

Plain City Cemetery
Policies & Procedures
Date: **November 9, 2023**

Requirements listed in this Policies & Procedures document shall apply to all plots purchased and burials that occur at any location in the Plain City Cemetery after the date noted above.

CEMETERY DISCLAIMERS:

- 1. THE PLAIN CITY CEMETERY IS NOT RESPONSIBLE FOR DAMAGES TO HEADSTONES.**
- 2. THE PLAIN CITY CEMETERY WILL NOT ALLOW PLACEMENT OF HEADSTONES BETWEEN THE DATES OF NOVEMBER 1 THRU MARCH 31. DURING THE OTHER MONTHS CEMETERY HEADSTONE PLACEMENTS WILL NEED TO BE COORDINATED WITH THE CEMETERY SUPERVISOR.**
- 3. THE PLAIN CITY CEMETERY HAS NO FULL TIME EMPLOYEE. A 48 HOUR NOTICE IS REQUIRED FOR ANY ACTIVITY IN THE CEMETERY. (SUCH AS MARKER LOCATION ETC.)**
- 4. NO INDIVIDUAL'S REMAINS OF ANY KIND SHALL BE PLACED IN THE PLAIN CITY CEMETERY WITHOUT PERMISSION AND REQUIRED DOCUMENTATION. (SUCH AS AN OBITUARY or DEATH CERTIFICATE.)**
- 5. NO BURIALS WILL BE ALLOWED STARTING THURSDAY PRIOR TO MEMORIAL DAY AND UP TO AND INCLUDING TUESDAY AFTER MEMORIAL DAY.**

1.0 Burial Plot Purchase

- A. Plots will be sold to residents and non-residents with a maximum of four (4) plots sold to any one household or property owner.
- B. Plots sold at resident pricing will be sold based on proof of Property Tax ID based on the most current property tax statement or plat recorded with the Weber County Recorder, and will be limited to 4 plots per household, property owner, individual or immediate family regardless of multiple tax ID numbers.
- C. Households, property owners, individuals or immediate families that currently own 4 or more plots in the Plain City Cemetery are not eligible for additional plot purchase.
- D. Households, property owners, individuals or immediate families that currently own less than 4 plots can purchase additional plot up to the total of four (4).
- E. Trusts or corporations are not eligible to purchase plots.

- F. Plot purchase prices are as follows:
- a. Resident - Three Hundred Dollars (\$300) per plot for up to two plots. Four Hundred Fifty Dollars (\$450) per plot for a third or fourth plot up to the total of four.
 - b. Non-resident – One Thousand Dollars (\$1000) per plot for up to four plots.
- G. Owners of plots in the Plain City Cemetery may not sale their lots openly to the public but may transfer ownership to immediate family members. Plots may be sold back to the Cemetery District at the price of \$150 per plot in the old section. The new section will be sold back at the original purchase price.
- H. Exceptions to the Plot Purchase policy will be considered and approved by the Cemetery Board.
- a. (Residents) A resident may petition the Cemetery board, in the case of an immediate family member death, to purchase up to two additional burial spaces. These spaces would be after the four maximum allowed spaces had been previously purchased. A petition would need to be sent to the Board to request these additional purchases. If approved by the board, the purchase price of the one or two extra burial spaces would be priced at \$750.00/each. (ex. 1 burial space = \$750.00, 2 burial spaces = \$1500.00)
 - b. (Non-residents) A non-resident may petition the Cemetery board, in the case of an immediate family member death, to purchase up to two additional burial spaces. These spaces would be after the four maximum allowed spaces had been previously purchased. A petition would need to be sent to the Board to request these additional purchases. If approved by the board, the cost for each space will be \$1,300.00 per burial space.
 - c. In the event of a family tragedy where the number of plots needed exceeds four plots, the purchase of the required amount of spaces and pricing will be at the discretion of the Plain City Cemetery Board.
- I. Residents and non-residents that have previously purchased burial spaces or who have spaces in their names are not eligible to purchase additional spaces beyond the limits noted above.

2.0 Openings and Closings

Opening and closings costs are **Not** included in the cost of plot purchase.

- A. Opening and closing costs shall be a flat fee of \$600.00.
- B. Disinterment cost shall be \$1,000. Opening and closing costs are noted above.

- C. Burial of cremation Urn shall be a flat fee of \$300. In the event of a previously buried Urn needing to be taken out of plot and replaced the cost shall be \$200. Handling of the placement of Urn/Vaults will be placed in the ground **by mortuary or family members Only**. The Plain City Cemetery District will **not** handle the Urn/Vault for placement in the ground.
- D. In the event of an infant death or still born up to 30 days, opening and closing fees will be waived. However, a burial plot would still be needed. (refer to Section 1.0)
- E. Opening and closing costs will be collected by the mortuary and transferred to the Cemetery District or as an option it can be paid directly to the Plain City Cemetery District prior to the burial.
- F. If services are requested to go beyond the 3:00 p.m. time frame at the Cemetery an after-hours service fee will be assessed of \$200. This gives our maintenance workers time to complete the closing of the grave.

3.0 Marker Requirements

As of (date) all burial markers placed in the Plain City Cemetery will comply with the following requirements:

- A. Markers / Memorials will be constructed of weather resisting solid granite and/or concrete.
- B. Markers / Memorials will comply with the following dimensions:
 - All dimensions include a 4 inch minimum solid granite or concrete **maintenance / mow strip** around the marker perimeter and any curbs/bases included with the marker.
 - Maximum width = 30 inches (**including maintenance / mow strip**)
 - Maximum length (single marker) = 3'-0" (36 inches, **including maintenance / mow strip**)
 - Maximum length (double marker) = 6'-0" (72 inches, **including maintenance / mow strip**)
 - Maximum height = 3'-0" (36 inches, **above ground level**)

Refer to the attached diagrams.

- C. There shall be no appendages or attachments (planter hooks, lights, etc) that extend beyond the plan dimension of the marker including base if used and excluding the mow strip unless approved by the District.
- D. Permanent vase, vase attachments, **lights or other items** are not allowed in the concrete/granite **maintenance / mow strip**.

- E. In the case of two burials on one plot (in accordance with the Burial Procedures) monuments must be at the head of the plot. If the markers are not flat, a single marker with combined memorial information is required and shall meet the requirements noted above.
- F. Monuments will not be allowed to be placed in the cemetery between November 1 through March 31.

4.0 Burial Procedures

The following requirements for burial shall be complied with:

- A. Only one full size casket/vault shall be placed on a single burial plot.
- B. Two small (half) size caskets / vaults may be placed on a standard size plot.
- C. Up to two cremation urns may be placed on a standard size plot.
- D. Should multiple burials be made on a single plot as described above, markers / memorials shall be placed at the head of the overall plot.
- E. Burial vaults shall meet Utah State requirements for burial vaults.
- F. A 48 hour notice is required to be given before any activity in the Cemetery such as marker locations etc.

5.0 Marker Decorations

Marker decorations in the Plain City Cemetery shall comply with the published Cemetery Rules. Some specific marker decoration items are as noted below.

- As of **December 2014**, permanent or temporary decorations that are not specifically connected to or part of the originally approved marker are not allowed. These items include but are not limited to:
 - Shepherd's Crooks
 - Solar lights
 - Flower vases or containers (other than temporary as allowed following a burial or Memorial Day)
 - Benches

6.0 Rules

The following rules shall apply to use of the Plain City Cemetery:

- A. Cut flowers only during the mowing season (April – September).
 - 1. No glass containers or other glass items.
 - 2. Flowers in containers only.
 - 3. Flowers / decorations removed 7 days after any holiday.
 - 4. Flowers / decorations placed at other times removed at next lawn mowing.
- B. No live planting of any kind.
- C. No wires, sticks, or metal rods driven to hold containers. (Except for Memorial Day Weekend and two days after burial).
- D. No animals allowed (Horses, Dogs, Cats, etc. – except medical service animals)
- E. No recreational activities of any kind (picnics, parties, horse riding, ATV riding, etc.)
- F. The following are not allowed at burial plots:
 - 1. Shepherd's crooks, flowers, flags, or anything placed in the grass around mow strips/headstones.
 - 2. Lights (solar lights or otherwise cannot be placed in the grass around mow strips/headstones)
 - 3. Flower vases or containers unless part of the monument not included in or on the mow strip (does not apply to temporary placement at Memorial Day or burial)
 - 4. Benches (unless bench is part of monument and complies with monument restrictions)
- G. Not responsible for damages to monuments or items left at cemetery.
(Covered by Personal Home Owners Insurance)
- H. At discretion of cemetery Board and /or Sexton non-compliant items in place prior to effective date will be removed.