

Barstow Cemetery District

Rules And Regulations

A. DEFINITIONS - As used in these regulations the following terms shall have the followings meanings:

1. "Board" shall mean the Board of Trustees of the Barstow Cemetery District.
2. "District" shall mean the Barstow Cemetery District.
3. "Site Owner" shall mean one who has purchased property rights.
4. "Interment" means the disposition of human remains by burial in a cemetery or, in the case of cremated remains, by inurnment, placement, or burial in a cemetery.
5. "Interment Right" Throughout these "Rules and Regulations", the terms Interment Right and Burial Right are interchangeable.
6. "Site/Plot" as used herein means the in-ground burial space or niche for the interment of human remains.
7. "Scattering Site" An area within a cemetery designed to facilitate the scattering of ashes within a communal and not specifically identifiable location.
8. "Markers" (flat, single, or companion) as used herein means any professionally produced plaque used to mark the in-ground location of an interment.
9. "Niche" shall mean the receptacle or space in a wall or bank of spaces for the purpose of inurnment of cremated human remains.
10. "Niche Face" means the cover plate over the space that the cremated remains reside within.
11. "Niche Shutter" is the interior cover plate to aid in weather protection.

B. CARE OF SITES AND CEMETERY GROUNDS - Absolute control of the Cemetery grounds in every situation is vested in the Board. Site owners and others are entitled only to such privileges within the grounds as are provided by these Rules and Regulations. Subject to the control of the Board, the following are the rules regulating the general care of the sites, niches, and Cemetery grounds.

1. Interment rights in the Cemetery are conveyed for interment purposes only.
2. The Cemetery visiting hours shall be sunrise to sunset daily.
3. Every person entering onto the Cemetery shall be responsible for his or her own safety and shall exercise caution and care. The District, its Board, all individual members of said Board, the General Manager and all other personnel of the District shall not be responsible for injury or damage suffered by any persons, including children, in their use of the Cemetery grounds. Any person visiting the Cemetery shall do so at his/her own risk.
4. All children must be accompanied and supervised by an adult. All animals must be on a leash, and owners must pick up all its waste.
5. No person not employed by the District shall plant, maintain, or adorn any trees, shrubs, or flowers on the Cemetery grounds. The General Manager or any authorized District personnel may remove any trees, shrubs, plants, or vines as deemed necessary.

6. No person not employed by the District shall gather flowers or trespass on any site of which he or she does not hold the interment right. All persons shall confine themselves to the roadways, paths and areas provided for public use within the Cemetery grounds, except when accessing a particular plot or niche.
7. Unserviceable displays will be removed at the discretion of the District Manager.
 - a. Flowers (real or artificial) may be placed in appropriate containers (vases) on the site. Glass containers, tin cans, cinder blocks, bricks and other inappropriate vessels are not to be used as vases on a site. Unauthorized containers will be removed and disposed of by District personnel.
 - b. All Christmas decorations will be removed and disposed of by District personnel after January 15th each year.
 - c. Birthday decorations shall not include mylar balloons or confetti. Birthday decorations will be left up for the day and taken down after. All birthday decorations must be in accordance with all other rules and regulations, or they will be removed from the site immediately.
 - d. Items allowed on a full interment site shall be limited to twelve (12) in number and anything less than a full body site shall be limited to six (6) in number. Items can be no more than 24" high, and there shall be no flames (i.e. candles, combustible materials, fireworks, or sparklers), no turf, no gates, and no rocks around markers or grave sites. The District is not responsible for the damage, loss, or upkeep of any personal items.
 - e. Noise admitting (i.e. music playing, sound effects, or chiming) decorations are prohibited and will be removed immediately from any site.
 - f. Maximum height allowance for use of solar lights is 24".
 - g. Balloons may be used at a service but cannot be left on the property.
 - h. No food or drink items may be left on the site.
 - i. Any items considered a safety hazard or maintenance obstruction to the grounds, plots, or person will be removed by the District.
 - j. No decorations will be placed in the openings or spaces of niches. Nothing shall be attached to a niche, other than the Cemetery authorized plaque. No decorations shall be added to the scattering sites.
 - k. The Board reserves the right to remove from all sites any items, including markers, headstones, monuments, or structures, which may conflict with the Rules and Regulations.
 - l. No person not employed by the District shall remove any earth or in any way damage the Cemetery grounds or place or pour sand, gravel, rocks, cement, or any metal of any kind on the Cemetery property.

C. MARKERS - Markers, as well as their placement and installation, must conform to the Rules and Regulations of the District. Any variation to this policy must be approved by the Board of Trustees. Variance requests must be submitted to the Cemetery office in writing.

D. SITE MARKERS - The following regulations govern markers in the Cemetery:

1. All memorial markers shall be installed by Cemetery personnel.
2. Markers must be made only of GRANITE, MARBLE, or STANDARD BRONZE.
3. Either a marker or a medallion provided by the Department of Veterans Affairs are required on every Veteran in the Veterans Section (V6).
4. The next of kin or person responsible for the remains of the deceased must obtain a permanent marker, to include the full name, date of birth and date of death. The marker should be made available for placement by Cemetery personnel within one year from the interment date. Any additional verbiage, photos, symbols, etc. other than the Cemetery requirements shall be reviewed and approved by the Planning Task Force, a subsidiary of the Board of Trustees, PRIOR to ordering the marker. If the additional items are deemed unfit, the family may request to be heard by the Board of Trustees at a regular Board meeting at which the Board will vote on the request/action. The request has to be submitted to the District at least 10 days prior to the regular Board meeting posted date.
5. If at any time the next of kin chooses to remove an existing marker and replace it with a new marker, without an interment, the fee is calculated by the design. (E.g., removing a flush marker is \$350 and setting a new flush marker in its place is \$350, making the total \$700).
6. Setting of any markers on a site prior to an interment is prohibited.
7. The District disclaims all responsibility for breakage of existing markers if such should occur.
8. No items other than Veterans flags will be allowed on unmarked gravesites.
9. Memorial markers hereafter shall be limited to the following size examples:

Flush Markers

Single:	24" W X 12" L	Single Setting Fee: \$350.00
Cremation:	9 1/2" W X 12" L	Cremains Setting Fee: \$200



Example of a "Single Flush" marker

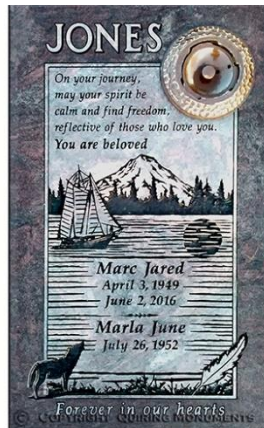
Companion Markers

Double Site with Companion:	36" W and up to 14" L	Double Site Companion Setting Fee: \$450.00
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Example of Double Site Companion Marker

Single Site with Companion or Double Depth: No wider than 24" and up to 24" L Single Site
Companion Setting Fee: \$450.00



Example of single Site Companion Marker

- E. INTERMENTS** - Site owners, morticians and other authorized persons shall comply with the following regulations:
1. No additional remains may be added if the initial person interred does not have an authorized marker.
 2. Fees must be paid in full prior to services.
 3. Interments will not be scheduled on a Sunday or a holiday.
 4. Interments will normally be made after 9:00 a.m. and prior to 1:00 p.m., Monday through Friday.
 5. The scheduling of a date and time for an interment must be made through the Cemetery office at least forty-eight (48) hours in advance of the desired interment time.
 6. An ORDER FOR INTERMENT form must be signed by a member of the family of the deceased or the respective authorized agent prior to the time of service.

7. Interment burial rights may not be sold or transferred by the owner to any other individual or group of persons. Rights may be re-assigned within a family only through the Cemetery office.
8. The District shall not set aside a designated "indigent" interment section in the Cemetery.

IN-GROUND INTERMENT

9. Visitors desiring to be present during the closing of the site, must remain 15 feet from the site for their own safety. Cemetery personnel are to discontinue operating equipment anytime this distance is not maintained or anytime, in their judgment, the safety of a visitor is in jeopardy. After a vessel is completely lowered, visitors may place flowers or soil into the opening.
10. **One (1) cremains per site will be allowed in a cremation ground site. Three (3) cremains OR two (2) cremains and one (1) full burial may be interred in one (1) adult grave – MUST be family members or registered domestic partners (as defined in California Family Code Section 297). An infant site may have an additional cremation, but the person must be immediate family - mother, father, sister, or brother. Everyone in the site must have their own marker or two (2) per companion marker. Additional fees would include an individual vault, open and closing of the site, marker setting fees, and Endowment Care fee per soul.**
11. Vaults must be used for all full-body casket interments and in-ground cremains interments. Please be advised that standard full-body caskets cannot exceed dimensions of 29" wide by 84" long by 25" high, including all handles, attachments, and other decorative elements. If a casket exceeds these dimensions, the Barstow Cemetery District must have no less than ten (10) business days notice to order a vault that will accommodate larger caskets. There is an additional charge for larger vaults. *****Failure to provide at least ten (10) business days notice of oversized caskets will result in the burial service being delayed.*****
12. Section / Block V6 is designated as the Veterans section. Burials therein are limited to U.S. Veterans and their spouses.
13. Section / Block V6-2 will be designated for Veterans only cremations. No Veteran spouses will be included in this section.

COLUMBARIUM

1. All niche compartments will accommodate up to two (2) cremated remains. No more than two (2) sets of cremated remains are allowed in a single niche and MUST be family members or registered domestic partners (as defined in California Family Code Section 297). The interior of the niche compartments measures approximately 12" x 12" x 12".
2. Cremation urns must meet columbarium size requirements to be placed in the niche compartments.
3. Urns are not to be opened on Cemetery grounds.
4. All niche plates will be provided and installed by the District, which are cast from standard bronze, 8" wide by 4" high. Veterans' markers for a niche will be obtained from the VA. Inscriptions on niche plates must include first name, middle initial, last name, date of birth, and date of death. Additional verbiage may be included with approval of the General Manager. The dates of birth and death must be in one of the following formats: **January 1, 1900 – December 1, 2000, or 1900 – 2000.**

5. No items other than the memorial marker (niche plate) may be affixed, either temporarily or permanently, to the niche face. Any items found so affixed will be immediately removed and disposed of by District staff.
6. On the day of inurnment, Memorial Day, and the occupant's birthday, flowers may be placed on the concrete sidewalk in front of the niche. Such flowers shall be removed by the District staff by the close of business the following day.
7. Due to safety precautions, no items (including flowers) are to be placed on top of a columbarium. Flowers or any items placed on top the of columbarium will be immediately removed and disposed of by District staff.
8. Flowers are not to be affixed in any fashion to the niche face and violations will be immediately removed by District staff.

MEMORIAL WALL

1. All memorial wall plates will be provided and installed by the District, which are from standard bronze, and will be 14" wide by 2" high. Inscriptions on memorial wall plates will consist of first name, middle name or initial, last name, titles, date of birth, and date of death.

SCATTERING BOX

1. No items may be left at a scattering box.

F. DISINTERMENT - *Must follow all CA Health and Safety Codes 7500-7900; see attached*

1. Per the California Health and Safety Code, unless ordered by a court, disinterments will be at the discretion of the Board. District personnel will open the site and raise the contents. The District shall not be responsible for any damage to the urn, vault, liner, casket, or remains.
2. District personnel are not permitted to open an urn or casket under any circumstances.
3. Due to possible contaminants present, a liner or vault removed during disinterment must be destroyed and disposed of as soon as possible by Cemetery personnel.
4. Once disinterment has begun, if for any reason it needs to be halted, there will be no refunds issued.

G. LEGAL PROVISIONS - In addition to the provisions established by law for the operation of the District's Cemetery, the following rules and regulations shall apply:

1. Interment in the District's Cemetery shall be limited in accordance with Section 9060 of the California Health and Safety Code. For these Rules and Regulations, members of the family of a resident who purchases a Family Interment Right are defined as grandparents, parents, spouse, brothers/sisters and their families, children or grandchildren, adopted children, stepchildren and stepparents or a registered domestic partner (as defined in California Family Code Section 297).
2. A Certificate of Burial Rights will be issued at the completion of payment of the interment contract, which includes the site, Endowment Care fees, opening and closing of the site, the marker setting fee, and any applicable fees. Members of purchaser's family as defined in the California Health & Safety Code would be recognized by the Board, whether said assignment is made during their lifetime, by will, or acquired by inheritance. If a Burial Rights holder has no longer a need for the purchased site, they may only sell their acquired rights to the Cemetery District for the original purchase price paid, less the Endowment Care fee, if

paid. Sites cannot be sold or bought from an outside broker and must be reconveyed to the Barstow Cemetery District. ENDOWMENT CARE FEES ARE ALWAYS NON-REFUNDABLE.

- H. **LIABILITY** - The District, its Board, all individual members of said Board, the General Manager and all other personnel of the District shall not be responsible for injury or damage suffered by any person, including children, in their use of the Cemetery grounds. Any person visiting the Cemetery shall do so at his/her own risk.
- I. **STATEMENT - RULES and REGULATIONS** - All Rules and Regulations previously adopted inconsistent with the foregoing are hereby repealed.
- J. **STATEMENT- VOTING POLICY**- Rules and Regulations shall be discussed and voted on annually at a regular Board meeting before the new fiscal year to stay current and relevant.

PASSED, APPROVED, and ADOPTED, by the BOARD OF TRUSTEES of the BARSTOW CEMETERY DISTRICT at its regular meeting held at the Cemetery office on _____.