

COVENTRY CEMETERY COMMISSION RULES AND REGULATIONS

In accordance with Ordinance No. 131 COVENTRY MUNICIPAL CEMETERY ORDINANCE, Section 11: Rules and Regulations":

"The Commission shall establish and make available to Town residents rules and regulations for the use of the cemetery relating to:

1. Subdivision of the cemetery into lots;
2. Capacity of each lot;
3. Location of graves;
4. Types of plantings, monuments and markers that will be permitted for the proper and most attractive development of town-owned cemetery properties;
5. Limitations on purchase and on the terms, conditions and recording of the resale of the lots;
6. The setting of fees and the collection thereof for services performed in connection with the cemetery;
7. All matters within the scope of duties of the Commission."

The following rules and regulations are adopted by the Cemetery Commission for all town-owned or maintained cemeteries situated within the Town of Coventry.

GENERAL RULES

For the mutual protection of lot owners and the cemeteries as a whole, the following rules and regulations have been adopted by the Coventry Cemetery Commission relative to burial rights and use of town-owned or maintained cemetery property. All lot owners and visitors within the cemeteries and all lots sold shall be subject to said rules and regulations; and subject further to such rules and regulations, amendments or alterations as shall be adopted by the Cemetery Commission from time to time.

Special cases may arise in which the literal enforcement of a rule may impose unnecessary hardship. The Cemetery Commission, therefore, reserves the right to make exceptions, suspensions or modifications of any of these rules and regulations without notice when, in the judgment of the Commission, such action appears necessary; and such temporary exception, suspension or modification shall in no way be construed as affecting the general application of such rules and regulations.

1. Residents, former residents and non-residents may purchase burial rights in lots within cemeteries at prices that shall be determined from time to time by the Cemetery Commission. Such rights are not transferable, but must be resold to the Town at the purchase price, less a \$10.00 handling fee, and without interest. Persons holding such burial rights will be referred to as "lot owners" in succeeding rules and regulations. Lot owners can assign burial rights to specific individuals. Lots designated as double lots or triple lot on any cemetery survey or plot plan may not be subdivided for purchase or resale.
2. Cemeteries will be open from sunrise to one-half hour after sunset. No person will be allowed on cemetery property after dark.
3. Persons visiting cemeteries are prohibited from picking flowers, breaking or injuring any trees, shrubs or plants, or from writing upon, defacing or damaging any memorials, fences or other structures within cemetery grounds.

GENERAL RULES (Continued)

4. Driving a motor vehicle on any grassed area without the express permission of the Superintendent is prohibited. Driving a motor vehicle in any cemetery at an excessive speed is also prohibited.
5. No bicycle, motorcycle, minibike, motor scooter, snowmobile, or horses will be allowed on any grassed area of cemetery grounds.
6. Bringing firearms or other dangerous weapons into cemeteries, except by a military escort accompanying a veteran's funeral or attending memorial services, is prohibited.
7. The throwing of rubbish on the drives or paths, or any part of the grounds, is prohibited. Waste material shall be placed in receptacles, if available, or removed from cemetery grounds.
8. It is of the utmost importance that there be strict observance of the proprieties in the cemeteries. All persons within a cemetery should avoid conduct unbecoming a sacred place, such as:
 - a. loud and boisterous talking;
 - b. idling or loafing on the grounds;
 - c. bringing lunches, refreshments or alcoholic beverages into a cemetery, or consuming them on the grounds;
 - d. peddling or soliciting the sale of any commodity within a cemetery; and
 - e. placing signs or notices or advertisements of any kind within a cemetery.
9. It is the duty of the Sexton to see that the rules and regulations are complied with, and it is his/her duty to see that order is maintained and to protect the best interests of the cemeteries and qualified visitors. He/She is, therefore, authorized to make temporary additional rules that may be needed to meet emergencies that are not covered by these rules and regulations.
10. Dogs, pets, or other domestic animals are not allowed in the cemetery. Exceptions are made for dogs and cats visiting grave sites with family members. In such circumstances, it is the animal owner's responsibility to keep the animal leashed at all times and away from other plots, other headstones, other foot stones, and all other areas of the cemetery. The Cemetery Commission reserves the right to revoke this exception for animals that disturb the peace in the cemetery, cause any damage, or are otherwise disrespectful. This rule does not apply to certified service animals assisting persons with disabilities.
11. The cemeteries will be cleaned-up annually on the first weekend of the following months: March, August, and December. Seasonal decorations that are not cleaned up by these dates will be removed from grave sites. Other damaged decorations or memorials will be removed at the discretion of the Cemetery Commission.

LOTS AND INTERMENTS

12. Persons desiring to purchase lots (burial rights) should visit the cemetery with a Commission member or the Sexton, if possible.
13. Before any burial is made in a plot or lot, complete payment for the plot must be made to the Commission.

LOTS AND INTERMENTS (Continued)

14. No lot shall be used for any purpose other than for the burial of the human dead.
15. The right to enlarge, reduce, replot or change boundaries, or grading of a cemetery, or a section or sections, from time to time, including the right to modify or change the locations of roads, planting areas, or walkways, or any part thereof, is reserved by the Commission.
16. The Commission reserves to itself and to those lawfully entitled thereto a perpetual right of ingress and egress over plots for the purpose of passing to and from other plots.
17. Interments must be within the boundary of the lot in vaults of a type approved by the State of Connecticut.
18. The Commission will take all reasonable precautions to protect the lot owners from loss or damage, but the Cemetery Commission distinctly disclaims all responsibility for loss or damage caused by the elements, an act of God, common enemy, thieves, vandals, strikes, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, and/or an order of any military or civil authority.
19. The general care of all town-owned or maintained cemetery property is assumed by the Cemetery Commission and includes cutting grass, trimming around the monuments and markers at reasonable intervals, raking and cleaning the grounds, pruning of shrubs and trees that may be placed by the Commission. The general care assumed by the Commission shall in no case mean the maintenance, repair or replacement of any memorial monument or marker placed upon any lot, nor unusual work in a cemetery.
20. All funerals entering the cemetery shall be under the charge of the Sexton or his/her designated agent.
21. Once the casket, containing a body, is within the confines of the cemetery no one will be permitted to open the casket without the consent of the legal representative of the deceased or by court order.
22. Funeral Directors, upon arrival at a cemetery, must present the necessary burial permit.
23. When an interment is to be made in a lot, the location of such interment shall be designated by the lot owner within the allowed most recent parameters established by the Cemetery Commission (see figures appended to these rules and regulations). Should the lot owner fail or neglect to make such designation within the established parameters, the Cemetery Commission reserves the right to use its own judgment. The Cemetery Commission will not be responsible for any order given by telephone, or for any mistake occurring from the want of precise and proper instructions as to the particular space or size of grave or location in plot within the established parameters for the desired interment.

LOTS AND INTERMENTS (Continued)

23. (Continued) Interment parameters – starting January 1, 2018 – See figures in appendix at end

Full size single burial plot - approximately 10 x 3.5 feet

Maximum accommodation:

- One full burial and two cremation burials (Figure 1) - **Or** - Three cremation burials (Figure 2)
- Configuration must be selected at time of plot purchase. Any configuration changes after the initial selection must be approved by Cemetery Commission.

Cremation plot - approximately 4 x 4 feet

Maximum accommodation:

- Two cremation burials (Figure 3)

Burial location labeling scheme for single, double, and triple-plots – see Figures 4 and 5

Not every combination is represented. These examples show the burial location label continue logically for double and triple-plots based on the single-plot labeling scheme.

24. It is the duty of the lot owner to notify the Sexton or the Commission of any change of address.
25. The Cemetery Commission does not assume the responsibility for grave openings. Arrangements will be made by the Funeral Director with a private contractor and the fee for the grave opening will be paid by the Funeral Director.
26. Only one body may be placed in a single grave plot. However, no more than two cremated remains may be placed in the same grave with a body. Cremated remains of no more than three persons may be placed in a single grave. In cremation areas the number of burials shall be a maximum of two per grave.

MONUMENTS AND MARKERS

27. Permission must be secured for all memorial work in cemeteries. An application form, obtained from the Sexton or the Town of Coventry website, must be submitted for proposed memorial work, describing the work to be done and the insurance carried. To be approved by the Sexton or a Commission member, memorials constructed of cement, wood, tin, iron, or other material considered undesirable or inappropriate are not permitted. No pole shall be erected on any family or individual grave for the purpose of displaying a flag, pennant or decoration.
28. Monuments and markers are to be installed only by professional monument installers or other qualified contractors.

MONUMENTS AND MARKERS (Continued)

29. Upright monuments may be placed only on those areas designated on the master plan of a cemetery for upright monuments. All single graves shall be limited to flush markers, as well as certain areas of cemeteries as designated on master plans for flush markers. Markers on cremation lots are to be flush and uniform in size, no larger than 2'x2' located at the top of the lot. Veterans' lots may have two markers. Temporary markers must be removed after a maximum of one year.
30. The size of an upright family monument shall be governed by the width of the lot, or combined lots as follows:

<u>Side-by-Side Lots</u>	<u>Maximum Width of Base</u>
2 grave	4'
3 grave	6'
4 grave	8'
6 grave	12'

Individual footstones within a family plot must be flush with the ground.

31. Should any monument become unsightly, dilapidated or a safety hazard to visitors, the Cemetery Commission shall have the right, at the expense of the lot owner, to correct the condition or remove same.
32. All workmen, employed by outside firms, while within a cemetery, are subject to the regulations of the Cemetery Commission.
33. Out of respect, and for other obvious reasons, all work of any description should cease while a funeral or interment is being conducted in a cemetery. Trucks and workmen should withdraw to a reasonable distance from the location of the funeral service, preferably to an area in back of any tree or shrub barrier.

SHRUBS AND PLANTINGS

34. The Cemetery Commission will plant and maintain trees, shrubs and flowerbeds to preserve the beauty and maintain the landscape features of cemetery grounds, but will not undertake to maintain plants on individual lots or graves.
35. There shall be no individual beds of shrubbery or flowers allowed on the grounds except by special permission of the Commission. Application for same should be accompanied by a scaled sketch of the proposed planting, indicating the position and names of the plants suggested.
36. To discourage theft and to aid in the growth of flowers, lot owners are urged to plant flowers in beds adjacent to monuments. It is suggested that they be surrounded by wood chips so that they will not be damaged by lawn mowers.
37. Glass jars and wire holders present a hazard to cemetery workmen and equipment, therefore their use is prohibited. Artificial flowers may be used only if they are securely fastened in a container.

SHRUBS AND PLANTINGS (Continued)

38. The Cemetery Commission shall not be liable for any floral piece, basket or other container left at a cemetery after a funeral service.

39. The Cemetery Commission shall have the authority to remove all flower beds, shrubs, or trees placed in violation of these regulations, or which in the judgment of the Commission or the Superintendent have become unsightly, dangerous, diseased, or in a condition not in the best interests of cemetery property.

Adopted August 6, 1981 by the Cemetery Commission
Revised September 10, 2002 by the Cemetery Commission
Revised July 8, 2003 by the Cemetery Commission
Revised July 12, 2017 by the Cemetery Commission
Revised December 13, 2017 by the Cemetery Commission
Revised September 20 2018 by the Cemetery Commission
Revised September 19, 2019 by the Cemetery Commission

Coventry Cemetery Rules & Regulations
Appendix - Interment Parameters Figures

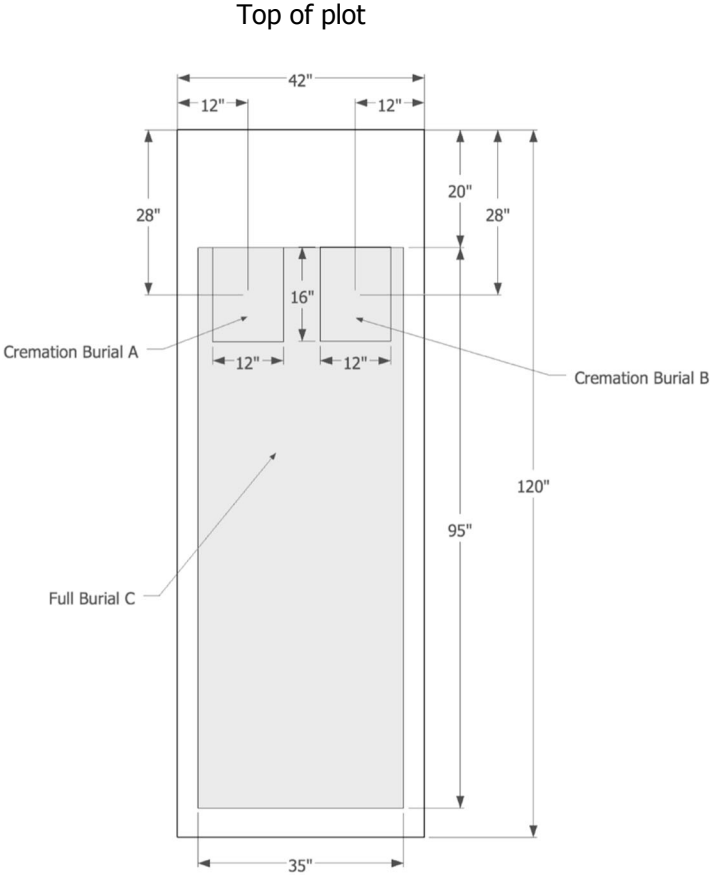


Figure 1 – Full size single burial plot with one full burial and two cremation burials. Cremation interment locations are measured from the top of the plot and each side. Full burial location is measured from the top of the plot and centered from each side.

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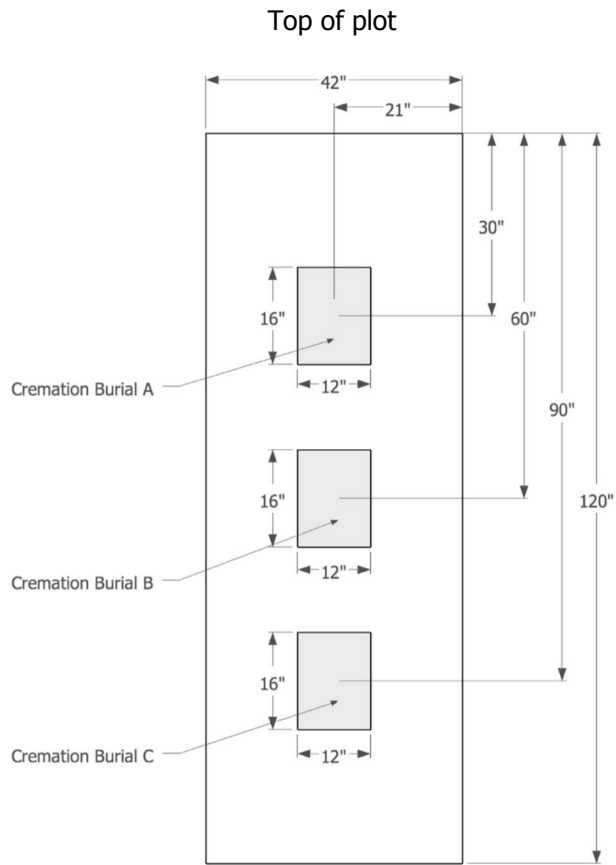


Figure 2 – Full size single burial plot with three cremation burials. Cremation interment locations are measured from the top of the plot and centered from each side.

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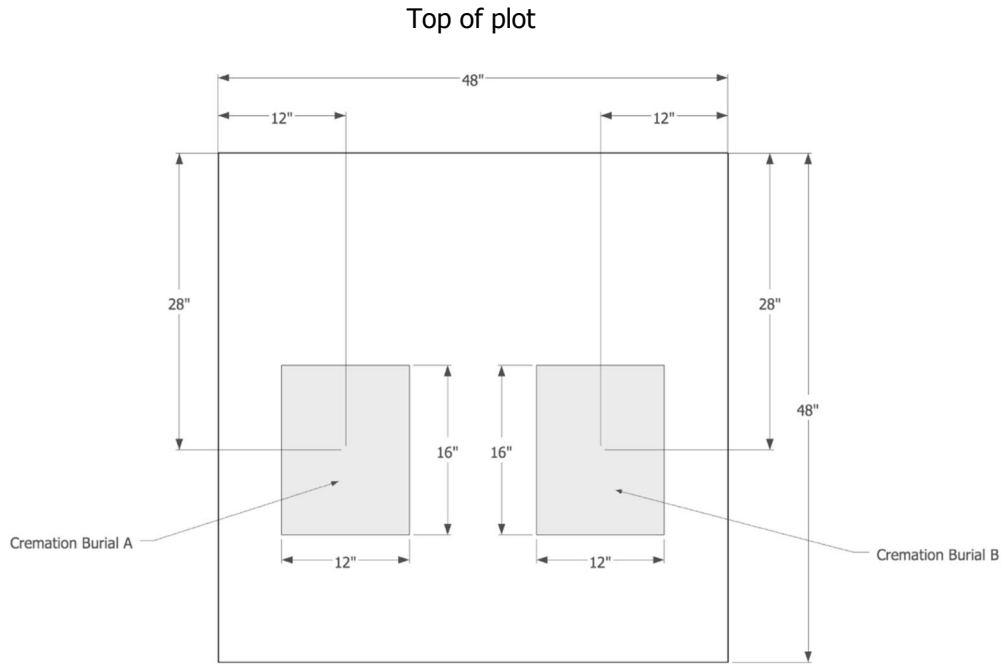


Figure 3 – Cremation plot with two cremation burials. Cremation interment locations are measured from the top of the plot and from each side.

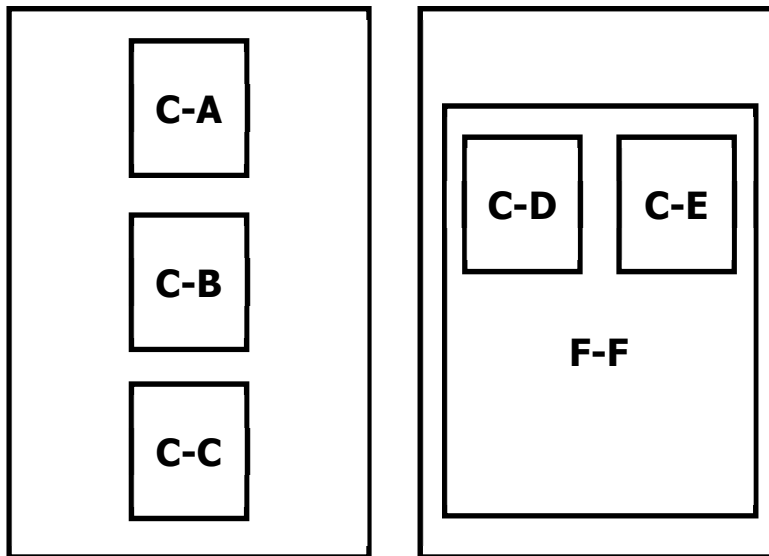


Figure 4 – Sample labeling scheme for a double plot. Drawing is not to scale. The letter before the dash represents cremation (C) or full (F) burial. The letter after the dash indicates location.

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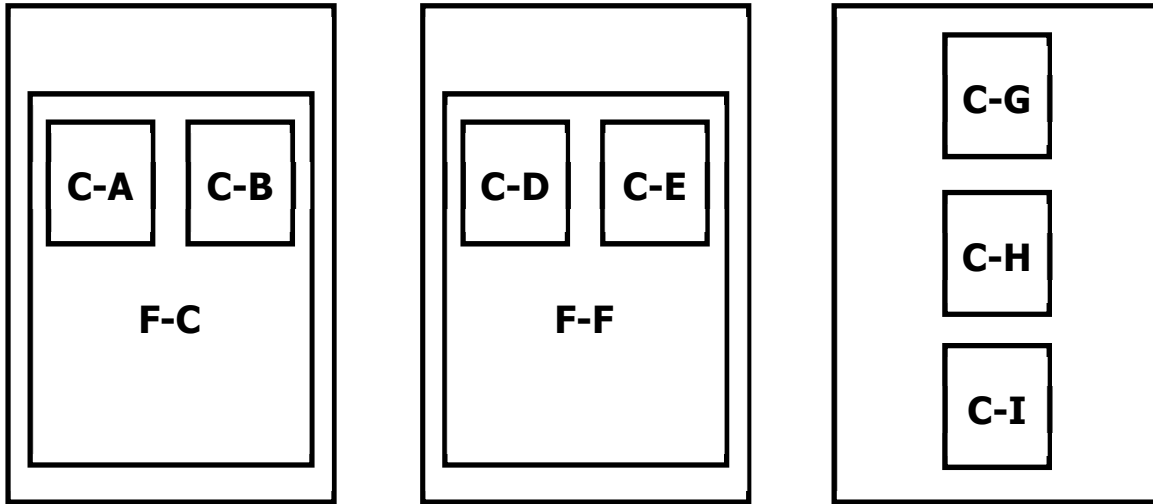


Figure 5 - Sample labeling scheme for a triple lot. Drawing is not to scale. The letter before the dash represents cremation (C) or full (F) burial. The letter after the dash indicates location.