



Request Received: May 31, 2011

Event Code: 2011- 130

SPECIAL EVENT – WORK ORDER ROAD USE NOTIFICATION

Event Name: Thornhill Village Festival

Overview: The community of Thornhill closes its streets and opens their community to visitors who are encouraged to stroll the laneways, watch the parade and shop with local vendors.

Date & Time: Third Saturday in September 0930h – 1630h
Saturday, September 17, 2011

Location: Historic Thornhill Village Area

Organization & Contact Information

Name:	Brian G. Ryan	Day Tel:	905-918-9205
Title:	Director of Operations	Eve Tel:	
Organization:	Society For The Preservation of Historical Thornhill	Cel Tel:	416-453-9091
Address:	30 Mayfair Court	Fax:	905-918-9205
City, Prov, PC:	Richmond Hill, On L4B 3X7	Email:	randdholding@yahoo.ca
		Web:	www.thornhillhistoric.org

Road Use Contact Information

Day Prior: Brian Ryan **Contact Number:** 416-453-9091

Day of: Brian Ryan **Contact Number:** 416-453-9091

Roads Involved

Saturday, September 17, 2011 0930h – 1630h

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

A. Church Lane from John St beyond Colborne St.	Secondary Response Road
B. Colborne Street from Yonge St. to Church Lane	Secondary Response Road
C. Eliza St from Colborne St. to end of street	Secondary Response Road
D. Thornhill Summit Drive from Yonge St to Robert West Lane	Secondary Response Road
E. Yonge Street between John St & Royal Orchard Blvd	Regional Road

Parade Hours**(10:30 am - noon)**

F. John St from Henderson Ave to Yonge St	(9:30 am - noon)	
G. Elgin Ave from Dudley Ave to Yonge St	(9:30 am - noon)	
H. Dudley Ave from Clark Ave East to Elgin Ave	(9:30 am - noon)	
I. Dudley Ave & travel north on Yonge St into the festival zone with dispersal along Arnold Ave		
J. Yonge St between Clarke Ave & John St.	(9:30 am - noon for parade)	Regional Rd

Event Set-up Date: Saturday, September 17, 2011

Tear Down Event Date: Saturday, September 17, 2011

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

Event Set-up Time: 8:00 am
Event Start Time: 9:30 am
Event Location: Historic Thornhill

Tear Down Event Time: 6:00 pm
Event End Time: 4:30 pm

Municipal Parking Lots Involved

Day, Date, Year

☐ Not Requested

Parking Traffic & Transportation Control Plan/ ByLaws

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

Requesting that the following by-laws be passed

- ☐ The prohibiting of parking on both sides of Thornhill Summit Drive from 8:00 am to 5:30 pm
- ☐ The banning of ticketing of vehicles on other streets adjacent to the Festival area from 8:00 am to 6:00 pm on the day of the Festival
- ☐ That mobile food vendors not be allowed to do business (unless authorized by the Festival) on September 17, 2011 between the hours of 9:30 am and 5:30 pm on the following streets
 1. Church Lane from John Street to beyond Colborne Street
 2. Colborne Street from Yonge Street to Church Lane
 3. Eliza Street
 4. Yonge Street between John Street and 200 meters north of Thornhill Summit Drive
 5. Thornhill Summit Drive

PYLONS & SAFETY VESTS

A limited number of pylons and safety vests are available from the Roads Maintenance Department on a "first come first served basis". Pylons and vests can be picked up 24 hours prior to the event and returned 24 hours after the event by event organizer(s) at 555 Miller Avenue in Markham. Hours of operations are from Monday to Friday, 8:00 am to 4:00 pm.

Pylons: 48
Safety Vests: 40

Barricade Drop Points:

The Town of Markham will deliver barricades that will consist of two orange colored 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(s) barricade & Signage drop points:

1. Yonge St at Clark Ave (sufficient to block the north & southbound lanes of Yonge St)
 2. Dudley Ave at Clark Ave
 3. Dudley Ave at Elgin Ave
 4. Elgin Ave at Yonge St (sufficient to block the north & southbound lanes of Yonge St)
 5. John St at Henderson Ave
 6. Church Lane at John Street
 7. Colborne St at Yonge St
 8. John St at Yonge St (sufficient to block north & south bound lanes of Yonge St.)
 9. John St at Yonge St. – to block Tim Hortons Yonge St entrance
 10. Thornhill Summit Drive at east of Yonge Street
 11. Royal Orchard Blvd at Yonge St (sufficient to block north & south bound lanes of Yonge Street)
-

❑ Colborne St at Yonge St

1. Road closed sign (small);
2. 2 (8ft) barricades
3. 20 m snow fence
4. 4 stanchions

❑ Church Lane at John St

5. 1 “road closed”sign
6. 2 (8ft) barricades

❑ Yonge Street at John Street

7. 8 - 8' barricades
8. 24 traffic cones to outline traffic lanes from Yonge Street onto John St.
9. “Road Closed Detour” sign directing John Street traffic south onto Yonge Street
10. “Road Closed Detour” sign directing Yonge Street traffic east onto John Street

❑ Thornhill Summit Dr at Yonge Street

1. 3 - 8' barricades to block Thornhill Summit Dr east of Yonge Street

❑ John St at Henderson Ave

1 “road closed”sign & 1 – 8' barricade

❑ Dudley Ave at Clark Ave

2 – 8' barricades

❑ Dudley Ave at Elgin Ave

2 – 8' barricades

❑ Yonge St at Clark Ave

Sufficient barricades to block off north & south bound lanes at Yonge Street

❑ Elgin Ave at Yonge St

Sufficient to block off north & south bound

	lanes at Yonge Street
<ul style="list-style-type: none"> ❑ Thornhill Summit Dr (in front of Answell Seniors Centre) ❑ Yonge Street at Thornhill Summit Dr 	20 m of snow fence & 2 – (8ft) barricades 1. 24 traffic cones to outline traffic lanes from Yonge Street onto Royal Orchard 2. “Road Closed-Detour” sign directing Yonge St. traffic east onto Royal Orchard Blvd 3. Road Closed Detour sign directing Royal Orchard traffic north onto Yonge St 4. 8 - 8' barricades to block Yonge Street
<ul style="list-style-type: none"> ❑ Thornhill Summit – south side of street beside the Old Post Office – side entrance 	1. 40m snow fence 2. 6 stanchions
<ul style="list-style-type: none"> ❑ Church Lane at Charles Lane (lane between cemeteries just north of John Street) 	1. 20 m snow fence 2. 2 stanchions
<ul style="list-style-type: none"> ❑ Sumner Lane at John Street 	1) 1 - 8' barricade – (no snow fencing & no stanchion)

Large Detour Signs to be left on the following locations – indicating the detour route back to Yonge St

- ❑ Royal Orchard Blvd @ Yonge St.
- ❑ John St @ Yonge St
- ❑ Bayview Avenue @ Royal Orchard
- ❑ Royal Orchard & John St

- ❑ **Small Detour Signs - along Royal Orchard Blvd & John Street indicating the detour route back to Yonge St. during the festival hours**

- ❑ **PLEASE SWEEP ON MONDAY SEPT 14 OR TUESDAY SEPT 15 BUT NO LATER – THEY MARK THE ROADS FOR THE BOOTHS WITH CRAYONS AND THE SWEEPING WILL ERASE IT ALL**

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.
- 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.
- Compliance 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

Additional Conditions:
None applied.

Road Closure Fee:

Amount: \$100.00

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):

- ☐ Council Approval
Traffic is interrupted

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

- ☐ York Region Transportation & Works Department

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, Special Events Co-ordinator | 905-477-7000 ext. 3797 |

Distribution:

Town of Markham

- | | |
|------------------------------|---------------------------------|
| • By-Laws | • Operations & Asset Management |
| • Markham Hydro | • Special Events Co-ordinator |
| • Mayor & Members of Council | • Town Clerk |
| • MFES | |

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:

- Georgian Ambulance Dispatch Centre 705-739-6831

- OPP
- Student Buses

905-841-6794
905-713-2533