# ORDINANCES GOVERNING CITY OWNED CEMETERIES

# ELMWOOD GREENMOUNT LAKEVIEW

# BURLINGTON, VERMONT DEPARTMENT OF PARKS AND RECREATION

Cemetery Division Office Lakeview Cemetery 455 North Avenue Burlington, Vermont

(802) 863-2075

# Reprinted from: Code of Ordinances, City of Burlington, Vermont Chapter 9 CEMETERIES\*

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\*Charter references: Power of city council to establish, manage and control public cemeteries, § 48(XXXVI); authority to prevent trespass or injury to cemeteries, § 48(XXXIII); department of cemeteries, §§ 218--220. Cross references: Vegetation, Ch. 29.

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#### **ARTICLE I. IN GENERAL**

## Sec. 9-1. Hours open.

Lakeview Cemetery shall be open from 7:00 a.m. until one-half (1/2) hour after sunset throughout the year. Greenmount and Elmwood Cemeteries shall be open from 7:00 a.m. until one half (1/2) hour after sunset during the summer season only except during the winter season, when such cemeteries shall be closed. All persons shall leave the grounds at closing times, and shall not be on grounds, except with permission of the superintendent or commission.

(Rev. Ords. 1962, § 1831; Ord. of 2-20-96; Ord. of 7-17-00)

# Sec. 9-2. Superintendent responsible for enforcing regulations.

The cemetery superintendent shall be responsible for the enforcement of all rules and regulations adopted by the board of cemetery commissioners and for maintaining good order and decorum in the cemetery grounds.

(Rev. Ords. 1962, § 1841; Ord. of 11-8-10(1))

# Sec. 9-3. Authority of superintendent to take action to protect lots.

The superintendent may take such action as may be necessary, although not expressly authorized by the rules, in order to protect the property of lot owners or of the cemeteries from injury and to preserve peace and good order on the grounds. (Rev. Ords. 1962, § 1841)

#### Sec. 9-4. Prohibited acts generally.

No person shall, in any burial ground or cemetery, disturb, mutilate or destroy a tree, shrub, vine, flower, tomb, monument or fence, or steal or without the consent of the owner or cemetery workers take and carry away a tree, shrub, vine, flower, vase, pot or other vessel used for flowers and plants, or any other thing placed in any burial ground or cemetery for ornament or use. A violation of this section shall be punishable as provided in Title 13 of the Vermont Statutes Annotated.

(Rev. Ords. 1962, § 1801; Ord. of 2-20-96; Ord. of 11-8-10(1))

#### Sec. 9-5. Removal of offensive objects authorized.

Only those objects which are approved by the cemetery department may be placed on cemetery grounds. If anything shall be placed on any lot in violation of this chapter, the superintendent shall have the right to remove any such object.

(Rev. Ords. 1962, § 1838; Ord. of 2-20-96; Ord. of 7-17-00)

#### Sec. 9-6. Floral arrangements, removal.

A maximum of six (6) floral arrangements shall be allowed to remain at the gravesite after a burial. Floral designs and cut flowers shall be removed from lots as soon as they become unsightly. (Rev. Ords. 1962, § 1838; Ord. of 2-20-96)

#### Sec. 9-7. Removal of rubbish.

All persons shall remove all trash and rubbish to such places of deposit as are provided for that purpose.

(Rev. Ords. 1962, § 1834; Ord. of 7-17-00; Ord. of 11-8-10(1))

**Cross references:** Placing garbage or refuse in streets prohibited, § 14-5; littering in city parks prohibited, § 22-4.

# Sec. 9-8. Workers subject to superintendent's directions.

All workers employed in any capacity in the cemeteries shall be subject to the direction and control of the superintendent and any worker who does not regard the regulations or the proprieties of the cemetery shall not be permitted to enter, or remain in the cemetery. (Rev. Ords. 1962, § 1841; Ord. of 2-20-96; Ord. of 7-17-00)

# Sec. 9-9. Boisterous conduct prohibited.

No boisterous or disorderly conduct shall be permitted within cemetery grounds. (Rev. Ord. 1962,  $\S$  1831; Ord. of 2-20-96)

Cross references: Disturbing the peace, § 21-13; rude and disorderly conduct, § 21-15; profanity, § 21-22.

# Sec. 9-10. Food and drinks prohibited; exception.

Lunches or other refreshments shall be permitted on the cemetery grounds only with the approval of the superintendent.

(Rev. Ord. 1962, § 1831; Ord. of 2-20-96)

#### Sec. 9-11. Speed limit for vehicles.

The speed limit at Lakeview and Greenmount Cemeteries shall be 10 m.p.h.

(Rev. Ords. 1962, § 1831; Ord. of 2-20-96)

Cross references: Speed limits generally, § 20-39; rules and regulations of traffic commission, App. C.

#### Sec. 9-12. Certain conveyances prohibited in cemetery, exceptions.

The board of cemetery commissions may make additional regulations regarding the operation of trucks, heavy wagons, bicycles, motorcycles, roller blades, snowmobiles, skateboards or saddle horses inside the cemetery grounds.

(Rev. Ords. 1962, § 1831; Ord. of 2-20-96; Ord. of 9-13-10)

## Sec. 9-13. Firearms prohibited.

Firearms shall not be permitted within the cemetery grounds, except for full military burial or any honored burial. Re: police, fire and EMT. (Ord. of 7-17-00)

# Sec. 9-14. Dogs prohibited.

No dogs shall be permitted within the cemetery grounds, except as required by law. (Rev. Ords. 1962, § 1831; Ord. of 7-17-00)

**Cross references:** Animals going at large prohibited, § 5-1; dogs running at large prohibited, § 5-21; animals prohibited in parks, § 22-13.

# Sec. 9-15. Removal of soil prohibited.

No soil may be removed from any lot within any cemetery without the permission of the superintendent.

(Rev. Ords. 1962, § 1834)

Cross references: Digging or blasting in city parks prohibited, § 22-3.

#### Sec. 9-16. Prohibited displays.

No glass-encased wreaths or flowers, artificial wreaths or flowers, Christmas trees or ornaments of any kind shall be permitted on any cemetery grounds. No bushes with thorns shall be permitted. (Rev. Ords. 1962, § 1834; Ord. of 2-20-96; Ord. of 6-22-98)

# Sec. 9-17. Children under fourteen to be accompanied by adult.

Every child under fourteen (14) years of age within the cemetery grounds shall be attended by an adult who shall be responsible for his conduct.

(Rev. Ords. 1962, § 1831)

# Sec. 9-18. Soliciting business prohibited.

No person shall solicit for business within the grounds of the cemetery.

(Rev. Ords. 1962, § 1831; Ord. of 7-17-00)

Cross references: Solicitors, Ch. 23.

#### Sec. 9-19. Entry onto private lots restricted.

No person shall enter upon any private lot or disturb any flowers or plants or carry away anything from any lot except with the permission of the owner or his or her representative.

(Rev. Ords. 1962, § 1831; Ord. of 2-20-96)

#### Sec. 9-20. Reserved.

**Editor's note:** An ordinance adopted Nov. 8, 2010, repealed § 9-20 which pertained to entry of florists on Sunday restricted and derived from Rev. Ords. 1962, § 1834 and an ordinance adopted July 17, 2000.

# Sec. 9-21. Penalty for violations.

Unless a specific penalty has otherwise been provided, any violation of the provisions of this chapter shall be deemed a civil offense punishable as provided in City Code Section 1-9. In addition, a person who violates this chapter shall be removed from the cemetery. Any police officer may issue a municipal complaint ticket for violation of these articles.

(Rev. Ords. 1962, § 1831; Ord. of 2-20-96; Ord. of 7-17-00)

Cross references: General penalty, § 1-9.

Secs. 9-22--9-31. Reserved.

#### ARTICLE II. PURCHASE OR TRANSFER OF LOTS

#### Sec. 9-32. Lots to be paid for in full before interment.

All lot purchases shall be paid for in full or a satisfactory guarantee of payment given before any interment shall be permitted. The purchase price shall be paid to the superintendent at the cemetery, who shall give a receipt for the same. This receipt shall entitle the purchaser to a deed from the City of Burlington. All deeds shall be placed with the city clerk for record. (Rev. Ords. 1962, § 1836; Ord. of 6-25-07, eff. 7-25-07)

#### Sec. 9-33. Transfers to third persons to be reported.

The transfer of cemetery lots or parts of such lots to a third person shall be reported at the office of the superintendent for record before the purchaser shall be allowed to use the same. (Rev. Ords. 1962, § 1836)

#### Sec. 9-34. Information available from superintendent.

All persons desiring to purchase cemetery lots will be given all needed information by calling on the superintendent at the cemetery, who will show the plans and locations and give the prices of lots. (Rev. Ords. 1962, § 1836)

# Sec. 9-35. Authority to designate certain sections where lots not for sale except upon certain conditions.

The board of cemetery commissioners may designate certain sections of the cemeteries where lots will not be sold except upon agreement to properly grade and fit the same. (Rev. Ords. 1962, § 1836)

# Sec. 9-36. Reversion of grave to cemetery.

Whenever a single grave has a debt against it and such grave becomes vacant by removal of bodies therein, the land shall revert to the cemetery. (Rev. Ords. 1962, § 1836)

#### Sec. 9-37. Authority to increase charges of lots.

When necessary, in order that the cemeteries may be self-sustaining, the board of cemetery commissioners may change the prices of lots in any section of the cemeteries and fix new prices therefor. (Rev. Ords. 1962, § 1836)

Secs. 9-38--9-47. Reserved.

#### **ARTICLE III. CHARGES**

# Sec. 9-48. Schedule of cemetery rates and charges.

The schedule of cemetery rates and charges will be set and published by the Cemetery Commission. (Ord. of 5-15-00; Ord. of 6-14-04, eff. 7-14-04; Ord. of 11-8-10(1))

#### Sec. 9-49. Reserved.

**Editor's note:** An ordinance adopted Oct. 4, 1982, repealed § 9-49, relative to care of lots. Said repealed section derived from a resolution of Dec. 3, 1973.

# Sec. 9-50. Charges for perpetual care.

- (a) Lot owners will secure a bond from the City of Burlington, through the superintendent, for the perpetual care of their lot. The money paid for perpetual care shall be placed with the city treasurer to be invested and the income therefrom shall be used for the maintenance of a lot. This shall include keeping the grass cut, maintaining a greensward, leveling the depressed areas and other work of similar nature.
- (b) Perpetual care, as provided for herein, means that there will not be further expense to the lot owner in caring for his lot.

(Rev. Ords. 1962, § 1837; Res. of 12-3-73; Ord. of 5-6-96; Ord. of 6-25-07, eff. 7-25-07)

#### Sec. 9-51. Reserved.

**Editor's note:** An ordinance enacted May 6, 1996, repealed § 9-51, which pertained to the use of Lakeview Cemetery chapel, and which derived from Rev. Ords. 1962, § 1839.

Secs. 9-52--9-61. Reserved.

# ARTICLE IV. MONUMENTS, MARKERS AND IMPROVEMENTS\*

\*State law references: Damaging monuments, markers, grounds or ornaments, 13 V.S.A. §§ 3464-3767.

### Sec. 9-62. Monuments not permitted on single graves; markers allowed.

Monuments shall not be allowed on single graves, but markers may be placed at the head of each grave, provided such markers shall not exceed two (2) feet by one (1) foot by eighteen (18) inches in height. Only one marker or headstone shall be allowed on each grave. (Rev. Ords. 1962, § 1833; Ord. of 2-20-96)

#### Sec. 9-63. Reserved.

**Editor's note:** An ordinance enacted Feb. 20, 1996, deleted provisions formerly codified as § 9-63, which pertained to the height and thickness of markers, and which derived from Rev. Ords. 1962, § 1833.

#### Sec. 9-64. Foundation required for markers.

No monuments, headstones or markers shall be set without a proper foundation in accordance with site plan requirements on record at the cemetery office. (Rev. Ords. 1962, § 1833; Ord. of 11-8-10(1))

## Sec. 9-65. Cornerstones.

In order to preserve a more park-like appearance in the cemeteries, no cornerstones to the lots shall hereafter be allowed except as follows: Cornerstones shall not exceed the dimensions of six (6) inches square and when set shall not be above the grade of the lot. (Rev. Ords. 1962, § 1833; Ord. of 2-20-96)

#### Sec. 9-66. Monuments or markers may be reset.

Any monument or marker heretofore set that has no foundation and becomes out of place may be reset with a proper foundation by direction of the board of cemetery commissioners at the expense of the lot owner.

(Rev. Ords. 1962, § 1833; Ord. of 6-22-98)

# Sec. 9-67. Aboveground structures.

No vault or other structure aboveground shall be built in any cemetery, except by special permission of the board of cemetery commissioners, after plans for the same have been submitted and

# Sec. 9-68. Enclosures prohibited.

- (a) No enclosure of a cemetery lot by a fence, hedge or curbing shall hereafter be allowed.
- (b) If any enclosure heretofore made shall become dilapidated, the superintendent is hereby authorized to have it removed.

(Rev. Ords. 1962, § 1832)

#### Sec. 9-69. Superintendent to designate location of materials.

The superintendent shall, in all cases, designate the place where materials to be used in the erection of monuments or excavating vaults are to be placed during the course of erection or excavation. (Rev. Ords. 1962, § 1833)

#### Sec. 9-70. Saturday work restricted.

No monuments or markers shall be brought into the cemetery on any Saturday and no work shall be commenced on that day which cannot be finished and the debris removed before 4:00 p.m. without permission from the cemetery superintendent.

(Rev. Ords. 1962, § 1833; Ord. of 6-22-98; Ord. of 11-8-10(1))

### Sec. 9-71. Grading and fitting lots.

- (a) All grading and fitting of lots shall be done under the direction of the superintendent and in accordance with the established methods for doing such work.
- (b) Charges for the work shall be made in accordance with the established schedule done by the superintendent. Payment in advance may be required at the discretion of the superintendent. (Rev. Ords. 1962, § 1837)

#### Sec. 9-72. Care of lots.

- (a) The grass on all lots shall be regularly cut by the workers of the cemeteries under the direction of the cemetery superintendent.
- (b) The charge for this work shall be in accordance with the schedule of charges set by the cemetery commission.

(Rev. Ords. 1962, § 1838; Ord. of 2-20-96; Ord. of 11-8-10(1))

#### Sec. 9-73. Stone, concrete or gravel prohibited.

No stones, concrete or gravel shall be permitted on any cemetery lot. (Rev. Ords. 1962, § 1835; Ord. of 6-22-98)

# Sec. 9-74. Damages to driveways, trees, shrubs, etc.

- (a) Any damage that may be done to driveways within any cemetery by any vehicle drawing monuments or any other material shall be made good by the contractor, or the expense of repairs shall be charged to the lot owner responsible for the work.
- (b) Owners and drivers of horses or motor vehicles shall be responsible for any damage done by them to trees, shrubs or lots, or for damages to any monument or other structure through their own carelessness or that of their representatives.

(Rev. Ords. 1962, § 1835; Ord. of 11-8-10(1))

#### Sec. 9-75. Authority to remove trees, shrubs or plants.

The board of cemetery commissioners shall have the right to remove any tree, shrub or plant that is detrimental to any lot or to the cemetery. (Rev. Ords. 1962, § 1834)

**Cross references:** Planting certain trees within city prohibited, § 29-1; cutting or pruning trees without permission prohibited, § 29-3.

#### Sec. 9-76. Lot owners permitted to plant flowers.

The owners of cemetery lots shall be allowed to plant flowers and shrubs on their lots under the direction of the cemetery superintendent. The employees will take reasonable care when maintaining

the cemetery grounds, but neither the city nor city employees working in the cemetery will be responsible for damage to plants or flowers.

(Rev. Ords. 1962, § 1834; Ord. of 11-8-10(1))

# Sec. 9-77. Special regulations for Lakeview Cemetery.

The particular area known as section 5 of Lakeview Cemetery shall also be subject to the following restrictions:

- (a) No monument over thirty-six (36) inches total height.
- (b) Base 2-3-5 grave lots minimum thirty-six (36) inches, maximum forty-eight (48) inches width; 5-6 grave lot minimum thirty-six (36) inches, maximum fifty-four (54) inches.
  - (c) All monuments and markers will be granite or bronze.
  - (d) All markers, including government markers, will be flush markers.
  - (e) There will be no planting of trees or shrubs in this section by lot owners.

(Ord. of 2-20-96; Ord. of 11-8-10(1))

Secs. 9-78--9-86. Reserved.

# **ARTICLE V. FUNERALS AND INTERMENTS**

#### **DIVISION 1. IN GENERAL**

# Sec. 9-87. Superintendent to have control of funerals.

All funerals shall be under the control and subject to the direction of the superintendent while in the cemetery.

(Rev. Ords. 1962, § 1839)

### Sec. 9-88. Funerals not to be held on Sunday, exception.

Interments shall not be held on Sundays except in cases of dire necessity, infectious diseases or plagues, each instance to be approved by the health officer of the city and the board of cemetery commissioners.

(Rev. Ords. 1962, § 1839)

# Sec. 9-89. Openings to be made by cemetery employees.

All openings of graves and all interments shall be made by the employees of the cemeteries under the direction of the superintendent.

(Rev. Ords. 1962, § 1839)

#### Sec. 9-90. Notice and permit required for interment.

Adequate notice of any interment shall be given to the superintendent and shall be accompanied by the burial permit issued as required by law.

(Rev. Ords. 1962, § 1839)

#### Sec. 9-91. Written order for disinterment required.

No disinterment or removal of any body shall be allowed without lawful written documentation approved by the cemetery superintendent.

(Rev. Ords. 1962, § 1839; Ord. of 2-20-96; Ord. of 11-8-10(1))

State law references: Unauthorized removal of bodies, 13 V.S.A. § 3761.

#### Sec. 9-92. Receiving vault.

During the winter season when it is not practical to make interments, bodies may be placed in the receiving vault. Charges for the use of the vault shall be set by the board of cemetery commissioners. (Rev. Ords. 1962, § 1840; Ord. of 2-20-96)

#### Sec. 9-93. Removal of bodies from vault.

Upon due notice from the superintendent that it is necessary for any reason, bodies shall be removed at once from the vault and be interred. Removal shall occur by the third Friday in May annually unless otherwise directed by the superintendent.

(Rev. Ords. 1962, § 1840; Ord. of 2-20-96)

#### Sec. 9-94. Authority of superintendent to make interment.

If, upon notice given to friends of the deceased or to the funeral director, prompt attention is not given to interment, the superintendent shall make the interment in the lot of the deceased or in the lot provided by the cemetery.

(Rev. Ords. 1962, § 1840; Ord. of 2-20-96)

### Sec. 9-95. Interment in lot which has a debt against it prohibited.

The board of cemetery commissioners shall not permit, on any pretext whatever, any interment in a lot or grave that has a debt against such lot or grave. (Rev. Ords. 1962, § 1836)

#### Sec. 9-96. Permission of lot owner required for burial of nonfamily in lot.

Persons desiring to allow the interment of bodies other than members of their own family shall give a written permit for the same signed by the lot owner or by his legal representative. (Rev. Ords. 1962, § 1836)

## Sec. 9-97. Work to cease during services.

All workers engaged in the vicinity of a burial shall suspend their labors during the services. (Rev. Ords. 1962, § 1839; Ord. of 2-20-96)

#### Sec. 9-98. Infectious diseases.

The cemetery department shall comply with all regulations and recommendations of the state health department regarding the storage and burial of bodies of individuals who have died of infectious or contagious diseases. (Ord. of 2-20-96)

# Sec. 9-99. Vault design requirements.

Every earth interment other than a burial of cremains will be made in a concrete container or bronze receptacle of 12 gauge or better in addition to the casket. The structural design and vault installation must be approved by the superintendent. All vaults must have a cover made in one piece. (Ord. of 2-20-96)

## **DIVISION 2. CREMATION GARDEN AREAS**

# Sec. 9-100. Special regulations regarding cremation garden areas.

The burial of cremated remains in the cremation garden areas shall be subject to the following regulations:

- (1) Lots will be sold, without reserve, with a deed being issued.
- (2) Only one burial in each two-foot lot will be permitted.
- (3) The cost of a lot will also include a burial fee for opening and closing the site and perpetual care.
- (4) In the interest of uniformity of style and design, the inscription will provide space for an individual name, including first name, middle initial and last name. In addition, the dates of birth and death will be inscribed in uniform style with the months abbreviated in three (3) letters and full numerical dates thereafter. No other inscription will be permitted.
- (5) The planting of shrubs, plants and flowers will be limited to the cemetery department and will not be permitted by lot holders or others.
- (6) All other rules and regulations of the cemetery will apply. (Ord. of 2-20-96)

# **DIVISION 3. BURIALS AT PUBLIC EXPENSE**

# Sec. 9-101. Special regulations regarding burials at public expense.

- (a) The board of cemetery commissioners will designate areas to be used for burials at public expense.
- (b) Only one burial is permitted per grave. The interment must comply with all other established burial procedures of the cemetery.
- (c) An application for burial in such an area must be obtained from the superintendent. On said application, the responsible parties must affirm that the deceased was a resident of the city, that there are

no assets that could pay the cost of a plot and interment, and that the deceased is not eligible under the provisions of 33 V.S.A. section 2301 for state funds to cover the cost of their burial and grave. The information provided on the submitted application must be attested to before a notary public.

- (d) Any burial in said area will be done at the convenience of the cemetery department, as determined by the superintendent.
- (e) After any interment in one of these areas, no additional marker of any kind can be installed on the plot unless the cemetery department is paid in full for the burial fee, the plot and perpetual care costs in effect at the time of the interment.
- (f) When said reimbursement is paid in full, a deed for the plot will be issued. An appropriate marker can be installed in accordance with established rules and procedures of the cemetery department.
- (g) All fees must be paid in full before any disinterment can occur. (Ord. of 2-20-96; Ord. of 5-20-02)