

MUNICIPALITY OF JASPER

JASPER CEMETERY

APPLICATION FOR PLACEMENT OF MONUMENT OR MEMORIAL TABLET

TO: Chief Administrative Officer, Jasper Cemetery, Municipality of Jasper

FROM: _____

(name of person requesting placement of monument or tablet)

(address)

(e-mail address)

Phone Number: (____) _____

Permission is requested for the placement of a

Monument or Memorial Tablet

(details regarding size, inscription and placement on plot are to be completed overleaf. In the case of a monument, a detailed rendering, showing exact measurements, should be attached to this form)

in accordance with Jasper Municipal Bylaw #082, section 7, (see attached sheet)

Name of Full Burial Plot or Cremation Plot: _____ Plot # _____

Fees

In accordance with Municipality of Jasper bylaw governing the Jasper Cemetery, a fee of \$100 plus gst is payable for the Permit for the placement of a monument or tablet. Cheques are to be made payable to: Municipality of Jasper, PO Box 520, Jasper, AB TOE 1E0. Other methods of payment include cash or Interac.

Note: The Bylaw requires that monuments not be installed until at least a year after a full burial, in order to allow the ground to settle. This does not apply to memorial tablets.

Signature of Applicant

Date

(Note: This application form must be completed and approved prior to the placement of any Monument or Tablet.)

Approved by:

CAO or designate

Date

This information is being collected for the Jasper Cemetery Records under the Jasper Cemetery Bylaw. It is protected by the privacy provisions of the Alberta Freedom of Information and Protection of Privacy Act. Questions relating to the collection of this information should be directed to the Administrative Officer, Municipality of Jasper, tel: 780-852-6503.

Revised: July 2015



**MUNICIPALITY OF JASPER
JASPER CEMETERY**

**REQUIREMENTS FOR THE PLACEMENT OF MONUMENTS OR
MEMORIAL TABLETS**

Plot # _____

Please provide wording of inscription to be placed on monument or memorial tablet, and state size of monument or memorial tablet in accordance with the attached bylaw requirements: (In the case of a monument, please attached a detailed drawing).

Size of Tablet & Inscription

Size: (_____)

Size:

(_____)

(Please write exact wording of inscription on lines in text box shown above)

**Location of Monument or
Tablet on Plot**

(indicate position with "X")



head

middle

foot

In the case of a double plot,
the monument or tablet should be
placed centrally across the head
of the two plots.

Also, please note that installation of monument or tablet is not allowed until permit has been approved by Municipal administration.

Concrete Foundation for Placement of Monument or Tablet:

Please note section 7.4, 7.5, and 7.6 of the Cemetery bylaw which relate to concrete foundations, and section 7.7 which places the sole responsibility for the construction of the concrete foundation on person who holds the Certificate for the Plot.

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JASPER CEMETERY

SECTION 7. REQUIREMENTS FOR PLACING MONUMENT OR MEMORIAL TABLET

- 7.1 All persons employed in the construction of foundations, the placement of Memorial Tablets or the erection of Monuments, whether employed by the Municipality or not, shall be subject to the direction and control of the Municipal Manager.
- 7.2 Where the Municipal Manager receives a request from an Owner for authorization to construct a foundation, place a Memorial Tablet or erect a Monument on that Owner's Plot the Municipal Manager shall authorize that construction, placement or erection provided that:
- 7.2.1 plans and specifications are submitted to him and he determines those plans and specifications to contain a sufficient description of the proposed construction or placement;
 - 7.2.2 a plan of the Grave is provided showing the location of the proposed construction or placement;
 - 7.2.3 provision for lifting and maintenance of the foundation, Monument or Memorial Tablet are satisfactory to the Municipal Manager, and
 - 7.2.4 not less than one (1) year has passed since interment of full burial remains in the plot.
- 7.3 Where the Municipal Manager receives a request from an Owner for authorization to construct a single Monument in respect of two adjoining Graves in only one of which are buried the human remains of a person, the Municipal Manager shall, in addition to the requirements of Section 7.2 above, require the owner to declare in writing that the Monument shall be removed and replaced at the Owner's risk and expense to provide for the interment of the remains of a second person on the adjoining plot.
- 7.4 A foundation, Memorial Tablet or Monument authorized to be constructed, placed or erected pursuant to section 7.2 shall be confined within the limits of the Grave in respect of which it is constructed, placed or erected and shall, where possible, be aligned with other Memorial Tablets or Monuments on adjoining Graves.
- 7.5 A Memorial Tablet or Monument shall be placed or erected on a concrete foundation not less than 10 cms (3.9 inches) thick, and not less than 10 cms (3.9 inches) wider or 10 cms (3.9 inches) longer than the base of the Memorial Tablet or Monument it supports.
- 7.6 The foundation of a Memorial Tablet shall be so placed that the top of the tablet is level with the surrounding ground.
- 7.7 The construction of concrete foundations, for the placement of Memorial Tablets or the erection of Monuments, whether pre-cast or poured on site, shall be the sole responsibility of the Owner.

- 7.8 The area of a Memorial Tablet shall not exceed:
- 7.8.1 in respect of a Grave in which human remains are buried, 2 square meters (2.2 square feet); or
 - 7.8.2 in respect of a Grave in which ashes are buried, 1 square meter (1.1 square feet); and
 - 7.8.3 where a single Memorial Tablet will be erected in respect of two adjoining Graves in each of which are buried the human remains of a person and where those persons are Next of Kin, 4 square meters (4.3 square feet).
- 7.9 A Monument shall not exceed 1 meter (3.3 feet) in height above the level of the surrounding ground and shall be of such other dimensions and design as not to be, in the opinion of the Municipal Manager, offensive to the majority of the people visiting the Cemetery.
- 7.10 In respect of any Monument:
- 7.10.1 the face area shall not exceed 20% of the area of the Plot on which it is to be erected;
 - 7.10.2 the length of the base shall not exceed 75% of the width of the Plot on which it is to be erected, and
 - 7.10.3 the base area shall not exceed 9% of the area of the Plot on which it I to be erected.
- 7.11 The thickness of any Monument:
- 7.11.1 with a face area of .56 square meters (6 square feet) or less, shall not be less than 10 cms (3.9 inches).;
 - 7.11.2 with a face area greater than .56 square meters (6 square feet) and not exceeding 1.1 square meters (11.8 square feet), shall be not less than 15 cms (5.9 inches) and
 - 7.11.3 with a face area of 1.1 square meters (11.8 square feet) or greater, shall not be less than 20 cms (7.9 inches).
- 7.12 The base of a Monument shall not exceed 25% of the height of the Monument.
- 7.13 Where a single Monument will be erected in respect of two adjoining Graves:
- 7.13.1 the face area shall not exceed 20% of the combined area of the Plots on which it is to be erected;
 - 7.13.2 the length of the base shall not exceed 75% of the combined width of the Plots on which it is to be erected, and
 - 7.13.3 the base area shall not exceed 9% of the combined area of the Plots on which it is to be erected.
- 7.14 All foundations for Monuments and Memorial Tablets shall be confined within the boundaries of the respective Plots, and all Monuments and Memorial Tablets shall be placed in such a manner as to maintain, wherever possible, a proper alignment.
- 7.15 No corner stones or other markings to indicate the boundaries of a Plot or Grave shall be erected.
- 7.16 All Monuments and Memorial Tablets placed upon a Plot or Grave shall be of granite, marble, stone or bronze.

- 7.17 Not more than one Memorial Tablet or Monument shall be placed or erected on any one Plot except for:
- 7.17.1 Cremation Plots where one Memorial Tablet will be permitted for each Grave, or
 - 7.17.2 Grave Plots in which may be buried the remains of one person and the ashes of up to three persons, in which case one Monument may be erected in respect of the remains and one Memorial Tablet may be placed in respect of each of the ashes.
- 7.18 No person shall place an inscription on any Memorial Tablet or Monument, or construct or place a foundation, Memorial Tablet or Monument upon which an inscription has been placed, without the written approval of the Municipal Manager. The Municipal Manager shall not provide his written approval of an inscription if, in his opinion, the inscription would be offensive to persons visiting the Cemetery.
- 7.19 Where an Owner constructs or places a foundation, Memorial Tablet or Monument in the Cemetery that does not comply with the provisions of this Bylaw, the Municipal Manager may order the Owner by notice, in writing, mailed to him at his last known address, to remove the foundation, Memorial Tablet or Monument and in default of the Owner so doing, the Municipality, its officers, agents, or servants may remove the same to the satisfaction of the Municipal Manager and charge the same to the Owner and collect the same in the same manner as municipal fees and taxes.
- 7.20 Where the Municipal Manager finds any Monument or Memorial Tablet in a state of disrepair, unsightly, objectionable or interfering with routine Cemetery maintenance, he shall notify the Owner and require that repairs be undertaken within thirty (30) days. If the Owner of the Monument or Memorial Tablet fails to make the required repairs or alterations to the Monument or Memorial Tablet within thirty (30) days of issuance of the notice from the Municipal Manager, the Municipal Manager may remove such Monument or Memorial Tablet from the Cemetery, or repair or replace such Monument or Memorial Tablet and charge the cost thereof to the Owner and collect the same in the same manner as municipal fees and taxes.