

SPRING HILL CEMETERY PARK

RULES AND REGULATIONS

As adopted by the Commission on January 14, 2000

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MISSION STATEMENT

We stand on the shoulders of those who have gone before us. Our ancestors have provided the foundations of our community thus enriching our lives. We will, therefore, honor the memory of our predecessors by forever keeping the grounds of Spring Hill Cemetery Park in good order – a quiet place of repose for the deceased and a restful, scenic park for the living.

LOCATION

Spring Hill Cemetery Park is located within the city limits of the City of Charleston, West Virginia at the end of Farnsworth Drive north of I-64. The cemetery is also accessible from the west by way of Hinton Terrace and Sunset Drive.

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|-----------------|---|
| Mailing Address | 1555 Farnsworth Drive Charleston, WV 25301 |
| Phone | 304-348-8010 |
| Fax | 304-348-6406 |

AUTHORITY

Every lot in Spring Hill Cemetery Park is held subject to the Acts of the Legislature of the State of West Virginia, the ordinances of the City of Charleston and the rules and regulations laid down by the Spring Hill Cemetery Park Commission.

The Spring Hill Cemetery Park Commission was created on March 16, 1998, by an ordinance of the Charleston City Council. The Commission is vested with appropriate powers to administer the cemetery.

The following rules and regulations have been adopted by the Commission and apply to all activities and rights of burial in the Cemetery regardless of when rights of burial or other rights were created. These rules and regulations may be amended by the Commission from time to time and such amendments may be retroactive.

The Superintendent and such other employees whom the Commission may designate are to enforce the rules and regulations, maintain the buildings and grounds, exercise control over all activities within the Cemetery and effectuate the day-to-day operations.

A BRIEF HISTORY OF SPRING HILL CEMETERY

Spring Hill Cemetery occupies over 150 acres of a hilltop less than a mile from the heart of downtown Charleston. Its name, "Spring Hill", was chosen because of the large number of natural springs that dot its slope.

Officially established as municipal burial grounds in 1869 and used as early as 1818, it is the burial ground for many of the prominent early settlers of Charleston and Kanawha County. However, there are several markers dating from earlier years – as far back as the 1700's. These represent remains moved there from pre-1869 burials elsewhere.

A.J. Vosburgh, a civil engineer, designed the cemetery, now considered the first known example of landscape architecture in West Virginia.

Entering the cemetery at Farnsworth Drive, the first striking sight is the mausoleum, with its stone façade and red tiled roof. Its Moorish architecture visually dominates the area. On a slight rise to the left, near the mausoleum is the Old Circle, where many of the city's earliest families, including the Ruffners, Quarriers and Dickinsons were buried.

The Old Circle is part of 20 acres purchased by the city in 1869 for \$2,118, although people were buried in the area as early as 1818. The city gradually bought surrounding additions from descendants of the Charleston families that founded it. Many of the additions that surround the original Spring Hill Circle were names after families that had farms in the area, such as Wehrle, Middleton, Capito, Scruggs, Woods, Riggs, Burdette and Jeffries. Most hold graves dating back to the early 1800's.

Each area of the cemetery has its own history. One section for black families has been called the "pay ground" where they could pay to be buried. If they had no money, they would be placed in a "free ground". Poor whites also went to a free ground. The cemetery was segregated until 1971.

It is estimated that 37,000 persons are buried at Spring Hill Cemetery. Another 30,000 are estimated to be buried in the private cemeteries surrounding Spring Hill.

Judges, lawmakers and soldiers lay among city pioneers on the grassy hilltop. Two sections of the cemetery are reserved for veterans, with one containing only Civil War soldiers.

The architectural style represented in the array of markers and crypts include Gothic, Art Deco, Romanesque and Neo-Classical Revival. Various types of marble were used as marker materials as well as granite, limestone and cast metal. Many unusual memorials may be seen in the cemetery, including a monument molded in the shape of a tree stump. The name of the person who lies beneath the marker is, not surprisingly, "Stump". Other stones are engraved with favorite lines of poetry or Bible verse.

In 1985, Spring Hill Cemetery, along with its adjoining private cemeteries, Mt. Olivet, Hebrew Cemetery, the Loewenstein Cemetery, and Mountain View Cemetery, had the distinct honor of being admitted to the National Register of Historic Places through the efforts of Frances Buckanon and Rodney Collins.

In March 1998, the Charleston City Council established a commission to oversee the affairs of the cemetery. One of the first acts of the commission was to change the name of the cemetery to Spring Hill Cemetery Park in order to emphasize the scenic and leisure aspects of the cemetery. Likewise, the commission is named the Spring Hill Cemetery Park Commission. The commission has undertaken a long-term program for improvement and development of the cemetery.

INTRODUCTION

The rules and regulations which follow have been promulgated by the Spring Hill Cemetery Park Commission in order to protect the rights and interests of all lot owners, to keep good order with the cemetery and to preserve and insure the permanent beauty of the cemetery grounds. By safeguarding the interests of the cemetery as a whole, the interests of each individual lot owner are also safeguarded.

These rules and regulations apply to all activities and rights of burial within Spring Hill Cemetery Park regardless of when these rights may have been created. These rules and regulations are subject to revision by the Commission and such amendments, may be retroactive. These rules and regulations supercede any previous rules, regulations or policies pertaining to the administration, maintenance or operations of Spring Hill Cemetery. All persons are required to comply with these rules and regulations, copies of which, revised and corrected to date, may be obtained upon request from the Cemetery office.

Special cases may arise in which the literal enforcement of a rule may cause unnecessary or undue hardship. The Commission reserves the right, without notice, to make temporary exceptions, suspensions or modifications to any of the rules and regulations when in its judgment; it appears advisable to do so. Such temporary exemptions, suspensions or modifications shall in no way be construed as affecting the general application of such rules.

GENERAL PROVISIONS

All persons are reminded that Spring Hill Cemetery Park is sacredly dedicated to the honor and memory of our deceased loved ones and that conduct appropriate to their memories is to be observed at all times whether or not any specific instance is embraced in these rules.

No burials other than those of the remains of deceased human beings may be made anywhere within the boundaries of Spring Hill Cemetery. Nor shall any property within the cemetery be used for non-cemetery purposes without specific permission from the Spring Hill Cemetery Park Commission.

Rights of Burial: Notwithstanding any references in these Rules and Regulations or any deed, purchase agreement or other document to sale or ownership by a purchaser of cemetery property, or of burial rights, all such titles to property or to burial rights are held subject to the governance of the Spring Hill Cemetery Park Commission, the ordinances of the City of Charleston and the statutes of the State of West Virginia. The rights of purchaser or subsequent owner shall be limited to use of the designated space for the placement of the remains of deceased human beings subject to all applicable rules, ordinances and statutes as aforementioned. In cases where title to a lot has heretofore been conveyed by the cemetery, the rights of owners of such lot shall be no more and no less that if only rights of burial had been conveyed.

Rights reserved to the cemetery: The cemetery reserves the right, without changing the locations of places of burial previously sold to replot all or any part of the cemetery; to install, alter, relocate or close any roadway or path; and to lay and maintain pipelines, gutters, and any other facilities deemed necessary for the operation of the cemetery. All property in the cemetery is subject to the right of ingress and egress in favor of the cemetery personnel and persons authorized by the cemetery.

Purchasers: Purchase of cemetery property by more than one person, other than husband and wife, and purchase by a corporation or other entity, will not be permitted without approval by the Commission. Cemetery property may be purchased only for personal and family purposes, and purchase of cemetery property for the purpose of resale or speculation is prohibited.

Likewise, no mausoleum or columbarium may be erected on cemetery property for purposes of resale except by the Spring Hill Cemetery Park Commission. However, nothing herein shall prevent the Commission from entering into joint ventures with private parties to develop any aspect of the cemetery if the Commission deems such an undertaking to be in the best interest of the taxpayers of the City of Charleston and/or the cemetery lot owners.

Facsimile: The cemetery may, but is not required to, accept authorizations and other documents by facsimile transmission, electronic message, telegram, or other similar means, and the cemetery may rely upon any such message as having been authorized by the purported sender.

Sales and gifts by lot owner: Sales or gifts of grave spaces or burial rights by the owner will be permitted upon compliance with applicable cemetery rules and procedures provided that such transaction does not involve speculation or profiteering from cemetery property. The cemetery may disapprove or reverse any transaction, which involves the appearance of speculation.

Records: No transfer of cemetery property or burial rights will be recognized by the cemetery until entered into the cemetery records, supported by such documentation as the cemetery may require.

INTERMENTS

(Burials, Entombments, Inurnments)

General

Whenever an inurnment is to be made, the cemetery must be notified at least two working days in advance of the time of the committal service. Such notices are always given by the funeral director. All openings and closings of any kind, whether graves, crypts or columbariums, will be made by cemetery personnel only. The cemetery Superintendent may refuse to hold a committal service at a specific time if, in his judgment, a disruptive conflict may occur, the cemetery is experiencing a shortage of personnel and/or equipment or other extreme circumstances.

Interments will be made only after:

- a. Authorization of the owner of the cemetery lot, mausoleum crypt or Columbarium niche has been obtained. The cemetery will not be responsible for errors in location.
- b. Authorization of the nearest relative of the deceased has been obtained.
- c. The grave space, mausoleum crypt, or cremation niche is paid for in full.
- d. The opening and closing fee is paid in full.

- e. All necessary forms and records have been property completed.
- f. A burial permit is submitted to the cemetery office. This is usually procured by the funeral director.

Burials may be delayed if cemetery rules have not been complied with. In such instances, the cemetery will bear no liability.

No remains except those of human beings may be interred anywhere in Spring Hill Cemetery.

Committal services may be held any day except:

Thanksgiving Day
Christmas Day
New Year's Day
Memorial Day
Easter Sunday

and such holidays as from time-to-time may designated by the Spring Hill Cemetery Park Commission. Exceptions will be made when ordered by the Kanawha County Health Authorities.

An extra charge will be made for weekend services or for any instance where overtime pay for cemetery employees is incurred.

Interments – In Ground

Cemetery personnel are not permitted to open a casket under any circumstances.

Caskets to be interred below ground must be enclosed in a permanent outer burial container (or vault) made of concrete, steel or such other material as may be specifically approved by the Commission. Unless the vault is furnished by the cemetery, it shall be the responsibility of the Funeral Director to see that the vault is properly set and sealed.

It is likewise the responsibility of the Funeral Director transfer the casket to the gravesite, although cemetery personnel will be happy to assist upon request.

Cemetery employees bear the entire responsibility for opening and closing the grave. New graves will be graded and seeded as soon as practicable. No mounding of graves will be permitted.

Disinterments

Disinterments will not be permitted without the written consent of the next of kin or person having the authority to make decisions pertaining to the person whose body is to be removed or an order of a court having jurisdiction in such matters. A funeral director must be present and supervising at every disinterment.

In all cases that statutes of the State of West Virginia will prevail.

Interment of Cremated Remains

A. General

Cremated remains (or “cremains”) may be interred and memorialized in either in-ground or aboveground modes. Regardless of the type of interment, cremated remains must be enclosed in a rigid, permanent, rustproof, waterproof, sealed container. Scattering of cremated remains (scattering of ashes) anywhere within the bounds of Spring Hill Cemetery Park is expressly prohibited.

Note: Notwithstanding the above statement, the Commission may, at its discretion, make special provision for the scattering of ashes – whether by the creation of a “Scattering Garden” or some other manner.

B. In-Ground

Cremated remains may be interred in a standard grave space provided that no more than two such interments be made in any space; that no more than one marker be placed on said space, although it may bear the names of both persons so interred; and, provided further that such marker must comply with the specifications for that particular section of the cemetery. Monuments may be placed where permitted with the same conditions applying.

Special sections may be established for the burial of cremated remains. Persons electing to make interments in such sections must abide by the specific rules applying to that section. Moreover, selection of memorials in such sections may be restricted.

C. Above-ground

Cremated remains may be interred above ground in various ways. Columbariums (structures containing multiple niches to hold cremains) may be erected either freestanding or incorporated within a mausoleum. Other aboveground ways of interring cremains include, but are not restricted to, enclosing the ashes within monument or memorial benches. However, plans for any such memorialization must be approved, in advance, by cemetery management.

CONDUCT WITHIN THE CEMETERY

CONDUCT PERTAINING TO FUNERALS

Cemetery employees, as well as employees of outside contractors who may be working in the cemetery, should stop work and stand respectfully if a funeral procession should pass near them. Likewise, if in the immediate vicinity of a committal service, employees should withdraw to a respectful distance.

No traffic should pass the area where a committal service is being held.

GENERAL CONDUCT

Permission for any group activity to take place in the cemetery must be obtained at least one week in advance.

As a general rule, no individual or group activity which is disrespectful of the dead will be permitted within the boundaries of the cemetery.

No event or activity which depicts horror, monsters or other Halloween type subjects will be allowed.

No persons are permitted on cemetery grounds during the hours when the gates are closed – generally, from dusk to dawn.

Conversely, the Spring Hill Cemetery Park Commission enthusiastically encourages such activities as history tours, nature study, interdenominational religious services and events designed to educate and promote the appreciation of our culture or the environment.

- Loitering within the cemetery grounds is prohibited.
- Riders of motorcycles and bicycles must keep their vehicles on paved roads and obey speed limits.
- No loud mufflers will be permitted. Vehicles must be silent.
- No off-the-road vehicles of any kind, except cemetery maintenance equipment, will be permitted anywhere in the cemetery.
- Except for authorized maintenance vehicles, driving on the grass is prohibited.
- Horses are not permitted in the cemetery, except for law enforcement officers and special ceremonies.
- Heavy loads will not be allowed to enter the cemetery except for business pertaining to the cemetery.
- The speed limit within the cemetery is 20 mph.
- Alcoholic beverages or other controlled substances are prohibited within the cemetery.
- Littering is prohibited. Persons bringing refreshments into the cemetery must remove their trash from the grounds.
- Firearms are prohibited in the cemetery, except for honor guards at military funerals, special ceremonies and police officers.
- All pets brought into the cemetery must be on leashes and under the close control of their owners. Pets not so controlled, are subject to being picked up by the animal control authorities.
- Soliciting by outside parties is prohibited.
- Advertising, of any kind, prohibited within the cemetery, except for displays of merchandise offered for sale at the cemetery office.
- Perpetrators of vandalism will be prosecuted. Included as unlawful acts are spray painting or other defacing or injury to walls, monuments, buildings or any other property within the cemetery or belonging to the cemetery; likewise, damaging, cutting or removing trees, flowers, grass or other plants whether a part of the natural cemetery flora or grave decorations.

TRUST FUNDS

With an eye to the future, trust funds have been established in order to (1) provide for the future development of the cemetery and (2) maintain the good appearance of the cemetery for the generations after the income from cemetery sales diminishes.

Regardless of the configuration of these funds, whether combined, restructured or renamed, the Spring Hill Cemetery Park Commission in cooperation with the Charleston City Council shall designate the percentages of the various sources of cemetery revenue which shall be held in trust. However, in no case shall the amount be less than 10% of the income from the sale of grave spaces unless the statutes of the state of West Virginia shall set a greater amount.

Nothing herein is to be interpreted as allowing the corpus of any trust fund to be expended for any purpose. Only the proceeds there from may be used unless an order from a court of proper jurisdiction shall permit an invasion of the principal.

MAUSOLEUMS

A. Community Mausoleums

The Commission may erect structures containing multiple crypts for aboveground interment. These crypts may be offered for sale to the general public. Such mausoleums are to be constructed according to the soundest principles of engineering and exterior design, so as to obtain maximum durability and esthetic appeal.

B. Family Mausoleums

Cemetery lot owners, after obtaining Commission approval, may construct mausoleums for the purpose of interring family members.

The owners shall have sufficient space on all sides of the proposed mausoleum so that no neighboring grave space or structure will be within three feet of the base.

Detailed plans and specifications of the proposed structure must be submitted to the Commission for its approval. No construction may commence without such approval. It is intended that any new family mausoleum be erected according to modern and up-to-date principles of mausoleum design. Adequate ventilation should be provided and each crypt is to be entirely enclosed independently of the exterior walls in such a manner that once a body is entombed therein, it can be hermetically sealed.

Before commencing construction, the lot owner or his representative must provide for the future care of the mausoleum by placing in trust (as designated by the Commission) a sum to be determined by the Commission but in no instance to be less than 20 percent of the finished cost of the structure. The amount to be so entrusted will be calculated from a certified copy of the sales agreement which is to be furnished to the Commission with the application.

MEMORIALIZATION

Section 1. General Provisions

No monument, marker, decorations or other object of any kind may be placed on any place of burial, except those permitted in these rules.

No owner or any other person (except cemetery personnel for good cause) shall alter the surface, grade, or any other aspect of a place of burial.

No memorial may be removed from the cemetery except by cemetery personnel. Written permission must be obtained from cemetery management for any such removal.

All memorials must be made of either granite or bronze as follows –

All stone materials are to be made of high quality granite and no such memorial or part thereof shall be less than 4 inches thick. Memorials made of marble are not permitted unless required to achieve an exact match with preexisting memorials in the same family plot. Marble memorials furnished by the U.S. government are permitted in designated veteran's sections. No artificial or synthetic stone will be permitted in the cemetery.

Metallic memorials must be made of cast bronze. Other metals are not acceptable. Bronze memorials must be at least 1/4" thick and contain no less than 85 percent copper and not more than 5 percent lead.

Memorials comprised of a combination of bronze and granite is permitted as long as they comply with all rules pertaining to both bronze and granite.

Attachments to memorials, such as, but not limited to, photographs, trinkets or mementos affixed to the memorial are prohibited with the following exceptions:

- Photographs or other pictures or designs that are etched or cast into the surface so as to be integral part of the memorial.
- Vases or cremation urns which are incorporated into the basic structure of the memorial.

- Granite memorials which include artistic bronze components and/or bronze birth and death rates which are permanently bolted in place.

Attachments which have been placed on any marker or monument prior to the enactment of these rules will be removed by cemetery personnel at such time as they become unsightly and may not be replaced.

The Commission reserves the right to designate or restrict the type and size of memorialization to be used in the various sections of the cemetery or the individual spaces therein. Furthermore, the Commission, in the interest of uniformity or other good cause, requires that memorials be purchased from the cemetery only.

Temporary markers made of plastic or lightweight metal, may remain on a grave for a maximum of 30 days after an interment.

Cemetery management may prevent the installation of any memorial which, for any reason may be considered objectionable. The owner may appeal to the Commission. Memorials that do not conform to these rules and regulations may be removed without notice.

Memorials are considered to be the personal property of the lot owner. The cemetery disclaims any responsibility for damage or theft of memorials beyond the exercise of reasonable precautions.

Section 2. Monuments

Monuments may not be placed on single grave spaces. A minimum of 2 spaces is required and the maximum size permitted for a monument will vary according to the number of spaces owned, the arrangement of the spaces and whether or not there is a designated monument space. See appendix.

If a designated monument space exists, monuments, if erected, must be placed within that space.

The installation of monument foundations by outside firms will be under the supervision of cemetery management who shall decide any questions that may arise, regardless of whether same is or is not covered in these rules.

The cemetery reserves the right to determine when installation of monuments may take place.

The Commission may, at its discretion, require that all monument foundations be installed by cemetery personnel and that a charge be made for it. Likewise, a privilege fee may be levied for each memorial installed by outside firms.

Section 3. Markers

Any person having a right of burial may have a marker placed on a grave space, a crypt or a niche; however, such placement does not constitute a reservation or give the person placing it any priority in obtaining a right of burial.

Markers may be placed on any grave, whether or not a monument exists or is contemplated for that lot; however, on any lot where a monument is erected or intended, markers must be placed at the end of the grave farthest from the monument.

Markers must be aligned with other markers in the same lot and in conformity with the setting pattern for that section of the cemetery.

All bronze markers must be set flush with the ground. All stone markers must be set flush with the ground unless the cemetery approves an elevated setting for consistency with other preexisting markers on the same lot. Cemetery personnel may reset any marker flush with the ground at any time at the discretion of the Commission.

All markers, whether stone or bronze, shall have all lettering, numerals and ornamentation on top and shall conform to industry standards so as to provide substantial durability.

Section 4. Cenotaphs

A cenotaph may be placed on any unused place of burial in lieu of a marker, but only if the person so memorialized is deceased and has a right of burial in such space, and further, that such placement is made in compliance with all other requirements applicable to placement of a memorial for such person in such location. No burial, except for the remains of the person named on the cenotaph, may be made in such space subsequent to the placement of a cenotaph. A properly placed cenotaph may not be removed except with such authorization as would be required for a disinterment. However, a cenotaph may be inscribed, repaired or replaced under the same conditions as would apply to other memorials of similar type.

HEIRSHIP – (DESCENT OF BURIAL RIGHTS)

Because of the difficulties in determining who may inherit the rights of a lot owner in his or her cemetery property and in order to avoid confusion and conflict that may arise subsequent to the decease of a lot owner, it is recommended that the lot owner make provision for the disposition of his or her remaining grave spaces during his or her lifetime. In case a lot owner should not provide during his or her lifetime for the inheritance of his or her cemetery property or burial rights, he or she may:

1. Devise – the owner of an inheritable interest in cemetery property or right of burial may dispose of such interest by will by referring specifically to “property owned by me at Spring Hill Cemetery” or words of like effect. A general residuary provision is insufficient.
2. Descent – in cases where an owner dies in testate or leave a will which fails to deal adequately with cemetery property, his or her interest shall descend to his or her legal heirs as determined by the laws of the state of West Virginia which are in force at the time of the owners’ death.

VARIATIONS, EXCEPTIONS AND DISPUTES

1. Variations – There are instances in which prior existing installations are at variance with these rules and regulations. The existence of such conditions does not automatically entitle any owner of cemetery property or burial rights to create the same or similar variations at any other location. The terms of these rules and regulations supercede any privileges or practices whether real or assumed which may have existed in the past.
2. Exceptions – The Spring Hill Cemetery Park Commission may, for good cause shown, authorize deviations or exceptions to these Rules and Regulations where strict conformance would work an undue hardship or violate the intention thereof.
3. Errors – The cemetery reserves the right to correct any error which may have been inadvertently caused by its staff at the expense of the cemetery but with no further liability beyond the cost of correcting the error.

Errors due to external causes may be corrected either by cemetery staff or by contracting with outside parties to correct the error. In such cases the cemetery may at its discretion pursue reimbursement from the person or persons who caused the error.

Errors in documentation that may occur in the description or transfer of any lot or rights of burial may be corrected either by cancellation of such documentation and the substitution therefore of rights in other space or spaces of equal value and similar nature and locations as may be selected by the cemetery, or, in the sole discretion of the cemetery, by a refund of the purchase price to the purchaser.

In the event any burial is made in a space other than the space in which such remains should have been placed, whether through fault of the cemetery or otherwise, the cemetery shall have the right to remove and transfer such remains to the space in which they should have been placed.

In cases where the cemetery has sold a memorial, or other merchandise where an error may have been in the inscription or other specifications of the item, the cemetery shall have the right to correct said error without further liability.

4. Disputes – In case of uncertainty or dispute wherein a customer feels that a satisfactory solution to his or her complaint has not been rendered by cemetery staff, the complainant may appeal to the Spring Hill Cemetery Park Commission. Should the dispute continue, the Commission may require that complainant petition a court having jurisdiction for a declaratory judgment determining the rights and obligations of all affected parties. Complainant shall be solely responsible for all costs related to such judicial action, including but not limited to the reasonable attorney's fees and expenses of the cemetery.

APPENDIX A

Definitions of Terms Used in These Rules and Regulations

As used in these Rules and Regulations, the following shall have the meanings included.

Burial Space – the ground space stipulated in the cemetery used or intended to be used for an individual interment of human remains.

Cemetery – an area of land together with the various improvements and embellishments thereon dedicated to the burial, entombment, and memorialization of human dead. Specifically, reference is made to Spring Hill Cemetery Park belonging to the City of Charleston and administered by The Spring Hill Cemetery Park Commission.

Genotaph – a memorial, to a deceased person buried elsewhere or one whose place of death is unknown.

Columbarium – a structure, either freestanding or part of another building, containing niches for the inurnment of cremated remains.

Commission – The Spring Hill Cemetery Park Commission.

Contractor – any person, firm, or corporation, other than an employee of the cemetery, erecting or repairing any memorial, delivering any material or performing any work in the cemetery.

Contractor – any person, firm, or corporation, other than an employee of the cemetery, erecting or repairing any memorial, delivering any material or performing any work in the cemetery.

Cremation – the reduction to bone fragments and powder by heat of the remains of a deceased human being.

Cremains – a contraction of the words “cremated remains”.

Crypt – a space in a mausoleum or lawn crypt which is designed to receive a casket.

Decorations – objects of a decorative nature such as, but not necessarily limited to, natural or artificial flowers, candles, pin wheels, hangers, balloons, flags, or toys which may be placed on graves or memorials.

Disinterment – the removal of remains of a deceased person from a permanent place of burial. It does not include relocation of remains from a temporary location to a place of permanent burial.

Grave or Grave Space – same as “burial space”. It must be large enough to receive a casket and outer burial container.

Interment – is the disposition of human remains by burial in the earth, entombment in a mausoleum or inurnment in a columbarium.

Inurnment – the permanent placement of cremated remains which are contained in an urn in a columbarium, crypt, or in the ground.

Lawn Crypts – burial vaults, either single or double size, placed underground prior to actual burial; that is, at the time a section or garden of the cemetery is being developed.

Lot – a particular area designated by map numbers and location within the cemetery consisting of a fixed number of grave spaces (this term is sometimes used interchangeably with “grave space”)

Lot Owner – is the owner of burial rights.

Market – any memorial laying flat on the ground, generally set flush with the level of the turf but not to be more than eight (8) inches above the ground.

Mausoleum – a building housing multiple crypts.

Memorial – any monument, market, tablet, nameplate, or structure placed upon or in any place of interment or elsewhere in the cemetery for the purpose of identification or in memory of a deceased person or persons.

Monument – any memorial set upright or perpendicular to the grade. Any memorial greater than eight (8) inches above the ground.

Niche – a compartment, as in a columbarium, for holding urns of cremated remains.

Perpetual Care – keeping the established sod in good condition, free of weeds and debris, keeping markers properly positioned, and cutting the grass at proper intervals to insure the area’s neat appearance forever.

Sepulcher – burial of the human dead.