

# City of Tallahassee

## Cemetery Rules and Regulations



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**Any individual or entity that fails to comply with the following rules and regulations may be subject to removal from cemetery grounds, suspension of privileges, or other lawful enforcement actions.**

## **I. GENERAL INFORMATION AND RULES**

The City of Tallahassee owns and maintains five municipal cemeteries within city limits. The earliest recorded interment in the Old City cemetery dates back to the mid-1800s. Today, the City provides routine maintenance of these facilities to preserve the history and heritage of our community and the people who helped pioneer and expand our City.

The five City-owned cemeteries include:

Old City Cemetery,	400 West Park Avenue
Oakland Cemetery,	312 West Brevard Street
Greenwood Cemetery,	1601 Old Bainbridge Road
Roselawn Cemetery	843 Piedmont Drive
Southside Cemetery	3484 Capital Circle Southwest

- A. The City of Tallahassee invites visitors to all five City cemeteries between the hours of sunrise to sunset. Children under sixteen (16) years of age must be accompanied by an adult at all times.
- B. Visitors shall use the walks and roads provided. No vehicles shall be permitted in the grass alleyways within the cemetery.
- C. Please be mindful of others and services that may be occurring in the cemetery. No loud noise or amplified sound is allowed within any cemeteries at any time. Visitors shall conduct themselves in a manner consistent with the solemn nature of the cemetery. Disorderly behavior, loud music, disruptive gatherings, or any conduct that disturbs the peace is prohibited.
- D. All pets shall be required to be leashed, and all pet waste must be collected and removed from the cemetery. Pets shall not disturb gravesites, landscaping, or other visitors.
- E. No person may peddle items or solicit on cemetery property.
- F. No person shall discharge firearms, airsoft guns, paintball guns, or other compressed air weapons within the cemetery. The prohibition against firearms shall not apply to burial services conducted by recognized military organizations or associations of the United States.
- G. No hunting is allowed within the cemetery.
- H. No skateboards, inline skates, or roller skates are allowed within the cemetery.
- I. No treasure hunting or use of metal detectors are allowed within the cemetery.
- J. The consumption of alcoholic beverages within the cemetery is prohibited.

- K. No signs, notices, or advertisements of any kind shall be allowed in the cemetery unless authorized by the City.
- L. Littering is expressly prohibited anywhere within the cemetery.
- M. City employees are not permitted to perform any work for plot owners except at the direction of the City and are prohibited from receiving tips or gratuities.
- N. Fireworks are not permitted to be used within the cemetery.
- O. It is unlawful for any person, without proper authority, to remove flowers; injure, mutilate, or deface any monument, marker, fence, coping, tree, shrub, or other cemetery property; or misuse cemetery water supplies.
- P. No human remains or cremated remains shall be interred in any City cemetery unless a Certificate of Interment Rights for the applicable burial space has been purchased and issued by the City in advance of interment. Scattering of ashes is prohibited within City cemeteries. Any person who authorizes or conducts an interment without a valid Certificate of Interment Rights may be subject to penalties and prosecution to the fullest extent permitted by law.
- Q. Funeral homes, cremation service providers, and any person or entity arranging an interment shall notify and coordinate with the City prior to scheduling any interment in a City cemetery. Required documentation, including proof of interment rights, and all applicable fees must be provided and paid in full before any interment may occur. Failure to comply with these requirements may result in suspension, revocation, or denial of the privilege to conduct interments or utilize City cemeteries, in addition to any other penalties or enforcement actions permitted by law.

## II. LANDSCAPING, ORNAMENTATION, & DECORATION

- A. General care is assumed by the City and includes the mowing of turf, litter and debris removal, removal of high-risk trees, and periodic pruning of trees.
- B. Shrubs shall not be allowed to exceed 24” to meet Crime Prevention Through Environmental Design (CPTED) recommendations for clear sight in public spaces.
- C. No landscape plants, including annuals, perennials, trees, or shrubs, shall be planted within the cemetery except by the City.
- D. Landscape installed prior to the adoption of these rules may remain if it is maintained by the grave space owner, his/her legal representative, or legal heirs. If landscape plants are not maintained to a level consistent with the cemetery's character, they may be removed without notice.
- E. No gravel, landscape timbers, boards; wood, metal, or plastic pickets may be used to enhance the landscaping in and around the grave space.
- F. Mulch shall not be installed over the grave space.
- G. Those owners wishing to privately maintain their plots will advise the City of their arrangements, and all City maintenance to those plots will be terminated. The City retains the authority to intervene at any time to ensure that the maintenance of all plots meets the standards as established by management.

- H. Pinwheels, bird baths and feeders, wind chimes, and other landscape enhancements shall not be placed within the cemetery, unless approved by the City.
- I. The City may remove and discard flowers or decorations that have deteriorated, become unsightly, or interfere with maintenance, without notice.
- J. The City reserves the right to remove, without notice, any plantings, vegetation, decorations, benches, solar lights, landscaping materials, or other personal property placed within the cemetery
- K. All improvements or alterations to burial plots require prior written approval from the City. Unauthorized installations may be removed or altered without notice.
- L. The City may remove, without notice, any object in a cemetery that is not specifically permitted under these rules, or the City determines these objects present a current or foreseeable threat to the public's health or safety.
- M. An ornament, potted plant, floral piece, basket, or other decoration is permitted if:
  - a. Located entirely on the headstone or paving space; and
  - b. Firmly anchored and secured, using means other than concrete or chain, to prevent any part from leaning, falling over, breaking, or blowing over; and
  - c. The material used is not glass or ceramic.
- N. Cut and artificial flowers are permitted in a space if they are placed in an invertible vase or other non-breakable container. Artificial flowers and shrubs shall not be placed in the ground.
- O. Cut and artificial flowers may be removed, without notice, by the City:
  - a. If they are dead or deteriorated
  - b. 30 days after a holiday, if placed on a grave for the holiday; or
  - c. No sooner than 7 days after a funeral service, if placed on a grave for a funeral service
- P. Benches installed prior to the adoption of these rules are permitted if:
  - a. Placed entirely within a space at the foot or head of the space;
  - b. Not encroaching on a maintenance easement, public area, or another owner's space;
  - c. Maintained in a safe and stable condition; and
  - d. Not interfering with an interment or the setting of a monument.
- Q. The City of Tallahassee is not responsible for the theft or vandalism of any object placed within a cemetery.

### III. MEMORIALS – TRADITIONAL BURIAL SPACE

- A. All markers in the cemetery shall be granite, marble, bronze, or other materials approved by the City of Tallahassee and shall be installed by a licensed memorial representative.
- B. Temporary burial markers must be removed upon installation of a permanent monument.
- C. Only one stone or marker will be allowed for each space, and this shall be placed at the head of the grave.

- a. In the event a family monument is placed at the head of a plot, an individual marker may be placed at the foot of each space for individual persons.
- b. In the event a cremation plot is authorized at the head or foot of a traditional burial plot, a marker consistent with Section IV Cremation Burial Space will be allowed at the head or foot of the traditional plot.
- D. Cemetery staff will provide reasonable assistance to licensed memorial representatives in locating grave spaces.
- E. All stones or markers in the cemetery are required to have a concrete foundation, which may be poured by licensed memorial representatives.
- F. Paving is permitted on those plots where paving has previously been laid; however, the City is not liable for any damages that may occur in the regular maintenance of the cemetery. Coping is permitted so long as it is flush with the ground, as are corner markers.
- G. No memorial of any kind will be permitted without the written authorization of the grave space owner, his/her legal representative, or legal heirs.
- H. Should a monument company need to access areas off hard-surfaced roads, that person must receive guidance from staff on where the vehicle may be driven on the grounds. Payment for any damages that may occur in the course of a monument installation shall be the responsibility of the monument company.
- I. The City is in no way responsible for the preservation and care of any memorials installed in the cemetery.
- J. Cement products of all kinds are prohibited above the ground on any space.
- K. Cairns are not allowed as markers for grave spaces.
- L. No more than one (1) casketed burial may be interred in each traditional burial plot.
- M. Caskets must fit within the standard five (5) foot by ten (10) foot burial plot dimensions.
- N. Opening, removal, or placement of caskets or vaults may be performed only by licensed funeral homes or authorized City staff.
- O. No monument shall exceed five (5) feet in height. Existing monuments installed prior to the effective date of these Rules and Regulations that exceed this limitation are deemed compliant and may remain in place or be reestablished if destroyed.
- P. Flat grave markers must be installed flush with the ground and shall not extend beyond the boundaries of the designated burial plot.
- Q. One (1) cremation burial space may be permitted at the head and one (1) cremation burial space at the foot of a traditional burial plot, subject to City approval of a Certificate of Interment. Cremation spaces must comply with the requirements in Section IV, Cremation Burial Spaces, below.

## IV. MEMORIALS - CREMATION BURIAL SPACES

- A. No more than one (1) cremated remain may be interred in each cremation plot.
- B. Cremated remains must be placed in a durable, sealed urn or container constructed of metal, marble, stone, or approved composite material. Glass containers are prohibited.
- C. The urn, container, or vault must fit within the designated thirty (30) inch by thirty (30) inch cremation plot.
- D. Opening, removal, or placement of urns, vaults, or niche covers may be performed only by licensed funeral homes or authorized City staff.
- E. Urns must be buried with twenty-four (24) to thirty-six (36) inches of soil coverage, measured from the top of the urn to the finished grade.
- F. Monuments within cremation interment spaces must be constructed exclusively of granite or marble.
- G. All monuments within cremation interment spaces must be flat or flush-mounted and shall measure ten (10) inches in width by twenty (20) inches in length.
- H. No other monument materials, styles, or dimensions are permitted within cremation interment spaces.