

Grove Hill Cemetery Rules & Regulations

Introduction

Grove Hill Cemetery was established in 1854. It is owned and operated by the Shelbyville Cemetery Company and is a non-profit cemetery, operated by a Board of Trustees, elected by the lot owners. Lots in the cemetery may be purchased by anyone without regard to race, ethnic origin, or religion. Ownership of the cemetery is not vested in any public or government institution but instead by those who have purchased lots in the cemetery. The cemetery is organized as a 501(c)(13) institution under the Internal Revenue Code.

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To every buyer of a lot in Grove Hill Cemetery, the Board of Trustees of the Shelbyville Cemetery Company issues a certificate, which conveys the right of burial on the lot, "Subject to such powers as are reserved to the Company by its Charter and By-laws." It is therefore necessary for the Company, from time to time, to promulgate such rules and regulations as are necessary for the best interest of the lot purchasers and the Cemetery. The Rules and Regulations that follow are those that are now in force and the Board of Trustees reserves the right to make changes in same from time to time as necessity may suggest.

General

The rights acquired by the purchaser of a lot are subject to the rules and regulations of the Company, which are passed for the purpose of protecting all lot owners. The purchaser of a lot has a right to provide by will who shall be buried upon it, or by writing so designate within his/her lifetime. Upon his/her death, without so providing, the right of burial shall descend to the lineal descendants of the purchaser, and his/her heirs at law, as provided by the laws of descent, shall have the equal right of burial, and may be buried upon said lot until the burial spaces on said lot are all occupied. No husband or wife of a lineal descendant or heir at law shall be buried upon said lot without the consent of the other lineal descendants, if there be any, and if none, then by the consent of the other heirs at law of age at the time.

No transfer or assignment of any lot or of any interest therein, will be permitted except by the permission of a majority of the Board of Trustees. Lots can only be resold to the Shelbyville Cemetery Company, and only for the price originally paid without interest.

The Superintendent shall not deliver a deed to a lot in the cemetery until the purchase price is paid in full. No person shall be buried in a grave for which payment has not been received nor shall the Secretary order a grave to be opened without having first received payment for said opening or made provision for payment as approved by the Board of Trustees. It is hereby expressly agreed and understood that if the purchaser shall fail or neglect to pay for a lot purchased within the time stated on the lot contract, and any body or bodies are buried on said lot, said body or bodies may after due notice to the nearest living relative be removed to the single grave section in the Cemetery and the Cemetery Company shall have the right to take immediate possession of said lot and shall thereafter own same as absolutely as if this contract had never been made. Any purchase price paid by purchaser shall be refunded less the expense incurred in removing said body or bodies and reburying same in a single grave or graves.

Burial permits required by state and local authorities shall be delivered to the cemetery office before any interment is made. The name, residence and age of every person

interred must be given to the Superintendent prior to burial and a record must be kept. The Board of Trustees desires to leave the improvement of lots, as far as possible, to the taste of the purchaser, but in justice to all they reserve the right given to them by law to exclude or remove from lots any headstone, monument or other structure, which shall be determined by them to be offensive, improper or injurious to the surrounding lots or grounds.

The proprietor of each lot shall have the right to cultivate flowers (see Item 10), trees and shrubs on a lot, but in order to procure the best general results, all planting and pruning must be done under the direction of the Superintendent. Any person desiring to plant a tree or shrub on a lot shall first contact the Superintendent who, before granting permission, shall consider the suitability of the plant for its proposed location, its size when mature relative to the size of the lot, and arrangements for its continuing maintenance and upkeep. No shrub or tree shall be allowed to infringe on another lot, damage cemetery property or impede the movement of equipment along roads or walkways. No tree shall be removed from any lot without the permission of the Trustees and then only after arrangements have been made for the cost thereof. Lot owners are responsible for the maintenance of trees and shrubs on their lots. Grove Hill Cemetery retains the right to prune or remove, at the owner's expense, any plant that has become detrimental to the appearance of the cemetery or harmful to adjoining lots. In sections of the cemetery where the Board of Trustees has adopted a landscape plan, the planting of trees shall conform as much as feasible to the adopted plan.

Except as provided below, the placing of artificial flowers, wreaths or similar decorations, glass containers, rocks, boxes, shells, toys, balloons, metal designs, lights and like articles upon graves, lots or monuments is inconsistent with the proper appearance and maintenance of the grounds, and will not be permitted, and when urns, settees or other portable articles or ornaments are placed on lots, the company will not be responsible for their safe keeping or the removal of same by vandals or others. Concrete, ceramic and plastic figures are considered artificial decorations and are not allowed. Shepherd staffs are not allowed. Christmas decorations, which have artificial materials in wreaths and floral arrangements, are allowed from Thanksgiving week to January 31st. PLEASE



DON'T: Artificial flowers, wreaths are only allowed between Thanksgiving week - January 31.

In the past, the Board of Trustees has approved the display of the national and state flag on graves in Grove Hill Cemetery. However, the proliferation of large flags and tall

flagpoles on individual graves has become a distraction to families and visitors. While one or two flags in a section cause little harm, many flags detract from the natural landscape that is the central visual theme of Grove Hill Cemetery. Therefore, the Board of Trustees requests that flags displayed on individual graves be limited to small flags placed next to the grave marker on special days such as Memorial Day, Flag Day, and Veterans Day and removed soon thereafter.



PLEASE DON'T: Neglected, faded, tattered, fallen flags and poles will be removed.

The cemetery has established a fund for the purchase of a central flagpole which will ensure the proper display of the flag including lighting at night and replacement of flags when they become worn. Lot owners and others are encouraged to contribute to this fund.

Existing flags and poles may remain on individual graves for two years after adoption of this rule and then must be removed. *Date adopted: October 16, 2012. In the interim, if a flag becomes worn or torn it will be removed by the cemetery staff and the pole taken up and not replaced.

Certain Eternal Flames are allowed at Grove Hill Cemetery and must be mounted on the base of a monument or within a flowerbed as to not interfere with the mowing. Check at the office to obtain information on which Eternal Flames are permitted.

The first application of sod or sowing of grass seed on a grave is included in the grave opening fee. Additional sodding or seeding, the preparation and planting of flowerbeds or other work done by the Cemetery staff on a lot shall be paid when the work is ordered.

Flower Beds

Individual lot owners or their descendants may plant a flowerbed on their lot so long as the following standards are observed: The Superintendent of the cemetery shall be notified of the name of the person responsible for maintaining the flowerbed and the person doing the work shall inform themselves of the boundaries of the lot.

Flower beds may be established when the lot or grave has a permanent grave marker or headstone. Only one flowerbed is allowed on each lot. Generally, if the lot has a headstone and one or more foot markers, the flowerbed will be established at the headstone.



PLEASE DON'T: Plantings should not infringe on adjoining lots.

Flowerbeds may not extend more than 18 inches from the face of the monument base or beyond either end of the base. The bed may not be any closer to the lot boundary than 6 inches and it may not infringe on adjoining lots or cemetery property. In cases where there is a family monument centered on a lot with graves from that family or related family surrounding the monument on both sides, flower beds may be planted on both sides of the monument.

Flowerbed borders have been allowed in Grove Hill Cemetery in the past, but the Trustees now believe that they detract from the good appearance of the cemetery and have become a maintenance problem. New flowerbed borders are not permitted and existing borders must be removed within one year of the adoption of this rule. *Date adopted: October 16, 2012



PLEASE DO: Plant and maintain flowerbeds within the boundaries of the lot.

Bedding in flowerbed shall be wood mulch. Other materials are not allowed. Flower beds that are left unattended and in which grass and weeds are allowed to grow or which become unsightly from any cause, will be mowed down at the discretion of Grove Hill Cemetery.



PLEASE DON'T: Neglected borders and flowerbeds detract from the beauty of Grove Hill.

If a flowerbed is abandoned, the person responsible shall contract with the cemetery to remove same and reseed the bed.

No fence or enclosure of any kind will be allowed around or upon any lot or part thereof.

The Superintendent, or someone he designates, must be present to supervise every interment. Notice must be given to the superintendent of the need to open a grave so as to allow six (6) working hours for preparing the grave, together with directions as to the lot and particular grave site on the lot. To avoid mistakes, the lot owner or some member of the family must call at the cemetery office or give written instructions as to the lot and grave location.

The minimum depth of a grave is four (4) feet six (6) inches. However, any time that solid rock is encountered, the grave shall be deep enough so as to cover the vault at least one (1) foot. No more than one body shall be interred in any grave. The only exceptions of double occupancy in one grave shall be that of a person and infant child if there is room, two cremations, one regular burial and one cremation or one infant and one cremation.

The Superintendent will have all graves made two (2) inches longer and two (2) inches wider than the Vault.

When requested, the Superintendent, or someone he designates, will supervise the disinterment of deceased persons and the removal of their remains.

An extra charge will be made for all funerals reaching the Cemetery after 4:00 P.M. Monday through Thursday, after 3:00 P.M. on Friday and on Saturday. No funerals will be scheduled after 2:00 P.M. on Saturday. Only under particular circumstances will funerals be allowed to be scheduled after the hours above and then an additional extra charge will be applied. Funerals will normally not be scheduled on Sunday or legal holidays.

No vehicle shall run in the cemetery faster than 15 MPH or be left unattended with the motor running. Vehicles are not permitted to turn around on the roadway or drive on the grass.

No vehicle shall pass any funeral procession going in the same direction in the cemetery and if any vehicle meets a funeral procession therein, the person driving shall stop and wait until the procession passes before proceeding.

No person shall enter the cemetery except through the gates. The gates of the cemetery shall be open from sunup to sundown or such other hours as approved and posted by the Board of Trustees.

The Chairman of the Board of Trustees or, in his absence, the Secretary may authorize groups to use the Chapel for purposes that are appropriate for the cemetery.

No person shall pick any flowers, either wild or cultivated, or cut any tree, plant or shrub without the consent of the Superintendent. No person entering the grounds shall allow their dog to run at large or, by noise or other improper conduct, disturb the quiet and good order of the cemetery.

Foundation and Monument Regulations

Grove Hill Cemetery is not responsible for deterioration or damage of any nature to any gravestones, monumental structures or benches whether caused by the elements, acts of God, common enemies, thieves, vandals, malicious mischief makers, explosions or unavoidable accidents. Gravestones, monumental structures and benches are the responsibility of the lot owner and must be consistent with the proper appearance and maintenance of the grounds or they will be removed. The customer should check with their Insurance Agent to see if the monument can be added to their homeowner's insurance policy.

All monuments, foot markers, mausoleums, benches used as headstones, etc. must have a poured foundation to be erected in Grove Hill Cemetery. Gravesites must be paid for in full before any foundation can be poured. Monuments, foot markers, mausoleums or benches used as headstones must be constructed of Granite, Marble or Bronze. Government foot markers made of bronze are allowed. Statues and nameplates that are attached to monuments and foot markers must be Granite, Marble or Bronze and affixed permanently to the monument. Vases are allowed when affixed to monuments. Materials such as concrete and limestone are not allowed as monuments or foot markers.

The foundations for all monuments, headstones, etc., shall be built by the Cemetery Company at the expense of the lot owner and must be paid in advance. Grove Hill Cemetery pours the foundations once the four (4) yard order for concrete is reached. This is done to keep the cost down for the customer. Grove Hill is billed an extra charge for concrete orders under four (4) yards. Foundations for monuments shall be two (2) feet deep and when finished shall be one (1) inch below the sod at the lowest point. The bases of markers must be cut so as to sit level on the foundation. No chinking will be allowed. Grove Hill Cemetery is not responsible for deterioration or damage of any nature to any foundation that has been installed for many years. Leveling shall be done at the customer's expense.

Only one marker shall be placed on a lot except as approved in special circumstances by the Board of Trustees. On lots where graves are arranged around a family monument, all grave markers shall be placed at that end of the grave farthest from the monument. In certain areas of the cemetery, only ground level markers are permitted. The Superintendent shall designate the location of monuments and markers so that, in so far as it is possible, there is a proper separation between monuments.

All mausoleums must meet the Cemetery Company regulations and be approved by the Board of Trustees. The foundations for mausoleums shall be contracted through the monument company placing the order for the mausoleum. The monument company must work with the Superintendent as to the location and regulations concerning mausoleums.

Benches, including benches with cremation niches, used as headstones on lots shall conform in size and materials to the rules for markers and monuments.

Benches and settees placed on lots and not used as headstones require the permission of the Superintendent. In general, the lot must be large enough to accommodate the bench. The bench shall not have a back and be of simple design. Materials used must be the same as required for markers and monuments. The bench may have an inscription so long as it does not take on the appearance of a second headstone.

When there is not sufficient room on a lot for a bench and when there is a landscape or commons area nearby, a bench may be placed in the landscape area with the permission of the Board of Trustees. These benches must conform in design and materials to benches on lots except that no inscriptions or family names may be carved on the bench. A small memorial plaque or inscription is allowed. The bench must be gifted to Grove Hill Cemetery and can be moved at the discretion of the cemetery so as not to interfere with landscape plans or cemetery operations.

All benches, wherever located, require an adequate foundation.

Temporary weatherproof markers may be placed on graves but the cemetery cannot be responsible for their damage or loss. Wooden letter boards are not allowed. Aluminum grave markers supplied by funeral homes are considered temporary markers. Temporary markers are allowed on graves for two years after burial and then must be removed.

Monuments and foot markers may not be delivered to the cemetery until notice is given to the contractor that the foundation is completed and ready to receive the monument. All workers in any capacity within the cemetery, whether as stonecutters erecting monuments or as helpers shall comply with the rules and regulations of the company. In the erection of monuments, headstones, mausoleums or other structures, a place shall be designated by the Superintendent for the deposit of all waste materials and said material shall not be permitted to remain on the grounds any longer than necessary for the construction of the improvements.

In order to protect the grass paths from injury, no heavy materials or equipment will be allowed to move over them without permission from the Superintendent. No heavy materials or equipment will be permitted on the grounds during wet weather.

Monument Recommendations

Grove Hill Cemetery does not recommend using sawed or smooth finished sides on the base of headstones. It is recommended that the base of these headstones have rough or rock-pitched finishes. Smooth finished bases are very susceptible to mechanical damage from turf maintenance operations and normal wear, erosion and chipping caused by the elements and extreme weather conditions that affect all outdoor material.

Adopted by the Board of Trustees
October 16, 2012