

GREENDALE TOWNSHIP CEMETERY
ADMINISTRATIVE RULES AND REGULATIONS

INTRODUCTION

The Township of Greendale (the Township) presents the following rules and regulations based on Greendale Township Cemetery Ordinance, Ordinance #1998-07-02. It is to assure the cemetery is a quiet, beautiful resting place for the deceased. Modern cemetery improvements that will provide the best services possible without imposing unnecessary restrictions will be incorporated.

Purchasers of lots acquire simply the right and privilege of the burial of human remains or cremains and the erection of markers and monuments, subject to the regulations now in force or those enacted by the Township Board of Trustees (the Board) in the future.

Let us not forget our cemetery is a sacred place and the markers and monuments, a message to future generations. Our cemetery will grow in beauty only by the effort and resources we provide.

DEFINITIONS

RESIDENT: A person who is a property owner or a person whose legal residence has been in Greendale Township for at least one (1) year at the time of lot purchase.

NON-RESIDENT: A person who is not a property owner or a person whose legal residence has been in Greendale Township for less than one (1) year at the time of purchase.

NOTICE

It is suggested that persons wishing to purchase cemetery spaces or lots inspect the locations prior to purchase with the assistance of the person responsible for cemetery sales. All arrangements for cemetery lots must be made with the Township Clerk.

SALE OF LOTS AND BURIAL SPACES

All lots and graves shall be sold subject to these regulations. Deeds and certificates are subject to the rules and regulations pertaining to the Township Cemeteries as they may be promulgated by the Township from time to time.

No grave space shall be used for any purpose other than the burial of human remains or cremains and the placing of appropriate memorials.

Burial areas are exempt from ordinary taxes and cannot be seized on execution.

The Township may impose specific charges against lots or grave spaces.

No mortgage or other encumbrance shall be given any grave space or lot.

No burial area may be purchased or sold or rights transferred for speculative purposes.

A grave, whether plotted as a single grave or part of a multi-grave lot may be sold as a single grave or in any combination of graves, subject to the following guidelines.

When purchasing, the purchaser shall pay the current rate, which shall designate different prices for residents and non-residents. Any lot initially sold to a resident, at the resident's rate, which thereafter becomes owned for interment by a non-resident, shall cause the owner to pay an additional charge equal to the difference

between the original purchase price and then current non-resident purchase price which shall be paid on or before interment.

When a lot is purchased by more than one person, each person's interest in the lot shall be specifically defined.

PURCHASE PRICES AND TRANSFER FEES

Each adult burial space shall cost the sum of 100.00 for residents.

Each burial space for infants or stillbirths, where located in an area especially set aside for such burials, shall cost 80.00 for residents.

Each adult burial space shall cost the sum of 600.00 for non-residents.

Any transfer of burial spaces from an original purchaser to a qualified assignee shall cost 10.00.

Foundations shall be placed at the direction of the Township in accordance with the Ordinance at a cost of 0.25 per square inch (width x length).

GRAVE OPENING CHARGES

Each opening and closing of any burial space shall cost the sum of 400.00.

Each burial of cremains shall cost the sum of 150.00 by appointment on weekdays only.

The opening and closing of any burial space, prior to and following a burial therein, and including the interment of ashes, shall be at a cost to be determined from time to time by resolution of the Board, payable to the Township.

No burial spaces shall be opened or closed except under the direction and control of the Township representative. This provision shall not apply to proceedings for the removal and reinterment of remains, which matters are under the supervision of the Health Department or Law Enforcement.

The Board or Cemetery representatives shall not be held responsible for errors in location of graves on lots arising from improper instructions of lot owners. Orders from funeral directors shall be construed as orders from owners.

MARKERS AND MEMORIALS

All markers or memorials must be stone or other equally durable composition.

Only one monument, marker or memorial shall be permitted per burial space. In the event a marker is desired for a cremains burial on an occupied space, the additional marker must be flush with the ground to allow for uniform mowing.

All monuments and markers shall be placed on foundations of solid masonry prepared by the Cemetery representative at the cost of the owner of the burial right. Any large upright monuments must be located upon a suitable foundation to maintain the same in an erect position. The top of the foundations for monuments and markers shall be smooth and level and shall be flush with the ground with a three inch margin on all sides of the monument or marker.

Foundations will be placed so that they will be symmetric with others for maintenance purposes as well as ascetics. NOTE: Some foundations do not apply because of the date they were put in place.

Those persons engaged in installing monuments and markers shall provide planking adequate to protect turf and shall remove material, equipment and rubbish immediately upon completion of work. The site shall be left in a clean, orderly condition. Ropes or cables shall not be attached to trees or other objects except with the approval of the Cemetery representative.

INTERMENT REGULATIONS

FUNERALS

All funeral processions within the cemetery shall be directed by the Funeral Directors

Workmen engaged in the vicinity of a burial service shall suspend their labors during services at the grave.

Funeral Directors, upon arrival at the cemetery, must present the necessary burial permit from the Health Department and appropriate identification of the person to be buried.

Funeral designs and floral pieces shall be removed as soon as they become unsightly.

INTERMENTS

All graves are so designated that the deceased face the east. All graves in the Greendale Cemetery are numbered south to north. All graves in the Kelly & Annex are numbered north to south.

The order of interment is up to each family. Most, however, place the wife to the right (as one faces east) of the husband.

Not less than 36 hour notice shall be given in advance of any time of any funeral to allow for the opening of the burial spaces, especially in winter.

No interments shall be made on Sunday or a Holiday unless approved by the Cemetery caretaker. Holidays are designated as New Year's Day, Good Friday, Memorial Day, July 4th, Labor Day, Thanksgiving and Friday after and Christmas.

No grave will be opened unless the grave space has been paid for unless the funeral director assumes the responsibility of payment for such grave spaces.

Funeral directors making arrangements for burials shall be responsible for all charges.

The appropriate permit for the burial space involved, together with appropriate identification of the person to be buried therein, where necessary, shall be presented to the Township representative. Where such permit has been lost or destroyed, the Township Clerk shall be satisfied, from cemetery records, that the person to be buried in the burial space is an authorized and appropriate one before any interment is commenced or completed.

If the deceased to be interred is not the lot owner or is not a member of the lot owner's immediate family, written consent of the owner, owners or authorized agent must be filed with the Township Clerk before interment will be permitted.

Only persons awarded the free certificates of burial (issued before 1999) may be interred in the designated space. Awarded spaces unused by the recipient upon death shall revert to the Township. Residents who choose to be buried in another cemetery should return awarded certificates to the Twp.

A standard adult grave is limited to either one adult interment, two infant interments or one adult and one infant interment. Interred cremains are limited by the area of the burial space and size of the containers.

A casket or alternative container, as a minimum, shall be of strong, thick material with sufficient strength to support a human body and a cover not easily dislodged.

All burials shall be in vaults or concrete rough boxes except as follows:

Interments (burials) of ashes from cremation.

Infant burials in casket sizes 2' and 2'6".

Vaults, concrete rough boxes and covers for same are to be installed by authorized firms.

DISINTERMENT AND REINTERMENT

Disinterments and reinterments shall not be made without permission of the Township Clerk, the lot owner and the next of kin of the deceased and the proper permits from the Circuit Court or Midland County Health Department.

Top seal type vaults may be removed at any time of the year. Disinterment of any other type vault shall only be allowed from October 1 to April 30 (except for official investigation).

Graves cannot be opened for inspection except for official investigation.

CONDUCT, TRAFFIC, MAINTENANCE AND PLANTINGS

CONDUCT

Discarded materials should be removed by the responsible parties.

Wild or domestic flowers, trees and shrubs are placed for the beautification of the cemetery and are not to be picked nor mutilated.

Alcoholic beverages are not to be consumed in the cemetery.

Advertising is not permitted.

Firearms will not be permitted in the cemetery except for authorized volleys at burial or memorial services.

The Township shall not be responsible for any damage to lots and structures or objects thereon, or flowers or articles removed from any lot or grave.

It is of the utmost importance that there should be strict observance of these regulations. All persons within the cemetery should avoid conduct unbecoming a sacred place.

TRAFFIC

All traffic laws of the Township of Greendale shall be strictly enforced.

A person driving in the cemetery shall be responsible for any damage done by his vehicle.

No driving in excess of five (5) miles per hour is allowed.

No driving off established roads without permission.

No use of cemetery roads as public thoroughfares.

No snowmobiles, all-terrain vehicles nor other non-licensed motor driven vehicle (with the exception of normal maintenance equipment) use allowed.

MAINTENANCE

The Township will provide the cutting and trimming of grass and other care that is necessary to maintain a uniform appearance of the cemetery.

All grave openings will be seeded or sodded at the time of interment or at the appropriate time of year.

The general care assumed by the cemetery shall in no case mean the maintenance, repair or replacement of any memorial placed upon lots; nor the performance of any special or unusual work in the cemetery. Nor does it mean the reconstruction of any marble or granite work in any section or lot in the cemetery caused by the elements, an act of God, common enemy, thieves, vandals, unavoidable accidents or by the order of any civil authority, whether the damage be direct or collateral, other than as herein provided.

PLANTINGS AND IMPROVEMENTS

All planting and other improvements to lots shall be done under the direction and with the approval of the Township Board of Trustees, Caretaker or persons duly authorized by the Caretaker. Care of these plantings will be the responsibility of the lot owner.

Coping, fences, curbs and structures of wood or other equally perishable material are allowed to the extent that the grave dressings, in the judgment of the cemetery management, does not become unsightly due to neglect or age. Those deemed derelict shall be removed by cemetery caretakers.

Potted plants and wreaths are permitted for Easter, Mother's Day and Father's day. They may remain up to a week. Potted plants are to be placed within 16" of the marker.

No grading or excavating shall be allowed.

Receptacles for cut flowers will be permitted if installed flush with the surface of the lawn and not to exceed 16" from the marker. No glass containers are allowed.

Caretakers shall conduct an annual spring clean-up at a reasonable time after March 15. Any decorations that are not removed by this date and in an unsightly, weathered or dilapidated condition shall be considered to be a nuisance or abandoned and will be disposed of by cemetery caretakers.

Planting of trees and shrubs beyond those provided by the Township will not be allowed.

Plant materials which die, grow too large, or of a type not permitted by these regulations, may be removed by an individual owner. Cemetery caretakers may also remove such items at the request of the owner, if living. However, no liability shall accrue to the Township if such notice is not given. There is no charge for this service. Replacement with approved materials may be made by an individual owner.

If flowers or ground cover are planted, the beds should be next to the monument or marker, be clearly defined, be well maintained.

The placing of boxes, shelves, toys, metal designs or ornaments, chairs, vases and similar articles upon plots or lots will be permitted provided these decorations are neat, orderly and maintained by the lot owners. Any such ornamentation which is deemed excessive or neglected shall be removed. Where possible, family will be notified prior to the removal.

CONDITIONS OF TRANSFER

Upon the death of the owner or the last to die of joint or multiple owners of a grave space ownership shall be governed by the disposition as set forth in the last will and testament in the case of a testate estate or by the laws of descent and distribution of the State of Michigan in the case of an intestate estate. It shall be the responsibility of anyone claiming ownership of a grave space under these provisions or as a result of any

transfer of ownership to provide the Township with such proof as shall be satisfactory to the Township Clerk of said person's legal ownership of said grave space.

Burial rights may be transferred only by endorsement of an assignment of such burial permit upon the original burial permit form issued by the Township Clerk, approved by said Clerk, and entered upon the official records of said Clerk. Upon such assignment, approval and record, said Clerk shall issue a new burial permit to the assignee and shall cancel and terminate upon such records, the original permit thus assigned.

FORFEITURE OF VACANT CEMETERY LOTS OR BURIAL SPACES

Cemetery lots or burial spaces that have been vacant 40 years from the date of their sale shall automatically revert to the Township upon occurrence of the following events:

Notice shall be sent by the Township Clerk by First Class mail to the last known address of the last owner of record informing him of the expiration of the 40 year period and that all rights with respect to said lots or spaces will be forfeited if he does not affirmatively indicate in writing to the Township Clerk within 60 days from the date of mailing of the notice of his desire to retain said burial rights, and

No written response to said notice indicating a desire to retain the cemetery lots or burial spaces in question is received by the Township Clerk from the last owner of record of said lots or spaces or his heirs or legal representatives within 60 days from the mailing of said notice.

REPURCHASE OF LOTS OR BURIAL SPACES

The Township will repurchase any cemetery lot or burial space from the owner for the original price paid to the Township upon written request of representatives.

RECORDS

The Township Clerk and Cemetery caretakers shall maintain records concerning all burials, assurance of burial permits and separate them from any other records of the Township and the same shall be open to public inspection at all reasonable business hours.

ENFORCEMENT

The Cemetery Management is hereby empowered to enforce all the above regulations and to exclude from the Cemetery any person violating the same. The Management shall have charge of the grounds and buildings including the conduct of funerals, traffic, employees, plot owners and visitors and at all times shall have supervision and control of all persons in the Cemetery.

EFFECTIVE DATE

This set of rules and regulations for Greendale Township Cemeteries shall take effect on August 31' 1998, authorized by Greendale Township Cemetery Ordinance #1998-07-025. All rules or parts of rules in conflict herewith are hereby repealed. Revision #1, adopted March 6, 1999

Revision # 2, adopted October 14, 2003

Revision #3, adopted July 12, 2011

Revision #4, adopted January 14, 2014