



# PLEASANT HILL CEMETERY IMPROVEMENT ASSOCIATION

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## RULES AND REGULATIONS

Revised December 2, 2015

This document is created for the betterment of the Pleasant Hill Cemetery . The adoption and enforcement of rules and regulations is necessary to secure the best results and ensure protection of the interest of all lot owners.

# PLEASANT HILL CEMETERY IMPROVEMENT ASSOCIATION

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# PLEASANT HILL CEMETERY IMPROVEMENT ASSOCIATION

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## OVERVIEW

The Pleasant Hill Cemetery Improvement Association (hereinafter called the Association) was organized in 1938 to serve Central Steele Creek Presbyterian Church and Pleasant Hill Presbyterian Church congregations.

The Association is responsible for the maintenance and improvement of the cemetery, and for the implementation of rules and regulations governing the use of the cemetery located at Pleasant Hill Presbyterian Church, 15000 York Rd., Charlotte, NC 28278. Membership in the Association is open to all active church members, as defined in the Book of Order which governs Central Steele Creek and Pleasant Hill Presbyterian Churches. A waiver of membership rules may only be granted by consensus of the Board of the Association.

The Rules and Regulations have been approved by the Board of the Association. They may be changed or amended when any rule is found to be detrimental to the best interest of the lot owners as a whole, or when new conditions compel the adoption of other regulations.

The Cemetery is not a budgeted item for either church and is funded solely on donations and memorials. Maintenance and upkeep constitute our major expense.

# PLEASANT HILL CEMETERY IMPROVEMENT ASSOCIATION

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## GENERAL RULES

**Burial in the main cemetery and interment in the memorial gardens is for human remains only.**

**Casket Burial or placement of ashes in the main Cemetery or placement of ashes in the Memorial Garden shall be done in conjunction with a Christian committal service, conducted by a pastor of Central Steele Creek or Pleasant Hill Presbyterian Church, or some duly appointed, ordained minister.**

Plots/lots in the main Cemetery and plots in the Memorial Garden shall normally be sold only to members of the Association, as defined above.

All lots or plots shall be registered in the name(s) of the intended user(s). Compliance with all Rules and Regulations is required.

No more than one Plot/lot shall be sold to any one person.

Any person who purchases a plot/lot in the Cemetery or plot in the Memorial Garden may not, under any circumstances, resell nor transfer the said plot or lot, but if the purchaser wishes to dispose of the plot/lot, he must sign a "Return of Lot Ownership" form. The exact purchase price will be refunded to the owner.

A minimum, annual maintenance fee of \$50.00 per plot/lot is required. These funds are applied to the cemetery's maintenance and upkeep expenses.

Any unused plot/lot, for which no contribution toward maintenance has been made for a five-year period, may be considered abandoned and ownership reverts to the Association. An attempt shall be made to contact the owner prior to repossession. The plot/lot will then be made available for resale.

The Association's Board should be informed of any change in mailing address of any plot/lot owner.

The Association's Board may, at any time, enter upon any portion of the cemetery property with its workmen and/or implements for the purpose of grading, maintaining, and improving the property, and placing, replacing, or removing trees, shrubbery, or structures of any kind.

All unused plots/lots sold shall be subject to all Rules and Regulations and their amendments.

Any future projects or improvements to the Main Cemetery or Memorial Garden must be approved by the Association's Board.

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## GENERAL INFORMATION REGARDING PLOTS/LOTS

All graves will be covered by grass only. No solar lights, statuary, shrubs, living flowers, trees, or any live plant, except grass, will be allowed on grave plots/lots. No shrubs or living flowers may be planted directly on the grave plots/lots. These will be removed in routine cemetery maintenance.

The Association will be responsible for planting grass on the gravesite. Installation of sod by lot owners is prohibited.

Funeral flowers are to be removed by the Association's Work Committee. This should be done approximately within one week of the burial.

Any cut or artificial flowers placed on the gravesite may be placed on a saddle arrangement or directly in front of the headstone or monument. Arrangements placed on the ground should be appropriately anchored in some manner. All flowers will be removed on an as-needed or seasonal basis.

## MAIN CEMETERY – LOT INFORMATION

Plots/lots in the portion of the cemetery opened in the 1996 expansion are eight (8) feet wide by ten (10) feet deep and intended for two grave spaces. In the older portion of the cemetery, the plots/lots are ten (10) feet by ten (10) feet. For those needing only a single-grave space, a half-lot can be made available at one half the regular price.

### AS OF SEPTEMBER 20, 2009, LOT PRICES ARE AS FOLLOWS:

	Member	Non-Member
<b>Two-grave lot</b>	<b>750.00</b>	<b>2,500.00</b>
<b>Deposit for permanent marker</b>	<b>700.00</b>	<b>700.00</b>
<b>TOTAL</b>	<b>1,450.00</b>	<b>3,200.00</b>
<b>Single-grave lot</b>	<b>375.00</b>	<b>1,750.00</b>
<b>Deposit for permanent marker</b>	<b>350.00</b>	<b>350.00</b>
<b>TOTAL</b>	<b>725.00</b>	<b>2,100.00</b>

After a grave plot has been used, a permanent marker, showing name(s), birth and death dates, must be installed, or on order, within six months after the burial. If this has not been done within that period, the Cemetery Association will use the deposit funds to purchase a 12"x 24" footstone and have it installed at the grave site. Should the family comply with the "within six months" rule, the deposit will be directly applied to the purchased monument by the family.

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## **THE FOLLOWING APPLIES TO ALL LOTS PURCHASED PRIOR TO SEPTEMBER 20, 2009**

After a grave plot has been used, a permanent marker, showing names(s), birth and death dates, must be installed, or on order, within six months after the burial. If this has not been done within that period, the Cemetery Association's Secretary will contact the family regarding their plans. Should a marker not be installed within a reasonable amount of time after contact with the family, the Association will have a foot marker placed on the gravesite. The cost of the marker will be billed to the family or estate.

# PLEASANT HILL CEMETERY IMPROVEMENT ASSOCIATION

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## BURIALS IN THE MAIN CEMETERY

**Funeral Directors should contact a Lot Registrar to have the grave space marked for opening, whether for a casket burial or burial of ashes.**

In the case of casket burials, a concrete vault is required. A wooden, plastic or other non-durable receptacle is prohibited.

Any ashes interred in the **main cemetery** must be placed in one of the following:

1. A cremation vault, selected by the family from the funeral director.
2. A biodegradable container may be used. In this instance, there can be no additional burials on that single-grave area of the plot/lot.
3. Opening and closing a space for cremains in the main cemetery shall be arranged by the funeral director. This expense is borne by the family.

No more than four (4) containers of cremains may be placed on a two-grave plot/lot.

Only headstones and foot markers may be erected on a cemetery plot/lot. No other structures including specifically, without limitation, any fencing, curbing, corner markers, railing, or any other construction, shall be permitted at any time.

### **INFORMATION FOR FUNERAL DIRECTOR:**

There may be an instance in opening a grave that a nearby headstone (die) needs to be removed from its base in order to allow the machinery to operate. In this case, the Funeral Director needs to advise the Association's Secretary or Lot Registrar if the headstone has been moved. Also, the Funeral Home will be billed for the cost in having the headstone re-installed by Winecoff Memorials, or a vendor selected by the Association's Board.

## **HEADSTONE AND FOOTSTONE RESTRICTIONS**

Headstone sizes related to plot/lot sizes are as follows:

Four (4) foot lot – no wider than three (3) feet, including base

Eight (8) foot lot – no wider than six (6) feet, including base

Ten (10) foot lot – no wider than eight (8) feet, including base

All footstones should be at ground level.

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## VETERAN'S MARKERS

Veterans' markers of granite or marble are preferred. Bronze markers are discouraged, but if used, must be mounted on a 14" x 26" granite base. This base is ordered by the Association's Board through a selected vendor, with the cost being paid by the family. All markers are to be set in concrete and installed ONLY by a vendor selected by the Cemetery Association's Board. The installation cost will be billed to the family.

INFORMATION FOR FUNERAL DIRECTORS OR FAMILY MEMBERS ORDERING A MARKER (Family members please contact Association Secretary for instructions to obtain the government form):

All veteran's Markers should be delivered to:

Winecoff Memorials    2120 Newton Dr.    Statesville, NC 28677

Contact: Dave or Steve Bridle    704-873-9661    FAX: 704-873-9671

E-mail: [dave@winecoff.com](mailto:dave@winecoff.com)

\*\*\*When ordering the marker, please notify Winecoff by mail, e-mail or FAX, noting the delivery is to be made to Pleasant Hill Cemetery. In this way, Winecoff will have the necessary information before the marker is received.

Should the Association Board authorize a change in the vendor, the Association's Secretary will advise Funeral Directors of the change.

The vendor will notify the Association's Secretary or Lot Registrar to arrange the marking of the placement area. A REPRESENTATIVE OF THE CEMETERY ASSOCIATION MUST BE PRESENT WHEN THE MARKER IS INSTALLED.



# PLEASANT HILL CEMETERY IMPROVEMENT ASSOCIATION

## MEMORIAL GARDEN

**Burial in the main cemetery and interment in the memorial gardens is for human remains only.**

A plot in the Memorial Garden consists of the one-foot by two-foot space within the cross and contains two eight-inch (8") diameters by fourteen inch (14") long cylindrical receptors for ashes. The space is covered with a four-inch thick granite stone.

The ash receptors are satisfactory for the direct placement of ashes. No commercial urn is necessary, but if one is desired, it must fit within the provided receptacle.

The Association's Board has approved the use of a small, metallic-finish flower vase, which can be attached to the granite stone. In the case of an individual space, the vase will be placed on the top, center of the 12" x 12" space. When both spaces of the 12" x 24" area are used for relatives, the vase will be placed in the center of the 12" x 24" stone. The cost of this vase, including installation, is in addition to that of the burial space(s) and engraving. The vase must be ordered by the Association's Board and installed by a vendor selected ONLY by the Association's Board.

### AS OF AUGUST, 2010, PRICES FOR SPACES ARE AS FOLLOWS:

	Member	Non-Member
<b>Two spaces</b>	<b>750.00</b>	<b>2,500.00</b>
<b>Cost of engraving</b>	<b>300.00</b>	<b>300.00</b>
<b>TOTAL</b>	<b>1,050.00</b>	<b>2,800.00</b>
<b>Single space</b>	<b>375.00</b>	<b>1,750.00</b>
<b>Cost of engraving</b>	<b>150.00</b>	<b>150.00</b>
<b>TOTAL</b>	<b>525.00</b>	<b>1,900.00</b>

These prices include the stone and the engraving. Only the name, birth and death dates will appear on the stone. The lettering style will be Condensed Roman. Engraving will be completed, on site, by a vendor selected by the Board of the Association. The Association's Secretary will be responsible for supplying the vendor with the needed information and will arrange payment to be made by the Association's Treasurer to the engraver.

### THE FOLLOWING APPLIES TO ALL SPACES PURCHASED PRIOR TO AUGUST, 2010:

	Member	Non-Member
<b>Two space</b>	<b>750.00</b>	<b>2,500.00</b>
<b>Single space</b>	<b>375.00</b>	<b>1,750.00</b>

Only the name, birth and death dates will appear on the stone. The lettering style will be Condensed Roman. Engraving will be completed, on site, by a vendor selected by the Board of the Association. The Association's Secretary will be responsible for supplying the vendor with the needed information. The family will be responsible for payment to the engraver.

## SCATTERING OF ASHES

For those who so desire, "scattering of ashes" in the Memorial Garden may be accomplished as follows:

- The law requires that the ashes actually be placed under the mulch, rather than scattered on the surface.
- **Scattering of Ashes in the Memorial Garden shall be done in conjunction with a Christian committal service, conducted by a pastor of Central Steele Creek or Pleasant Hill Presbyterian Church, or some duly appointed, ordained minister**
- A record of the procedure will be maintained in the Association's files, but there will be no provision for a marker within the garden.
- The cost for this procedure will be three hundred dollars (\$300.00).

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## SECTION FOR FUNERAL DIRECTORS

### OPENING OF GRAVES

Funeral Directors should contact a Lot Registrar to have the grave space marked for opening, whether for a casket burial or burial of ashes.

Burial in the main cemetery and interment in the memorial gardens is for human remains only.

Lot Registrar:	Hugh Thompson	Mobile: 704-351-3908
		Home: 704-588-2417
	Lynn Snuggs	Work: 704-382-5551
		Mobile: 704-936-7894
		Home: 704-588-3783
	Bob Capps	Mobile: 980-297-2951
		Home: 704-588-2259

There may be an instance in opening a grave that a nearby headstone (die) needs to be removed from its base in order to allow the machinery to operate. In this case, the Funeral Director needs to advise the Association's Secretary or Lot Registrar if the headstone has been moved. Also, the Funeral Home will be billed for the cost in having the headstone re-installed by Winecoff Memorials, or a vendor selected by the Association's Board.

In the case of casket burials, a concrete vault is required. A wooden, plastic or other non-durable receptacle is prohibited.

Any ashes interred in the **main cemetery** must be placed in one of the following:

1. A cremation vault, selected by the family from the funeral director.
2. A biodegradable container may be used. In this instance, there can be no additional burials on that single-grave area of the plot/lot.
3. Opening and closing a grave for cremains in the **main cemetery** shall be arranged by the funeral director. This expense is borne by the family.

### OPENING OF CREMAINS SPACES

An ash receptor in the Memorial Garden consists of a PVC container measuring eight inches (8") in diameter by fourteen inches (14") long. The ash receptors are satisfactory for the direct placement of ashes. No commercial urn is necessary, but if one is desired, it must fit within the provided receptacle.

ONLY LOT REGISTRARS, WITH THE ASSISTANCE OF ANOTHER BOARD MEMBER, ARE ALLOWED TO OPEN AND CLOSE THE RECEPTORS IN THE MEMORIAL GARDEN. THE FUNERAL DIRECTOR SHOULD RELAY TO THE REGISTRARS THE FAMILY'S WISHES REGARDING THE TIME OF INTERRMENT, I.E. BEFORE OR AFTER THE COMMITTAL SERVICE.

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