

**Rules and Regulations  
of the  
Lakewood Cemetery Association, Inc.**

Lakewood Cemetery was incorporated on July 26, 1856, under the 1847 act of the New York State Legislature, and is operated under the New York State Not-for-Profit Corporation Law, Article 15, related statutory enactments and the rules of procedure promulgated by the State Division of Cemeteries. The New York State Cemetery Board oversees the Division of Cemeteries and administers New York State Cemetery Law which can be viewed at:

[www.dos.state.ny.us/cmty/cemlaw.html](http://www.dos.state.ny.us/cmty/cemlaw.html)

Lakewood Cemetery Association, Inc.

*Incorporated July 26, 1856*

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Cooperstown, NY 13326

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ID# 39-016 Otsego County

**Definitions**

Deed: a document stating Name, address, Lot and grave number and amount paid, and is issued to the buyer after purchase of and receipt of payment for a lot or grave. The document is signed by the President and a Trustee and notarized. The deed entitles the owner to one vote at the Annual Meeting. All Deeds issued shall be honored in accordance with the current By-Laws and Rules and Regulations of the Lakewood Cemetery Association.

Monument: a large stone placed in the center of a family lot bearing the family name.

Headstone: a smaller stone of natural stone or bronze for one or more people

Footstone: same as a headstone, smaller and placed at the foot of a grave

Marker: A smaller stone, zinc or bronze memorial flush to the ground or beveled memorializing one or more persons.

Mausoleum: Any above ground stone structure designed to receive full interments.

Columbarium: Any above ground structure made of stone, metal or hybrid designed to receive inurnments.

Vault or Crypt: Walk in structure designed to receive full interments.

Memorial: Any monument, headstone, footstone marker, vault, mausoleum or columbarium

Full Lot: 10 graves, (20' x 20') each grave 4' x 10'

Half Lot: 5 graves (10' x 20') each grave 4' x 10'

Single Grave: 4' x 10'

**General Rules**

1. All persons shall be allowed access to Lakewood Cemetery from sunup to sundown, observing the rules that are in effect and the propriety of the Cemetery. Anyone disturbing the quiet and good order of the Cemetery will be compelled to leave the grounds.
2. All travel on foot or in vehicles is at your own risk.
3. Speed limit throughout the Cemetery is 10 mph
4. Parking is extremely limited and courtesy to other visitors on the narrow roads is expected.
5. No vehicles are allowed through the Cemetery when roads are not clear of snow and ice.
6. All recreational vehicles are prohibited from operating on Cemetery grounds.
7. Dogs must be kept on a leash at all times, and all leavings must be cleaned up by their owners.
8. No recreational sports or games are allowed on cemetery property.
9. All persons are prohibited from picking any flowers, either wild or cultivated; or cutting, breaking or writing upon any tree, shrub or plant.
10. All persons are prohibited from writing upon, defacing or injuring any memorial, fence or other structure in or belonging to the Cemetery.
11. Any person disturbing the quiet or good order of the cemetery by noise or improper conduct or who violates the rules will be compelled to leave the grounds.
12. Any person violating rules 10 or 11 above is subject to trespass and criminal prosecution and or suit for cost of damages.

#### **A. Ownership of Cemetery Property**

1. Cemetery property is owned by the cemetery association. The real property is not sold. Rather, the rights to use specific cemetery lots are sold to members of Lakewood Cemetery Association (hereinafter called The Association). A lot "owner" receives the right of burial, the right to memorialize the burial site (that is, to place a headstone), and the right to vote at lot owner meetings. Cemeteries are required to hold a Lot Owners Meeting at least once a year. The lot owners elect the Board of Trustees.
2. The official records of all lot owners shall be maintained by the cemetery at its designated office where each lot owner shall be registered by name and address. It shall be the responsibility of each lot owner to inform the cemetery as to any changes of mailing address. Notices sent to any lot owner at the last registered address on file shall be considered sufficient and proper legal notification.

#### **B. Purchasing a Deed for Burial Rights**

1. All graves in Lakewood Cemetery are sold in conformity with the provisions of the laws of the State of New York, and shall not be used for any purpose other than as a place for the interment of deceased human beings.
2. The full purchase price must be paid before a Deed is given. No interment shall be allowed until all fees and charges are paid in full.
3. The Deed is for burial and memorialization rights only and does not convey actual real property to the purchaser. Deeds are signed by the Association President and one Trustee.
4. Prices of lots, materials and services, as well as the Rules and Regulations of the Association, are posted in the Cemetery office. They are also available in print or on the Cemetery website: <https://cooperstownlakewoodcemetery.com>

#### **C. Interments**

1. No burial or inurnment of any nature shall be permitted to take place on any burial lot without permission first being obtained from the Superintendent. The Superintendent will provide a Burial/Inurnment Form requiring decedent's name, date of birth, place of birth, date of death, veteran status (conflict if possible), date and time of burial/inurnment, name of person responsible for burial/inurnment arrangements, full burial or cremation, copy of death certificate, cremation certificate and or transit certificate as required, lot number, grave number, original deed date and owner and name and location of funeral home utilized. This includes inurnment of cremated remains in individual or companion memorials designed/constructed to receive cremains.
2. Permission to Bury from a lot owner on his/her lot may be given to other than members of his/her family. It must be in writing, witnessed, and submitted to the Superintendent
3. The total number of burials per grave space is limited to one full burial or three cremated remains (cremains)
4. Cremains will be permitted in appropriate rigid receptacles such as wood, metal, plastic, concrete or biodegradable containers. Cremains may not be scattered in any part of the Cemetery.
5. Interment charges apply for each burial or inurnment in the ground, vault or columbarium. A price list is available from the Superintendent.
6. Interments must be scheduled with the Superintendent. Interments on Sundays and holidays can be arranged and will incur additional charges.
7. Concrete vaults or concrete grave liners are required for interments in all graves purchased on or after 1977 by Lakewood Cemetery.
8. No vault or mausoleum may be built above ground without the express permission of the Board of Trustees.
9. All disinterment or removing of human remains must be conducted in accordance with NYS Not for Profit Corporation Law §1510(e). The superintendent must be notified for the scheduling of any disinterment meeting the above requirements.
10. Off season or winter burials: From November 1 until April 1 the Cemetery office/Superintendent is available by appointment only. To discuss arrangements, call 607-547-9662 and leave a message and your call will be returned. Additional costs for off season burials will be incurred.

#### **D. Interment, Entombment or Inurnment of Domestic Pets**

1. All interments, entombments, or inurnments of cremated domestic pet cremains are subject to these Rules and Regulations and shall also be subject to all the laws, ordinances, or requirements of the State of New York. All pets must be cremated; NO exceptions.

2. All interments, entombments, and inurnments of domestic pet cremains must be made at a time and in a manner scheduled and approved solely by the Cemetery and are subject to the current fee schedule. Charges are due on the date of interment, entombment, or inurnment. Scattering of cremated pets is not permitted in the Cemetery.

a: One hundred percent (100%) of pet interment fees will be placed in the cemetery's permanent maintenance fund.

3. The Cemetery reserves the right to refuse interment, entombment, or inurnment of a cremated domestic pet, and to refuse to open any burial space for that purpose, except on written application by a lot owner and duly approved and filed with the Cemetery.

4. Interment of cremated remains will be permitted only in appropriate rigid receptacles such as wood, metal, plastic or concrete. Ceramic or glass is not permitted.

5. The right of memorialization of a cremated pet duly authorized for interment, entombment, or inurnment shall be granted to the lot owner or designee. Placement of a memorial medallion can be on the monument or headstone.

6. For each interment, entombment, or inurnment of a domestic pet, the pet's name, owner's name and type of domestic pet, date and location of the interment and type of disposition shall be recorded in the Cemetery's permanent record in a manner appropriate to the Cemetery.

7. Disinterment: Authorization for the disinterment of a cremated pet shall be authorized by the Board of Trustees as per Section 1.

#### **E. Natural and Green Burials**

1. Natural or green burials are not permitted as vaults or concrete grave liners are required for full interments.

#### **F. Natural Organic Reduction (NOR)**

1. Natural Organic Reduction or human decomposition is not permitted in Lakewood Cemetery.

#### **G. Transfer of Cemetery Lots**

1. Section 1512 (b) [Rights of Lot Owners] of the Not-for-Profit Corporation Law states that unless a cemetery lot is specifically assigned by will, including reference to Cemetery name and lot number, it is inherited by the descendants of the lot owner. See also New York Cemetery Law.

2. Before any burial shall have been made in any lot or if all the bodies therein have been lawfully removed, the lot owner(s) may sell or convey such lot subject to the prior approval of the Cemetery. Such approval shall not be granted unless the owner(s) of such lot shall have offered such lot to the cemetery within one year prior to the application for such approval, in writing by registered or certified mail, at the price paid therefore by the lot owner(s), together with simple interest at the rate of four percent per annum from the date of the deed to such owner(s), and the Cemetery shall have failed to accept such offer within thirty (30) days after the making thereof.

3. A lot cannot be transferred in any manner if it contains burials or cremated remains.

#### **H. Memorialization**

1. All monuments, headstones, footstones, markers, mausoleums and columbaria must be constructed of natural stone, bronze or zinc. Organizational flag markers are allowed.

2. All concrete foundations for monuments and headstones will be constructed by or under the direction of the Cemetery Superintendent.

3. The Cemetery has the right of refusal regarding inscriptions.

4. Monuments and headstones purchased online and shipped to the Cemetery are not permitted. Arrangements for monuments must be made with a monument company.

#### **I. Decorations and Embellishments**

1. Lakewood Cemetery Association regulates the use of grave decorations to insure the efficient maintenance of the Cemetery and a safe environment for employees and visitors. Any decorations which become unsightly or violate these rules and regulations or otherwise interfere with the ease of maintenance will be removed without notice.

2. All decorations are placed at the owner's risk. The Association is not responsible for damage or loss of decorations. This includes monuments, headstones and other markers. These items should be on your homeowner's insurance.

3. If any monument, effigy, or any structure placed upon any lot shall be determined by a majority of the Board of Trustees to be offensive or improper, the Trustees have the right to remove such offensive or improper object or objects.
4. If any trees or shrubs, by means of its roots, branches or otherwise, become detrimental to adjacent lots or roads, or dangerous to visitors, the Cemetery may remove such trees or shrubs as they deem proper.
5. The planting of new trees, shrubs or bushes in lots shall not be permitted.
6. The planting of annuals and perennials in the ground or in non-breakable pots is restricted to the front of the monument only and the width of the stone. No planting is allowed next to markers flush with the ground.
7. Cut flowers and potted plants in metal, plastic or unbreakable containers (no glass or ceramic) are permitted at all times. Lot owners or heirs are responsible for watering and maintaining them.
8. Artificial decorations and wreaths are permitted if they are securely attached to the monument, in a weighted pot, or on a heavy wire easel. No stems of artificial flowers may be inserted in the ground at any time.
9. By November, seasonal decorations must be removed and annual and perennial plants must be cut to the ground by the lot owner.
10. Benches and other accessory items may be placed on the lot with permission of the Superintendent. They should be of lasting materials such as bronze, granite or marble. Wood benches are not permitted.
11. Items not permitted due to safety and maintenance concerns include borders of wire, wood, plastic, rocks and stones; metal stakes with decorations attached, glass of any description; signs, pennants, banners, balloons and spinners of any type.
12. Solar lights, limited to two, small lights per lot, are permitted on occupied graves.

#### **J. Service Providers**

1. All work performed in the Cemetery shall be done by Cemetery employees or by others under the direction and supervision of the Superintendent or Board of Trustees of the Association. All work performed by contractors hired by lot owners shall also be subject to general oversight by the Superintendent.
2. All work shall be pre-scheduled with the Superintendent to avoid conflicts with visitors, funerals and other employee and contractor projects.
3. A liability insurance certificate of at least one million dollars in coverage must be filed with the Association before work can be performed by the service provider. Lakewood Cemetery Association, Inc. must be named on the Certificate of Insurance.

#### **K. Amendments**

These Rules and Regulations may be amended by the Board of Trustees, but no amendment shall be effective until approved by the New York State Cemetery Board.

Approved by the New York State Cemetery Board, January 29, 2026.