

PLYMOUTH TOWNSHIP
ASHTABULA, OHIO
MAPLE GROVE CEMETERY
RULES AND REGULATIONS

BOARD OF TOWNSHIP TRUSTEES

DEBBIE FRIEDSTROM
KEVIN PRESLEY
DAVE WALDRON

TOWNSHIP FISCAL OFFICER
MARYANN STEVENSON

ROAD DEPARTMENT SUPERINTENDENT
MIKE WAYMAN

ADOPTED: JULY 6, 1999

LATEST REVISION: FEBRUARY 7, 2012

The following rules and regulations are meant to be used as general guidelines for the Plymouth Township Trustees who are administrators of the cemetery. It is the desire of the Trustees to provide the most practical means of maintaining, protecting and beautifying the cemetery to the advantage of the general public and all lot owners and to make the cemetery a real memorial.

The rules and regulations which have been set up are contained herein and have been designed to meet the growing needs and to provide the most practical means of maintaining Maple Grove Cemetery.

Due to the limited funds available for the operation and maintenance of the cemetery, many of the restrictions are designed to enable the cemetery personnel to function as economically as possible.

EMPLOYEES

The Trustees of Plymouth Township will use reasonable care in hiring competent cemetery employees who will do their work with customary carefulness. However, the Township disclaims any responsibility or liability for accidents or damage to headstones, vases, monuments or planting, resulting from ordinary hazards of cemetery work. Neither does the Township assume any liability for accidents to person or property due to individuals visiting the cemetery, either at the time of burials or at times of inspection of graves. All persons visiting Maple Grove Cemetery will do so at their own risk.

All employees of Plymouth Township follow the guidelines of the personnel policy adopted by the Township Trustees while working in Maple Grove Cemetery.

INTERMENTS

1. Morticians, allied industries and their employees connected with the interment of a human body in Maple Grove Cemetery are under the supervision of the road superintendent or his representative.
2. Prior to the actual burial, funeral directors will be required to provide the road superintendent or his representative with:
 - a) a completed "Plymouth Township Trustee" burial form
 - b) a completed burial certificate
 - c) a check for the full amount of the burial

Burial may be refused without these forms.

3. All material brought to the cemetery and used during funeral services must be removed from the cemetery the same day on which services are held by 4:30 P.M. and 3:00 P.M. on Saturdays.
4. The township road superintendent will have the final say on how the vault setting is to be handled. Due to conditions beyond the township's control, a false setting may be required in an area designated by the road superintendent.
5. Maximum of one human body (non-ashes) will be permitted in a single grave. Exception to this rule is only those which have been arranged prior to January 1, 1999.
6. No more than four urns (ashes) will be permitted in a single grave.

7. No more than two infants shall be permitted in a single grave including those placed atop existing vaults.
8. No burials will be made on Sunday or actual/observed holidays, which are: Christmas, Thanksgiving, Columbus Day, Memorial Day, July 4th, Presidents' Day, Veterans' Day, Martin Luther King Day, Labor Day, and New Years' Day. On Saturdays, burials will require an additional charge.
9. Hours for burials: a) weekdays before 3:00 P.M.
b) Saturdays before 2:00 P.M.
10. Burials must be scheduled 36 to 48 hours before internment. Funeral directors are requested to notify the road superintendent if the arrival at the cemetery is more than 15 minutes after scheduled time.
11. All interments of full bodies shall be in an approved vault. All interments of ashes from cremation shall be in urns.
12. No full body burial will be permitted in said grave once ashes or an infant has been buried in the grave. Two or more individuals (ashes) buried in the same container (urn) will be charged individually by the set of ashes.
13. All full body burials must be at least 4 ½ to 5 feet to the bottom of the grave.

DISINTERMENTS

1. The Plymouth Township Trustees, having control of Maple Grove Cemetery, shall, on application of the next of the deceased, being of full age, disinter or issue a permit for such disinterment and deliver any body buried in said cemetery to such next of kin, on payment of the reasonable cost and expense of disinterment. No such disinterment shall be made until the board of health of a general health district or city health district has issued a permit.
2. An application for disinterment shall be in writing and shall state the following:
 - a) the relationship of the applicants to the deceased
 - b) that the applicant is the next of kin to the deceased
 - c) that the applicant is of full age and sound mind
 - d) the cause or disease of which the deceased died and where the body shall be re-interred.
 - e) such application shall be subscribed and verified by oath
3. Disinterment may be made upon court order.

SALE

1. The deed to a cemetery lot or grave conveys only burial rights, and the title to the land remains in the ownership of Plymouth Township. Purchasers of lots or graves complying with the terms of sale will receive a deed which the Board of Trustees

will execute and which will be signed by the Township Fiscal Officer and recorded in the Township Record of Cemetery Lots.

2. The purchase of cemetery lots or graves shall be arranged through the Township Fiscal Officer, the Township Road Superintendent or the Township Trustee Cemetery Overseer who will show the lots or graves which are for sale. All sales are by check and no credit can be extended for the purchase of a lot or grave. Per current fee schedule.
3. The township does not accept for resale any unused lots or graves except on condition that the township purchase the unused graves or lots from the original owner or his next of kin at the original cost and only after the original deed information is presented.

USE

1. Interment in a lot will be permitted for the owner of the lot or grave named as grantee in the deed and for their immediate family or heir. The burial of any person other than the lot or grave owner and their immediate family or heir will require permission from any heir.

TRANSFERS

1. Cemetery lots or graves may be transferred from the original owner or next of kin or heir upon application to the Plymouth Township Trustees and the surrender of the original deed. If the application is made by an heir of the owner it should be accompanied by a legal written waiver of all claims for burial by the remaining heir. New deeds will be issued to the new owners.

MONUMENTS AND HEADSTONES

Monuments and headstones are allowed with the following maximum sizes:

1. All single headstones, that is a headstone marking a single grave, shall not have a greater base or ground area than sixteen inches (16") wide and thirty inches (30") long and four feet (4') high.
2. Where two (2) graves side by side are sold, there may be one (1) monument permitted, not to exceed four feet (4') in length and height and sixteen inches (16") wide.
3. Flush markers of a maximum of twelve inches (12") by twenty four inches (24") are allowed.
4. The primary information inscribed on the headstone in section 4 – north corner of Maple Grove Cemetery, must be on the east side of the stone. Inscriptions, in any, on the west side of the stone shall be at the owner's discretion. The same is suggested for headstones in section 1 and 2.

5. All headstones in section 4 – north corner of Maple Grove Cemetery, must be placed on the west side of the grave (head side). One headstone will be allowed per grave, any markers for multiple (cremations) must be installed flush to the ground. Flush markers must be readable facing east.

MAUSOLEUMS

1. Mausoleums will not be permitted in Maple Grove Cemetery.

FOUNDATIONS

1. Foundations for all headstones and monuments are required and will be installed by township personnel. Minimum depth is twenty inches (20"). Foundations may be poured or precast. Foundations will be installed only two (2) times in each year, May and October, weather permitting. Applications and payment for foundation must be received by May 1st or October 1st of each year.

GRAVES AND GROUNDS

1. Grave surfaces shall be kept level with the surrounding terrain. It is difficult mow, or make grass grow upon a mound. A smooth sward is more pleasing and mounds are no longer necessary to mark gravesites as an exact record is kept by the Township Fiscal Officer.
2. Any work done within the cemetery grounds for remuneration shall be performed under the supervision of the road superintendent or trustee overseer.
3. No turf shall be removed for flowerbeds or other purposes without first obtaining permission from cemetery personnel.
4. Wreaths, decorations, artificial flowers, etc. that interfere with mowing are not allowed from April 15th to October 15th. Those not removed by the owner will be discarded.
5. Flowers placed on graves at the time of burial will be disposed of at the discretion of the road superintendent.
6. The township will maintain, as nearly as may be practical, existing plantings or original growth of trees and shrubs.
7. If any tree or shrub standing on any lot shall, by means of its roots, branches, or otherwise, become detrimental, dangerous or inconvenient to adjacent lots or drives, or if they become unsightly, the road superintendent shall have the right and it shall be his duty to remove such tree or shrub or any portion thereof.
8. No trees, fence, hedge, enclosure, or curbing of any kind will be permitted on

burial lots, including landscaping mulch or stones.

9. Glassware, cans, crockery, boxes, baskets, shells or watering pots left on graves are detrimental to safety of workers and the appearance of the cemetery and township personnel are directed to dispose of such articles from the graves and lots.
10. No person shall deposit anywhere within the cemetery limits, debris, rubbish, or waste material of any nature except that resulting from decoration or care of cemetery lots. Such debris and materials shall be deposited at places or in receptacles designated for such use.
11. The township must receive request for orders for special work in anticipation of Memorial Day no later than May 1st.
12. Persons wishing to make improvements of any kind on their own or other lots must first consult the road superintendent or trustee overseer.
13. Seats or benches will not be permitted other than those placed by the township.
14. Metal emblems and markers may be placed on graves to hold flags, indicating veterans or other organizations, plus markers used as temporary grave markers. Such emblems or markers shall be removed when deemed advisable by the road superintendent or trustee overseer.
15. Children may be excluded from the cemetery at any time unless accompanied by an adult who will be responsible for their conduct and actions.
16. Visitors are prohibited from picking any plants, whether cultivated or wild. Unnecessarily disturbing birds or animals or injuring any trees or shrubs, marring any monument or landmark, or in any way defacing cemetery grounds is also prohibited. Visitors are not permitted to sit or stand upon any monuments.
17. No advertising of any form will be permitted within cemetery grounds.
18. No person shall discharge firearms within the cemetery except for military funerals or for Memorial Day services.
19. The cemetery grounds are closed from sunset to sunrise, and violators of this provision are subject to arrest and prosecution.
20. Any person acting in a boisterous or loud manner, or in any way improper to the sanctity of the grounds, may be expelled.
21. No alcohol or consumption of alcohol and no drugs or drug paraphernalia is permitted in the cemetery.
22. All persons are reminded that the grounds are sacredly devoted to the burial of the dead and that the provisions and penalties of the law will be strictly enforced.

TRAFFIC RULES WITHIN CEMETERY

1. Entrance to the cemetery shall be made only by the walks and drives maintained by Plymouth Township for this purpose.
2. Walks and drives in the cemetery shall not be used as thoroughfares or public highways. Mini-bikes, four-wheelers, snowmobiles or any other similar type of vehicles will not be permitted in the cemetery, except as official escorts.
3. There shall be no driving over the lawns or walkways under, except for equipment used by cemetery personnel and instructed by township personnel. If this should occur, the driver of the vehicle shall be responsible for any damages.
4. The speed limit of the drives shall be limited to ten (10) miles per hour.
5. Visitors on foot have the right-of-way in use of the drives and vehicle drivers are required to respect this right and drive carefully.

CHARGES

The following are charges currently in effect:

GRAVES:	Resident	\$250.00
	Non-resident	\$400.00
GRAVE OPENING:	Adult	\$350.00 on weekdays
		\$450.00 on Saturdays
	Infant	\$150.00 on weekdays
		\$200.00 on Saturdays
	Ashes	\$150.00 on weekdays
		\$250.00 on Saturdays
DISINTERMENT	Body	\$1000.00
	Infant	\$500.00
	Ashes	\$500.00
TRANSFER OF DEEDS:	each deed typed	\$35.00

MONUMENT FOUNDATION CHARGES

2' x 1' -----	\$ 65.00
2' 8" x 10" -----	85.00
2' 8" x 12" -----	95.00
2' 8" x 14" -----	105.00
2' 8" x 16" -----	115.00
2' 10" x 10" -----	90.00
2' 10" x 12" -----	100.00
2' 10" x 14" -----	110.00
2' 10" x 16" -----	120.00
3' x 10" -----	95.00
3' x 12" -----	115.00
3' x 14" -----	125.00
3' x 16" -----	135.00
3' 6" x 10" -----	100.00
3' 6" x 12" -----	120.00
3' 6" x 14" -----	130.00
3' 6" x 16" -----	145.00
3' 8" x 10" -----	105.00
3' 8" x 12" -----	125.00
3' 8" x 14" -----	135.00
3' 8" x 16" -----	150.00
3' 10" x 10" -----	110.00
3' 10" x 12" -----	135.00
3' 10" x 14" -----	150.00
3' 10" x 16" -----	165.00
4' x 12" -----	150.00
4' x 14" -----	170.00
4' x 16" -----	180.00

POLICY FOR INDIGENT BURIALS:

The Plymouth Township Board of Trustees will establish a policy to provide township funds, the cost of not more than \$750.00 for the burial by cremation and a stone or concrete marker including at least the person's name and age, if known, and date of death. This person must be a legal resident of the township or a person found dead in the township and not claimed by any person. This person must be proven to be indigent. The township will provide a grave and grave opening for the cremated remains.

More than one person's cremated remains will use the same burial grave at Maple Grove Cemetery.

This policy becomes effective on December 2, 2003.

The rules and regulations for the Plymouth Township Maple Grove Cemetery have be updated and revised on February 7, 2012, by the Plymouth Township Board of Trustees.

Kevin Presley, Chairman

David Waldron, Vice-Chairman

Debra F. Friedstrom, Trustee

Maryann Stevenson, Fiscal Officer