

# **SPANISH FORK CITY CEMETERY GRAVESITE AND BURIAL POLICIES AND PROCEEDURES**

## **10-15-20**

Cemetery policies are intended to provide a cemetery facility with the most pleasing and uniform appearance that is acceptable to the majority of cemetery patrons.

### **GRAVESITE POLICY**

#### **Grave Type Options**

1. **Standard Single and Standard Side by Side gravesites** are available for purchase. A single grave position is 48 inches wide and 108 inches in length. A side by side grave position is 96 inches wide and 108 inches in length.
2. **Double Deep gravesites** are available for purchase. This position is the same size as a Standard Single grave position. The vault of the first deceased is placed below the vault of the last deceased. Once interred, the first burial will not be exhumed to change the position of the vaults.
3. **Cremation gravesites** are available for purchase. Cremation positions are typically one-half the size of standard positions.
4. **Baby and Small Child gravesites** are available for purchase. Baby positions are typically one-half the size of a standard position.

#### **Grave "Purchase" and Care**

1. When a grave position is "purchased" the purchaser receives a Certificate of Burial Rights specifying the position and is granted the right to use that grave position for the burial of human remains. The certificate is not a deed of ownership. The grave position remains the property of the City of Spanish Fork. (Municipal Code 7.04.020)
2. The perpetual care and maintenance of the grave position is the responsibility of the City of Spanish Fork. (Municipal Code 7.04.020)
3. The grave marker care and maintenance is the responsibility of the person holding the Certificate of Burial Rights.
4. When a person is buried, the body is traditionally placed so that the head rests on the west end of the grave. All headstones are placed on the west end of the grave, above the head of the deceased. This is called the headstone row. No marker shall be placed on the east end of the grave.
5. A married couple is traditionally laid to rest with the man on the woman's right. Care must be taken when planning for the headstone engraving. The names of the deceased may be engraved on either the west or the east side of the stone.

## Grave Markers

Grave Marker Dimension Limits are listed in the chart. No grave marker may encroach on an adjacent grave site.

Grave Type and Size		Grave Marker Dimension Limits			
Grave Type	Grave Position Size	Length	Width	Height	Border Size
Standard Single	48 x 108	48	30	74	6
Standard Side by Side	96 x 108	96	30	74	6
Standard Double-Deep	48 x 108	48	30	74	6
Cremation	48 x 48	48	30	Flush	6
Baby	48 x 54	48	30	30	6

\*All measurements include the 6-inch border. \*All measurements are in inches.

1. All grave markers, which are not in the headstone row, such as a military marker or an infant marker, must be flush with the level of the lawn. All markers are required to have a concrete border of six (6) inches around the headstone. All concrete borders must be flush with the lawn.
2. If holes or flower vases are placed within the concrete border, they must be placed on the north and/or south sides of the headstone. No holes or flower vases are allowed in the concrete border on the east or west side of the headstone or grave marker.
3. Placement or installation of any structure, elevated grave surface, fence, corner post, coping, or hedge of any kind upon any block, lot or grave position is prohibited.
4. Outlining of the gravesite using bricks, pavers, rocks, concrete, fencing, flowers, shrubs or any other decoration or device is prohibited. This prevents the cemetery staff from mowing and trimming the site.
5. Placement or installation of any decorative stones, markers or monuments outside of the bounds of the grave marker is prohibited.
6. Grave markers shall be installed on a new grave no later than one (1) year following interment. A temporary marker may be installed to hold the place until the permanent marker is installed. All grave markers must be approved by the cemetery sexton. All grave markers must be installed by a professional monument company. Installation of all grave markers must be coordinated with the cemetery sexton.

## **BURIAL POLICY**

### **Vault Requirements**

According to the Spanish Fork City code, a standard concrete burial vault must be used for all burials, with the exception of cremation burials. Cremation burials must be in a solid container, such as plastic or wood, but concrete is not required.

### **Prior Notice Requirement**

To properly prepare the gravesite for interment a minimum of 72 hours (3 full days) notice must be given prior to the burial. In extreme weather conditions and during multiple overlapping requests additional time may be required to prepare the grave for burial. Always contact the cemetery staff when scheduling a burial. (See Cemetery Fee Schedule

[https://www.spanishfork.org/departments/parks\\_and\\_recreation/cemetery/rates.php](https://www.spanishfork.org/departments/parks_and_recreation/cemetery/rates.php))

### **Days Burials Are Not Allowed**

The cemetery does not perform burials or schedule funerals on the following days.

1. Sundays
2. New Year's Day
3. Martin Luther King Jr. Day
4. President's Day
5. Saturday before Memorial Day
6. Memorial Day
7. Independence Day
8. Pioneer Day
9. Labor Day
10. Thanksgiving Day
11. Day after Thanksgiving
12. Christmas Eve
13. Christmas Day