



SPECIAL EVENT – WORK ORDER ROAD USE NOTIFICATION

Event Name: Angus Glen Half Marathon**Owner:** Client

Overview: An accredited Ontario Roadrunners Association race that will raise funds for the Markham Stouffville Hospital.

When: Sunday, November 4, 2007 0900h – 1330h
Day/Month/Date/Year Time Start – Time End

Location: Start/finish line will be held at the Angus Glen Golf Club.

Admission: The first 1500 runners

Alternative Contact & Organization Information

| | | | |
|------------------------|------------------------------|-----------------|-------------------------------|
| Name: | Leslie Walsh | Day Tel: | (905) 472-7373 ext. 6708 |
| Title: | Coordinator Public Relations | Eve Tel: | 416-578-7016 |
| Organization: | Markham Stouffville Hospital | Cel Tel: | (416) 578 7016 |
| Address: | 381, Church Street | Fax: | |
| City, Prov, PC: | Markham, ON L3P 7P3 | Email: | LWalsh@msh.on.ca |
| | | Web: | www.angusglenhalfmarathon.com |

Main Contact - Organization & Contact Information

| | | | |
|------------------------|---|-----------------|-----------------------------------|
| Name: | Sara Sterling | Day Tel: | (905) 887 0766 |
| Title: | Media Consultant & Co-Chair of ½ Marathon | Eve Tel: | (905) 887 3247 |
| Organization: | Sterling Communications | Cel Tel: | (416-797-4282 |
| Work Address: | 67 Prospectors Drive | Fax: | Not Provided |
| City, Prov, PC: | Markham, ON L6C 1Z8 | Email: | sterlingcommunications@rogers.com |

Roads Involved

Sunday, November 4, 2007 0930h – 1230h

This event will utilize both sidewalks and roadways on the following roads:

- | | |
|---|--------------------------|
| A. Start line is at Angus Glen Golf Course | Private Property |
| B. South on Kennedy Road to Major MacKenzie | Regional Roadway |
| C. West on Major MacKenzie to Prospector's Drive | Regional Roadway |
| D. South on Prospector's Drive to The Fairways | Primary Response Roadway |
| E. West on The Fairways and south onto Royal Troon Crescent | Primary Response Roadway |
| F. Royal Troon Crescent onto Angus Glen Blvd | Local Response Roadway |
| G. East on Angus Glen Blvd to Potters Wheel Road | Local Response Roadway |
| H. North on Potters Wheel Road to Port Rush Trail | Local Response Roadway |
| I. East on Port Rush Trail to Angus Meadow Drive | Local Response Roadway |
| J. South on Angus Meadow Drive to Angus Glen Blvd | Local Response Roadway |
| K. East on Angus Glen Blvd to Kennedy Road | Primary Response Roadway |



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| L. South on Kennedy Road to just north of 16th Avenue | Regional Roadway |
| M. Runners make a u-turn and go north on Kennedy Road to Elgin Mills Road East | Regional Roadway |
| N. East on Elgin Mills Road to McCowan Road | Primary Response Roadway |
| O. North on McCowan Road to 19th Avenue | Regional Roadway |
| P. West on 19th Avenue to Warden Avenue | Primary Response Roadway |
| Q. South on Warden Avenue to Elgin Mills Road East | Regional Roadway |
| R. East on Elgin Mills Road East to Kennedy Road | Primary Response Roadway |
| S. South on Kennedy Road to Angus Glen Golf Course | Regional Roadway |

Municipal Parking Lots Involved

- ☐ Not Requested

Parking Control Plan:

Please describe what preparations are in place to accommodate participants/guests parking:

- ☐ Participants will be parking on site

Community Notification Plan:

Please describe what methods are being utilized to inform the community of the upcoming road closures 14 days prior to event:

- ☐ Brochures, posting to the Town of Markham website, mail out to all addresses involved

Request for Supplies:

A limited number of pylons and safety vests are available from the Roads Maintenance Department located at 555 Miller Avenue in Markham. All pick-ups and returns are the responsibility of the borrower and a request form must be completed prior to receiving items:

- Pylons: 150 – 200 pylons to be dropped off at the Kylemore Homes Sales Centre located on the left hand side of the driveway to Angus Glen Golf Course on Friday, November 3, 2006 prior to noon
- Safety Vests: 100 to be dropped in the same location as last year

Barricade Drop Points:

The Town of Markham will deliver barricades that will consist of two orange colored A-Frame Stands and a 2' X 6' board that measures approximately 10'-14' in length. These barricades weigh approximately 50lbs and are the responsibility of the applicant to assemble and disassemble unless otherwise noted.

Location of barricade drop points: PLEASE REFER TO TRAFFIC CONTROL PLAN DEVELOPED IN COOPERATION WITH WORKING COMMITTEE

Please Note:

- Barricades on local, secondary, rural streets are to be manned at all times with volunteers (V) that are at least 18 years of age
- Barricades on arterial/primary, 400 series, regional streets require hired security personnel (SP) or York Regional Police (YRP) or York Regional Police Pay Duty Officers (PDO)

Documentation:

Required

Received

| | | | |
|-------------------------|-----|--------------------------|--|
| Hold Harmless Agreement | Yes | <input type="checkbox"/> | |
| Liability Insurance | Yes | <input type="checkbox"/> | |
| Insurance Certificate | Yes | <input type="checkbox"/> | |
| Traffic Control Plan | Yes | <input type="checkbox"/> | As developed by Town of Markham Operations – Roads Maintenance Department |

Conditions of Road Closure:

- Emergency access for emergency vehicles must be maintained at all times. Failure to comply could result in suspension of the event.
- The road right of way must be clear of litter and debris within the 24 hours following the event. Failure to do so will result in Town Staff completing the task at a cost of \$150 per hour (3 hour minimum) with charges being the responsibility of the event.
- Compliance with any and all other conditions imposed by the Town of Markham and its Departments.

One week prior to the event:

- Confirm arrangements for barricades, pylons and road signage with the Special Events Coordinator
- Payment of fees for goods and services provided by the Town of Markham must be received
- Appropriate approvals
- Provide notification to all affected residences, churches and businesses regarding the date, time and duration of the road(s) closure
- Post signs notifying the public of the road closure and potential traffic delays

Additional Conditions:

Road Closure Fee:Amount: ☐ Paid ☐ Waived

Credited to Account Number: 700-998-9299

Approval Levels:

Road Use that is contained to Town of Markham roadways requires approval from the following group(s):

- ☐ Council Approval
Traffic is interrupted

Road Use that occurs within the right-of-way of a regional road:

- ☐ York Region Transportation & Works Department



Cancellation of a Road Closure:

If the timing of the road closure is altered for any reason, the applicant must immediately notify the following emergency services:

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| • Markham Fire & Emergency Services | 905-477-2011 |
| • York Region EMS | 800-668-7821 or 705-726-8103 |
| • York Regional Police | 905-881-1221 ext. 7001 |
| • Town of Markham, Special Events Co-ordinator | 905-477-7000 ext. 2255 |

Distribution:

Town of Markham

- | | |
|------------------------------|---------------------------------|
| • By-Laws | • Operations & Asset Management |
| • Markham Hydro | • Special Events Co-ordinator |
| • Mayor & Members of Council | • Town Clerk |
| • MFES | |

York Region

- | | |
|------------------------|------------------------|
| • York Region EMS | • York Region Transit |
| • Roads Transportation | • York Regional Police |

Other

- | | |
|-------------------------------|------------------------------|
| • 407 ETR | • Ministry of Transportation |
| • Area Churches | • Ontario Provincial Police |
| • BIA – Markham Village | • Toronto Transit Commission |
| • BIA - Unionville | |
| • Go Transit – Bus Operations | |

VIA Fax:

- | | |
|--------------------------------------|--------------|
| • Georgian Ambulance Dispatch Centre | 705-739-6831 |
| • OPP | 905-841-6794 |
| • Student Buses | 905-713-2533 |

**Please sign and return to the Special Event Coordinator at least 30 days prior to your event.
Failure to do so may jeopardize our ability to commit to your event.**

Client Signature: _____

Date: _____