

# HOLY CHILDHOOD CEMETERY SUB-COMMITTEE

Diocese of Gaylord

## CEMETERY RULES AND REGULATIONS



*The mission of the HCCSC of the pastoral Council of the Holy Childhood of Jesus Church is to perform the Corporal Work of Mercy of burying the dead of the Catholic community, and to witness our faith and hope in the Resurrection in so doing. In fulfilling this mission, the HCCSC is charged with responsibility of providing for the burial needs of Catholic Community of Holy Childhood of Jesus Cemetery. The HCCSC also provides a forum for the discussion of, and dissemination of information concerning all phases of the Holy Childhood Catholic Cemetery development and maintenance.*

Amended & approved by HCCSC: 9/7/2022  
Approved by HCJ Parish Pastoral Council 11/30/2022

**Holy Childhood Cemetery Sub-Committee  
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Cemetery Rules and Regulations**

**Holy Childhood  
Cemetery Sub-Committee**

**DEFINITIONS**

**CEMETERY:** The place or area set apart for interment of the dead by burial in the earth or entombment in a columbarium and all walks, drives and grounds set aside for meditation and other natural ornamentation.

**CEMETERY BOARD:** The persons duly appointed by the Pastor of Holy Childhood Church for the purpose of assisting the Pastoral Council and Finance Council in the understanding and solution of cemetery problems.

**CERTIFICATE EASEMENT:** The document provided to the purchaser of the right of burial upon payment in full and shall denote any burial rights or restrictions.

**CREMATION:** Destruction of the body by fire with the ashes placed in an urn.

- The body should be cremated after the funeral liturgy.
- The cremated remains should be buried or inurned as soon as possible after cremation.
- Cremated remains may not be scattered in the wind or over water, or mixed with other remains or divided among various containers or jewelry.

**DEED (CERTIFICATE):** Legal document confirming ownership of the Right of Burial in a named grave.

**DISINTERMENT:** The recovery of human remains by exhumation, disentombment or disinurnment. “Disinterment” does not include...the repositioning of an outside burial container that encroaches an adjoining burial space or change of position.

**GRAVE:** An excavation in the earth in which a deceased person is buried or is to be buried.

**GREEN BURIAL:** Green burial is fully in accord with Catholic teaching.

- Must be within 48 hours.
- NO vault is necessary.
- Body may be placed in a biodegradable coffin or wrapped in a blanket Shroud.
- The body must not be embalmed.

**INURNMENT:** Placement or burial in an urn.

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**(DEFINITIONS, Cont'd):**

**INTERMENT:** the act or process of burying a deceased person in a grave or inhuming the cremains or a deceased person in a niche or grave. The permanent disposition of the remains of a deceased person by burial or inurnment.

**LOT:** a space within the cemetery used or intended to be used for earth burial containing two or more graves.

**MARKER:** also referred to as a “flat marker” or memorial.

**MONUMENT:** a memorial made of granite or other solid material that is placed on a grave or family lot. A monument stands above the ground in an upright position.

**NICHE:** a space in a columbarium sufficient in size for the inurnment of the cremains of a deceased person

**NICHE FRONT:** the granite cover that is fastened on the place of inurnment and upon which the memorialization is engraved.

**OWNERS and PURCHASERS:** persons who have purchased a Right-of-Burial in the cemetery.

**PARISHIONER:** any active, practicing Roman Catholic in good standing (for at least 24 months), who participates fully in the worship and life of the Church, and who understands and accepts the teachings of the Church and moral demands of the Gospel as articulated in the catechism of the Catholic Church within the Holy Childhood of Jesus Church.

**PLOT:** refers to a space of sufficient size to accommodate one adult internment and one or two cremations.

**RIGHT OF BURIAL:** an individual's right to burial or inurnment arising out of the qualification to purchase a grave or graves in accordance with policies of Parish membership.

**TAG:** Metal tag attached to cremation containers/urns not contained within a casket or vault.

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**CEMETERY RULES AND REGULATIONS**

- 1) The Holy Childhood of Jesus Cemetery is guided and managed by the **Holy Childhood Cemetery Sub-Committee (HCCSC)**, of the Holy Childhood of Jesus Parish Council. The Chairperson of the HCCSC is elected by the members of the HCCSC with approval from the Pastor. The HCCSC shall manage the Cemetery in accordance with the laws of the State of Michigan and the disciplines of the Holy Roman Catholic Church.
- 2) The Holy Childhood Cemetery is a separate entity from the Lakeview Cemetery and is partially managed and maintained by the Lakeview Cemetery Manager and his/her assistant, under contracted service negotiated by the Lakeview Cemetery Board and the HCCSC. This contract will be reviewed annually.
- 3) The rules and regulations are for the mutual protection and pastoral beauty of the Cemetery. The Lakeview Cemetery Manager and the HCCSC will administer oversight of the rules and regulations.
- 4) The Cemetery expressly disclaims liability for any injuries sustained by an individual violating these rules and regulations.
- 5) The Lakeview Cemetery Manager is hereby empowered to enforce all rules and regulations, including exclusion from the cemetery any person(s) violating the same.
- 6) Inquiries and/or situations which cannot be satisfactorily answered by the Lakeview Cemetery Manager shall be decided by the HCCSC.
- 7) Gravesite fees are established as follows effective 6/1/2023:
  - \$600 for Parishioners (As prescribed on P.3, “Definitions”)
  - \$1,200 for non-Parishioners (As prescribed on P.3, “Definitions”)
- 8) The HCCSC reserves the right to adopt and amend existing and additional rules and regulations. Sufficient notice will be given by the Cemetery Manager and Cemetery Board of any adoption/amendment rule change which will create expense or inconvenience to lot owners or other individuals having business with the Cemetery.
- 9) When buying burial rights for lot(s) or plot(s), one is not purchasing property, real estate, or an interest therein.
- 10) The HCCSC, along with the Lakeview Cemetery Manager, reserves the right to move the location of any burial remains granted under this certificate (Deed) due to mistake, error, or omission.

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**(Cemetery Rules and Regulations, (Cont'd))**

11) If a burial lot or Plot(s) where such rights are granted to the Certificate (Deed) holder becomes unavailable, the HCCSC shall make every reasonable effort to supply an acceptable alternative site, having equivalent or improved view and location to the Certificate (Deed) holder.

12) In all events, damages of any circumstance described above shall be limited to the consideration and sum paid for such burial rights.

13) When an interment is to be made in a lot or Plot, the owner shall designate the specific location of such interment. Should the owner fail or neglect to make such a decision, the Cemetery Manager reserves the right to assign a designated interment in an appropriate location.

14) The resale of burial rights, Lots or Plots Certificate (Deed) to parties excluding the HCCSC is prohibited.

15) Burial rights sold back to the HCCSC shall be at the purchased price, less 10% for administrative services. If there are four spaces and one has been occupied, the Cemetery will prorate a balance of the remaining spaces. Transaction cannot be made without a certificate (Deed).

16) It is the duty of the lot/plot owner to notify the parish and Cemetery Manager of any change in his/her post office address.

17) A burial plot/lot cannot be transferred to a family member(s), heirs, or given to anyone without a certificate (Deed) or letter of Instruction to the HCCSC, as to the disposition of such plot/lot.

18) The Certificate (Deed) documenting ownership of burial rights, cemetery easement, and copy of the rules and regulations constitute the sole agreement between the Cemetery and the lot/plot owner. Any statement of an employee or agent, unless confirmed in writing by the (HCCSC), shall in no way be legal or binding on the Cemetery and/or HCCSC.

19) The Certificate (Deed) is non-assignable and expires if not used within 110 years from the date of issuance.

20) A burial permit must be presented for regular or cremation burials.

21) No burial can be made until payment is received, or prior arrangements have been made for, lot/Plot and opening and closing of such spaces.

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**(Cemetery Rules and Regulations, Cont'd)**

22) Cremations do require a vault. Lakeview and Holy Childhood both will require a vault to prevent ground sagging. A plastic vault is preferred and is available from the cemetery office or the funeral director.

23) The Funeral Director(s) in cooperation with Lakeview Cemetery Management will schedule spring burials in the months of April and May. Funeral Director(s) will notify the families as to the time and date. Intentions are that all spring burials will be done by the Wednesday prior to Memorial Day weekend.

24) Burials will be limited to two burials in the morning and two burials in the afternoon, all of which will be scheduled two hours apart to allow time for full set-up and take-down. Drop-ins can be scheduled, approximately one hour apart.

25) Funeral Directors will check with the Cemetery Manager to be sure there are no other scheduled burials being done on the same day. This is especially true during the months of April and May.

26) Burials can be scheduled for after hours and Saturdays. There will be an additional charge for Saturday burials. Sunday and winter burials are not allowed.

27) A burial PLOT shall be limited to one adult, one adult and one infant, one adult and one cremation, two infants or two cremations.

28) Monuments, markers, stones and memorials shall be placed at the west end, back one from the grave space, so as to conform with a straight-line pattern, and shall not exceed a three-foot width on a single space.

29) If there is more than one monument, marker, or stone on a single grave space, at least one of the above shall be placed flush with the ground. No plantings of any kind will be allowed next to the flush memorial.

30) If the interred was a veteran and has a military flag holder, the holder must be placed next to the up-right monument or stone.

31) All monuments, markers, stones, or memorials must be placed on a permanent foundation. The foundation shall be two inches larger than the monument, but not to exceed four inches outside, unless previously approved. All units mentioned above must be set on a permanent base within (15) fifteen days after delivery to the cemetery.

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**(Cemetery Rules and Regulations, Cont'd)**

32) In the event a monument, marker, stone, mausoleum, or tomb become unsightly, dilapidated, or pose a safety hazard to visitors or cemetery staff, the Cemetery Manager will notify the owner. Failure to comply with this notification within (15) fifteen days will result in corrective action to be taken at the owner's expense.

33) No elevated grave mounds will be allowed. Permission of the Cemetery Manager must be given before removing sod or changing grade level.

34) No planting or setting of trees, shrubs, flowers, monuments, markers, stones, or memorials, etc., will be allowed without first completing our Landscape and Memorial Permit Form with the Cemetery Manager.

35) The general care of the cemetery, including Holy Childhood Cemetery is assumed by, and assigned to the Cemetery Manager. This includes cutting the grass at reasonable intervals, raking and cleaning the grounds, and pruning of shrubs and bushes.

36) The cemetery staff will undertake the planting and maintenance of trees, but does undertake individual plantings.

37) Beds of flowers, creeping vines or cover will not be allowed to extend the full length of the grave space, and will be limited to extend (12) twelve inches from the base of the monument, marker, or stone foundation, to the outside edge of the bed. Maintenance of such plantings is the responsibility of the owner. The Cemetery Manager reserves the right to remove or trim bushes and shrubs as needed to allow for mowing and the right of ways to all grave spaces. Flowerpots must be placed in line with monuments, stones, etc, whenever possible.

38) Water expense for the Holy Childhood Cemetery is determined by a percentage of the total of the Lakeview Cemetery water bill and is billed annually.

39) Dogs must be on a leash at all times. Owners will be responsible for cleaning up after their pets.