

CEMETERY REQUIREMENTS AND MONUMENT REGULATIONS SHELLHARBOUR & ALBION PARK CEMETERY

1. No monument may be erected within Shellharbour Cemetery or Albion Park Cemetery until:
 - a. An approved Monumental Mason with appropriate insurances has submitted an 'Application to work in Council Cemeteries' with details of dimensions of the proposed monument construction and details of the material to be used.
 - b. Payment in full of relative monument construction fees is received and approval has been granted for the erection of the monument by Shellharbour City Council.
 - c. The grave is pegged by Council staff to indicate the gravesite location and the dimensions of the grave.
 - d. No work is to be carried out unless a written approval has been issued by Shellharbour City Council.
2. All monuments must be constructed by a Council approved, and licensed Monumental Masons and meet the Australian Standard 4204 -1994. All materials must be of a permanent nature eg. marble, granite, sandstone etc (timber or mortar and bricks are not considered permanent).
3. No monuments will be allowed on reserved sites until an application has been submitted and approval has been issued for preparing the plot (which will incur a pre-digging fee).
4. Monument height restriction. The maximum height of a monument above ground level is 1.4 metres with an additional 200mm being permissible for the affixing of a cross on top of the monument.
5. The maximum width of a monument must be constructed within the marked boundary of the plot with the remainder of the site to be concreted level with the existing footpath (if applicable). Where a double monument is required on two adjacent 1500 mm plots, the monument must be 2700 mm in width.
6. Ornament restriction. No vases, ornaments or books are allowed to be placed or mounted on the ledger/slab within 660 mm of the foot of the grave monument.
7. The candle enclosure (maximum size of 300mm for candle enclosure), is to be incorporated into the rear of the headstone. For religious purposes, Council will allow metal candle enclosures to be used at each gravesite (must not encroach on adjoining plots or footpaths) within the first 12 months after the burial. Temporary candle enclosures will be removed after the construction of the monument.
8. No wooden fences are permitted to be erected on or around graves during the first 12 months. No pebbles or matting are permitted to be placed onto graves as there is a risk of damage to adjoining monuments during grounds maintenance.

9. All graves in this portion are dug to a single depth and are capable of taking one burial only. In exceptional circumstances a double depth grave will be allowed. Certain restrictions will apply for the monument construction.
10. Shellharbour City Council may direct the removal or alteration of any monument, which has been erected, placed or inscribed in the Cemetery that contravene with the Local Government Act, 1991.
11. Seats and pot plants must not encroach onto adjoining plots or footpath/access areas.
12. The use of hoses is not permitted for the washing of monuments
13. No parking of visitor's cars will be permitted in grave areas or on access paths.