, live music, inflatables and free food.Event Category: Street/Block PartyEvent Includes: Amplified Sound, Tent/Canopy, Public Right of Way, Lane Closure, Live Entertainment, Food Sales, Sidewalk Closure, Private Property, Street ClosureAnticipated Attendance: Total: 350Per Day: 350Anticipated Participants: Total: 350Per Day: 350Number of Events for Monthly Event: No

Host Organization, Applicant and Professional Event Organizer Information

Host Organization: Christ Church on HarvardWebsite: <https://christchurchonharvard.org/>Chief Officer of Host Organization: Lisa BennettEmail and Phone: LBennett@christchurchonharvard.org 918-747-8601Applicant Name: Lisa BennettEmail and Phone: LBennett@christchurchonharvard.org 918-747-8601

Professional Event Organizer:

Email and Phone:

On-site Contact: Lisa BennettMobile: 918-747-8601Billing Contact: Christ Church on HarvardPhone: 918-747-8601Billing Address: 3515 S Harvard Ave
Tulsa, OK 74135

Event Timeline and Lane/Street Closure Information

Event Setup:	Date: <u>09/07/2025</u>	Time: <u>4:30 PM</u>
Street Closure for Event Setup:	Date: <u>09/07/2025</u>	Time: <u>4:30 PM</u>
Street(s) to be Closed for Event Setup:	<u>South Indianapolis Ave between 35th St and 36th St</u>	
Event Start:	Date: <u>09/07/2025</u>	Time: <u>6:00 PM</u>
Street Closure for Event Start:	Date: <u>09/07/2025</u>	Time: <u>4:30 PM</u>
Street(s) to be Closed for Event Start:	<u>South Indianapolis Ave between 35th and 36th streets</u>	
Run, Walk, Parade Start Time:	<u>N/A</u>	
Daily Event Hours:	<u>6 - 7:30 PM</u>	
Event End:	Date: <u>09/07/2025</u>	Time: <u>7:30 PM</u>
Street Reopens after Event End:	Date: <u>09/07/2025</u>	Time: <u>8:00 PM</u>
Event Teardown:	Date: <u>09/07/2025</u>	Time: <u>7:30 PM</u>
Street Reopens after Event Teardown:	Date: <u>09/07/2025</u>	Time: <u>8:00 PM</u>

Secondary Permits Required

Beer Sales, Alcohol Sales:	<u>Not Applicable</u>		
Number of Food Vendors:	<u>0</u>		
Number of Food Trucks:	<u>1</u>		
Food Cooked on-site:	<u>Yes</u>	Fuel(s) to be used:	<u>Gas</u>
Number of Item Vendors:	<u>0</u>	Number of Service Vendors:	<u>0</u>
Number & Sizes of Tents:	<u>2 - 10x10 pop up tents</u>	Provider and Phone:	<u>Host owned</u>
Number of Inflatables:	<u>Yes</u> <u>2</u>	Provider and Phone:	<u>Sunshine Inflatables (918) 269-8163</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: Yes Contact, Email and Phone: TPD Retired Carl Goforth (918) 237-2266

Medical and/or First Aid Services: Yes Contact, Email and Phone: TPD Retired Carl Goforth (918)237-2266 Mr. Goforth is also a medic. AED/ defibrillator / first aid kit on site.

Traffic Control Barricade Company: Yes Contact, Email and Phone: RoadSafe Traffic Systems (918) 425-4550

Equipment Setup: Date: 09/07/2025 Time: 10:00 AM Equipment Pickup: Date: 09/08/2025 Time: 10:00 AM

Crowd Management Fencing Company: No Contact, Email and Phone: N/A

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: N/A

Sponsor and Other Event Information

Event Sponsor(s): Christ Church on Harvard

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 Attachments

Entertainment and Related Activities

Number of Stages: 1

Number of Performers/Bands: 1

Performer/Band name and music type: Our in-house praise and worship musicians

Sound Amplification: Yes

Start Time: 6:00 PM

Finish Time: 7:30 PM

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: 5:30 PM

Finish Time: 5:45 PM

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: No Describe:

N/A

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Staff and volunteers will clean up and have public right of way open by 8 pm.

Number of Trash Receptacles: 4

Number of Dumpsters: 2

Number of Recycling Containers: 0

Cleanup Service: No Provider and Phone: N/A

Presented Event Concept to:

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: 04/16/2025 Date routed: 07/29/2025 Date for review: 08/27/2025

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 08/20/2025. Mayor agenda
08/20/2025. City Council 08/27/2025. Updated TCP map 07/29/2025.



Date: Sept. 7, 2025 **Project:** Rock the Block
Comments:
Road Closure: 4:30 - 8 p.m.
Event Hours: 6 - 7:30 p.m.
Traffic control equipment must be checked and removed daily (unless there are daily consecutive events)
Provider and/or Organizer should comply with MUTCD/COT Signage, Barricade, Spacing, and Distance Guidelines.
Parking Lanes not Shown | Drawing not to Scale.
COT assumes no liability for accuracy or validity.

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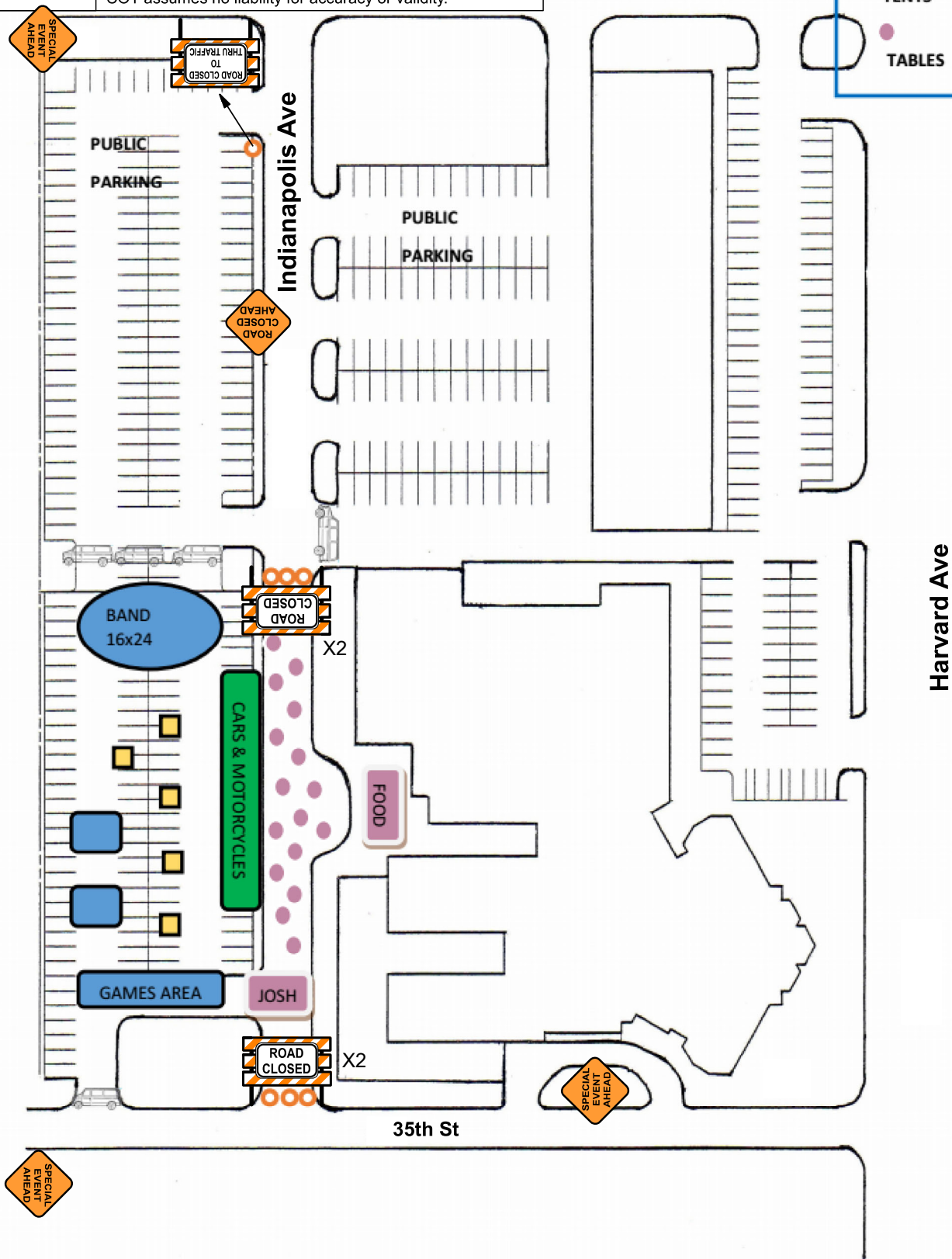
TRAFFIC CONTROL

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35th St