

Request Received: May 17, 2007

Event Code: 2007-161

SPECIAL EVENT ROAD USE NOTIFICATION

Event Name: Markham Santa Claus Parade

Event Owner: Client

Overview: Santa Claus comes to Markham!

Date & Time: Saturday, November 24, 2007 1000h – 1300h

Location: Main Street Markham across Highway 7 and north on McCowan Road to Centennial Community Centre

Admission: Open to all!

Organization & Contact Information

Name: Jim Sandiford
 Title: Co-chair
 Organization: Rotary Club of Markham Sunrise Inc.
 Address: 28 Mooreland Court
 City, Prov, PC: Markham, ON L3P 7P8
 Day Tel: 416-229-2581 ext. 23

Eve Tel: 905-294-4242
 Cel Tel: 416-729-4377
 Fax: 416-229-2583
 Email: mccluggage.smith@sympatico.ca
 Web:

Alternative Organization & Contact Information

Name:
 Title:
 Organization: Rotary Club of Markham - Sunrise
 Address: P. O. Box 448
 City, Prov, PC: Markham, ON L3P 3R1
 Day Tel: 416-512-0400 ext. 220

Eve Tel:
 Cel Tel:
 Fax:
 Email:
 Web:

On Scene Emergency Contact

Name: Jim Sandiford

Number: 905-729-4377

Roads Involved

Road Use Notification

Saturday, November 24, 2007

0800h – 1200h

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

- A. Highway 7 East of Wooten Way to Highway 48 (Closed to Parade Traffic Only)
- B. Highway 7 at Ninth Line to Wooten Way (Local Traffic Only)
- C. Main Street Markham north of Highway 7 to 16th Avenue (Closed)
- D. Main Street Markham north of 16th Avenue to just south of Bur Oak Avenue
- E. Bullock Avenue east of Snider Drive east to Main Street Markham
- F. Parkway Avenue west side of George Street west to Main Street Markham
- G. 16 Avenue East of Fincham Avenue to west of the driveway to Garden Basket(Local Traffic Only)
- H. 16th Avenue west of the driveway to Garden Basket to west of Peter Street(Closed)
- I. 16th Avenue west of Peter Street to east of Mingay Ave/Stone Mason Dri (Local Traffic Only)

TIME

0800h – 1100h
 0800h – 1100h
 0930h – 1130h
 1000h – 1200h
 1000h – 1100h
 1000h – 1100h
 1000h – 1200h
 1000h – 1200h
 1000h – 1200h

Forwarded Through Co-ordinator of Special Events:

101 Town Centre Blvd., Markham, ON L3R 9W3
 Tel: 905-477-7000 ext. 3797 Fax: 905-475-4710
 Email: specialevents@markham.ca

Municipal Parking Lots Involved

- A. Not Requested

Traffic Control Map

- B. Developed in cooperation with Town of Markham Roads Department

Parking Control Plan:

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

- C. Participants will use existing parking lots along the parade route

Community Notification Plan:

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

- D. Notice will be included on Town of Markham information page , web site and mail out to all roll numbered properties on the route.

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: Not Required
Safety Vests: 20

Barricade Drop Points:

The Town of Markham will deliver barricades that will consist of two orange coloured 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:

- Highway 7 & Ninth Line – 1 Barricade & 1 Local Traffic Only Sign
- Highway 7 & Wooten Way – 3 Barricades & 1 Road Closed Sign
- Highway 7 & Christman Crt – 1 Barricade
- Highway 7 & Wideman Street – 1 Barricade
- Highway 7 & Cosburn Road – 1 Barricade
- Highway 7 & Albert Street – 1 Barricade
- Highway 7 & Jerman Street – 1 Barricade
- Highway 7 & Washington Street – 1 Barricade
- Highway 7 & Main Street Markham – 4 Barricades & 2 Road Closed Signs
- Main Street Markham & Centre Street – 1 Barricade
- Snider Drive East Side at Bullock Drive – 2 Barricades & 1 Road Closed Sign
- Parkway Avenue at George Street – 1 Barricade & 1 Road Closed Sign
- Ramona Blvd at Main Street Markham – 1 Barricade
- Main Street Markham at Beech Street – 1 Barricade
- Main Street Markham at Springdale Avenue – 1 Barricade
- Main Street Markham at Gleason Avenue – 1 Barricade

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- Main Street Markham at David Street – 1 Barricade
- Main Street Markham at Deer Park Lane – 1 Barricade
- 16th Avenue at Fincham Avenue – 1 Barricade & 1 Local Traffic Only Sign
- 16th Avenue at Elizabeth Street – 1 Barricade
- 16th Avenue at Garden Basket Plaza Driveway – just west – 2 Barricades & Road Closed Sign
- 16th Avenue at Peter Street – 2 Barricades & Road Closed Sign
- 16th Avenue at Quarry Stone Drive – 1 Barricade
- 16th Avenue at Heritage Corners Lane – 1 Barricade
- 16th Avenue at Stone Mason Drive/Mingay Avenue – 2 Barricades & 1 Local Traffic Only Sign
- Highway 48 at Edward Jefferies Avenue – 2 Barricades
- Highway 48 south of Bur Oak Avenue – 3 Barricades & 1 Road Closed Sign

Documentation:

	Required	Received
Hold Harmless Agreement	<input type="checkbox"/>	<input type="checkbox"/>
Liability Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Insurance Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Deposit	<input type="checkbox"/>	<input type="checkbox"/>

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 require:

- ☐ Council Approval
Traffic is interrupted

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

- ☐ York Region Transportation & Works Department

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

- ☐ Ministry of Transportation – Roadwork, Scheduling and Coordination Unit

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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 and pylons 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

YRP Placement:

Officers will be situated at the following locations:

- Highway 7 & Wooten Way – 1 Officer & Vehicle
- Highway 7 & Main Street Markham – 2 Officers & Vehicle
- Bullock Drive & Snider Drive – 1 Officer & Vehicle
- 16th Avenue at Fincham Avenue – 1 Officer & Vehicle
- 16th Avenue at Stone Mason Drive/Mingay Avenue – 1 Officer & Vehicle
- 16th Avenue at Peter Street – 1 Officer
- 16th Avenue at Driveway to Garden Basket Plaza – 1 Officer
- Highway 48 at Bur Oak Avenue – 2 Officers & Vehicle

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:

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

Circulation:

Town of Markham

- | | |
|---|-------------------------------|
| • Commissioner, Fire & Community Services | • Mayor & Members of Council |
| • Director, Leisure & Cultural Services | • MFES Alarm Room Station 95 |
| • Director, Operations & Asset Management | • MFES Fire Chief |
| • General Manager, Operations | • Special Events Co-ordinator |
| • Markham Hydro | • Town Clerk |

York Region

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Community & Fire Services Commission

- York Region
- York Region EMS

- York Region Transit
- York Regional Police

Other

- 407 ETR
- Area Churches
- BIA – Markham Village
- BIA - Unionville

- Ministry of Transportation
- Toronto Transit Commission
- Go Transit
- Ontario Provincial Police

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