



February 26, 2020

Council Meeting of March 3, 2020  
Subject: Cemetery Rates, Rules and Regulations

The Honorable Mayor  
and  
Members of the City Council

Ladies and Gentlemen:

At the February Work Session, City Council was presented with recommended changes to the cemetery rates and amendments to the Rules and Regulations. The rate changes are prompted by increased costs of labor, equipment, and utilities since the last adjustment made in 2014. Additionally, the proposed rates are more consistent with other area cemeteries. The Rules and Regulations have been updated to reflect current practices and procedures. The Council concurred with the recommended changes.

Adoption of the attached resolution will approve the adjusted cemetery rates, Rules and Regulations effective April 1, 2020.

Respectfully submitted,

Mark C. Meyers  
City Administrator

GAB/sr

RESOLUTION

NOW, THEREFORE, BE IT RESOLVED that the following rate schedule and attached Rules and Regulations be adopted for the Norton Cemetery effective April 1, 2020:

Standard Grave – Resident	\$700
Standard Grave – Non-resident	\$1,200
Burial – Resident	\$650
Burial – Non-resident	\$900
Infant Burial – Resident	\$275
Infant Burial – Non-resident	\$400
Cremation Grave – Resident	\$125
Cremation Grave – Non-resident	\$250
Cremation Burial – Resident	\$250
Cremation Burial – Non-resident	\$350
Cremation Burial with Vault – Resident	\$350
Cremation Burial with Vault – Non-resident	\$425
Disinterment	1.5 times burial
Foundations	\$.50/sq. inch
Government Military Marker Installation	\$50
Engraving on Community Marker	\$40 + \$10/char.
Death date if added later	\$100
SURCHARGES:	
Weekdays after 2:30 p.m.	\$200
Saturdays	\$350/2 hours
Sundays and Holidays	Double Weekday

At a regular meeting of the City Council of the City of Norton Shores, held at the Norton Shores Branch Library, 705 Seminole Road, on the 3rd day of March, 2020 the foregoing resolution was moved for adoption by Councilmember. The motion was supported by Councilmember

Ayes:

Nays:

Abstain:

Resolution declared adopted/denied.

---

Shelly Stibitz, City Clerk



## **Cemetery**

# **Rules and Regulations**

Effective April 1, 2020  
Last Revised

Norton Cemetery  
601 Airport Road  
Norton Shores, Michigan

## GENERAL RULES AND REGULATIONS April 1, 2020

The Norton Cemetery is governed by the City Council of Norton Shores, Michigan.

1. The general care of the Cemetery is assumed by the City under the direction of the Facilities Supervisor.
2. This care includes the cutting and irrigating of the grass, the raking and cleaning of the grounds and its boundaries, and the pruning of shrubs and trees. It does not include the care of stone urns, vases, flowers, and other objects placed upon lots or graves.
3. The City is hereby empowered to enforce all rules and regulations and to exclude from the Cemetery any person violating the same.
  - A. The City shall have charge of the grounds and buildings, including the conduct of funerals, traffic, employees, lot owners, and visitors and at all times shall have supervision and control of all activities in the Cemetery.
4. It is important that there shall be strict observance of the proprieties in the Cemetery. The following actions are prohibited within the Cemetery grounds:
  - A. Loud or boisterous talking or recreational activities of any kind.
  - B. Bringing food, refreshments, or alcoholic beverages into the Cemetery or consuming them on the grounds.
  - C. Peddling or soliciting the sale of any commodity within the Cemetery.
  - D. Placing of signs, notices, or advertisements of any kind within the Cemetery.
  - E. Bringing animals, other than service animals, into the Cemetery or any of its buildings.
  - F. Bringing firearms into the Cemetery, except by a military escort accompanying a veteran's funeral or attending memorial services.

- G. Speculation on Cemetery lots or spaces is prohibited. All resales of Cemetery lots shall be administered by the City, through the office of the Facilities Supervisor. All lots purchased within a five-year period shall be bought back by the City at the original purchase price. All lots purchased during a period of more than five years may be transferred to another party or purchased by the City at the original purchase price at the discretion of the lot owner.
5. Descriptions of lots will be in accordance with the Cemetery plats which are kept on file in the Facilities Supervisor's office at the City Hall.
6. All fees or charges for services are payable to the City at the Treasurer's office, or the Treasurer's designated agent, and patrons are reminded the Cemetery employees are forbidden to accept any gratuity.
7. All grade lines are established by the Cemetery and cannot be changed by the lot owners. No lot shall be filled or raised above the established grade.
8. Standard bronze, solid natural granite, or marble are the only acceptable materials for monuments.
- A. Foundations for all stone or memorial work will be installed by the City.
- B. Mausoleums are not permitted.
- C. Not more than one marker will be placed on any one grave space. Monuments will be limited to sizes designated by Sections as follows:
- See Attachments 1 and 2
- D. Urns or vases shall be made of masonry, stone, metal, rigid plastic or composite material or approved ground plantings may be placed providing that they are placed adjacent to and in line with the length of the monument providing they do not encroach on another grave.
- E. All urns will have plants removed and turned over to prevent winter freeze and breakage before November 1<sup>st</sup> of each year. The City reserves the right to remove or dispose of any unsightly or broken urns or vases.
9. A. Purchasers of Cemetery lots will have the ground conveyed to them by a deed; the same shall state that the lot has been sold and accepted according to the rules and regulations of the Norton Cemetery and shall be recorded in the Cemetery records, giving lot and section numbers.
- B. No deed will be issued until the Cemetery lot is fully paid for.

10. Complete payment for grave openings must be received at the office of the City Treasurer or by designated agent before burials are made. The service charges for opening and closing the grave must be paid in advance.
11. The City Council shall establish a schedule of prices (herein attached) for the sale of lots and all other work performed within the Cemetery and also reserve the right to change the price for the sale of lots and all other work performed within the Cemetery grounds by resolution.
12.
  - A. The right to dig graves, establish grades, extend water mains, build foundations, and underground concrete vaults is reserved by the City. Whenever outside contractors are engaged by any lot owner to perform work on the Cemetery grounds, a permit to do such work must first be obtained by the lot owner from the Facilities Supervisor.
  - B. The right to enlarge, reduce, re-plate, or change the boundaries or grading of the Cemetery and modify, change or remove roads, drives, and walks is reserved by the City.
  - C. Should any monument or marker become deteriorated, fragmented, or become unsafe, the City shall have the right either to correct the condition, if possible, or to remove the same. The City shall make a reasonable attempt to contact the lot owner or living relatives.
13. Winter wreaths and artificial decorations or trees will be permitted between November 1 and May 1. All artificial decorations may be removed by the City immediately after May 1. All decorations from May 2 to October 31 will be in urns or vases.
14. No hanging basket(s) shall be suspended in any manner. No bench, other than a monument bench, bird bath, bird feeder, stone or wood ground cover, lawn edging, glass objects, or any other object is allowed on any grave or lot, except as provided in Section 8D.
15. Existing evergreens must be kept by the lot owner to a maximum of 36 inches in height and 24 inches in diameter. Anything allowed to grow larger will be removed. Any new plantings must be approved by the Facilities Supervisor.
16. The Cemetery grounds will be open to visitors from 8:00 a.m. until sundown, and persons wishing to conduct business at the City offices may do so from 8:00 a.m. to 5:00 p.m.
17. The City reserves the right to make exceptions, suspensions, or modifications to any of these rules and regulations, without notice, when in the judgment of the Facilities Supervisor, 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.

18. The City of Norton Shores distinctly disclaim all responsibility for loss or damage from causes beyond reasonable control and especially from damage caused by the elements, as acts of God, common enemy, thieves, vandals, malicious destructions, explosions, unavoidable accidents, riots, whether the damage be direct or incidental, other than as herein provided.

Approved by Resolution of  
Norton Shores City Council  
to be effective April 1, 2020

## ATTACHMENT 2

### MONUMENT SIZES

(Last revised 8/8/05)

Maximum monument sizes permitted:

Sections A, B, C, D, E, and F

Flush Markers	24" x 12"/single 48" x 14"/double
---------------	--------------------------------------

Single Markers	32" long 14" wide 36" high
----------------	----------------------------------

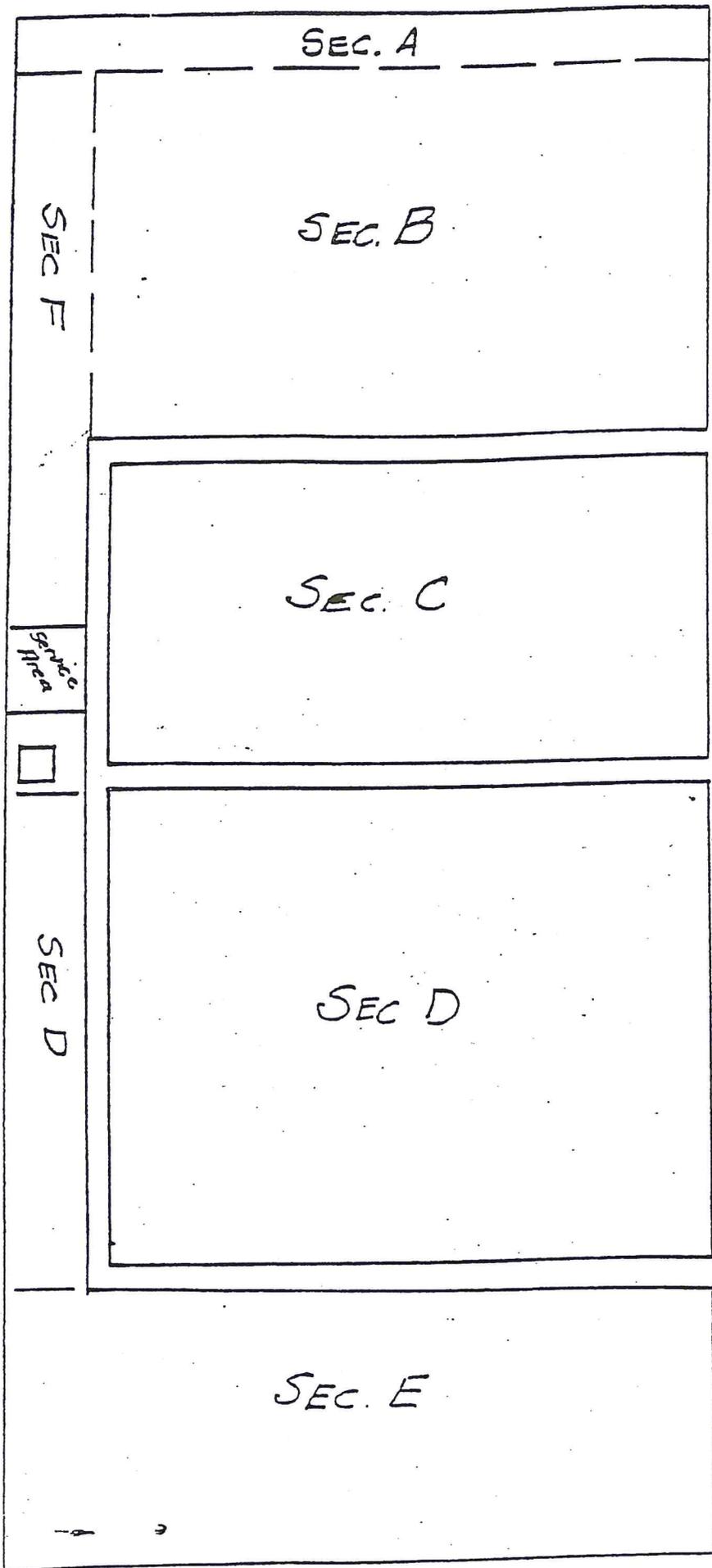
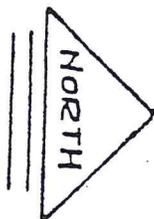
Double Markers	48" long 14" wide 36" high
----------------	----------------------------------

Triple Markers	54" long 14" wide 36" high
----------------	----------------------------------

Cremains Garden Markers

Communal Marker

NORTON SHORES  
CEMETERY



AIRPORT ROAD