

# Andover Union Cemetery Board

134 Maple Street  
P.O. Box 591  
Andover, Ohio 44003  
**(440) 293-4747**  
**Fax (440) 293-4878**

## RULES AND REGULATIONS

1. Flower planting is permitted in beds made on one side of the monument or marker only. The size of the bed must not exceed the length of the marker or monument and be one foot in width.
2. If there is no marker or monument on the grave, flower planting must not exceed two feet in length and one foot in width.
3. Pots, urns, vases, other grave decorations and/or objects must be placed in the same manner as described in number 2.
4. All artificial decorations shall be removed by March 1<sup>st</sup>. Cemetery personnel will remove any artificial decorations left after March 1<sup>st</sup>.
5. The Cemetery Board shall have the authority, at its option, to remove any grave decorations, live or artificial, and/or objects not conforming to the above regulations.
6. All grave sites in new sections "J", "K", "L", must have monuments or decorations placed on the East end of the grave site.
7. There is to be no new foundations for monuments installed for 6 months after burial. Foundations will be installed in May and October. Foundation orders must be in by April 10<sup>th</sup> and September 10<sup>th</sup>. Total payment must be received by April 25<sup>th</sup> and September 25<sup>th</sup>.
8. Foundations shall be installed according to Cemetery Board's specs. (36" deep or upon vault)
9. All persons are forbidden under penalty of the law to wound, kill or capture any bird or animal on cemetery property, or to remove the young of any animal, or the eggs of any bird. Nuisance animals (woodchucks, etc.) are the exception by Cemetery Board order.
10. No person is permitted to sit or stand upon monuments. No person shall discharge firearms on cemetery property except for military funerals or the Memorial Day program.
11. Entrance to the cemetery shall be made only by the walks and drives maintained by the cemetery for this purpose. The walks and drives shall not be used as public highways.
12. The cemetery will maintain trees, shrubs, and flowers that are part of the overall landscaping plan but will not maintain plantings on individual lots.
13. Fence, hedge, glass blocks, evergreens, enclosures, curbing and shrubs including but not limited to rhododendron, rose bush, bayberry, azalea, forsythia, and vegetable plants shall not be allowed except in public areas as approved by the Trustees. Glassware, cans, ceramics, boxes, baskets,

shells or watering pots left on graves are considered a nuisance and the Sexton is directed to remove such articles.

14. Memorial benches, in lieu of headstones will be permitted with the approval of the Trustees. Benches shall not exceed four feet and shall be placed in same position as headstone. Any marker other than traditional headstone or bench will be ground level. A military plaque in lieu of a headstone can be raised and/or slightly tilted.
15. Metal emblems may be placed on grave sites within eight inches of the headstones.
16. Floral baskets, artificial flowers and winter wreaths will be permitted from November 1<sup>st</sup> to March 1<sup>st</sup>. The Sexton may dispose of these items the rest of the year.
17. All vehicles must stay off the grass during wet conditions. No off-road vehicles such as all terrain vehicles, snowmobiles, or dirt bikes shall be permitted on cemetery property.
18. No animals are allowed on cemetery property at any time except horse drawn caissons or horses used with Memorial Day parades. No animal may be buried in the cemetery.
19. The Sexton and Trustees are not responsible for theft of flowers or decorations placed on lots.
20. The cemetery is closed from dusk until dawn except for law enforcement or cemetery personnel.
21. Cemetery employees will not be permitted to do work that funeral director and/or monument company is being paid for.
22. Monument companies shall not bring headstones to the cemetery until the foundation has been completed by the cemetery and monument companies have been notified by the Sexton.
23. Families of Veterans desiring a military headstone or a military plaque should make arrangements with their Funeral Director or the Veterans Service Commission.
24. All orders for grave openings and purchasing of lots are payable at the time the arrangements are made. Saturday by special arrangements-all Saturday burials – 20% surcharge on these rates.
25. Four cremation urns can be placed in one grave, or one vault and four cremations. All names must be on one marker or up to five very small markers to fit within allotted space. (5 foot width of space)
26. Vaults and caskets are required for in ground interments.
27. 72 hours notice for all burials. (special circumstances considered) No burials on Sundays or holidays. No burials before 9 AM. All burials must be complete and equipment removed from grave site by 4 PM.
28. No person shall deposit personal garbage within cemetery grounds.
29. Title to the property which comprises a municipal and township cemetery is held in trust for the use of its lot purchasers. R.C. 759.29  
The purchaser of plot does not acquire title in fee simple to the lot (which is absolute ownership and can do anything they choose) but an easement for the purpose of burial only. All other uses such as

decorating, planting, stones and markers are the exclusive right of the cemetery board to direct and regulate. R.C. 759.11

**30. Cemetery Fee EFFECTIVE March 1, 2024**

Lots Pricing of lots, single grace space in Maple Grove Cemetery or West Andover Cemetery, residence of Andover Village or Andover Township are only charged for each space:

Resident ----- \$250.00  
Non-Resident ----- \$400.00

A resident is defined as those currently living in Andover Village or Andover Township. A non-resident is defined as not living in Andover Village or Andover Township.

Residents of Nursing Homes whose last known address was Andover Township or Andover Village and was so placed in said Homes for health reasons will be considered as residents for purchasing of grave space.

Fees for opening and closing graves EFFECTIVE March 1, 2024

Monday through Friday  
Burial graves over 65" ----- \$400.00  
Cremains ----- \$150.00  
2 Cremains in one hole ----- \$200.00  
Child's grave, with burial case less than 65 inches ----- \$150.00

These costs, rules, and regulations supersede all passed in earlier years and are subject to change by the board at anytime.

31. These Rules and Regulations apply to Maple Grove Cemetery, West Andover Cemetery and Congregational Cemetery.

There is a list of Rules and Regulations regarding flowers and decorations posted in the green display case at each cemetery.

Revised January 25, 2024

Andover Union Cemetery Board  
David Roberts – 440-645-0168  
William French – 440-645-8278  
Margo Hornyak – 440-293-6495  
Rita Gordon, Sexton/Fiscal Officer – 440-293-6019

Copies of Rules and Regulations are available by contacting the Sexton/Fiscal Officer.