



## **RIVERSIDE CEMETERY POLICY FOR MONUMENT SETTINGS**

For further information contact the Cemetery Department at 773-7446.

1. The Cemetery will not allow the use of ledgers, grave covers, surface mausoleums or surface vaults with covers. Headstones must be placed on the head end and foot markers set with a headstone must be put at ground level. Family plot markers will be allowed and if other markers are also used, the headstone can be upright but the foot end marker must be ground level. Native rocks will be allowed to be used as markers. However, the native rock must be no larger than other monuments or markers in said block or section it is to be placed. Markers for cremations or babies that are placed upon a grave space that already has a marker on it must be put at ground level.
2. All monuments or markers must have foundations except for ground level markers. The foundations for monuments or markers may not exceed the boundaries of the owners legal description of the grave space or spaces. The use of corner markers with the letter of the last name must be set at ground level. Rock or concrete walls will not be allowed to mark the boundaries of lots or grave spaces.
3. Monuments are not City property. Maintenance and vandalism are the owners' responsibility. The City is not responsible for errors made on monuments such as being placed and faced wrong, paneled the opposite direction, or set and placed improperly. The City will only assume responsibility for damage to monuments or markers which are a direct result of actions of City employees
4. In the older sections of the cemetery, where there is no true line, the placement of headstones must be set and placed the same as the other headstones around them. In the newer sections all monuments or markers must be set and placed with the use of survey stakes to ensure that the monuments or markers are in line with the others. Monuments must be set and placed level unless the terrain dictates otherwise. The back of the monument can include government bronzes, the family last name, names of children, pictures, and inscriptions. However, no paneling of dates that would appear to make the monument set and placed in the wrong direction will be allowed. Monument setters and sales staff must contact the Cemetery Superintendent or a Cemetery employee in order to find the survey stakes so flags can be placed to align the monument or marker properly. The vehicles of monument setters are not allowed on the grass while setting the monument or marker without prior permission from the Cemetery Superintendent or the Cemetery Superintendent being present. Any damage done to the cemetery by contractors or monument companies will be charged to the contractor or monument company.
5. Vases will be allowed to be placed in front, on the side, or on the base of the monument. Plantings will require advance permission from the Cemetery Superintendent.



## **RIVERSIDE CEMETERY POLICY FOR PLACEMENT OF MONUMENTS OR MARKERS**

### **1. ORIGINAL PLAT**

Place and face monuments or markers the same as the others in the area as there is not a true line, placement, or facing of existing markers.

### **2. ANNEX**

The same requirements will be used as for the Original Plat except for Sections A, B, C, & D. These sections do have a center line. If you are on the east side of the center line, you must place west and face east. If you are on the west side of the center line, you must place west and face west.

### **3. ADDITION A**

All blocks have a center line. If you are on the east side of the center line, you must place west and face east. If you are on the west side of center line, you must place west and face west.

### **4. ADDITION B**

The same requirements as used for Addition A.

### **5. ADDITION D**

Same as Addition A and Addition B except for Blocks 6 and 7 that must all be placed west and face east.

### **6. ADDITION E**

All monuments and markers must be placed on the north end of the grave space which is the head end and faced south. All monuments and markers must be kept in line as the block curves to the north.

### **7. BABYLAND**

The City will place the temporary funeral marker in cement at no charge. The purchase of a regular marker from a monument company is also allowed but it must be ground level and no longer than 30 inches or wider than 20 inches including the cement work.