

# **Harrison Chapel Cemetery Rules and Regulations**

## **AMENDMENTS**

The Harrison Chapel Cemetery Board of Directors shall be the final determinant regarding any questions, disputes or controversy regarding any of the following rules and regulations. In addition, the Board of Directors also maintains the right and duty to add to, delete from, or modify in any way any of the rules and regulations to meet any changing future needs of the cemetery.

## **GENERAL GUIDELINES**

1. Visitors are reminded that the grounds at the Harrison Chapel Cemetery are the sacred and final resting place of deceased family members and friends. Accordingly, the proper decorum and respect which should characterize such a place is expected of all visitors.
2. The grounds are open every day of the year from 7 a.m. to 8 p.m. In case of inclement weather conditions, the Harrison Chapel Cemetery Association (HCCA) reserves the right to close the cemetery to visitors.
3. Heavy Construction vehicles, large trucks, construction equipment, buses and recreational vehicles are not permitted in the cemetery unless approved by the HCCA.
4. For the safety of all concerned, the speed limit in the cemetery shall not exceed 10 miles per hour.
5. Entering and exiting the cemetery must be through the three main entrances on Harrison Chapel Road and Old Post Road. Driving across the cemetery grounds to enter or exit is not permitted.
6. Anyone disturbing the solitude or orderliness of the cemetery or engages in other improper conduct violating the rules and regulations of the cemetery shall be asked to leave the grounds.
7. Visitors to the cemetery are not permitted to distribute literature of any kind to other visitors in the cemetery. Anyone engaging in this or any other form of solicitation will be asked to leave the cemetery.
8. Except for the purpose of a military salute presented by the US Department of Defense, firearms are not permitted on the grounds.

9. Defacing or breaking in any way any monument, structure or other property belonging to the cemetery or any other lot owner is prohibited.
10. Only in case of an emergency or with the permission of the Board of Directors shall anyone be permitted to work in the cemetery during any other times than the open hours of the cemetery.
11. Working on monuments, markers, or headstones is prohibited without the written permission of the owner or owners of said lot. All such work must be reported to the HCCA before such work is started.
12. The disposition of rubbish, flowers or any other trash should be discarded individually. Receptacles will be provided whenever volunteer group events are scheduled for grounds cleanup.
13. Pets are not allowed in the cemetery unless they are a registered service pet.
14. The Board of Directors is charged with the execution of all cemetery rules and regulations. Any infraction, abuse, error, carelessness or impropriety of any of these rules should be reported to the HCCA immediately. The Board of Directors will investigate and make the appropriate decision regarding the infraction or complaint.

### **INTERMENTS**

1. The funeral home conducting the funeral must supply a burial permit to the cemetery prior to the interment (in-ground burial). Each interment, whether a body or cremains, must be in a wooden box or vault that is approved by the HCCA.
2. All funerals must be scheduled during the normal working hours of the cemetery unless special arrangements are made with the HCCA.
3. All funerals shall be under the direction of the funeral home while on the cemetery grounds.
4. All graves should be opened by a registered / licensed funeral home.
5. Multiple interments in one grave are prohibited.
6. Disinterment and re-interment must be arranged in advance with the HCCA Board of Directors. When a removal from Harrison Chapel Cemetery to another cemetery is to be made, a permit from the Board of Health must accompany the application.
7. Before the removal of the body of any person buried in the cemetery, written consent from the owner or owners of the lot must be given to the HCCA.

## **LEGAL DESCENT OF BURIAL RIGHTS**

Inasmuch as questions have sometimes arisen as to the rights of descendants of the original purchasers of a lot, after his or her death, to burial upon said lot, to make these rights more certain and definite, the following rules are established.

1. The surviving spouse shall have the first right of interment to the exclusion of all other persons.
2. The original purchaser may, either at the time of the purchase or at any time thereafter, execute over his or her hand and duly acknowledged before any person authorized to take acknowledgments of deeds, an instrument directing who shall be interred upon said lot and depositing said instrument with the cemetery. If said purchaser shall desire to designate any other person than those of his or her immediate family or kindred, they shall first provide written documentation to the HCCA. In the event such designation is so made, no person other than the person or persons so designated shall be interred upon said lot. However, if any person or persons so designated do not avail themselves of such right for burial for any reason whatsoever, then the descendent of said purchaser, in order of kindred can have the right of interment on said lot.
3. In the event that the original purchaser shall not in his/her lifetime have made such designation as to the persons to be buried thereon, the heirs of said purchaser may, by acknowledgement in writing amongst themselves, duly signed and acknowledged before some person authorized to take acknowledgements of deeds, and deposited with the cemetery, determine who among them shall have the right of burial upon said lot. Such agreement shall be accomplished with satisfactory evidence in writing that the persons signing the same are all the heirs of the original purchaser.
4. In the event that the original purchaser shall not have made such designation and the heirs shall not have consummated such agreement, then the direct lineal descendants of such purchaser shall, in the order of their death, be entitled to interment thereon, until all unoccupied lots have been filled. In such cases if there are no lineal descendants, then the collateral kindred in the nearest and equal degree of consanguinity in the order of their death shall be thus entitled to interment thereon until said lot shall have been duly occupied.
5. In the absence of a designation by the original owner or agreement among his or her heirs as above provided, the lot of a deceased owner shall, as to the power of voting (except as to the right of burial) pass to the surviving spouse, as the case may be. If there is no surviving spouse, then the oldest heir-at-law and in succession, so that it shall always be vested in the oldest heir-at-law; but the person having the present right may renounce the same favor of the one next in succession provided such renunciation be made in writing and filed with the HCCA. In case the person having such right of

voting and control is a child or minor, his or her right is to be exercised by the statutory guardian. This in not to change the right of burial.

6. In the event of a dispute or controversy, the determination and decision as to any and all rights of burial or the order thereof, the decision of the Board of Directors shall be final and conclusive.

### **LOTS AND GRAVES**

1. A person desiring to purchase a lot can do so by contacting the HCCA. After the selection of the lot and payment in full has been made, a certificate for the rite of burial will be issued to the purchaser.

2. All graves will be dug and filled by the licensed and registered funeral home of choice.

3. The purchaser shall have the right to erect proper head stones or monuments, subject to the regulations of the cemetery.

4. If any tree or shrub situated on any lot that shall, by means of its roots or branches, become detrimental to the adjacent lots, avenues or inconvenient to passersby, the HCCA shall have the right, and it shall be its duty, to enter such lot and remove such tree or shrub or whatever part is dangerous, detrimental or inconvenient.

5. If any monument or any structure or object whatever, or any inscription be placed in or upon any monument or structure on any lot which shall be determined by the Board of Directors to be offensive, improper or injurious to the appearance of the surround lots or grounds, the Board of Directors, shall have the right and it shall be their duty to correct the object or remove it from the lot.

6. All certificates for the right of burial, when executed by the HCCA, shall be construed as simply granting to the lot owner, being the original purchaser of the lot conveyed, the right to use said lot for burial purposes for the interment of himself or herself, his or her family, his or her relatives or descendants and such other persons as in his or her lifetime he shall have procured the permission of the HCCA to bury thereon. Such burial rights shall not be transferable, either by voluntary or involuntary conveyance or by descent, to any other persons or persons without the consent of the Board of Directors.

7. Lot owners shall not allow interments to be made on their lots for remuneration. All interments on the lots shall be restricted to the members of the family and relations of the lot owners, except if special permission to be contrary is obtained in writing from the Board of Directors.

8. All purchased lots are prohibited from selling their lots in whole or in part, or transferring the same without the permission of the HCCA.

### **MONUMENTS AND HEADSTONES**

1. Before ordering a monument or headstone, the HCCA requires approval for any design that is not a match of one of the existing structures to date. A consultation is necessary to ascertain if there is enough space as well fits the standard of the cemetery.

2. No person will be permitted to erect a monument or headstone on a lot without the consent of the lot owner and complying with the rules of the cemetery.

3. Plans for all monument work or repairs must be submitted to the HCCA for approval before contracting for the work if there is a design change made.

4. All monuments and headstones must be of quality concrete, granite, marble or other stone adaptable for such purposes.

5. Only one monument will be permitted on a lot and the monument must be placed as near as possible in the upper center of the lot. However, a flat military marker or flat bronze marker may be placed on the lot.

6. Monuments or headstones more than three (3) feet in height will not be permitted on any lot. Where the monument base is not over five (5) feet in length, fourteen (14) inches in width and eight (8) inches above ground level, the overall height of the monument, including the base, shall not be over three (3) feet.

7. Monuments, headstones, grave markers or ornaments constructed of metallic substances other than standard bronze or aluminum will not be permitted.

8. No monument or headstone shall be erected in the cemetery unless it is firmly placed on a suitable foundation of solid masonry.

9. Foundations for all monuments shall be of the same size as the lower base of the superstructure and not to exceed three (3) feet.

10. Foundations will be finished true and level within two (2) inches of the surface of the ground at the lowest point. All stonework shall have the surface set to the foundation bedded off sufficiently true and level to allow every part of the surface to be in contact with the foundation. The use of wedge between the base stone and the foundation or the removal of any part of the foundation to accommodate irregularities or other defective workmanship in the base stone will not be permitted.

11. All contractors employed in the erection of any monument or other structure will be subject to the control and direction of the HCCA. Any worker failing to conform to this regulation will not be permitted to work on the grounds.

12. Headstones must be of one piece of stone and be placed at the head of the grave.

13. Double headstones on one grave will not be permitted,

14. Raised letters on the vertical sides of headstones will not be permitted.

15. All contractors doing construction work on any and all monuments, ledgers, or headstones must carry all necessary workers' compensation, public liability and automobile and truck insurance.

16. The placement of monuments or headstones is a contract between the lot owner and the monument company. The cemetery is not responsible for any arrangements made thereby.

17. Each lot owner shall keep in good repair all stone or monumental work upon his or her lot. In case of failure to do so, the HCCA may either repair or remove the stone at the lot owner's expense.

18. When a monument, headstone or ledger is to be temporarily removed from the cemetery, the representative or contractor must have a written order from the lot owner granting permission to remove the headstone. Additionally, a temporary marker must be placed on the lot.

### **PERPETUAL CARE FUND**

1. A perpetual care fund was established in 2013 to perpetuate the entire cemetery grounds. Since that date, a portion of the sale price of graves, as well as a number of donations from lot owners and graves purchased prior to that date, have been placed into this fund. The cemetery welcomes future donations and/or bequests to increase this fund. The cemetery established this fund to prevent devastation to the cemetery grounds from lack of care. By this system, the lot or grave owner is assured that, regardless of his/her circumstances or that of his/her heirs, the cemetery will be cared for into the future.

2. "Perpetual Care" shall mean the cutting of the grass upon the lot and grave at reasonable intervals, raking and cleaning of the lot and grave, pruning shrubs and trees and such work as may be necessary to keep the grounds in a good and neat condition. The cemetery hereby agrees to keep in good repair and maintain in good condition, the enclosures, drives, walks and borders in the cemetery.

3. The cemetery does not bind itself to maintain, repair, or replace any headstones, markers or monument structures or anything whatsoever attached thereto or placed upon lots or graves. The cemetery also does not bind itself to plant flowers or ornamental plants, to maintain mounds upon graves or to do any special or unusual work.

4. The amount of monies in the Perpetual Care Fund may be increased or decreased when deemed advisable by the cemetery Board of Directors. The cemetery Board of Directors shall periodically review any capital requirements and make any changes deemed necessary.

### **GRAVE DECORATIONS**

It is a good and holy thing to honor the graves of our loved ones with flowers and decorations. While we realize that there are many different ideas as to what are beautiful and appropriate decorations, the following guidelines have been established for the common good so that the beauty of our cemetery can be maintained. These guidelines try to strike an appropriate balance between the necessary regard for the safety of the cemetery personnel, visitors and the needs of the families whose loved ones are buried in our cemetery.

### **General Policies**

1. Fresh cut and artificial flowers placed in floral containers attached to the monument are always welcome decorations. Floral “saddles” may be placed on top of upright monuments. Lot owners should be aware of the fact that artificial flowers tend to fade and disintegrate over time due to the effects of weather. The HCCA reserves the right to remove and/or dispose of any floral decorations (fresh cut and/or artificial) when they become wilted, discolored, damaged or unsightly.

2. Flowers, trees and other plants may not be planted on the grave site.

3. Flowers brought to the cemetery following a funeral will be removed from the grave if they have faded or disintegrated. Any person wishing to retain floral designs or decorations must remove them within one month following the funeral service.

4. Stepping stones and benches are not permitted on the lots.

5. Wooden fences, trellises, headboards or any other enclosures around lots or graves are not permitted.

6. Lighted decorations of any sorts are not permitted.

7. If any monument, structure, object or inscription placed in or upon any monument or structure on any lot which shall be determined to be offensive, improper, or injurious to the surrounding lots or grounds, it shall be the right and duty of the Board of Directors to correct the object or remove it from the monument and/or lot.

8. It is not permissible to hang items in trees, and/or shrubbery near grave sites, including but not limited to bird feeders, bird houses, balloons, whirly gigs, wind chimes, solar lights, wooden signs, banners, or other decorations. The HCCA maintains the authority to remove and dispose of such items.

9. Items placed in or on the ground, or on monuments, including but not limited to: shepherd's hooks, statues, glass objects/containers, rocks, shells, toys, stuffed animals, solar lights, balloons, wreaths, wooden or metal crosses, candles, or other ornamental objects are prohibited. The HCCA maintains the authority to remove any object from the cemetery that does not comply with these regulations. Removed items can be retrieved from the HCCA. All removed items will be disposed of after 90 days.

10. While every effort will be made to care for decorations, the cemetery regrets that it cannot be responsible for any grave decorations which are lost, stolen, or damaged.

11. Receptacles for waste materials are not traditionally stored on the grounds. It is the responsibility of the lot owner to discard all trash. Receptacles will be provided at group / volunteer cleanup events. Disposal of rubbish on the drives or any part of the grounds, county roads and streets is prohibited.

## **REGULATIONS DURING MOWING SEASON**

### **MARCH 1 – OCTOBER 31**

1. All faded and disintegrated decorations placed on the grave over the winter will be removed and discarded in preparation for the growing season. Lot owners should retrieve any items they wish to keep before this date.

2. During mowing season, no decorations are allowed to be placed on the ground. All decorations must be placed in vases attached to monument or in-ground vases.

3. Any item found on the ground, lot, or grave which interferes with mowing and trimming of the grounds will be removed.

4. Grave blankets or grave coverings are permitted; however, they must be secured with metal stakes driven into the ground.

6. Artificial wreaths less than 3 feet high placed on stands are permitted and must be securely staked into the ground



## **HOLIDAYS AND SPECIAL OCCASIONS**

Artificial and fresh flowers deemed seasonal may be placed on grave sites one month prior to the holiday and up to one month following the holiday. The HCCA has the discretion to remove these items on a timely basis.