

## **96.12: CEMETERY REGULATIONS:**

- A. **Trespassing And Decorum:** No person shall trespass upon the grounds of the cemetery, or desecrate any grave or marker, or violate any of the rules and regulations made by the City Commission. All persons shall maintain a respectful attitude and volume in the cemetery or be subject to removal.
- B. **Memorials, Mausoleums, Vaults, and Domed Grave Sites:** Memorials of artificial stone, composition, wood, or tin, shall not be permitted. Temporary memorials and funeral home markers will be removed after they become illegible and will be removed at that time. Effective October 19, 2020, domed grave sites will not be permitted in the cemetery. All current domed graves sites are grandfathered in.
- C. **Curb or Coping:** There shall be no curbs or coping unless the owner of the lot is granted special permission by the City Manager. If curbs or coping are allowed, they must be a natural stone, marble, granite or concrete. Curbing must be ground level. Curbing shall be twelve inches (12") wide and five inches (5") thick. Should any curbing become unsightly, dilapidated or a menace to visitors, the City shall have the right, at the expense of the lot owner, either to correct the condition or to remove the same.
- D. **Placement of Monuments and Markers:** All monuments and markers shall be placed in the center of a concrete foundation, which shall not be more than six inches (6") nor less than five inches (5") each way than size of the base of the marker, and such foundation shall be placed so that the top is level with the surrounding ground. Foundation for grave markers or monuments shall be no less than six inches (6"). Concrete shall consist of one-part Portland cement and five (5) parts clean sand. All dirt must be removed from lot unless otherwise directed by the sexton. Footing under new headstones are required to be a minimum of thirty-six (36") with six-inch (6") clearance.
- E. **Marker Posts:** Lot corner marker posts, whenever used, shall be of monumental stone placed level with grade. Initials shall be incised (cut in), not raised. Posts shall be finished where they are abut on adjacent lots. All corner posts will be set by the Cemetery staff and a reasonable charge made of this work.
- F. **Duplication of Monument Design:** Duplication of the design of any monument or mausoleum shall not be permitted in a locality in noticeable proximity to the original without the permission of the owner of the original.
- G. **Work to Cease during Funeral:** All work of any description shall cease while a funeral or interment is being conducted nearby. It shall be required that trucks and workers withdraw to a reasonable distance from the location of the funeral service.
- H. **Solicitation:** Approaching the bereaved within the cemetery for the purpose of soliciting any business shall not be permitted.
- I. **Advertising:** Advertising of any description shall be prohibited within the cemetery.
- J. **Unsightly Monuments, Graves, Lots and Curbing:** Should any monument, mausoleum or tomb, grave, lot or curbing become unsightly, dilapidated or a menace to visitors, the City shall have the right, at the expense of the lot owner, to either correct the condition or to remove the same.
- K. **Permanent Decorations And Benches:** Permanent decorations which interfere with the maintenance and mowing of the grounds shall not be allowed, only statuary and vases are permitted and must be affixed to the foundation of the headstones, burial markers or curbing, and must be situated on a North-South line (2001 Code §96.12). Flowers must be in stone vases at the head of the monument stone or used in headstone cradles. Benches must be within lot lines, on concrete bases, with six-inch (6") clearance on all sides. All benches must be situated on a North-South line to accommodate mowers.
- L. **Maintenance And Landscaping:**
  - 1. **Watering:** When watering, only the use of soaker hoses in proper working order is permitted. Hoses left on the ground when not watering will be removed by Cemetery staff (Ord. 1602, 7-7-2014).

2. Landscaping: Grass is the only permitted plot cover. Effective October 19, 2020, only Cemetery staff are permitted to plant, trim, or remove trees, bushes, and flowering shrubs of any kind. All current grave sites with trees, bushes, and flowering shrubs are grandfathered in. Effective October 19, 2020, no rocks, stones, pebbles, gravel, marbles, or wood chips of any type are permitted in cemetery. All current grave sites with rocks, stones, pebbles, gravel, marbles, wood chips or other are grandfathered in. Effective October 19, 2020, artificial turf is not permitted in the cemetery. All current grave sites with artificial turf are grandfathered in.

3. Maintenance By Lot Owner: Mowing and edging of individual site(s) by lot owner will be permitted but will not hinder or restrict cemetery workers in the performance of their duties. If individual site(s) are not mowed and edged when cemetery workers are mowing and edging the same section, those areas will be kept at the same level as the entire section by cemetery workers. Lot owner may request to Cemetery Sexton that City maintenance equipment not be used for the upkeep of their lot(s) unless determined necessary by the cemetery staff. Cemetery Sexton will obtain contact information including, but not limited to, contact name, address, city, state, zip, phone number (cell and residential), and email address for owners requesting individual maintenance. Individual maintenance contact information, changes, updates, and all other pertinent information will be provided by the Cemetery Sexton to the City Hall Cemetery Clerk for record keeping. Cemetery staff will provide and place one reflective marker per plot (eliminate red flags) for each lot owner who submits a request to the Cemetery Sexton that City maintenance equipment not be used for the upkeep of their lot(s). Reflective markers will be placed by cemetery employees at a predetermined location and height by the headstone. Reflective markers will designate that contact(s) are responsible for the maintenance and upkeep of the plot(s), excluding City employees from mowing and/or edging on that location. This allowance does not give said contact permission to violate any other cemetery ordinance. It is the contact's responsibility to properly maintain the plot while not disturbing the reflective marker. If the reflective marker is removed and not replaced, cemetery employees will assume upkeep. Plastic flags or markers of any other kind are not permitted, except for the designated reflective marker. It is ultimately the owner's responsibility that all their lots with reflective markers are properly maintained. If any lot becomes unsightly, the City cemetery staff will immediately assume responsibility of upkeep.

- M. Non- Permanent Decoration: Memorial Day decorations must be removed from the ground before June 6<sup>th</sup> or will be disposed of by cemetery staff. Christmas decorations must be removed from the ground within fourteen (14) days after Christmas day or will be disposed of by cemetery staff. All other decorations must be removed from the ground within three (3) days after holiday or will be disposed of by cemetery staff. Decorations left on new burial sights must be removed from the ground within fourteen (14) days after interment or will be disposed of by cemetery staff.
- N. Flags and Military Markers: American flags must be secured permanently on the concrete footing of the headstone or permanently affixed to military statues. All other flags can be flown on the Memorial Day.
- O. Animals: All animals shall remain on a leash while on the cemetery grounds. Fines may be imposed for all unleashed animals.
- P. Address, Information, Maps, Rules And Regulations: Address updating is the responsibility of the lot owners and must be current in the event of needed contact. Address updates may be submitted by calling the City Hall Cemetery Clerk at (580)254-8507 or on-line at [www.cemetery@cityofwoodward-ok.gov](mailto:www.cemetery@cityofwoodward-ok.gov). Cemetery maps, rules and regulations are located on the City website at [www.cityofwoodward-ok.gov](http://www.cityofwoodward-ok.gov). Report problems, issues, concerns, questions or general inquires at [www.cemetery@cityofwoodward-ok.gov](mailto:www.cemetery@cityofwoodward-ok.gov).