

# OAKWOOD CEMETERY HAMLIN TOWNSHIP

## RULES AND REGULATIONS In accordance with Ordinance 1997-02

**GOAL:** It is the goal of the Hamlin Township Board to maintain the cemetery as a quiet, beautiful resting place for the deceased. There is no attempt to interfere with individual tastes. Rather, these Rules and Regulations are set forth for the benefit and protection of all.

### OWNERSHIP AND MANAGEMENT

The Oakwood Cemetery is owned and operated by Hamlin Township, Eaton County, Michigan, and is maintained by the employees of the Township or by independent contractors retained by the township board.

Hamlin Township is in no way responsible for damage or loss to any lot, including markers, monuments, urns or grave decorations.

### GENERAL INFORMATION

- The cemetery is under the direction of the township board. The cemetery office is located at the Hamlin Township Office, 6463 S. Clinton Trail, Eaton Rapids, Michigan 48827. Office hours at the township are Monday, Wednesday and Friday 9:00 a.m. to 4:00 p.m., except on holidays. A complete system of ownership and burial records is maintained by the Township Clerk and is located at the township office. All information concerning the Cemetery, including records, purchasing procedures, rules and regulations, arrangements for and cost of interment services, perpetual care, and other services may be obtained at the township office.
- Cemetery Records – The township clerk maintains records that include the following information: Lot purchaser, name of deceased, date of death, date of interment, place of death, and funeral home.

### DEFINITIONS

**BURIAL SPACE.** A “burial space” shall consist of a land area of four feet wide by ten feet in length (4’w x 10’l).

**CEMETERY LOT.** A “cemetery lot” shall consist of burial space sufficient to accommodate from one to four burial spaces.

## RULES AND REGULATIONS

### General Rules

1. No entrance into the cemetery is to be gained except through established roadways and only during established times. The cemetery is open from dawn until dusk.
2. The speed limit within the cemetery is 10 miles per hour.
3. Driving off the established roadways within the cemetery is prohibited.
4. Alcoholic beverages are not permitted in the cemetery, except in conjunction with established burial customs.
5. Dogs are allowed in the cemetery, however, proper care and clean up must be maintained.
6. Advertising or posting of signs within the cemetery is prohibited.
7. The carrying or use of firearms within the cemetery is prohibited except in connection with burial ceremonies or by a duly authorized police officer.
8. The use of profane, loud, boisterous language is prohibited.
9. Refuse or debris of any kind or nature including, but not limited to, dried flowers, wreaths, papers and flower containers must be removed or deposited in containers located within the cemetery.
10. Winter grave decorations such as wreaths and grave blankets are permitted beginning November 1<sup>st</sup> and must be removed by April 1<sup>st</sup>.

## LOT PURCHASING & TRANSFERS

1. All such spaces and lots shall be identified and sold by Section, Block and Number as shown on the Hamlin Township Cemetery Plot Map.
2. Cost to a township resident for a burial space is \$200.00 each.  
Cost to a non-resident for a burial space is \$600.00 each.
3. Every burial space is sold subject to the rules and regulations now in force or that may be hereinafter adopted and to such changes of the present rules as deemed necessary by the Township Board.
4. Upon purchase of a burial space, the owner will be issued a cemetery lot certificate, which entitles the owner and their heirs to burial rights for human remains.
5. Burial space shall not be purchased for speculative purposes or for resale to third parties not defined as immediate family members.
6. If a person has purchased a burial space as a non-resident and then becomes a resident of Hamlin Township, no refund of the purchase price will be made.
7. All transfers of burial rights shall be made through the township clerk at the township office. Burial space ownership may be transferred to children and grandchildren without charge.
8. Burial rights may revert back to the township of any cemetery plot, lot or burial space which shall remain unused for a period of forty (40) years. All reasonable attempts will be made to locate heirs before this transaction takes place.

## INTERMENTS AND DISINTERMENTS

Instructions for ordering grave openings have been given to area funeral directors. If your funeral director does not have these instructions, contact the township clerk or the township office for instructions. Generally, orders must be received at least 48 hours in

advance of the funeral services. Below is a listing of rules that the burial space owner and funeral director should be aware of:

1. Cost for a grave opening is \$600.00 from April 15 – October 15. Cost for a grave opening from October 16 – April 14 is \$700.00. The cost for a cremains opening is \$200.00. Oversize vaults may incur an additional cost. The difference in cost is due to the labor involved.
2. No burial shall take place unless lot purchase price, the cost of any services required to open or close the plot, and all other fees and charges have been satisfied in full.
3. Orders from funeral directors shall be construed as orders from owners.
4. A copy of the burial permit shall be required for all burials including cremains. Burial permits for cremains should include complete information as required on regular burial permits in order for the township clerk to keep complete records.
5. All burials shall be that of the lot owner or his/her immediate family. All other burials shall be subject to provisions outlined under Lot Purchasing & Transfers, Item 8.
6. No burials shall be allowed for other than human remains.
7. The cemetery sexton will assist with funeral processions.
8. All interments shall be performed by the cemetery sexton.
9. Disinterments or transfers are handled by the Health Department.
10. Graves cannot be opened for inspection except under court order.
11. The Cemetery sexton will remove funeral designs and floral pieces as soon as they become unsightly, and shall assume no responsibility for their return.

#### MARKERS OR MEMORIALS

The footing or foundation upon which any monument, marker or memorial must be placed shall be built of concrete and all bases shall be level and extend at least 4 inches beyond the width and length of all markers and monuments and shall be no more than 24 inches wide and no more than 48 inches long. Said footing or foundation shall be constructed by the Township at a cost to the owner of the burial right. Contact the Clerk for the current rate.

1. All monuments and markers are to be constructed of durable granite or cut stone or other equally durable composition. Other materials such as wood, plastic, cement or steel are not permissible.
2. Inscriptions on markers and monuments must not be offensive or improper as judged by the township board. The owner of said monument or marker shall be responsible for all expenses for removal of same upon due notice.
3. All monuments and markers must have foundations and shall not be delivered to lots until foundations have been installed and paid for. Foundations will not be poured during the winter months.
4. Monument companies are responsible for all damages to cemetery grounds and surrounding monuments and markers occurring during their installation.
5. The township assumes no responsibility for damages to markers or monuments.

#### LOT CARE, MAINTENANCE AND IMPROVEMENTS

The Township Board shall have the right and authority to remove and dispose of any and all growth, emblems, displays or containers or other items prohibited by this article

without notice. The grounds that include and surround a burial space must comply with all of the following requirements:

1. Flowers, plants, and artificial wreaths are not to be placed further than 12 inches (12") from the front of the foundation. Shrubs, bushes and trees are prohibited.
2. Urns or small statutes are to be placed in line with the foundation, and are not to be wider than the foundation.
3. Boxes, shells, toys, metal designs, glass jars or bottles, ornaments, vases, dolls or other man-made objects are prohibited.
4. The placing of stone, limestone, woodchips, etc. anywhere within the cemetery lots is prohibited.
5. Half moon stones may be placed with prior approval from the township board, BUT must be removed by October 31<sup>st</sup> of each year.
6. Fences, curbing, steps, benches, arbors, or any structure made of wood are prohibited.
7. Shepherd hooks are permitted for the purpose of hanging baskets only.
8. Permission must be obtained from the township board before placing urns. Urns must be of durable construction and placed in line with marker or headstones.
9. The township board reserves the right to remove and dispose of any unsightly, deteriorated, neglected, or prohibited items except monuments or markers without notice to the owner.

#### EFFECTIVE DATE

These Rules and Regulations relating to Oakwood Cemetery Ordinance 1997-02 for Hamlin Township, Eaton County, Michigan, have been approved and are effective 4/1/2013.