



REQUEST RECEIVED: June 2nd

EVENT CODE 2010- 138a

COMMUNITY EVENT – WORK ORDER
ROAD USE NOTIFICATION

EVENT NAME: Markham Fair

EVENT ORGANIZER CONTACT – ORGANIZATION INFORMATION

Name:	Michelle Irwin	Eve Tel:	
Title:	General Manager	Cell Tel:	416-705-3283
Host Organization:	Markham Fair	Fax:	905-640-8458
Address:	10801 McCowan Road	Email:	office@markhamfair.ca
City, Prov, PC:	Markham ON, L3P 3J3	Web:	markhamfair.ca
Day Tel:	905-642-3247		

ROAD USE CONTACT INFORMATION

Day Prior:	Blair	Seeley	905-642-0770
Day of:	Blair	Seeley	905-642-0770

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:

- Elgin Mills, between Highway 48 and McCowan Road Local

Please indicate the date, time and location of the event

Event Set-up Date:	Thursday, September 30th	Tear Down Event Date:	Sunday October 3rd
Event Set-up Time:	All days: 9am	Tear Down Event Time:	6pm
Event Start Time:	All days: 9am	Event End Time:	Thursday – Saturday 10pm Sunday 6pm
Event Location:	10801 McCowan Road, Markham L3P 3J3		

Note road:

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

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

19th Concession (North of Elgin Mills) and Major Mackenzie (South of Elgin Mills)

BARRICADES DROP LOCATION(S):

Location & quantity of barricade drop points

Elgin Mills and Highway 48 and Elgin Mills and McCowan Road

Does your event require "Road Closed Ahead" signage? No

If yes, please indicate the quantity and location(s) drop off:

MUNICIPAL PARKING LOTS INVOLVED

Use of Municipal parking lot No

Indicate the Parking Lot Location Time of Use

PARKING/ TRAFFIC & TRANSPORTATION CONTROL PLAN

Participant and Guest Parking Plan:

*Parking on fairgrounds**___Paid duty police officers & volunteers for traffic control. Working with several local property tenants on providing parking space with vendors & tenants/patrons___***PYLONS & SAFETY VESTS**

Quantity required:

Pylons:

Safety Vests:

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 | • 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 |

