

**PIERCE TOWNSHIP, CLERMONT COUNTY, OHIO**

**COLUMBARIUM RULES AND REGULATIONS**



**PIERCE TOWNSHIP CEMETERY**

**Resolution # 2021-012**

# Pierce Township Columbarium Rules and Regulations

## VISITATION

1. Visitors to our cemeteries are welcome. Every courtesy will be extended to cemetery visitors who conduct themselves with appropriate decorum. Please remember that a cemetery is the last resting place of the departed, and the dignity and tranquility of the cemetery must be preserved and protected.
2. At all times children must be under immediate and strict adult supervision. Children are not permitted to play on cemetery grounds.
3. Pets are not permitted in the cemeteries with the exception of service animals.
4. Vehicles must enter and exit the cemeteries only through the gates designated for those purposes.
5. No person is allowed to drive, ride or park on any part of the cemetery grounds except on roadways provided. The speed limit is 10 mph. No driving or parking on walking trails.
6. Refuse receptacles are provided and so marked for visitors to discard and deposit trash. Your cooperation is respectfully requested in helping to keep the cemetery neat and clean.
7. Visitors are prohibited from removing flowers, decorations, or other objects from graves other than those of their relatives unless under the direction of the Service Department Director.
8. All persons are prohibited from plucking any flowers (either wild or cultivated), breaking or injuring any tree, plant, or shrub. All persons are prohibited from defacing, breaking or removing any monument, vault or other structure.
9. The Township is not responsible for any accident which may occur on Township cemetery property. Persons within the cemetery should exercise caution while walking over the grounds because of irregularities in grading. Extreme caution should be used when around the pond areas.

## PURCHASE OF NICHE

1. Available columbarium niches may be purchased by appointment only at Pierce Township Administrative Offices located at 950 Locust Corner Road ((513) 947-2021). Columbarium Pre-Need/Purchase Agreement to a niche is not a real estate purchase, but simply a right to inter someone in the Columbarium Niche. All land in the cemetery remains the property of Pierce Township. Mere possession of a Columbarium Pre-Need/Purchase Agreement does not automatically convey burial rights.
2. Prices are listed on the Cemetery Rate Schedule and are subject to change.
3. A resident (that is someone who lives on a property in Pierce Township), who purchases a niche for someone else, must complete a Burial Rights Transfer form. Pierce Township requires two proofs of residency (driver's license, utility bill, property tax bill, etc.) at the time of purchase.
4. Upon the death of the recorded owner, the control of the unused or undesignated niche(s) shall go to the legally designated beneficiary(s). Proof that a person is the legally designed beneficiary will need to be provided to the Township in a reasonably satisfactory form. If there is no beneficiary, it will follow the natural order of spouse of deceased, then to children of the deceased.
5. Persons wishing to donate an unused niche may do so. All such niches will be resold to the public or used as the Service Director sees fit.

6. Niche(s) cannot be resold except back to Pierce Township, subject to the approval of the Board of Trustees and at the original purchase price. Pierce Township reserves the right of refusal to re-purchase.
7. Columbarium Pre-Need/Purchase Agreement absolutely cannot be sold or transferred by private arrangement. All transfers of Columbarium Pre-Need/Purchase Agreements **must** go through Township offices.

## **INURNMENTS**

1. A "Burial-Transit Permit" for the deceased person must be provided by the funeral home. The Township may require the ~~lot-recorded~~ owner to sign a "Permit for Burial" in certain circumstances.
2. Inurnment arrangements must be coordinated through the Pierce Township Administrative office a minimum of thirty-six hours before interment. Pierce Township Administrative Office phone # is (513) 947-2021 to receive a confirmation of interment arrangements.
3. Inurnments are done Monday through Saturday from 7:30 a.m. to 3:00 p.m. Late arrivals will be charged an overtime fee as shown on the current Cemetery Rate Schedule. No inurnments are to be scheduled on Sundays, holidays or holiday weekends.
4. Charges for services are shown on the current Cemetery Rate Schedule. All charges must be paid 24 hours prior to inurnment.
5. The sprinkling of ashes on the cemetery property is not permitted.
6. No inurnment of any other person than the ~~grave-recorded~~ owner or their heirs may be made without a Burial Rights Transfer form signed by the owner or heirs provided to the Pierce Township Administrative Office before inurnment is scheduled.
- ~~7. All inurnments of cremains must be placed in a concrete vault deemed acceptable by the Service Department Director. The size of the container shall not exceed the dimensions of the niche. The cost of the concrete vault is as shown on the current Cemetery Rate Schedule.~~
- ~~8.7.~~ Only Township employees or agents under the supervision of the Service Department Director are allowed to inter cremains in a niche.
- ~~8.~~ The maximum of two (2) cremains will be allowed per niche.
- ~~9. The maximum size of an urn shall be 6X6X6.~~
10. Cemetery personnel or designated contractor shall exercise due care in making a disinterment, but shall assume no liability for the damage to any niche, outer container or their contents incurred while making the disinterment or removal.

## **MARKERS/ENGRAVING/DECORATIONS**

1. Placing of items using tape, glue stickers or wires is strictly prohibited.
2. No items or decorations are allowed on the Columbarium. Any such item placed may be removed at the discretion of the Service Department Director without notice.
3. All Columbarium cover engraving will be done by a Township approved contractor using a specific font and size to maintain a consistent appearance. A Columbarium memorializing form must be completed. On a pre-need service, the memorial plaque is not ordered or installed until the person deceases.
4. No planting of any vegetation (flowers, trees or shrubs) is permitted around the columbarium.
5. Glass containers, shepherd rods (hooks), trellises, fencing, etc. are not permitted and will be removed without notice.

6. The Township reserves the right to prevent the placement of any floral designs, structures, and objects of any kind in the cemetery, if in the judgment of the Service Department Director, they shall be deemed injurious to the general good appearance and maintenance.

## **MAINTENANCE AND ENFORCEMENT**

1. Cemetery maintenance work and other related labor may be performed only by Township employees or by duly authorized agents. All work shall be performed under the supervision of the Service Department Director.
- ~~2. The Township shall have the right to remove any tree or shrub situated on any lot that is deemed to be dangerous, detrimental or inconvenient, provided the owner shall first have due notice if possible, to locate the owner.~~
- ~~3.2.~~ Employees of the Township are charged with the responsibility of enforcing ~~cemetery~~ Columbarium Rules and Regulations.
- ~~4.3.~~ Anyone violating the ~~cemetery~~ Columbarium Rules and Regulations contained herein is subject to loss of visitation privileges and to legal prosecution.
- ~~5.4.~~ Pierce Township shall endeavor to keep the cemetery grounds secure to every extent practical but the Board, any employee or any other agent of the Township very not be responsible for any items that are stolen or vandalized, other than property owned by Pierce Township.
- ~~6.5.~~ In the event that a Pierce Township employee or agent damages a ~~niche grave marker or monument~~, Pierce Township will repair the damage. However, Pierce Township will not be responsible for any article placed at a ~~gravesite~~ Columbarium, or within the cemetery that is not a grave marker or monument established or associated with the gravesite or niche.
- ~~7.6.~~ Any item placed in the cemetery that is inconsistent with these rules and regulations, or that has not been approved by the Board shall be removed without notice. No signs, notices or advertising of any kind shall be allowed within the Cemetery except those placed by the Township.
- ~~8.7.~~ It shall be unlawful for a person to engage in the activity of geocaching and letterboxing on cemetery grounds.

## **OPERATION**

The cemeteries are operated by the Board of Trustees of Pierce Township, Clermont County, Ohio, under the direction of the Service Department Director. They are operated in conformance with the laws of the State of Ohio, and in accordance with the appropriate principles of good conduct which the Trustees believe should govern the operation of cemeteries.

Cemetery records are maintained at the Pierce Township Administration Building, 950 Locust Corner Road. Information and assistance regarding burials, deeds, transfers, etc. is available at this office (Phone # 513.947.2021). Office hours are 8:00 a.m. to 4:30 p.m. Monday through Friday (except holidays). Cemetery visitation hours are from sunrise to sunset. All violations of these rules are subject to a penalty consistent with the Ohio Revised Code.

The Township reserves and shall have the right to correct any errors made by the Township employees in making interments, disinterment or removals, or other related cemetery work. In the event any inurnment is made in a niche other than the niche in which such cremains should have been placed,

whether through fault of the Township or otherwise, the Township shall have the right to disinter and transfer such cremains to the niche in which they should have been placed.