



**CONSTRUCTION ACTIVITY PERMIT APPLICATION  
SAFFORD UNION CEMETERY**

Public Works Office  
220 W Discovery Park Boulevard  
Safford, Arizona 85546  
Phone: 928-432-4170 Fax: 928-428-7914

**APPLICANT INFORMATION:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**INDIVIDUAL/COMPANY PERFORMING WORK:**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

**Is the Deed Holder different than the Applicant?**  Yes  No

If yes, name of Deed Holder: \_\_\_\_\_

**Is the family of the deed holder aware of your planned work?**  Yes  No

**Proposed construction activity will occur at the following location in the cemetery:**

Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Space: \_\_\_\_\_

**Proposed construction or work activity (select all that apply):**

- |   |                                      |                                 |                                       |
|---|--------------------------------------|---------------------------------|---------------------------------------|
| <input type="checkbox"/> Curbing                | <input type="checkbox"/> Gravel/Rock | <input type="checkbox"/> Pavers | <input type="checkbox"/> Headstone    |
| <input type="checkbox"/> Artificial Grass       | <input type="checkbox"/> Fencing     | <input type="checkbox"/> Bench  | <input type="checkbox"/> Trees/Plants |
| <input type="checkbox"/> Other (specify): _____ |                                      |                                 |                                       |

City Staff will review the proposed activity. The activity must comply with approved Guidelines and Regulations for the Cemetery (see page 2). The work must be completed within a 12 month time frame of the date of this application, or a new Permit Application must be completed. This Permit Application must be approved by Cemetery Staff and will be kept on file. A copy of the Permit Application will be emailed to the applicant.

Prior to installation of any curbing or headstone/marker, the installer must meet with City of Safford staff. Painted curbing or improperly installed curbing will be removed by the City of Safford at the installers expense.

In signing below, I understand and agree to the stipulations above.

Applicant/Deed Holder's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY:**

City of Safford Permit No: \_\_\_\_\_

Permit Application reviewed by: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

- Approved - Date Permit expires: \_\_\_\_\_  Denied - List reason for denial below

Staff notes regarding permit: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

***Per Safford Municipal Cemetery Policies and Regulations: Guidelines and Regulations***

The Cemetery reserves the right to compel all persons coming into the Cemetery to obey all Guidelines and Regulations adopted by the Cemetery. The Guidelines and Regulations may be changed without notice by the City of Safford at any time.

Only evergreen trees and desert-type plants may be planted in any gravesite.

Grass, colored stone, or cement cap is permissible.

No animals shall be buried in any gravesite.

There shall be no changes to existing curbing (including painting).

Extra curbing must be approved by Cemetery staff. Curbing installed between spaces must match existing curbing height and width. The width of the curbing (6") shall be split evenly between the adjoining spaces. Please keep in mind, the space size will be reduced with the curb installation. There shall be no changes in the existing curbing. Painted curbing or colored cement is not permitted. Painted curbing or improperly installed curbing will be removed by City of Safford at the installers expense.

No mausoleums, shrines, cenotaphs, monuments, wire or wooden trellis or structures of any type shall be permitted.

Headstone types shall not exceed 3 feet in height from the ground and shall not exceed the width of the space.

Flag poles are permitted with a minimum 2" diameter pole not to exceed 12' in height. Flags must be illuminated in dark, not impede adjoining lots and will be removed by Cemetery staff if tattered or torn.

Rod iron fencing must be mounted on inside of curbed lot and shall not exceed 30" from the top of the curb. Fencing must be removable for accessibility to gravesite(s) for future burials.

Grave mounds will not be permitted and no lot shall be raised above the established grade.

Flowers or other decorations may be removed by the Cemetery staff as soon as the flowers fade and wither. Tattered or torn flags will be removed as well. The Cemetery shall keep holders and flags at the risk of the owner, for a period of thirty (30) days, from the date of removal. If owner fails to collect said holder(s) within said thirty (30) days, he shall there by forfeit all right, title and interest in and to said holders and the Cemetery may dispose of them as it deems best.

Holiday decorations will be removed by Cemetery staff 30 days after holiday.

Out of respect, touch nothing in the Cemetery that does not belong to you. All persons are strictly forbidden to break or injure any tree or shrub, mar any landmark, curbing, marker or memorial, or in any way deface the grounds of the Cemetery.