



City of San Marcos
Cemetery Construction Application

Construction Contractor: _____

Phone Number: _____

Address: _____

Proof of Valid Insurance: _____

I do here by acknowledge and agree that I have read and received a copy of the Ordinance No. 2022-93 of the rules and regulations for the San Marcos City Cemetery. I understand and acknowledge that these guidelines will be enforced, and I agree to abide by these guidelines.

Signature: _____

Date: _____

Gene Bagwell, Cemetery Maintenance Contractor – 512-517-3542

Scott McLelland, Cemetery Caretaker – 512-748-9671

Concrete Contractors: You may use the contractor of your choosing provided they fill out this form and turn in to the Parks and Recreation Department for prior approval.



City of San Marcos
Cemetery Construction Permit

Date: _____ Issued to: _____ Phone# _____
Construction Contractor

This is to certify that the following steps have been taken:

1. _____ Application for construction has been submitted.
2. _____ Proof of Insurance with City listed as Additionally Insured.
3. _____ Gravesite marked by Caretaker.
4. _____ Concrete forms checked by Caretaker before pouring concrete.

Therefore, _____,
Construction Contractor

Is permitted to perform curbing construction for

_____,
Property Owner

In _____ Addition, Section _____ Block _____ Lot(s) _____

Note: Keep this Cemetery Construction Permit in your possession, it is your only proof that you have been given permission to do work in the San Marcos Cemetery.

Approved: _____ Date: _____

Remarks: Please make sure that you have received the approval from the Cemetery Caretaker before pouring the concrete, item 4 listed above. The rules are on the back of this form for easy reference.

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Sec. 22.013. Curbing.

- (a) The person having the lawful right of use or maintenance of a cemetery lot must apply to the city and obtain a permit before installing or constructing curbing of any type within the cemetery.
- (b) No curb permit may be issued before the purchase price for the lot or certificate associated with the lot to be curbed has been paid in full. No curbing of any type is allowed in the Dixon Addition, Section I, of the cemetery.
- (c) Any number of lots may be curbed so long as the purchase price for the lots or certificates associated with the lots has been paid.
- (d) Curbs must be flush with existing terrain, must be constructed entirely of steel reinforced concrete, marble, or granite and must conform to the following specifications:
 - (1) *Concrete curbing.*
 - a. Curbing will be 18 inches wide along exterior lot lines in the cemetery property; six inches is to be within the lot; 12 inches is to be outside the lot.
 - b. Curbing will be six inches wide along interior lot lines and must be placed within the lots being curbed.
 - c. Curbing will be four inches deep.
 - d. One reinforcing iron size three rebar will be installed along the entire length of the curbing.
 - (2) *Granite and marble curbing.*
 - a. Curbing will be four inches in width and must be placed within the lots being curbed.
 - b. Granite or marble used for curbing must be mortared with a bonding agent of the same color as the granite or marble and designed for the purpose of bonding granite to granite, or marble to marble.
 - c. Curbing will be six inches deep.
 - (3) An exception to flush curbing may be granted by the cemetery commission if adjoining lots have raised curbs.

(Ord. No. 2019-17 , § 1, 6-18-19; Ord. No. 2021-48 , § 1, 8-3-21)