City of Tulsa
SPECIAL EVENT PERMIT APPLICATION

Summary of Event

Name of Event: Cherry Street Farmers' Market   Date(s) of Event: August 4, 11, 18, 25, 2018

Location Address: 1340 E 15TH ST S   Council District(s): 4

Event Description: Cherry Street Farmers' Market, a market place for farmers to make direct to consumer sales

Event Category: Farmers/Outdoor Market

Event Includes: Tent/Canopy, Beer/Alcohol Sales, Public Right of Way, Live Entertainment, Food Sales, Merchandise Sales, Street Closure

Anticipated Attendance: Total: 14000   Per Day: 3500

Anticipated Participants: Total: 400   Per Day: 100

Number of Events for Monthly Event: 4

Host Organization, Applicant and Professional Event Organizer Information

Host Organization:	Tulsa Farrmers' Market	Website: www.tulsafarmersmarket.org
Chief Officer of Host Organization:	Kristin Hutto	
Email and Phone:	918-636-8419	
Applicant Name:	Kristin Hutto	
Email and Phone:	kristin@tulsafarmersmarket.org 918-636-8419	
Professional Event Organizer:	NA	
Email and Phone:		
On-site Contact:	Kristin Hutto	Mobile: 918-636-8419
Billing Contact:	Tulsa Farmers' Market	Phone: 918-636-8419
Billing Address:	PO BOX PO BOX 14572 Tulsa OK 74159	

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Event Timeline and Lane/Street Closure Information

Event Setup: Date: <u>08/04/2018</u>   Time: <u>5am</u>

Street Closure for Event Setup: Date: <u>08/04/2018</u>   Time: <u>5am</u>

Street(s) to be Closed for Event Setup: 15th St between Rockford Ave and Quaker Ave

Event Start: Date: <u>08/04/2018</u>   Time: <u>7am</u>

Street Closure for Event Start: Date: 08/04/2018   Time: <u>5am</u>

Street(s) to be Closed for Event Start: <u>15th St between Rockford Ave and Quaker Ave</u>

Run, Walk, Parade Start Time: <u>NA</u>

Daily Event Hours: <u>7-11am</u>

Event End: Date: <u>08/25/2018</u>   Time: <u>11am</u>

Street Reopens after Event End: Date: <u>08/25/2018</u>   Time: <u>12pm</u>

Event Teardown: Date: <u>08/25/2018</u>   Time: <u>11am</u>

Street Reopens after Event Teardown: Date: <u>08/25/2018</u>   Time: <u>12pm</u>

Secondary Permits Required

Beer Sales, Alcohol Sales: <u>Wine Sales</u>

Number of Food Vendors: <u>10</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>40</u>   Number of Service Vendors: <u>1</u>

Number of Tents/Canopies: <u>50 (10X10)</u>   Provider and Phone: <u>Individual Vendors</u>
<u>Groups of 4 tents separated by 12 ft per group</u>

Number of Inflatables: <u>0</u>   Provider and Phone: <u>NA,</u>

Number of Amusement Rides: <u>0</u>   Provider and Phone: <u>NA</u>

Use of fireworks, rockets, lasers, or other pyrotechnics: <u>No</u>

Provider and Phone: <u>NA,</u>

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

Security and/or Police: Contact, Email and Phone: NA

Medical and/or First Aid Services: Contact, Email and Phone: Comprehensive first aid kit available at Market tent

Traffic Control Barricade Company: Contact, Email and Phone: Market has all needed barricades. Set up at 5 a.m. and remove at Noon.

Equipment Setup: Date: Time: NA   Equipment Pickup: Date: Time: NA

Crowd Management Fencing Company: Contact, Email and Phone: NA

Equipment Setup: Date: Time: NA   Equipment Pickup: Date: Time: NA

Parking Type: Street, 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: NA

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

Equipment Setup: Date: Time: NA

Equipment Pickup: Date: Time: NA

Other information: NA

Entertainment and Related Activities

Number of Stages: 0   Number of Performers/Bands: 0

Performer/Band name and music type: Acoustic, singer/songwriter

Sound Amplification: No   Start Time: Finish Time:

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

   NA

Sound checks conducted prior to the event: No   Start Time: Finish Time:

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:

   NA

Mitigation of Impact

Please describe your plan for cleanup and removal of recyclable goods, waste and garbage during and after your event: Per our market guidelines, all vendors are responsible for cleaning and removing all waste. market manager makes visual inspection at the close of market to insure compliance.

Number of Trash Receptacles: 5   Number of Dumpsters: 0   Number of Recycling Containers: 0

Cleanup Service Provider and Phone, if applicable: NA

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

Presented Event Concept to:

   Residents, Schools, Businesses, Neighborhood Association , Places of Worship

Avidavit 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: _____

For City of Tulsa Special Events Committee Use Only

Date received: 06.29.2018   Date routed: 07.17.2018   Date for review: 08.01.2018

Special Events Committee Recommendation: _____ ☐ Yes ☐ No

Date routed to Mayor: _____   Mayor's Recommendation: _____ ☐ Yes ☐ No

Date routed to Council: _____   City Council Approval: _____

Date Permit Issued: _____   Comments: _____

NOTE: Road Closure | Every Saturday | 5 a.m. to Noon.
Street barricades shall not encroach within the crosswalks.
Sidewalk signs shall maintain accessibility (min width 36 inches).
Minimum 1 sand bag per barricade leg (2 depending on wind).
TCP drafted in accordance with M.U.T.C.D. specifications.
Parking lanes are not shown. Drawing not to scale.
City of Tulsa assumes no liability for accuracy or validity.

CITY OF Tulsa — A New Kind of Energy.
WIN Special Events

E 13th St

S Quaker Ave

Golden Pawn 2

Tulsa Indian Baptist Church

1314
1400
1101
1300
675
827
915
1087
1179
1700

S Troost Ave
S Utica Ave
1640
1300
1379
1503

E 13th Pl

64
51 64
51

Broken Arrow Expy 64
Broken Arrow Expy 51 64
Broken

832
1232
1310

Mid-Town Subs

ONE WAY
ONE WAY
E 14th Street
E 14th Street
ONE WAY

Funeral Home

S Peoria Ave
S Quaker Ave
S Quincy Ave
S Rockford Ave
Alley
S St Louis Ave
S Trenton Ave
S Troost Ave
S Utica Ave

DETOUR
SIDE ROAD CLOSED AHEAD
SIDE ROAD CLOSED AHEAD
SIDE ROAD CLOSED AHEAD
SE corner
ROAD CLOSED TO THRU TRAFFIC

CHERRY STREET FARMERS MARKET
Saturday 7 to 11 a.m.

N
W E
S

DETOUR
ROAD CLOSED
ROAD CLOSED
DETOUR

P

Mary's Italian Trattoria

Killarneys Irish Pub & Eatery
Full Moon

Tulsa Health Group

La Donna's Fancy Foods
Ga-A-GoGo

Alley

SPECIAL EVENT AHEAD
DETOUR AHEAD
ROAD CLOSED AHEAD
SPECIAL EVENT AHEAD

Palace
E 15th Street
Vehicles Subject to Tow 4 to 11 a.m.
E 15th Street

SPECIAL EVENT AHEAD
ROAD CLOSED AHEAD
DETOUR AHEAD
E of Driveway
SE Corner of Owasso

P

Doe's Eat Place
Pizza
Lucky's
Tavern

Qdoba Mexican Grill

1600 Shopping Center
St L Br

S St Louis Ave
S Trenton Ave
S Troost Ave
S Utica Ave

ROAD CLOSED
ROAD CLOSED
DETOUR
NW corner

SIDE ROAD CLOSED AHEAD
SIDE ROAD CLOSED AHEAD

Parking Lane

E 16th Street
E 16th Street
E 16th St

SIDE ROAD CLOSED AHEAD
ROAD CLOSED TO THRU TRAFFIC
ROAD CLOSED AHEAD

Finnell J Bracken

UPS Store

Te-Kei's Chinese-Asian Kitchen

E 17th Street
E 17th Street

1300
1400
1500
1528
1630
1600
1700
1426
1500
1600