



REQUEST RECEIVED

EVENT CODE 2009-080

COMMUNITY EVENT – WORK ORDER
ROAD USE NOTIFICATION**EVENT NAME:** Santa Fest/Festival of Lights

Join the Merchants of Main Street Markham as we celebrate the Santa Fest/Festival of Lights on Sat Nov 28. Right after the Markham Santa Parade, one half of the street will have horse drawn wagon rides and the other half will host a ball hockey tournament. Santa will be in his Santa Hut where children can visit and have their picture taken. Later in the evening, the Mayor will light our 30' Christmas tree and then fireworks!! Something for everyone in the family. Main Street will be closed to vehicular traffic, but open to pedestrians from North of Hwy 7 to Bullock Ave/Parkway Drive, and Robinson Street from Water Street to George Street.

EVENT ORGANIZER CONTACT – ORGANIZATION INFORMATION

Name: Phil Howes
Title: Manager
Host Organization: Markham Village BIA
Address: 132 Robinson Street
City, Prov, PC: Markham, Ontario L3P5H5
Day Tel: 905 472-2462

Eve Tel: 416 617-0118
Cell Tel: 416 617-0118
Fax: 905 472-8530
Email: info@mainstreetmarkham.com
Web: www.mainstreetmarkham.com

ROAD USE CONTACT INFORMATION

Day Prior:

First Name	Last Name	Telephone
Phil	Howes	905-472-2462

Day of:

First Name	Last Name	Telephone
Phil	Howes	905-472-2462

ROADS INVOLVED (please provide the route & map)

Please indicate whether the event will be contained to the sidewalks, roadways and/or road closure. List the street(s) and/or roads affected and proposed closures from start to finish route.

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

Saturday, November 28, 2009

1300 hr - 2300 hr

- A. Main Street Markham north from Hwy 7 to South of Parkway –Primary Response Road
- B. Access east from Main Street Markham is closed to
 - a. Centre Street --Primary
 - b. Robinson Street—Primary
- C. Access east from Main Street Markham is closed to
 - a. Thompson Crt—Local
 - b. Dublin Street—Secondary Response
 - c. Robinson Street--Primary



The above closures takes effect immediately following the end of the Santa Claus Parade @ 1300hrs.

Please indicate the date, time and location of the event

Event Set-up Date: Sat Nov 28, 2009

Tear Down Event Date: Sat Nov 28, 2009

Event Set-up Time: 8am
11pm

Tear Down Event Time:

Event Start Time: 12pm
10pm

Event End Time:

Event Location: Main Street Markham

Classification of roads in use: Primary/ Local/ Regional Roadways (for office use only):

BARRICADES DROP LOCATION(S):

Location & quantity of barricade drop points

***Pls note that this event is after the Santa parade and that barricades should already be in place. We do need barricades placed at Bullock/Parkway

- 4 @ Main & Parkway/Parkway
- 4 @ Main & Hwy 7
- 2 @ Main & Wilson
- 2 @ Main & Robinson Street West-East of Plaza entrance
- 10 @ George-Joseph-Washington-Robinson Street east of Main Street Markham
- 2 @ Main & Centre Street
- 2 @ Main Street-Old Town Hall Parking Lot
- 2 @ Main & Dublin
- 1 @ Robinson & Hawkrige & local traffic only sign
- 1 @ Main & St. Andrew's Presbyterian church parking lot entrance (143 main street)
- 6 @ Markham Village BIA Parking Lot at 132 Robinson Street

MUNICIPAL PARKING LOTS INVOLVED

Use of Municipal parking lot Yes No

Indicate the Parking Lot Location Time of Use

PARKING/ TRAFFIC & TRANSPORTATION CONTROL PLAN

Participant and Guest Parking Plan:

PYLONS & SAFETY VESTS

Quantity required:



Pylons: _____ 30
Safety Vests: _____ 30

REGIONAL & PROVINCIAL ROADS

Use of regional or provincial roads Yes _____ No _____

Road Closure Fee:

Amount: \$100.00 plus GST 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):

☐ Clerks Department

Road use is contained within a specified area in which there is a minimum number of homes involved

☐ Council Approval

Main traffic is interrupted

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

☐ York Region Transportation & Works Department Permit

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

☐ Ministry of Transportation/Road Work Scheduling & Coordination Unit

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 |
| • York Region EMS | 800-668-7821 or 705-726-8103 |
| • York Regional Police | 905-881-1221 ext. 7001 |
| • Town of Markham, Community Event Coordinator | 905-477-7000 ext. 3797 |

Distribution:

Town of Markham

- Corporate Communications – Web Master
- By-Laws
- Power Stream
- Mayor & Members of Council

- MFES
- Operations & Asset Management
- Community Event Coordinator
- Town Clerk

York Region

- York Region EMS
- Roads Transportation

- York Region Transit
- York Regional Police

Other

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

Via Fax to:

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