



**The Corporation of the
TOWNSHIP OF WOOLWICH**

Box 158, 24 Church Street West, Elmira, Ontario, N3B 2Z6
Infrastructure Services: 519-669-6041

SPECIAL EVENT PERMIT: FREQUENTLY ASKED QUESTIONS (FAQ)

Why do you now require a traffic control plan when I've never had to have one before?

The health and safety of event organizers, participants, and the public is our top priority. In reviewing the special event permitting process, it was determined that traffic and pedestrian safety were not being properly considered and accounted for. These deficiencies will be addressed by following OTM Book 7 Temporary Conditions as it is standard for any contractor or persons that utilizes Township Road Allowances to outline temporary traffic control. This measure helps to reduce liability to the Township and event organizer. For example, if you are organizing a race on the roadway, the traffic control plan would outline how traffic will be accommodated while protecting participants by indicating traffic flow and signage. This may include creating a protective lane for participants, and considering how participants will follow lighted signals and crosswalks.

Why do I have to provide barricades and signage for my event when the Township has been able to do so in the past?

The Township has a limited supply of signs and barricades and due to the OTM Book 7 guidelines, the requirement for signs has increased which the Township does not have sufficient inventory to lend out.

Why can't the Township do the traffic control plan for me?

We will not have an intricate knowledge of your special event and be able to determine what is required for a traffic control plan. Unfortunately, we can not direct someone on how, or which traffic control set up they should be using, as this would make the Township liable if anything were to happen. This is where the qualified third party comes in to assure us that everything is abiding by Book 7, which is important in ensuring our compliance with health and safety legislation and the Ministry of Transportation.

How much additional costs will there be if my event requires a road closure?

The costs required will vary depending on the size and complexity of the event. For example, signs rentals from equipment rental companies may start at \$7.00 per sign per day, plus additional costs in police resources, if applicable.