

Saint Francis de Sales Cemetery

Lake Geneva, WI 53147

Rules and Regulations *

December 2017

DEFINITIONS

Platted Lot: Surveyed cemetery area in accord with Wisconsin law.

Space Owner: The individual financially responsible to sign a valid purchase contract for a burial space who has met the terms of the agreement including payment in full.

Grantee: **(Blank)**

Lot: A group of individual contiguous spaces.

Section: A designated and marked area of the cemetery separated by landscaping or road or natural topography used for grave and lot identification purposes.

Family or Financially Responsible Person: Normally a next of kin, legal guardian, biological immediate family, but may include others not meeting the above definitions.

Headstone, Monument, Footstone: Monuments erected over burial spaces, by next of kin or legal guardian of deceased members, and intended to memorialize the deceased member in accord with community standards and expectations of a Catholic cemetery.

Concrete Foundation: Poured concrete designed to support the weight of the headstone or monument, or footstone in accord with the minimum requirements.

Monument Engravings: Engravings performed by monument vendor approved by the SFDS Cemetery Committee.

Cemetery Committee: A committee of the SFDS Catholic Church Parish appointed by the Pastor from time to time composed of active members of the SFDS parish, reporting to the SFDS Pastor.

GENERAL RULES

1. Burial space owners, families and other individuals are subject to the following rules and regulations as amended from time to time.
2. Burial spaces are sold subject to these rules and regulations as amended from time to time and limited to burial of human remains.
3. Burial spaces shall be sold and conveyed to purchaser or grantee for in ground burials only.
4. Transfer of burial spaces to a grantee other than the original grantee shall be reported to the Cemetery Committee for recording. Failure to notify the Committee prohibits the new owner or family, use of the space.
5. Speed limit within the cemetery for all motor vehicles driven within the Cemetery nine (9) miles per hour.
6. Animals will not be allowed in the cemetery unless confined by a leash or halter.
7. All persons are strictly prohibited from picking any flowers or damaging any tree, shrub or plant. Marking, defacing or in any manner damaging cemetery property including any marker, monument, fence or structure is prohibited.
8. No tree or shrub or sod shall be planted, removed, or destroyed without the approval of the Cemetery Committee.
9. In accepting ownership of their burial spaces, all owners or parties interested waive any claim against the cemetery, Cemetery Committee and against St. Francis de Sales Congregation, its agents and employees for any damage or loss that may occur to their burial space or any structure thereon, or any loss of flowers or articles placed on any grave or burial space occurring as a result of any cause whatever.
10. In accepting ownership of their burial space, all owners and family members agree to comply with these rules and regulations as currently approved by the Cemetery Committee.
11. Owners wishing to make improvements to their burial space(s) must first obtain the permission of the Cemetery Committee.
12. General care of the burial space includes mowing, raking, trimming and removal of shrubs or trees and road maintenance provided by the cemetery. Work other than described above, to a burial space or grave performed by or contracted by the cemetery is the responsibility of the lot owner. All work must be paid for in advance.
13. Flowers, shrubs, trees or plantings on a burial space or grave that are not maintained by the owner or family may be removed and restored at the sole discretion of the Cemetery Committee.
14. Any fence, hedge, tree, enclosure, fixture or any other item upon any burial space or grave which violates any rule or regulation or presents a safety hazard to the cemetery will be removed at the expense of the owner or family.

15. Winter decorations are limited to holly, evergreens or artificial wreaths that may be placed on graves from October 15 through March 1 of the following year. Receptacles for flowers may be placed on graves from March 1 through October 15 of each year. Glass receptacles are prohibited and will be removed. If any person wishes to retain their items, they must be removed by March 1. Those items left at a lot or grave not complying with these restrictions will be removed.
16. Each burial space is limited to one adult. An infant child, or cremated remains may be buried on top of an adult grave. Only two cremated remains may be interred in one adult grave in separate urns in accord with Cannon Law.
17. Orders for interment must be given to the Cemetery Sexton at least 48 hours before the time of the interment. Contact SFDS church administration.
18. Funeral designs or floral pieces will be removed as soon as they become unsightly.
19. Only one monument will be permitted on a lot or grave and only one headstone will be placed on any grave. Footstones approved by the Cemetery Committee and in accord with these guidelines are permitted.
20. No marker, headstone, or monument shall be placed at any grave or burial space unless the space or lot has been paid for in full.
21. Interments will be in a concrete vault installed by a contractor approved by the Cemetery Committee.
22. Interment shall not take place on Sunday or legal holiday.
23. Hours of Visitation: Sunrise to sunset.
24. The Cemetery Committee may grant exceptions, variance and interpretation of these rules and regulations at their sole discretion.

RESTRICTIONS FOR MEMORIAL PARK SECTION

These burial spaces are maintained with a level lawn over all graves. Trees or shrubs and other plantings by the lot owner or family are prohibited. During the summer season bouquets of cut flowers may be placed in vases sunk level with the ground. In the winter months evergreen coverings and wreaths may be placed on the graves. Plant urns, or potted plants are prohibited. Above ground monuments are prohibited. Headstones and footstones must be made of material approved by the Cemetery Committee .

HEADSTONE AND MONUMENT REQUIREMENTS

Erection of a monument, head or foot markers

1. Owners of burial spaces which have been paid in full acquire the right to have a monument erected on their space subject to all conditions, rules and regulations in force, or which may be hereafter enacted from time to time by the Cemetery Committee.

2. Headstones and monuments both natural and manufactured require a granite foundation cap, separate from the concrete foundation.
3. Family names may appear on front and back of the monument, but only if professionally cut.
4. Lot corner markers are prohibited except those placed by the cemetery.
5. Head or foot markers must be level with the contour of the ground and no larger than twenty-six (26) inches wide by twelve (12) inches long.
6. Headstone and monument concrete foundations will be not less than eighteen (18) inches deep.
7. Head or foot flush markers will identify only one grave lot. Foundations will extend at least four (4) inches on all sides from the monument base or headstone.
8. Existing space owners now having monuments on their space that include space for flower vases or urns placed in or on the foundation are exempt.
9. Concrete foundations must be installed by vendors selected by the Cemetery Committee. Lot owners may not install a foundation unless approved by the Cemetery Committee.
10. The monument or headstone vendor is responsible for both the actual monument/headstone and the foundation granite cap. Any deviation from Cemetery Committee policy, poor workmanship, or utilization of improper materials, must be corrected at the expense of the monument vendor. Burial space/lot owners may not install their own monuments or foundations.
11. Veterans' Flag Holder - a flag holder may be placed in the foundation by means of a 1/2" pipe. The flag holders should be placed near the right rear corner of the foundation. This will make all veterans markers removable.
12. In the case of damage to a monument/headstone the Cemetery Committee will notify family members in writing. If all attempts fail to contact a family member, then the Cemetery Committee at their discretion will either repair or remove the monument/headstone. In the case of removal, the monument/headstone will be replaced with a standard flush marker.
13. Headstone and Monument Engraving: The Cemetery Committee must approve engravings prior to the work being performed. Monument vendors are expected to exercise discretion in the type and wording of memorials in accord with community norms and expectations of a Catholic cemetery. The Cemetery Committee may prohibit any wording, symbols or other characters that in their sole discretion deviates from this expectation.

LABOR PERFORMED ON CEMETERY GROUNDS

Labor performed on cemetery grounds must be done with permission of the Cemetery Committee and under the auspices of the groundskeeper. Any person requesting permission to perform work of any kind must explain either in writing or in person, at a Cemetery Committee meeting the nature and extent of work desired. If deemed advisable by the committee will then instruct the groundskeeper to coordinate with the owner to have work accomplished. All work accomplished and expenses

involved beyond normal maintenance will be borne by the lot owner. Labor performed by the cemetery must be paid in advance.
Exceptions or variance to these rules and regulations may be granted by the Cemetery Committee based on safety or equivalency.

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