

“APPENDIX A”

RULES AND REGULATIONS

PER SPRING CITY ORDINANCE 7-4-11

BASIC GUIDELINES FOR MEMORIALS, MONUMENT/HEADSTONES OR LOT OR BURIAL SPACE SPACES

1. The city does not wish to unnecessarily interfere with a family's choice of memorialization. However, in justice to the other lot or burial space owners and to preserve the beauty and harmony of the cemetery, the city reserves the right, after having given written notice, to remove any structure or object that it deems injurious to the general appearance of the grounds. The city further reserves the right to approve or reject any proposed memorial or monument/headstone.
2. It is the responsibility of anyone erecting, placing, or removing any monument/headstone, or those employed in erecting, placing or removing monument/headstones, memorials, planter boxes, vases or other structures or additions to existing monument/headstones, to obtain consent and directions from the Sexton or the cemetery staff prior to any work being performed.
3. A Work Order noting the proper name, legal description, exact location on lot or burial space, material construction, size, number of pieces, and direction of the monument/headstones front. This work order must be filled out and given to the cemetery staff *PRIOR* to any work being performed.
4. Anyone erecting, placing or employed in erecting, placing or removing monument/headstones or other structures, or bring materials into the cemetery for the erecting or placing of monument/headstones will, as to the city, be operated as an independent contractor subject to the supervision of the cemetery Sexton or cemetery staff.
5. At the City's convenience, all monument/headstones will be inspected for proper location. Any monument/headstone misplaced will be the responsibility of the person or persons that erected said monument/headstone to the proper location within 30 days of written notification by the cemetery staff. If said monument/ headstone has not been reset, or arrangement made to reset, the city will reset said monument/headstone with the cost of said resetting to be charged to the owner.