



RUAPEHU DISTRICT COUNCIL

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For Council Use

Application for Permit to Erect a Headstone

Please note: this application is used for all headstone installations, additions and repairs.

Deceased Details

Family Name of Deceased _____
First Names of Deceased _____
Date of Death _____

Plot Information

Please check with Council if you are unsure of the correct location

Cemetery Manunui Matiere Ohakune Ohura
 Owhango Raetihi Rangataua Raurimu
 Taumarunui
Type of Plot Burial Plot Ashes Plot
Block No _____ Plot No _____

Details of Proposed Headstone

Please see instructions overleaf or check with Council if you are unsure of requirements

Date of Installation _____
Materials to be Used _____ Colour _____
Dimensions Height _____ Width _____ Depth _____
Inscription
(Please use separate page if you require additional space)

Applicant Details

Agent (Mason or Funeral Director) _____
Name of Applicant _____
Address of Applicant _____
Phone Number _____ Facsimile _____
Email Address _____
Signature of Applicant _____

Office Use Only

File: C20-0003 Permit Number: _____ Document No _____
Date of Approval: _____ Approved by: _____

Diagram

Please provide a sketch of the proposed headstone/memorial. Please include the height, width and depth dimension in millimetres. Please take note of the maximum size requirements in the following section.

Information for Applicant

All above ground grave structures, enclosures, headstones, memorials and other monuments shall be installed so as to follow the guidelines in the Ruapehu District Council Public Health and Safety Bylaw 2006. Final decision on suitability of any monument is made by Ruapehu District Council.

The installation of headstones, grave surrounds or overtop construction or repairs and installation of concrete beams or bases shall be carried out to the satisfaction of Council.

No monuments other than approved headstones shall be erected within the precincts of a memorial park cemetery.

Council reserves the right to decline a permit for headstones or memorials bearing inscriptions that may offend or disturb other cemetery users.

Adornments of any type are not permitted upon any plots with the exception of vases or containers for flowers or plant containers housed in inserts in the plinth. Council is not responsible for any items that are placed on plots, lost or damaged.

No tree or shrub shall be planted in any part of any cemetery by any person without the consent of Council.

No person shall, without the written permission of Council, remove from any cemetery or grave any headstone, monument or plaque.

Work shall not commence until the permit has been issued.

Concrete Berm Plots – Manunui, Ohakune, Raetihi, Taumarunui

The purchaser of the plot is entitled to erect, and obliged thereafter to maintain, memorials or headstones upon the concrete berm provided by Council.

Plinths (concrete bases of memorials/headstones) are not to be any higher than 150 mm, and must have a minimum clearance of 150mm from the berm edges and adjacent plots. Plinths are not to be any wider than 1000 mm (1 m) on a single plot or 2000 mm (2 m) on a double width plot provided there is 150 mm clear width on all sides.

Memorials/headstones are not to exceed 850 mm above the berm and are to be constructed out of granite or other similar material as approved by Council.

Lawn Plots

Any memorial plaque in a lawn cemetery must consist of permanent material, be of an approved size and set in an approved position with all inscriptions relating to the persons buried in each plot to be on the one plaque.

Plans and specifications for the construction of above ground vaults must be submitted to Council for approval prior to any work commencing. Construction of the vault shall be to standards acceptable to Council.

Ashes Berm Plots

Ashes plots vary in width, and memorials/headstones can be erected within the available space, provided there is 150 mm clear width on all sides.