

Woodville Township Cemeteries
Sandusky County, Ohio
Rules, Regulations, and Restrictions

419-849-2492

Westwood Cemetery
Sugar Creek / Collins Cemetery
Old Woodville Cemetery & Catholic Cemetery

The following reasonable rules, regulations, and restrictions are made in the interest of all concerned in order that the Woodville Cemeteries may always be a place of abiding beauty and a source of continual satisfaction to all whose interests are here. A proper regard for them will be greatly appreciated.

These rules, regulations, and restrictions shall supersede all former rules, regulations, and restrictions and shall become effective as amended and be in force after December 3, 2014. These rules, regulations, and restrictions may be altered and or amended at any time at the discretion of the Woodville Township Trustees without notice to the plot owners. Violators of these rules and regulations shall be prosecuted to the fullest extent of the law.

LOTS

Residents and Non-Residents of the Village of Woodville and Woodville Township shall be eligible to purchase burial places in Westwood Cemetery, and shall be furnished a copy of these Rules, Regulations, and Restrictions when all accounts are paid in full. All money is to be paid to the Township Fiscal Officer or cemetery personnel. **Checks should be made payable to Woodville Township.** The Woodville Township Trustees shall issue a deed for the burial plot(s) when accounts are paid in full.

Residents are persons living within the boundaries of Woodville Township. Residents include individuals that currently reside or own property in Woodville Township. Non-residents owning real estate in Woodville Township having a tax value of at least \$2,500 shall be considered residents.

Residents also include those who have left Woodville Township for health reasons and were confined to a hospital, nursing home, or short/long-term care facility at the time of death. Past long-time residents may be considered for the residential rate at the discretion of the Woodville Township Trustees.

Each owner is vested with the ownership of their interment or inurnment right for the sole purpose of interment or inurnment of human dead bodies. Owners purchase the right to be buried in that plot. They do not own the land.

Prices of cemetery plots:	RESIDENT	SINGLE GRAVE	10' x 42"	\$200.00
	NON-RESIDENT	SINGLE GRAVE	10' x 42"	\$400.00

All burial plots must be paid in full before interment takes place.

Any additional requests for burial plots must be paid in full within sixty (60) days of the purchase date. A burial plot not paid in full within sixty (60) days will remain as property of Woodville Township. After sixty (60) days of the purchase date, if the plot remains unpaid, the Woodville Township Trustees, at their next regular meeting, will offer said plot to the public for resale without further notice given to purchaser.

FAMILY LOTS

Family corner lots at Westwood Cemetery are sold in plots of six at each corner. There can be one large monument for all six graves 14" x 60", or individual stones flush to the ground 12" x 24". A large family monument could have the family name and the individual names on the stone or the family monument could have the family name and the six individuals could have their own stones lush to the ground.

VETERAN'S SECTION (Under the direction of the Sandusky County Veterans Office)

Veteran's plots are free to an honorably discharged veteran residing in Sandusky County, or a former Sandusky County veteran that has moved from the township for health or retirement reasons. The Veteran's section is located in a designated section on the west side of Westwood Cemetery. The plots are paid for by the U.S. government. A veteran's spouse may purchase the adjoining space at a reduced price of \$50.00. There can be no advance purchase of graves in this section.

The foundation charge for the standard Veteran's plaque is \$100. All burial sites in the Veteran's section will be marked uniformly by the standard flat bronze veteran's plaque and/or bronze flag holder. **No special markings**, other than the governmental approved desired emblem of belief are permitted on the plaque. The intent of this rule is to give the Veteran's Section military bearing and uniformity.

LOT REPURCHASE

Should a lot owner no longer wish to own the burial rights of a lot(s), the Woodville Township Trustees may repurchase these lots at their discretion at the owner's original purchase price. The original owner must present the original deed to the Township Fiscal Officer to complete this transaction. The Trustees will then offer said lot(s) to the public at the current rate for a plot.

DEED TRANSFERS (All transfers are at the discretion of the Woodville Township Trustees.)

The transfer of a Deed **by a RESIDENT to a RESIDENT** shall be permitted. Woodville Township charges a fee of \$10.00 per grave for the issuance of the new Deed.

The transfer of a Deed **by a RESIDENT to a NON-RESIDENT** shall be permitted by payment of \$300.00 per grave. Woodville Township charges a fee of \$10.00 per grave for the issuance of the new Deed.

BURIALS

The Woodville Township cemetery personnel shall be notified of every prospective burial at least forty-eight (48) hours before interment is made; otherwise they may not be responsible for delays. The burial process is usually arranged by the funeral home, and the funeral home will notify the township of the burial date.

The following charges shall be made for digging graves:

RESIDENT - CHILD (0-6 years)	\$100.00
NON-RESIDENT - CHILD (0-6 years)	\$200.00
RESIDENT - PERSON (over 6 years)	\$200.00
NON-RESIDENT - PERSON (over 6 years)	\$500.00
CREMATION - RESIDENT	\$100.00
CREMATION - NON-RESIDENT	\$200.00

No more than two (2) cremation burials per grave, or one (1) burial and one (1) cremation burial per grave, or one (1) parent and one (1) infant or small child per grave.

Burials on Saturday, Sunday, or Federal holidays **double** the above rates.

Federal holidays include: New Year's Day, Martin Luther King Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, Christmas Day.

The cost of opening and closing of graves must be paid in full before interment takes place.

No funerals will be accepted for service after 4 p.m. All funeral participants must be out of the cemetery gates by 5 p.m.

The burial of a non-resident child on a plot owned by a resident shall be permitted. The charge for burial will be at the non-resident child burial cost.

VAULTS / CREMATIONS

All burial vaults and grave liners must be constructed of concrete. No wooden boxes, multi-piece top lids, or air-sealed burials vaults are permitted in the cemetery. The exception to this rule is infant burials which may be buried in a polystyrene (plastic resin) sealed casket.

If an oversized vault is needed but is too large for a single lot, the Township requires that the burial be on two (2) lots.

Cremains must be buried a marble or concrete vault designed for such use. No wooden boxes or air dome vaults are permitted for any burials.

VAULT LOWERING

The procedure for lowering vaults with caskets in them during a funeral will not be allowed at the Woodville Township Cemeteries. This is due to a concern of cave-ins due to soil conditions and the fact that the weight of the vault and casket together above ground are dangerous to our employees and to the public.

OLD WOODVILLE CEMETERY

There will be no sale of plots at the Old Woodville Cemetery located on Lime Road. No burials will take place at the Old Woodville Cemetery unless the decedent's family member can produce a deed to the plot, definite proof of ownership, or if there is currently an existing, clearly defined marker or headstone on the plot indicating the burial rights of that lot.

INDIGENT BURIALS

Indigent burials will be held in a designated section in the Old Woodville Cemetery - Potter's Field - according to state law governing such burials. Woodville Township adopted a procedure to be followed by the funeral home and/or next of kin / person with knowledge of decedent.

DISINTERMENTS (REMOVAL OF A BODY)

Disinterments will be held on weekdays only. No body shall be removed without a court order per Ohio Revised Code Sections 517.23 and 517.24. A court appointed person, or a mortician must be present at the time the body is removed. Removal of an adult body shall be at a **cost of \$1,000.00**, plus any additional costs incurred beyond the normal digging. The exception to this rule is the removal of an infant which shall be at the current cost of opening and closing a grave. Rules governing the disinterment and reinterment of an infant are covered under Ohio Revised Code Section 517.072.

FOUNDATIONS

Foundations for all memorials shall be placed by Woodville Township employees ONLY. All foundations shall have a five (5) inch border around the base of the monument. The final calculation for the cost of a foundation is: **Monument base + 10 inches x \$5.00 per running inch = Foundation Charge.**

No foundation shall be placed until graves are paid in full.

No foundation shall be poured until the fresh grave of a casket burial has had at least six (6) months to settle properly unless conditions warrant the pouring to occur earlier. The cemetery sexton and/or Woodville Township Trustees reserve the right to make this determination. This time period does not apply to cremation burials.

Foundation orders for spring must be placed by April 1st and poured by Memorial Day; foundation orders for fall must be placed by September 1st and poured by October 31st, weather permitting.

HEADSTONES / MONUMENTS

Headstones and monuments will only be set during weekdays – Monday through Friday – 8 a.m. to 3 p.m. unless other arrangements have been made with the cemetery personnel.

All tombstones, markers, headstones, benches, or any other fixtures shall be placed ONLY under the supervision of the Woodville Township cemetery personnel. No monument shall exceed 14" x 30" on a single grave; and 14" x 60" on a double grave; and height shall not exceed 48".

The Board of Trustees of Woodville Township shall have the right to remove or cause to be changed any inscription or object it deems to be offensive, at the owner's expense. The cemetery personnel shall have the right to correct any error made in the placement of a marker or monument.

Prices for the raising of headstones at any of the cemeteries are as follows; \$40.00 per hour for backhoe digging, plus a \$25.00 per hour, per person labor charge.

MAINTENANCE

Woodville Township will take all reasonable precautions to protect lot owners and the property rights of lot owners within the cemetery from loss or damage, but the Township distinctly disclaims all responsibility for loss or damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damages be direct or collateral other than herein provided.

The cemetery personnel shall be permitted to cause every grave to be leveled and filled to correspond to the general surface of the cemetery.

NO PERMANENT FIXTURE SHALL BE PLACED ON THE GRAVE.

ARRANGEMENTS ARE TO BE PLACED ON THE FOUNDATION OF EITHER SIDE OF THE MONUMENT FOR THE PURPOSE OF UNIFORMITY AND SAFETY REASONS.

The use of glass containers is not permitted.

Hanging plant holders (Shepherd's hooks), vigil lights, and small statues may be placed on graves on the monument's foundation, but must be removed before spring and fall cleanup.

Winter grave blankets are allowed.

No fence, trellis, metal or plastic grass guards, marble chips, decorative stone, rock, gravel, wood chips, or edging is allowed around the plot, only on the foundation. Urns and planters are permitted, but must be placed on the foundation of the monument as to not interfere with the cemetery maintenance. Stepping stones and decorations hanging from trees are not permitted.

Toys, ornaments, metal designs, ceramic figurines, home-made markers, etc. are prohibited unless they are securely placed upon the foundation of the monument and do not interfere with the upkeep performed by the cemetery personnel.

The Woodville Township Trustees reserve the right to restrict unusual arrangements.

For **spring cleanup**, all arrangements must be removed by March 15th.
New arrangements may be placed April 1st.

For **fall cleanup**, all arrangements must be removed by October 15th.
New arrangements may be placed November 1st.

Any tree, shrub, bush, plant, or any other article that may be a detriment to the general appearance or maintenance of the cemetery may be trimmed or removed by the township's cemetery personnel.

RULES & REGULATIONS

The speed of any vehicle in the cemetery is not to exceed 10 mph.

Parking is permitted only on driveways. Care should be employed in parking so as not to obstruct traffic.

The cemetery shall be open to visitors from sunrise to sunset, unless in the judgment of the Woodville Township Trustees a necessity arises to close the gates.

All work done in the cemetery is to be done by employees of Woodville Township except when permission by the Township Trustees is otherwise granted.

No pets are to run loose in the cemetery. Pet owners must clean up pet messes immediately and dispose materials properly.

Any person injuring or disturbing the shrubbery, plants, flowers, or defacing or damaging memorials or other articles that are a part of the cemetery or steals any decorations or monuments or markers is in violation of the cemetery rules and will be prosecuted to the fullest extent of the law.