



CEMETERY RULES AND REGULATIONS

**Barber Memorial Cemetery
Laurelwood Cemetery
Forest Hills Cemetery**

Revised October 2015

Owned and Operated by
City of Rock Hill



CEMETERY RULES & REGULATIONS FOR BARBER MEMORIAL CEMETERY LAURELWOOD CEMETERY FOREST HILLS CEMETERY

INTRODUCTION

The City of Rock Hill recognizes that its municipal cemeteries are sacred grounds reserved as a final resting place for the deceased. It is the desire of the City to operate and maintain cemeteries that are beautiful, dignified and an appropriate final resting place for departed loved ones.

The following rules and regulations are designed to protect and maintain the value of interment rights and the general peace and tranquility for the cemeteries owned by the City.

1. Barber Memorial located at 1272 Soulsville Road
2. Laurelwood Cemetery located at 143 Laurel Street
3. Forest Hills Cemetery located at 4290 Old York Road

PERPETUAL CARE

The term perpetual shall include the repair and maintenance of all buildings, fences, drives, walks, and other improvements belonging to the Cemetery; cutting of grass upon each plot at reasonable intervals; pruning of the scrubs and trees and such work as may be necessary, meaning and intending to continue similar work. Perpetual care does not provide for maintenance of monuments, markers or flower vases.

LOTS AND PERMIT HOLDERS

Persons desiring to purchase a burial lot are invited to visit the Cemetery. The Supervisor will aid in the selection of a plot. The official cemetery records are kept and maintained by the City of Rock Hill.

The number of interments that can be made in any plot is definitely determined at the time of purchase. Therefore, it is advisable that a lot of adequate size be purchased. Adjoining ground may not be available later.

No permit is sold until lots have been surveyed and platted, and the plat(s) duly recorded in the office of the City. The grade and diagram of all plots is established by the City and no change will be permitted. The lots shall be permanently marked, without additional expense to the purchaser, with lot/corner markers buried level with the ground. Excluding temporary lot markers installed for location purposes by a funeral home, no other lot/corner markers are permitted.

No person will be recognized as burial permit holder unless their name appears upon the records as holder. The possession of a permit is **NOT** sufficient evidence of the transfer of a permit from the original owner.

No sale, transfer, or assignment of any permit or interest shall be valid without the written consent of the City for such transfer or assignment. The charge for approval of a transfer and recording of transfer will be at the current rate, payable when application for such transfer is filed. The City reserves the right to refuse approval of any transfer which is considered prejudicial to the best interests of the Cemetery and to the other permit holders.

Burial permits, as sold, will not be divided unless approved by the City. A plot is intended as a family burial place for the permit holder and his family.

Each permit holder shall notify the City at once of any change of address. The purchase price of grave plots includes a two tiered price list. The purchase price is dependent upon the actual physical residence of the buyer. Persons physically residing within the city limits of Rock Hill may purchase plot(s) at the current resident rate. Ownership of property and or paying city taxes or fees shall not be considered as proof of residency. All others shall pay the non-resident rates. The city does not buy back lots once purchased. The city will not refund down payments on plots, nor will the city credit purchased plots towards larger plots.

JOINT OWNERSHIP

A permit may be held in joint ownership. However, in such cases only one monument will be permitted on the entire plot.

Purchasing permits jointly is not encouraged because in the case of joint owners (either by purchase, devise, or descent), the City cannot record or enforce any agreement between the owners as to which portions of the plot are to be used by each. The City will accept order for interments from either owner, or for other action affecting said plot as allowed by the governing rules and regulations.

Upon written application, the City may allow a transfer by one of any joint permit holder to any other permit holder(s) affecting the same cemetery plot.

HEIRSHIP

In case of the death of a permit holder, the City will recognize the rights of the surviving spouse or next of kin, insofar as the City is able to ascertain who such parties are.

The City shall not be responsible for errors committed, unless the City is promptly notified of the death of the permit holder and given a certificate designating the surviving spouse or next of kin to whom the right of the permit holder have passed by descent, request, or devise.

The fee for recording and preserving records of such necessary data shall be at the current rate.

RIGHT OF BURIAL

Any person who at the time of death is the legal holder of a burial permit related to any plot or undivided part, and the surviving spouse or any such person may be interred in the grave plot.

Any member of the immediate family of any legal permit holder may be interred in that plot with the written permission of the legal holder of the permit relating to such lot.

No other person may be interred in any plot without the legal written consent of both the legal holder of the plot permit and the City. The City reserves the right to refuse such consent in any case when it deems such interment prejudicial to the best interests of the Cemetery and the other permit holders.

Permit holders who desire to give the privileges for future interment to relatives, with consideration, may file with the City such instructions in writing and duly notarized. These instructions will be recorded by the City upon payment of the current rate for the recording fee.

FUNERALS AND INTERMENTS

While within the grounds, funeral will be under the control of the Cemetery Supervisor or one of his assistants. All graves shall be opened and closed by employees of the City for a reasonable charge payable in advance. No interment will be permitted without the required burial permit.

Whenever interments are to be made, at least twenty-four (24) hours' notice must be given in order that the grave may be prepared.

Only human remains are intended to be buried in the cemeteries. No animals or fowl shall be interred in the cemetery.

Charges for opening and closing private vaults and tombs at time of interment and at other times are regulated by services rendered.

Not more than one interment is allowed per grave, except for a parent and infant child, two children buried at one time and in one casket, or a maximum of four (4) cremations, if the grave site will accommodate. Only one casket shall be placed in each grave. Every casket earth interment must include the use of a vault or the minimum of a concrete liner. Every cremation earth interment container must be approved by the Cemetery Supervisor.

Interments may not be made in plots which have not been paid for in full.

Grave openings under four feet in length shall be considered infant or child interments. Grave openings four feet or over in length shall be considered adult interments.

When an interment is to be made, the person ordering it must show or designate the exact location for the grave and give the order in person or in writing. When the undertaker in charge of the burial orders the location of a grave, no change of location after interment, will be made except at the expense of the permit holder. The City cannot be responsible for any mistake occurring from the lack of precise and proper instructions as to the location of the grave.

DISINTERMENTS OR REMOVALS

No disinterment or removal of a body from any plot will be allowed without #1 the written consent of the surviving spouse or next of kin of the person whose body is to be disinterred or removed, #2 the notarized written consent of the legal permit holder or lawful representative, and #3 the approval of the City. **GRAVES SHALL NOT BE REOPENED FOR INSPECTION AFTER INTERMENT EXCEPT FOR OFFICIAL INVESTIGATIONS.**

Remains moved from other cemeteries must be accompanied by proper papers as prescribed by law.

In case of disinterment from single graves for removal of the remains from the Cemetery or to a family burial plot, the current charge will be made for the disinterment.

CARE AND IMPROVEMENTS

All work in the care and improvements of plots shall be done by employees of the City or designated sub-contractor for the City. All trees and shrubs are planted by the City in accordance with the general plan for landscape work and are the property of the City, not the permit holders.

No plot or grave shall be defined by fence, railing, coping, or hedge. Steps leading to plots will not be permitted. Boxes, shells, toys, wire screens, arbors, trellises, tripods, chairs, benches, decorative gravel, stones, or rocks and objects of similar description will not be permitted on any plot or grave. Memorial objects left in the Cemetery must be in keeping with the general plan. The City is not responsible for the loss or damage to any such memorial objects.

If anything shall be placed upon any plot or grave which is deemed unsightly or injurious "glass vases", wire, etc., the City may enter the lot or grave and remove such unsightly or injurious articles at the expense of the permit holder.

Permit holders or other interested persons may not plant trees or shrubs on any grave or plot.

The planting of flowers on graves is never recommended, and in no case may such plantings be made except under the supervision of the Cemetery Supervisor.

The City encourages that only one floral arrangement be placed on each grave after removal of the initial burial flowers. The City shall have the authority to remove all floral designs, flowers, weeds, trees, shrubs, plant or herbage of any kind from the cemetery as soon as in the judgment of the management they become unsightly, dangerous, detrimental or diseased, or when they do not conform to the standards maintained. The City reserves the right to regulate the method of decorating plots so that a uniform beauty may be maintained. Artificial flowers will be removed and destroyed when they become faded, dirty or in any way unsightly. Cut flowers and potted plants shall be permitted at any time, but will be removed after five (5) days. Unsightly arrangements will be removed after March 1st and after September 1st of each year.

No person shall trim, prune, or remove any part of any tree or shrub in the Cemetery unless on they are physically upon their lot. On request, the Supervisor will perform any pruning which he considers necessary, at no charge.

All graves when thoroughly settled will be seeded without charge to the permit holder and shall be mounded not to exceed three inches. At any time after a grave is seeded, a charge at the current rate shall be paid by the permit holder if he removes sod or causes it to be removed for the planting of flowers or any other reason.

GENERAL RULES AND REGULATIONS

Visitors and family members are welcome to visit the graves of loved ones, keeping in mind the purpose of the area. Visitors are reminded that these grounds are sacredly devoted to the interment of the human dead and that strict observance of the decorum due such a place will be required by all.

Conduct in Cemeteries. No person shall:

- Enter or leave the Cemetery except through an established gate or entranceway
- Allow any dogs and other domestic animals except those animals utilized as service animals
- Allow a child under the age of fourteen (14) years of age in any cemetery unless accompanied by an adult
- Allow refreshments or consumption of alcoholic beverages
- Hunt on cemetery property
- Feed or disturb the birds or other animal life on cemetery property
- Treasure hunt or use metal detectors on cemetery property
- Sit, lean or lounge on monuments, memorials, markers or statues or in any way injure or deface any monument, stone or other structure, or property within any cemetery
- Climb fences, damage or remove fences, trees or markers on cemetery property
- Skate, skateboard, dirt bike on cemetery property
- Ride a horse except in funeral processions
- Advertise or solicit on cemetery property
- Discharge firearms in any cemetery. This prohibition shall not apply to burial services conducted by recognized military organizations or associations of the United States.
- Pick or mutilate any flower, either wild or domestic, or disturb any tree, shrubs, or other planted material without permission of the Cemetery Supervisor

Automobiles and other vehicles when in operation within the Cemetery shall observe the following rules:

- 1) Speed limit is 10 miles per hour.
- 2) Sounding of horns or other warning signals is prohibited.
- 3) Vehicles shall not make "U" turns on any drive.
- 4) Passing a funeral procession is prohibited.
- 5) Vehicles shall drive on established drives only.
- 6) Persons driving in the Cemetery shall be responsible for any damage done by and to their vehicle.

MONUMENT WORK

Memorials are limited to monuments, grave markers, ledgers, statues, crosses, and mausoleums. No materials except granite, approved marble or standard bronze shall be used for any marker or monument. The City reserves the right at all times to approve and prescribe the kind, size, design, symbolism, craftsmanship, quality and material of memorials, inscriptions, monuments, or markers placed or to be placed in the Cemeteries.

- No curbing, coping, fence, bench, urn, or similar object, independent of the monument or marker, will be permitted on any plot or grave. Not more than one monument shall be erected on any plot.
- No marker or monument shall be set in place until approved by the Cemetery Supervisor, who will verify that the administrative fee and plot fees are paid in full. The Cemetery Supervisor or his designated assistants shall be physically present to oversee all monument or marker placements.
- Where permitted, monuments shall be placed in the center of a plot except when alignment with existing nearby monuments justifies another location.
- Only one marker shall be placed at any grave or cremation site, and all markers must be placed at the end of the grave as platted in flush markers sections.
- No monument shall be erected on a plot in a flush marker section.
- Not more than one marker shall be placed at any one grave. No marker shall embrace two or more graves, except on a two or three grave lot where a double or three grave marker is permitted.
- The persons engaged in placing monument and markers shall provide planking adequate to protect turf and shall remove materials and equipment immediately upon completion of work.
- Markers and monuments cannot be delivered until proper foundation has been installed.
- Foundations for all monuments, headstones, markers, and other structures shall be built under the supervision of the City.

- Foundations for monument and markers must:
 - Extend 10 inches in depth except where granite is used and then a 4 inch foundation is required.
 - Be one piece not to exceed 5 inches overall margin.
 - Not project above the ground
 - Concrete piers must extend to the vault
- Any foundation over any actual grave area, or portion of grave area, must be bridged over the actual grave with at least six inches of footing on solid ground. The footing must extend down to the vault and/or liner.
- Materials for stone work cannot remain in the cemetery longer than three (3) days after completion of the work, and the site shall be left in a clean, orderly condition. The persons engaged in placing monument and markers shall provide planking adequate to protect turf and shall remove materials and equipment immediately upon completion of work.
- No monument shall be erected on a plot in a flush marker section
- The exposed surface of all single flush markers shall be no larger than 32 inches in length and 20 inches in width.
- Double or triple flush markers shall be no larger than 20 inches in width and 64 inches in length.
- All flush markers shall be at least four inches in depth.
- Flush type markers issued by the United States Government must be set flush even if used in a section where upright markers are permitted. Bronze plaques issued by the United States Government must be permanently mounted on a granite stone marker that is a minimum of 4 inches thick.
- The exposed surface of any single flush marker shall be no larger than 32 inches in length and 20 inches in width. Double or triple flush markers shall be no larger than 20 inches in width and 72 inches in length.

The City of Rock Hill takes no responsibility for maintenance or repair of monuments. The City investigates all reported damage to markers or monuments. Upon through investigation, the City may replace and or repair damages that are **conclusively** shown to be done by City personnel or subcontractor vehicles. All other damage, repairs, and or replacement shall be at the owner's expense.

In conjunction with opening and closing of graves in the City cemeteries, it may be necessary to temporally move monuments and markers. This movement is to allow access to the grave site for equipment. The movement will be done by a professional monument company. The cost of such temporary movement will be at the expense of the family requesting the grave opening. Monuments and markers will be returned to their original place as soon as possible. The City bears no responsibility for such movement.

FOREST HILLS CEMETERY MONUMENT REGULATIONS SECTION 5, 6, 7, AND 10

The following regulations apply to Forest Hills Cemetery, Section 5, 6, 7 and 10 only:

Maximum measurements for completed monuments are listed below. Tablet or monument size cannot exceed the size of the base.

- Two grave plot- 5'6" base, 6'4" foundation
- Three grave plot-6'4" base, 7'2" foundation
- Four grave plot-7' base, 7'10" foundation
- Five grave plot-8' base, 8'10" foundation
- Six grave plot- 8' base, 8'10" foundation

All lots larger than six graves shall be no longer than 8' base, 8'10" foundation. Monuments shall not be taller than length of base.

Width of base shall not be over 1'4", and back of base must be at same level as back edge of lot/corner markers.

The City of Rock Hill takes no responsibility for maintenance or repair of monuments. The City investigates all reported damage to markers or monuments. Upon through investigation, the City may replace and or repair damages that are **conclusively** shown to be done by City personnel or subcontractor vehicles. All other damage, repairs, and or replacement shall be at the owner's expense.

POTTER'S FIELD BURIAL REGULATIONS

Burials will be for City residents only. Verification of residency and financial need will be handled by the funeral home. Only flat markers shall be used in this area and shall be no larger than 32 inches in length and 20 inches in width.

The lot shall be permanently marked by the City, without additional expense to the purchaser, with a lot marker buried level with the ground even if a flat marker has not been purchased or installed. Excluding temporary lot markers installed for location purposes by a funeral home, no other lot/corner markers are permitted.

Only 20 gauge metal non-sealing or felt covered caskets are allowed in Potter's field. Infant burial are an exception to the above requirements.

Burials must be conducted between 8:00 a.m. and 2:30 p.m., Monday through Friday only.

Fee for opening and closing grave will be at the current rate.

DISCLAIMER OF RESPONSIBILITY

The City of Rock Hill shall take reasonable precautions to protect the cemeteries, interment rights and structures within the City cemeteries from loss or damage, but it distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, including but not limited to, damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as therein provided.

Barber Memorial Cemetery

Laurelwood Cemetery

Forest Hills Cemetery

Section _____

Lot _____

Notes: _____

