

# HURUNUI DISTRICT COUNCIL

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## APPLICATION FOR MONUMENTAL WORKS PERMIT

### DETAILS OF DECEASED

Name of Deceased: \_\_\_\_\_

Date of Death: \_\_\_\_\_ Age at Death: \_\_\_\_\_

Name of next of Kin: \_\_\_\_\_

Signature of next of Kin: \_\_\_\_\_

Authority given from next of kin:  Yes  No

### PLOT DETAILS

Cemetery: \_\_\_\_\_

Plot number: \_\_\_\_\_

Description of monumental works to be carried out:

\_\_\_\_\_  
\_\_\_\_\_

### FEES AND CHARGES 2024/2025

Plot Location	Plan only, issued for quotation purposes	No Charge
Plot Permit	Issued to install Headstone	\$80.00
Plot Maintenance	Issued to carry out Maintenance and Additions on Headstone	\$30.00

## AUTHORISATION

I, \_\_\_\_\_, as the person applying for a monumental works permit, declares that all the information on this form is correct, and I confirm that ( I / the Company) will be responsible for paying the provided fees and other related fees set by the Hurunui District Council.

Applicant Company \_\_\_\_\_

Applicant Name \_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_

Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Office Use Only

Date received: \_\_\_\_\_

Warrant number: \_\_\_\_\_

Total fees: \$ \_\_\_\_\_

Council officer: \_\_\_\_\_

## Notes for Applicants

### Extract from Hurunui District Council Cemeteries Bylaw 2014

#### 10. MEMORIALS

**10.1** Every plot holder may erect a tombstone, monument, or other memorial on the strip of concrete forming part of the grave or plot, subject to the conditions set out within this clause. Before erecting a tombstone or other memorial, the Stone Mason or other person planning to erect this shall apply, in advance, to the Authorised Officer for a permit, together with the prescribed fee.

**10.2** All costs incurred in the exercise of any right of a plot holder by this clause are at the expense of the plot holder. **10.3** Concrete base work for all memorials must stand no higher than 500mm above whichever is the higher of the highest point of the concrete berm or of the ground level, and may, where required, allow inserts for flower containers.

**10.4** On concrete berms a space of 150mm clear of any memorial foundations must be maintained, at both the front and the back.

**10.5** No erected memorial on any **grave** plot may be of a greater height in any part than 1.0 metre, measured from the adjacent general ground level.

**10.6** No erected memorial on any **lawn** plot may be of a greater height in any part than 1.0 metre, measured from the berm; or of greater width in any part than 1.0 metre on a single plot or 2.0 metre on a double plot, or of greater depth in any part than 400mm.

**10.7** No erected memorial on any **cremation** plot may be of a greater height in any part than 500mm, measured from the berm; or of greater width in any part than 500mm; or of greater depth in any part than 300mm. Except as provided for on the concrete berms, no person may erect, construct, place or establish any tombstone, monument, garden ornament or other memorial, kerbing, railing, fence, building or other structure on or about any **lawn** or **cremation** plot.