



**ALABAMA
HISTORICAL
COMMISSION**
The State Historic Preservation Office

468 S. Perry Street
Montgomery, Alabama 36130-0900
Voice: (334)242-3184
Fax: (334)262-1083
www.ahc.alabama.gov

Cemetery Permit Application (Cemetery Relocations)

The Code of Alabama 1975, Title 13A, Section 7-23.1 provides legal protection to cemeteries and other places of human interment, and designates AHC to "...provide for the lawful preservation, investigation, restoration, or relocation of human burial remains, human skeletal remains, or funerary objects..."

Please write or type all answers. If a question does not apply to your project, please print N/A (not applicable) in the block or space provided. If additional space is needed, attach extra 8 1/2 "x 11" sheets of paper. If you have any questions about completing this form, please contact Hannah Garmon at 334.230.2644 or Hannah.Garmon@ahc.alabama.gov

1. **Applicant's Name:** _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: () _____ Fax number: () _____
 Mobile Number: () _____
 Email: _____
Property Owner's Name: (If different from above)
 Name: _____
 Street Address: _____
 City, State, Zip Code: _____
 Telephone Number: () _____ Fax number: () _____
 Mobile Number: () _____
 Email: _____

2. **Historic Cemetery Name:** _____ **Common Name:** _____
 Address: _____
 Nearest Cross Street: _____
 City/Town: _____ County: _____
 Proximity to Town: Within town limits Within 1 mile 1-5 miles 5 or more miles

3. Please attach a photocopy of the relevant USGS 7.5 series quadrangle sheet showing the site location. A supplemental map showing greater detail may also be attached, if appropriate.
 Section _____ Township _____ Range _____
 Quadrangle Sheet (USGS) _____

4. GPS Coordinates (if known): Latitude _____ Longitude _____ Altitude _____

5. Tax Map: _____

For Official Use Only
 Date Application Rec'd _____
 Date Permit Issued _____

Cemetery Permit Application
Page 2

6. *Historic Atlas of Alabama, Volume 2, Cemetery Locations by County Number:* _____
This information can be obtained from the AHC Cemetery Program Coordinator
7. Beginning Date of Work: _____ Ending Date of Work: _____
8. Attach a written statement of the landowner's permission both to remove human remains on the property and if necessary, to allow the duly authorized representatives of the Alabama Historical Commission to enter upon the property at reasonable times to inspect and photograph site conditions.
9. Dates of burials: Oldest _____ Most recent: _____
10. Approximate number of marked graves: _____ unmarked graves: _____
11. Threats to cemetery: _____
12. Does a burial listing exist? Yes (location: _____) No Unknown
13. Cemetery Access: Public access Private property
14. Primary Access: Walk Drive Distance from nearest road: _____
15. Is the cemetery still active? Yes No Unknown
16. Type:
 Community Family Hospital Memorial Park Military Municipal Pet
 Potter's Field Prison Religious Other: _____
17. Condition (all that apply):
 Maintained Not maintained Partially maintained Neglected/Forgotten Overgrown
 Trash/Dumping Ground Evidence of vandalism Other: _____
18. Size: City Lot Less than 1 acre 1 to 10 acres 10 to 50 acres More than 50 acres
19. Setting: Rural-Undisturbed Rural-Developed Small town Urban Suburban
20. Perimeter: Fence (type: _____) Wall Vegetation Road(s)
 Vacant Land Buildings Other: _____
21. Evidence of Segregation or Grouping by:
 Race Religion Family Military Occupation Fraternal organization
 Socio-economics Gender None Other: _____
22. Orientation of Graves:
 East-West North-South Toward central monument Toward a river Toward road
 Other: _____
23. Marker Types (check all that apply): above-ground tomb box tomb column comb grave
 coping/curbing/cradles foot stone headstone ledger stone obelisk rock cairn
 statuary tablet stone Other: _____
24. Veteran's Gravestones:
 American Revolutionary War War of 1812 Civil War (Union) Civil War (Confederate);
 Spanish American War World War I World War II Korean War Vietnam War;
 Operation Desert Storm Operation Enduring Freedom Operation Iraqi Freedom

Cemetery Permit Application
Page 3

25. Marker Designs (check all that apply):

- All-seeing Eye Anchor Angel Bible Cross Draped Urn Hand reaching down
 Hand with finger point up Heart Lamb Masonic Menorah Sleeping Child
 Star/ Star of David Weeping Willow Flower Motifs Other: _____

26. Grave Articles:

- bedsteads bottles ceramic objects clocks
 dolls/toys flowers/plastic flowers flower pots/vases jars
 lamps light bulbs marbles medicine bottles
 pinwheels milk jugs/plastic bottles plates sea shells
 none other: _____

27. Associated Historic Buildings/Communities/Neighborhoods: _____

28. Landscape Features:

- casual and unplanned designed plantings designed drives and walks
 designed fencing and walls informal/ picturesque terracing/contouring
 other: _____

29. Ornamental Plantings/Historic Vegetation: _____

30. Additional Descriptions: _____

31. Provide a statement explaining why this cemetery relocation is necessary and cannot be avoided.

32. Explain the removal process. Be very specific on how the excavation will be performed. Attach additional sheets if necessary.

33. Provide the name and complete address of the person(s) performing the excavation and final disposition of human remains.

Cemetery Permit Application
Page 4

34. Provide a statement that the treatment of human remains and associated artifacts will be respectful.

35. Attach photographs (non-Polaroid) of each grave to be relocated **before** beginning any work.

36. Describe the reinterment site (attach maps showing site).

37. GPS Coordinates of reinterment site:
Latitude _____ Longitude _____ Altitude _____

38. Attach a written statement from the owner of the reinterment site of his intention to receive the remains, his permission to allow the remains to be reinterred in the same spatial arrangement, and his acceptance of any grave markers. Note: All above-ground and below-ground burial artifacts should remain separate with each burial.

39. Attach photographs (non-Polaroid) of the reinterment site.
40. Attach Local Governing Body's Approval per §11-47-60 of the *Code of Alabama* 1975
41. Attach Copy of Legal Notice per §11-47-62 of the *Code of Alabama* 1975

ALL APPLICANTS MUST SIGN

I hereby apply for the permit for the activities I have described herein. I agree to allow the duly authorized representatives of the Alabama Historical Commission to enter upon the property at reasonable times to inspect and photograph site conditions.

I hereby certify that there are adequate resources to carry out the proposed goals and objectives under the permit. I understand that work conducted under a permit will not be considered complete until all reports and documentation have been submitted and reviewed by the Alabama Historical Commission to meet all conditions specified as part of the approved permit. Failure to complete the conditions of the permit within the permitted time limit may result in revocation of the permit.

I hereby certify that the information submitted in this application is true and accurate to the best of my knowledge.

Applicant's Name (Please Print)

Date

Applicant's Signature

Date

REMINDER: Be sure to include all attachments with your application form. Incomplete applications will be returned and a permit will not be issued until all requirements are satisfied.

Send the completed application and attachments to:

State of Alabama Historical Commission
Attn: Hannah Garmon
468 S. Perry Street
Montgomery, Alabama 36130-0900
(334)230-2644
Fax: (334) 262-1083
Hannah.Garmon@ahc.alabama.gov