



TOWN OF HERTFORD CEMETERY RULES and REGULATIONS

PURPOSE

The Town of Hertford maintains Cedarwood Cemetery and Roadside Cemetery. For the mutual protection of all purchasers of burial space therein, the following documented Rules and Regulations, and any amendments or alterations, which may hereafter be adopted by the Town Council per revision to code or fee schedules, or by change in operational procedures, shall govern the ownership, use and control of burial space. Any reference to the Rules and Regulations in the Deed of Cemetery Lot shall have the same force and effect as if these rules and amendments were described in full. In order to assure proper operation of the cemeteries, the cooperation of all owners is asked for and will be greatly appreciated by the Town of Hertford.

PROCEDURES

1. The Town Manager is responsible for appointing a Cemetery Manager whose responsibilities shall include the sale of lots, issuance and recordation of deeds, maintaining records for said lots and enforcement of all Rules and Regulations regarding the cemetery.
2. Anyone purchasing more than one plot must at the time of payment complete the Burial Work Sheet.
3. Three (3) days prior to the scheduled funeral date, the Registration of Interment form must be submitted to the Cemetery Manager. Three of those days must include at least two Town work days. **ABSOLUTELY NO INTERMENTS ARE TO TAKE PLACE WITHOUT THIS REGISTRATION AND THE CEMETERY MANAGER MARKING THE APPROPRIATE GRAVESITE.**
4. Three (3) days prior to the placement of any headstones, the Grave Marker Permit/Installation Request must be submitted to the Cemetery Manager, who will mark the accurate grave for placement of the headstone. Three of those days must include at least two Town work days.

POLICIES

5. No interment may be made unless the body is accompanied by a burial permit as provided by law.
6. The lot is to be used only for the interment of human remains.

7. Not more than one body, or the remains of more than one body shall be interred in one grave or vault without written permission from the Town of Hertford.
8. Only one upright stone will be allowed on said lot and same must be aligned with the other upright stones in the Section of which this lot is a part and must have a flange of at least six inches.
9. Foot markers, at the foot of each grave are the only other stones or markers allowed on said lot and the same must be no higher than ground level.
10. It is permissible to have two (2) cremains or two (2) small infants or one of each in one burial space. The restriction of one upright stone per grave still applies to this situation .
11. The names or inscriptions on monuments, vaults, or markers must correspond with the names and records held by the Cemetery Manager, and no changes may be made thereon except upon request of the proper parties and approval of the Town of Hertford.
12. Foundations for all monuments and markers shall be constructed by approved dealers at the costs of the lot owner. Monument foundations shall extend 6" outside the edges of the monument at all points, and shall be flush with surrounding ground.
13. No cremains shall be scattered anywhere in the cemeteries.
14. An outer burial container such as a vault liner is required for all interments including cremains.
15. Each vault must be twelve inches below ground level and covered with sufficient soil to be level with the remainder of said lot.
16. No fencing, coping, curbing, hedging, grave mounds, borders, shrubbery, tree or enclosures of any kind shall be allowed around any lots; and no walks, of bricks, cinders, tiles, stone, marble, terra-cotta, sand, cement, gravel or wood shall be allowed on any lot.
17. No shrubs, trees, bulbs or flowers shall be planted on said lot except those planted by the Town of Hertford.
18. Upon request of lot owner or his representative, frames, designs, or baskets remaining upon a lot after interment, may remain for five days after the interment, and if not removed in that time may be disposed of by the Town of Hertford without any liability on its part whatsoever.
19. Metal emblems, markers, flags and guidons are allowed on lots or graves only immediately preceding and after Memorial Day.
20. Artificial flowers will be allowed for seasonal holidays or memorials. After they become faded or unattractive they will be removed immediately by the Town of Hertford. Cut flowers will be allowed for a period of seven days, after which they will be removed by the Town of Hertford. No vases, clay pots and flower containers will be allowed to remain unused on any grave plot or lot, these articles will be removed as necessary by the Town of Hertford, as will unconventional items.

21. Perpetual care provided by the Town of Hertford shall be held to mean only the maintenance of roadways and walks, the cutting of grass upon said lots at reasonable intervals, and the pruning of shrubs and trees planted by the Town of Hertford and these things only.

If found economically necessary at any time. The Town of Hertford may limit perpetual care to that amount that can be done with the income received from the sale of cemetery lots, any investment of other funds.

22. The Town of Hertford retains control and supervision of all lots that are sold, with the purpose of preventing anything which is objectionable or injurious to a lot, adjoining lots, or the cemeteries in general.

23. The Town of Hertford will not be liable for accident or damage to headstones, vases, monuments, or mausoleums, resulting from the ordinary hazard of cemetery work.

24. Nothing may be removed from the cemeteries without the permission of the Town of Hertford, this rule being designed to discourage theft and unauthorized entrance upon lots or graves.

25. There shall be no driving over lots or lawns except by Town of Hertford employees or their contractors where necessary in the discharge of their duties. Heavy trucking is permitted only in connection with work in the cemeteries. Vehicles shall not be driven in the cemeteries faster than 15 miles per hour.

26. The Town of Hertford shall not be liable for loss or damage from causes beyond its reasonable control, including damage caused by the elements, and act of God, common enemy, thieves, vandals, malicious mischief, explosions, unavoidable accidents, invasions, insurrections, riots or order of any military or civil authority, whether damage be direct or collateral.

27. Temporary exceptions, suspensions, or modifications in these rules to avoid imposing unnecessary hardships, shall in no way be construed as affecting the general application of these rules.

28. Besides being subject to these rules and regulations, all interments, disinterments, and removals are made subject to the orders and laws of the properly constituted authorities of the Town of Hertford, The County of Perquimans and the State of North Carolina.

ADOPTED: 12/12/2022



Earnell Brown, Mayor

ATTEST:



Gina Durante, Town Clerk