

**CITY OF ZEELAND,  
MICHIGAN  
MUNICIPAL CEMETERY  
RULES AND REGULATIONS**

**Revision Date and Effective Date  
June 7, 2021**

**SECTION I  
IN GENERAL**

**R-101      AUTHORITY**

Pursuant to the authority contained in Ordinance 614, which authorizes the Cemetery Commission to establish rules and regulations for the operation, maintenance, use and protection of municipal cemeteries of the City of Zeeland, the Cemetery Commission hereby adopts the rules and regulations contained herein.

**R-102      REPEALS AND EFFECT**

All pre-existing rules and regulations are hereby repealed. The most recently adopted rules and regulations shall be applicable as of the date of their adoption, provided that monuments which were erected prior to the current rules and regulations shall be permitted monuments, although such monuments may not be replaced if the replacement will not comply with the then current rules and regulations.

**R-103      VALIDITY**

The invalidity of any section, clause, sentence or provision of these rules and regulations shall not affect the validity of any other part of such rules and regulations which can be given effect without such invalid part or parts.

**R-104      MORE STRINGENT REGULATIONS**

Where provisions of any applicable local, state or federal law, rule or regulation, impose greater restrictions or higher standards than the restrictions and standards contained in these regulations, then the provisions of such other law, rule or regulation shall control.

**SECTION II  
CEMETERY MANAGEMENT**

**R-201      RESPONSIBILITY**

The efficient management and operation of Zeeland City's municipal cemeteries are the responsibility of the City Superintendent. The City Superintendent may designate or employ such employees as are deemed necessary to administer the requirements of these rules and regulations and to supervise and operate the municipal cemeteries, in accordance with the city's personnel classification and position system.

**R-202      OPERATIONAL PROCEDURES**

Cemetery employees so designated will be responsible for consultation with lot owners, prospective purchasers and visitors, and shall render assistance and advice

as is able to be given. All work usual or incidental to the care and maintenance of the cemeteries will be performed by such employees, except as may otherwise be authorized by the City Superintendent.

**SECTION III  
CEMETERY LOTS**

**R-301      LOCATIONS**

Cemetery lots are currently available in various plats within the Zeeland Municipal Cemetery located at 220 E. Lincoln Avenue and at the Felch Street Cemetery located at 10149 Felch Street. Selected locations are available in previously platted sections referred to as General, Restlawn, Veterans, Babyland and Peck Street additions.

**R-302      PRICES**

Cemetery lot prices are established by recommendation of the Cemetery Commission and by resolution of the City Council. Lots sold to non-residents of the city are priced at a higher rate. Purchasers receive burial rights but do not obtain ownership title to any portion of the cemeteries.

City Residency shall be determined by a person's "domicile". Evidence of a person's "domicile" shall be determined by ownership of a residential dwelling place and/or the rental of an apartment inside the City Limits of Zeeland, Michigan, or the address that is listed on the decedent's tax return at the time of the decedent's death.

**R-303      PERPETUAL CARE SERVICES**

The purchase price of all lots includes the provision of perpetual care for each lot by the City of Zeeland. The determination as to the type and amount of such care remains with the Cemetery Commission and the City Council, but is generally intended to include maintenance of the cemetery grounds (lawns, trees, drives, walks and buildings). Lots originally sold without provision of perpetual care are also now extended such care.

**R-304      SERVICES NOT EXTENDED**

The City of Zeeland does not provide maintenance services for urns currently existing on any lot, or for lot foundations or monuments. At the discretion of cemetery employees, such services may be provided for a charge imposed by the city.

**SECTION IV  
CEMETERY RECORDS**

**R-401 PLATS AND LOTS**

A full and complete system of cemetery plats, lots, roads and walks, properly named and numbered by means of recorded measurements from fixed landmarks, shall be prepared for all cemeteries and the originals thereof shall be filed with the City Clerk for safekeeping. For operational purposes, duplicate copies may be placed in cemetery offices.

**R-402 BURIAL RIGHTS, USAGE AND TRANSFER OF RIGHTS**

A full and complete record of the ownership of all cemetery lots, and interments in the municipal cemeteries shall be maintained by the City Clerk, who shall be responsible for the issuance, safekeeping and permanency of such records. For operational purposes, duplicate copies may be placed in cemetery offices.

Cemetery certificates are not transferable except through the execution of an appropriate instrument of transfer issued by the city, upon surrender of the previous certificate and payment of the charge therefor. A transfer may only be made to a “legal relative” of the owner.

Burial in any lot shall be restricted to the owner of such lot, to his or her parents, children and spouse, or to a “legal relative” of the owner as defined herein, Written authorization from the owner or from his or her heirs for the use of a burial right may be required by the city. In the event of a disagreement relating to such burial rights, a determination by the current possessor of the cemetery certificate will be binding. In the absence of a valid certificate, a determination by the city as to who may use such burial rights will be binding on all parties.

A “legal relative” is defined as being a father, mother, son, daughter, grandchild, stepfather, stepmother, stepson, stepdaughter or step-grandchild. Transfers to third parties who are not a family member of the owner as defined above are not permitted transferees.

**R-403 MONETARY TRANSACTIONS**

(1) All transactions for which a monetary payment is required shall be in the form of a written instrument, credit card payment or debit card payment. All payments shall be deposited with appropriate cemetery personnel and shall be regularly forwarded to the City Treasurer. If any person desires to make a payment in cash, cemetery personnel shall direct such person to the City Treasurer’s office to make such a payment.

(2) No lot may be used for burial purposes until appropriate payment has been received. The sale of a lot or burial right shall not be effective until payment has been received.

(3) All monetary transactions involving municipal cemetery systems shall be subject to audit and appropriate accounting procedures as may be reasonably imposed by the city.

## **SECTION V CARE OF LOTS**

### **R-501 RESTRICTIONS**

(1) No trees, shrubs or flowers shall be planted on any lot or in any part of the cemetery grounds except by and with the permission of cemetery employees.

(2) No artificial flowers may be placed on any lot in any part of the cemeteries. Fresh flowers, wreaths and emblems are permitted to be laid on a lot for a short period immediately following a burial, and also immediately before, during and immediately after Memorial Day observances. Such items will be disposed of when determined necessary by cemetery employees.

(3) Glass containers are not permitted to be used.

(4) No flowers or plants shall be removed from the cemetery or transferred from one lot to another without the permission of the lot owner or the city, as the case may be.

(5) Flower pots, upright vases and urns are prohibited in all areas of the cemeteries. Stone or concrete urns which were existent prior to July 19, 1965 are permitted to remain only as long as they continue to be in reasonable condition, as determined by cemetery employees. Damaged or deteriorated urns will be removed, without notice, by cemetery employees and may not be replaced.

(6) Flower and plant containers that are movable are allowed on individual or group lots in the cemeteries provided that the height of such containers does not exceed 15 inches. The illustrated type of basket is recommended because it is visually attractive and is so constructed that it can be moved and will not readily fall over. All such containers shall be green in color. The location of such containers will be subject to determination by cemetery personnel, for purposes of reasonable grounds maintenance procedures. All such containers should be removed in the fall (for the winter months). Containers not removed will be removed by cemetery personnel, without notice, after October 1 annually, as time and weather conditions dictate.

**SECTION VI  
INTERMENTS**

**R-601        PREPARATION OF LOTS**

(1) A reasonable time shall be allowed for preparation of lots prior to a burial. All such preparation will be performed only by cemetery employees and authorized contractors.

(2) The location of a burial shall not be changed after designation of the place of interment by the funeral director in charge, except by request of the owner and at his or her additional expense.

(3) Lots will not be opened for burial purposes on Sunday or on any legal holiday except by special permission of the Cemetery Commission.

**R-602        FUNERALS**

(1) Funerals, while within the cemetery grounds, shall be under the control and direction of cemetery employees.

(2) No burial will be permitted without a proper death certificate or burial permit, as provided by Michigan law.

(3) Graves shall not be re-opened except in case of necessity for removal of a body to another location, or upon a legal order for official investigation.

(4) No body except a human body shall be buried in any municipal cemetery.

(5) All burials shall be within underground vaults of concrete, metal, plastic or similar material, of a type and material meeting generally accepted standards which are approved by the city, except that cremated remains may be buried in any suitable container with or without an approved vault.

(6) No more than one body may be buried within any single lot, except that the remains of any single cremated body may be buried with the remains of any other single cremated body or with the remains of any other non-cremated body, either within or outside of burial vaults.

(7) Only honorably discharged veterans of the recognized military services of the United States, and certain family members (provided that the veteran is buried in said plat), may be buried within the Veterans Plat. For the purposes of this rule, a family member is considered to include only a spouse, or in the event of an unmarried veteran, a father, mother or unmarried children of an unmarried veteran.

Any variations of permitted burials in the Veterans Plat shall be decided by the City Superintendent, or designate, with the advice of the Cemetery Commission Chairperson.

(8) From November 1 to March 31 annually, the city may prohibit graveside services whenever weather conditions and/or the level of snowfall on the ground creates difficult or impractical working conditions for cemetery employees.

(9) All Sunday burials will be prohibited in any Zeeland Cemetery.

## R-603

### MONUMENTS AND MARKERS

(1) In the General, Restlawn, and Peck Street additions, lot owners may erect markers not to exceed a size of 48" long x 14" wide x 36" high for a double grave (including the base) **Any exceptions to these dimensions must have prior approval of the Cemetery Commission.** Single markers maximum length shall not exceed 40". Markers are to be made of natural stone, bronze, cast aluminum or other material of lasting quality. Monuments and markers shall not have raised embellishments and benches and chairs are not permitted due to maintenance difficulties.

(2) Within the Veterans Plat, only regularly prescribed markers (42" in height by 13" in width by 4" in depth - white marble upright - approx. 24" above ground) provided by the government of the United States may be erected in accordance with government regulations.

(3) Within the Babyland Plat, only regularly prescribed markers with the dimensions of 14" in length by 8" in width with a slant of between 6 to 8 inches may be erected.

(4) Graves of honorably discharged veterans of the recognized military services of the United States will be provided with a small veteran's accessory emblem of a size, type and material approved by the city, provided the city is notified of such fact. These emblems will be installed by the city, without charge, in a uniform method and with the location of an emblem to be determined by general city practices.

(5) All markers will be placed upon a solid foundation constructed by city employees or designate, of a size, shape and material determined by the city.

(6) Monuments depicting family names, etc. may be erected to further identify a grouping of six or more graves in all additions to the Zeeland Municipal Cemetery and also in the Felch Street Cemetery. All monuments are to be made of natural stone, bronze, cast aluminum or other material of lasting quality, and the dimensions for such family monuments shall not exceed a size of 24 inches in width and 84

Inches in length. Permitted family monuments shall not have a maximum height limitation.

**R-604 COLUMBARIUMS**

(1) Each columbarium niche is limited to two (2) urns per niche and each urn cannot exceed 5 ½ inches by 5 ½ inches by 7 inches.

**SECTION VII  
FEES**

**R-701 FEES**

(1) Fees for cemetery services are as follows:

<b>Services Rendered</b>	<b>Resident</b>	<b>Non-Resident</b>
Adult Grave	\$350.00	\$2000.00
Babyland Grave & Burial	\$150.00	\$800.00
Adult Burial	\$450.00	\$800.00
Baby Burial in Adult Plot	\$200.00	\$300.00
Burial Cremains/Columbarium	\$150.00	\$225.00
Burials After 3:30 PM <sup>1</sup>	\$100.00	\$100.00
Weekend Burials <sup>1</sup>	\$200.00	\$200.00
Disinterment	\$500.00	\$750.00
Disinterment & Reinterment	\$750.00	\$1125.00
Disinterment of Cremains	\$300.00	\$450.00
Columbarium 2 <sup>nd</sup> Opening-	\$50.00	\$50.00
Columbarium 2 <sup>nd</sup> Opening-	\$100.00	\$100.00
Transfer Fee	\$25.00	\$25.00
Columbarium Niche	\$550.00	\$1,700.00
Building Rental	\$150.00	\$150.00

<sup>1</sup>These fees are in addition to any other charges that may apply.

**R-702 Resident/Non-Resident Status Clarification (Medical Necessity)**

If a person who meets the definition of being a city resident is forced to move from their place of residence because of a medical necessity, the Cemetery Supervisor may allow their charges to be based on a residential rate basis. If a resident is forced to go to a medical facility and his or her city residential property is sold they shall no longer be considered a resident and shall be charged the non-resident rate.