

## **CEMETERY HANDBOOK CITY OF MONETT**

### **PLACING FLOWERS ORNAMENTS ON GRAVES:**

The placing of cut flowers, plastic flowers or other grave decorations over or on individual graves shall be permitted with the following restrictions.

- One decorative piece of floral decoration will be permitted per each grave year round.
- More than one piece per grave will be permitted during a specified period of one week prior to Memorial Day, through a period of two weeks following Memorial Day.

The employees of the City are authorized and directed to move and dispose of all such decorations, wire, nails, glass vases, jars, containers and receptacles except during the aforesaid permitted decoration periods. The City shall not be responsible for the care of any such flowers, decorations or other ornaments placed in the cemetery.

### **FENCES, ENCLOSURES – GRAVE ORNAMENTS**

No fences or enclosures around lots shall be permitted. No guardrail, boundary marker, benches or arches or other object or construction, except as provided in this Chapter, shall be placed or permitted on any lot at any time in the cemetery owned and maintained by the City

### **REMOVAL OF DECORATIONS BY CITY:**

Any plantings, jugs or bric-a-brac of any description placed on any lot may be removed by the City.

### **UNAUTHORIZED PLANTING PROHIBITED:**

It shall be unlawful for any unauthorized person to plant any tree, shrub or other plant in the cemetery. The planting of trees and appropriate shrubbery shall be done by the City to harmonize with the general landscaping scheme.

### **DISPOSAL OF RUBBISH, ETC. PROHIBITED:**

It shall be unlawful for any person to dispose of any rubbish, trash, waste materials, litter or debris of any kind within the City Cemetery. The City hereby retains the right, to remove any object or construction placed or permitted in violation of any ordinance of the City.

#### TRESPASSING – INJURING, DEFACING PROPERTY:

It shall be unlawful for any person to deface or in any manner trespass upon any cemetery or burying ground belonging to the City or to any private association or to in any way injure any monument, gravestone, fence, tree, shrub, flowers or any other improvement placed thereon or therein by any person.

#### SUPERVISION OF PROPERTY- AUTHORITY TO EXCAVATE:

The Cemetery Foreman shall have the charge and supervision of the ground used for burial purposes, and shall preserve the same from trespass of persons or animals, and shall use due diligence to prevent the injury of any monument, gravestone, fence, trees, shrubbery, flowers or any other improvement placed by any person on such ground. He or his assistants are hereby given the exclusive authority to excavate and dig graves within the cemetery. All graves will be excavated by City of Monett employees, appointed for such duties.

#### MAINTENANCE OF GROUNDS:

It shall be the duty of the Cemetery Foreman to cut the grass and weeds as often as the same may be necessary, or when directed to do so by the City Council, from the walks, drives, and lots of the cemetery. He shall at all time keep the gravestones in proper position and remove all surplus dirt and rubbish from the cemetery. He shall plant and care for trees of such kind and number as the City Council may direct and require, when furnished him by the City. The City hereby retains the right, as incorporated by reference in its deeds and conveyance, to remove any object or construction placed or permitted in violation of any ordinance of the City.

#### RIGHT OF CITY TO ENTER UPON LOTS

The City reserves the right to enter upon any lot and change the surface level thereof to conform with the surrounding ground and to do any such work considered to be for the betterment of the cemeteries as a whole.

#### CITY NOT LIABLE FOR DAMAGES

The City shall take reasonable precautions to protect lot owners and the property rights of owners within the cemeteries from loss or damage, but it expressly shall not be liable for loss or damage beyond its control, and particularly from damage caused by the elements, an act of God, common enemy, thieves, vandals and the like, whether the damage be direct or consequential.

## LIMITATION ON RIGHTS OF LOT OWNERS

The purchaser of a burial lot in the City cemeteries purchases only burial right on that plot. The City reserves control of all the cemetery property. Owners of lots shall abide and be governed by all the rules and regulations which are now in effect or which may be enacted in the future.

## TRANSFER

All transfers or assignments of grave spaces or interest therein should be handled through legal counsel. A copy of the legal document of transfer of ownership should be forwarded to the Cemetery Foreman or City Administration Office for the proper editing of the cemetery records.

## RECORDS

It shall be the duty of the Cemetery Foreman to keep at the cemetery a plat of all cemetery lots, which shall at all times show the lots that have been sold, the date of sale, to whom sold and lots remaining unsold.

No burial shall be permitted on any lot in such cemetery, except in the free burial ground, nor shall any grave be dug, until the City has received full payment for the lot. It shall be unlawful to execute any deed to any person for a cemetery lot until such requirements have been fully met.

No deed transferring ownership of any grave space shall be issued until payment in full has been received by the City of Monett. No space shall be sold on an intermittent payment plan, or deposit, nor shall any grave space be held or marked for a specified individual or family while awaiting payment.

## **MONUMENTS, VAULTS, HEADSTONES AND ORNAMENTS COLUMBARIUM-MAUSOLEUMS**

### MONUMENTS

Under every new grave marker or monument in all City owned cemeteries, there shall be an eighteen (18) inch concrete footing the same width and length of the marker or monument. The marker or monument bases cannot exceed twenty-four (24) inches in width or length of the grave spaces owned. All markers in the south or new addition of Oakdale Municipal Cemetery are to be ground level, and no larger than twenty-four (24) inches.

COLUMBARIUM-MAUSOLEUMS

I.O.O.F., 3<sup>rd</sup> Addition, Blocks 61, 62, 71, and 72 are reserved for a future columbarium  
I.O.O.F., 3<sup>rd</sup> Addition, Blocks 59, and 60 are reserved for above ground mausoleums  
Above ground mausoleums can only be placed in I.O.O.F., 3<sup>rd</sup> Addition, Blocks 59 and 60

REGULATIONS FOR GRAVE SPACES

I.O.O.F.:

Single Grave Space.....5' wide by 10' long  
Two Grave Spaces.....10' wide by 10' long  
Three Grave Spaces.....15' wide by 10' long  
Four Grave Spaces.....20' wide by 10' long  
Regular vault size.....8'1"

No pads at all.  
18" footings under stones.  
Stones and footings not to exceed 24" front to back

OAKDALE:

Single Grave Space.....3' wide by 12' long  
Two Grave Spaces.....6' wide by 12' long  
Three Grave Spaces.....9' wide by 12' long  
Regular vault size.....8'1"

No pads at all.  
18" footings under stones.  
Stones and footings not to exceed 24" front to back

OAKDALE 3<sup>RD</sup> ADDITION:

Single Grave Space.....5' wide by 11' long  
Two Grave Spaces.....10' wide by 11' long  
Regular vault size.....8'1"

No pads at all.  
Ground level stones only, except Northern 20' of 3<sup>rd</sup> Addition.  
18" footings under stones.  
Stones, footings, and border not to exceed 24" front to back

COX CEMETERY

Single Grave Space.....5' wide by 10' long

Two Grave Spaces.....10'wide by 10 long  
Regular vault size.....8'1"

No pads at all.  
18" footings under stones.  
Stones and footings not to exceed 24" front to back

#### ERECTION IN A STRAIGHT LINE

All monuments, tombstones and ornaments on cemetery lots, headstones, or other identifying monuments shall be erected on the cemetery lots in a straight line.

#### FOUNDATIONS REQUIRED

Monument work and grave markers of every description shall have suitable foundations, which shall be installed at the lot owner's expense.