



Note: The Following Specifications apply only to section 5 and newer at Wamberal Cemetery or Section 9 and newer at Point Clare Cemetery, for specifications of sections older then those please see Page 6 of this document.

Monument Specifications

Single Monument - Headstone on base

Lawn beam areas - all monument bases to be set to the centre line of the beam.
A base is required for all plaques, slopers or headstones.

Base:

Width 500mm (min) – 1000mm (max)
Height 100mm (min) – 150mm (max)
Depth 300mm

Headstone:

Width 300mm (min) – 800mm (max)
Overall width of the monument must not exceed 1000mm inclusive of any ornaments, statues or fixtures

Height 850mm – 900mm (max) *Dependant on the height of the base*
Overall height of the monument must not exceed 1000mm inclusive of any ornaments, statues or fixtures

Depth Plate style 100mm (min) – 150mm (max)
Desk style 150mm slope to 50mm
Overall depth of the monument must not exceed 300mm inclusive of any ornaments, statues or fixtures

Double Monuments (Monuments for side-by-side burial sites) – Headstone on base

Monument must be centred between the two burial sites

Base:

Width 1000mm (min) – 2000mm (max)
Height 100mm (min) – 150mm (max)
Depth 300mm



Headstone:

Width	800mm (min) – 1600mm (max) Overall width of the monument must not exceed 2000mm inclusive of any ornaments, statues or fixtures
Height	850mm – 900mm (max) <i>Dependant on the height of the base</i> Overall height of the monument must not exceed 1000mm inclusive of any ornaments, statues or fixtures
Depth	Plate style 100mm (min) – 150mm (max) Desk style 150mm slope to 50mm Overall depth of the monument must not exceed 300mm inclusive of any ornaments, statues or fixtures

Full Monumental (Monument covering entire gravesite)

Only permitted in approved denominational areas

Base:

Width	1200mm (max) <i>Or to fit the available size of the plot if it is less than 1200mm</i>
Height	400mm (max) Kerbing & slab
Depth/Length	2400mm (max) Overall depth of a monument must not exceed 2400mm inclusive of any fixtures, statues or fixtures
Opening dimensions	Minimum clearance width between the inside face footings and piers must be 600mm Minimum clearance length must be 1950mm
Piers	As per AS 4204:1994

Headstone:

Width	500mm (min) – 1000mm (max) Overall width of the monument must not exceed 1200mm inclusive of any ornaments, statues or fixtures
Height	Overall height of the monument must not exceed 1100mm inclusive of any ornaments, statues or fixtures
Depth	Plate style 100mm (min) – 150mm (max) Desk style 150mm slope to 50mm



Baby Sections

Specific to baby sections of cemeteries only.

Base:

Width 300mm (min) x 580mm (max)

Height 100mm

Depth 220mm

Base is to be set to the rear of the concrete beam

A base is required for all plaques, slopers or headstones.

Headstone:

Width 250mm (min) – 375mm (max)

Overall width of the monument must not exceed 580mm inclusive of any ornaments, statues or fixtures

Height 380mm (max)

Overall height of the monument must not exceed 480mm inclusive of any ornaments, statues or fixtures

Depth Plate style 100mm

Desk style 150mm slope to 50mm

Overall depth of the monument must not exceed 220mm inclusive of any ornaments, statues or fixtures

Plot identification is required for all monuments as per AS4204-1994 – inscription size 10mm. The cemetery authority will advise the identification required with each permit.

Requirements to carry out Monumental Work

Cemeteries are an important part of Australia's heritage. They provide us with information about our ancestor's history, the growth of the local area and a valuable insight into its development. Cemeteries may be the only place where a person's life is recorded. Each element is regarded as significant, contributing to the meaning of the grave as a whole.

To install, restore or perform any monumental work in Central Coast Council Cemeteries, a formal written application is required giving the proposed details.

For restoration or any works on monuments over 50 years of age advice will be sought from the Natural Trust or Heritage Office before any works can be approved or commence.

Only the Interment Right Holder (Burial Licence Holder) or an Authorised Person can apply for a Monumental Works Permit. If Authorised Person, proof of authority to act on behalf of the Holder must accompany any application.

The application should state:

- The full name & address of the Interment Right Holder
- The location of the allotment as recorded in the cemetery register
- The name of the deceased in the allotment
- The full name and contact details for the monumental mason carrying out the works
- The nature of the work being proposed including materials, dimensions, design and inscriptions
- The dimensions and design of any footings or foundations required

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- The date of expected completion of the works

If the Interment Right Holder (Burial licence Holder) is deceased or incapable of making an application, another person may be able to make an application. This application must contain documentation to support why the person is making the application on behalf of the Holder.

Once an application is lodged and the applicable fee paid, it requires Cemetery Authority approval prior to the commencement of any works.

In the situation where Central Coast Council wishes to perform any Monumental Works, the Interment Right Holder will be contacted. If the Interment Right Holder is deceased or not contactable, Council will attempt to contact other family members (all attempts will be recorded).

Council may initiate required Monumental Works (in cases of safety risks) during routine inspections. Where restoration work needs to be undertaken, the Burial Licence Holder will be contacted.

Conditions for Monumental Work

Execution of Works

Monumental works must be carried out in accordance with:

- The approved plan
- AS 4204-1994 Australian Standard Headstones and cemetery monuments
- The current Central Coast Council Requirements to carry out Monumental Works

Access times

Access to the cemeteries is available for the purposes of site inspection and measuring up during the designated opening hours of the cemetery

Hours of Work

Monumental work may only be carried out between the hours of 7:30am and 5:00pm on normal working days of the week. Work cannot be carried out on Saturdays, Sundays and Public Holidays.

The Monumental Mason or their representative must co-ordinate with the Cemetery Authority on the appropriate date and time for works. Work is not permitted unless the cemetery authority has given approval for the Mason to be onsite.

Restriction on Works

Monumental work is not to be carried out when a funeral service is in progress or as designated by the Cemetery Authority.

The Cemetery Authority can restrict access to the cemeteries due to maintenance work, funeral services or during periods of severe weather.

Kerbing, Surrounds and slabs over graves

Permitted in Monumental Sections of cemeteries only. Kerbing, surrounds and slabs are not permitted in lawn beam sections

Vehicular Movements



Vehicles used in the performance of monumental works are permitted within cemetery grounds. Restrictions may apply during times of severe wet weather, construction or maintenance of cemetery areas

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Conduct of the Works Site

The mason is responsible for carrying out the works in a tradesman like manner and for the environmental protection and tidiness of the site during and on completion of the works.

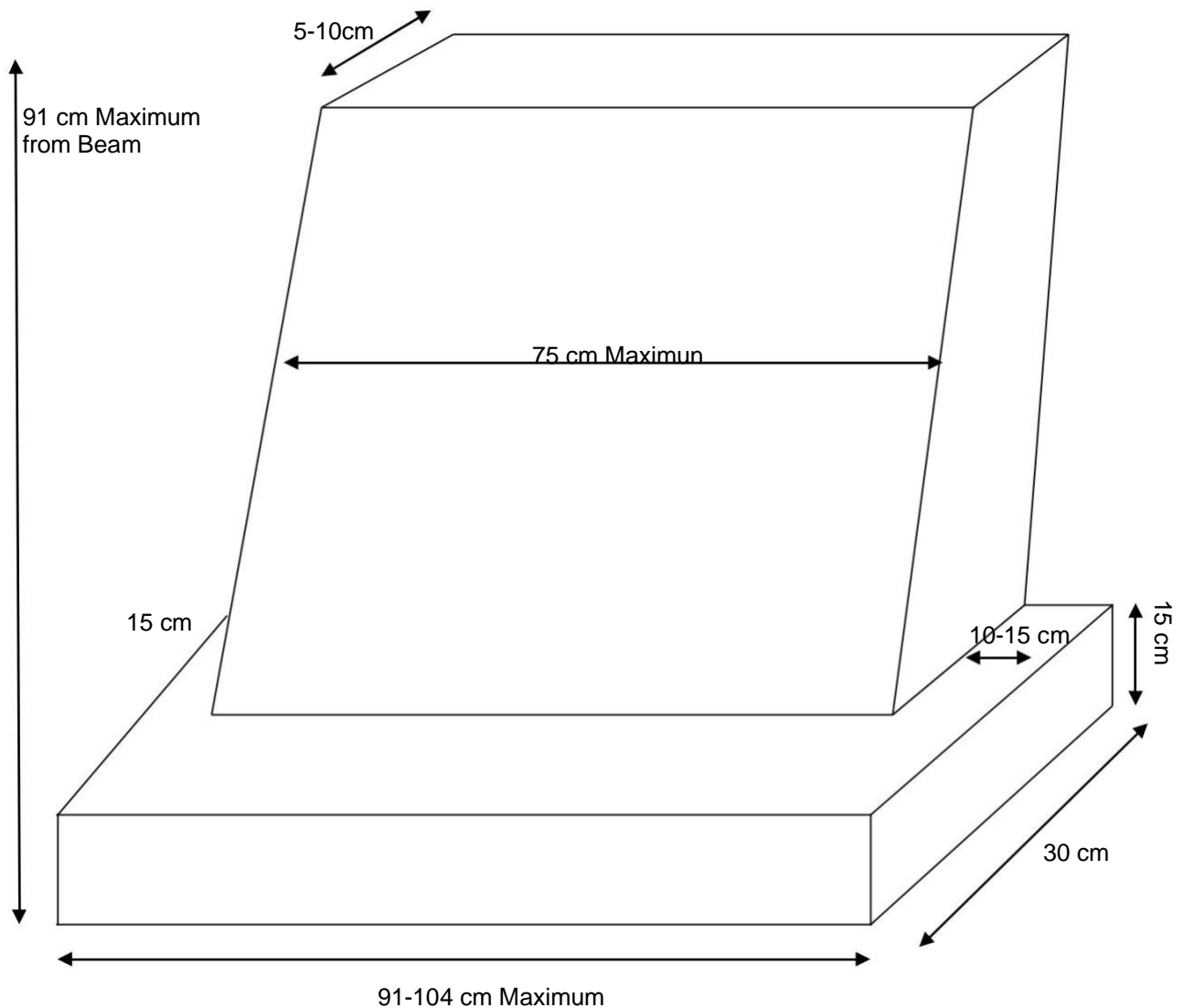
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includes the use of soil barriers to prevent disturbed soil from impacting other gravesites and for the prevention of any litter arising from the works or from building materials or packaging.

Notifications

The mason or the mason's authorised representative is to notify the Cemetery Authority 48 hours prior to the pouring of footings / piers to arrange a time for inspection.

Note: The Following Specifications apply only to sections before Section 5 at Wamberal Cemetery or sections before Section 9 at Point Clare Cemetery. Please refer to the previous pages of this document for specifications of newer cemetery sections



Headstones are to be set back 5 cm. from the edge of the concrete beam on a base no less than 91 cm. x 30 cm. and not to exceed 104 cm in length, with a depth of 10cm to 15 cm. The overall maximum height must not exceed 91 cm measured from the concrete beam. Plaques are to be of a non-corrosive material and not exceed 56 cm. x 30 cm. The plaque must not be permanently affixed to the beam.