



## OAK PARK CEMETERY RULES AND REGULATIONS

The Oak Park Cemetery provides an atmosphere where all can enjoy and respect the aesthetic qualities and quietude free from distractions.

The rules and regulations are intended as a protective measure for all who use the Cemetery. The nature of all improvements, good appearance of the grounds and buildings, and respectful observance of the sacredness of the place requires adherence to the rules and regulations for the good of all.

We ask all owners and visitors to remember that the grounds of Oak Park Cemetery are sacredly devoted to the burial of the dead. Respect for the deceased and their surviving family and loved ones will be first and foremost along with maintaining the peace and serenity of the grounds.

### **The following rules and regulations shall apply to all tracts within the Cemetery:**

The Cemetery gates will be opened at sunrise and closed at sundown.

At the time of interment grave mounds shall not exceed four inches (4") in height in the center and shall slope to the edges so as to permit mowers to more easily pass over the mound.

City personnel will remove flowers and wreaths from the gravesite 7 days after interment. Persons desiring to retain flowers, plants, containers, wire racks or similar objects, shall pick them up within seventy-two (72) hours after burial services.

Flowers must be placed in vase receptacles that are permanently attached on the surface of the monument or marker. No detached vases or plant or floral receptacles shall be permanently placed on a lot/grave space.

Lot/space owners without an approved marker with a vase are permitted to put flowers on the grave space during holidays; 7 days preceding the holiday, and 7 days following the holiday. Flowers will be removed soon thereafter. *Mother's Day, Father's Day, All Saints' Day, Thanksgiving Day, Christmas Day, Presidents' Day, Memorial Day, Flag Day, Independence Day, Labor Day, and Veterans' Day.*

Artificial flowers that no longer look natural having a weathered appearance will be removed. Oak Park Cemetery assumes no responsibility for the loss or damage of the flowers.

The lot/space owner shall not plant any flowers, shrubs, trees, plants, or any other type of vegetation; or construct additional mounds or flowerbeds over grave spaces.

Ornaments, glass objects of any kind, toys, lighting, metal designs, and other similar articles are not allowed on grave spaces. The City shall have the right to remove any of them without prior notice. The City shall not be responsible for loss or damage of any kind associated with removal of any similar article.

The City will not be responsible for loss and /or damage to articles placed upon lots or graves.

No fencing, railing, hedging, curbing, coping, borders, gravel, commercial ground cover, or trellises of any kind are allowed to be placed around grave spaces or lots. In the older sections of the cemetery (original cemetery through tract 4) borders and grave coverings were allowed prior to the adoption of these rules.

Grave spaces within this area will be considered “grandfathered” until said items are removed for any reason; in which the replacement of such shall not be permitted.

The City shall have the right to remove all objects placed in violation of these Rules and Regulations and discard of such objects.

The City shall have the right to plant and mow grass on any lot or grave; and shall have the right to remove and/or destroy all diseased, dead, unsightly, or undesirable trees, shrubs, or plants.

The City is not and shall not be responsible for the loss of or damage to trees, shrubs, or plants caused by the digging of graves.

One shepherds hook (single or double) will be allowed per grave space. Plants may be placed in hanging basket from the shepherd’s hook. No other items may be attached to the hook.

Maintenance of the lawn is continuous, placement of flowers and all other decorations on ground level will be removed. The placement of items on the ground level impedes the mowing process.

All boundary/corner markers shall not be disturbed.

The grade of lots shall not be changed without the prior approval of the City.

No walkways of any kind are allowed on any lot or grave space.

No signs of any kind are allowed in the Cemetery.

The City shall have the right to perform maintenance activities it determines to be necessary.

No alcoholic beverages or container that once housed alcoholic beverages are allowed in the Cemetery.

No pets shall be allowed in the Cemetery.

All grave markers must meet the requirements as specified in the Code of Ordinances. Application for placement of grave marker/monument must be approved before placement of such.

The placement of permanent benches is allowed after obtaining an approved permit through the City Secretary’s office. Benches must be made of granite or marble and be placed upon an engineered foundation.

Columbarium Niche area – No more than two cremains can be placed in each niche, depending on urn size. The size of each niche is 9” deep, 11” wide and 11” high.

Trees may be planted within the cemetery (not directly on top of a lot/space) only with the approval of the Parks Director. The care and maintenance will be the responsibility of the space owner. A request for a tree must be in writing and submitted to the City Secretary.

Each columbaria niche area dedicated to hold cremains is 11x11x9 inches deep; 2 cremains per niche is allowed as long as containers fit within said dimensions.

*Cemetery rules in both English and Spanish shall be posted in the Cemetery.*

*(These Rules and Regulations shall be attached to the form signed by the purchaser of any lot/space in the Cemetery.)*

## CODE OF ORDINANCES CITY OF ALVIN, TEXAS

### “Sec. 5½ -3. Requirements regarding columbaria niches and lots/spaces.

#### (a) Price schedule.

With the exception of grave spaces designated for infants, each grave (measuring approximately 4.5 feet by 10 feet) in the Oak Park Cemetery shall be sold for fee(s) set forth in chapter 28 of this Code. Grave spaces specifically designated for infants (measuring approximately 4.5 feet by 5 feet) shall be sold for the fee(s) set forth in chapter 28 of this Code. Burial lots (measuring approximately 18 feet by 10 feet) shall be sold for the fee(s) as set forth in chapter 28 of the Code. Such sales prices include purchase of the grave space/lots itself, the cost of processing gravesite application, the cost of marking the gravesite, and the costs of recording and flagging the gravesite at time of actual interment. Fees for columbaria niches shall be those set forth in chapter 28 of this code.

#### (b) Additional fee schedule.

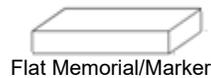
The fee(s) set forth in chapter 28 of this Code shall be charged for each repeat flagging of a gravesite.

#### (c) Interment requirements.

Outer containers of concrete, steel or bronze shall be required of all burials with the exception of the following: (i) burial spaces located in that portion of Oak Park Cemetery set aside for indigent residents of Alvin; and (ii) intact burial spaces in which a combination polypropylene or fiberglass casket is used. The top of the container shall be placed according to Chapter 714 of the Health and Safety Code. Only one grave space shall be allowed per each interment with the exception of cremations. Four (4) cremains will be allowed in a single space if no casket burial is in the grave space. A combination of one casket burial and one cremain shall be allowed in a single space as long as the casket burial precedes the cremains being placed in the space. The directing funeral home or its designee shall be responsible for digging the grave spaces after the city's approval of the application for the burial permit.

#### (d) Placement of Memorials/Markers

1. A permit must be approved by the city engineer or appointee before placement of memorial/marker. *See Section (h) Permit Required.*
2. Flat and upright grave memorials/markers will be allowed in all sections of Oak Park Cemetery.



Flat Memorial/Marker



Upright Memorial/Marker and Base

3. Flat grave markers/memorials shall be composed of (pure) granite, marble, bronze; or combination thereof.
4. All grave markers/memorials must be installed on a concrete foundation. *See Section (e) Foundation Requirements.*
5. Upright grave markers/memorials within Section 5 shall not exceed the following dimensions: forty-two (42) inches in width (left to right); and forty-two (42) inches in height (top to bottom) including the base.



42"



42"

42"

6. Upright memorials shall be placed at the top, or head of grave space.
7. One upright memorial **or** flat memorial **and** one foot marker will be permitted per single grave space.
8. A bench may be used as an upright memorial/marker.
9. It is not permitted to have both an upright memorial/marker and a bench on grave space. A companion memorial may be placed upon two grave spaces and may not exceed the following dimensions: ninety-eight (98) inches in width (left to right); and sixty (60) inches in height (top to bottom), including the base.

10. Upright memorials must be permanently adhered atop a base made of (pure) marble or granite and must be no less than its length (left to right) plus six inches and its width (front to back) plus six inches, unless said upright is at least 10 inches in width. If an upright memorial is 10 inches in width (front to back) or larger, a base is not required.
11. All markers are to be constructed in such a manner as to permit the mowing, trimming and other care of the lawn and foliage in the cemetery.

**(e) Foundation Requirements**

1. A permit must be approved by the City Engineer or appointee before the foundation is poured. *See Section (h) Permit Required.*
2. Foundation size and construction will be no less than the length and width of the marker/memorial or base of such, and a minimum of 4 inches thick.
3. Foundation should be formed with (1x4 or 2x4) lumber with an inside dimension of that form at least the size of the marker or monument's base, and no larger than 1" longer or 1" wider than said base.
4. Within the foundation, there will be one concrete pier for every two feet of length of the foundation, (i.e. a 1'-3" foundation has one pier, 3'1"-5" foundation will have two piers, etc.). Each pier will be 6"- 8" in diameter, a minimum of 24" deep from the bottom of the foundation and with straight or bellbottom sides; Piers may be shallower only if they rest completely atop the concrete burial vault.
5. All foundations will contain steel reinforcing rods or mesh and piers will be connected to the foundation with at least one reinforcing rod, but not more than three.
6. Foundation must be square and level before and after concrete pour.
7. Foundation concrete must cure a minimum of 24 hours before setting the monument.
8. The installer must remove all forms and excess concrete before memorial installation and all gaps and voids between the existing ground and new foundation filled after memorial installation is completed.

**(f) Placement of Benches**

1. The permanent placement of benches shall be allowed upon approval of permit. *See Section (h) Permit Required.*
2. Bench dimensions and placement upon said gravesite must be approved by City Secretary. Benches used as an upright memorial must be placed at the top or head of the grave.
3. The City reserves the right to refuse permission to place benches if it determines that a bench or its placement does not conform to cemetery requirements or in a position that will impede maintenance equipment. The City accepts no responsibility for the benches should they be damaged, broken or stolen.
4. Benches must be made of (pure) marble or granite and erected upon a concrete engineered foundation.
5. Only one bench per gravesite is allowed.
6. Benches may be no wider (from left to right) than the grave space they mark, less 12 inches and no taller (top to bottom) than 36 inches.
7. Benches currently in the cemetery will be evaluated and removed if determined to be dilapidated, a menace to the safety of persons within the cemetery, or interfere with landscaping maintenance.

**(g) Foot Markers.**

Foot markers shall not exceed twelve (12) inches in width and twenty-four (24) inches in length. It must be placed at the lower end or foot of grave space and be flush with the ground. Corner markers shall not be allowed.

**(h) Permit required.**

Prior to any foundation, grave marker/memorial or bench being set in the Oak Park Cemetery, a permit must be obtained from the city engineer by the organization or individual placing the marker. Permit applications may be obtained from the city Secretary's office. Each permit application shall be accompanied by the drawings and dimensions for each foundation, grave marker/memorial or bench. A permit shall not be issued until all applicable fees have been paid and a certification made as to the conformity of all requirements of the city. Foundations, grave markers/memorials or benches set in a manner contrary to the city's requirements may be removed by the city at the sole expense of the space/lot owner and shall not be reset until the space/lot owner complies with the city's requirements.

**(i) Transfer of spaces/lots.**

Grave spaces/lots that have been purchased from the city may be transferred to another person only upon filing an affidavit of transfer with the city Secretary's office and payment of a transfer fee per space/lot as set forth in

chapter 28 of this Code. Grave spaces/lots that have been purchased from the city may be sold and transferred to the city upon the city's payment of the original purchase price less the transfer fee per space as set forth in chapter 28 of this Code.

**(j) Penalty for violation.**

Any person who violates a provision of this section shall be guilty of a misdemeanor and shall be subject to a fine in accordance with section 1-5 of this Code of Ordinances.

**CODE OF ORDINANCES  
CITY OF ALVIN, TEXAS**

**CHAPTER 28, CEMETERY FEES**

(1) Fee for each gravesite in the Oak Park Cemetery:

(a)	Infant grave spaces.....	\$ 500.00
(b)	All other grave spaces.....	\$1,200.00

(2) Fee for burial lot (measuring 18”by 10 ‘), per lot..... \$4,000.00

(3) Repeat flagging of gravesite, each..... \$ 50.00

(4) Transfer fee per grave space/lot..... \$ 50.00

(5 Columbaria niches:

(a)	Bottom row (first row from ground level).....	\$ 600.00
(b)	Second and third rows from ground level.....	\$ 800.00
(c)	Fourth row from ground level.....	\$ 500.00

## ACKNOWLEDGEMENT

I, \_\_\_\_\_, do hereby acknowledge that the burial space(s) that I have selected in Tract 5 of the Oak Park Cemetery has (have) restrictions that have been explained to me. Grave markers in Tract 5 shall meet the requirements as prescribed by said ordinance. I, also, acknowledge that I have been issued a copy of the City of Alvin Oak Park Cemetery, Rules and Regulations adopted in October, 1996 and revised on February 21, 2008, and on April 21, 2016; *Chapter 5 ½ Section 3- Requirements regarding columbaria niches and lot/spaces and Chapter 28, Cemetery Fees.*

In selecting a burial space in said tract of said cemetery, I hereby agree to abide by the restrictions as set forth herein.

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Witness: \_\_\_\_\_