



Current Date 26-2025

Applications are processed in the order received - preference given to long standing events.

Event Name 26th Annual Plaza District Festival (Plaza Fest)

Expected Attendance 35 K

Event Coordinator Casey Longare, Plaza District Association

Email Address info@plazadistrict.org

Mailing Address 1745 NW 16th St., F1

Phone (405) 215-9793 Fax _____

Event Address (Location) 1745 NW 16th St.

Event Start Day/Date 9/27/25 Event Start Time 12pm

Event End Day/Date 9/27/25 Event End Time 10pm

Set-up Day/Date 9/27/25 Start Time 6am End Time 11am

Tear-down Day/Date 9/27/25 Start Time 10pm End Time 11:59pm

Street Closure Times (if applicable)

Closure Day/Date 9/27/25 Time 6am

Reopening Day/Date 9/27/25 Time 11:59pm

Event description (activities, exact location, etc.). Please also submit an event site map.

The Plaza District Festival is an annual festival featuring local artists, vendor market, performers, food, drinks, and family friendly activities. This festival is located on the 1700 block of NW 16th St. in OKC between Indiana and Blackwelder,

Is this an annual event? Yes If yes, how many years? 26

How many vendors will sell items at your event (retail, food, beverages, etc.)?

- None
- 1
- 2-10
- 11-25
- 26-50
- 50+

Please note: the deadline for the food vendor list is a strict 10 business days prior to the event.



Event includes (mark all that apply):

- Block party
- Beverage sales
- Alcohol sales
- Food sales
- Merchandise sales
- Street activities
- Street closure
- Procession/Horse Procession
- Parade
- Amplified sound
- Live entertainment
- Electrical wiring/generator(s)
- Assembly event (First Amendment)
- Residential area
- Non-residential area
- Parklet
- Athletic event
- Filming

Number of tents 26-50

Size of tent(s) 10 x 10

Number of Parade Entries 0

Number of Horses/Animals participating 0

Emergency primary contacts during event:

Name Casey Longacre

Name Rachael Crawford

Mobile (405) 215-9793

Mobile (405) 578-5718

Email info@plazadistrict.org

Email director@plazadistrict.org

Event Coordinator Signature [Signature]

(By signing this permit, the event coordinator and their organizing partners agree to abide by the applicable general rules of application listed and the applicable laws referenced under City of Oklahoma City Municipal Code Chapters 50 and 60)

RETURN COMPLETED FORM

Via U.S. Postal Special Events - Public Information & Marketing 200 N. Walker, OKC, OK 73102

Via E-Mail specialevents@okc.gov (preferred method)

Via Fax (405) 297-3124

Questions? Call Special Events Permit Office (405)297-2890

SPECIAL EVENTS OFFICE USE

Staff comments:

Special Events Office Approval _____



**SAT. SEPT. 27, 2025
12PM-10PM
PLAZA FEST STREET CLOSURE MAP
RED LINES = BARRICADES**

ARTIST VENDOR AREA ON NORTH SIDE OF 16TH ST

 = **DRINK TENTS**

Contact: Rachael Crawford
Executive Director | Plaza District
director@plazadistrict.org + (405) 578-5718

**26th Annual Plaza District Festival Waste and Electricity
Usage Plan**

Exhibit C

Waste Plan

The Plaza District handles event waste by having a contracted maintenance company.
There are also 20+ trash bins throughout 16th ST.

Electricity Usage Plan

The Plaza District uses its own electricity. No generators are used.



The City of
OKLAHOMA CITY

SPECIAL EVENTS

Consent Affidavit confirms that you have received street closure approvals from property owners for the street closure. Signed petition form, emails or letters are accepted forms of consent.

AFFIDAVIT OF CONSENT FROM, AND NOTICE TO, PROPERTIES ABUTTING EVENT

AFFIDAVIT

STATE OF OKLAHOMA}

COUNTY OF OKLAHOMA}

Know all men by these presents: I, Casey Longacre
as event coordinator of the 26th Annual Plaza District Festival
Name
Event Name

hereby certify that all required property owners abutting the street closure for the named event have been notified in writing and have provided consent that the right-of-way be closed 9-27-25
date(s)

[Signature]
Signature

5-21-25
Date

Subscribed and sworn before me this 21 day of May, 2025.

My commission expires 08/09/26

[Signature]
Notary Public





Approvals for street closures can be received either by signing this petition or via letters or e-mails.

STREET CLOSURE PETITION

EXAMPLE:

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
x		<i>John Smith</i>	1234 Street Name, OKC
x		Mary Joseph	letter attached 3456 Street Name, OKC
x		Jane Doe	e-mail attached - 91011 Street Name, OKC
x		<i>Peter Paul</i>	Pizza Palace - 5678 Street Name, OKC

Event Name 26th Annual Plaza District Festival
 Event Contact Name Casey Longacre
 Event Contact E-mail info@plazadistrict.org Phone (405) 203-3933
 Event Date(s) 9/27/25
 Street(s) will be closed from 6 : am until 11 : 59pm

We, the undersigned, have been notified of street closures associated with the event noted and agree or disagree with the closure. I understand that if I have concerns about the proposed closure, I can contact the event organizer or contact Oklahoma City's Special Events Office at (405) 297-2890

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
✓		<i>[Signature]</i>	Digit OKC 1745 NW 16th
✓		<i>[Signature]</i>	Folk Life 1745 NW 16th
✓		<i>[Signature]</i>	Terra Stone 1745 NW 16th
✓		<i>[Signature]</i>	THREE MAMA 1745 NW 16th
✓		<i>[Signature]</i>	Out on a limb 1751 NW 16th St
✓		<i>Alyssa Malton</i>	The Refillery 1757 NW 16th St
✓		<i>Niana Hamon</i>	BAD GAMM'S 1759 NW 16
✓		CHINH TRAN	OSHIKI Japan 1738 NW 16th St
✓		<i>[Signature]</i>	AURORA 1734 NW 16th
✓		<i>Brittany Rosebure</i>	Roxy's 1732 NW 16th St
✓		<i>[Signature]</i>	PLAZA 1716 NW 16
✓		<i>[Signature]</i>	PAINT & CHEERS 1614 N 16th St



STREET CLOSURE PETITION

Agree	Disagree	Signature of property owner or lessee	Street address & business name (if applicable)
✓		<i>Shelbi Lee</i>	1610 N Gatewood Ave
✓		<i>Bruce Pitt</i>	1609 N. GATEWOOD AVE.
✓		<i>NATH Wagon</i>	1712 NW 16 th
✓		<i>Christina</i>	1710 NW 16th TR
✓		<i>Jane Clark</i>	1708 NW 16 th St.
✓		<i>Caityn Kelly</i>	1706 NW 16th St.
✓		<i>ditte</i>	1704 NW 16 th St.
✓		<i>Rachel Petrus</i>	1609 N Blackwelder Ave
✓		<i>Mrs. Paul</i>	1634 N BLACKWELDER
✓		<i>Addison Bush</i>	1701 NW 16 th St.
✓		<i>Beth Kemp</i>	1709 NW 16 th St.
✓		<i>Darcy H. Schen</i>	1711 NW 16 th St.
✓		<i>Paul Jones</i>	1715 NW 16 th St.
✓		<i>John</i>	1708 N. Gatewood Ave
✓		<i>Debra</i>	1717 NW 16 th St.
✓		<i>Beyona Tatum</i>	1749 NW 16th Grand Royale



Plaza District <info@plazadistrict.org>

Plaza District 2025 Event Street Closure Request

Rachael Leonhart <director@plazadistrict.org>
To: Plaza District <info@plazadistrict.org>

Thu, May 8, 2025 at 10:24 AM



Rachael Crawford Executive Director

Plaza District Association 501c3
Plaza Business Alliance 501c6
p. (405) 578-5718
e. director@plazadistrict.org

----- Forwarded message -----

From: **Katherine Reynolds** <aneonqueen@gmail.com>
Date: Wed, Apr 2, 2025 at 3:47 PM
Subject: Re: Plaza District 2025 Event Street Closure Request
To: Rachael Leonhart <director@plazadistrict.org>

"Agree"

Sent from my iPhone

On Apr 2, 2025, at 3:16 PM, Rachael Leonhart <director@plazadistrict.org> wrote:

Hi Kathy,

I hope you've been well! Please respond to this email by Wednesday, April 9, with **"Agree"** or **"Disagree"** regarding the following:

"I understand and have been notified of street closures associated with the annual Plaza District events on June 13th, August 8th, September 27th from 6am - 11:59 pm. I understand that if I have concerns about the proposed closure, I can contact the event organizer, Rachael Crawford, Executive Director of the Plaza District (405-578-5718 | director@plazadistrict.org) or Oklahoma City's Special Events Office (405-297-2890)."

- **Property Owner/Representative: Kathy Reynolds**
- **Property Address:**
 - [1715-1717 N Gatewood Ave](#)
 - 1724-1726 NW 17th St.
- **Dates of Closures (please review below maps carefully as not all street closures will directly impact your property location(s):**
 - Friday, June 13th, 2025 | PRIDE! on the Plaza
 - Friday, August 8th, 2025 | SKATE! the Plaza
 - Saturday, September 27th, 2025 | Plaza District Festival + Plaza Walls Mural Expo



Plaza District <info@plazadistrict.org>

Fwd: Plaza District 2025 Event Street Closure Request

Rachael Leonhart <director@plazadistrict.org>
To: Plaza District <info@plazadistrict.org>

Thu, May 8, 2025 at 10:25 AM



Rachael Crawford
Executive Director

Plaza District Association 501c3
Plaza Business Alliance 501c6
p. (405) 578-5718
e. director@plazadistrict.org

----- Forwarded message -----

From: **Steve Mason** <sm@bluebirdconsult.com>
Date: Thu, Apr 3, 2025 at 10:37 AM
Subject: RE: Plaza District 2025 Event Street Closure Request
To: Rachael Leonhart <director@plazadistrict.org>

agree

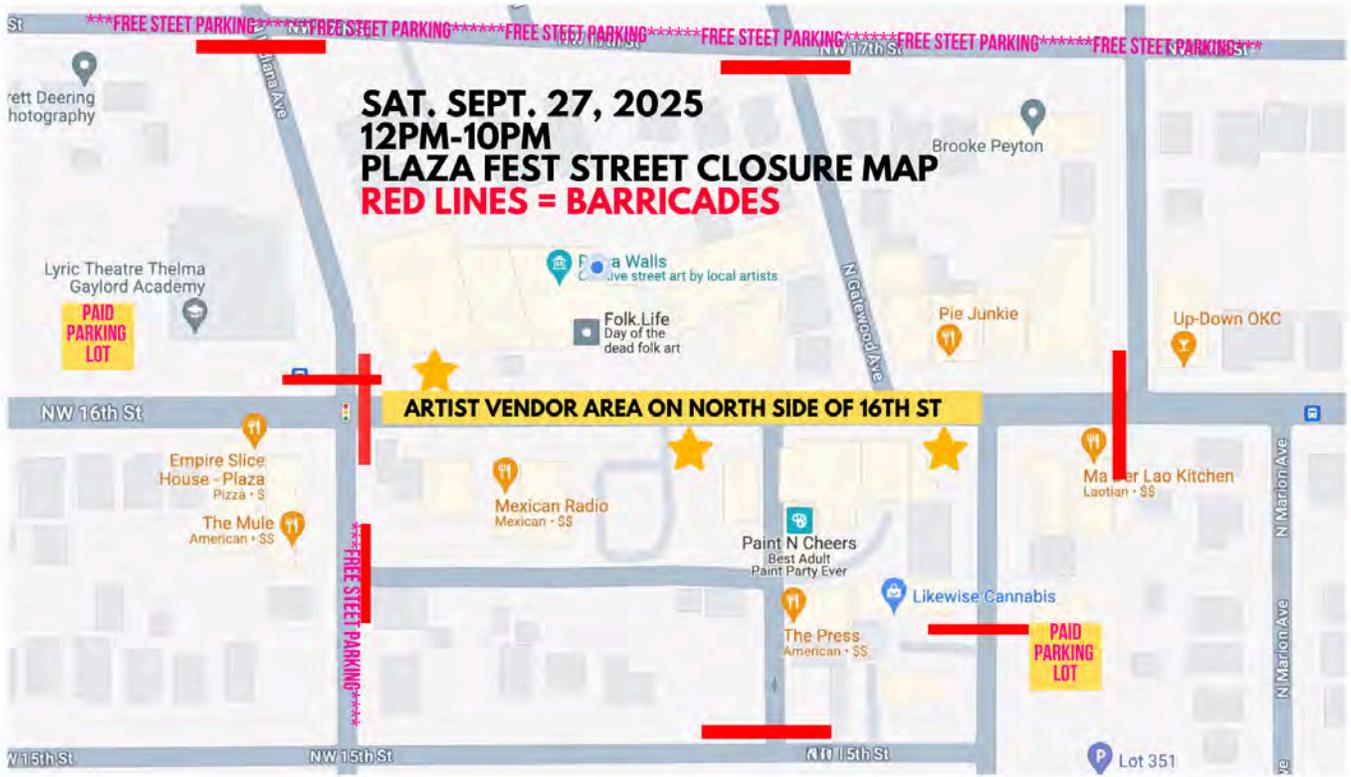
From: Rachael Leonhart <director@plazadistrict.org>
Sent: Wednesday, April 2, 2025 4:08 PM
To: Steve Mason <sm@bluebirdconsult.com>
Subject: Plaza District 2025 Event Street Closure Request

Hi Steve,

I hope you've been well! Please respond to this email by Wednesday, April 9, with "**Agree**" or "**Disagree**" regarding the following:

"I understand and have been notified of street closures associated with the annual Plaza District events on June 13th, August 8, September 27th from 6am - 11:59 pm. I understand that if I have concerns about the proposed closure, I can contact the event organizer, Rachael Crawford, Executive Director of the Plaza District (405-578-5718 | director@plazadistrict.org) or Oklahoma City's Special Events Office (405-297-2890)."

- **Property Owner/Representative: Steve Mason**
- **Property Address:**



 = DRINK TENTS

Contact: Rachael Crawford
 Executive Director | Plaza District
director@plazadistrict.org + (405) 578-5718

Please let me know if you have any questions or concerns!

Thank you,
 Rachael



Rachael Crawford
 Executive Director
 Plaza District Association 501c3
 Plaza Business Alliance 501c6
 p. (405) 578-5718
 e. director@plazadistrict.org



Plaza District <info@plazadistrict.org>

Fwd: Plaza District 2025 Event Street Closure Request

Rachael Leonhart <director@plazadistrict.org>
To: Plaza District <info@plazadistrict.org>

Thu, May 8, 2025 at 10:22 AM



Rachael Crawford Executive Director

Plaza District Association 501c3
Plaza Business Alliance 501c6
p. (405) 578-5718
e. director@plazadistrict.org

----- Forwarded message -----

From: **180 Development** <180residential@gmail.com>
Date: Wed, Apr 23, 2025 at 7:37 AM
Subject: Re: Plaza District 2025 Event Street Closure Request
To: Rachael Leonhart <director@plazadistrict.org>
CC: Jeff Struble <jeffstruble@yahoo.com>

Hi Rachael,
We agree.
Hope all is well.

On Wed, Apr 2, 2025 at 3:46 PM Rachael Leonhart <director@plazadistrict.org> wrote:

Hi Jeff and Aimee,

I hope you've been well! Please respond to this email by Wednesday, April 9, with **"Agree"** or **"Disagree"** regarding the following:

"I understand and have been notified of street closures associated with the annual Plaza District events on June 13th, August 8, September 27th from 6am - 11:59 pm. I understand that if I have concerns about the proposed closure, I can contact the event organizer, Rachael Crawford, Executive Director of the Plaza District (405-578-5718 | director@plazadistrict.org) or Oklahoma City's Special Events Office (405-297-2890)."

- **Property Owner/Representative: Jeff & Aimee Struble**
- **Property Address:**
 - [1804 NW 16th St](#)
 - [1815 NW 16th St](#)
 - [1630 N Blackwelder Ave](#)
 - [1620 N Blackwelder Ave](#)
 - [1618 N Blackwelder Ave](#)
 - [1601 N Blackwelder Ave](#)
 - [1609 N Blackwelder Ave](#)
 - [1706 NW 16th St](#)
 - [1708 NW 16th St](#)
 - [1712 NW 16th St](#)



 = DRINK TENTS

Contact: Rachael Crawford
 Executive Director | Plaza District
director@plazadistrict.org + (405) 578-5718

Please let me know if you have any questions or concerns!

Thank you,
 Rachael



Rachael Crawford
 Executive Director

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 e. director@plazadistrict.org

