



Twentynine Palms Public Cemetery District

Policy Manual

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Rules And Regulations

Approved by the Board of Trustees on

October 19, 2021



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A. DEFINITIONS - As used in these regulations the following terms shall have the followings meanings:

1. "Board" shall mean the Board of Trustees of the Twentynine Palms Public Cemetery District
2. "District" shall mean the Twentynine Palms Public Cemetery District
3. "Lot Owner" shall mean one who has purchased burial rights.
4. "Interment" means the disposition of human remains by burial in a cemetery or, in the case of cremated remains, by inurnment, placement, or burial in a cemetery.
5. "Commingling" means to "mix together with" or in other words to place the cremains with other cremains in the same place.
6. "Interment Right" means the authorization purchased from the District to inter human remains in the ground or niches, urns, or other disposition. Throughout these "Rules and Regulations" the terms Interment Right and Burial Right are interchangeable.
7. "Plot" or "Site" as used herein means the in ground burial space for the interment of human remains.
8. "Owner" shall mean one who has purchased Interment Rights.
9. "Markers" as used herein means any plaque, stone or other item used to mark the location of an interment or memorialize a person interred in the Cemetery, and shall include flat, pillow, upright, and monument grave markers, as well as any plaque affixed to any post, niche, plate or elsewhere.
10. "Niche" shall mean the receptacle or space in a wall or bank of spaces for the purpose of inurnment of cremated human remains.
11. "Niche Fascia or Niche Front" means the cover plate over the space that the cremated remains reside within.



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B. CARE OF GRAVES AND CEMETERY GROUNDS - The absolute control of the cemetery grounds in every situation is vested in the Board. Lot owners and others are entitled only to such privileges within the grounds as are provided by these rules and regulations. Subject to the control of the Board, following are the rules regulating the general care of the graves, niches, and cemetery grounds.

1. Interment Rights in the Cemetery are conveyed for interment purposes only.
2. The cemetery visiting hours shall be sunrise to sunset daily.
3. Every person entering onto the Cemetery shall be responsible for his or her own safety and shall exercise due caution and care. The District, its Board, all individual members of said Board, the Manager and all other personnel of the District shall not be responsible for injury or damage suffered by any persons, including children, in their use of the cemetery grounds. Any person visiting the cemetery shall do so at his/her own risk.
4. All children must be accompanied and supervised by an adult.
5. No person not employed by the District shall plant, maintain, or adorn any trees, shrubs, or flowers on the Cemetery grounds. If any tree, shrub, plant, or vine situated on any plot shall by reason of roots, branches, height, shade or otherwise become detrimental or unsightly to adjacent plots, paths, streets or the Cemetery grounds, the Manager or any authorized District personnel may enter upon such plot and remove or trim such trees, shrubs, plants, or vines as deemed necessary. Donations of trees and rose bushes are acceptable but must be selected and planted by and under the direction of the General Manager.
6. No person not employed by the District shall gather flowers or trespass on any plot of which he or she does not hold the Interment Right. All persons shall confine themselves to the roadways, paths and areas provided for public use within the Cemetery grounds, except when accessing a particular Plot or Niche.
7. Flowers (real or artificial) may be placed in appropriate containers (vases) on the site. Glass containers, tin cans, cinder blocks, bricks and other inappropriate vessels are not to be used as vases on a site. Unauthorized containers will be removed and disposed of by District personnel.
8. All animals must be on a leash, and owners must pick up all its waste.



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9. All Christmas decorations will be removed and disposed of by District personnel after January 15th each year.
- 10. Items allowed on full body sites shall be limited to twelve (12) in number, anything less than a full body site shall be limited to six (6) in number and can be no more than 24" high, no flames (i.e. candles, combustible materials, fireworks, or sparklers). The District is not responsible for the damage, loss, or upkeep of any personal items.**
11. Maximum height allowance for use of solar lights is 24". Spent, unserviceable displays will be removed at the discretion of the District Manager.
12. Balloons may be used at a service but cannot be left on the property.
13. Any items considered a safety hazard or maintenance obstruction to the grounds, plots, or person will be removed by the District.
14. No decorations will be placed in the openings or spaces of Niche. Nothing shall be attached to Niche other than the Plaque.
15. The Board reserves the right to remove from all sites any items including, Marker, Headstone, Monuments or structures, trees which may conflict with the Rules and Regulations.
16. No person not employed by the District shall remove any earth or in any way damage the Cemetery grounds or place or pour sand, gravel, rocks, cement, or any metal of any kind on the Cemetery property.
17. All in ground sites are uniformly adorned with a border and covered with Board approved rocks. No additional coverings are allowed except for a reasonable amount of colored glass "pebbles" to be scattered on the rock cover.



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- C. MARKERS** – Markers, as well as their placement and installation, must conform to the Rules and Regulations of the District. Any variation to this policy must be approved by the Board of Trustees. Variance requests must be submitted to the Cemetery office in writing.
- D. GRAVE MARKERS** - The following regulations govern Markers in the Cemetery:
1. All memorial markers shall be installed by cemetery personnel.
 2. Markers must be made only of **GRANITE, MARBLE, OR STANDARD BRONZE**. Markers made of other materials are not permitted.
 3. Either a Marker or a Medallion provided by the Department of Veterans Affairs are required on every Veteran in the Veterans Section (7B).
 4. The next of kin or person responsible for the remains of a deceased must obtain a permanent type of marker and make the marker available for placement by cemetery personnel within one year from interment date.
 5. If at any time the next of kin chooses to remove an existing marker and replace it with a new marker, without an interment, the fee is calculated by the design. (EX. Removing a flush marker is \$350 and setting an upright marker in its place is \$550 making the total \$900).
 6. Setting of any markers on a site prior to interment is prohibited.
 7. The Cemetery District disclaims all responsibility for breakage of existing marker if should such occur.
 8. No items other than Veterans Flags will be allowed on unmarked gravesites.

See next page for marker sizes.



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9. Memorial markers hereafter shall be limited to the following size examples.

Flush Markers

Single	12" X 24"
Double	14" X 36"
Cremation	12" X 24"

Setting fee of \$350.00



Example of a "Single Flush" marker

Slant Markers

Single	24" X 10" X 16"
Double	36" X 10" X 16"
Cremation	24" X 10" X 16"

Setting fee of \$450.00



Example of a "Single Slanted" Marker

Upright Markers *must have a base.*

Single	24" X 10" X 24"
Double	36" X 10" X 24"

*Not allowed on cremation sites
Only 1 allowed per full body site.
Cannot be more than 24" high.*

Setting fee of \$550.00



Example of a "Single Upright" Marker with a base

Full Ledger Markers

Standard Industry	3' X 7'
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Example of a "Full Ledger" Marker

A full ledger gravestone must be set in place by a monument company or its representative. Once a full Ledger is placed, that sites is considered permanently closed.



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E. INTERMENTS - Site owners, morticians and other authorized persons shall comply with the following regulations.

- a. Fees must be paid in full prior to burial services.
- b. Interments will not be scheduled on a Sunday or a Holiday.
- c. Interments will normally be made after 9:00 a.m., and prior to 2:00 p.m. Monday through Friday. Due to extreme heat issues, between the months of May and September - interment services are limited to 9am or 10 am.
- d. The scheduling of a date and time for an interment must be made through the cemetery office at least twenty-four (24) hours in advance of the desired interment time.
- e. An ORDER FOR INTERMENT form must be signed by a member of the family of the deceased or the respective authorized agent prior to the time of service.
- f. Grave space burial rights may not be sold or transferred by the owner to any other individual or group of persons. Burial rights may be re-assigned within a family only through the cemetery office.
- g. The District shall not set aside a designated "indigent" interment section in the cemetery.

1. IN-GROUND

- h. Visitors desiring to be present during the closing of the site, must remain 15 feet from the site for their own safety. Cemetery personnel are to discontinue operating equipment anytime this distance is not maintained or anytime, in their judgment, the safety of a visitor is in jeopardy. After a vessel is completely lowered, visitors may place flowers or soil into the opening.
- i. **Two (2) cremains are allowed in a quarter ground site. Three (3) cremains OR two (2) cremains and one (1) full burial may be interred in one (1) adult grave –MUST be family members or registered domestic partners (as defined in California Family Code Section 297). Everyone in a site must have their name on a marker.**
- j. A rock grave cover will be placed on a site following the closing. The cover is to be installed by cemetery personnel and will not to be installed on any site prior to burial.



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- k. Vaults or liners of concrete must be used for all full-body casket interments. Please be advised that standard full-body caskets cannot exceed dimensions of 29" wide by 84" long by 25" high, including all handles, attachments and other decorative elements. If a casket exceeds these dimensions, The Twentynine Palms Public Cemetery District must have no less than 72 hours notice to install a vault that will accommodate larger caskets. There is an additional charge for larger vaults.

Failure to provide at least 72 hours notice of oversized caskets will result in the burial service being delayed.

- l. Section 7B is designated as the Veterans Section. Burials therein are limited to U.S. Veterans and their spouses.

2. COLUMBARIUM

- a. All niche compartments will accommodate up to two (2) Cremated remains. No more than two (2) sets of cremated remains are allowed in a single niche - MUST be family members or registered domestic partners (as defined in California Family Code Section 297). Niche compartments measure approximately 9.5" x 9.5" x 9.5".
- b. Cremation Urns must meet Columbarium size requirements to be placed in our niche compartments.
- c. Urns are not to be opened on cemetery grounds.
- d. All Niche Plates will be provided and installed by the District, which are cast from standard bronze, 8" wide by 4" high. Two plates will be provided for a double. Inscriptions on Niche Plates must include - first name, middle initial, last name, date of birth, and date of death. Additional inscription may be included with Board Approval. The typeface will be Times New Roman with a single line border, dark oxidized background finish and a leatherette background texture. The dates of birth and death in one of the following formats:

January 1, 1900 – December 1, 2000

1900 – 2000

- e. No items other than the memorial marker (niche plate) may be affixed, either temporarily or permanently, to the niche face. Any items found so affixed will be immediately removed and disposed of by staff.



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- f. On the day of inurnment, Memorial Day, and the occupant's birthday flowers may be placed on the concrete sidewalk in front of the niche. Such flowers shall be removed by the cemetery staff by the close of business the following day.
- g. Due to safety precaution, no items (including flowers) are to be placed on top of niche feature. Flowers, or any items placed on top of niche feature will be immediately removed and disposed of by staff.
- h. Flowers are not to be affixed in any fashion to the niche face. Flowers so affixed will be immediately removed by staff.

3. MEMORIAL WALL

- a. All Memorial Wall Plates will be provided and installed by the District, which are from standard bronze, and will be 10" wide by 2" high. Inscriptions on Memorial Wall Plates will consist of first name, middle name or initial, last name, titles, date of birth, and date of death. The typeface will be Times New Roman with a single line border, dark oxidized background finish and a leatherette background texture. The top (name and title) line cannot exceed 32 characters and spaces, the date line will be limited to the dates of birth and death in one of the following formats:

January 1, 1900 – December 1, 2000

1900 – 2000

F. Disinterment ***Must follow all CA Health and Safety Codes 7500-7900 see attached***

1. Unless ordered by a Court, disinterment's will be at the discretion of the Board. District personnel will open the site and raise the contents. The District shall not be responsible for any damage to the urn, vault, liner, casket, or remains.
2. Cemetery personnel are not permitted to open an urn or casket under any circumstances.
3. Due to possible contaminants present, a liner or vault removed during a disinterment must be destroyed and disposed of as soon as possible by cemetery personal.
4. Once a disinterment has begun, if for any reason it needs to be halted, there will be no refunds issued.



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G. LEGAL PROVISIONS - In addition to the provisions established by law for the operation of the District's cemetery, the following rules and regulations shall apply:

1. Interment in the District's cemetery shall be limited in accordance with Section 9060 of the California Health and Safety Code as the same now exists or may be hereafter amended. For these Rules and Regulations, members of the family of a resident who purchases a Family Interment Right are defined as grandparents, parents, spouse, brothers/sisters and their families, children or grandchildren, adopted children, stepchildren and stepparents or a registered domestic partner (as defined in California Family Code Section 297).
2. Each purchaser of niches, burial lots, or plots shall be issued a Certificate of Burial Rights. The interest acquired by such purchaser shall not be an interest in real property but shall be simply the revocable right granted to the Certificate holder to use said niche, lot, or plot for interment purposes in accordance with these Rules and Regulations. Members of purchaser's family as defined in the California Health & Safety Code would be recognized by the Board, whether said assignment is made during their lifetime or is made by will or acquired by inheritance., If a Certificate holder, residents or nonresidents or otherwise ineligible, has no further need for the Interment, they may sell their acquired rights to the Cemetery District for the original purchase price paid, less the Endowment Care fee, if paid. ENDOWMENT CARE FEES ARE ALWAYS NON-REFUNDABLE.

H. LIABILITY - The District, its Board, all individual members of said Board, the Manager and all other personnel of the District shall not be responsible for injury or damage suffered by any person, including children, in their use of the cemetery grounds. Any person visiting the cemetery shall do so at his/her own risk.

I. STATEMENT: RULES and REGULATIONS - All Rules and Regulations previously adopted inconsistent with the foregoing are hereby repealed.

PASSED, APPROVED, and ADOPTED, by the BOARD OF TRUSTEES of the TWENTYNINE PALMS PUBLIC CEMETERY DISTRICT in regular meeting held at the cemetery office on March 16, 2021 .