

**Jefferson Township, Madison County
Cemetery Rules & Regulations**

Pleasant Hill Cemetery

Hampton Cemetery

Foster Chapel Cemetery

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PURPOSE

These rules and regulations are designed for the protection of owners of interment and/or inurnment rights as a group. They are intended, not as restraining, but rather as preventing the inconsiderate from taking unfair advantage of others. Their enforcement will help protect the Cemetery and create and preserve its beauty. These rules and regulations are hereby adopted as the rules and regulations of the Cemetery, and all owners of interment or inurnment rights, visitors and contractors performing work within the Cemetery, shall be subject to said rules and regulation, amendments or alterations as shall be adopted by the Cemetery from time to time, hereby superseding and all previous Rules and Regulations.

DEFINITIONS

“Cemetery” shall mean not only the land and the improvements thereon, but Jefferson Township Cemeteries, its employees and duly authorized representatives.

“Owner” shall mean the owner of rights of interment or inurnment.

“Interment” shall mean burial of the remains of a deceased human being.

“Inurnment” shall mean the burial of cremated human remains.

“Burial Vault” shall mean an outside burial container as specified by the cemetery to incase human remains.

“Contractor” shall mean any person, firm or corporation or anyone other than an employee of the Cemetery engaged in placing, erecting or repairing any memorial or monument and performing any work on the Cemetery grounds.

CEMETERY HOURS

The Jefferson Township Cemeteries are open from dawn to dusk. Daily.

OWNERSHIP

Interment or Inurnment rights shall be used for no other purpose than the disposition of the human dead.

Upon refusal of the Cemetery to permit interment or inurnment because of its requirements, the Jefferson Township may at its discretion refuse to let anything be done in violation of said requirements.

SUPERVISION OF CEMETERY

The Jefferson Township Cemeteries reserves the right to compel all persons coming into the Cemeteries to obey all rules and regulations adopted the Jefferson Township.

These rules and regulations may be changed, without notice to any owner by Jefferson Township.

Jefferson Township shall take responsible precaution to protect owners and the property rights of the owners within the Cemetery from loss or damage but it distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control. Jefferson Township is not and shall not be liable for damage caused by elements, acts of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasion, insurrections, riots, or orders of any Military or civil authority, where the damage be direct or collateral.

Jefferson Township reserves the right to correct any errors that may be made by it either in making interments, dis-interments, inurnments, dis-inurnments or removals, or in the inscriptions, transfer, or conveyance and substituting and conveying in lieu thereof other interment or inurnment rights of equal value and similar location as far as possible, or as may be selected by Jefferson Township or, in the sole discretion of Jefferson Township, by refunding the amount of money paid on account of said purchase. In the event such error shall involve the interment or inurnment of the remains of any person in such property, Jefferson Township reserves and shall have the right to remove and transfer such remains so interred to such other property of equal value and similar location as may be substituted and conveyed in lieu thereof. Jefferson Township shall also have the right to correct any errors made by allowing the placement of an improper inscription, including an incorrect name or date on the memorial or monument. Upon correction no further liability shall exist against Jefferson Township.

The rights to enlarge, reduce, replant or change the boundaries or grading of the Cemetery on a lot or grave, from time to time, including the right to modify or change the locations or any part thereof or remove or re-grade walks or paths, is hereby expressly reserved by Jefferson Township. The right to lay, maintain and operate, or alter or change pipe lines or gutters for sprinkling systems, drainage, lakes, etc., not sold to individual owners for Cemetery purposes, including the interring and preparing for interment of dead human bodies, or for anything necessary, incidental or convenient thereto. Jefferson Township reserves to itself and to those lawfully entitled thereto and those permitted by the Cemetery to do so, a perpetual right of ingress and egress over lots for the purpose of passage to and from other lots.

ORGANIZATION

The Pleasant Hill, Hampton, Foster Chapel, Blair and Snyder Cemeteries are Jefferson Township Cemeteries (in compliance with the Ohio Revised Code –ORC 517.06) not operated for profit. There are no stockholders and no dividends: all net receipts are expended on property upkeep and improvements.

The cemeteries are under the management and control of the Jefferson Township Board of Trustees, who are elected by the voters of Jefferson Township who alone have control and direction of the affairs of the cemeteries.

The management of these cemeteries will be conducted pursuant to these Rules and section 517 *et.seq.* of the Ohio Revised Code.

NOTE:

THESE RULES AND REGULATIONS MAY BE CHANGED WITHOUT NOTICE BY THE JEFFERSON TOWNSHIP BOARD OF TRUSTEES AND NOTHING HEREIN SHALL PREVENT SAID BOARD FROM USING THEIR DISCRETIONARY ACTIONS PERTAINING TO THESE RULES AND REGULATIONS.

SALE AND PURCHASE OF INTERMENT/INURNMENT RIGHTS

The purchase of lots is controlled by Ohio Revised Code 517.07. Persons desiring to purchase a family lot are invited to contact the Jefferson Township Cemetery Sexton at the Township Office where arrangements can be made to view the lots that are available for sale.

Upon purchase of lot and payment, the Jefferson Township fiscal Officer will deliver a deed to the purchaser. No lot is considered sold until paid in full. Prices of all lots are fixed by the trustees and cannot be altered except as provided for in the O.R.C. as pertaining to “indigents” etc. There is a “schedule of fees” available from the sexton and/or trustees.

Grave spaces are 4 foot by 10 or 11 feet. Oversized vaults may require the purchase of two grave spaces.

Jefferson Township residents may purchase lots for dependents at Jefferson Township resident prices. Once dependents become adults and no longer live in Jefferson Township, they must pay the difference between the resident and non-resident prices.

Lots will be marked by corner stones or pins and assigned a number to correspond with the deed, record, and plat-book and set as level as possible with the sod.

The number of interments which may properly be made upon a lot is definitely fixed at the time of purchase, and no more will be permitted unless specifically approved by the Board of Trustees.

Transfer of record title to a cemetery lot from the name of the decedent to that of an heir at law or next of kin may occur if the following conditions are met:

1. Within one (1) year the person receiving such interest gives written notice to the Board of Trustees,
2. Lives in Jefferson Township,
3. Receives a new deed or record from the Board of Trustees.

Resale of grave spaces is not permitted. Unused lots may only be sold back to Jefferson Township at the price that was originally paid.

As a term of sale, Jefferson Township reserves the right of re-entry to an unused lot, as governed by the O.R.C.

All work on lots or graves will be done by the employees of Jefferson Township except when permission is otherwise granted. All grading, landscaping work, and improvements of any kind, and all care of lots or crypts and all plantings, trimmings, removals of trees, shrubs, and herbage of any kind

and all openings of lots, all interments, inurnments, disinterment's and removals shall be made under the direction of Jefferson Township.

No enclosure of any kind, such as a fence, coping, hedge or ditch shall be permitted around any grave or lot. Grave mounds shall not be allowed and no lot shall be raised above the established grade.

No interment or inurnment right can be sold, assigned, transferred, pledged or hypothecated without the written approval of Jefferson Township.

Jefferson Township may exchange interment or inurnment rights, when desired by Owners. When such an exchange is made, the original conveyance must be surrendered by proper assignment, or by reconveyance, if considered necessary by Jefferson Township before any change is affected.

Each owner is vested with the ownership of his or her interment or inurnment right for the sole purpose of interment or inurnment of human dead bodies. Under the rules and regulations of Jefferson Township, the interment and inurnment rights cannot be conveyed without the consent of Jefferson Township, nor any use, division or improvements of them be made which Jefferson Township prohibits, or may deem improper. The Owner of interment or inurnment rights may dispose of sale by will, subject to the foregoing conditions; If Owner dies in estate, the interment or inurnment rights will descend to his or her heirs according to law. Jefferson Township cannot be responsible for the carrying out of the intent of the grantor.

The general care of the entire Cemetery grounds and lots is assumed by Jefferson Township.

Jefferson Township shall direct all improvements within the grounds and upon all lots and graves before, as well as, after interments have been made therein. They shall have charge of the planting, sodding, surveying and general improvements.

No person other than the proper employees of Jefferson Township shall be allowed to perform any work within the Cemetery without a written permit from the authorized representative of the Cemetery.

If any inscription or object is placed on any memorial, monument or other structure, and it is determined by Jefferson Township to be offensive, Jefferson Township shall have the right to enter upon such lot to remove, change or correct the offensive inscription or object at the expense of the owner.

If any tree, shrub or plant standing upon any lot, by means of its roots, branches, or otherwise, becomes detrimental to adjacent lots avenues, or if for any reason its removal is deemed necessary, Jefferson Township shall have the right to remove such tree, shrub or plant, or any part thereof, or otherwise correct the condition existing as in their judgment seems best.

No person shall pluck or remove any plant or flower, either wild or cultivated from any part of the Cemetery.

FUNERALS AND INTERMENTS/INURNMENTS

No interment or inurnment shall be made unless the opening and closing fee for such grave has been paid in advance

Arrangements for interments/inurnments must be made at least forty-eight (48) hours in advance of the time set for the funeral. Arrangements must be made by personal contact with the cemetery sexton or a Township Trustee. Monday service must be received no later than 3:00 pm on the previous Friday.

If the service date is changed after notifying Jefferson Township, the forty-eight (48) hour period begins at the time Jefferson Township is notified of the change.

All interments are under the direction of the sexton, who will have entire control of the digging of graves and all matters relating thereto. Funerals upon reaching the cemetery will be under the charge of the sexton or one of his assistants.

Jefferson Township reserves the right to schedule interment or inurnment services according to the Cemetery's availability of service times and needs.

Jefferson Township shall have the right to have the interment or inurnment service at the grave according to the Cemetery's schedule and current weather conditions.

Only the body of a human being may be interred in the cemetery. Animals are prohibited.

Only one interment may be made in one grave space with the exception: an infant or cremation may be entered on grave with permission of lot owner and the Board of Trustees, as long as it does not interfere with existing vault.

Interments in the township cemeteries will only be made under the approval of a Township Trustee.

No outer casing of wood will be permitted.

Services at the cemetery should begin no later than 3:00 pm Monday Thru Friday unless specifically approved by the Board of Trustees, in which case additional charges may apply.

Saturday services at the cemetery should begin prior to 12:00 pm.

No interments will be permitted on Sunday or the following holidays:

New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus, Day, Veteran's Day, Thanksgiving Day and Christmas Day.

Under the rules and regulations of the board of Health, immediate burial may be required in certain instances.

Jefferson Township will not be responsible for an order received by telephone or for any error resulting from the lack of precise and proper instructions as to the particular space, size and location in a plot where interment/inurnment is to be made and the Township Trustees shall not be liable in damages for any error so made.

All interment charges must be paid in advance, or guaranteed by the funeral director, personally.

All interments are subject to local, county, and state laws, regularly constituted.

Graves will not be re-opened for inspection, except for official investigation or by order of the trustee.

Jefferson Township must insist that all interments/inurnments are settled solid before sodding or seeding and area must be level with surroundings.

No interments will be made without a burial permit furnished by the funeral director and delivered to the sexton before disposition of body concerned.

Upon entering the cemetery gates, the funeral cortege is in charge of the sexton and/or his assistant, and his orders must be followed by the funeral director. No funeral director, his assistant, employee or agent shall be permitted to open the casket or touch the remains without the consent of the legal representation of the deceased or without a court order.

The Mausoleum is kept locked. Personal keys are not issued. Access to the Mausoleum is only available until 3:00 pm Monday thru Friday unless special arrangements are made with the Township Trustees.

Decorations in the Mausoleum are limited to the shelf space directly in front of the crypt and must conform to the same rules as for grave spaces.

When a removal is to be made from a single grave to another grave, the formerly occupied single grave space and all rights therein revert to the Owner thereof. If no steel or concrete vault has been used for this original interment one must be furnished by the person requesting the removal. If there is a steel or concrete vault and same is in a removable condition, charge for removal of vault must be paid in advance.

Application for disinterment or disinurnment must comply with the provisions of Section 517.23 of the Ohio Revised Code.

Any person desiring to remove a body from the grave space of another must present a written permit signed by the owner, the next of kin and also himself to have such removal made. These shall remain on file in the office of Jefferson Township. No such removal shall be made without the written consent of Jefferson Township, and then only on such conditions as Jefferson Township shall prescribe.

All human remains not cremated must be contained in a burial vault specified by Jefferson Township prior to burial.

The remains of any person who died of a contagious disease will not be permitted or on the Cemetery ground, except when placed in a hermetically sealed casket. In case of doubt on the part of Jefferson Township as to the nature of the disease, satisfactory evidence from the attending physician or otherwise will be required.

CARE OF LOTS

Under no circumstances will a lot be terraced above or below surroundings of adjoining grounds

To keep all lot owners harmonious as possible without infringing on an adjoining lot, all plaiting must be under the supervision of the sexton, with the approval of the Board of Trustees.

No plaiting full length of grave space, or digging holes in sod is permitted. All planting and other items must be on graveside of monument not to exceed 12 inches from the base of the monument and no more than 36 inches in height.

Holiday decorations will be respected for a reasonable period of time as determined by the Board of Trustees. (Usually 30 days.)

Jefferson Township officials or employees will not be responsible for any tools, clothing or other personal property, unattended by its owner.

No trees, plants, or shrubs will be planted on lots or graves, nor shall any trees or shrubs be trimmed or removed by anyone other than a cemetery employee unless authorized or directed by the Board of Trustees.

Jefferson Township reserves the right to remove any or all floral design, flowers, weeds, trees, shrubs or plants of any kind, wooden, iron, or steel case or artificial animals, statues, or any other item, if in the judgment of the Trustees, they do not conform to the standards maintained.

No curbing, fencing, hedging, borders or enclosures or other boundary marking will be permitted on any lot. The Trustees reserve the right to remove it if erected, planted or placed.

Items of value which do not conform or not maintained in good condition will be removed and stored for 30 days. Items may be claimed by calling the cemetery sexton.

The taking of plants, shrubs, trees or flowers from another lot or grave is forbidden.

MOUMENTS – MARKERS – MEMORIALS

Any person contemplating the erection of a monument, marker or memorial should consult the sexton so the stones appropriate in size and design are selected for the proposed location. The sexton receives instructions for the Board of Trustees, who standardize the design, size and material that is acceptable.

All orders for foundations must be presented on a regular form provided by the monument company, signed by the lot owner and dealer furnishing the memorial.

All foundations to monuments, markers, etc. will be made at ground level and be constructed of wet concrete by cemetery personnel. Foundations for monuments will be erected at times as determined practical. The Jefferson Township officials or employees shall not be liable for certain completion dates.

No monument, marker or memorial will be installed without a foundation.

Under no circumstances will any kind of handmade marker resembling a memorial stone or rough boulder be placed on any lot on the cemetery.

When any monument or memorial of any kind is to be removed for inscription, cleaning or other work to be done upon it, permission must be obtained from the Board of Trustees.

GRAVE MONUMENTS OR MARKERS FOR HAMPTON CEMETERY AND NEW SECTION FOSTER CHAPEL

As of September 1, 1990, for Hampton Cemetery, and as of March 3, 2010 for the new section at Foster Chapel Cemetery, the Jefferson Township Trustees will allow flush and one piece above ground headstones which meets the following criteria:

1. All stones shall be engraved so the face of the stone may be read from the foot of the grave facing the head. This shall include flush markers.
2. Military markers shall only be permitted at the foot of the grave, readable from the foot of the grave while facing the head. Military markers shall be considered foot markers.
3. Only one headstone and one foot marker permitted per grave.
4. Foot markers must be flush and identify one grave only
5. Headstones may be flush or upright and may identify one or two spaces.
6. Dimensions:
 - a. Upright slant faced headstone for single grave. 24" long 10" wide, 16" high.
 - b. Upright slant faced headstone for double grave. 36" long, 10" wide, 16" high.
 - c. Flush headstone for single grave. 24" long, 12" wide, 4" high.
 - d. Flush headstone for double grave. 36" long, 12" wide, 4" high.
 - e. Footstone. 24" long, 12" wide, 4" high.

The above dimensions represent exact sizes of allowable markers and do not represent maximum or minimum dimensions. No alternative sizes are permissible.

7. All stones shall be made of granite. Military markers may be bronze.
8. Land name shall be engraved on the back (Opposite the face) of all upright stones.

HAMPTON AND FOSTER CHAPEL GRAVE SPACES

1. Unused grave spaces can only be sold to Jefferson Township, resale of spaces is not permitted.
2. Unused grave spaces will be purchased by Jefferson Township at the original purchase price.
3. Lots (grave spaces) are for burial purposes only; no other claim can be made by the owner or deed holder.
4. Only one burial per grave space is permitted.
5. (1) One cremation Urn may be placed on an existing vault grave. (2) Two Urns or a vault and (1) One Urn may be placed in any grave of sufficient size. A vault can not be added to a grave containing an Urn.

REMOVALS AND DISINTERMENTS

All disinterment's are subject to local, county and state laws and will be enforced at all times.

Disinterment and removals must be paid in advance.

Removing from one cemetery to another, the sexton must have the removal permit or disinterment permit from the county health department involved.

Removals and disinterment can be ordered only by a court order.

In the case of interment, disinterment or removal, the cemetery employees will exercise the greatest of care in handling the casket or vault and Jefferson Township or its officials or employees will not be responsible for any damage incurred by so doing.

GENERAL RULES AND REGULATIONS

These rules are required to keep our cemeteries safe and to allow effective maintenance of the cemetery appearance. They are not intended to be an inconvenience.

No planting or placement of permanent objects is allowed within the cemetery.

During mowing season, items such as flowerpots, statues, wreaths, etc. may be placed at the head of the grave as long as it does not extend more than 12 inches from the face or sides of the monument. Nothing shall be permitted to the rear of the stone and nothing over 36 inches in height is permitted.

Holiday decorations will be respected for a reasonable period of time determined by the Jefferson Township Board of Trustees.

Items which do not conform or not maintained in good condition will be removed and stored for 30 days. Call the cemetery sexton at (614) 879-8607 to claim removed items.

Two cremations may be buried on a vaulted grave.

A vault cannot be added to a grave with a cremation buried on it.

No children under the age of 16 are permitted within the Cemetery without adult supervision. All children must display appropriate behavior while on the grounds of the Cemetery.

No pets shall be permitted in the Cemetery.

Bringing lunches, food, beverages or illegal substances for consumption within the Cemetery is strictly forbidden.

No article of any kind will be permitted on any grave, lot or tree.

Jefferson Township is not responsible for theft or damage to anything placed on graves or lots.

Only vaults, grave markers, monuments or vases approved by Jefferson Township shall be permitted to be used.

No bench, chair, or trellis shall be permitted or be brought upon the Cemetery grounds.

Jefferson Township shall have the right to remove any dead or damaged tree, shrub, or vine.

No touching, scraping, rubbing or spraying of liquids on the memorials or monuments is permitted for any purpose.

Any person found on the Cemetery grounds without permission will be considered a trespasser.

Holdings containing flowers or other decorations will be removed as soon as the flowers fade and wither, and the right is reserved by Jefferson Township to make such removal. Also, winter wreaths and artificial flowers will be removed at such time as is specified by Jefferson Township, and the Owner

thereby forfeits all right, title and interest to the same, and Jefferson Township may dispose of them by sale, destruction or in any other way it deems best.

No person shall use profane or boisterous language or in any way disturb the quiet and good order of the Cemetery.

All persons are forbidden to hunt fowls or other animals about the Cemetery.

All persons are strictly forbidden to break or injure any tree or shrub, or may any landmark, memorial or monument, or in any manner deface the grounds of the Cemetery.

No money shall be paid to the attendants of the cemetery grounds. The entire time of the persons regularly employed on the grounds belongs to Jefferson Township. Visitors and Owners must not otherwise engage them. All orders, inquiries and complaints must be left at the Cemetery office.

No person or persons other than an employee of Jefferson so authorized shall be permitted to bring or carry firearms within the Cemetery, except a military guard of honor, and they only when in the charge of an Officer and during a military service.

All work and planting of any kind on all lots and graves is strictly prohibited. From march 1st to November 15 only natural flowers shall be placed in the urns. From November 15th to march 1st, artificial flowers or wreaths may be used.

Placing potted flowers, plants, wreaths or baskets on lot and graves is not permitted except on Easter, Mother's Day, Father's Day, Memorial Day, Armistice Day, and Christmas Day. They shall be removed by the owners within five (5) days from placing on lots and graves on the special days herein set forth, the digging of holes for any purpose whatsoever is strictly prohibited.

All persons are reminded that the grounds are sacredly devoted to the burial of the dead and that the provisions and penalties of the law, as provided by statute, will be strictly enforced in all cases of wanton injury, disturbance and disregard of the rules and the laws of Ohio.

MODIFICATIONS AND AMENDMENTS

Jefferson Township may, and it hereby expressly reserves the right at any and all time, with or without notice to Owners, to adopt new rules and regulations, or to amend, alter and/or repeal any rule, regulation and/or article, section, paragraph and/or sentence in the Rules and Regulations.

Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. Jefferson Township, therefore, reserves the right without notice, to make exceptions, suspensions or modifications in any of the rules and Regulations, when in its judgment, the same appear advisable; and such temporary exceptions, suspensions or modifications shall in no way be construed as affecting the general application of these Rules and Regulation, or a creating any enforceable precedence.

JEFFERSON TOWNSHIP, Madison County

Roads & Cemeteries

225 Cemetery Road, West Jefferson, Ohio 43162

(614) 879-8607

CEMETERY FEES

Effective January 1, 2017

	Twp. Resident	Non Resident
Grave Spaces	\$325.00	\$700.00
Deed Fee	\$10.00	\$10.00
Adult Opening and Closing (Before 3:00 weekdays)	\$400.00	\$825.00
Adult Opening and Closing Saturdays and after 3:00 pm weekdays)	\$575.00	\$1050.00
Child Opening and Closing (12 yrs. and under)	\$250.00	\$700.00
Child Opening and Closing (Saturdays and after 3:00 pm weekdays)	\$400.00	\$800.00
Cremation Space	\$175.00	\$300.00
Cremation Urn Burial	\$175.00	\$600.00
Cremation Urn Burial (Saturdays and after 3:00 pm weekdays)	\$200.00	\$750.00
Indigent burial	\$1000.00	N/A
Footers (Per Square Inch)	\$.50	\$.50
Installation of Corner Posts (Each)	\$15.00	\$15.00
Miscellaneous Labor	\$65.00	\$65.00
Disinterment	\$1500.00	\$1500.00

No burials on Saturdays after 12:00 pm, Sunday or the following Holidays:

New Year's Day	Veterans Day	Thanksgiving
Martin Luther King Day	Independence Day	Christmas
Presidents Day	Labor Day	
Memorial Day	Columbus Day	

Burials on Saturdays or after 3:00 pm must be Board approved.

NOTE: FEES SUBJECT TO CHANGE WITHOUT NOTICE.

* Longtime residents of Jefferson Township who are no longer residents may be entitled residential rates for opening and closing at the discretion of the Jefferson Township board of Trustees.