

# **Mantua Township Cemetery Rules**

## **WESTLAWN CEMETERY**

Revised: May 21, 2015 Effective: May 21, 2015

Sexton: 330-274-8882

HOURS: Open Sunrise to Sunset

- A. GRAVES – RESIDENCY, PURCHASE, OWNERSHIP AND REPURCHASE**
- B. BURIAL/CREMATIONS/DISINTERMENT RULES AND SCHEDULING**
- C. FOOTERS AND MARKERS**
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- E. PARKING AND CEMETERY ETIQUETTE**

### **A. GRAVES: RESIDENCY, PURCHASE, OWNERSHIP AND REPURCHASE**

1. A resident is defined as one who lives in Mantua Township or Mantua Village, or has lived in these two locations prior to being placed in a nursing home or other such facility or residence due to health reasons in the last 5 years.
2. Burial graves must be purchased from Mantua Township Cemetery Sexton/Fiscal Officer and payable at the time of purchase. Fee schedule and cemetery rules can be obtained from the Cemetery Sexton or the Fiscal Officer.
3. Purchaser will receive a deed for his/her grave(s) to acquire the right of burial ONLY, subject to the rules of the cemetery and any amendments to the rules.
4. The grave owner shall provide to Mantua Township, in writing, a list of the names and addresses of the persons to whom the grave(s) ownership would descend.
5. Any person who receives a Mantua Township cemetery grave by gift, inheritance or any other means other than the original conveyance shall, within one year after receiving the interest, provide written notice of names and addresses to Mantua Township and shall notify Mantua Township of any subsequent changes. If the original deed holder is living, he/she shall surrender the deed to the Township and the Trustee Board will issue a new deed in the new owner's name. The old deed must be properly notarized before this transfer can be made.
6. The Board of Mantua Township Trustees reserves the right to repurchase any unclaimed grave(s) at no greater than the original purchase price.
7. If proper notification is not received or the owner or his family has not used the grave(s) within 50 years, Mantua Township shall send, via certified mail to the last known address, its notice of intent to repurchase. If the owner's address is not known, a legal notice shall be published, once, in a newspaper serving the county, of the township's intent.

## **B. BURIALS/CREMATIONS/DISINTERMENT: RULES AND SCHEDULING**

1. Two (2) working day notice will be required for any burial and/or interment of ashes in Mantua Township Cemetery. Funerals should be scheduled between 9:00 a.m. and 4:00 p.m. Monday thru Saturday with the Cemetery Sexton. NO Sunday or holiday burials. Exceptions will incur additional charges to cover the additional manpower expenses.
2. All burials will be in a casket and a top sealed vault. The casket must be a recognized casket of current construction and placed in a concrete, water tight, top seal vault. The funeral director will notify the Sexton at the time of making the funeral arrangements, the type of burial vault. Only one full burial is permitted per grave.
3. In an emergency situation, where space does not permit the vault specs, the Sexton may substitute the type of burial vault to meet interment area.
4. Ashes from cremation will be buried in a suitable, sealed, water tight container/urn. Container must not be degradable. A maximum of one (1) full burial and (3) cremation or four (4) cremations may be buried per grave.
5. Infant burials up to (1) year of age, will be permitted in a Fiberglass lined combination casket/vault.
6. ALL burials/cremations are for human remains ONLY (and all above ground burials are prohibited in Mantua Township cemeteries with the exception of ashes sealed in an above ground monument).
7. Mantua Township cemetery employees shall conduct all interments. The Cemetery Sexton and Mantua Township Trustees shall have charge of grounds, buildings and at all times shall have supervision and control of all persons in the cemetery, including conduct of funerals, traffic, employees, grave owners and visitors.
8. A disinterment shall be scheduled with the Cemetery Sexton when weather and ground conditions permit.

## **C. FOOTERS AND MARKERS**

1. Footers are poured twice annually, usually in May and October. Deadline for ordering footers is April 30<sup>th</sup> for spring and September 30<sup>th</sup> for the fall pouring.
2. Footers will not be poured until the second pouring after the grave is closed to allow for settling, or at the discretion of the Sexton.
3. Mantua Township employees must install all monument footers.
4. In the event that a monument/headstone will require a footer beyond the capability of the Township, the Township will hire a firm to prepare the footer to the monument company's specifications and bill the responsible party for the cost incurred.
5. There will be no more than (1) headstone per grave. Additional, government markers will be allowed if they are either (a) attached to the primary stone or (b) flush mounted in the ground.

6. Headstones must face drive or walkway, NEVER crossways.
7. Headstones shall not be moved, except by Mantua Township or its hires.
8. No Sunday delivery of headstones and no vehicles are permitted off the roadways. Monument companies are to use protective tread mats (available at the cemetery) to maneuver the headstone into place.

#### **D. LANDSCAPING**

1. There will be NO planting of trees, shrubs, various ground covers such as myrtle, ivy, pachysandra and ornamental grasses without the written consent of the Township Trustees/Cemetery Sexton. If a tree is to be dedicated in someone's name, the Sexton shall select an approved spot and plant it.
2. No walks, stones, fences, edging, benches or any permanent structures shall be placed on or around the grave or anywhere in the cemetery. Grave enclosures of any kind are prohibited.
3. The planting of flowers and/or the placement of statues shall extend no more than (1) foot from the headstone, on the grave side of the headstone. Potted plants are preferred. No shepherd hooks, wind chimes, bird houses, stuffed toys, wood and/or plastic signs will be permitted.
4. Artificial flower arrangements and decorations must be removed by April 15<sup>th</sup> and November 15<sup>th</sup>. Remaining items will be removed by Township personnel and discarded to allow for cleanup and grounds maintenance.
5. The Mantua Township Trustees and its employees are not responsible for stolen urns, vases or potted plants, but DO have the right to remove any adornments that interfere with normal maintenance and operations or do not contribute to the appearance of the cemetery.
6. Mantua Township Trustees/Sexton reserve the right to alter and/or remove any such permanent plantings which interfere with other grave sites, natural drainage paths, roads or walkways or in any way interfere with the area surrounding the planting.

#### **E. PARKING AND CEMETERY ETIQUETTE**

1. NO PARKING OFF THE ROADWAYS ON GRAVE SITES.
2. No motorized or wheeled vehicles or toys of any kind, with the exception of wheelchairs, will be permitted in the cemeteries except for passenger or funeral vehicles on the roads or the equipment/employees of the Township or its hires in the performance of their duties.
3. Do not block roadways. Long term parking, to allow for visitation or the planting and/or grave maintenance, shall be confined to the designated parking lot.
4. NO pets are allowed with the exception of trained service animals.
5. The cemeteries are NOT playgrounds and are not to be used for playing games, walking pets or any other such activities.