



REQUEST RECEIVED: October 26, 2012

EVENT CODE 2012-069T

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

EVENT NAME: Olde Tyme Christmas Candlelight Parade

EVENT ORGANIZER CONTACT – ORGANIZATION INFORMATION

Name:	Judi McIntyre	Eve Tel:	905-477-0117
Title:	Executive Director	Cell Tel:	647-983-9054
Host Organization:	Unionville BIA	Fax:	905-477-0117
Address:	197 Main Street	Email:	info@unionvilleinfo.com
City, Prov, PC:	Unionville, On L3R 2G8	Web:	
Day Tel:	905-477-0117		

ROAD USE CONTACT INFORMATION

Day Prior:	Judi McIntyre	905-477-0117	
	First	Last	Phone #
Day of:	Judi McIntyre	647-983-9054	
	First	Last	Phone #

ROADS INVOLVED (please provide the route & map)

Road Closure

This event will utilize the following roads:

- 1) Main Street Unionville north of Euclid to south of Library Lane
- 2) Main Street Unionville & Concession Rd to south of Carlton Rd
- 3) Carlton Road west of Concession Rd to south of Pomander Rd
- 4) Fred Varley east of E.J. Lennox Way to Main Street Unionville

Date, time and location of the event

Event Set-up Date:	December 7, 2012	Event Tear Down Date:	December 7, 2012
Event Set-up Time:	5:30pm	Tear Down Event Time:	10:30 pm
Event Start Time:	7:00 pm	Event End Time:	10:00 pm
Event Location:	Main Street Unionville		

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

1. Fred Varley Drive accessed through Sciberras Road
2. Victoria Ave accessed through Berkeley Ct & Planning Mill Driveway (for walkers only)
3. The Bridle Trail, Hastings, Library Lane to Carlton Rd
4. Eureka Street to Highway 7

BARRICADES DROP LOCATION(S):Location & quantity of barricade drop points

- 1) 6 barricades at Unionville Train Station Parking lot
- 2) 2 barricades at the corner of Main Street & Station Lane
- 3) 2 barricades on the south side of Fred Varley Drive just east of E.J. Lennox Way
- 4) 1 barricade at Crosby Arena to block vehicular access to Main Street from the driveway
- 5) 2 barricades at Carlton Rd & Stanford Rd
- 6) 2 barricades at Carlton Rd & Concession Rd (north end)
- 7) 2 barricades at Main Street & Library Lane
- 8) 4 barricades at Carlton Rd & most easterly driveway of the Curling Club driveway
- 9) 4 barricades (2 each) at the two entrances to the Varley Art Gallery parking lot
- 10) 2 barricades at Pomander & Carlton Rd
- 11) 2 barricades at Main Street & Concession Rd (south end)
- 12) 2 barricades at Main Street & Victoria Ave
- 13) 2 barricades at Main street & Euclid Ave
- 14) 2 barricades at Main Street & Maple Lane
- 15) 2 barricades at Main Street & Eckardt Ave
- 16) 2 barricades at Main Street & Pavillion
- 17) 4 barricades at Main Street & Hwy 7
- 18) 10 barricades and 6 for the bandstand to create a line for children to see Santa.traffic barrels

Total = 53 barricades + 6 barrels

Road Closed

- 1) East of E.J. Lennox Way on Fred Varley Rd
- 2) Carlton Rd & west Chamberry Cres – Stanford Rd
- 3) Main Street & Library Lane
- 4) Pomander Rd & Carlton Rd

“Road Closed Ahead” signage

- 1) Main Street & Hwy 7
- 2) Eureka Street & Anna Russell Way
- 3) Fred Varley & west of Fonthill Blvd
- 4) Carlton Rd & west of Kennedy Rd
- 5) Main Street just south of the Bridle Trail
- 6) Carlton Rd west side north of McKay Cres

Parade:

Floats and bands will line up on Main Street north of Carlton to Library Lane, Carlton Rd west of Main Street to Pomander, Carlton Rd east of Main Street to Stanford Rd.

The parade will go from Carlton Rd south on Main Street to south of the tracks where the vehicles will continue south to Highway 7

MUNICIPAL PARKING LOTS INVOLVED

Use of Municipal parking lot Yes

Parking Lot Location: Crosby Area & Curling Club; Varley Art Gallery parking lot on Carlton
Time of Use 5:30 pm to 8:00 pm

PARKING/ TRAFFIC & TRANSPORTATION CONTROL PLAN

Participant and Guest Parking Plan:

PYLONS & SAFETY VESTS

Quantity required:

Pylons: 50

Safety Vests: 20

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 | • MFES |
| • By-Laws | • Operations & Asset Management |
| • Power Stream | • Community Event Coordinator |
| • Mayor & Members of Council | • Town Clerk |

York Region

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

Other

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

Via Fax to:

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

UNIONVILLE - DECEMBER 7, 2012

