



SPECIAL EVENT ROAD USE NOTIFICATION

Event Name: Markham Jazz Festival

Overview: Come one! Come All! Join the merchants of Main Street Markham as they celebrate together with the community the Markham Jazz Festival. Main Street Markham will be closed from Hwy 7 to 144 Main Street North and Robinson Street East will be closed to vehicular traffic allowing guests to stroll the historic street in old time peace and quiet.

Date & Time: Sunday, August 17, 2008 0800h-2300h

Location: Robinson Street, Markham

Admission: Open to everyone

Organization & Contact Information

Name:	Phil Howes	Eve Tel:	N/A
Title:	Manager	Cel Tel:	
Organization:	Markham Village BIA	Fax:	905-472-8530
Address:	132 Robinson Street	Email:	markhamvillage@on.aibn.com
City, Prov, PC:	Markham, ON L3P 5H5	Web:	www.markhamvillage.com
Day Tel:	905-472-2462		

Alternative Organization & Contact Information

Road Use Contact Information

Day Prior: Phil Howes

Day of: Phil Howes

Roads Involved

Sunday, August 17, 2008 1000h-1800H

Classification of roads in use: local, arterial/primary, secondary, rural, 400 series, regional

- ☐ This event will utilize both sidewalks and roadways on the following roads:
 - Main Street Markham north from Highway 7 to South of parkway Avenue -Primary
 - Access east from Main Street Markham is closed to -
 - a. Centre Street - -Primary
 - b. Robinson Street - -Primary
 - Access west from Main Street Markham is closed to -

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



- a. Dublin Street - -Secondary Response
- b. Robinson Street - - Primary
- c. Wilson Street - -Primary
- Robinson Street West from Main Street Markham to Water Street -Primary

Local access will be allowed on Main Street North to Thompson Crt and from Bullock to 144 Main Street

Traffic Control Map

- Barricades can not block the sidewalks
- No large vehicle such as a truck can be parked on the traffic signal pad
- Road closed sign will be posted at both ends of closure
- Four plastic barricades will be used (2 at each end) – Markham Jazz to provide
- Two wooden barricades will be used (1 at each end) - Jim Sowerby's crew to provide
- Advance notice sign will be ordered through the sign shop and posted by the Town of Markham and will read: Markham Jazz

Parking Control Plan:

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

Public parking lots will not be affected

Community Notification Plan:

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

Advertisements in the local newspaper as well as poster distribution

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 Requested
Safety Vests: Not Requested

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: Not required as client has their own.

Location of barricade drop points:

- 4 @ Main & Parkway
- 4 @ Main & Highway 7
- 2 @ Main & Wilson

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- 2 @ Main & Robinson St. west - east end of Plaza entrance
- 5 @ George - Joseph - Washington
- 2 @ Main & Centre Street
- 1 @ Robinson St-Bank Parking Lot
- 2 @ Main St-Old Town Hall Parking Lot
- 2 @ Main St and Dublin
- 1 @ Robinson & Hawkrige with Road Closed Ahead Signage
- 1 @ Main St. & St. Andrew's Presbyterian Church Parking Lot Entrance (143 Main St.)
- 1 Markham Village Lanes lot entrance & Main St.

Advanced Signage will be provided by the Client

1. Main Street Markham and Hwy 7
2. 16th and Main Street Markham
3. Parkway/Bullick and Main Street Markham

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:

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

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.

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- 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.
- Comply 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

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

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

Other

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

Comments:

**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.**

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I/We _____, on behalf of _____, the party requesting the rental/use of The Corporation of the Town of Markham Facility/Location noted above on this form (the "Facility/Location") do hereby hold and save harmless and agree to indemnify The Corporation of the Town of Markham and its elected officials, directors, officers, employees, servants, agents, contractors and their respective heirs, executors, successors and assigns with respect to any and all actions, debts, suits, demands, costs, damages and expenses whatsoever arising either directly or indirectly as a result of the rental/use by me/us/it of the Facility/Location.

I/We have read and understood the Special Event Registration Form and its terms and conditions and agree to abide by them during the rental/use of the Facility/Location.

Client Signature: _____

Date: _____

I/We have the authority to bind the corporation.

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Community & Fire Services Commission

Request Received:

Event Code: 2008- 079

SPECIAL EVENT ROAD USE NOTIFICATION

Event Name: **Main Street Markham Auto Classic**

Overview: The merchants of Markham Main Street are blocking off the street, just for you. They're inviting you to come help them celebrate Olden Days & Antique Cars. There'll be antique and 'nostalgia' vehicles on display, along with antiques for sale, lots of entertainment, good food and many of the other fine things from life in the past.

Date & Time: Sunday, September 7, 2008 1000h – 1800h

Location: Main Street, Markham

Admission: Free

Organization & Contact Information

Name:	Phil Howes	Eve Tel:	N/A
Title:	Manager	Cel Tel:	N/A
Organization:	Markham Village BIA	Fax:	905-472-8530
Address:	132 Robinson Street	Email:	info@mainstreetmarkham.com
City, Prov, PC:	Markham, ON L3P 5H5	Web:	www.mainstreetmarkhm.com
Day Tel:	905-472-2462		

Road Use Contact Information

Day Prior:	Phil	Howes	905-472-2462
	<i>First Name</i>	<i>Last Name</i>	<i>Telephone</i>

Day of:	Phil	Howes	905-472-2462
	<i>First Name</i>	<i>Last Name</i>	<i>Telephone</i>

Roads Involved

Sunday, September 7, 2008 0800h – 1900h

- ☐ This event will utilize both sidewalks and roadways on the following roads:
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 - a. Centre Street - -Primary
 - b. Robinson Street - -Primary
- Access west from Main Street Markham is closed to –
 - a. Dublin Street - -Secondary Response

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- b. Robinson Street
- c. Wilson Street

- Primary
-Primary

- Robinson Street West from Main Street Markham to Water Street -Primary

Local access will be allowed on Main Street North to Thompson Crt and from Bullock to 144 Main Street

Traffic Control Map

Comments:

Parking Control Plan:

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

Public Parking Lots adjacent to the 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:

Letter from the Markham Village BIA will go to local residents and businesses
Notification will also be posted on the Town of Markham website, Markham Village BIA Website.

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: No
Safety Vests: No

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- 2 @ Main St and Dublin
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- 1 Markham Village Lanes lot entrance & Main St.

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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

Conditions of Road Closure:

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York Region

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Other

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

Comments:

This is an annual closure.

**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: _____

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