



**COLUMBIA CEMETERY
CITY OF BOULDER PARKS & RECREATION DEPARTMENT
APPLICATION FOR GRAVE MARKER
PLACEMENT, REPLACEMENT, OR REPAIR/STABILIZATION**

Name, Address, Phone and/or Email Address of Applicant

Name, Address, Phone and/or Email Address of Person(s) Performing the Actual Work

Name of Deceased

Date of Death

Relation of Applicant to Deceased

Grave Location (Grave-Lot-Section)

Reason for Application: (check one)

No existing grave marker Replacement of existing grave marker

Repair/stabilization of existing damaged/broken grave marker

(describe existing damage/problem) _____

Other (describe)

NEW OR REPLACEMENT MARKERS

If application is for a new or replacement marker, you must provide a blueprint and/or sketch of the grave marker. This must include the following information:

1. Dimensions/material of marker (height x length x width)
2. Dimensions/material of marker base(s) (height x length x width)
3. Dimensions/material of footing(s), if any (height x length x width)
4. How will marker be attached to base(s)? How will base be attached to footing (if any)?
5. Proposed location of grave marker on lot
6. Inscriptions/artwork on grave marker
7. Name of monument company/stone provider
8. Proposed date of installation

REPAIR/STABILIZATION OF EXISTING MARKER

Repair of Markers

The city manager may at any time take action to correct or remove a hazardous condition which arises due to the condition of any grave marker. The city manager may also for conservation purposes conduct such other repair or stabilization work on old grave markers as the manager deems appropriate, considering the resources available, by grant or gift or otherwise, for the purpose.

All conservation work (repair or stabilization) of existing grave markers must be in accordance with recognized professional standards. City Manager may require proof of the understanding of the applicant of those standards, and the ability to perform work in accordance with them. For further information regarding these standards, please contact the Columbia Cemetery Preservation Project Manager at (303) 413-7232.

Only the following persons may apply for a permit to do repair or stabilization work on any marker:

- The person responsible for the original installation of the marker
- Any relative within the second degree of consanguinity as defined in the City Code¹
- Any corporation or association not for profit with a demonstrated purpose of historical preservation or of preservation or conservation of grave markers, or any organization eligible under the laws of the state for a bingo-raffle license²

In considering this application, the city manager applies the standards contained in the Boulder Revised Code, 1981, Title 4, Licenses and Permits, Chapter 4-26, Cemetery Permits at www.bouldercolorado.gov/cao; and Title 8, Parks, Open Space, Streets, and Public Ways, Chapter 8-7, Cemeteries at www.bouldercolorado.gov/cao. These can be viewed online, or at the Boulder Public Library, 1000 Canyon, or at the City of Boulder Central Records office in the Municipal Building at Broadway and Canyon.

Applicant Signature: _____ Date: _____

Application Approval: _____ Date: _____
(As the City Manager’s Delegate)

Application Denial: _____ Date: _____
(As the City Manager’s Delegate)

If Application Denied, Reason for Denial: _____

PLEASE COMPLETE FORM AND RETURN TO:

City of Boulder Parks and Recreation Department, P.O. Box 791, Boulder, CO 80306

¹ Consanguinity” means only the following persons are related within the second degree of consanguinity: Husbands and wives, parents and children, grandparents and grandchildren, brothers and sisters, aunts and uncles and nephews and nieces, and first cousins. These relationships may be of the whole or half blood, by adoption, or by affinity.

² The state statutes, in summary, limit these licenses to chartered branches, lodges, or chapters of a national or state organization, or a religious, charitable, labor, fraternal, educational, voluntary firefighters’, or veterans’ organization not for profit which has been in existence for at least five years and has for at least that time had dues-paying members carrying out its objectives.