



# Concord Township Cemetery **RULES AND REGULATIONS**



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- ❖ It is recommended that all decorations be clearly marked with name and phone number.
- ❖ Concord Township will not be responsible for any broken or stolen items and reserves the right to remove articles not in keeping with the beautification of the cemetery or impede the maintenance of the grounds including rocks and decorations.
- ❖ Each section of the cemetery may have unique rules. Please contact the cemetery office for more specific information regarding plantings and decorations.
- ❖ These Rules and Regulations supersede all previous Rules and Regulations (Effective 4/1/2018).
- ❖ An item not addressed in the rules will be considered not permitted.
- ❖ An information box will be located by the entrance of the cemetery with the Rules and Regulations. The Rules and Regulations can also be found online at <http://concordtwp.com>.

# Rules and Regulations

## Visitation Hours

Dawn to dusk – seven (7) days a week; pets are allowed leashed and cleaned up after

## Cemetery Lots

Lots shall be sold only to the following:

- Any person who is a resident of Concord Township at the time of lot purchase
- Any person living in a public institution but whose last permanent home address was in Concord Township
- Any person serving in the Military whose last permanent address was in Concord Township
- A resident of Concord Township may buy a lot to bury a member of their immediate family even though the deceased is not a resident of Concord Township; Immediate family shall be spouse, children, grandchildren, parents, grandparents, brothers and sisters

Additional lot information:

- Lots shall be purchased from the Cemetery Sexton, or other Township designee, who shall record the deed thereto, after assuring himself/herself that said lots are not already owned; we accept payment by Cash or Check, payable to “Concord Township”
- Ownership of cemetery lots shall not be transferable except in the case of death of the owner, when lots may be transferred to the immediate family or sold back to Concord Township
- No lots shall be sold in less than the platted dimensions
- The Township will buy back lots for the full price originally purchased as long as no monument has been placed and no one is interred
- A copy of all the Rules and Regulations will be presented to the purchaser of a cemetery lot at the time of purchase; these Rules and Regulations supersede all previous Rules and Regulations
- Any questions, please call Amy Dawson, Cemetery Sexton at (440)-354-7516 or Karen Warner, Assistant Cemetery Sexton at (440)-354-7518

## Burials

Full Burial & Cremation (In-ground or Columbarium)

- Permanent vaults are required for all full burials; vaults are not required for cremation burials
- One (1) in-ground cremation or infant may be buried after a full burial or a cremation burial has been previously completed in the same lot
- No pets shall be buried at any place in Concord Township Cemeteries
- The Cemetery Superintendent or the Township designee shall be responsible for coordinating burials; he/she is empowered to accept grave opening fees, which shall be turned over to the Township Fiscal Officer, along with a notation of the burial and lot number; before any burial is arranged, the Cemetery Sexton shall confirm the lot number with the Cemetery Sexton’s deed book
- No person shall be buried unless a deed (proof of ownership) is presented and acceptable to the Cemetery Sexton/Trustees; indigent burials are exempt
- The method of disposition for indigent burials is cremation; burials will be in the 2004 cremation section
- In the 2004 in-ground cremation section: No planting will be permitted; flush markers will be limited to 24” wide; if two (2) side by side lots are purchased a slant marker will be allowed
- When a large family name stone is used, all stones marking individual graves are limited to 12”x24” wide; size and style must be alike and approved by the Cemetery Sexton

## Columbarium

- Maximum of two (2) cremains permitted per niche. Each niche will accommodate two (2) standard plastic containers or boxes approximately 7.5" (w) x 5.25" (d) x 8.75" (h)
- All inscriptions on niche plaques are limited to family last name, first name, middle initial, year of birth/death and up to two (2) emblems (first emblem is free and must be picked from approved emblem book)
- Concord Township will be responsible for ordering the plaque and inscriptions

### Columbarium Decorations:

- Funeral flowers and decorations at the time of burial are left at the base of the columbarium for three (3) days; decorations are then removed
- Columbarium decorations or flowers are not permitted on individual niches
- No articles may be left in front of or on the columbarium (medals, decorations, etc.; live cut flowers are exempt see above)

## Decorations

### Decoration Removals:

- Gravesites are to be cleaned of all decorations three times a year:
  - ❖ April 1st
  - ❖ July 31st
  - ❖ November 1stThese dates will be posted on the exit signs two (2) weeks prior to clean up
- Please allow two (2) weeks to be sure removal has been completed before placing new decorations on your gravesite, this will protect your new decorations from being accidentally removed; items in an urn or on a monument will not be removed unless items pertain to a past holiday or they are unkempt; please contact the cemetery office if honoring a loved one seven (7) days prior the removal times listed above
- Placing live and artificial decorations for honoring "loved ones" special dates (birthdays/anniversaries/Mother's-Father's Day/major holidays (Christmas, Independence Day, Halloween, Memorial Day etc.) should be removed fourteen (14) days after the date or will be removed by cemetery staff

### Prohibited Decorations:

- Glass of any kind (including gazing balls), styrofoam, bird houses and feeders

### Wooden Crosses:

- Wooden crosses are temporarily permitted to mark the location of gravesites under the following circumstances only:
  - ❖ If a permanent monument has not yet been placed
  - ❖ Mark any monument under 18" tall from Nov. 15th-March 31<sup>st</sup>
- The cross shall not exceed 24" above the ground and 12" in width

### Decoration Placement:

- Any decorations to be placed, must be placed at the side or front of the headstone, at the head of the grave if no headstone exists and may extend to a maximum of 12" from the monument on the owners lot(s)
- One (1) steel rod hanger (shepherd's hook) is permitted per monument; hangers shall be placed flush at the **side** of the monument; all hangers should have a visible decoration on the hook at all times for the safety of those walking by the hanger

## Cemetery Decorations Rules

- Live cut flowers are allowed year round, up to three (3) days, placed directly in front of or in an “in-ground” container (no vases of any type are allowed for cut flowers)
- One (1) live decoration per occupied grave site (pot/basket/urn) -April 15<sup>th</sup>-Oct 31st
- One (1) artificial decoration per occupied gravesite – November 15th-March 31st
- One (1) non-floral, stand-alone decoration (such as statuettes, pinwheels, trinkets, garden/stepping stones, holiday place cards) is permitted in urns, pots or flower holders placed alongside the monument on the footer extension as long as it does not impede the maintenance of grounds

## Planting in the Cemetery

- No planting will be allowed in the 2004 in-ground cremation section; no trees shall be planted in the 2004 section
- All trees and shrubbery, type and location, must be approved by the Cemetery Sexton; in-ground plantings will not be allowed until the monument is placed and it shall not encroach on the neighboring grave
- Concord Township reserves the right to maintain plantings, which may include trimming or removal if deemed necessary by the Cemetery Sexton or Cemetery Superintendent and will not be replaced

## Contact Us

**Amy Dawson, Cemetery Sexton**

(440) 354-7516

[adawson@concordtwp.com](mailto:adawson@concordtwp.com)

### Office Hours:

Monday – Wednesday - Friday 10:30 am-4:30 pm

**Karen Warner, Assistant Cemetery Sexton**

(440) 354-7518

[kwarn@concordtwp.com](mailto:kwarn@concordtwp.com)

Offices Hours:

Monday - Wednesday - Friday, 9:00 am-4:30 pm

Tuesday & Thursday, 8:00 am -3:00 pm

## Website

[www.concordtwp.com](http://www.concordtwp.com)

## Cemetery Locations

**Concord Township Cemetery**

Concord-Hambden Road

**Stickney Cemetery**

State Route 86