



Community & Fire Services Commission

Request Received:

Event Code: 2007-086

SPECIAL EVENT ROAD USE NOTIFICATION

Event Name: Fall Extravaganza

Event Owner: First Markham Place

Overview: Come to First Markham Place and enjoy a performance by Michael Remedios and Don Choi accompanied by Carry on singing songs from past era's. At 9:30 pm there will be a magnificent fireworks display highlighting the coming of the Fall season.

When: Saturday, September 22, 2007

7:00 pm - 11:00 pm

Location: First Markham Place

Admission:

Anticipated Number of People: 5,000

Will Alcohol Be Served: No

Organization & Contact Information

Name: Jacquie Armstrong
Title: Marketing Director
Organization: First Markham Place
Address: 3255 Hwy & East
City, Prov, PC: Markham, ON L3R 3P9
Day Tel: (905) 944-0128

Eve Tel: (905) 263-9995
Cell Tel: (416) 707-6530
Fax: (905) 944-9072
Email: jarmstrong@dartonproperty.com

Road Use Contact Information

Day Prior:	Jackie <i>First Name</i>	Armstrong <i>Last Name</i>	416-707-6530 <i>Telephone</i>
Day of:	Jackie <i>First Name</i>	Armstrong <i>Last Name</i>	416-707-6530 <i>Telephone</i>

Roads Involved

Saturday, September 22, 2007 1900h – 2300h

Classification of roads in use: local, arterial/primary, secondary, rural, 400 series, regional

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

A. Roddick Road will be closed south of Highway 7 to Fairburn Drive – Primary Response Road

Municipal Parking Lots Involved

Not Applicable

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



Traffic Control Map

Please indicate the following information on traffic control map:

- Roddick Road
- Access to Rodick Road from Clegg Road will be barricaded
- Barricade Locations – Roddick & Highway 7,
- Please Note: Barricades will be manned by YRP Pay Duty Officers
- Parking for participants/guests and VIP's is available
- Emergency Access Routes will be maintained at all times

Comments: This is an annual event.

Parking Control Plan:

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

Sufficient parking is available in the shopping center property

Community Notification Plan:

Please describe what methods are being utilized to inform the community of the upcoming road closures 14 days prior to event:

Radio, newspaper and television advertisement, in mall signage and on the web site.

Request for Supplies:

A limited number of pylons and safety vests are available from the Roads Maintenance Department located at 555 Miller Avenue in Markham. All pick-ups and returns are the responsibility of the borrower and a request form must be completed prior to receiving items:

Pylons: 25
Safety Vests: 10
Client is responsible for pick up.

Barricade Drop Points:

The Town of Markham will deliver barricades that will consist of two orange coloured 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 of barricade drop points:

- Rodick Road & Highway 7
- Parking Lot of the 3255 Highway 7 First Markham Place

Documentation:

	Required	Received
Hold Harmless Agreement	<input type="checkbox"/>	<input type="checkbox"/>
Liability Insurance	<input type="checkbox"/>	<input type="checkbox"/>

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Insurance Certificate ☐ ☐

Deposit ☐ ☐

Road Closure Fee:

Amount: ☐ Paid ☐ Waived

Credited to Account Number: 700-998-9299

Approval Levels:

Road Use that is contained to Town of Markham roadways requires:

☐ Clerks Department

Road use is contained within a specified area in which there are a minimum number of homes involved

☐ Council Approval

Traffic is interrupted

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, pylons and road signage 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

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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 |
| • EMS | 800-668-7821 |
| • York Regional Police | 905-881-1221 ext 7001 |
| • Town of Markham, Special Events Co-ordinator | 905-477-7000 ext. 2255 |

Circulation:

Town of Markham

- | | |
|---|-------------------------------|
| • Commissioner, Fire & Community Services | • Mayor & Members of Council |
| • Director, Leisure & Cultural Services | • MFES Alarm Room Station 95 |
| • Director, Operations & Asset Management | • MFES Fire Chief |
| • General Manager, Operations | • Special Events Co-ordinator |
| • Markham Hydro | • Town Clerk |

York Region

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

Other

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

Comments:

Please sign and return to the Special Event Coordinator **at least 30 days prior** to your event.
Failure to do so may jeopardize our ability to commit to your event.

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Client Signature: _____

Date: _____

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