

## GUIDELINES FOR PINE GROVE CEMETERY

The following guidelines are governed by the City of Cass Lake City Council to give continuity to the use and care of the Cemetery, giving directions to both the people caring for the Cemetery as well as those who have family and friends buried there. All Guidelines for Pine Grove Cemetery are set by and governed by the Cass Lake City Council. No modifications to set policies are allowed without Full Council Action.

The North and South ½ of Block B-2 has been reserved as Cremation and Infant burial sections, with the reduced costs explained in the "Charges" section of these guidelines.

### **NOTIFICATION TO CITY:**

#### **Funeral Home Must Notify City Clerk's Office of Pending Burial & Check Availability For Date of Requested Burial.**

- **Mandatory 3 working days (Mon-Fri 7:30am-3:30pm -72 hours) notice. Weekends and Federal Holidays do not count in 72 hour notice. If the Funeral Home does not comply, the gravesite will not be available.**
- **Funeral Home must provide Burial Permit or Death Certificate and Fees at time of burial**
- **Police escort also requires a 3 working day notification and may be requested at time of setting up burial.**

### **PLOT FEES:**

#### City Residents:

Per Grave:	\$300.00
Cremation Plot:	\$120.00
Infant:	\$ ½ cost of adult grave

#### Non-City Residents:

Per Grave:	\$400.00
Cremation Plot:	\$150.00
Infant:	\$ ½ cost of adult grave

### **GRAVE OPENING FEES:**

#### Grave Opening & Temporary Marker:

Summer May 1 – Oct 31	\$400.00
Winter Nov 1 – April 30	\$550.00
Weekend or Holiday Burial Additional Fee	\$ 75.00
Cremation Opening & Temp Marker:	\$ 100.00
Infant Opening & Temporary Marker:	\$ 100.00

**Cremation Burials must have cremation certificate from funeral home processing cremation and Death Certificate.**

Updated January 2012

# City of Cass Lake Pine Grove Cemetery

## Cemetery Regulations

The purpose of these regulations is to provide a uniform set of rules for the use and visitation of the public cemeteries within the City of Cass Lake. The regulations are designed to help improve the appearance and reduce the maintenance requirements for the cemeteries while maintaining respectful grounds for the deceased.

### **Management**

- 1) Pine Grove Cemetery is and operated by the City of Cass Lake.
- 2) The City of Cass Lake is responsible for the selling and recording of all plots.
- 3) The City of Cass Lake is responsible for the opening and closing of all plots. No person shall proceed to disturb the grounds without the approval of the Public Works Supervisor .
- 4) The City of Cass Lake is responsible for the maintenance of the cemetery grounds.
- 5) Prices for plots, plot digging, and other services provided at the city cemeteries are established in the annual fee schedule adopted by the Cass Lake City Council.

### **Visitor Rules**

- 1) Cemetery visitors will be allowed in the cemetery from sunrise to sunset .
- 2) No pets are allowed on the cemetery grounds.
- 3) No motorized vehicles will be allowed off designated roadways at any time with the exception of city maintenance personnel, monument setters, and vault company employees.
- 4) Disturbing the tranquility of the cemetery by noise or other improper conduct is not permitted.
- 5) All visitors are reminded that the cemetery is considered sacred ground for the deceased, and that a strict observance of all proprieties and respect due such a place shall be required.

### **Burial Rules**

- 1) No interment shall take place without compliance of all laws of the State of Minnesota and the regulations of the City of Cass Lake.
- 2) Mandatory 72 hours (3 working days) notification will be required for grave opening services (Mon-Fri 7:30am-3:30pm) Weekends and Federal Holidays do not count in 72 hour notice. If the funeral home does not comply, the grave sited will not be available.
- 3) The Funeral home must provide Burial Permit or Death Certificate and Fees at time of burial.
- 4) Internment will not be allowed unless in a cement or steel vault, excluding cremations.
- 5) Only one adult interment per grave will be permitted. An infant child or cremation will be allowed at the foot end of an adult grave.
- 6) For record keeping purposes and identification, only two cremated remains may be buried on top of a standard burial site.
- 7) Up to four cremated remains may be buried in one standard size grave

## **Monuments**

- 1) While reasonable care will be taken to protect monuments and markers, the City of Cass Lake is not responsible for the damage done to monuments or property. Stone monuments are considered private property of the relatives of the deceased and they are therefore responsible for their care.
- 2) All monuments must have a cement base with a minimum 6" margin around the headstone and the base shall be inside of the lot line.
- 3) All large headstones are to be set on the west edge of the lot.
- 4) All markers placed on the east end (foot end) of the grave must be flush to the nominal ground level. At no time shall above ground markers be allowed on the east end of a grave.
- 5) All monuments shall be of good grade marble, granite, or bronze materials built by reputable companies. All foundations for monuments must be of sufficient depth into the ground in order to support it.
- 6) All monuments must be set in line with other monuments so far as possible.
- 7) All markers, both headstones and footstones, must be flush to the nominal ground level. Upright markers may only be placed in Section 3-A and may not be more than 3' in height.

## **Privileges and Restrictions for Plot Owners**

- 1) No tree or shrub shall be planted, removed, cut down or trimmed on cemetery grounds without permission of the Public Works Manager.
- 2) All newly placed flowers, whether real or artificial, must be in approved above ground pot stands.
- 3) Grave decorations will be allowed for placement on ground only if kept within one foot of grave markers all decorations placed after May 15th. All decorations will be removed by September 20<sup>th</sup>. Following the final allowed date for such decorations, maintenance staff will remove and dispose of those not in approved stands.
- 4) At no time shall jars, tin cans, unsightly plastic containers, fences, retaining walls, or any other objects be allowed in the cemeteries.
- 5) Perpetual care of cemeteries which cover mowing, tree trimming, grass trimming, and leaf removal will be assumed by city maintenance staff only.

## **Temporary Markers**

- 1) The City shall supply a temporary grave marker for each burial until a permanent grave marker is installed. Temporary grave markers will be stored at the cemetery storage shed and are property of the City.