

Rules and Regulations for Monumentation at The Confederate Cemetery Association, Alvin Texas
For Questions Contact: cemetery1898@att.net or text 832-425-9986

General Information and Important Points

- *These guidelines have been put in place to protect the plot/space owner(s), the monument company and the Cemetery.
- *Please wait until you have our signed approval before manufacturing any sort of monument, marker or bench. If there is problem with your application, we will notify you via email or phone.
- * The Cemetery does not set monumentation of any kind. You must use an insured monument installer for this service, and they must go through the approval process. The Cemetery is not responsible for monumentation damaged prior to, during, or after installation so it is imperative you verify the company you select is properly insured.
- * No work is to be done on Cemetery property without prior approval and proof of liability insurance.
- *All work is subject to approval by the Cemetery and can be removed at the plot holder's expense if deemed unsatisfactory.
- * Individual plot holders and/or their families are not allowed to create and install monuments at the Cemetery themselves.
- *Temporary monuments/markers will be removed from grave spaces when permanent monuments/markers are placed. Temporary items are only allowed for a period of 12 months from date of interment and may be removed at this point even without placement of permanent monuments/markers. Please refer to the Cemetery Rules and Regulations for more information on what is considered approved temporary monumentation.
- *Monuments/markers/benches may only be installed on spaces for which plot holder has made payment in full. The plot holder, or next of kin with heirship rights, must give approval of and permission for placement of any monumentation on a space they have paid for in full. The Cemetery will not be responsible for removing items or monumentation placed by unauthorized family or monument companies, and if ultimately have to do so, there will be a fee of no less than \$250.00 charged to the plot holder.
- * U.S. Veterans may apply for a free flat grass VA marker through the U.S Department of Veterans Affairs. The setting of the marker will need to follow installation guidelines using an insured monument company.
- * Monuments, markers, benches, etc are the property of the individual plot holder once placed and are not the responsibility of the Cemetery to maintain or replace if damaged. The Cemetery holds no liability to or is in any way responsible for damage resulting from the normal required maintenance of the Cemetery such as mowing, weed eating, tree/shrub trimming or any other maintenance or funeral service related event.
- * Any and all Rules and Regulations pertaining to the Cemetery, in any capacity, are subject to change without notice to plot holders or monument companies providing services.

Application Approval Required

- * Prior to any foundation, grave marker/monument or bench being set in the Confederate Cemetery Association, an application must be obtained from the cemetery by the organization or individual placing the marker/monument/bench.
- * Each application shall include the sketch with dimensions for each foundation, grave marker/monument or bench, dimensions of all design work on the marker/monument or bench, along with proof of liability insurance for the company providing the monument/marker/foundation.
- * One application will be processed at no cost to the plot owner, however if multiple applications are necessary there may be a fee of no less than \$50 per application required.
- * If printed copies of application paperwork are needed there will be a fee for mailing.
- * APPLICATIONS MUST BE APPROVED BY THE CEMETERY PRIOR TO ANY INSTALLATION REQUESTS.
- * A 5 Day Notice request form must be completed and submitted with staking fees prior to pouring of foundation or setting of monument/marker.
- * Foundations, grave markers/monuments or benches set in a manner contrary to the cemetery requirements may be removed by the cemetery at the sole expense of the space/lot owner and shall not be reset until the space/lot owner complies with the cemetery approval requirements. The minimum fee for removal will be no less than \$250.00, and will increase based on size of monumentation and amount of time required for removal.

Monuments/Markers Requirements

- * An application, including a sketch with all dimensions as previously mentioned, must be approved by the Board of Directors or a designated Cemetery employee before placement of any type of monumentation, including but not limited to flat grass markers, single or double upright headstones, bevels, slants, and their bases along with the foundations required for such.
- * ONLY flat and upright grave markers/monuments will be allowed in all sections. Tablets, ledgers, above ground crypts, or mausoleums are not allowed. Upright monuments may only consist of a die and base. Granite or marble vases attached to the base are allowed. Glass, ceramic or any other material vases are not allowed. Cameos are allowed only if recessed.
- * Grave markers/monuments shall be composed of (pure) granite, marble, or bronze. Combinations of marble and granite are not allowed. Artificial stone or concrete markers/monuments painted to look like granite, marble, or bronze are not allowed.
- * All grave markers/monuments must be installed on an approved concrete foundation. See below for specifications for foundations.
- * Single and double upright grave markers/monuments shall not exceed the width (left to right) of a grave space and the base can extend no more than twenty-four (24) inches from the head of the grave for a standard size die with a maximum of thirty (30) inches for larger die sizes. Height will be considered based on overall size and must be proportionate. Flat grass markers shall not exceed twelve (12) inches in width and twenty-four (24) inches in length. All flat grass markers must be no less than 4" in thickness.
- * Upright monuments shall be placed at the top, or head of grave space only. Flat grass markers shall be placed at the top, or head of grave space if being used as only marker.
- * One upright or flat monument and one flat grass foot marker will be permitted per single grave space. Multiple flat grass markers for spaces used for more than one cremation urn will be considered on an individual basis and must be set flush with the ground.
- * Family plots of no less than 8 spaces (20x20) may have a family monument of a size that will not interfere with burials.
- * A bench may be used as an upright monument/marker placed at the head of the grave depending on location within the cemetery.
- * All monuments/markers are to be constructed in such a manner as to permit the mowing, trimming and other care of the lawn and foliage in the cemetery.
- * All carvings, names, wording, emblems, photo etching, cameos, etc. must be approved by the Cemetery. Anything deemed as inappropriate, offensive or insensitive to grieving families will not be considered.
- * Monuments may be denied if they are deemed to be a safety concern.

Foundation Requirements

- * An application, including a sketch with dimensions, must be approved by the Board of Directors or a designated Cemetery employee before and after the foundation is poured.
- * Only concrete foundations are allowed. No pre-fab foundations are allowed.
- * Foundation size and construction will be no less than the length and width of the marker/monument or base of such, and a minimum of 4 inches thick.
- * Foundation should be formed with 1x4 or 2x4 lumber with an inside dimension of that form at least the size of the marker or monuments base, and no larger than 1" longer or 1" wider than said base.
- * Within the foundation, there will be one concrete pier for every two feet of length of the foundation. Each pier will be 6"- 8" in diameter, a minimum of 24" deep from the bottom of the foundation and with straight or bellbottom sides; Piers may be shallower only if they rest completely atop the concrete burial vault.
- * All foundations will contain steel reinforcing rods or mesh and piers will be connected to the foundation with at least one reinforcing rod, but not more than three.
- * Foundation must be square and level before and after concrete pour.
- * Foundation concrete must cure a minimum of 24 hours before setting the monument.
- * The installer must remove all forms and excess concrete before monument installation and all gaps and voids between the existing ground and new foundation filled after monument installation is completed.

Placement of Benches

- * The permanent placement of granite or marble benches shall only be allowed upon prior approval of a Bench Application, including sketch, with dimensions.
- * Benches must be made of marble or granite and erected upon a concrete engineered foundation. Concrete benches, metal/wood or any artificial stone benches are not allowed as of 2017. Those placed prior to 2017 will be removed at which point they are determined to be a hazard or become unsightly.
- * Bench dimensions and placement upon said gravesite must be approved by the Board of Directors or a designated Cemetery employee.
- * Benches used as an upright monument must be placed at the top or head of the grave and meet requirements for such.
- * The Cemetery reserves the right to refuse permission to place benches if it determined that a bench or its placement does not conform to Cemetery requirements, there are an excessive number of benches already in place, there is an upright headstone directly in front of or behind the requested placement location, or in a position that will impede maintenance equipment.
- * Benches may be no wider (from left to right) than the grave space they mark, less 12 inches and no taller (top to bottom) than 36 inches.
- * Benches currently in the Cemetery will be evaluated and removed if determined to be dilapidated, a menace to the safety of persons within the Cemetery, are not installed correctly or interfere with landscaping maintenance.

Foot Markers

- * Foot markers shall not exceed twelve (12) inches in width and twenty-four (24) inches in length. All foot markers must be no less than 4" in thickness. It must be placed at the lower end or foot of grave space and be flush with the ground. Corner markers shall not be allowed.

Installation Requirements

- * The 5 Day Notice form must be completed and submitted with staking fees prior to any installation. If the application process was not completed and approval received, then installation will not be allowed.
- * Foundation pouring and installations will only be allowed Monday-Friday between 8am and 3pm and are not to happen on any major holiday.
- * No work is permitted to occur if a funeral service is scheduled. Installation may be allowed to start if the cemetery determines there to be adequate distance from a funeral, however they must stop if asked by Cemetery or Funeral Director until service is complete or may choose to reschedule. It is the responsibility of the monument company to contact the Cemetery at least one day prior to confirm their time and make sure a funeral has not been scheduled. Funeral services will be given preference on date and time.
- * No work is permitted to occur if plot holders or families are visiting loved ones in the immediate area of installation. Work may resume when they leave.
- * Persons installing monuments or foundations are prohibited from scattering materials over adjoining spaces, blocking access to other spaces/lots/sections, attaching ropes to trees or shrubs, leaving tools or equipment laying beyond the location of placement for any length of time than is necessary to complete their work.
- * Installation must be performed in a manner so as to avoid damage to trees, shrubs, grass, etc. After installation is complete, all debris must be removed from the surrounding area and sod shall be restored to its condition prior to the installation.
- * No equipment, tools or other items for installation shall be brought into the cemetery until required for immediate use and will not be left if installer is required to leave the cemetery for any reason.
- * If the Cemetery is required to clean up after an installation or foundation pouring there will be a fee of no less than \$100.00 for this service assessed to the monument company and/or the plot holder. If the Cemetery has to replace any trees, shrubs, or any other items damaged there will be a fee of no less than \$250.00 assessed to the monument company and/or the plot holder.
- * All work is subject to approval by the Cemetery and, if unsatisfactory, shall be removed or must be completed to the specifications required. This must be done by the monument company doing the initial installation otherwise there will be a fee of no less than \$500.00 assessed to the plot holder and/or the monument company.
- * Upon completion of installation please send a photo of the monument/marker/foundation to the Cemetery for the plot holders account records.