NEW RUSSIA TOWNSHIP CEMETERY

RULES & REGULATIONS



CEMETERY LOCATION:

12528 Oberlin Road, 1/2 Mile South of Butternut Ridge Road

TOWNSHIP OFFICE:

46300 Butternut Ridge Road, Oberlin, Ohio 44074

440-775-7782

INTRODUCTION

The New Russia Township Cemetery is dedicated to the burial of the human dead primarily for the use and benefit of the residents of New Russia Township, friends and others and is maintained under the guidelines of the Ohio Revised Code, Chapter 517.

The rules and regulations have been adopted for the care of lots and are designed to give all lot owners equal rights and protection therein.

These Rules shall be strictly enforced by the Board of Trustees or by such authorized individual(s) as appointed by the New Russia Township Board of Trustees.

NEW RUSSIA TOWNSHIP CEMETERY

The New Russia Township Cemetery was established in 2004. The cemetery is located at 12528 Oberlin Road, one-half (1/2) mile south of Butternut Ridge Road.

NEW RUSSIA TOWNSHIP OFFICE

Township administrative office is located at 46300 Butternut Ridge Road, Oberlin 44074, 440-775-7782

OWNERSHIP

The New Russia Township Cemetery is owned and operated by the Township of New Russia, under the management of the Board of Trustees. Interested individuals may contact the township office for additional information.

RECORDS

The official records of the cemetery are maintained in the office of the Fiscal Officer at the Township Administration Building and are open for public inspection during normal business hours. These records contain pertinent information concerning ownership of lots, the lot and grave location(s) and the name and date of grave occupancy.

VISITATION HOURS

Visiting Hours for the cemetery shall be from sunrise until sunset.

LOTS

As per the Ohio Revised Code Section 517.07, the Board of Trustees shall sell at a reasonable price the number of lots as the public wants for burial purposes. A Lot is defined by section and number and may contain one or more graves, with each grave designated by a letter.

Every lot or single grave is sold subject to the rules and regulations now in force, or that may be hereafter adopted, and to such changes of the present rules and regulations that are found necessary for the protection of lot owners and the general landscape effect of the cemetery.

Lots are exempt from taxation and cannot be seized for debt, nor attached by any process of law, nor can they be mortgaged. The courts have held that a deed to a cemetery lot represents personal property, not real estate, and that a surviving spouse has no dower right therein: however, their right of burial in the lot may not be denied. The deed to a lot conveys only burial rights and the title to the land remains with New Russia Township.

The ownership of a deed to a lot does not confer any right to do planting or erect a mausoleum, private vault or such upon said lot. The ownership of a deed to a lot does not confer the right to sell, transfer or assign such lot or any portion thereof. Such sales, transfers or assignments are privileges which may be granted or refused by the Board of Trustees. The Township of New Russia reserves the right of repurchase of an unoccupied lot at the

price paid for same, when the owner has been granted permission to dispose of same. Individual graves of a lot cannot be sold or transferred individually. A cemetery deed transfer fee may be imposed.

Should the owner of a vacant lot decide to switch to a columbarium, the owner would sell the existing vacant lot back to the Township at the original price paid and they would then pay the current price for the columbarium.

When a lot is conveyed by the Township of New Russia to two or more persons, they take tenancy in common. In such case, upon the death of one, their interest goes to their heirs. If a deed is made to husband and wife, upon the death of one, the entire title rests in the name of the surviving spouse. When husband and wife are both living, joint ownership is advised. When lots owned by a partnership or any form of joint ownership, interment will be permitted at the request of any one owner. The Township of New Russia will not be required to deviate from this policy based upon private agreements between joint owners. Therefore, owners should consider the likelihood of future disputes before placing lots in joint ownership.

Removal of a body by a surviving spouse may be permitted by completion of an application form. Any other removal, except as provided by law in Section 517.23 and 517.26 of the Ohio Revised Code, must have approval of the Probate Court.

The owner of a lot may during their lifetime, designate, in writing, to the Township of New Russia, the names of those family, or a non-resident designee whom they wish to have interred upon their lot. Such writing shall be filed with the office copy of the deed and the Board of Trustees will see to it that none but those so designated are interred therein.

The grade line of all lots and single graves are established before lots or graves are sold and shall not be changed, as the deed to a lot conveys only the right of burial therein. The Township retains control and supervision to enter upon any lot(s) and prohibit, modify or remove any structure, object, improvement, adornment on such lot(s) which may have been placed thereon in violation of the rules, or which may be considered objectionable or injurious to the lot(s) or adjoining lot(s) or to the general appearance of the cemetery. The Township is not financially liable for any object removed or missing.

Lots may be purchased by a New Russia Township resident at the township discount price and be designated to a non-resident. The deed would remain in the township resident's name.

TREES AND SHRUBBERY

The Township determines to plant all trees and shrubs within the cemetery boundaries. It will not be necessary for lot owners to do any planting, as trees and shrubs are planted in every grave section. The Township shall remove trees and shrubs planted in violation of these rules All persons are prohibited from gathering plants or flowers, either wild or cultivated, breaking trees, shrubbery or plants within the cemetery, whether on their lot or elsewhere. All work shall be done by Township Employees. No planting or digging within the cemetery shall be permitted.

GRAVE LOT DECORATIONS

1. Winter Decorations must be removed by March 15th.
2. March 15th – May 1st NO decorations on gravesite during spring cleanup (exceptions of permanently affixed, holiday tributes)
3. Holiday tributes may be placed 2 days prior to the holiday and needs removed within 2 days following the holiday.

a. Cemetery defined holidays are Easter, Mother's Day, Memorial Day, Father's Day, Independence Day, and Veterans Day.

4. Summer decorations must be removed by November 1st.
5. Each monument is allowed maximum of (2) Temporary artificial decorations which must be contained to the base of monument.

a. Items permitted: Metal emblems, religious markers, non-breakable vases, flags, and small statues would be the preferred items

b. Items prohibited: Chipped marble or stones, boxes, baskets, shells, toys, crockery, wire arches, shepherd hooks, water pots, glassware, solar lights,

6. Headstone Saddles are permitted

**Any Holiday tributes that are not removed within allotted timeframe, or if any decorations become unsightly, they will be removed and disposed of by New Russia Township maintenance staff.

New Russia Township is not responsible for any missing, stolen, or damaged decorations or monuments.

FUNERALS AND INTERMENTS

All funerals and interments within the cemetery grounds are under the direction of the Board of Trustees or designated employee. Interments will not be allowed until proper arrangements have been made. The number of interments which may be made upon a lot is fixed at the time of purchase of said lot. The arrangement of the location of graves upon a lot is determined by the supervisor so that uniformity shall prevail. No burial shall take place until all arrangements and permits have been completed.

The fees for interment may be obtained at the township office. In all cases, the base rate shall include the opening and closing of the grave, the use of the lowering device, the use of the cemetery shelter, and the sodding and seeding of the grave. Interment charges are due and payable prior to the interment.

The burial of two or more persons in one grave shall not be permitted, except if a mother and stillborn child are to be buried at the same time, or as may be authorized by the Board of Trustees. When a lot is held by two or more persons, a permit for interment will be granted to any of them listed on the deed. All burials must be in caskets and the caskets must be in cased in an approved metal or concrete vault. Up to two cremated remains in separate direct burial urns or urns in an approved metal or concrete vault may be interred in one full size grave. Natural burials are prohibited. Natural burial is defined as only natural material being placed in the ground; no metal, no embalming, no cement vault. Persons making requests for interments must be able to give the following information: Full Name of the Deceased; Last Residence; Age; Place of Birth; Place & Date of Death; Copy of Death Certificate.

When making application for interment and the cemetery records show the ownership of the lot to be in a different name than that of the person to be interred, providing no previous arrangement has been made, it shall be necessary for the deed or other proof of the legal right to use the lot to be submitted with said application.

Funerals shall be conducted during regular cemetery hours, which are Monday through Friday, 8:30am to 1:00pm and Saturdays 8:30am- 1pm. Special cases may be addressed by the Board of Trustees, weekend and Holiday rates will apply.

REMOVALS AND DISINTERMENTS

No disinterment shall be permitted on Sunday. When remains are to be disinterred and removed from the cemetery, a permit from the Board of Health must be presented at the office of the Board of Trustees along with an application for removal made in accordance with the statutes of the State of Ohio governing the disinterment removal of the human dead.

CEMETERY SERVICE SHELTER

The Cemetery Service Shelter is used for interment services on a first-come, first-served basis. There is no charge for use of the Cemetery Service Shelter. A reservation is given priority.

HEADSTONES - RAISED OR FLUSH

All headstones and shall be constructed of marble, granite or bronze and shall be approved prior to permanent installation. Any exceptions will require written approval of the Trustees. Raised and flush mount headstone lots are available. Monument companies shall not schedule installation without Township authorization. Township personnel will need to approve the installation before monument company leave the grounds, installation of headstones should be done during the business hours of Monday-Friday 8:00am-2:00pm. Monuments can only be installed when ground conditions are favorable for their installation. Foundation installation could take up to six months to allow for settling. A headstone foundation is required for every gravesite.

EXCAVATION AND FOUNDATION

Any and all work connected in any way with the placing of markers, installing the headstone foundation and the digging and filling of graves shall be done by the Township and only after proper application has been made and fees paid. For new internments, the gravesite will be leveled and seeded within one year of the burial but expect the dirt above the gravesite to settle for up to five years. Headstones that are special design, heavy headstones, and/or longer than 48inches are required to have a poured concrete foundation at the owner's expense, through the monument company. The Township reserves the right to delay any foundation installation when necessary to: prevent future monument movement, avoid frost heaving damage, or preservation of overall cemetery conditions. The monument company would need to acquire a copy of their certification of workers compensation, and certificate of liability insurance for the Trustees prior to the installation.

COLUMBARIUMS

Each niche may contain up to two cremains as long as both containers will fit inside the 11"x11"11" space purchased. Cremains should be in an airtight sealed non-breakable container. A few personal items may be placed in the niche at the time of interment. Any opening and closing after interment would result in dis-interment/re-interment fees. No decorations, vases, or attachments of any kind shall be placed on the face panels of the niches. New Russia Township has provided two vases on the exterior of each columbarium for family members to utilize for tributes to their loved ones. Fresh Flowers Only, flowers will be removed when they become unsightly.

Inscriptions: All engraving on the niche face will be of uniform size and font and performed by the vendor chosen by New Russia Township. The font will be Monument Modified Roman with the last name engraved at the top of the plate in (1") one inch lettering. First name, dates and all other script will be in (¾") three-quarter inch Monument Modified Roman font. No symbols, emblems, or attachments will be allowed on the columbarium.

MAUSOLEUMS

Private vaults and mausoleums have not been authorized by the Board of Trustees.

GENERAL RULES

- Visitors are admitted to the cemetery at the discretion of the Township of New Russia.
- The Township of New Russia disclaims any responsibility or liability for accident(s) or damage(s) to markers, or objects resulting from ordinary hazards of cemetery work. The Township does not assume liability for accident(s) or damage(s) to property due to the defects of machinery, implements, tools and equipment used in its work. The Township endeavors to maintain adequate protection for the cemetery and reasonable efforts are made to protect flowers, vases and wreaths and objects placed upon the graves.
- No fences or walls within the cemetery made with any type of material shall be permitted. Hedges, trellises, posts, chains, railings, steps, boxing, borders used for the purpose of enclosure, are prohibited.
- No advertisement of any kind shall be permitted within the cemetery.
- No person shall discharge firearms within the cemetery, except at military funerals or Memorial Day exercises.
- All persons are forbidden, under penalty of law, to kill, remove, trap, or wound any bird or animal within the limits of the cemetery. Disturbing any wildlife or their nests is prohibited.
- It is strictly prohibited for anyone to deface any marker or landmark, or in any way deface the grounds of the cemetery. No driving is allowed over the lots or upon the lawns.
- School children, under the supervision of a teacher, art students, botanists, students of forestry, ornithologists, or others who may benefit from a study of works of art and nature will be welcome at the cemetery. Visitors for such purposes are requested to make arrangements for visitation by contacting the township office.
- It is forbidden, under penalty of law, to deposit within the cemetery grounds, debris, rubbish or waste material of any nature. The Township may expel from the cemetery any person disturbing its sanctity by noise, boisterous, or improper conduct, or who shall violate any of the forgoing rules.
- The rules and regulations governing the cemetery shall be strictly enforced.
- Trespassing upon the grounds of any cemetery is prohibited.
- All persons are reminded that the grounds are sacredly devoted to the burial of the human dead.

TRAFFIC REGULATIONS

The admission of vehicles upon the roads of the cemetery has been permitted as a privilege but, is not a right inherent to the ownership of a lot or otherwise. As a privilege, it is restricted to those persons who observe the traffic rules adopted by the Board of Trustees. Failure to comply with the rules subjects the offender to arrest. Entrance may be made only at a gate which is maintained by the cemetery as a public entrance. The speed of the vehicles is limited to ten (10) miles per hour. Vehicles are not permitted to turn upon roads but must go around the section when reversing their direction.

Visitors on foot have the primary right to the use of the roads and all vehicle drivers are required to observe this right by careful driving and strict adherence to the rules. Funeral processions must obey these rules also.
Any driver who runs a vehicle upon the lawns, across gutters or elsewhere, causing damage as a result, shall be required to compensate for such damage. Vehicles shall keep to the right-hand side of the road next to the curb, gutter or lawn.

MISCELLANEOUS RULES

No money shall be paid, nor gifts provided to township employees and their services must not be engaged except through the office of the Board of Trustees. The Township Trustees and/or a designated employee has been given the authority to enforce all the rules and regulations herein contained.

NEW RUSSIA TOWNSHIP CEMETERY PRICING

SINGLE PLOT

Township Residents
& Employees - $200.00
Non-Residents - $1000.00

COLUMBARIUM

Township Residents
& Employees - $350.00
Non-Residents - $1200.00

OPENING/CLOSING-BURIALS

Township Residents & Employees

Weekday -	$750.00
Saturday -	$950.00
**Sunday/Holiday -	$1500.00
Infants -	$300.00

Non-Residents

Weekday -	$1250.00
Saturday -	$1500.00
** Sunday/Holiday -	$2500.00
Infants -	$300.00

OPENING/CLOSING- CREMATION

Township Residents & Employees

Weekday -	$200.00
Saturday -	$300.00
** Sunday/Holiday -	$600.00

Non-Residents

Weekday -	$400.00
Saturday -	$600.00
** Sunday/Holiday -	$1200.00

DIS-INTERMENT - $1,000.00

RE-INTERMENT - $500.00

DIS-INTERMENT – ASHES -$350.00

RE-INTERMENT – ASHES - $225.00

HEADSTONE FOUNDATION FEE
$350/single $600 double

CEMETERY DEED CHANGE FEE
$50.00 for Each Deed

** NEED TO REQUEST SPECIAL APPROVAL FROM BOARD OF TRUSTEES

RESOLUTION NO. 2008-06-23
ADOPTED: JUNE 9, 2008
EFFECTIVE: October 1, 2011

RESOLUTION NO. 2011-09-25
ADOPTED: August 5, 2008

RESOLUTION NO. 2014-03-19
ADOPTED: March 18, 2014
EFFECTIVE: March 18, 2014

RESOLUTION NO. 2011-09-25
ADOPTED: September 20, 2011

RESOLUTION NO. 2016-04-17
ADOPTED: April 19, 2016
EFFECTIVE: April 19, 2016

RESOLUTION NO. 2015-01-07
ADOPTED: January 6, 2015
EFFECTIVE: January 6, 2015

RESOLUTION NO. 2026-09-444
ADOPTED: September 1, 2026
EFFECTIVE: October 1, 2026

CEMETERY SHELTER AND COLUMBARIUMS

