

# SHEPHERD HILLS

## MEMORIAL REGULATIONS

February 16, 2023

### Memorials

Shepherd Hills Cemetery allows for two types of memorials: uprights which consist of a table and a base, and lawn markers which are installed flush to the ground. Slants and bevels are not allowed in the cemetery.

No memorials (monument or marker) will be permitted on any grave space until space is paid in full. Upright monuments require a minimum of two grave spaces. Markers may be installed on one or more spaces. All memorials must be made of granite. Bronze VA markers must be mounted on a granite monument.

Prior to the installation of any memorial, **payment** and a **detailed plan** of the memorial must be submitted to the cemetery for acceptance and approval. The plan will include final artwork, sizes of all components of the memorial (LxWxH), and signatures of the space owner(s) or other authorized parties. The cemetery will review the information and contact the submitting party in the event of an error or concern. The cemetery will also notify the submitting party in writing (email or text) when the monument foundation is ready for installation. Lawn level markers are installed, with foundation, once marker is delivered.

If the back of an upright monument is used, only the area of the monument that corresponds to the ownership of the spaces can be used for inscription. Please contact the cemetery for further clarification.

### Uprights (*Permitted only on grave spaces numbered 1 to 8*)

**Bases:** The smallest base size on a two-space lot is 32 inches long, 14 inches wide, and 8 inches in height. The maximum base size on a two-space lot is 60 inches long, 14 inches wide, and 8 inches in height. All bases must have a finished top and bottom. On lots in excess of two spaces, bases must not exceed 60% of the lot length and must be 14 inches wide and 8 inches in height.

**Upright Tablets:** (*That which sits upon the base*) All tablets must be 8 inches in thickness and be polished front and back. The minimum size on a two-space lot is 24 inches in length. The maximum size is 48 inches in length. The height of the tablet must be proportionate to the base size (if uncertain, contact Shepherd Hills). On lots in excess of two spaces, tablets cannot exceed 40% of the width of the space (45") or exceed 9'0 in height. Tablets taller than 36" must be pinned and/or epoxied.

### Lawn Level Markers (*Permitted on any space*)

All lawn level markers must be made of granite, have a smooth finished top, and must be at least 4 inches thick. Pictures inset in lawn level markers are allowed, but the lot owner must acknowledge that Shepherd Hills is not responsible for damage or deterioration that occurs to pictures. The face of the

inset picture cannot protrude above the face of the marker. Lawn level markers with core-drilled invertible vases are allowed.

**Single Markers:** Minimum Size – 20 inches long, 10 inches wide

Maximum Size – 30 inches long, 16 inches wide

**Companion Markers:** Minimum Size – 24 inches long, 12 inches wide

Maximum Size – 48 inches long, 16 inches wide

### **In-Ground Vases**

In-ground (invertible) vases are allowed with **markers only**. They may be installed in the marker in a drilled core hole, or they may be installed separately, alongside the marker, using either a concrete encasement or a polished granite base/support. If there is insufficient space to install to the side, an exception will be made to center one vase in front of the marker.

In-ground vases may be purchased from the cemetery or any authorized memorial dealer. Installation of vases will be performed, with fee, by cemetery personnel only.

### **Foundations for Memorials**

It is agreed that the foundations for all memorials will be constructed by cemetery personnel and the cost of the same is to be paid by the memorial dealer or by the customer prior to the installation of the memorial. Payment must accompany a detailed plan sent to the cemetery. Third party foundation installs are still subject to foundation charges, engineering design, layout, supervision, sod, etc. Contact the cemetery for the cost of this service.

### **Monument/Marker Drop-off Orders**

Monuments and markers from online dealers are allowed at the cemetery; **however**, the cemetery cannot accept drop-offs from a tractor-trailer delivery, nor can the delivery of a monument and base occur at the cemetery. Due to weight, a local monument company must be willing to accept delivery and installation of the item. The cemetery does not install monuments and bases. The cemetery is capable of off-loading and installing lawn level markers, provided the delivery is made from a standard-sized delivery van or truck. Semi-trucks are prohibited. Contact the cemetery with questions.

### **Drop-off/Installations**

Monument companies are **required** to call the cemetery office prior to delivery or installation. Installations will often **not** be allowed during funeral services.