

St. Paul's Lutheran Church and School

Cemetery Rules and Regulations

- I. General
 - a. Authority: The rules and regulations and prices are subject to change at any time with the approval of St. Paul's Lutheran Church and School Property Committee and Church Council.
 - b. Under the supervision of the Director of Administration: The control, supervision and maintenance of the St. Paul's Lutheran Church and School Cemetery is under the advisement of the Property Committee and supervised by the Director of Administration. They shall have the powers and duties necessary for the enforcement of the provisions of the Cemetery Rules and Regulations and other items related to St. Paul's Lutheran Church and School Cemetery.
 - c. Exceptions and Modifications: Special cases may arise in which the literal enforcement of a provision of these rules or regulations as stated may impose unnecessary hardship. The Director of Administration is authorized, without notice, to make exceptions, suspensions or modifications in any of the provisions of these Rules and Regulations, when in the Director of Administration's judgement of the same appears advisable. Such temporary exception, suspension or modification shall in no way be construed as affecting the general application of the provision these Rules and Regulations.
 - d. Casket not to be disturbed: Once a casket containing a body is within the confines of the cemetery, no funeral director or his embalmer, assistant, employee or agent, vault company or their employees, shall be permitted to open the casket or touch the body without the consent of the family or legal representatives of the deceased without a court order.
- II. Interments and Disinterment's
 - a. Subject to city, county and state laws; interments in places other than cemeteries: Besides being subject to the rules and regulations, all interments, disinterment's and removals shall be made subject to the orders and laws of the properly constituted authorities of the city, county and state. No Interment shall be made anywhere other than in cemeteries established in accordance with the ordinances of the city or the laws of the state.
 - b. Authority of custodian where location of interment space doubtful: When instruction regarding the location of any interment space in a plot cannot be obtained or is indefinite, or when for any reason the interment space cannot be open where specified, the Director of Administration of St. Paul's may, at their discretion open it in such location in the plot as the Director of Administration deems best and proper to not delay the funeral and St. Paul's Lutheran Church and School shall not be liable in damages for any error so made.
 - c. Interment of more than one body: Not more than one body or the remains of more than one body shall be interred in one grave, vault, crypt or niche unless such grave, vault, crypt or niche has been purchased with the agreement that more than one body or remains of more than one body may be interred, except in case of mother and infant or twin children. However, the cremains of two adults may be interred in one lot under

normal circumstances, without special permission. Special consideration may be approved for interment of more than two cremains on a single lot under special circumstances. This specific approval shall be given by the Director of Administration.

- d. Outside burial vaults required; exceptions: The use of permanent concrete burial vault shall be required for all burials except baby burials or cremains.

III. Plots

- a. St. Paul's Lutheran Church and School to care for plots: All grading, landscape work and improvements of any kind, and all care of plots shall be done, and all trees, shrubs and herbage of any kind shall be planted, trimmed, cut or removed shall be made only by the volunteers and staff or their designees of St. Paul's Lutheran Church and School.
- b. All interments, disinterment's and removals shall be made by companies/individuals registered as approved burial companies/individuals. Marking of graves will be done by St. Paul's Lutheran Church and School staff or volunteers when notified by companies/individuals needing graves marked.
- c. Improvement or alterations of individual property- Direction and approval: No improvements or alterations of individual property can be made without written consent of St. Paul's Lutheran Church and School. The Church and School shall have the right to order removal, alter or change such improvements or alterations at the expense of the plot owner.
- d. Same-Removing, etc.: If improvements or alteration of individual property are made without written consent of St. Paul's Lutheran Church and School, St. Paul's shall have the right to order removal, alteration or change such improvement or alteration at the expense of the plot owner.
- e. Floral regulations
 - i. No planting of flowers, bushes, trees, shrubs, etc., will be permitted on any lots except only those so designated by St. Paul's and plantings will be done by the staff and volunteers of St Paul's.
 - ii. Temporary vases, urns or flower arrangements for Memorial Day Holiday (both living and artificial) will not be allowed to remain on lots after June 15th of each year. The exception to this regulation are vases, urns or flower arrangements placed on the monument or concrete foundation.
 - iii. St. Paul's Lutheran Church and School and its staff and volunteers will not be responsible for anything that may be lost, misplaced, broken or stolen.
 - iv. Floral designs or other decorations will be removed from lots or graves as soon as the flowers become wilted or unsightly. Persons wishing to retain any must remove them within 48 hours after a burial.
 - v. Lots shall not be used for any other purpose than as a place of burial for the human deceased.
 - vi. Proprietors shall not under any circumstances allow interments to be made in their lots for a remuneration.
 - vii. Winter decorations, holly, evergreen or artificial wreaths may be placed on graves beginning November 1 and can remain until April 1, after which date all such decorations will be removed.

- viii. No person shall place any boxes, shell, metal designs, ornaments, chairs, settees, vases, glass, wood or iron cases or similar articles upon plots. If such articles are so placed, St. Paul's Lutheran Church and School shall have the authority to remove them. Any item must be placed on the concrete foundation to be allowed to remain.
 - f. Sales and exchange of lots: Any lot owner may sell a lot back to St. Paul's at the original purchase prices less a processing fee, providing the lot is resalable. This determination is at the sole discretion of St. Paul's Lutheran Church and School. Any sales or exchanges between individuals shall only be done with the permission of St. Paul's Lutheran Church and School. The preparation of deeds and sale or exchange documents shall be done by St. Paul's Director of Administration with a processing fee to cover the cost of this task.
- IV. Conduct of Persons with in the Cemetery
- a. Use of walks, etc.: Persons within the cemetery grounds shall use only the avenues, walks, or alleys and roads. The Church and School shall not be held liable for any injuries sustained while on the Church Cemetery grounds.
 - b. Refreshments: No person shall be permitted to have any alcoholic beverages within the cemetery.
 - c. Rubbish: The throwing of rubbish on the drives and paths or on any part of the grounds or in the buildings of the cemetery is prohibited.
 - d. Automobiles, etc.: Automobiles and other motor-driven vehicles shall not be driven through the grounds at a speed greater than fifteen miles per hour. Such vehicles must always be kept on the right-hand side of the cemetery roadway.
 - e. Firearms: No firearms or ammunition shall be permitted within the cemetery. Exceptions are military funeral honor guards.
 - f. Signs, notices and advertisements: No signs, notices or advertisements of any kind shall be allowed in the cemetery unless placed by the Church staff.
 - g. Hour's cemetery grounds open: The cemetery grounds shall be open from one hour before sunrise to one hour after sunset.
 - h. Improper assemblages; assistance from police: No improper assembly or gathering shall be allowed. Assistance from police will be utilized if necessary to enforce.
 - i. Supervision of cemetery: Supervision of the cemetery is under the direction of St. Paul's Lutheran Church Council. They assign the regular supervision to the Property Committee which involve the assistance of a variety of volunteers. The Director of Administration is the staff member assigned to work with the Property Committee and volunteers to oversee the daily operations of the cemetery.
 - j. Defacing monuments: All persons are prohibited from writing upon, defacing or injuring any monument, marker, or other structure in or belonging to the cemetery.
- V. Monument or Memorial Work
- a. Foundations: All memorial foundations constructed in St. Paul's Cemetery must meet the following minimum requirements:
 - i. 4" wash (width greater than the monument) shall be required in front and back.
 - ii. 12" pad on each end of a double grave and at least one 12" pad on the end of a single grave.

- iii. Monument foundation forms and related construction materials should be removed or cleaned up by the foundation company within seven calendar days.
- b. Monuments and markers generally: No lot owner shall erect or place, or cause to be erected or placed, on any lot in the cemetery any memorial disapproved by St. Paul's Lutheran Church and School.
- c. Damage to grounds by dealer or contractor: Damage done to lots, walks, drives, trees, shrubs or other property by dealers or contractors, or their agents, shall be repaired by the dealer or contractor or it will be repaired by St. Paul's Lutheran Church and School and such repair cost will be charged to the dealer or contractor or their principal.
- d. Foundation Depth: Depth is not specified but must be sufficient to prevent the monument from tipping due to settlement of the grave or surrounding area. The monument company must stand behind their work on each individual foundation.

VI. Perpetual Care Defined

- a. Perpetual care defined: The term perpetual care, used in reference to cemetery plots, shall mean the cutting of the grass upon such plots at reasonable intervals, the taking and cleaning of plots, the pruning of the shrubs and trees that may be placed by the Church and School, meaning and intending the general preservation of the plots and the grounds, walks, roadways, boundaries and structures to the end that such grounds shall remain and be reasonably cared for as cemetery grounds forever.
- b. What is NOT Perpetual Care: The term perpetual care shall in no case be construed as meaning the maintenance, repair or replacement of any gravestones or monumental structures or memorials placed or erected upon plots; nor the planting of flowers or ornamental plants; nor the maintenance or doing of any special or unusual work in the cemetery; nor does it mean the reconstruction of any marble, granite, bronze or concrete work on any section or plot or any portion thereof in the cemetery caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots or by the order of any military or civil authority, whether the damage shall be direct or collateral other than as herein provided.