

GLENBROOK CEMETERY DISTRICT
P.O. Box 646, Cobb, CA 95426
12969 Bottle Rock Road, Kelseyville, CA 95451
(707) 279-4450

RULES AND REGULATIONS

The mission of Glenbrook Cemetery District is to provide a peaceful environment for those we love and a serene place to visit.

1. DEFINITIONS

As used in these Rules and Regulations for Glenbrook Cemetery District, the following terms shall have the following meanings:

- A. "Board" shall mean the Board of Trustees of Glenbrook Cemetery District.
- B. "District" shall mean the Glenbrook Cemetery District.
- C. "Cemetery" shall mean the Cemetery Manager, or designee.
- D. "Lot Owner" shall mean one who has purchased burial rights.
- E. "Family member" is defined as any spouse, by marriage or otherwise, domestic partner, child or stepchild, by natural birth or adoption, parent, brother, sister, half-brother, half-sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, first cousin, or any person denoted by the prefix "grand" or "great," or the spouse of any of these persons.

2. CARE OF GRAVES and CEMETERY GROUNDS

Control of the Cemetery grounds is governed by the Board.

- A. Additional plantings, copings or other additions to the burial site are not permitted because of maintenance purposes. Old coverings, other than grass on the sites, when allowed to continue shall be maintained by the relatives. Any construction on or around the burial site is prohibited on the cemetery grounds. Donations of trees or shrubs are acceptable but will be selected and planted under direction of cemetery personnel.
- B. Flowers may be placed only in the vases provided in the ground or marker foundation, or if not available, in unbreakable containers placed at the head of the grave. Flowers in such containers shall be removed as they become unsightly and placed in containers provided for that purpose. Unauthorized containers or objects (i.e. statuettes, toys, bottles, cans, jugs, ornaments) will be removed and disposed by the Cemetery. The Cemetery is not responsible for loss, damage or misplacement of unauthorized containers or objects.
- C. No person shall gather flowers, remove any item, disturb or trespass on any plot for which burial rights are not held.
- D. Any tree, shrub, plant or landscaping situated on or near any plot becoming detrimental or unsightly to the cemetery grounds may be removed by the Cemetery, as deemed necessary or as authorized by the Board of Lot Owner requests.

- E. Any combustible material is prohibited on Cemetery grounds.
- F. All chemical application shall be performed by the Cemetery.
- G. Alcoholic beverages, glass containers, controlled substances, horses, dogs, skate boards or roller blades are not allowed on the cemetery grounds.
- H. Parking of unauthorized vehicle is prohibited and may be towed away at the owner's expense. Vehicles are limited to the pavement and designated parking areas.

3. BURIALS

Lot owners, morticians, and other authorized persons shall comply with the following regulations in the use of plots for burial purposes.

- A. No burials or disinterment can be permitted without a permit for disposition of human remains issued by the proper authority. The mortuary of choice of the next of kin will be responsible for making the arrangements for interment with a contractor and the Cemetery. All work and materials supplied by the contractor shall be billed by the contractor to the mortuary or to the next of kin.
- B. During inclement weather burials will be done only at discretion of cemetery personnel due to health safety and liability, and rescheduled amongst the parties.
- C. Cremations of up to four (4) are allowed in designated 4 feet by 4 feet plots.
- D. A minimum of 48-hours notice must be given before any interment or disinterment.
- E. Standard burial casket containers constructed of concrete, steel, copper and wood must be used for all burials except for burial of cremated remains. The District will allow fiberglass urns for the burial of cremated remains. Cement Liners must be used for all burials except cremations, and may be purchase from the District. Cremated pet remains are required to be placed in a separate urn and must be interred simultaneously with an individual.
- F. No casket shall be opened before, during or following a service without the direct permission of the deceased's family and then only under the direct supervision of the funeral director in charge.
- G. No burial shall be made until charges for such services have been paid in advance to the Cemetery.
- H. The Cemetery has the right to refuse any burial product that does not meet Cemetery requirement.
- I. The District will not accept interments on Saturdays, Sundays or legal holidays without a special fee. Interments will normally be permitted Monday through Friday between the hours of 9 a.m. and 4 p.m.
- J. No lot owner shall allow any burial to be made in his or her plot for remuneration.
- K. Burial or disinterment during inclement will be at the discretion of the Cemetery due to health, safety and liability.

4. FEES and CHARGES

All fees of the District shall be subject to change at the discretion of the Board. A schedule of the current fees shall be available for inspection at all reasonable hours in the office of the District.

- A. In addition to the fees, the Board shall establish the non-refundable amount to be paid by purchasers of cemetery lots for deposit into the Endowment Care Fund in accordance with Health and Safety Section 8738.
- B. Non-resident fees shall be charged as permitted in accordance with Health and Safety Section 9068(b) for burial of a person who is not living or paying property taxes at the time of death and meeting the criteria of Health and Safety Section 9061.
- C. The District does not purchase burial rights. It is the responsibility of the lot owner for any re-sale and will be subject to District approval.
- D. Payment in full is due and payable prior to burial.

5. LEGAL PROVISIONS

In addition to the provision established by law for the operation (the Business & Profession Code - Cemetery Law, the California Code of Regulations - Cemetery Law, but primarily by the California Health & Safety Code), the following apply.

- A. Burials shall be limited family members, as permitted under Health and Safety, commencing with Section 9060.

6. HEADSTONE/MARKER REGULATION

As permitted with Health and Safety Section 9052(a), the District requires a marker be placed on the burial site. The headstone deposit will be refunded if a marker is placed within sixty (60) days.

- A. If at the end of the sixty (60) day period no headstone or marker is placed, the District will use the deposit to purchase one and have it installed.
- B. This condition applies to both full burials and cremation burials.
- C. No marker will be permitted that exceeds one (1) inch above ground level.
- D. Headstones or markers are the responsibility of the plot owner.

The District building is to be used for the Board's regular and special meetings, Memorial Day celebration, family gatherings before and after funeral services. Caskets with deceased persons are not permitted in the Cemetery Board or office rooms.

BY FOLLOWING THE ABOVE GUIDELINES, WE ENCOURAGE PEOPLE TO KEEP THEIR GRAVE SITES LOOKING NICE BUT WE WISH TO KEEP IT IN UNITY AND HARMONY WITH THE REST OF THE CEMETERY.

THE CEMETERY DISTRICT IS NOT RESPONSIBLE FOR LOSS OR DAMAGE BEYOND ITS REASONABLE CONTROL.