

## **MONUMENTS, HEADSTONES AND MARKERS**

1. Monuments, headstones, and markers may be erected subject to the approval of the Board of Cemetery Commissioners or its designee.
2. Signed orders with designs and specifications must be submitted to the Board of Cemetery Commissioners.
3. No statues or designs deemed objectionable by the Board of Cemetery Commissioners will be permitted.
4. All work in the Cemetery must be done during normal office hours as set forth above.

### **Foundations**

1. All monuments, headstones and markers must have a foundation built by the Cemetery Department. No monuments, headstones, or markers will be set without a foundation.
2. There is a per square foot charge for foundations.
3. All orders must contain the height, width and length of the monument, headstone or marker; lot number and section; and a sketch of the monument, headstone or marker.
4. The Cemetery Department shall install all foundations. Foundations will not be installed during months when frost is in the ground.
5. Orders for foundations for Memorial Day must be submitted before the first day of May.

### **Monuments, Headstones and Markers**

1. Only natural stone and bronze will be allowed.
2. Grave, Lot and Section numbers must be identified on the base of the stone.
3. No monument, headstone or marker will be placed on the lot unless the lot is paid for in full.
4. Flush markers will have at least a four-inch butt. No flush markers will be permitted prior to interment in the grave to be marked.
5. Only one flush marker is allowed to identify both interments in an Urn Garden Lot.
6. Only one upright stone will be allowed on a lot; all other stones will be flush markers except that on an old lot, existing markers may be duplicated.
7. Only one flush marker per grave space will be allowed.
8. Designs for all monuments, headstones and markers must be approved by the Cemetery Department. Motifs on monuments, headstones and markers must be superimposed and part of the monument. All monuments, headstones and markers must be monolithic regardless of the theme.
9. No stone may bear anything of an advertising nature.
10. The size of a flush marker shall be consistent with the size of the lot (see #11) and not protrude above grade.

11. Monuments, headstones and markers will not exceed the following **maximum** limits:

Single Grave	2' x 1' x 2' high
Two Grave Lot	3' x 1' x 3' high
Three Grave Lot	3' 6" x 1' x 3' high
Four Grave Lot	3' 6" x 1' x 3' high
Six Grave Lot	3' 6" x 1' x 3' high
Baby/Stillborn Grave	1' 2" x 8" x 2' high
Urn Garden Lot	2' x 1' flush marker

12. All inscription work on new monuments, headstones and markers must be done prior to setting.

13. Inscription work on all existing monuments, headstones and markers require a work permit signed by the lot owner or his or her legal heir and identifying the lot number and section.

**Government Markers**

Only one (1) Government Marker is allowed on each Veterans' grave in the Veterans' section.

**The Cemetery Department is not responsible for any damage to monuments, headstones or markers.**