



Rules and Regulations

Oakridge Cemetery

Marshall, Michigan

PREFACE

It is the goal of the cemetery management to maintain Oakridge Cemetery as a quiet and 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 lot owners and for the maintenance of the grounds.

I. GENERAL REGULATIONS

A. Ownership and Management:

1. Oakridge Cemetery is owned by the City of Marshall under the management of the Department of Public Works.
2. The cemetery office is located at the DPW Garage, 619 Homer Road. This office is open Monday through Friday from 7:30 a.m. until 3:00 p.m. All questions concerning cemetery records, purchasing procedure, interment arrangements, perpetual care and other services may be directed to this office. Telephone (269)781-3985. The City of Marshall is in no way responsible for damage or loss to any lot, including markers, monuments, urns, or grave decorations.

B. Services to be provided by cemetery management only:

1. Interments: permit required.
2. Disinterment: permit required if transferring to another cemetery.
3. Installation of marker, monument and urn foundations.
4. Perpetual care of all lots purchased with this provision to include mowing of the grounds at reasonable intervals, the seasonal removal of leaves and other debris, the trimming of grass around markers and monuments and the repair of sunken graves.
5. General maintenance such as tree work, road work, snow removal, upkeep of water lines, trash removal, etc., shall be performed as necessary.

C. Conduct in the Cemetery shall be in accordance with all City of Marshall Ordinances such as but not limited to:

No person shall:

1. Throw rubbish or debris on any part of the cemetery grounds.
2. Pick or mutilate any flower or disturb any tree, shrub or other plant material.
3. Consume alcoholic beverages on the premises.
4. Permit any domestic animal to enter the cemetery unleashed.
5. Discharge a firearm in the cemetery unless as part of an authorized volley at burial or memorial services.
6. Damage any monument, marker, urn, vault or other structures on cemetery property.
7. Use any form of advertising on the premises.
8. Drive in excess of 10 mph.
9. Violate any City of Marshall traffic code.
10. Drive off established roads without permission of the management.
11. Use the cemetery as a public thoroughfare.
12. Gain entrance to the cemetery except via established entry points.
13. Gain entrance to the cemetery before dawn or after 9:00 p.m.
14. Use motorized pleasure vehicles such as snowmobiles, go-carts, etc., within the cemetery.

D. Operational Policies

Staff may from time-to-time establish and implement policies to improve cemetery operations which shall include but not limited to; regulating foundation size, maintenance policies, dress codes, to name a few.

II. BURIAL LOTS

A. Purchase

1. All cemetery lots are to be purchased for the interment of human remains.
2. No cemetery lots shall be purchased for speculative purposes.
3. All lots are to be sold with the provision for perpetual care.

4. Upon complete lot payment, a deed shall be issued by the City Clerk. If purchased by more than one person, each person's interest shall be specified. The term "deed" shall be interpreted as meaning having burial rights only.
5. All lots are purchased subject to rules and regulations now in force and to those that may be adopted in the future.
6. Cemetery lots are exempt from property taxes and cannot be seized on execution. No mortgage or other encumbrance can be given on any burial space.
7. A lot may be reserved for 30 Days at which time if the individual requesting the lot does not proceed to make payments, the City will remove the name from the lot and make the lot available to the next individual requesting the same.
8. The City does not purchase back cemetery lots. An owner wishing to sell a lot may send a letter with contact information to the City stating that they would like to sell their lot and should someone wish to purchase the lot staff will give the purchaser the contact information.
9. The City may at its own option consider purchasing back burial lots or spaces purchased prior to or in 1940 in accordance with the following criteria:
 - a) City determined the purchase to be in the best interest of the city.
 - b) Lots can be purchased back at a reasonable price as determined by city and not exceed \$15 per grave space based on the original purchase price.
 - c) Will extend the life of the cemetery.

The city is under no obligation to purchase any lots or spaces whether in conformance with the criteria given above.

10. An owner wishing to sell a lot may send a letter with contact information to the City stating that they would like to sell their lot and should another party wish to purchase the lot(s) staff will give the purchaser the contact information. This city is under no obligation to sell a lot(s) for the existing owner. The lot owner shall not sell the lot or grave space for more than it was originally paid for.

III. FUNERALS

A. Requirements

1. No interment shall take place until the grave space is paid in full with the exception of indigent cases.
2. No interment shall take place without a burial permit.
3. All burials must be made in a durable, non-deteriorating burial vault.
4. If the deceased is not the lot owner or a member of the lot owner's immediate family, written permission acceptable to the City, by the lot owner or agent may

be requested before interment will be permitted.

5. Funeral directors making arrangements for burials shall be responsible for all charges not paid by the lot owner.
6. One adult or child interment shall be permitted per grave space.
7. Openings requested by funeral directors shall be construed as requested by the lot owner. The cemetery management shall not be responsible for errors in openings if given incorrect information.
8. Cremains may be buried above another grave; not more than two cremains per lot.
9. Oakridge Cemetery does not inter on Sundays, Thanksgiving Day, Christmas Day, New Year's Day, Memorial Day, July 4, or Labor Day. On other City of Marshall holidays (Presidents' Day, the day after Thanksgiving, or Good Friday) interments will be scheduled with the 50% overtime fee in effect.

B. Services

1. All funeral processions within the cemetery shall be under the direction of the management.
2. Workers shall suspend their labors near graveside services.
3. Funeral designs and floral pieces shall be removed by the management when they become unsightly.
4. Graves shall be opened by City of Marshall employees or their agent.

IV. LOTCARE

A. Monuments, markers, and foundations.

1. Family Plot consisting of 3 or more lots may have a monument identifying the family name placed upon a lot within the plot. The City shall decide where the monument is to be placed. Markers identifying the person buried on the lot shall be flush or slant markers.
2. For single lots, one marker is permitted per grave space. If cremains are placed above a burial on the same lot, then the second marker shall be a flush marker.
3. All monuments and markers are to be constructed of durable granite, cut stone from recognized quarries, standard bronze, quality marble, or standard metal as used by veterans' organizations.
4. All monuments and markers shall be installed upon a foundation constructed by

City of Marshall Employees or designated agent at the lot owner's expense in accordance with City policy.

5. All monuments and markers placed upon the foundation shall be installed by the lot owner or agent with prior permission by the cemetery management. The cemetery shall be responsible for installing government markers.
 - a. Those persons engaged in placing monuments or markers shall provide adequate planking to protect the turf.
 - b. The site shall be left in a clean and orderly condition.

C. Decorations

Decorations shall be defined as anything natural or artificial such as but not limited to figurines, flowers, stuffed animals, ornaments, wrought iron, urns, photographs and the like.

1. Not more than two urns shall be permitted per lot on each side of a single marker or family monument.
2. In addition to any urn(s), a lot owner may decorate a grave site with artificial or natural flowers which shall be placed in a metal or plastic container suitable for display. Glass containers or decorations shall be prohibited. Artificial decoration stuck in the ground will be removed. There may be no more than two Shepard's hooks installed next to and overhanging a marker or monument. Military flag holder(s) and flags for those that served in the military are exempt from these regulations as well as those by recognized organizations such as Rotary. Stuffed animals shall be prohibited except those placed during the initial internment. Decorations that staff deems to be excessive shall be removed by the management.
3. Winter grave decorations are permitted beginning the first Monday in October. Decorations not removed by the last Monday in March shall be considered abandoned and will be disposed of by the management.
4. Spring grave decorations are permitted beginning the first Monday in April through the last Monday in September. Decorations not removed by the last Monday in September shall be considered abandoned and will be disposed of by the management.
5. Copings, fences, curbs, hedges, mounds, and structures of wood, or equally perishable material are prohibited. Structures or enclosures established on any lot prior to the addition of these regulations, which have in the judgment of the management, become unsightly, shall be removed.
6. The planting of flowers, perennials and shrubs on a lot shall not be permitted.
7. No tree or shrub shall be pruned or removed without the consent of the management.
8. Planting of trees will be done by cemetery personnel and only at location

approved by and maintained by City Staff. No tree shall be planted within 100 feet of an existing tree.

9. Hanging decoration on any tree, shrub, and/or other structure in the cemetery is prohibited.

V. POTTERS FIELD

A. Resolution

1. "Be it resolved by the City Commission of the City of Marshall, Calhoun County, Michigan, in its regular session this nineteenth day of December A.D. 1949, that from and after the date hereof, there shall be no burials in Potters' Field in Oakridge Cemetery unless the deceased person is a legal resident of the City of Marshall, or unless said death shall occur within the corporate limit of the said City of Marshall and the deceased person so dying in said City shall have no legal residence."
2. A small marker of 12 inches wide by 24 inches long with only the deceased person's name, month and year of birth and death may be allowed. If an individual wants to have a larger flush marker of a larger size, then the grave space shall be paid in full. The price of the grave space will be the difference between the cost of a lot as established by the City Council and the amount paid by any other governmental agency or non-profit organization for the burial.
3. The City of Marshall is under no obligation to provide a Potter's Field nor expand the existing one.

VI. LIMITED GREEN BURIALS

A. Purpose and Intent

1. Limited green burials at the Oakridge Cemetery are dedicated to serving individuals and families who desire a natural burial, one in which they can return their bodies to the earth in an ecologically sustainable manner. To honor these intentions, the rules for limited green burials are very different from the conventional burials.

B. Burial preparations

1. Because limited green burials are significantly different from conventional burials and requires much tighter time and material constraints, it is essential that lot owners plan ahead with their funeral director and fully communicate the rules for burial preparation and materials to their family and friends.

C. Burial Rules

1. Green burials are generally intended for non-embalmed bodies, but bodies embalmed with certified green/non-toxic/biodegradable fluids are permitted. Be sure to pre-plan carefully with your funeral director to determine if green embalming is likely to be needed and prepare accordingly.
2. Bottomless grave liners/vaults are required to help prevent unplanned future disruption to the grave.
3. Sturdy containers for burials (untreated wood coffins, wicker or grass baskets, bamboo or cardboard boxes, etc.) must be made of biodegradable materials if used. To minimize settling/sinking of graves, it is recommended that they be appropriately sized for the body with minimal empty space inside.
4. Solid/sturdy containers must fit easily within the standard grave hole size of 3ft. X 7ft. For burials requiring a larger grave hole size, advance notice to the Sexton is required. Shroud burials using wrappings such as cloth, blankets, or quilts are permitted when made of biodegradable materials
5. Cremains and conventionally embalmed (toxic) bodies are not permitted in limited green burial. However, at the discretion of the Sexton, an exception may be made.
6. The standard grave hole size will be 3 ft. x 7 ft., centered within a 4ft. x 10ft. lot. For burials requiring larger grave holes, advance notice to the Sexton is required.
7. Grave depth will be in the range of 3 to 4 feet in depth, at the discretion of the Sexton but respecting the desire for natural burials to be no deeper than necessary
8. Burials employing just shrouds or insufficiently sturdy containers will require strapping the body to a trundle board for interment. Funeral directors are responsible for providing trundle boards and assuring that they are of appropriate size and strength and will easily fit into the standard grave hole size of 3 ft. x 7 ft. Trundle boards will remain in the grave at burial unless they can be easily and respectfully removed.

D. Green Burial Price

1. Burial costs may vary over time and may significantly differ from conventional burials. Please consult the current limited green burial price list for up-to-date cost figures, including additional fees for weekend and holiday.