



REQUEST RECEIVED: May 26, 2011

EVENT CODE 2011- IIFA

COMMUNITY EVENT – WORK ORDER
ROAD USE NOTIFICATION

EVENT NAME: Markham IIFA Buzz Events

EVENT ORGANIZER CONTACT – ORGANIZATION INFORMATION

Name:	Shibani Rana	Eve Tel:	416-400-8656
Title:	Project Manager	Cell Tel:	416-400-8656
Host Organization:	Town of Markham	Fax:	
Address:	101 Town Centre Blvd	Email:	srana@masalamehndimastic.com
City, Prov, PC:	Markham Ont	Web:	
Day Tel:	905-477-7000 x 23		

ROAD USE CONTACT INFORMATION

Day Prior:	Shibani	Rana	416-400-8656	
	First	Last		Phone #
Day of:	Shibani	Rana	416-400-8656	
	First	Last		Phone #

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 on the following roads:

Road Closure - 10 am – 11 pm

- On Town Centre Blvd north from Cox Blvd to south on Apple Creek Blvd

Date, time and location of the event

Event Set-up Date:	Saturday, June 18, 2011	Event Tear Down Date:	Saturday, June 18, 2011
Event Set-up Time:	8:00 am	Tear Down Event Time:	12:00 pm
Event Start Time:	10:00 am	Event End Time:	Saturday, June 18, 2011 @ 11pm
Event Location:	101 Town Centre Blvd North (Civic Centre)		

ALTERNATE ROUTE OR SITE PLAN (use for road closure-please provide alternate route plan for traffic)

- From Hwy 7 turn north onto Town Centre Blvd, turn west onto Cox Blvd
- From Warden Ave go west on Apple Creek Drive to Woodbine Ave
- From Hwy 7, north onto Roddick Rd and turn east to Cox Blvd

BARRICADES DROP LOCATION(S):

Location & quantity of barricade drop points

Town Centre Blvd & Cox Blvd:

- Four barricades to be dropped in the middle of the intersection of Town Centre Blvd & Cox Blvd

Town Centre Blvd (Markham Civic Centre – south entrance)

- Two Barricades to be dropped at the entrance of Markham Civic Centre at Town Centre Blvd and Cox Blvd

Wallis Way & Town Centre Blvd:

- Two barricades to be dropped on east end of Wallis Way by Town Centre Blvd

Apple Creek Blvd & Town Centre Blvd:

- Four barricades to be dropped on north side of Town Centre Blvd (intersection of Apple Creek Blvd and Town Centre Blvd)

Does your event require “Road Closed Ahead” signage? (7)

1. Hwy 7 & Town Centre Blvd - 2 signs - eastbound & westbound on Hwy 7
2. Town Centre Blvd & Cox Blvd – 1 sign
3. Cox Blvd & Town Centre Blvd - 1 sign
4. Wallis Way & Town Centre Blvd - 1 sign
5. Town Centre Blvd & Apple Creek Drive – 2 signs – eastbound & westbound on Apple Creek

MUNICIPAL PARKING LOTS INVOLVED

Use of Municipal parking lot

Yes

Locations:

Saturday, June 18 –	noon to 11:00 pm - 8100 Warden Ave
Friday, June 17 –	8 am to midnight - 101 Town Centre Blvd
Saturday, June 18 –	11 am – 11:00 pm – 101 Town Centre Blvd
Sunday, June 19 –	8 am – noon - 101 Town Centre Blvd

PARKING/ TRAFFIC & TRANSPORTATION CONTROL PLAN

Participant and Guest **Parking** Plan:

- *Turning north onto Town Centre Blvd from Hwy 7, turn left onto Cox Blvd, turn right on Roddick Rd to locate designated event parking or turn left to Hwy 7.*
- *Going west on Apple Creek Drive from Warden Ave to reach designated event parking or Town Centre residential area – detour left onto Whitehall Drive (event parking), left onto Roddick Rd & finally left onto Cox Blvd (residential area)*
-
- (4) Police officers to control traffic control at the road closures
 1. Town Centre & Cox Blvd
 2. Town Centre & Apple Creek
 3. Town Centre & Wallis Way



4. Supervising Officer will travel between these 3 points

Shuttle services will be transporting festival patrons to and from the festival site. Shuttle drop off will be on the east side of Town Centre Blvd, while pick up will be on the west side of Town Centre Blvd.

Volunteers and auxiliary police officers will be present to ensure patron pick up from 9:30 pm onwards happens as seamlessly as possible.

PYLONS & SAFETY VESTS

Quantity required:

Pylons: 15
Safety Vests: 25

REGIONAL & PROVINCIAL ROADS

Use of regional or provincial roads 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