**LITITZ MORAVIAN CONGREGATION**

**CEMETERY**

 **RULES and REGULATIONS**

 **Revised January 21, 2020**

ARTICLE I

**The “Old Graveyard Flat Stone Section” also known as God’s Acre.**

**Section 1.** This section is reserved, at no charge, as the place for burial for members of the Lititz Moravian Congregation in good standing and their minor children. Burial costs are the responsibility of the deceased member’s estate. Interments are restricted to one per plot which can be either traditional burial or cremation. Cremains may be interred in biodegradable or non-biodegradable containers.

**Section 2.** Ordained Ministers of other Moravian Churches (in active or inactive service and regardless of where they are living at the time of their death) and their spouses or widows shall have the same rights of burial as members of the Lititz Moravian Congregation.

**Section 3.** A strict adherence to our custom as it relates to the external appearance of the grave is required: (a) The size of the grave stone shall not exceed thirty-six by twenty-four (36 x 24) inches and four (4) inches in thickness. (b) Grave stones shall be single tiered without a pedestal base and shall be flush with the surrounding ground. (c) A one and a half inch margin must be dug around each stone in God’s Acre under the ground before the stone is laid.

The Cemetery Board reserves the right to level and re-grade grave stones without notice.

**Section 4.** The service of the Trombone Choir is considered part of the Moravian burial service for members of the Lititz Moravian Congregation and arrangements must be made with the pastor.

**Section 5.** No plants or shrubbery shall be planted on the graves. Live cuttings will be removed as they become unsightly, detrimental, or inconvenient.

**Section 6.** The grave stone for a child shall be made of white marble with the uniform dimensions of twelve by eighteen (12 x18 ) inches and four (4) inches in thickness and shall be single tiered without a pedestal base, and shall be flush with the surrounding ground. The Cemetery Board reserves the right to level and re-grade grave stones without notice.

**Note:** All clarifications are to be determined by the Cemetery Board.

**ARTICLE II**

**THE MORAVIAN CEMETERY**

**(The Moravian Cemetery includes all of the area also known as the Lititz Moravian Congregation Cemetery except “The Old Graveyard Flat Stone Section” also known as “God’s Acre” and the**

**“The Memorial Garden” set aside for interment of cremains in biodegradable containers.)**

**SALE and TRANSFER of LOTS**

**Section 1.** Only Lititz Moravian Congregation members may purchase lot(s). Lots are secured by deed to the purchasers, their families and heirs, as a burial place forever. Gifting by members to non-members not permitted. See Article II, Section 4 (below) concerning the sale of lots.

**Section 2.** Lot prices vary. Prices are set by the Cemetery Board of the Lititz Moravian Congregation and include perpetual care.

**Section 3.** No lot will be regarded as sold until fully paid for and deed issued. If parties make interments before paying in full for their lots, the Cemetery Board reserves the right to remove bodies at any time to the single grave division of the cemetery, and to sell such lot(s) to other parties without refunding any money paid thereon. The same will be regarded as compensation for removing the body or bodies to the single grave section.

**Section 4.** Lot-holders may sell only to the Lititz Moravian Congregation for the price paid at the time of purchase.

**Section 5.** Information concerning lots or graves can be obtained from the Cemetery Coordinator, Cemetery Board Chairperson or the Lititz Moravian Church Office.

**ARTICLE III**

**GRADE LINES**

**Section 1.** The grade of avenues, walks, and lots shall be established by the Cemetery Board.

**Section 2.** Corner posts marking the boundary of lots must be set level with the ground. The Cemetery Board shall have the right/authority to move above ground corner post level with a surface.

**Section 3.** No plot(s) shall be enclosed with a fence, hedge, wall, coping or other enclosure.

**Section 4.** No lot owner shall be permitted to raise a lot, or any portion thereof, above the level of the surrounding surface.

**Section 5.** Curbing of stone, iron or wood around graves, and board designation graves, of any shape whatsoever, are strictly prohibited, and no mound shall be raised above the level of the surrounding surface.

**ARTICLE IV**

**MONUMENTS, TOMBS, AND HEADSTONES**

**Section 1.** No monument, marker, vault, tomb, effigy, nor any structure whatsoever, nor any inscription thereon, shall be placed in or upon any lot which shall be determined by the Cemetery Board to be offensive or improper. The Board shall have the right, and it shall be their duty, to remove the said offensive or improper object.

**Section 2.**  No vault or tomb shall be built entirely or partly above ground.

**Section 3.** The Cemetery Board has no wish to interfere with individual taste in the construction of monuments. Its duty is to protect the interests of each lot-holder. The Board reserves the right to prevent the erection of, or to remove, anything which might interfere with the general effect, obstruct principal views, or seem to them in any way improper.

**Section 4.** If a headstone becomes dilapidated, the Cemetery Board shall notify the owner (or surviving family) if he or she can be found, to repair the same.

**Section 5.** In extreme cases of dilapidation, either where the owner cannot be found or refuses to repair, the headstone may be disposed of.

**Section 6.** Materials brought to the grounds of the cemetery for the purpose of building monuments, headstones, etc., left by lot-holders or mechanics employed by them, shall be at the risk of the owner. The Cemetery Board assumes no responsibility thereto.

**Section 7.** Foundations for monuments, headstones, and the like shall be of stone laid in cement. The base must be three (3) inches larger than the bottom of the monument on all sides, a minimum of 30” in depth, and sit 2” above grade at the highest point, and shall be regulated by the Cemetery Board under whose direction will be constructed.

**Section 8.** Contractors and their workforce employed in the construction of vaults or tombs, erection of monuments, etc. will be subject to the control and direction of the Cemetery Board. Contractor employees who fail to conform to this rule will not be permitted to work in the cemetery thereafter.

**Section 9.** Person(s) engaged in erecting vaults, monuments, or other structures, are prohibited from attaching ropes to trees, shrubs, or other objects, without permission from the Cemetery Board.

Section 10: Contractors/service providers and their employees engaged in performing work or erecting structures on cemetery grounds are responsible for damage they cause to current structures, shrubbery or grounds on Lititz Moravian property.

Section 11: Valid insurance certificates must be presented to the Sexton before work is performed.

**ARTICLE V**

**INTERMENTS**

**Section 1.** Removal(s) from other cemeteries or cities must be accompanied by the proper papers, as prescribed by law. No removal will be allowed from a lot or grave in the cemetery without a written order from the owner.

**Section 2.** One (1) traditional burial and two (2) cremations or up to four (4) cremations will be permitted per grave lot. Cremation interment requires either papier mache biodegradable containers or urn. Traditional burials must go in the space first before any cremation interment. Only one tombstone permitted on each grave lot.

Section 3. After a funeral service, there must be a temporary identification left at the site that is provided by the funeral home or the deceased’s family.

**ARTICLE VI**

**THE MEMORIAL GARDEN**

**Section 1.** The Memorial Garden in the Moravian Cemetery is set aside solely for the interment of cremains in biodegradable containers. Memorial Garden interment is open to members of the Lititz Moravian Congregation and non-members. Non-members will be interred at a higher fee set by the Cemetery Board.

**Section 2.** The Memorial Garden will provide a one (1) foot square unmarked, secure in-ground storage area for the placement of cremated remains. The Memorial Garden will provide a permanent marking on the stone obelisk indicating the Decedent’s name, year of birth and year of death. The stone obelisk in the Memorial Garden will be maintained by the Lititz Moravian Congregation. No other markings relative to cremains interred are permitted in the Memorial Garden.

**Section 3.** When all the available one (1) foot square in-ground storage areas referred to in Section 2 (above) becomes occupied, the Cemetery Board will reuse the occupied one (1) foot square areas for new interments of cremains beginning with the earliest occupied of the one (1) foot square areas.

**Section 4** The Memorial Garden will be available and open for visitation in accordance with the current Rules and Regulations.

**Section 5.** The Memorial Garden shall be maintained and operated by the Lititz Moravian Congregation subject to the applicable statutes and regulations regarding burial grounds.

**ARTICLE VII**

**MISCELLANEOUS**

**Section 1.** If trees, shrubs, or flowers in lots become unsightly by their roots, branches, etc., and/or become detrimental to adjacent lots, walks, or roads, the Cemetery Board has the right to remove the items they deem to be detrimental, unsightly, or inconvenient.

**Section 2.** Non-sanctioned benches, chairs, boxes, shells, toys, wire screens, arbors, trellises, tripods, or designs of any description, rustic work and so-called ornaments and architectural objects not approved by the Cemetery Board are considered detrimental to the beauty and dignity of the cemetery, and are not allowed. No flowers or ground cover may be planted on grave sites as they inhibit maintenance and trimming.

**Section 3.** Visitors will behave in a matter that preserves the sacredness of the cemetery so it can be fully appreciated by visitors.

**Section 4.** Visitors are requested to keep on walks and not to pluck flowers or shrubs, injure trees, write upon or mark any building, monument, fence, or other structure. Violators will be liable to arrest and prosecution according to law.

**Section 5** Hunting is not permitted on the premises.

**Section 6.** No dogs or pets are permitted in the cemetery, Memorial Garden, or God’s Acre

**Section 7**. The Cemetery Board has the authority to stop work that does not conform to approved plans.

**Section 8.** The placing of tombstone bases shall be supervised by the Cemetery Board. These services shall be charged at the prevailing rate set by the Cemetery Board.

**Section 9.** The foregoing rules and regulations are subject to change by the Cemetery Board of the Lititz Moravian Congregation.

**Section 10.** Issues not fully addressed in these rules and regulations must be referred to the Cemetery Board who will determine what is consistent for the welfare of the cemetery grounds and not inconsistent with the established rules and regulations already adopted.

**Section 11.** The document Rules and Regulations of the Moravian Cemetery should be reviewed and revised, if needed, at a time frame not in excess of seven years after the previous review.

**Section 12:** Sections of the Rules and Regulations are repeated in the Floral Grounds Policy (Exhibit A) for easy reference. This policy addresses the appearance and maintenance of cemetery grounds.

**Exhibit A – Floral Grounds Policy (This exhibit is part of the Lititz Moravian Congregation Rules and Regulations revised January 21, 2020.**

Laid out in early 1758, the Lititz Moravian Cemetery has been lovingly maintained throughout its

long history.  It is through Moravians’ caring and compassionate values that they are able to

maintain a peaceful and reflective place for loved ones laid to rest, as well as visiting family and

friends, to ensure that everyone is being cared for in a respectful, loving and responsible

manner.  To maintain this environment a Floral Grounds Policy has been developed. We ask that you read and understand our policy so all who are laid to rest or come to visit are able to experience the true joy and beauty of this area during times of personal reflection.  Thank you.

* Funeral floral arrangements at the time of burial will be placed on the grave. They will

be removed at the discretion of grounds personnel when they become unsightly or when it becomes necessary to facilitate cemetery maintenance operations.

* Fresh cut flowers may be placed on graves at any time. They will be removed/disposed of when they become unsightly.
* No glass or ceramic containers are permitted for safety reasons.
* Artificial flowers will be permitted only from November 15 through March 1 when their

presence will not interfere with grounds maintenance.

* While potted plants are not desired, they are permitted 10 days before through 10 days after Easter.
* Mulch is not permitted around gravestones as it migrates into the path of the mower.
* During the mowing and grounds maintenance season, items may be removed from graves when necessary to facilitate mowing and maintenance operations.
* Christmas wreaths, grave blankets, and other seasonal adornments may be placed on graves from December 1 through March 1. Items not removed by March 1 will be discarded. Wreath easels over 18” are not permitted and will be removed and discarded. If high winds blow items around, they will be removed at the discretion of grounds personnel.
* Non-sanctioned benches, chairs, boxes, shells, toys, wire screens, arbors, trellises, tripods, or designs of any description, rustic work and so-called ornaments and architectural objects not approved by the Cemetery Board are considered detrimental to the beauty and dignity of the cemetery, and are not allowed. No flowers or ground cover may be planted on grave sites as they inhibit weed whacking and mowing. (Article VII, Section 2)
* The following are inconsistent with the dignity of the cemetery and not permitted:

permanent plants, statues, lights of any type, breakable objects, Christmas trees, balloons, pumpkins, and similar items.

* Unauthorized items will be removed and discarded.

This Floral Grounds Policy, Exhibit A of the Cemetery Rules and Regulations, is available on the Lititz Moravian Congregation website. Go to the Museum/Archives/Tours pull-down menu and click on “Cemetery.”

Printed copies are available in church office. The Floral/Grounds Policy (Exhibit “A” in the Rules and Regulations) can be accessed separately from the Lititz Moravian Congregation Rules and Regulations.

Cemetery Board Members:

Steve Black, Chairperson

Dave Cochran, Board Member

Ed Cunliffe, Board Member

Al Olah, Board Member

Pat Hartzell, Committee Member

Josh Bailey, Sexton

Dean Jurgen, Pastor

Board of Trustees Approval 1/21/20