

# Holy Cross Cemetery

## Committee Handbook

Sections: Cemetery Rules, Cemetery Management Policy, Plot Forms



# Holy Cross Cemetery Rules and Regulations

**Adopted July 27, 2009**

The Holy Cross Cemetery Committee established the following rules and regulations for the long-term care, management, maintenance, protection of the cemetery, as well as preserve the landscape and modest environment.

The Cemetery Committee is responsible for the enforcement of these rules and regulations. They include, but are not limited to:

## **I. Prohibited Activities at Holy Cross Cemetery:**

- a. Interment in any part of the church property or cemetery not designated as an interment space.
- b. Placement of buildings, or other types of structures within any portion of the cemetery without prior written approval by the Cemetery Committee.
- c. Placement of nonhuman remains within the cemetery.
- d. Introduction of trees, shrubs, bushes, or landscaping material or landscape rock within the cemetery.
- e. Any additions to the burial site that inhibit the normal maintenance of the cemetery. as well as preserve the landscape and modest environment
- f. Use of glass containers in the cemetery.
- g. Removal of a body from the grave space at Holy Cross Cemetery without written notice to Holy Cross Cemetery Committee, signed by a qualified agent of the purchaser prior to such removal. The written notice must include the procedures that will be used for the exhuming and these procedures must be approved by the committee. These documents will be on file at the St. Mary – Holy Cross Parish Office.
- h. Use of space for any purpose inconsistent with the use of the property as a cemetery.
- i. Anyone on the cemetery grounds between 10:00 PM and 6:00 AM may be considered a trespasser.
- j. Hunting or any kind on church and/or cemetery property.
- k. Beer or intoxicating liquors within the Cemetery.
- l. The scattering or above ground placement of cremated remains within the cemetery.

**II. Cemetery Committee regulations and guidance for burial sites and use of Holy Cross Cemetery:**

- a. Headstones are to be used as the primary marker of interment spaces. Exceptions include military requirements related to footstones and/or the written agreement between the Cemetery Committee and the purchaser.
- b. Monuments other than a Headstone must be approved by the Cemetery Committee.
- c. Any decorations placed on graves must be reasonably sized and placed as close to the headstone as possible.
- d. Removal dates for flowers and other decorations.
  - April 1<sup>st</sup> (late fall and winter decorations)
  - October 1<sup>st</sup> (spring and summer decorations).
- e. Approve the placement and size of headstones, footstones, and/or placement markers within the cemetery.
- f. Assure policies required by the Des Moines Dioceses are adopted by the cemetery committee.

**Note:** Cemetery Committee reserves the right to remove all flowers, wreaths, baskets of flowers, etc. when they have become withered, discolored or clearly has the appearance that they have not had proper care.

The cemetery's rules shall be plainly written and maintained for inspection in the St. Mary – Holy Cross Parish Office at the Holy Cross Cemetery and at the Holy Cross Church. The cemetery's rules shall be provided to owners and potential owners of interment spaces.

In the event that interment spaces are damaged or defaced by acts of vandalism:

- a. The cemetery committee may require a multiyear restoration plan for an interment space when the damage is extensive or when money available from the cemetery's care fund is inadequate to complete repairs immediately.
- b. The owner of an interment space that has been damaged or defaced shall be notified by the cemetery committee by restricted certified mail at the owner's last known address within sixty days of the discovery of the damage or defacement.

III. Rules are subject to change by a majority vote of the entire cemetery committee.