



# DELHI CHARTER TOWNSHIP

## MAPLE RIDGE CEMETERY, MARKHAM CEMETERY AND PIONEER CEMETERY

(Pioneer Cemetery is no longer in use)

### ***RULES AND REGULATIONS***

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**Evan Hope, CMC**  
**Delhi Charter Township Clerk**  
2074 Aurelius Road  
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**Grounds are open from 8 a.m. until dusk Seven (7) days a Week**

**Winter Period: November 1 to March 31**  
**Summer Period: April 1 to October 31**

**DELHI CHARTER TOWNSHIP**  
**CEMETERY RULES AND REGULATIONS**

The general policy applies to any person or persons entering the cemetery grounds for any purpose including but not limited to persons owning burial rights, persons visiting gravesites or attending ceremonies, and contractors performing work within the cemetery.

**Section 1**

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| <b>DEFINITIONS</b> |
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**Administrator** - The person who administers the cemetery records and cemetery policy.

**Cemetery Office** - The office for cemetery records and administration. The Cemetery Office is located in the Township Clerk's Office at the Community Services Center, 2074 Aurelius Road, Holt.

**Certificate of Ownership** - A document given to the purchaser of a burial lot or plot.

**Columbarium** – A unit consisting of niches for housing cremains.

**Interment** - The burial of the remains of a deceased person.

**Lot** - An area consisting of four or more cemetery plots.

**Lot Marker** - A marker made of concrete or metal used by cemetery personnel to locate corners of a lot.

**Maintenance Office** - The office for maintenance of the cemetery grounds. The Maintenance Office is located in the Maintenance Building at 1492 Aurelius Road, Holt.

**Marker/Monument** - A marker/monument is a stone or plaque either flush or above the ground indicating the given and/or family name(s) of the deceased. It is usually located on the west side of the plot.

**Niche** – A space within a columbarium to accommodate individual cremains.

**Plot** - The term plot shall apply to a space of sufficient size within a lot (per rules and regulations) to accommodate a burial(s).

**Superintendent of Maintenance/Safety/Sexton** - The person who is responsible for the maintenance of the cemetery grounds, ground preparation before and after interment, pouring of monument foundations and enforcement of the Rules and Regulations of the cemetery.

## Section 2

### GENERAL

- A. Vehicle entrance and exit to the cemetery shall be made at established passageways only.
- B. Speed limit within the cemetery shall be 15 miles per hour. Excessive speeds and unsafe or reckless driving within the cemetery is prohibited.
- C. Delhi Charter Township shall not be liable for any personal or property damage caused by any person or vehicle, but rather damage caused by persons or vehicles within the cemetery grounds shall be the responsibility of the person, driver and/or owner of the vehicle and may be subject to prosecution.
- D. Motorized pleasure vehicles, such as snowmobiles, go-carts, etc., shall not be permitted within the cemetery grounds at any time.
- E. Animals are not permitted in the cemetery unless they are confined within the vehicle. Interment of animals is strictly prohibited.
- F. The consumption or use of intoxicating beverages or mind altering drugs within the limits of the cemetery grounds is not permitted. Profanity or boisterous language, which disturbs the quiet and peaceful atmosphere of the cemetery is prohibited.
- G. The use of firearms in the cemetery is unlawful and prohibited except where firearms are used in conjunction with Township authorized cemetery ceremonies.
- H. Picking, mutilating or disturbing flowers, trees or shrubs or anything of a memorial nature is prohibited.
- I. The Township shall not be responsible for the theft or damage to anything placed on cemetery lots or graves.
- J. Advertising in any form, either on gravesites, memorials or in the cemetery shall be prohibited. However, monument companies may place a small, obscure company insignia on the base of monuments if they so desire.
- K. Chairs, settees and benches at the gravesites are prohibited except during the burial ceremony.
- L. Delhi Township shall assume NO responsibility for damages in the case of any marker, memorial, urn, shrub or planting being damaged in any way, during the regular course of lot care, maintenance, vandalism or subsequent burials.
- M. Trash containers are provided for the refuse of planting materials, dead flowers, weeds pulled, etc. Sod and dirt removed in order to plant flowers shall be taken away or properly disposed of in the trash containers provided, but shall not remain on the burial lot.
- N. Delhi Township reserves the right to maintain all grave sites including, but not limited to, filling settled areas and reseeding of same.

- O. Veteran's and other service flags are allowed only during the Memorial Day period and only for ten days. (five days before and five days after Memorial Day) All special inscription markers and/or flag holders will be installed flush or will be removable. No other flags will be permitted.
- P. No roping, curbing, fencing, hedging, borders or enclosures of any kind are allowed on any lot. No edging, brick walks, aluminum stripping, marble chips, cinders, tile, terracotta, sand, cement, gravel, wood or wood chips, etc. are allowed on any lot. The cemetery management reserves the right to remove any of the above if so erected or installed.
- Q. Memorabilia must be permanently affixed to the upright monument and must be made of material that will not deteriorate. Memorabilia not permanently affixed will be removed by cemetery personnel.

### Section 3

#### INTERMENTS

- A. All funerals and interments within the cemetery grounds are under the direction of Delhi Charter Township's Superintendent of Maintenance/Safety/Sexton.
- B. Notice of funerals, with the exact location of grave, must be given to the Township Clerk or designate at least twenty-four (24) hours in advance of the scheduled burial.
- C. The Township shall not assume any responsibility for errors in opening graves when orders are received by phone. Orders (lot and burial number) by funeral directors for the opening of a grave will be construed as orders from the lot owner.
- D. Funerals shall be scheduled for arrival to the cemetery prior to 3:30 p.m. Any late arrivals will be assessed an additional charge.
- E. A copy of the burial permit shall be required for all burials *including* cremains.
- F. Cemetery personnel shall remove funeral designs and floral pieces as soon as they become unsightly, and assumes no responsibility for their return.
- G. Burials shall not be permitted on Sunday, New Years Day, Memorial Day, Fourth of July, Labor Day, Veterans Day, Thanksgiving Day, or Christmas Day. The Sexton may make exceptions in case of emergency. Burials made on Delhi Township Observed Holidays, in addition to those stated above, will be assessed an additional charge. A list of Township Observed Holidays and grave opening/closing rates shall be available in the Township Clerk's Office.
- H. Interment shall not be permitted until the lot or niche is paid for in full.

- I. All burials *including* cremains shall be made in vaults or concrete rough boxes. The Township Clerk may make an exception to this rule for cremains if a waiver is signed by the next of kin. Scattering of cremains is strictly prohibited.
- J. Two cremations *or* one cremains and one regular burial are allowed per plot.

#### Section 4

#### **COLUMBARIUM**

- A. Two cremains will be allowed per niche. Individual urn size not to exceed 5 ½" x 5 ½" x 7".
- B. Granite Niche fronts will be sandblasted with the first name, middle initial (if desired), and the last name along with the year of birth and death only. Orders will be taken at the Clerk's Office.
- C. Funeral designs and floral pieces are allowed at the base of the Columbarium only (none are to be placed on the top of the Columbarium) during the funeral service. Cemetery personnel shall remove such funeral designs and floral pieces as soon as they become unsightly, and assumes no responsibility for their return. At no other time shall flowers or plants be placed at the Columbarium.
- D. Absolutely no memorials including, but not limited to, candles, decorative flags, stuffed animals, balloons, vases, etc. are allowed. These will be removed and discarded by cemetery personnel without prior notice.
- E. The Township will not repurchase a niche that has been sandblasted. Refer to Section 9 – Lot Purchasing and Transfers regarding the purchasing and transfers of niches.

#### Section 5

#### **MONUMENTS & MARKERS**

- A. Delhi Township's Maple Ridge Cemetery has available two different types of lots - MONUMENT and NON-MONUMENT or FLUSH lots.
- B. Lots having monument privileges may have monuments (upright and above ground) on the lot as well as individual flush grave markers if desired.
- C. Non-monument or flush lots may have grave markers level with the ground only.

- D. Marker/monument space shall be designated by the Sexton. All markers/monuments are required to have a foundation. Cemetery personnel shall place foundations only after receiving an order and the appropriate fee to do so. The cemetery Sexton shall have the right to correct any error made in the placement of a marker/monument.
- E. All monuments or markers shall be made of durable granite or bronze. Other materials such as marble, wood or steel are not permissible. Markers may be installed subject to the approval of the Sexton or Township Clerk and the Delhi Township Board, and in compliance with the policies established regarding the erection of monuments and installation of makers.
- F. The Township assumes no responsibility for assuring that ordered markers and monuments are proper for the area onto which they are to be placed and for name and placement location on the marker.
- G. The price of foundations for monuments and markers shall be set by the Delhi Township Board. A list of current prices shall be available in the Township Clerk's Office.
- H. Foundations shall be placed only twice a year. Once in May for those desiring monument or markers for Memorial Day, and again in October. The last day to apply and pay for Memorial Day setting is April 30. The last day to apply and pay for the October setting is September 30.
- I. Monument sizes are as listed:

**Maximum *upright* monument size shall be:**

|                              |                 |
|------------------------------|-----------------|
| Single grave marker size:    | 32" x 24" x 24" |
| Double grave marker size:    | 56" x 24" x 48" |
| Triple grave marker size:    | 72" x 24" x 48" |
| Quadruple grave marker size: | 96" x 24" x 48" |

Dimensions are printed as Length x Width x Height

**Maximum *flush* monument size shall be:**

|                              |           |
|------------------------------|-----------|
| Single grave marker size:    | 32" x 12" |
| Double grave marker size:    | 56" x 12" |
| Triple grave marker size:    | 72" x 12" |
| Quadruple grave marker size: | 96" x 12" |

Dimensions are printed as Length x Width

- J. It is strongly recommended that all upright monuments have a base and that the base be constructed with four rustic sides. Questions shall be directed to the Sexton or Township Clerk.

- K. A lot owner requesting to sell a vacant plot is responsible for the removal of any existing marker or monument. Also, the foundation is to be removed, at the owner's expense, by cemetery personnel.
- L. A marker can be placed anytime before or after interment provided that all charges, such as interment fees, foundation fees, and grave costs are paid in full. Please reference item H., Section 5 regarding the dates for foundation placement.

## Section 6

### **WINTER PERIOD: November 1 to March 31.**

Artificial arrangements, wreaths and statues may be placed during this period. These types of decorations remaining after March 31 will be removed and disposed of by cemetery personnel.

### **SUMMER PERIOD: April 1 to October 31**

No artificial wreaths or flowers are allowed except beginning one week before and ending one week after Easter and Memorial Day. All artificial flowers and wreaths shall be removed and disposed of by cemetery personnel one week after Memorial Day.

## Section 7

### **PLANTING AND FLOWERS**

- A. PLANTING OF ANY KIND IS NOT ALLOWED AROUND FLUSH MARKERS, NOR IS THE TURF TO BE DISTURBED IN ANY WAY. IF PLANTING DOES OCCUR, CEMETERY PERSONNEL WILL REMOVE SUCH PLANTING WITHOUT NOTIFICATION.
- B. On monument plots; flowers may be planted only *after* the upright monument has been placed. Planting is permitted up to 12" around the monument.
- C. Plantings may not encroach on adjacent plots owned by others or interfere with cemetery maintenance.
- D. Plantings with thorns are not permitted.
- E. The maintenance of the planted area is the responsibility of the plot owners. If the flowerbed or plantings become unsightly, or interfere with cemetery maintenance, it is the policy of the cemetery to mow, cut or remove said flowers or plantings.
- F. Cut flowers are permitted in an approved flower can during the summer period, and

must be removed when they become unsightly.

- G. Each grave is allowed one flower can, which must be of a type approved by the Sexton. Flower cans may be purchased through the Township Clerk's Office and will be installed by cemetery personnel. Flower cans/vases that are integrated as part of the monument/marker design are permitted and may have more than one.
- H. The flower can is NOT to be used as a container in which to *plant* flowers and if done so, the flowers will be removed.
- I. Containers such as, but not limited to, glass jars, tin cans, buckets, etc. are not acceptable and will be removed by cemetery personnel without notice.
- J. One Hanging plant holder (Shepherd's hook) is permitted per lot, and must not hold more than one hanging plant. The hanging plant holder (Shepherd's hook) must be made of metal, iron or steel and be of sufficient size to hold the hanging plant upright. The hanging plant holder (Shepherd's hook) must be placed in a manner that does not interfere with cemetery maintenance. Cemetery personnel may move/remove holders that interfere with maintenance, or become damaged or unsightly. When possible the lot owner will be notified of the need for removal.
- K. Potted flowers and/or plants other than those on a hanging plant holder (Shepherd's hook) are allowed only on the following special holidays: Easter and Memorial Day. The earliest potted flowers and/or plants may be placed on the graves is the Friday prior to the holiday and are allowed to remain for ten days after the holidays stated. If they are not removed after ten (10) days, cemetery personnel will discard them.

## Section 8

### SHRUBBERY AND URNS

- A. Urns/planters are permitted and must be placed in line with the monuments as to not interfere with cemetery maintenance. The placement of urns/planters on any grave is subject to approval by the Sexton to assure there is adequate room for placement and that the urn/planter is made of concrete, clay or stone. No plastic urns/planters will be allowed, other than those on a hanging plant holder (Shepherd's hook).
- B. No urns will be allowed on flush marker lots.
- C. Any urn that has been damaged, not used or becomes unsightly, may be removed by cemetery personnel. When possible the owner will be notified of removal.
- D. Urns that are retractable or that are part of the monument construction may be used.

- E. Planting of dwarf type bushes is permitted. Bushes may not encroach on adjacent plots owned by others or interfere with the maintenance of the cemetery. The diameter of the fully-grown bush should not be larger than the area of the monument/marker and the 12” planting area.
- F. Planting of trees is not permitted.
- G. The cemetery or a contractor thereof will trim shrubs once a year unless lot owners wish to do so at their own expense. Delhi Charter Township will assume NO liability for personal injury or damage.
- H. THE CEMETERY RESERVES THE RIGHT TO REMOVE SHRUBBERY OR PLANTINGS THAT HAVE BEEN PLANTED INCORRECTLY, HAVE OVERGROWN, OR ARE UNSIGHTLY. WHEN POSSIBLE THE LOT OWNER WILL BE NOTIFIED OF THE NEED FOR REMOVAL. OTHERWISE, NOTIFICATION WILL CONSIST OF TAGGING THE ITEM AND REMOVAL BY CEMETERY PERSONNEL WITHIN NINETY (90) DAYS IF NOT REMOVED BY OWNER.
- I. Any lot owner requesting removal of shrubs and/or trees shall contact the cemetery Sexton or Township Clerk and sign a Request/Release from Liability form before removal by cemetery personnel.

## **Section 9**

### **LOT PURCHASING AND TRANSFERS**

A person desiring to purchase burial sites may contact the Township Clerk’s Office so that an appointment may be made to select the site with the aid of cemetery personnel. Prospective owners are urged to purchase burial spaces before the immediate need exists, when clear unhurried judgment will insure a good choice. If possible, avoid the necessity of choosing burial spaces in the wintertime when the ground is covered with snow.

- A. 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 are deemed necessary by the Township Board.
- B. All transfers of burial rights shall be made through the Township Clerk’s Office. The Township thereto will recognize no other transfers of ownership or rights. The transfer of burial plot ownership will be subject to a transfer fee for any transfers made to other than family members.

- C. Lot owners desiring to sell unused burial plots may resell them to Delhi Charter Township at the rate of 50% of the current resident selling price.

**Section 10**

**MEMORIAL CONTRACTORS AND FIRMS**

- A. All contractors shall abide by rules contained herein including but not limited to the following:
  - 1. When a monument is placed, planking necessary to protect the turf must be provided; materials and equipment are to be removed immediately upon completion of work.
  - 2. The completed work of memorial contractors is subject to the approval of the Sexton and/or Township Board and if unsatisfactory, may be removed by the cemetery personnel with notice to the contractor and site owner.
  - 3. No monument shall be delivered to the cemetery until the Sexton has notified the firm requesting a foundation that the foundation has been installed. Cemetery personnel shall not place upright markers.
  - 4. Letter cutters, persons or firms who engage in the business of cleaning memorials, and other persons or firms must contact cemetery personnel or the Sexton before any work in the cemetery begins.

**Delhi Charter Township reserves the right to change and/or amend these rules and regulations in part or their entirety at anytime.**

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|---------|----------|
| Adopted | 05-15-84 |
| Revised | 06-88    |
|         | 10-88    |
|         | 09-90    |
|         | 04-99    |
|         | 06-00    |
|         | 09-01    |