

FILE COPY

**LITTLE TRAVERSE TOWNSHIP
EMMET COUNTY, MICHIGAN.
CONWAY CEMETERY MANAGEMENT POLICY**

The Little Traverse Township Cemetery (*sometimes referred to as the Conway Cemetery*) is managed by the Little Traverse Township Board, which consists of five members elected by the people of Little Traverse Township. These rules are designed to mutually protect the plot owners of the cemetery and maintain a low cost operation of the cemetery as a Township function.

The Little Traverse Township Board reserves the right to adopt additional rules and regulations or to amend, alter, or repeal these rules from time to time. These rules and regulations will be overseen by the Clerk of the Township, (*Cemetery Manager*). Any questions that cannot be answered by the Clerk *or Supervisor* will be handled routinely *as items on the agenda of* by the ~~Regular~~ Township Board.

1. PURCHASE OF PLOT

- A. Purchase of a gravesite (plot) entitles the purchaser to burial rights only, not ownership of the property.
- B. Cremation lots, at no cost, are available in designated area of the Cemetery.
- C. Burial rights cannot be sold or assigned to anyone else except back to the Township at there prorated price.

2. BURIAL

- A. A burial permit must be presented for a regular burial.
- B. Plots must be paid for and arrangements for payment for grave opening and closing must be made with the Township Clerk before interments.
- C. All spring deferred burials should be made before Memorial Day.
- D. A burial in a plot shall consist of only one adult or one adult and one infant or one adult and one cremation. Two infants or two cremations are allowed in one plot.
- E. Township will not be liable for damage to any item that must be moved to dig a gravesite (i.e.: stones, foundations, shrubs, etc).
- F. *Winter burials may be made only when conditions warrant. The Cemetery Manager will be responsible for this determination.*

3. MARKERS AND MONUMENTS

- A. Headstones, monuments, or memorials shall be placed at the head of the plot, so as to conform to a straight line pattern.
- B. All headstones and monuments must be placed on a permanent foundation. The foundation shall be the same size or larger, but not to exceed four inches outside the marker, unless approved. The foundation shall be flush with the ground.

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4. CARE AND MAINTENANCE

- A. No elevated grave mounds will be allowed.
- B. The use of stones, crushed rock, or chipped material shall be retained within the burial space.
- C. Glass jars or vases are not allowed. Clay pots or urns are allowed.
- D. The Township will not be liable for the floral pieces, baskets, or frames used for services. Removal of these will be up to the Clerk and/or Groundskeeper when deemed necessary.
- E. The Township and/or Groundskeeper has the right to remove or trim any dead, overgrown, unsightly, or diseased trees, shrubs or vines and bushes.

5. FORFEITURE OF VACANT CEMETERY LOTS OR BURIAL SPACES

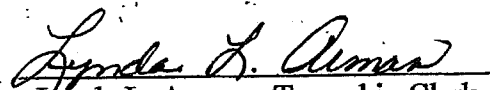
Cemetery lots or burial space rights sold after the effective date of these adopted rules and regulations and remaining vacant twenty (20) years from the date of their sale shall automatically revert to the Township upon occurrence of the following events:

- A. Notice shall be sent by the Township Clerk by certified mail, return receipt requested to the last known address of the last owner of record informing him of the expiration of the *twenty* (20) year period and that all rights with respect to said lots or spaces will be forfeited if he/*she* does not affirmatively indicate in writing to the Township Clerk within *sixty* (60) days.
- B. No written response to said notice indicating a desire to retain the cemetery lots or burial space rights in question is received by the Township Clerk from the last owner of record of said lots or spaces or his heirs or legal representative within *sixty* (60) days from the date of mailing of said notice.

6. LIABILITY

Little Traverse Township will take all reasonable precautions to protect the property rights of plot owners within the cemetery from loss or damage. The Township disclaims all responsibility for the loss or damage from causes beyond its reasonable control, especially from damage caused by the elements, an act of God, common enemy, thieves, vandals, or common mischief makers.

ADOPTED THIS DAY: April 8, 2003
[AMENDED THIS DAY]: February 9, 2008


Lynda L. Arman, Township Clerk