



Spring Grove Memorial Park Cemetery
P O Box 316
Mineral, VA 23117

August 31, 2025

Cemetery Report

Action Items for Council Approval:

- The cemetery committee, which includes Council Member McGehee, Lewis Keller (our cemetery groundskeeper) and Kelly Singletary reviewed and approved a request to place a family columbarium at Spring Grove Cemetery to hold two sets of cremains (see copy of proposed columbarium). The committee required that the customer purchase two lots to align with the cemetery policy that only one body or set of cremains can be interred in each spot. The committee is requesting Council approve two separate items regarding this application.
 - Item 1 - the lots the customer has purchased are in Block 4, Lot 104, Sites 2 & 3 (highlighted in yellow on attached plat map). Directly in front of and in a portion of the lots are a row of bushes (highlighted in blue on attached GIS overview) that will need to be removed to access the lots. The cemetery committee would prefer to move the customer back to the next row, Lot 103, Sites 2 & 3 OR Sites 3 & 4 (highlighted in pink on attached plat map) to avoid removing the bushes and maintain the look and privacy of that section of Block 4. The customer agrees to this move but has requested that Council mark either Site 2 or Site 4 as non-sellable. These two lots are on an odd angle and do not completely conform to the size of the standard lots. The customer desires that their columbarium be the only burial plots on a lot and have looked at many locations throughout the cemetery to achieve that without requesting that sites be marked as non-sellable.
 - The committee recommends moving the customer back a row to preserve the bushes and requests Council to make a motion and approve this plan, including which site to vacate and mark as non-sellable.
 - The committee also recommends that Lot 104 be marked as non-sellable to avoid having to remove the bushes for any future burial.
 - Item 2 – the committee has discussed and agrees that any future family columbariums, if allowed, should be placed in this same area and not spread out throughout the cemetery. Committee also agrees that height and size restrictions should be placed on any future columbariums in keeping with the size and height of the current application. There is currently no language in the Cemetery policies that

specifically prohibit a family columbarium nor any language regarding size or height restrictions, other than the size restrictions for a headstone. A copy of the Town Code and the Cemetery Policies is included for reference purposes.

- The committee requests Council to make a motion and approve one of the following:
 - No further family columbariums be allowed in Spring Grove Cemetery
 - Family columbariums will be allowed in Spring Grove Cemetery:
 - Only in Block 4 **OR** allowed in any location
 - If more columbariums are approved, size and height restrictions should align with this current family columbarium
- Cemetery committee, Town Manager, Treasurer, and groundskeeping personnel have discussed the landscaping throughout the cemetery, particularly around the public columbarium. There is poison ivy growing in some of the bushes, the bushes are growing over the sidewalk and the surrounding area behind the columbarium. The sidewalk up to and the walking area around the columbarium is a very tight space. We agree that it would be beneficial to call in a landscape architect to advise on how to upgrade that area with better walking space and less intrusive landscaping. The cost of this would be taken from the cemetery funds.
 - The committee requests that Council approve and authorize the cemetery committee to move forward with meeting with a landscape architect to have a concept design drawn up for the cemetery grounds.

Informational Items for Council:

- The shed at the back of the property was damaged in one of the strong summer thunderstorms and needs to be replaced. Staff is researching the best option for a replacement shed.
- There has been discussion regarding a sign at the cemetery with rules, etc. to keep the cemetery clean and tidy. Before we attempt to place a sign out there, staff will send a reminder letter to all cemetery customers reminding them of the rules and regulations already in place and ask for their cooperation in keeping the cemetery looking nice.

Spring Grove Cemetery

Rules and Regulations

Purpose

It is the objective of the management to make Spring Grove Cemetery a beautiful resting place for the departed, where well-kept lawns, various foliage and planned landscaping will give a sense of peace and repose. Anything that would mar the general beauty and harmony of the setting must be avoided.

These Rules and Regulations are designed to protect owners of interment rights as a group, and to prevent the inconsiderate from taking unfair advantage of the others, the rules are not meant to be restraining to the compliant. These Rules and Regulations are hereby adopted as the Rules and Regulations of Spring Grove Cemetery. All owners of lots and sites, owners of interment rights, visitors or contractors performing work within the cemetery shall be subject to such Rules and Regulations, amendments or alterations which may be adopted by Spring Grove Cemetery in the future.

Supervision of Cemetery

1. The Cemetery has the right to compel all persons coming into the Cemetery to obey all Rules and Regulations adopted by the Cemetery.
2. The Cemetery shall take reasonable precautions to protect owners and the property rights of owners within the Cemetery from loss or damage. Spring Grove disclaims all responsibility for loss or damage from causes beyond their reasonable control especially from loss or damage caused by the elements, acts of God, common enemy, thieves, vandals, malicious mischief makers or unavoidable accidents.

Maintenance of Property and Grounds

1. All grading, landscaping work, improvements or care of lots of any kind shall be planted, cut, trimmed, or removed by the Cemetery or done with the consent of Spring Grove Cemetery.
2. No enclosures of any kind, such as fencing, coping, hedges, or ditches, shall be permitted around any grave or lot. Grave mounds will not be allowed, No lot may be raised above the established grade.
3. All items not part of the headstone will be removed. Flags and solar lights will be allowed as long as they are mounted in the base of the headstone or attached to the headstone in a manner that does not impede the maintaining of the site. This will be at the discretion of the cemetery Administrator.

Rights of Lot Owners and Heirs

1. PROPERTY RIGHTS: Any right, title, or interest conveyed on a lot, plot, crypt, or burial space is at all times limited to a right of interment of human remains which is subject to the Rules and Regulations on file, now existing and/or which may be hereafter adopted either by amendment or alteration, all of which are conditions, reservations and restriction, and are binding to the lot owner, his/her heirs, devisees, executors, administrators and assigns.
2. JOINT CONVEYANCES: In all conveyances to two (2) or more persons, each lot owner shall have a vested right of interment of his or her remains in the plot so conveyed. Upon the death of a lot owner, the interest in the lot shall immediately be vested in the survivor or survivors, subject to vested right of interment for the remains of deceased lot owner. (a) An affidavit by any competent person setting forth the fact of the death of one lot owner and establishing the identity of the survivor named in the Certificate of Interment Rights when filed with the Cemetery, shall be its complete authority to permit

the use of the unoccupied portion of such plot in accordance with the directions of the survivor or his/her successors interest. (b) A vested right of interment, as in the rules provided, may be waived and shall be terminated upon the interment elsewhere of the remains of a person entitled thereto under this provision.

3. RIGHT IN THE EVENT OF DEATH OF OWNER:

(a) Whenever an interment of a member of the family of the recorded owner, or of a relative of a member of said family, or of the remains of the recorded owner is made in a burial plot and said owner dies without making disposition of such burial plot in his/her will by a specific devise thereof, or by a written declaration filed and recorded in the office of the Cemetery, such burial plot thereby becomes inalienable and shall be held as the family burial plot of the owner.

(b) In said family burial plot one (1) grave may be used for the owner's interment, one (1) for the surviving spouse, if any, the parents or children of the deceased owner in order of need, may be interred without the consent of any person claiming any interest therein.

(c) In the event there shall be no parent or child surviving such deceased person the right of the interment shall go in the order of need; first, to the spouse of any child of said recorded owner, and second, to the next heirs at law of owner as specified by the statutes of descent, or the spouse of any such heir at law.

(d) Any surviving spouse, parent, child, or heir of the deceased owner having a right of interment in such plot may waive the right in favor of another relative or spouse of the deceased owner. Upon such a waiver, the body of the person in whose favor the waiver is made may be interred therein.

(e) When there are several owners or right of interment in a burial plot, owner may designate one (1) or more persons to represent said plot and file written notice of designation with the Cemetery. In the absence of such notice or written objection to its so doing, the Cemetery shall not be liable to any owner for direction of any registered co-owner of such plot.

**Resale and Purchase of Lots
And Interment Rights**

1. The sale, transfer, assignment or conveyance by an owner to another of any lot or interment right will not be recognized by the Cemetery unless Spring Grove Cemetery joins in such conveyance for the purpose of keeping its records of ownership or unless it writes or stamps such consent in writing.
2. Any and all transfers of any interment rights, whether by conveyance or assignment of purchase contract, are subject to all Rules and Regulations of Spring Grove Cemetery which are now in full force and effect or which may be hereafter adopted. The Cemetery may refuse to consent to a transfer or an assignment as long as there is any indebtedness due the Cemetery from the owners so recorded in the records of the Cemetery.
3. All transfers of ownership or rights shall be subject to a transfer charge.

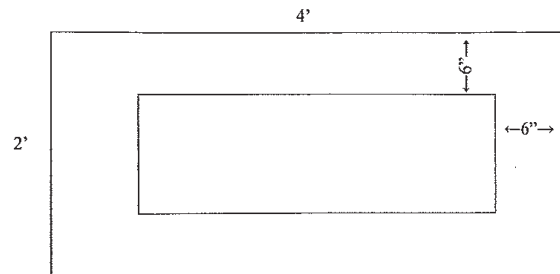
**Monument and Memorial Installation,
Foundations and Maintenance**

1. In order to keep the improvements uniform, the Cemetery reserves the right to regulate the size and quality of all memorials.
2. Only one (1) memorial will be permitted on one (1) grave site. No memorial may be set to embrace two (2) or more grave spaces except for companion or family memorial.
3. Written approval from the Cemetery must be secured before any marker, memorial or foundation may be delivered to the Cemetery for installation.
4. Headstones must be installed by professional installers and no private installations are allowed. The base will have to be installed per specs and must be inspected by a town representative. The base must be concrete. No wooden headstones will be allowed. The only temporary markers allowed will be the

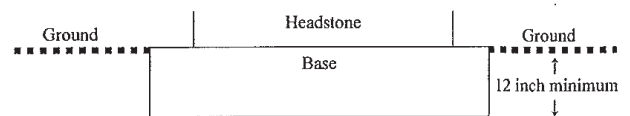
type provided by the Funeral Homes. A permanent marker must be installed within twelve (12) months of interment.(See Sketch)

5. All foundations shall be the size and material specified by the cemetery. Foundations must have the thickness of not less than twelve (12) inches and the surface area must equal surface area of memorial as to produce an exposed foundation surface of not less then six (6) inches on all sides of foundation.
6. All monuments must be finished on at least two (2) sides, except that the base may only be finished on its top with sawed bottom and rock pitched side.
7. Monument must be of the approved size, color and finish and must not exceed sixty-five percent (65%) of overall width of the lot.
8. Individual markers are allowed at the foot of the grave. These markers must be flush with the ground. No foundation is required.
9. All memorials must be set in a uniform line.
10. The installer of memorials shall be responsible for removal of excess dirt from the excavation, and complete cleanup of lots adjoining placement area.
11. The Cemetery reserves the right to locate and identify the lot location for placement of memorials and foundation.
12. The Cemetery must inspect and approve the completed work and foundation and memorials.
13. No memorial or foundation shall be installed without authorization of the proper owner or owners of record.

Headstone area is 4 feet wide by 2 feet deep for each grave site.



Headstone length is limited to 31.2 inches
6" of exposed concrete base required on all sides
Base must be a minimum of 12 inches in depth



Double headstone when centered on two gravesites can be 62 inches

Regulations

1. No more than one (1) body shall be interred in a grave except in the case of a parent and a child or two (2) infants buried in one (1) casket. No grave containing remains will be reopened for additional interment.
2. A rigid outer burial container or other permanent type grave liner is required for all caskets and urns buried below ground.

Right Reserved

1. The Cemetery reserves the right to rectify mistakes which it incurs by making interments, disinterment and removals; deed transfers of conveyance; to substitute and convey other lots or interment right of equal value in similar locations, as far as possible, as selected by the Cemetery; or to refund the amount of money paid on said purchase at the Cemetery's sole discretion. In the event such an error involves the interment of the remains of any person in such property, the Cemetery reserves and shall have the right to remove and transfer remains to property of equal value and similar location as may be substantiated and conveyed in lieu thereof.
2. The rights to enlarge, reduce, replot or change, from time to time, the boundaries or grading of the cemetery or of the section or sections, including the right to modify or change the location of, or any part thereof or remove or regrade and operate or alter or change pipe lines, drainage, ditches, etc., is also expressly reserved. The Cemetery reserves to itself and to those lawfully entitled thereto, a perpetual right of ingress and egress over lots and sites for the purpose of passage to and from other lots and sites, driveways and sections.
3. The right to remove any unsightly flowers, whether real or plastic, and dispose of any floral arrangement that has been moved by any means from the original location.

Modifications and Amendments

The Cemetery may and hereby expressly reserve the right at any time or times, to adopt new rules and regulations or to amend, alter, modify or repeal any rule, regulation, articles, section, paragraph, and/or sentence in these Rules and Regulations.

Chapter 166. Cemeteries

[HISTORY: Adopted by the Town Council of the Town of Mineral 7-10-2006 by Ord. No. 2006-04 (Ch. 6 of the 1982 Code). Amendments noted where applicable.]

§ 166-1. Where burial permitted.

It shall be unlawful for any person to bury the remains of any person within the corporate limits of the Town except in a duly established cemetery or other burial ground.

[1] *Editor's Note: For state law provisions see §§ 15.2-1121 and 57-22 et seq., Code of Virginia.*

§ 166-2. Spring Grove Memorial Cemetery Park.

The Town of Mineral owns and operates a cemetery outside the Town limits known as the "Spring Grove Memorial Cemetery Park." The Mayor or his designee is responsible for the operation thereof, including the sale of lots and the administration of the perpetual care fund associated therewith.

§ 166-3. Removal of trees or plantings from cemetery.

It shall be unlawful for any person to sell or offer for sale or to remove or attempt to remove any sound or living trees or plantings used to beautify the Town cemetery from a cemetery lot unless the removal of such trees or plantings shall be deemed necessary to open a grave site. However, the Town Council may authorize the sale, cutting and disposition of any trees, timber, or other growing products from the cemetery.

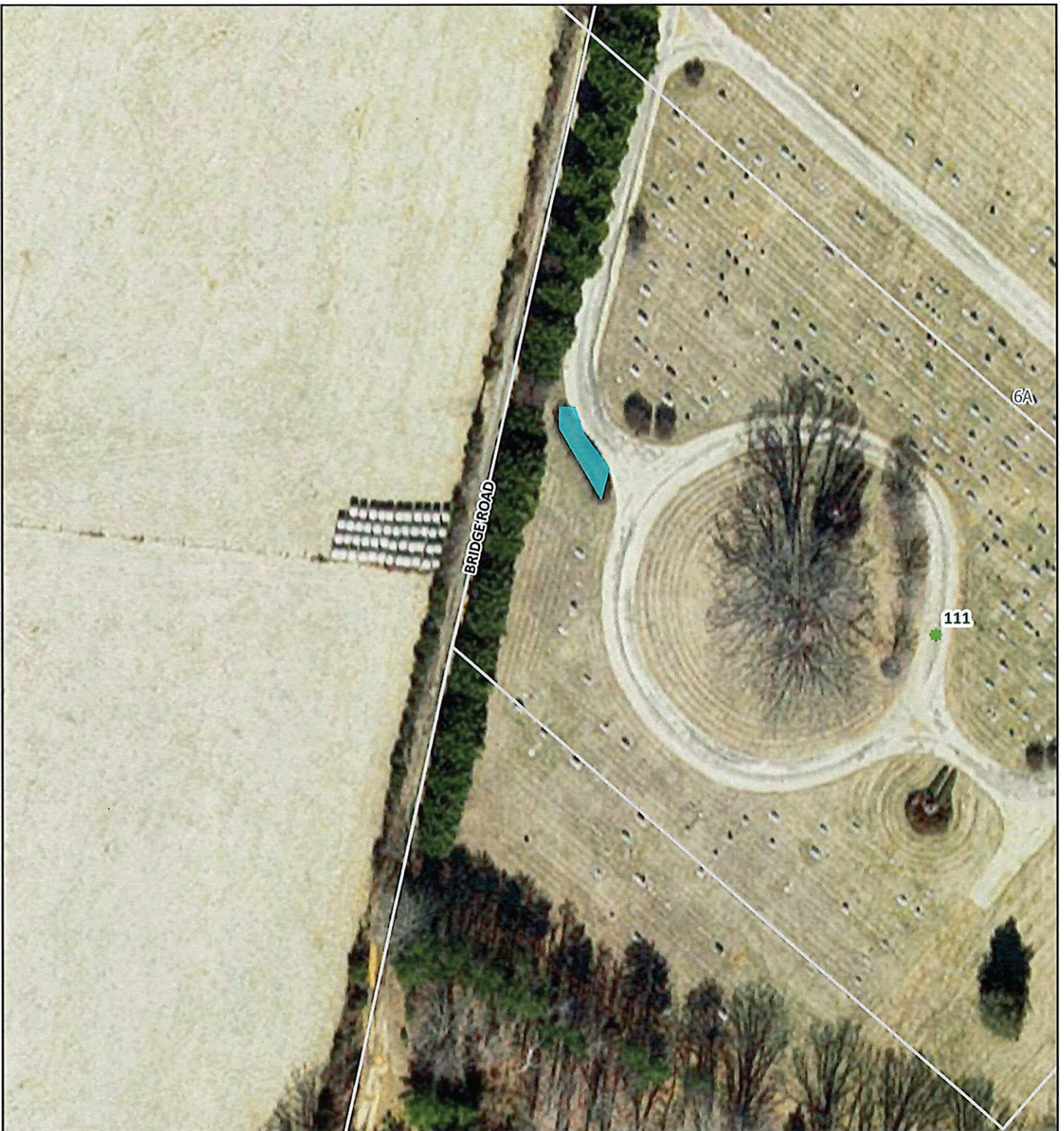
[1] *Editor's Note: Additional criminal penalties for trespassing at night in a cemetery and for vandalism to cemeteries and burial grounds are found in §§ 18.2-125 and 18.2-127, Code of Virginia, respectively. See also § 310-29C of this Code with respect to trespassing at night upon any cemetery.*

§ 166-4. Rules and regulations; violations and penalties.

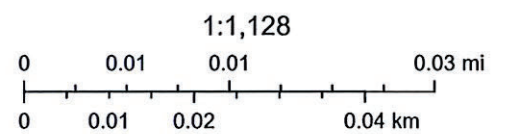
The Cemetery Committee of the Town Council shall have the power to establish and promulgate rules and regulations not in conflict with the provisions of this Code or other ordinances of the Town relative to the cemetery. Such rules and regulations shall be subject to the approval of the Town Council. It shall be unlawful for any person to fail, neglect or refuse to comply with such rules and regulations so established, promulgated and approved. Any person convicted of a violation of this section shall be subject to a civil penalty of \$100.

[1] *Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

Spring Grove



September 4, 2025

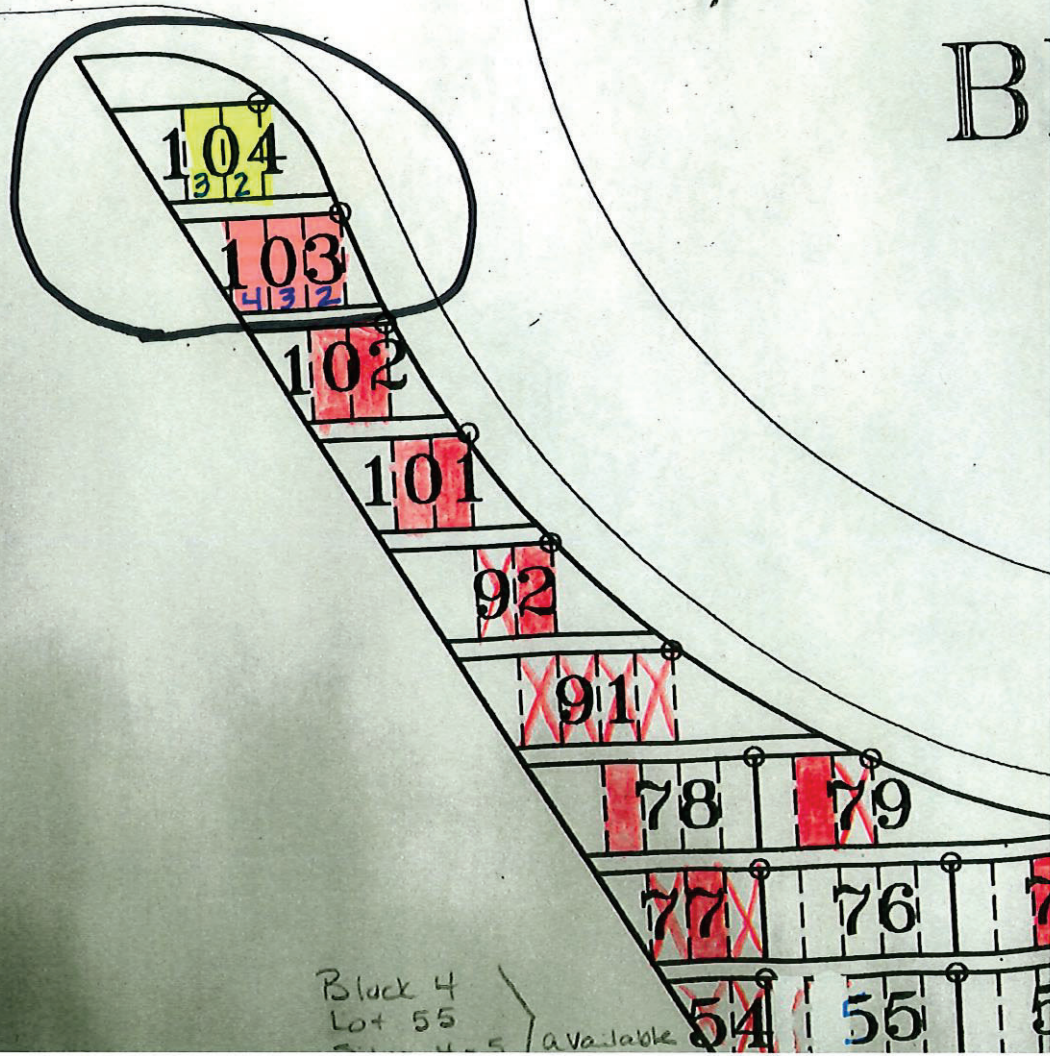


~~BLOCK 2~~

TO ROUTE 522

(S 522)

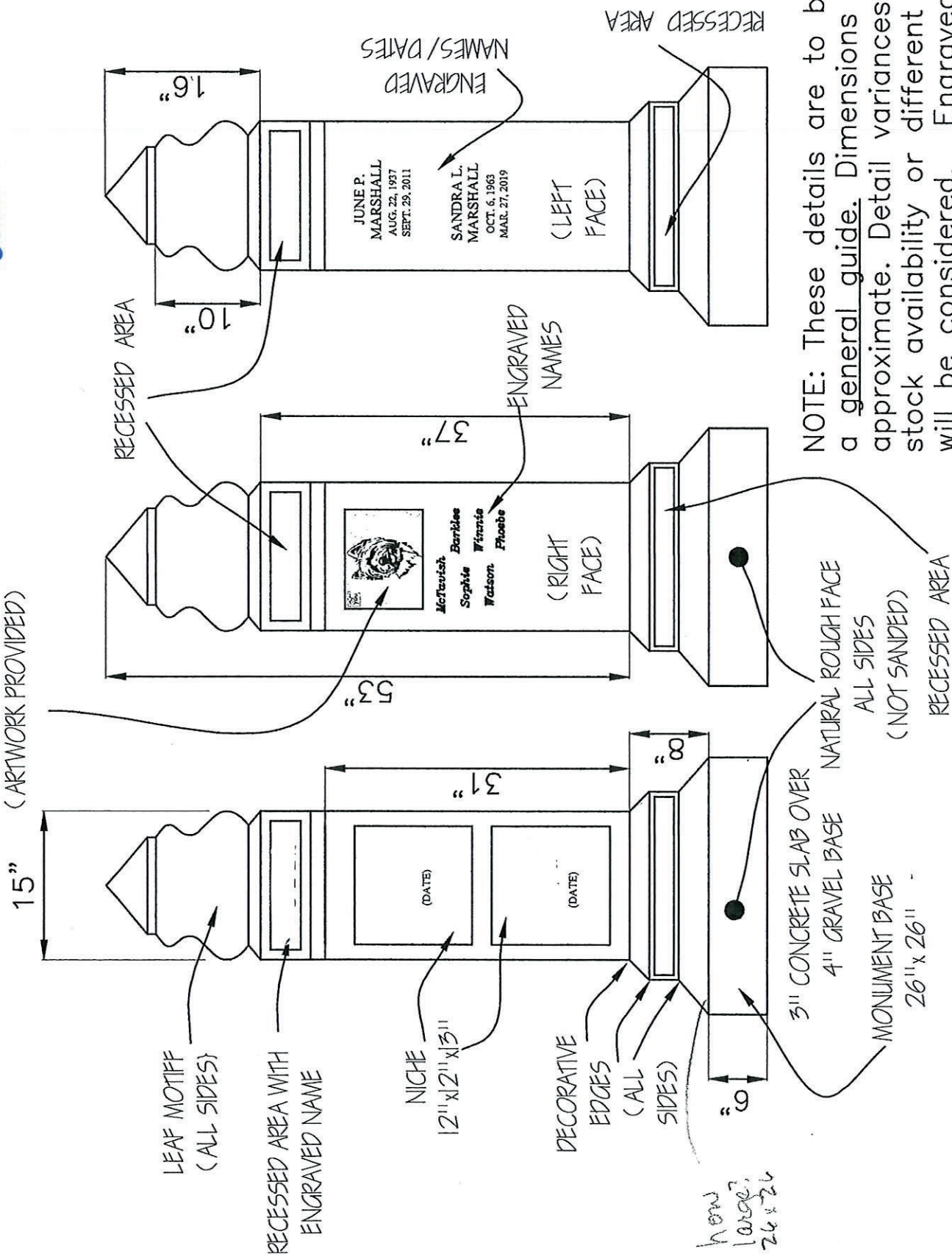
Block 4



Block 4
Lot 55

available

ENGRAVED
"WESTIE" FACE WITH
LITHO DETAILS
(ARTWORK PROVIDED)



NOTE: These details are to be used as a general guide. Dimensions are approximate. Detail variances, based on stock availability or different design will be considered. Engraved name fonts to be determined.