

CASSELTON CEMETERY

Policies & Regulations

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Cemetery Association

The Casselton Cemetery Association is a non-profit branch of the City of Casselton. Contacts are the City of Casselton Auditor's Office. The office will provide the Cemetery Manager's name and telephone as needed.

1. Telephone: (701) 347-4861
2. Address: 702 1st St N, Casselton, ND 58012
3. Email: depaudit@casselton.org

Cemetery Hours & Rules

1. Cemetery hours are dawn to dusk. Due to snow removal expense, the cemetery roads are not plowed in the wintertime unless a winter burial is approved by the association.
2. Not allowed:
 - a. Dogs or other pets.
 - b. Golf carts, ATVs, snowmobiles and other similar leisure vehicles.
 - c. Picking flowers or removing, damaging, or pruning any tree or plant.
 - d. Peddling, soliciting or placing of advertisements.
3. Parking a motor vehicle upon a cemetery roadway is only allowed during burial or committal services or while visiting graves. Vehicles should be parked to allow the passing of other vehicles (half off the roadway).
4. Improper use of the national flag and/or the display of any weathered or tattered flag is not allowed.

Non-permanent Grave Decorations

Grave decorations are defined as items that are not a permanent part of a monument (i.e., potted plants and flags).

The Cemetery Association understands the desire to honor loved ones, but maintaining the cemetery amidst a plethora of potted plants, vases, candles, hanging items, memory stones and plaques makes mowing and string trimming extremely difficult and results in damage to these non-permanent decorations.

1. Non-permanent decorations may be removed without prior notification.
2. Potted flowers and flags are allowed for Memorial Day, but all decorations must be removed by June 30th. If not removed, then the items may be removed without notification.
3. Not allowed:
 - a. Candles, lights, hanging items, glass objects, plaques, memory stones, boxes and other movable, non-permanent items.
 - b. Curbing, fencing, borders, bricks, or enclosures of any kind.

4. Permanent decorations are only permitted with the prior approval of either the Cemetery Association or Cemetery Manager.

Definition of a Gravesite

A gravesite is a 3-foot by 10-foot area that may contain the following combinations of human remains:

1. One casket
2. One casket and one cremains
3. Two cremains

How to Purchase a Gravesite

1. Contact either the Cemetery Manager or the City of Casselton Auditor's Office for both gravesite prices and interment fees.
2. Those who purchase graves are referred to as a "grave owner" and will be issued a "grave deed". Graves can only be owned by one named individual. Upon the death of the grave owner, the graves shall pass to the heir/heirs. The heir/heirs must contact either the Cemetery Manager or Cemetery Association to request a free ownership transfer.
3. If two or more gravesite are desired, then the Cemetery Manager reserves the right to require that the selections are made to avoid creating isolated, single gravesites.
4. A grave owner can request a different grave location with the permission of the Cemetery Manager.
5. Secondary sales (person-to-person) are allowed, but an ownership transfer must be completed by contacting either the Cemetery Association or Cemetery Manager. If the cemetery records are not updated, then the grave still belongs to the first owner.
6. A grave owner can voluntarily return a grave or graves to the Cemetery Association if a gravesite will not be used, however, no refund will be made.
7. Unused graves, after 60 years from the date of purchase, will revert to the Cemetery Association without refund or notification.

Cemetery Maintenance

1. The Cemetery Association will:
 - a. Mow, spray weeds, prune trees, remove trees and shrubs, and plant trees and shrubs. No one else is allowed to perform these tasks without the permission of the Cemetery Manager.
 - b. Seed and water new graves.
 - c. Renovate sunken graves, monuments, and foot markers, but renovation efforts depend upon available funds and severity.
2. The Cemetery Association is not responsible for cleaning monuments or foot markers.

3. If a monument or foot marker is damaged or shifted by maintenance (mowing or snow removal), then the Cemetery Association will be responsible for the repair.
4. The Cemetery Association is not responsible for any stolen or damaged items.

Burial

1. Caskets:
 - a. All caskets must be contained in a burial vault.
 - b. A permanent monument and/or a foot marker is required.
 - c. Surface vaults are not allowed.
2. Cremains:
 - a. Cremains must be buried. A stainless-steel location disc 6 inches in diameter must be placed above the urn so that the cremains can be located.
 - b. An urn burial vault is not required.
 - c. An urn can be made of any material. For example, steel, aluminum, wood, or plastic.
 - d. A permanent monument and/or a foot marker is required.
 - e. Cremains can be buried and located by the Cemetery Manager, instead of a funeral home, if desired.
 - f. A family may privately bury cremains, but must contact the Cemetery Manager prior to burial for instructions and scheduling.

Interment

1. An interment (casket or cremains) must be scheduled with the Cemetery Manager.
2. The funeral home will collect the interment fee and directly reimburse the Cemetery Association.
3. Winter burials are not allowed. If a winter burial is desired, then permission must be requested from either the Cemetery Association or Cemetery Manager.
4. Either the Cemetery Association or Cemetery Manager reserves the right to postpone an interment in order to prevent damage to cemetery grounds and/or gravesites. For example, waterlogged ground due to heavy rains or fallen, storm-damaged trees.

Disinterment

1. A written request must be submitted and approved by the Cemetery Association before remains can be removed.
2. A disinterment shall be made in accordance with the laws of the State of North Dakota. The person/persons making the request shall be responsible for compliance with all such laws.

3. All expenses incurred by the Cemetery Association in assisting with a disinterment shall be paid in advance by the person/persons requesting the removal.
4. The Cemetery Association assumes no liability for damages to either the casket/urn, burial vault or remains.

Monuments and Foot Markers

1. Monument
 - a. A permanent structure located on and at the head of the grave that is significantly above ground level. For example, a mower cannot pass over a monument.
 - b. A granite or concrete foundation is required.
2. Foot marker:
 - a. A permanent structure located at the foot of the grave that is level with the ground.
 - b. For mowing and maintenance purposes, no part of a foot marker may protrude above ground level. This requirement includes military markers.
3. An interment must be marked with a permanent monument or foot marker within 12 months and display, at a minimum, the deceased's name, date of birth, and date of death. A funeral home temporary marker is not a permanent marker.
4. All monuments and foot markers must be constructed of granite, iron, bronze, marble, or an equivalent permanent material.
5. Duplicate and/or additional text may be present on both sides of a monument if desired.
6. Monument companies must obtain preauthorization from either the Cemetery Association or Cemetery Manager before creating a monument and/or foot marker and/or before performing any cemetery work.
 - a. The company must abide by the monument and foot marker rules. The cost to remedy any failure shall be paid by the monument company.
 - b. Custom designs and text (other than names and dates) must first be submitted to the Cemetery Association or Cemetery Manager for approval. A monument or marker with inappropriate designs and/or text will not be permitted. The cost to remedy any failure shall be paid by the monument company.
7. Dimensions:
 - a. All gravesites have an east-west orientation.
 - b. Single gravesite - A monument, monument foundation, and/or foot marker width must not exceed three feet (north-south orientation) and two feet (east-west orientation).
 - c. Multiple gravesites – A larger monument or foot marker width may be acceptable with the purchase of adjacent graves and with prior authorization from either the Cemetery Association or Cemetery Manager.

- d. will be corrected at the grave owner's expense. *Question: They may be deceased.* The cost to remedy any Inappropriate placement of monument and/or foot marker shall be paid by the monument company.
8. Relocation and/or orientation change of an existing monument or foot marker is not allowed without prior approval from either the Cemetery Association or Cemetery Manager.

Additional Regulations

1. The Cemetery Association expressly reserves the right to adopt additional policies and regulations and to amend, alter or repeal any policies and regulations at any time and without notification.
2. Any variance from these policies and regulations does not set a precedence.
3. The Cemetery Association expressly reserves the right to enlarge, reduce, replot or change the boundaries of the cemetery or sections within the cemetery. The Cemetery Association may also change the location of roads, gutters, drainage, pipes and other fixtures or perform improvements without notice to the grave owner. If changes will negatively impact an existing gravesite, then the Cemetery Association will make a reasonable effort to contact either the grave owner or family.

Correction of Errors

1. The Cemetery Association expressly reserves the right to:
 - a. Correct an interment or disinterment error made by one of its employees. The Cemetery Association will pay its share of the costs.
 - b. Cancel an existing grave deed and either provide another gravesite of equal value or refund the gravesite purchase price.