



Corporate Services Commission

Event Code: 2015-069

## **COMMUNITY EVENT – WORK ORDER ROAD USE NOTIFICATION**

**Event Name: Olde Tyme Christmas Candlelight Parade**

Event Date: December 4<sup>th</sup>, 2015  
Delivery By: The City

### **ORGANIZATION INFORMATION**

Name: Judi McIntyre  
Title: Coordinator  
Host Organization: Unionville BIA  
Address: 197 Main St.  
City, Province: Unionville, ON  
Postal Code: L3R 2G8

Day Tel: 905-471-4133  
Eve Tel: N/A  
Cell Tel: 647-983-9054  
Fax: N/A  
Email: [info@unionvilleinfo.com](mailto:info@unionvilleinfo.com)  
Web: [unionvilleinfo.com](http://unionvilleinfo.com)

### **ROAD USE CONTACT INFORMATION**

Day Prior: Judi McIntyre

Phone number: 905-471-4133

Day of Event: Judi McIntyre

Cell number: 647-983-9054

### **ROADS INVOLVED**

List the street(s) and/or roads affected and proposed closures from start to finish route.

This event will utilize the following roads:

1. Carlton Rd. West to Pomander Rd.
2. Carlton Rd. East to Stanford Rd.
3. Main St. Unionville North to Library Lane
4. Main St. Unionville & Carlton Rd.
5. Fred Varley Drive West of Main St. Unionville
6. Concession Rd. & Main St. Unionville
7. Victoria St. & Main St. Unionville
8. Main St. Unionville & Station Lane

### **Date, time and location of the event**

The Corporation of the City of Markham 101 Town Centre Boulevard, Markham ON L3R 9W3  
TEL: 905.477.7000 ext. 2589 FAX: 905.475.4741 EMAIL: [specialevents@markham.ca](mailto:specialevents@markham.ca)

Road Use/Closure Start Date: December 4<sup>th</sup>, 2015

Road Use/Closure End Date: December 4<sup>th</sup>, 2015

Road Use/Closure Set-up Time: 5:30 pm

Road Use/Closure Tear Down Time: 10:00 pm

Road Use/Closure Start Time: 7:00 pm

Road use End Time: 9:30 pm

Event Location: **Main St. Unionville**

### **ALTERNATE ROUTE**

- Carleton Road East & West
- From Hwy 7 North to Station Lane West
- South on Eureka to Hwy 7

~the above alternative route will happen once the parade is en route at about 7:45pm

### **EQUIPMENT REQUIREMENTS**

| <b><i>List of Barricade(s) – Quantity &amp; Drop off locations</i></b> | <b><i>Road Closed Ahead – Drop off Location(s)</i></b> | <b><i>Road Close Signage – Drop off Locations</i></b> |
|--|--|---|
| <i>2 Barricades – Main St. &amp; Carlton Rd.</i>                       | Main St. & Hwy 7                                       | Main St. & Carlton Road                               |
| <i>2 Barricades – Carlton Rd. &amp; Stanford Rd.</i>                   | Fred Varley Dr. & Fronthill Blvd.                      | Carlton Road & Stanford Rd.                           |
| <i>2 Barricades – Main St. &amp; Library Lane</i>                      | Carleton Rd. East & West of Main St.                   | Main St. & Library Lane                               |
| <i>2 Barricades – Carleton Rd. &amp; Pomander Rd.</i>                  | Main St. & The Bridle Trail                            | Carleton Rd. & Pomander Rd.                           |
| <i>2 Barricades – Fred Varley Dr. &amp; E.J. Lennox Way</i>            |  | Fred Varley Dr. by E.J Lennox Way                     |
| <i>2 Barricades – Main St. &amp; Concession Rd.</i>                    |  | Main St. North of Station Lane                        |
| <i>2 Barricades – Main St. &amp; Victoria Ave.</i>                     |  |   |
| <i>2 Barricades – Main St. &amp; Station Lane</i>                      |  |   |
| <i>13 – Bandstand for Santa Lines</i>                                  |  |   |

### **PYLONS & SAFETY VESTS**

Quantity required:

Pylons:

5

Vests: 10 Vests

## **MUNICIPAL PARKING LOTS INVOLVED**

Use of Municipal Parking Lot **N/A**

Parking Lot Location: **N/A**

Time of Use **N/A**

## **PARKING / TRAFFIC & TRANSPORTATION CONTROL PLAN**

Participant & Guest Parking Plan: Participants and guests will be given parking passes to park on Concession Road east and west of Unionville Main Street. They will be allowed in by a security guard.

## **REGIONAL & PROVINCIAL ROADS**

Use of regional or provincial roads: Yes **No**

## **APPROVAL LEVELS**

1) Road use that is contained to City of Markham roadways requires approval from the following group(s):

2)

- Clerks Department
  - Road use is contained within a specified area in which there is a minimum number of homes involves
- Council Approval
  - Main traffic is interrupted

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

- York Region Transportation & Works Department Permit

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

- Ministry of Transportation / Road Work Scheduling & Coordination Unit

UNIONVILLE - DECEMBER 4, 2015

