

City of Elberton, Georgia

Cemetery Handbook



Rock Solid

EFFECTIVE – April 7, 2026

APPROVED: /s/ Kevin Eavenson, City Manager

City of Elberton
CEMETERY HANDBOOK

Introduction

The City of Elberton owns, operates, and maintains two municipal cemeteries, Elmhurst Cemetery and Lincoln Heights Cemetery. The Mayor and Council of the City of Elberton has established by Ordinance the polices and rules governing cemetery operations, and this ordinance has designated and assigned to the City Manager the responsibilities and duties to implement the ordinance by setting day-to-day policies, rules and procedures for cemetery operations.

The staff of the City of Elberton has compiled this handbook with cemetery information, rules, regulations, polices, and procedures. This handbook is intended to help purchasers of cemetery lots, families, funeral service providers, and cemetery visitors understand the rights, duties, and responsibilities of all parties, including the city, for the municipal cemeteries.

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City Staff for Municipal Cemeteries

The following staff member manages our cemetery operations and is available to assist families, visitors, and funeral professionals. They also review all burial requests and memorial permit applications.

To discuss cemetery lots or interments in person, please schedule an appointment at least **24 hours in advance**. Due to daily maintenance schedules, we are unable to accommodate same-day meetings.

John Moon, Cemetery Sexton
jgmoon@cityofelberton.net

Office Location and Contact Information

Administrative Office for Both Cemeteries:	Customer Service Center 230 North McIntosh Street
Mailing Address:	Post Office Box 70 Elberton, GA 30635-0070
Cemetery Office Phone:	706-213-3173
Customer Service Phone:	706-213-3278
Online Information and Forms:	www.elbertoncemeteries.com

Schedule of Rates, Costs, and Service Fees

Rates for cemetery lots and cemetery services are set by the Mayor and City Council and change periodically. Please check with the city for the current rates and fees. As of this printing, they are:

Interments, opening and closing of graves	\$865.00
Interment of cremains	\$200.00
Cemetery lots, single grave space	\$800.00
Cemetery lots, double grave space	\$1,500.00
Cemetery lots, four or more purchased at the same time	\$600.00 per lot
Memorial permits	\$30.00

Elmhurst Cemetery

Elmhurst Cemetery is located on North Oliver Street (Georgia Highway 77) about one mile north of the town square. This cemetery was established in 1883, and the city acquired the property 20 years later in 1903. Persons are buried in Elmhurst who actually died prior to 1883 because sections of the cemetery were set aside for the burial of Confederate dead previously interred in other parts of the country. A section was also set aside for the burial of Civil War veterans who were then still living. Additionally, graves were moved from the First Methodist Church's cemetery in the early 1900s when that congregation was building a parsonage and needed the land behind the church.



The cemetery has been added to over the years, encompassing over 34 acres today. Elmhurst Cemetery is divided into sections known as Additions, with the earliest Additions being closed to new sales. Lots are now available on the east side of the property in the 8th, 10th, 11th, and 12th Additions. There is a section for mausoleums along the north of the cemetery where spaces are also available. The new Additions in Elmhurst do not permit coping or other raised stone areas around the perimeter of a grave or family plot. Cemetery plots are available to accommodate families and couples in plots of 2, 4, 6, or 8 grave spaces. Single spaces are available in certain areas.

Lincoln Heights Cemetery

Lincoln Heights Cemetery is located on Lincoln Avenue, which is between Mill and Campbell Streets, just northeast and outside the city limits of Elberton. The City of Elberton acquired Lincoln Heights in 1977, and began management of the cemetery at that time. However, it was originally created in 1962, and burials date back to the 1960s. The sections in Lincoln Heights are named Forest Park, Druid Hills, Sunrise, Sunset, and Elberta. Lots are available for sale on the north side of the property in the Elberta, Sunrise, and Sunset



sections. Coping or other raised stone areas around the perimeter of a grave or family plot is prohibited.

Article I: In General

The Mayor and Council reserve the right to amend, modify, or add to these rules and regulations at any time to ensure the safety, maintenance, and dignity of the municipal cemeteries. The City, its officials, agents, and employees shall not be liable for any damage, loss, or injury—whether in tort or contract—resulting from acts, omissions, or negligence related to cemetery operations, including but not limited to the maintenance of monuments, markers, or mausoleums. By purchasing an interment easement, the purchaser and their heirs agree to be bound by all provisions of this chapter and any future amendments.

Article II. Sales and Conveyance of Interment Rights

Nature of Ownership and Rights (§ 12-6).

The City retains free simple ownership of the land. A purchaser receives only an easement for the exclusive right of interment. This right does not grant any other property or easement rights in the land. In the absence of a specific will or written declaration, the primary right of interment belongs to the owner and their spouse. Remaining space may be used by descendants (children first, then closest relatives) in order of need. Fees for lots and interment services shall be established by the Mayor and Council and maintained in the City's official fee schedule. Conveyances shall be executed by the Mayor and City Clerk under the City seal. The Department shall maintain permanent records of all easement owners, grave locations, and burial data.

Sale and Conveyance of Lots (§ 12-6).

The price for lots in municipal cemeteries is set from time to time by the Mayor and City Council. Conveyances of burial lots shall be executed in the name of the city by the Mayor and City Clerk and have affixed thereto the seal of the city. Such conveyances shall not convey fee simple title, but shall convey to the purchaser of each burial lot an easement for the exclusive right of interment in such lot. The department shall keep full and complete records of the ownership of all lot easements in the municipal cemeteries, of the burial capacity of each lot, of the location of each grave, of the names and ages of the persons buried in each grave that has been or shall be used, and of the date of burial of each.

The purchaser of a lot or lots is conveyed only the right of interment of human remains and the right of installation of a memorial on each lot.

Lots may not be sold or transferred unless approved in writing by the city, and no lots may be acquired solely for resale. All conveyances executed by the city contain a clause reserving to the city the right of first refusal to repurchase the lot if the grantee subsequently desires to offer the lot for sale. If lot transfers are approved by the city, then a new lot easement will be prepared and recorded with the new owner of record listed.

Purchasing Procedures and Installment Plans (§ 12-7).

Interment rights are sold during normal business hours Monday through Friday, except in cases of immediate need as approved by the Cemetery Sexton.

Lots can be purchased in cash or via an installment plan requiring twenty percent (20%) of the purchase price down, with the balance paid in monthly installments of ten percent (10%) of the total price. The lot must be paid in full within eight (8) months. If an installment payment is more than (6) six months delinquent, the City reserves the right to: resell the unused portions of the lot, declare all rights and titles forfeited, or relocate interred remains to a location selected by the City.

No Easement document shall be issued, and no monument, marker, or structure may be placed on the lot, until the purchase price is paid in full. Full payment is required prior to any interment.

Abandoned or Unused Interment Spaces; Buy-Back Policy (§ 12-8).

To ensure the efficient management of municipal burial grounds, any interment space shall be presumed abandoned if there has been no recorded activity (such as burials, marker installations, or ownership updates) for a period of sixty (60) years.

Before reclaiming an abandoned lot, the City shall provide written notice via regular mail to the owner of record at their last known address. The notice shall state that the City intends to declare the space abandoned unless the owner (or their legal heir) notifies the City of their intent to retain burial rights within thirty (30) days of the notice date.

If no response is received within the 30-day period, the interment rights shall revert to the City of Elberton. The city may then resell or dispose of the unused space as deemed appropriate by the City Manager.

If a lot owner determines they no longer require unused interment space, they may elect to sell the rights back to the City. The City's repurchase price shall be limited to the original purchase price paid at the time of the initial sale. No private third-party sales of interment rights are permitted without City approval.

Succession of Interment Rights (§ 12-9).

Burial easements are presumed to be held by the person named on the official City record until their death. In the absence of a specific bequest in a valid Will or other recorded legal declaration, the right of interment in any unused space shall pass to the surviving legal spouse.

The legal spouse of a deceased owner holds a vested right of interment in any remaining unused burial space. This right is waived only if the spouse provides a written waiver to the City or is interred elsewhere.

If no surviving spouse exists, or after the spouse's interment, any remaining burial spaces may be used by the direct descendants of the original owner in the following order: spaces shall be allocated to children in order of need (at the time of death); if a child of the original owner is interred in a family plot, a reservation for that child's legal spouse is automatically established for the adjacent or next available space in the plot; and once all children of the original owner are deceased or have formally relinquished their interest, the rights of interment pass to the grandchildren and subsequent descendants in order of need.

Should an owner of interment rights die without a Will, legal heirs, or surviving spouse, all unused interment rights shall automatically revert to the City of Elberton.

Article III. Interment Services and Procedures

Sec. 12-10. Exclusive Service Provider; Scheduling and Fees. (§ 12-10).

The City is the exclusive provider of interment services, including the opening and closing of all graves, niches, and crypts—within municipal cemeteries. Services are available seven days a week, subject to personnel availability. The City requires a minimum of 24 hours' notice prior to a funeral service and reserves the right to refuse service if this window is not met. Interments must be completed, and all funeral parties must exit the cemetery, by sunset. No service shall commence later than two hours prior to sunset. All fees must be paid in full prior to the rendering of services. Additional surcharges apply to: Burials before 9:00 a.m. or after 4:00 p.m. (Monday–Friday) and/or Weekend burials (Saturday–Sunday) or City-observed holidays. No interments are permitted on Thanksgiving Day or Christmas Day.

General Rules for Interment (§ 12-11).

No interment shall occur until the Cemetery Sexton verifies that:

1. The applicant has the legal right to use the designated lot; and
2. The lot has not reached its maximum burial capacity; and
3. A legal burial order has been issued, and the deceased's vital statistics are recorded.

All graves preparation shall be performed by the city, under the supervision of the Cemetery Sexton and/or Public Works Director.

All burials must utilize an outer burial container (vault) made of approved steel, concrete, or reinforced non-biodegradable material.

- Vaults must be water-resistant, airtight, and feature a tongue-and-groove locking system.
- Wooden vaults are strictly prohibited.
- All vaults must maintain a minimum of 12 inches of earth cover (mound) from the top of the vault to the finished grade.

While not required, the city strongly recommends the installation of a permanent marker at the place of interment.

Interment Orders and Instructions (§ 12-12).

No remains shall be interred or entombed without the written consent of the right owner or their legal agent. The City assumes no liability for verbal or telephonic instructions or for errors resulting from imprecise location descriptions. The owner or agent must physically select and sign a burial space selection order prior to interment, unless a notarized interment plan is already on file with the Department. The City shall mark all burial lots and the placement of corner markers or monuments before they are set to ensure alignment and prevent encroachment.

Cremation (Urn) Standards: Urns interred in-ground must be placed in a protective outer container (maximum 18"x18"x18") or specifically designed for direct burial. Capacity: A single burial space is limited to either one (1) full casket/vault interment OR up to four (4) urns. If a space contains a full casket, no additional urns may be added. Under no circumstances will a previously interred urn be moved or exhumed to accommodate additional burials on the same grave.

Funeral Directors' and Arrangers' Responsibilities (§ 12-13).

Funeral Directors are legally responsible for the conduct of all employees, vehicle drivers, and participants within a funeral procession. All state and local traffic regulations must be strictly followed, and vehicles must be parked so as not to obstruct cemetery thoroughfares or damage turf. In instances where a Funeral Director is not engaged, the individual signing the interment order assumes all responsibilities and liabilities otherwise assigned to the Director.

Use of any external equipment is subject to City supervision. The storage of vaults or construction materials within cemetery boundaries is strictly prohibited.

Private Columbaria and Mausolea (§ 12-14).

Owners of a private columbaria or mausolea are responsible for the actual inurnment or entombment process. All such activities must be scheduled and performed under the direct supervision of the City. City personnel will not operate, open, or close doors, niches, or crypts for private structures.

Funeral Service Equipment and Site Restoration (§ 12-15).

All temporary items, including tents, chairs, and lowering devices, must be removed by the owner/provider within 24 hours of the conclusion of the service. The City does not provide machinery for handling, lifting, or lowering caskets and vaults. These must be coordinated

through a licensed monument company or funeral home. The removal of equipment or excess material must not result in ruts, soil displacement, or damage to trees, monuments, or adjacent lots. The party responsible shall be liable for the full cost of City-conducted repairs.

Private Contractors: Licensing and Site Management (§ 12-16).

Any individual or firm performing work (installation, construction, or monument removal) on a lot they do not personally own must possess a current business license for the specific trade performed. Lot owners or their legal heirs may perform general cleaning and aesthetic upkeep of their specific plots without a contractor's license.

Contractors are strictly liable for any damage to City infrastructure (signs, turf, utilities) or private memorials caused by their personnel or equipment. All damage must be reported to the City immediately. Contractors must restore turf, fill ruts, and remove all tire tracks resulting from their work activities prior to leaving the site.

All surplus materials, packaging, or vegetative waste must be removed from the cemetery grounds and legally disposed of daily. The city may mandate immediate removal if waste interferes with scheduled services.

Article IV: Memorials, Monuments, and Markers

Mandatory Memorial Permits (§ 12-17).

The placement, erection, or modification of any memorial, monument, marker, or mausoleum is subject to the express supervision and written approval of the City. A Memorial Permit must be obtained *prior* to the commencement of any work or the purchase of any memorial. Applications are available at the City Customer Service Center or via elbertoncemeteries.com. The Cemetery Sexton shall review applications and communicate a decision within five (5) business days.

Permits ensure that proposed designs comply with the specific standards of the cemetery section where the lot is located. Fees for permits are established by the City Council Fee Schedule.

General Requirements and Zonal Restrictions (§ 12-18).

- a. Only one (1) monument is permitted for a two-grave plot. Only one (1) marker is permitted per individual grave.

- b. The City assumes no financial responsibility for loss or damage to memorials resulting from theft, vandalism, windstorms, or other acts of God.
- c. To facilitate modern maintenance, grave slab ledgers, benches, coping, paving, and gravel are strictly prohibited in the following areas: The 8th, 10th, 11th, and 12th additions of Elmhurst Cemetery, and Elberta, Sunrise, and Sunset Sections of Lincoln Heights Cemetery. *NOTE: benches in these sections are permitted only if they are structurally integrated into the primary lot monument.*
- d. No private curbing, fencing, walls, hedges, or post-and-chain enclosures shall be erected. Roadside curbing may only be installed by the City at the owner's expense.
- e. All statues or figurines must be approved via the permit process. The Cemetery Sexton reserves the sole judgment to reject items deemed untasteful or those that depreciate the value of surrounding lots.
- f. Private planting of trees, shrubs, or flowers requires written approval from the Cemetery Sexton. This does not prohibit temporary decorations such as potted or cut flowers.
- g. Grave Mounds are prohibited; all graves must be finished to a level grade.
- h. A dedicated mausoleum section exists near the north entrance of Elmhurst Cemetery. Mausoleums placed outside this area require special approval to ensure that door/crypts access does not encroach upon adjacent lots.
- i. No structure shall be maintained that is offensive, unreasonably interferes with maintenance, or detracts from the dignity of the cemetery.
- j. Any monument moved to facilitate a burial must be professionally reset within (7) seven days of the interment.

Technical Requirement for Memorial Permit (§ 12-19).

No memorial, monument, or marker may be placed within any municipal cemetery until the seller, owner, or donor submitted a formal application and received a written permit. The application must include:

1. Specific lot and grave numbers.
2. Trade name of material and the name of the quarrier/manufacturer.
3. A sketch or rendering of the proposed memorial, showing exact size, type, and location of all lettering, carvings, and family names.
4. A properly executed certificate confirming the material is free from sap, foreign substances, or structural flaws (such as checks or cracks) that may cause staining or discoloration.

NOTE: Artificial coloring used in lettering or design is exempt from the "staining" portion of this certification.

The fees for the issuance of memorial permits shall be established by the Mayor and Council and must be paid in full prior to the commencement of any site work.

For monuments and mausoleums, a blueprint or scale drawing with complete specifications is required. The City reserves the right to refuse the erection of or to move any memorial that, in the sole judgment of the Cemetery Sexton, fails to comply with the standards, intent, and dignity of the municipal cemeteries.

Foundation Standards and Installation (§ 12-20).

To prevent leaning, sinking, or structural failure, a suitable foundation is required for all markers, monuments, and mausoleums. All foundations shall be designed and constructed at the sole expense of the permit applicant or their designated contractor. No memorial shall be set until the City has verified the foundation meets these specifications and has issued the final monument permit.

No foundation shall extend above the finished grade level of the surrounding soil. Each foundation must be a minimum of (4) four inches wider than the base of the monument or memorial on all sides (creating a 4-inch mowable border/wash).

Technical Specifications for Memorials (§ 12-21).

All memorials must be constructed of first-quality granite or marble. Lettering, ornaments, or plaques made of bronze or aluminum are permitted.

- a. *Face Area.* The front face of a monument shall not exceed 15% of the lot's total square footage, which equates to 9 square feet per grave space.
- b. *Height Limit:* No memorial shall exceed a total height of 15 feet from the finished ground level.
- c. *Finishing.* Consistent with industry standards: a rock-pitch finish is recommended for monument bases to minimize visible damage from mowing and grave-digging equipment.
- d. *Lettering.* Must be proportional to the memorial size. Relief lettering (raised text) is strictly prohibited on markers set flush with the ground to prevent damage from maintenance machinery.
- e. *Thickness.* Tablets must be at least six (6) inches thick and secured with two (2) dowel pins. Tablets exceeding six (6) inches in thickness do not require dowels.
- f. *Corner Markers.* All corner markers shall be 6" x 6" six inches by six inches and flush with the ground level at the inside corners of the plot.
- g. *Single Grave Lot Restrictions.* Only one (1) marker is permitted (either at the head or foot), unless a second marker is required for military or public service recognition. For a single grave lot, the minimum base size for a single grave lot marker is 20 inches in length and 12 inches in width, and the maximum base size is 36 inches in length and 24 inches in width.

h. *Family Grave Lot Dimensions.* Except for specialized designs approved by the City, monument bases must adhere to the following:

	<u>Minimum base L x W</u>	<u>Maximum base L x W</u>
Two grave lots	48 inches x 12 inches	72 inches x 24 inches
Four grave lots	54 inches x 14 inches	96 inches x 24 inches
Six grave lots	54 inches x 14 inches	120 inches x 24 inches
Eight+ grave lots	60 inches x 14 inches	144 inches x 24 inches

NOTE: Maximums apply to side-by-side configurations. Head-to-toe configurations are restricted by the width of the side-by-side layout.

i. *Placement of Flush Markers.* Individual markers on family lots must be flush with ground level. The Cemetery Sexton may waive this requirement in historic sections to maintain architectural consistency with existing upright memorials.

Accountability of Monument Companies (§ 12-22).

Monument companies or stone installers are strictly liable for any damage to turf, trees, or adjacent memorials. This includes the prevention of ruts or soil displacement. The permit applicant or the installation company shall be billed for the full cost of the City-conducted repairs.

Installers are responsible for the daily removal of all excess materials. If all debris is not removed and the site restored within seven (7) days of installation, the City shall perform the cleanup. The full cost of labor and disposal will be charged to the party that obtained the memorial permit.

Article 5: Maintenance Rights of the City

The City shall comply with all applicable provisions of the Georgia Cemetery and Funeral Services Act of 2000, as amended, and all Secretary of State of Georgia rules on file. The City reserves the legal right to enter any cemetery lot or grave space to: correct hazardous conditions that pose a threat to public safety; remove dilapidated structures, unauthorized monuments or undesirable vegetation that impairs the beauty and dignity of the cemetery; or remove any monument or marker installed without a valid memorial permit.

NOTE: The City will make a reasonable effort to notify lot owners of such conditions to allow for private correction before City intervention.

Administrative Supervision (§ 12-31).

The Mayor and Council may update cemetery ordinances, and the City Manager may establish operational procedures at any time without prior notice to lot owners or heirs. Past practices or previous allowances shall not constitute a legal precedent for current or future cemetery operations.

Care of Lots and Structures (§ 12-32).

The City provides generalized care for walkways, drives, and common areas. Specialized care for burial lots is provided to the extent practicable but does **not** include the watering of lawns or the cleaning/maintenance of private memorials. Owners of private mausolea or columbaria must keep such structures in a safe, structurally sound condition.

Maintenance levels are subject to budgetary allocations, equipment availability, and weather conditions. City employees are prohibited from accepting tips or gratuities. City water service is not provided for the cleaning of private monuments or the watering of vegetation.

Prohibited Decorations and Immediate Removal (§ 12-33).

To maintain safety and mowing efficiency, the following items are strictly prohibited and subject to immediate removal by City staff without notice: glass or metal containers; Lighted holiday arrangements or electrical devices; stone chips, gravel, or decorative rocks used to cover plots; open flames, candles, or lanterns; or decorations hanging from trees or shrubs.

Tree and Plant Maintenance (§ 12-34).

The planting of vegetation, flowers, shrubs or trees on lots or graves by the lot owners or heirs is not permitted.

If any tree or plant becomes detrimental to adjacent lots, infrastructure, or safety pathways, or becomes diseased, the City reserves the right to enter the lot and prune or remove the vegetation at its discretion.

Removal of Floral Designs and Holiday Decorations (§ 12-35).

Following an interment, the City may remove funeral designs and floral pieces after five (5) days, or sooner if they become wilted or unsightly. Families wishing to retain these items must remove them within the five-day window.

Holiday-specific decorations may be removed by the City 15 days after the holiday, or when they become wilted and unsightly. Only the owner of burial rights, their authorized agent, or City personnel may remove items from a lot. Families are required to keep their lots clear of faded artificial flowers, broken pots, toys, and other debris.

Maintenance of Cemetery Structures and Liability (§ 12-36).

The City does not provide routine cleaning or repair for private monuments, mausoleums, or coping. This remains the responsibility of the owner or heirs. The City will attempt to notify owners of hazardous or unsightly blights on private structures. If not corrected within the specified timeframe, the City may perform the correction and assess the costs against

the lot. Owners acknowledge that memorials are subject to natural and man-made forces. The city is not liable for damaged or broken markers due to environmental causes or aging. Any memorial deemed damaged, dead, broken, or unattended may be removed by the city without prior notice.

Offensive Objects (§ 12-37).

If any structure, inscription, or object is deemed by the Cemetery Sexton to be offensive or injurious to the appearance of the grounds, the City reserves the right to enter the lot and conceal or remove the object. The City will attempt to notify the owner to allow for private correction. If the owner fails to act within the specified time, the city will remove the object and bill the costs to the lot owner.

Comprehensive Rights Retained by the City (§ 12-38).

The City expressly reserves the right to enlarge, reduce, replat, or change the boundaries, grading, roads, and walkways of the cemetery at any time. The City maintains a perpetual right of ingress and egress over all plots and the right to install pipelines, drainage systems, or electrical lines as needed for cemetery management. The City reserves the right to adopt new rules or amend existing ones at any time to reflect modern Georgia Secretary of State standards or best practices in cemetery management. The Cemetery Sexton has the sole discretion to remove any grave accessory or personal property to facilitate interments,

Exceptions and Modifications (§ 12-39).

To prevent unnecessary hardship in unique or unforeseen circumstances, the City Manager reserves the right to make temporary exceptions, suspensions, or modifications to any rule in this chapter. Such actions: are at the sole discretion of the City Manager when deemed advisable; do not require prior public notice; and shall not be construed as a permanent change to the general application of the rule for other cases.

Article 6: Visitor Conduct and Etiquette

All visitors must conduct themselves with respect and decorum appropriate for a hallowed place. The municipal cemeteries are sacredly devoted to the burial of the dead.

Visitor Conduct and Rules of Admittance (§ 12-46).

Any person failing to comply with visitation rules will be directed to leave the premises immediately. Entry into any municipal cemetery is strictly prohibited from **sunset to sunrise** for any purpose.

The theft, destruction, or defacement of any monument, marker, or mausoleum constitutes a **desecration of a grave site** and is punishable under applicable Georgia law. Any individual or organization that habitually violates these regulations may be permanently barred from the grounds, and any unauthorized entry thereafter will be prosecuted as **criminal trespass**.

Visitors are advised that public restrooms are not available within the cemetery grounds.

Proscribed Conduct for Visitors (§ 12-47).

- a. To preserve the cemetery as a place of interment and memorial, the following acts are strictly **prohibited**:
- b. Remaining on grounds between sundown and sunrise or entering/exiting through anything other than established gates.
- c. Carrying or consuming food, refreshments, or **intoxicating beverages**.
- d. Cutting or injuring plants; defacing, writing upon, or disturbing any memorial, fence, or structure.
- e. Depositing trash anywhere other than provided receptacles.
- f. Permitting dogs or domestic animals on the grounds (see exceptions in § 12-48).
- g. Discharging firearms or explosives, except for authorized military honors or burial salutes.
- h. Participating in meetings, parades, or recreational activities not related to the commemoration of the dead.
- i. Peddling, soliciting sales, or placing unauthorized signs and advertisements.
- j. Place any signs, notices, or advertisements of any kind in the cemetery, unless placed by the city.

Etiquette Rules (§ 12-48, 12-49).

All people, including contractors, must cease operations and remain quiet when in the vicinity of a burial service. Casual visitors must not intrude upon or loiter near funeral parties or open graves. Any person or vehicle not part of a service must vacate the immediate area. No equipment or vehicles shall operate within sight of a funeral service to ensure the privacy and rights of the bereaved.

Visitors must act respectfully. Boisterous conduct, horseplay, "scare tactics," and loud noises (yelling, horns, loud radios) are prohibited. Rituals associated with voodoo, witchcraft, Wicca, or occult practices are strictly prohibited. Physical restrictions are as follows:

- a. It is unlawful to sit, lean, play, or climb monuments, markers, slabs, or cemetery walls.
- b. Moving or altering funeral items or obstructing an interment is prohibited.

- c. Children under the age of 16 must always be under the direct supervision of a responsible adult.

Animal Policy:

Pets on leashes or running free is prohibited. **Service dogs** under full control and pets fully confined within a visitor's vehicle are permitted. The burial of any animal within city cemeteries is strictly prohibited.

Prohibited Activities:

- a. Smoking is strictly prohibited; littering with cigarette butts is a violation.
- b. Golf, baseball, and all athletic competitions are banned.
- c. The use of **metal detectors** is prohibited (except for city utility location), and no artifacts may be removed.
- d. Using cemetery grounds to access adjacent third-party property is prohibited. Loitering on a private lot without the owner's permission is considered trespassing.

Special Events and Assemblies (§ 12-50).

Activities such as historical tours, weddings, or memorial services must be approved in advance through a permit issued by the **Chief of Police** and **City Manager**. The cemetery shall not be used for "haunted" tours, paranormal investigations, or any entertainment-based events. Scheduled interments always take precedence over special events.

Assumption of Risk and Liability (§ 12-51)

Visitors enter at their own risk. Monuments may be unstable; climbing on them may result in serious injury. The City is not liable for injuries sustained on the premises. Visitors assume all risks associated with the outdoor nature of the grounds, including but not limited to exposed roots, settling graves, uneven terrain due to precipitation, and slick stone surfaces. Barricade areas must be avoided.

Article 7: Vehicles and Traffic Regulation

General Traffic Rules, Vehicle Conduct, and Parking Standards (§ 12-56, 12-57, 12-58)

The speed limit is **15 miles per hour**. Due to narrow, one-way roadways, drivers must remain alert. Parking on graves, lots, or lawns is strictly prohibited.

No vehicle may pass a funeral procession. Turning around on cemetery roads is only permitted at intersections. Drivers must immediately report any damage caused by their vehicle to trees, turf, or monuments to the city.

Vehicles must park on the shoulders of roadways and must not block traffic or park on grass/brick walking paths. Engines should not be left idling unless required for authorized maintenance operations.

Funeral Procession Oversight (§ 12-59).

All processions must be accompanied by a licensed Funeral Director, who is responsible for the conduct and parking of all vehicles at the party. Upon entering the cemetery, the procession is under the supervision of City staff.

Size Restrictions (§ 12-60).

Vehicles over 35 feet in length or 12 feet in height, as well as trailers, are prohibited in the cemetery unless specifically authorized by the Cemetery Sexton.

Authorized Off-Road Activity (§ 12-61).

Only City-supervised maintenance equipment (tractors, backhoe, etc.) is permitted off-road. Such equipment must use **turf tires** or **3/4" thick pads** to protect the ground when working away from road shoulders.