

## St. John's Concord Cemetery Rules and Regulations

The following rules and regulations have been established by the ad hoc Cemetery Committee with approval of the Vestry of St. John's in order to maintain the beauty and serenity of St. John's Cemetery and for the mutual protection of lot owners and the cemetery as a whole.

Copies of these Rules and Regulations are to be issued to families of the deceased when interment is requested and when lots are purchased.

### DEFINITIONS

**BASE.** Optional stone above-ground member supporting the monument and composed of the same material, i.e. granite or marble.

**CEMETERIAN.** Cemetery manager or supervisor. Person or persons appointed by the Parish to administer the Cemetery. Call the Parish Office [(610)459-2994] for contact information. Gratuities to Cemetery Personnel are not permitted.

**CEMETERY.** A burial park for earthly interment of human remains.

**CERTIFICATE OF RIGHT TO BURIAL.** The original conveyance given by the Cemetery to the original purchaser. It will show their name, price paid and location of the lot.

**FOUNDATION.** Poured concrete subsurface slab beneath the optional base or the monument itself, used to improve the stability of the memorial over time.

**GRAVE.** A space in St. John's Cemetery of 4' x 10' for casket burials and 3' x 3' for cremation remains burials.

**INTERMENT.** Permanent disposition of the remains of a deceased person by burial.

**LOT.** See GRAVE.

**MARKER.** A memorial flush with the ground.

**MEMORIAL.** A monument, marker, tablet, head stone for family or individual use.

**MONUMENT.** A tombstone or memorial of granite or marble which shall extend above the surface of the ground.

**VAULT.** A concrete liner for casket graves.

### CEMETERY

St. John's Cemetery is comprised of three sections. Section I by the driveway is to all intents and purposes closed. Section II below the Bell Tower currently in use for casket burials. Section III, a strip of 3' x 3' lots along the Rectory edge of Section II is currently in use for the burial of cremation remains.

## **BURIAL RIGHTS**

Deeds to establish the right of burial are granted by purchase or transfer. The full purchase price must be received by St. John's, usually the Cemeterian, prior to or upon the granting of the deed.

Deeds may be transferred to another person either by sale or by inheritance. The transfer of the deed must be approved by the Vestry. A Transfer Fee will be established by the Vestry.

St. John's has the right to buy back an unused grave for its original purchase price upon submission of the relevant Deed

## **PERMISSION FOR INTERMENT**

Permission for interment must be granted by the present Cemeterian, or his assistant, who will mark the grave and arrange for excavation with the authorized grave digger. Requests must be received at least 48 hours before planned interment.

A grave may only be opened upon presentation of proper evidence of right of burial, i.e. a deed.

The Cemeterian must be informed as to whether there is intention for the grave to hold one or two caskets vertically so that a liner of the proper depth will be installed, at an additional cost to the owner.

Up to four cremation urns in addition to or instead of casket burials are permitted in a 4' x 10' grave. Up to two cremation urns are permitted in a 3' x 3' grave.

## **TIME OF INTERMENT**

Interment may be made on weekdays between the hours of 9 AM and 3 PM and Saturdays between the hours of 9 AM and Noon. Extra charges apply after these hours. Also, there may be extra charges for the removal of frozen ground, rock and snow removal. No burials will be done on Sundays or legal holidays. The full opening and closing fee must be received by St. John's no later than the interment.

## **AGENT**

The Vestry of St. John's has selected one firm to be responsible for grave openings and closings. That firm may be contacted through the Cemeterian.

The Cemeterian and his assistant have charge and care of the Cemetery, the selling of lots, keeping of records of all interments, layout of lots for excavation, communications with the grave digger, and communications with those seeking genealogical information.

### **STONES AND LINERS**

Grave markers will consist, from top to bottom, of a memorial stone, an optional base, and a below ground foundation. No headstones, bases or markers will be permitted except those of granite, marble, and standard bronze.

Please refer to APPENDIX I for maximum permitted dimensions and to APPENDIX II for information on free Veterans' markers.

A concrete liner is required for casket graves and will be arranged with the vault company by a Funeral Director.

### **PERPETUAL CARE**

St. John's provides for the care of the entire Cemetery. A Grave Landscaper is retained for this purpose.

Perpetual care will include but not necessarily be limited to the following: Mowing; "weed whacking"; removal of flowers and items not permitted by these rules; seeding, and leveling of graves where necessary after a reasonable time to settle; removal of storm debris and trash, and such other maintenance as may be necessary to keep the Cemetery presentable at all times.

Seeding will proceed soon, but no later than one month, after the interment. Exceptions may be made in the winter and we may postpone seeding until the spring.

Excavations and augmentations of soil are not permitted except by the direction of the Cemeterian.

### **FLOWERS**

Flowers are welcome and may be placed at the head of the grave or in front of the base of the head stone only. Potted plants must be left in pots so that they may be removed during mowing

A maximum of two pots are permitted. Decorations should be placed giving consideration to their surroundings.

## **PROHIBITED ITEMS**

Include shrubs, trees, ground cover, individual plantings, or other in-ground plantings, plastic flowers, stuffed animals, fences, or other ornamentation.

Exceptions are Veteran's flags and holders, also optional corner stones used to define the grave space.

Items not complying with these Rules and Regulations will be removed by Cemetery personnel without prior notice.

## **REMOVAL OF FLOWERS AND DECORATIONS**

Flower removal will be scheduled as follows:

<b>Event</b>	<b>Removal date</b>
Funeral flowers	When wilted, usually within one month
Christmas	January 15
Easter	Within one month.
Memorial Day	July 1
Other flowers	September 1 and December 1

## **CONTACTS**

Those with questions or concerns regarding the administration of these Rules and Regulations should contact the Cemeterian or another member of the Cemetery Committee.

### **St. John's ad hoc Cemetery Committee**

Rev. Dr. John Sorensen (Rector), (610) 459-2994  
David Lawrey (Cemeterian), (610) 459-5642  
Joseph Luttrell (Assistant), (610) 459-2681  
Barry Ersek (Vestry Grounds Chair.), (610) 459-4051

## **VESTRY APPROVAL**

Approved by the Vestry of St. John's at their regular meeting on November 17, 2010.

## APPENDIX I

### Monument specifications for a 4' by 10' casket (whole body) grave

**Head stone:** Maximum dimension (measured as you look at the stone, standing in front of the grave) for a single lot grave: 3' wide, 1' deep and 4' in height.

Max dimension for a double (two side by side) graves: 5' wide, 1' deep and 4' high.

**Base Stone,** this optional stone is usually the same material as the head-stone, should be no smaller in width or length than the headstone. Each headstone requires a separate base when a base is used.

**Foundation:** Usually Poured Concrete. Width and Length must be as large as the stones to be placed on top. Minimum depth in ground should be sufficient to support weight above, usually 30".

## Monument specifications for a 3' by 3' cremation urn grave

**Head stone:** The headstone/marker permitted on a cremation grave is always flat. Maximum dimension for a single flat cremation grave marker: 2' wide, 1' deep and 4" in height. Maximum dimension for a double (two side by side) graves: 4' wide, 1' deep and 4' high.

**Base Stone** are not usually deployed on a cremation grave. This optional stone is usually the same material as the head-stone, should be no smaller in width or length than the headstone.

**Foundation:** Usually Poured Concrete. Width and Length must be as large as the stone to be placed on top, which is normally 1' by 2'. Minimum depth in ground should be sufficient to support weight above, usually 24" for a flat stone.

## APPENDIX II

### Headstones and Markers for Veterans

for an inscribed headstone or marker for their grave at any cemetery -- national, state veterans, or private. VA will deliver a headstone or marker at no cost, anywhere in the world. For certain veterans whose deaths occurred on or after November 1, 1990, VA may provide a government headstone or marker even if the grave is already marked with a private one. Spouses and dependent children are eligible for a government headstone or marker only if they are buried in a national or state veterans cemetery.

Flat markers are available in bronze, granite or marble. Upright headstones come in granite or marble. In national cemeteries, the style chosen must be consistent with existing monuments at the place of burial. Niche markers are available to mark columbaria used for inurnment of cremated remains.

Headstones and markers previously provided by the government may be replaced at the government's expense if badly deteriorated, illegible, vandalized or stolen. To check the status of an application for a headstone or marker for a national or state veterans cemetery, call the cemetery. To check the status of one being placed in a private cemetery, call 800.697.6947.

*Inscription:* Headstones and markers must be inscribed with the name of the deceased, branch of service, and year of birth and death. They also may be inscribed with other markings, including an authorized emblem of belief and, space permitting, additional text including military rank; war service such as "World War II;" complete dates of birth and death; military awards; military organizations; civilian or veteran affiliations; and words of endearment.

**Private Cemeteries:** To apply for a headstone or marker for a private cemetery, mail a completed VA Form 40-1330. Application for Standard Government Headstone or Marker, and a copy of the veteran's military discharge document to Memorial Programs Service (41A1), Department of Veterans Affairs, 5109 Russell Rd., Quantico, VA 22134-3903. The application and supporting documents may also be faxed toll free at 1-800-455-7143.

Instead, one may apply to Delaware County Veterans' Affairs, Government Center G7, 201 W. Front Street, Media, PA 19063. Telephone (610)891-4646.

Before ordering, check with the cemetery to ensure that the additional headstone or marker will be accepted. Any placement fee will not be reimbursed by VA.

"In Memory Of" Markers: VA provides memorial headstones and markers, bearing the inscription "In Memory Of" as the first line, to memorialize those whose remains were not recovered or identified, were buried at sea, donated to science or cremated and scattered. Eligibility is the same for regular headstones and markers. There is no fee when the "In Memory

Of" marker is placed in a national cemetery. Any fees associated with placement in another cemetery will not be reimbursed by VA.

Source: <http://www.veteranprograms.com/index.html>

### **APPENDIX III**

#### **Grave Flags for Veterans**

Veterans' organizations renew or supply permanent flags for Veterans' graves. American Legion Post 926 [(610)494-9711] of Aston supplies the flags for graves of veterans buried in St. John's Cemetery.